

AGENDA

Ordinary Council Meeting Tuesday, 17 October 2023

Date: Tuesday, 17 October 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

- **Honesty:** We will be transparent, frank and truthful to ourselves, each other and with other people we deal with.
- **Respect:** We will treat others as we want to be treated ourselves, we will be tolerant of each other and accept that people have different opinions.
- **Enjoyment:** We will create a pleasant and enjoyable working environment with satisfying jobs.
- **Teamwork:** We will cooperate and support each other to achieve common goals.
- **Openness:** We will collaborate openly and provide opportunities to communicate and network regularly with each other.
- **Leadership:** We will provide a clear strategy and direction and support all to achieve organisational and community goals.
- CustomerFocus: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, 17 October 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, 19 SEPTEMBER 2023

File Number: D23.87807

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

Responsible Officer: Craig Bennett, General Manager

## OFFICER RECOMMENDATION

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

## REPORT

Council held its Ordinary Council Meeting on Tuesday 19 September 2023. The Minutes of that Meeting are now attached for the review and approval of Council, as being a true and correct copy of that meeting.

## ATTACHMENTS

1. Minutes of the Ordinary Council Meeting held on Tuesday, 19 September 2023



# MINUTES

## Ordinary Council Meeting Tuesday, 19 September 2023

#### 19 SEPTEMBER 2023

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Item 4.1 - Attachment 1

19 SEPTEMBER 2023

#### MINUTES OF BALRANALD SHIRE COUNCIL ORDINARY COUNCIL MEETING HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD ON TUESDAY 19 SEPTEMBER 2023 AT 5PM

#### 1 OPENING OF MEETING

5.00pm

#### 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 of Infrastructure and Planning Services), Laurie Knight (External Financial Consultant), Fiona Scoleri (Executive Assistant).

#### 3 APOLOGIES

Nil

#### 4 CONFIRMATION OF MINUTES

## 4.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY 15 AUGUST 2023

#### **RESOLUTION 2023/93**

Moved: Administrator Mike Colreavy

That the Minutes of the Ordinary Council Meeting held on Tuesday, 15 August 2023 be received and noted.

CARRIED

#### 5 DISCLOSURE OF INTEREST

Nil

#### 6 ADMINISTRATOR MINUTE/REPORT

Nil

19 SEPTEMBER 2023

#### 7 COMMITTEE REPORTS

#### 7.1 BALRANALD BEAUTIFICATION ADVISORY COMMITTEE MEETING HELD ON 19 JULY 2023

#### **RESOLUTION 2023/94**

Moved: Administrator Mike Colreavy

That The Minutes of the Balranald Beautification Advisory Committee meeting held on Wednesday 19 July 2023 be received and noted.

#### CARRIED

#### 7.2 BALRANALD BEAUTIFICATION ADVISORY COMMITTEE MEETING HELD ON 16 AUGUST 2023

#### **RESOLUTION 2023/95**

Moved: Administrator Mike Colreavy

#### THAT:

- 1) The Minutes of the Balranald Beautification Advisory Committee meeting held on Wednesday 16 August 2023 be received and noted; and
- 2) The Balranald Shire Council consults with the community if the trees are to be removed from McCabe Street once the wind turbines projects start up.

#### CARRIED

#### 7.3 STRENGTHENING COMMUNITY ACCESS INCLUSION & WELLBEING ADVISORY COMMITTEE MEETING HELD ON 24 AUGUST 2023

#### **RESOLUTION 2023/96**

Moved: Administrator Mike Colreavy

That the Minutes of the Strengthening Community Access Inclusion & Wellbeing Advisory Committee meeting held on Thursday 24 August 2023 be received and noted.

CARRIED

#### 7.4 EUSTON PROGRESSIVE ADVISORY COMMITTEE MEETING HELD ON 31 JULY 2023

#### **RESOLUTION 2023/97**

Moved: Administrator Mike Colreavy

That the Minutes of the Euston Progressive Advisory Committee meeting held on Monday 31 July 2023 be received and noted.

CARRIED

#### 19 SEPTEMBER 2023

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

#### PART A - ITEMS REQUIRING DECISION

#### 8 GENERAL MANAGER'S REPORTS

#### 8.1 ADVISORY COMMITTEE MEMBERSHIP APPLICATIONS

#### **RESOLUTION 2023/98**

Moved: Administrator Mike Colreavy

#### That Council:

- 1. Approves the membership applications of Mr German Ugarte and Mr Eyan Ingles; and
- 2. Writes to both Mr Ugarte and Mr Ingles advising them of their acceptance onto the committee and welcome them into the Growing Business Industry & Tourism Advisory Committee (including a copy of the Terms of Reference of the Committee).

CARRIED

#### 8.2 REFERRAL OF DRAFT FINANCIAL STATEMENTS FOR AUDIT

#### **RESOLUTION 2023/99**

Moved: Administrator Mike Colreavy

THAT:

- (a) Council notes the completion of the Draft Annual General Purpose and Special Purpose Financial Statements for the year ending 30 June 2023;
- (b) The Draft Annual General Purpose and Special Purpose Financial Statements, as amended, be referred for audit in accordance with Section 413 of the Local Government Act, 1993; and
- (c) The Administrator and the General Manager/Responsible Accounting Officer be authorised to sign the Management Certification referring the Annual General Purpose and Special Purpose Financial Statements to Audit.

CARRIED

#### 8.3 END OF YEAR RESTRICTED AND UNRESTRICTED FUNDS

RESOLUTION 2023/100

Moved: Administrator Mike Colreavy

That Council:

- 1. Receives the report and notes the balances for Restricted Reserves (Funds) as amended. (\$29,600,873)
- 2. Approves of the Internal Restrictions (Funds) balances as at 30 June 2023 as amended. (\$12,996,470)
- 3. Approves of the addition of Self Care Unit Maintenance funds as a new internal restriction as at 30 June 2023. (\$4,000)

CARRIED

#### 8.4 THEATRE ROYAL HALL FEE WAIVER REQUEST

#### **RESOLUTION 2023/101**

Moved: Administrator Mike Colreavy

That Council:

- 1. Waives the fees for the hire of the Theatre Royal Hall by the Maari Ma Health on Thursday 14 September 2023.
- 2. Writes to the Maari Ma Health, advising them that Council will waive the Theatre Royal Hall Hire Fee.

PART B - ITEMS FOR INFORMATION

#### 9 GENERAL MANAGER'S REPORTS

#### 9.1 MONTHLY INVESTMENTS REPORT

#### **RESOLUTION 2023/102**

Moved: Administrator Mike Colreavy

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

#### 9.2 REPORT ON FINANCIAL INFORMATION AS AT MONDAY 31 AUGUST 2023

#### **RESOLUTION 2023/103**

Moved: Administrator Mike Colreavy

That Council receives and notes the financial information contained in this report for the year ending Monday 31 August 2023.

#### 9.3 OUTSTANDING RATES AND USAGE CHARGES AS AT 31 AUGUST 2023

#### **RESOLUTION 2023/104**

Moved: Administrator Mike Colreavy

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

#### 9.4 OUTSTANDING DEBTORS AS AT 31 AUGUST 2023

#### **RESOLUTION 2023/105**

Moved: Administrator Mike Colreavy

That the report be received and noted.

#### 19 SEPTEMBER 2023

CARRIED

CARRIED

CARRIED

CARRIED

CARRIED

#### 9.5 GRANTS STATUS UPDATE

#### **RESOLUTION 2023/106**

Moved: Administrator Mike Colreavy

That the report be received and noted.

## 9.6 LIBRARY QUARTERLY REPORT

#### **RESOLUTION 2023/107**

Moved: Administrator Mike Colreavy

That the Balranald Shire Library Quarterly report from 1 June, 2023 until 31 August, 2023 be received and noted.

CARRIED

#### 9.7 ENGINEERING UPDATE FOR AUGUST 2023

#### **RESOLUTION 2023/108**

Moved: Administrator Mike Colreavy

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

#### 9.8 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT

#### **RESOLUTION 2023/109**

Moved: Administrator Mike Colreavy

That the report be received and noted.

#### CARRIED

CARRIED

#### 9.9 MEETINGS ATTENDED BY THE ADMINISTRATOR, THE GENERAL MANAGER, THE EXECUTIVE MANAGER OF ENGINEERING AND THE ACTING INTERIM DIRECTOR OF INFRASTRUCTURE AND PLANNING SERVICES SINCE FRIDAY 11 AUGUST 2023

#### RESOLUTION 2023/110

Moved: Administrator Mike Colreavy

That the report be received and noted.

#### CARRIED

#### 9.10 OUTSTANDING ACTIONS AS AT FRIDAY 15 SEPTEMBER 2023

#### **RESOLUTION 2023/111**

Moved: Administrator Mike Colreavy

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

#### CARRIED

Page 7

#### 19 SEPTEMBER 2023

CARRIED

19 SEPTEMBER 2023

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

**RESOLUTION 2023/112** 

Moved: Administrator Mike Colreavy

That the report be received and noted.

CARRIED

#### 10 NOTICE OF MOTION / QUESTIONS ON NOTICE

Nil

#### 11 CONFIDENTIAL MATTERS

Nil

THE MEETING CLOSED AT 6.02PM

The minutes of this meeting were confirmed at the Council Meeting held on 17 October 2023.

.....

ADMINISTRATOR

GENERAL MANAGER

- 5 DISCLOSURE OF INTEREST
- 6 ADMINISTRATOR MINUTE/REPORT

## 7 COMMITTEE REPORTS

## 7.1 EUSTON PROGRESSIVE ADIVSORY COMMITTEE MEETING HELD ON MONDAY 25 SEPTEMBER 2023

| File Number:                | D23.88096                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------|
| Author(s):                  | Carol Holmes, Senior Executive Assistant                                                |
| Approver:                   | Craig Bennett, General Manager                                                          |
| Operational Plan Objective: | Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected. |

### PURPOSE OF REPORT

To provide Council with an update on the Euston Progressive Advisory Committee (*EPAC*) Meeting held on Monday, 25 September 2023.

### COMMITTEE RECOMMENDATION

## THAT:

- 1. The Minutes of the Euston Progressive Advisory Committee meeting held on Monday, 25 September 20236 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.

### REPORT

The EPAC held a meeting on Monday, 25 September 2023 at the Euston Club Resort Board Room.

Two additional recommendations were made by the Committee to Council (in addition to the recommendation for Council to receive and note the minutes of the meeting).

The additional recommendations are detailed in points 2 & 3 of the Committee Recommendations above.

Attachment 1 details what was discussed at the meeting.

### ATTACHMENTS

1. Minutes of the Euston Progressive Advisory Committee Meeting

## MEETING MINUTES OF THE EUSTON PROGRESSIVE ADVISORY COMMITTEE MEETING HELD ON MONDAY 25<sup>th</sup> SEPTEMBER 2023



#### CHAIR: Guy Fielding MINUTES OFFICER: Guy Fielding

| AGENDA                                                                                          | DISCUSSION                                                                                                                                                                               |  |  |  |  |  |
|-------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|
| ITEM                                                                                            |                                                                                                                                                                                          |  |  |  |  |  |
| 1.                                                                                              | Meeting Open: 6.06pm<br>Attendees:                                                                                                                                                       |  |  |  |  |  |
| соммітт                                                                                         | COMMITTEE MEMBERS                                                                                                                                                                        |  |  |  |  |  |
| Louie Zaffi                                                                                     | na (Vice Chair).                                                                                                                                                                         |  |  |  |  |  |
| Rusty Rob                                                                                       | erts.                                                                                                                                                                                    |  |  |  |  |  |
| Gray Woo                                                                                        | dhead.                                                                                                                                                                                   |  |  |  |  |  |
| Guy Fieldi                                                                                      | ng (Chair).                                                                                                                                                                              |  |  |  |  |  |
| COUNCIL                                                                                         |                                                                                                                                                                                          |  |  |  |  |  |
|                                                                                                 | eavy (Administrator)                                                                                                                                                                     |  |  |  |  |  |
| -                                                                                               | nett (General Manager).                                                                                                                                                                  |  |  |  |  |  |
|                                                                                                 | allett (Community Projects,                                                                                                                                                              |  |  |  |  |  |
|                                                                                                 | conomic Development & Grants                                                                                                                                                             |  |  |  |  |  |
| Coordinate<br>Adrian Edg                                                                        | gcome-Lucas (Acting Director of                                                                                                                                                          |  |  |  |  |  |
|                                                                                                 | cure & Planning Services).                                                                                                                                                               |  |  |  |  |  |
|                                                                                                 |                                                                                                                                                                                          |  |  |  |  |  |
| GUESTS                                                                                          |                                                                                                                                                                                          |  |  |  |  |  |
| 2.                                                                                              | Acknowledgement of country: Conducted by the Chair.                                                                                                                                      |  |  |  |  |  |
| 3.                                                                                              | Apologies: Santina Zappia (Secretary), Glenn Stewart, and Teresa Garreffa.                                                                                                               |  |  |  |  |  |
| 4.                                                                                              | Disclosures of Interest: NIL                                                                                                                                                             |  |  |  |  |  |
| 5.                                                                                              | Confirmation of Minutes from the Previous Meeting:                                                                                                                                       |  |  |  |  |  |
|                                                                                                 | Moved: Rusty Roberts Seconded: Gray Woodhead                                                                                                                                             |  |  |  |  |  |
| 6.                                                                                              | Matters arising from Minutes of the Previous Meeting:                                                                                                                                    |  |  |  |  |  |
|                                                                                                 | Louie Zaffina required the meeting minutes to be corrected. The discussion on road funding was in                                                                                        |  |  |  |  |  |
|                                                                                                 | reference to Benanee Road not Bertram Road, as was written. Minutes to be adjusted accordingly.                                                                                          |  |  |  |  |  |
|                                                                                                 | reference to behance hoad not bertrain hoad, as was written. Minutes to be adjusted accordingly.                                                                                         |  |  |  |  |  |
| 7.                                                                                              | Agenda Items: New Business                                                                                                                                                               |  |  |  |  |  |
|                                                                                                 | DCC representatives Crais Departs Councils Mallett and Advise Educates Lucas lad discussion on the                                                                                       |  |  |  |  |  |
|                                                                                                 | BSC representatives Craig Bennett, Connie Mallett and Adrian Edgcome-Lucas led discussion on the                                                                                         |  |  |  |  |  |
|                                                                                                 | Summary of Meetings Updates and Euston Projects with the involvement of EPAC members.<br>This was a process of discussing points 1 through to 131 to determine what items still required |  |  |  |  |  |
|                                                                                                 | action and items that had been resolved and could be removed from the list.                                                                                                              |  |  |  |  |  |
|                                                                                                 | Items of note included:                                                                                                                                                                  |  |  |  |  |  |
|                                                                                                 | 1: Honesty Box at Lake Benanee – General Manager to provide an update on this process.                                                                                                   |  |  |  |  |  |
| 2-3: Roads – More to be done with investigating the state of our listed roads and the disparity |                                                                                                                                                                                          |  |  |  |  |  |
|                                                                                                 | between inspection and reporting on their condition, Adrian to investigate and provide an update.                                                                                        |  |  |  |  |  |

## MEETING MINUTES OF THE EUSTON PROGRESSIVE ADVISORY COMMITTEE MEETING HELD ON MONDAY 25<sup>th</sup> SEPTEMBER 2023



|                                                       | on Bridge (March 2021 minutes) and upgrades to                |
|-------------------------------------------------------|---------------------------------------------------------------|
| track to be continually monitored and maintaine       | ed.                                                           |
| 6: Regent Parrot Program – Connie provided an         | update on a meeting she had with Adrian Wells                 |
| and his plans to resume this project.                 |                                                               |
| 7: Shire Office in Euston.                            |                                                               |
|                                                       |                                                               |
| Recommendation: That BSC investigate alterna          | tive entions for Eusten residents to have more                |
| -                                                     | -                                                             |
| accessibility to a Shire Office/Presence in Eusto     | n.                                                            |
|                                                       |                                                               |
| Moved: Louie Zaffina                                  | Seconded: Rusty Roberts                                       |
|                                                       |                                                               |
| 14: Water Treatment Plant – Adrian reported (a        | s emailed on Tuesday 19 <sup>th</sup> of September 2023) that |
| BSC has engaged the services of Brian Ebery, an       |                                                               |
| consultant from Swan Hill, to work with the tear      |                                                               |
| He will be working on strategic utility improvem      |                                                               |
|                                                       |                                                               |
| provided to EPAC in the coming weeks on the in        |                                                               |
| Adrian informed the committee that there is als       |                                                               |
| 15: Tourist Signage – Files to be searched for pre    |                                                               |
| 16: Netball/Basketball Courts – Project works to      | commence.                                                     |
| 17: More services in Euston – Teressa Garreffa t      | o elaborate on this topic.                                    |
| 20: Eucalyptus Oil Factory – Remains a targeted       | opportunity on the Rolling Action Plan. Rusty                 |
| discussed this as a possible attraction that would    | d draw tourism to the area.                                   |
|                                                       | had on improvements across all parks and median               |
| strips (27/33/62/63/75) in Euston including the       |                                                               |
|                                                       | n for this residential estate. Mike commented that            |
|                                                       |                                                               |
| funding leftover from allocations to current Eust     | on projects would be available for this.                      |
| 33: Refer to #22.                                     |                                                               |
| 38 Euston Recreation Reserve Upgrades – Adria         | ÷ ,                                                           |
|                                                       | g, entrance to ground, amenity blocks, seating, and           |
| oval upgrades.                                        |                                                               |
| 42: House Street numbers painted on kerbs – Fo        | r individual residents to action if desired. REBA             |
| spoke on this topic at their most recent meeting      | also.                                                         |
| 43: Defibrillator at Euston Recreation Reserve -      | Craig confirmed this would be installed.                      |
| 45: Truck brake noise approaching town entrand        | es – Signs to be installed.                                   |
|                                                       | s a targeted opportunity on the Rolling Action Plan.          |
| 48: Footpaths – Funding available for more foot       |                                                               |
| required.                                             |                                                               |
| _ ·                                                   | very incoments still high on list of priorities. Morely       |
|                                                       | requirements still high on list of priorities. Work           |
| still to be done in this area. Of note is the "ugly i | -                                                             |
|                                                       | s a targeted opportunity on the Rolling Action Plan.          |
| 53-59: Remain relevant for continuous updates.        |                                                               |
| 62: Refer to #22.                                     |                                                               |
| 63: Refer to #22.                                     |                                                               |
| 64: Euston Courthouse – Bev Harbison from the         | Historical Society provided a letter to EPAC that             |
| was given to BSC on keeping this building mainta      |                                                               |
|                                                       | cated, however, is in a poor state. Needs replacing           |
| with signage to indicate its purpose.                 | ated, nowever, is in a poor state. Needs replacing            |
| with signage to indicate its purpose.                 |                                                               |
| Description designs That DCC multiple she Fundam      | Community Nation Docuder the signature that                   |
| Recommendation: That BSC replace the Euston           | Community Notice Board with signage that                      |
| indicates what it is.                                 |                                                               |
|                                                       |                                                               |
| Moved: Louie Zaffina                                  | Seconded: Rusty Roberts                                       |
|                                                       |                                                               |
| 75: Refer to #22.                                     |                                                               |
|                                                       |                                                               |

## MEETING MINUTES OF THE EUSTON PROGRESSIVE ADVISORY COMMITTEE MEETING HELD ON MONDAY 25<sup>th</sup> SEPTEMBER 2023



|     | 82: Footpath on Sturt Highway to link Bridge walk – Other towns have this in place, why not              |
|-----|----------------------------------------------------------------------------------------------------------|
|     | Euston?                                                                                                  |
|     | 84: ACM Automotive Frontage – Remains an issue.                                                          |
|     | 88: Euston Post Office gutter – Investigate.                                                             |
|     | 91: Walkway through Euston "Co-op corner" – Remains a targeted opportunity on the Rolling Action Plan.   |
|     |                                                                                                          |
|     | 92: New lease agreement for Euston Recreation Reserve – Investigate.                                     |
|     | 95: Refrigerated Trucks parking on side of Highway – BSC to install signage.                             |
|     | 104: Fish Cleaning Station – Remains a targeted opportunity on the Rolling Action Plan.                  |
|     | 106: Multi-Purpose Tennis Court at Riverfront – Euston Club GRANT of \$83K. Adrian has confirmed         |
|     | work is underway on this project.<br>108: Rolling Action Plan – Progressing.                             |
|     | 110: Summary of Meetings Chart – Progressing.                                                            |
|     | 111: Local Traffic Only signage – Investigate.                                                           |
|     | 111: Local Traine Only signage – investigate.                                                            |
|     | 125: Refer to #2-3.                                                                                      |
|     | 127: Database of email addresses – Notification in newsletter and on the Euston Community                |
|     | Noticeboard on process for individuals to seek inclusion on mailing list.                                |
|     | 128: Requests that operation requests be emailed to BSC not kept for EPAC meetings – the Chair           |
|     | advised committee members that if requested by Euston residents to raise an issue that they have         |
|     | at our EPAC meetings that we initially direct them to contact BSC immediately. This way the job will     |
|     | be logged into the system.                                                                               |
|     | 130: Road to Balranald Motorbike Track – Adrian and Mike confirmed that this was a levee bank            |
|     | that was reinforced just prior to the floods in November 2022.                                           |
|     | Louie asked why Euston block owners had to fund and create their own levee bank for protection           |
|     | of their properties? Was advised by the BSC Executive Manager of Engineering at the time that this       |
|     | was not required.                                                                                        |
|     | 130: Leslie Drive – Refer to #2-3.                                                                       |
|     | 131: Euston Recreation Reserve Upgrade – Refer to #38.                                                   |
|     |                                                                                                          |
|     |                                                                                                          |
| 8.  | Correspondence:                                                                                          |
|     | EPAC Summary of Meetings: As at 25 <sup>th</sup> of September 2023.                                      |
|     | Euston Projects: As at 25 <sup>th</sup> of September 2023.                                               |
|     | BSC Newsletter: August 2023.                                                                             |
|     |                                                                                                          |
|     |                                                                                                          |
| 9.  | Items without Notice: General Business                                                                   |
|     |                                                                                                          |
|     | Mike Colreavy discussed the 2024 Councillor Elections being held Saturday 14 <sup>th</sup> of September. |
|     | Initial public sessions for intending candidates will be held mid-to-late October 2023 with three        |
|     | formal sessions to be conducted in May, June, and July 2024.                                             |
|     | Mike urged EPAC members to put their hands up so that Euston has representation on council.              |
|     |                                                                                                          |
| 10. | MEETING CLOSED 8:10pm                                                                                    |
|     |                                                                                                          |
|     | Next Meeting – Monday 23 <sup>rd</sup> October 2023 at 5:30pm. Euston Club Resort Board Room.            |

## 7.2 STRENGTHENING COMMUNITY ACCESS INCLUSION & WELLBEING ADVISORY COMMITTEE MEETING HELD ON THURSDAY 28 SEPTEMBER 2023

| File Number:                | D23.88104                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------|
| Author(s):                  | Carol Holmes, Senior Executive Assistant                                                |
| Approver:                   | Craig Bennett, General Manager                                                          |
| Operational Plan Objective: | Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected. |

## PURPOSE OF REPORT

To provide Council with an update on the Strengthening Community Access Inclusion & Wellbeing Advisory Committee (**SCAIWAC**) Meeting.

### COMMITTEE RECOMMENDATION

## 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.

### REPORT

The SCAIWAC held a meeting on Thursday, 24 August 2023 in the Council Chambers.

There was one additional recommendation made by the committee to Council (in addition to the recommendation for Council to receive and note the minutes of the meeting).

The additional recommendation is detailed in point 2 of the Committee Recommendation above.

Attachment 1 details the items that were discussed at this committee meeting.

## ATTACHMENTS

1. Minutes of the Strengthening Community Access Inclusion & Wellbeing Advisory Committee Meeting

## MEETING MINUTES OF THE Strengthening Community Access, Inclusion & Wellbeing ADVISORY COMMITTEE MEETING HELD ON Thursday 28 Sept 2023



#### CHAIR: Rachael Williams MINUTES OFFICER: Rachael Williams

| AGENDA                                                                                                                                                                        | A DISCUSSION                                                                                                                                                                                             |  |  |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| ITEM                                                                                                                                                                          | ТЕМ                                                                                                                                                                                                      |  |  |  |
| 1.                                                                                                                                                                            | Meeting Open: 4:30pm                                                                                                                                                                                     |  |  |  |
| Attendees:                                                                                                                                                                    |                                                                                                                                                                                                          |  |  |  |
| COMMITTE                                                                                                                                                                      | E MEMBERS                                                                                                                                                                                                |  |  |  |
| Emma Moo                                                                                                                                                                      | re                                                                                                                                                                                                       |  |  |  |
| Lyn Flanaga                                                                                                                                                                   |                                                                                                                                                                                                          |  |  |  |
| Sue Balshav                                                                                                                                                                   |                                                                                                                                                                                                          |  |  |  |
| Michelle W                                                                                                                                                                    |                                                                                                                                                                                                          |  |  |  |
|                                                                                                                                                                               | lliams (Zoom)                                                                                                                                                                                            |  |  |  |
| Nat Lay (Zoo                                                                                                                                                                  | om)                                                                                                                                                                                                      |  |  |  |
| COUNCIL                                                                                                                                                                       |                                                                                                                                                                                                          |  |  |  |
| Mike Colrea                                                                                                                                                                   | AAA                                                                                                                                                                                                      |  |  |  |
| Craig Benne                                                                                                                                                                   |                                                                                                                                                                                                          |  |  |  |
| Connie Mal                                                                                                                                                                    |                                                                                                                                                                                                          |  |  |  |
|                                                                                                                                                                               |                                                                                                                                                                                                          |  |  |  |
| GUESTS                                                                                                                                                                        |                                                                                                                                                                                                          |  |  |  |
|                                                                                                                                                                               |                                                                                                                                                                                                          |  |  |  |
| 2. \                                                                                                                                                                          | Welcome of country: I would like to begin by acknowledging the traditional custodians of the land we're                                                                                                  |  |  |  |
| I                                                                                                                                                                             | meeting on today and pay my respects to their Elders past and present. I also acknowledge my gratitude that                                                                                              |  |  |  |
|                                                                                                                                                                               | we share this land today, my sorrow for some of the costs of that sharing, and my hope and belief that we                                                                                                |  |  |  |
|                                                                                                                                                                               | can move to a place of equity, justice and partnership together.                                                                                                                                         |  |  |  |
|                                                                                                                                                                               | Apologies: Lea Lawrie, Trish Simpson, Mandy Haley,                                                                                                                                                       |  |  |  |
|                                                                                                                                                                               | Disclosures of Interest: NIL                                                                                                                                                                             |  |  |  |
|                                                                                                                                                                               | Confirmation of minutes: 24 <sup>th</sup> August 2023<br>Moved: Sue Balshaw Seconded: Emma Moore.                                                                                                        |  |  |  |
|                                                                                                                                                                               | Business arising from minutes / Ongoing items                                                                                                                                                            |  |  |  |
|                                                                                                                                                                               | espondence / Connections of note                                                                                                                                                                         |  |  |  |
| Ben Foley, Exe                                                                                                                                                                | ecutive Officer Regional Disability Advocacy Service re connecting with BSC to provide advocacy advice and<br>witation has been extended to Ben to attend the next SCAIW AC meeting as a guest speakers. |  |  |  |
| ACTION Advisory Committee to finalise their review and comments and return to Fiona Scoleri ASAP by dropping back to Council or emailing through their changes / suggestions. |                                                                                                                                                                                                          |  |  |  |
| 2. Ongoing l                                                                                                                                                                  | nitiatives Update:                                                                                                                                                                                       |  |  |  |
|                                                                                                                                                                               | hool Hours (OOSH) service gap remediation – update Emma & Nat.                                                                                                                                           |  |  |  |
| Penny Sarb (Wilcannia Forbes Diocese) has advised Natalie Lay that St Joseph's Parish Primary School, Balranald can                                                           |                                                                                                                                                                                                          |  |  |  |
| host an After School Activities Club. NOTE this IS NOT an OOSH (Out of School Hours Program) and as such is NOT                                                               |                                                                                                                                                                                                          |  |  |  |
| eligible for the CCS benefit.<br>We must be very careful with use of this language when discussing / promoting the program.                                                   |                                                                                                                                                                                                          |  |  |  |
|                                                                                                                                                                               | seph's After School Activities Club will commence in week 2 of term 4 2023.                                                                                                                              |  |  |  |
|                                                                                                                                                                               | will run Mon- Thursday 3pm-5:30pm each week.                                                                                                                                                             |  |  |  |
|                                                                                                                                                                               | to families will be \$10 / child per day.                                                                                                                                                                |  |  |  |
|                                                                                                                                                                               | 's will employee someone at the Aide level to deliver the program.                                                                                                                                       |  |  |  |
|                                                                                                                                                                               | nrolments will see the model running at a slight loss, but projected enrolments into 2024 look more positive.                                                                                            |  |  |  |
| To cover 'wages only' costs there needs to be an enrolment of 10 children / day. This does not cover costs such as resources and food etc.                                    |                                                                                                                                                                                                          |  |  |  |
|                                                                                                                                                                               | and food atc                                                                                                                                                                                             |  |  |  |

## MEETING MINUTES OF THE Strengthening Community Access, Inclusion & Wellbeing ADVISORY COMMITTEE MEETING HELD ON Thursday 28 Sept 2023

Natalie to forward wording to Council for inclusion in the Shire newsletter.

A huge thank you is extended to Emma and Natalie for their which has led to this great outcome for families.



b) Balranald Emergency Accommodation Model – update Connie Mallet BSC has a new Acting Director of Infrastructure & Planning who is also a Project Manager. His name is Adrian and he is currently sourcing out builders to get the Emergency Accommodation works happening. Adrian is onsite at Council 3 days per week. Connie will pass on all updates as she receives from Adrian to the SCAIW AC. c) ORG Mental Health First Aid funding - update Connie Mallet BSC has received the 1st Year funding of \$93,240 from the Office of Responsible Gambling for the SCAIW Mental Health First Aid Training project. The PD for the staff member is being finalised with HR. The Project Officer will be responsible to Connie. Services Expo – update Emma Moore Set for Thursday 19th Oct, venue booked and advertising commenced Requested waiver of Royal Theatre fee - waiting to hear back 19 services have so far registered for the event. Waiting to hear from others, but a large number invited. See list attached to these minutes. SCAIW AC members are to reach out to any services on this list they have a special connection with and encourage their attendance. Advise Emma so we are not doubling up. Promotion into the community through: BSC calendar of events Mail drop next week Announcing on Friday night at the club Available Advisory Committee members are to support with set up from 9am on the day - Council staff to bring across Greenham Park Hall tables Schedule: 11am start and welcome, Launch of Expo - MaariMa and SCAIW Advisory Committee (Emma and Rachael) Launch of Gamble Aware funding opportunities and the SCAIW AC Service Directory (GambleAware week is 16 - 22 October 2023). Meridian Urban - Drought Resilience Plan (research) will host a drop in session at the expo (and community information session the evening before) Catering - Sharleen Williams - waiting for a quote - approx. 200 lunches 7. **New Business** Risk of reduced operation / closure of the Balranald Early Learning Centre Down to 24 children / day MAX - high risk families will be a priority, so working mums will be amongst the first to lose positions. Currently being operated by Sharon as a Diploma, can operate this way for 60 days Have to have access to an ECT at least 20% of the time **RECOMMENDATION OF SCAIW Advisory Committee:** SCAIW AC requests that BSC advocate strongly at state and federal level, with both shire and broader community to find strategic short-term and sustainable long-term solutions to the ECEC issue evolving in our community with the risk of closure of the BELC. The BELC provides critical early education (as the only preschool in Balranald) and supports child safety, gender equity and economic development (as the only formal childcare available in Balranald). Moved: Emma Moore Seconded: Sue Balshaw. Carried. 8. Items Without Notice / Around the room to Close: Mike Colreavy: All Advisory Committee to attend on the 9th Michelle White: attending on Wednesday 18th Deni Mental Health awareness Group - Forum, will provide feedback to this group Sue Balshaw: workshop at Club was excellent (Claire Bulter organised)- very well run 9. MEETING CLOSED 5:30pm - Next Meeting - Thursday 26th Oct 2023

## 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

| File Number:                | D23.87616                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Author(s):                  | Craig Bennett, General Manager                                                                                                |
| 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. |

### PURPOSE OF REPORT

The purpose of this report is to present the updated Performance Improvement Order Action Plan to Council as at Friday, 29 September 2023.

### OFFICER RECOMMENDATION

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

### BACKGROUND

The Minister for Local Government issued a Performance Improvement Order (*PIO*) to Council on the 24<sup>th</sup> April 2017.

An action plan was presented to Council at the 18 July 2023 Ordinary Council Meeting. This action plan related to the quarter ending 30 June 2023.

The following was resolved by Council:

## **RESOLUTION 2023/1**

Moved: Administrator Mike Colreavy

## That Council endorses the Performance Improvement Order Action Plan as at Friday, 30 June 2023.

## REPORT

An updated PIO Action Plan is now presented to Council for the quarter ending 30 September 2023.

This current action plan as at 30 September 2023 (*Attachment 1*) details all thirty-nine (39) recommendations and also details what actions have been completed and what actions are still outstanding.

Currently, there are still fourteen (14) actions outstanding. Therefore, twenty-five actions have been completed as at 30 September, 2023.

This is the same amount of actions that were completed as at 30 June 2023.

However, there has been several updates since the 30 June 2023 Action Plan. The following actions have an updated status since 30 June 2023 - 1, 16, 22, 26, 27, 28, 30, 35, 36 and 39. Therefore ten (10) actions have been updated since the July 18 2023 Ordinary Council Meeting.

That means that four (4) actions were not updated since the July 18, 2023 Ordinary Council Meeting. These are actions 17, 20, 37 and 38.

Most of these actions were unable to be updated as there has been no further progress on them.

Action number 17 requires more work on the business plans for Water and Sewerage. These plans are not expected to be completed until at least 31 December 2023. More attention will be given to the business plans once a fulltime Director of Infrastructure and Planning Services is appointed by Council. This appointment is not expected prior to the end of December 2023.

Action number 20 is expected to be completed by the end of March 2024.

Action numbers 37 and 38 will not be completed until after the next Council Elections. An estimated completion date for both of these actions is 31 March 2025.

The outstanding actions as at 30 September 2023 are 1, 16, 17, 20, 22, 26, 27, 28, 30, 35, 36, 37, 38 and 39.

The completed actions as at 30 September 2023 are 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 18, 19, 21, 23, 24, 25, 29, 31, 32, 33 and 34.

## FINANCIAL IMPLICATIONS

Nil.

## LEGISLATIVE IMPLICATIONS

Section 438A of the Local Government Act, 1993.

## POLICY IMPLICATIONS

PIO Action Plan.

## **RISK RATING**

Low.

## ATTACHMENTS

1. Performance Improvement Order Action Plan - Updated as at Friday, 29 September 2023

|   | OLG REPORT RECOMMENDATIONS                                                                                                                                                                 | PROPOSED<br>OUTCOMES                                                                                                                                                                                         | RESPONSIBLE<br>OFFICER                                            | STATUS AT<br>30 SEPTEMBER 2023                                                                                                                                                                                                                                                                                                                             |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | That Council finalise and resolve to adopt a Long-<br>Term Financial Plan (LTFP) that has clear links to<br>Council's Asset Management Plans.                                              | Creditable Long<br>Term Financial<br>Plan (LTFP).                                                                                                                                                            | General Manager                                                   | Council adopted an updated 10 year Long Term Financial Plan<br>(LTFP) 2022 until 2032 at the May 17, 2022 Ordinary Council<br>Meeting. The LTFP is not currently linked to Asset Management<br>Plans. There needs to be more work undertaken on the Asset<br>Management Plans and the linkages to the LTFP.                                                |
| 2 | That Council reviews its Quarterly Budget Review Statement with Councilors to ensure accuracy and relevance for decision-making at a strategic level.                                      | Councilors review the<br>Quarterly Budget Review<br>Statement at the<br>Extraordinary Meeting                                                                                                                | Finance<br>Consultant                                             | Quarterly Budget Reviews are now presented to Council on a<br>quarterly basis as required by legislation.<br>This action is now complete.                                                                                                                                                                                                                  |
| 3 | That all elected Councillors undertake financial<br>and code of conduct training directly after the next<br>Council election.                                                              | LG NSW organised training<br>day for Code of Conduct<br>scheduled for 19 January<br>2017 and Finance Training<br>Day on 10 March 2017.                                                                       | General Manager                                                   | Council's next Council to be elected in September 2024 will<br>undertake mandatory training after the elections.<br>In addition to this Council's Administrator and General Manager<br>will be conducting education/induction sessions for all<br>prospective candidates in the leadup to the September 2024<br>elections.<br>This action is now complete. |
| 4 | That Council undertake a comprehensive review of<br>all its policies and ensure they are submitted to<br>Council for adoption.                                                             | All of Council Policies to be<br>reviewed and adopted by<br>Council at the February<br>2017 Council meeting. In<br>doing so identify any critical<br>outstanding policies and<br>included them for adoption. | General Manager                                                   | Council's Policies were reviewed at the February 21, 2017<br>Ordinary Council Meeting.<br>Additionally, twenty (20) Council Policies were reviewed and<br>adopted by Council at the May, 17 2022 Ordinary Council<br>Meeting.<br>This action is now complete.                                                                                              |
| 5 | That Council develop a plan to improve its<br>document management processes and system<br>which will meet the requirements of the State<br>Records Act 1998.                               | Electronic Management<br>System installed.<br>Dedicated staff member<br>appointed to manage the<br>system<br>Staff provided training to<br>utilise the system.                                               | Previous Director<br>of Corporate and<br>Community<br>Development | Council installed HPE Content Manager as its records<br>management system.<br>Staff are now using this system to store corporate records.<br>This action is now complete.                                                                                                                                                                                  |
| 6 | That until Council has an audit committee,<br>councilors review responses to the issues raised in<br>the external auditor's management letters on an<br>annual basis at a Council meeting. | External auditor's                                                                                                                                                                                           | Previous Director<br>of Corporate and<br>Community<br>Development | Council now has an Audit, Risk and Improvement Committee<br>(ARIC) in place. The external auditors Management Letter for the<br>2021/2022 Financial Year was presented to the ARIC meeting<br>held on Thursday, 1 December 2022.<br>This action is now complete.                                                                                           |

|    | OLG REPORT RECOMMENDATIONS                                                                                                                                                                                                                             | PROPOSED<br>OUTCOMES                                                                                                                                          | RESPONSIBLE<br>OFFICER                                            | STATUS AT<br>30 SEPTEMBER 2023                                                                                                                                                      |  |  |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| 7  | That Council's progress in implementing the recommendations from the external auditor's management letter is reported to Council each month.                                                                                                           | A monthly progress report<br>be provided to Council up to<br>and including the December<br>2017 meeting.                                                      | Previous Director<br>of Corporate and<br>Community<br>Development | Council has implemented an action plan to address the recommendations from every management letter since 2018.<br>This action is now complete.                                      |  |  |
| 8  | Council should establish an audit committee and<br>an internal audit framework pursuant to OLG's<br>Internal Audit Guidelines.                                                                                                                         | Internal audit framework<br>established and first Audit<br>Committee meeting held<br>prior to 30 June 2017.                                                   | General Manager                                                   | Council has established an ARIC and an Internal Audit<br>Framework in accordance with the guidelines.<br>This action is now complete.                                               |  |  |
| 9  | That Council develop a fraud and corruption policy and conduct a fraud risk assessment.                                                                                                                                                                | Fraud and corruption policy<br>adopted by Council –<br>Resolution No. 02.17.3924<br>and Consultant undertake a<br>fraud risk assessment by 31<br>August 2017. | General Manager                                                   | Council adopted a Fraud and Corruption Policy at the December,<br>17 2021 Ordinary Council Meeting.<br>A fraud risk assessment was also undertaken.<br>This action is now complete. |  |  |
| 10 | That in addition to the current arrangements, credit<br>card statements for the Mayor and General<br>Manager be reviewed, approved and signed off by<br>another councillor in line with expenditure that has<br>been approved within Council's budget. |                                                                                                                                                               | General Manager                                                   | Council now has an adopted Credit Card Policy.<br>All statements are now required to be authorised by the<br>responsible officer's supervisor.<br>This action is now complete.      |  |  |
| 11 | That for any staff provided with a credit card, their transactions are signed off and approved by the General Manager and the Finance Coordinator.                                                                                                     | Implement Report<br>Recommendation.                                                                                                                           | General Manager                                                   | Council now has an adopted Credit Card Policy.<br>All statements are now required to be authorised by the<br>responsible officer's supervisor.<br>This action is now complete.      |  |  |
| 12 | That Council develop an end of year plan to<br>complete and finalise Council's audited financial<br>statements each year and report regularly to a<br>Council meeting on its progress.                                                                 | End of year plan reported to<br>the June Council meeting<br>with a progress report to the<br>following 3 Council<br>meetings.                                 | General Manager                                                   | Council's end of year audit plan is now prepared by Council's<br>Finance Consultant, Approved by the General Manager and<br>submitted to the ARIC.<br>This action is now complete.  |  |  |
| 13 | That Council pursue unpresented payments including several EFT payments and cheques dating back to August 2014 and February 2014, respectively.                                                                                                        | As per report<br>recommendation                                                                                                                               | Previous Director<br>of Corporate and<br>Community<br>Development | These unpresented payments were investigated in 2017.<br>This action is now complete.                                                                                               |  |  |

|    | OLG REPORT RECOMMENDATIONS                                                                                                                                                 | PROPOSED<br>OUTCOMES                                                                                           | RESPONSIBLE<br>OFFICER                                                   | STATUS AT<br>30 SEPTEMBER 2023                                                                                                                                                                                                                                                                                                                                |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 14 | That Council ensure an authentic and informed LTFP is presented to Council in August 2017.                                                                                 | Adoption of Long-term<br>Financial Plan.                                                                       | General Manager                                                          | Council adopted an updated 10 year Long Term Financial Plan<br>(LTFP) 2022 until 2032 at the May 17, 2022 Ordinary Council<br>Meeting.<br>This action is now complete.                                                                                                                                                                                        |
| 15 | Balranald Caravan Park to ensure the Park continues to be a major asset for the district and                                                                               | Options for future<br>management of the<br>Caravan Park considered<br>and implemented by<br>Council.           | General Manager                                                          | Council has employed staff to run the caravan park.<br>This action is now complete.                                                                                                                                                                                                                                                                           |
| 16 | Hostel in Balranald to ensure income losses do not                                                                                                                         | Options for the future<br>ownership and management<br>of the facility considered<br>and Council decision made. | <sup>t</sup> General Manager                                             | The Commonwealth Government introduced new legislation from<br>1 July, 2023<br>Council is currently focused on ensuring that it is compliant with<br>the recently introduced legislation. Council needs to recruit<br>registered nurses in order to be compliant with this new<br>legislation. This is expected to take at least a further six (6)<br>months. |
| 17 | That regardless of the success or otherwise of the application for Integrated Water Catchment Management (IWCM), business plans be prepared for the Water and Sewer Funds. | strategy including business                                                                                    | Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services | Council has engaged Public Works to draft an Integrated Water<br>Cycle Management Plan. A draft plan was provided to Council on<br>Friday, 30 June 2023.<br>The business plans for Water and Sewerage are not expected to<br>be completed until at least 31 December 2023.                                                                                    |
| 18 | of approaches (such as a Document Management                                                                                                                               | Sale of site and funds<br>reserved for specific<br>purposes                                                    | General Manager                                                          | An infrastructure replacement reserve was created in the 2022/2023 Financial Year.<br><b>This action is now complete.</b>                                                                                                                                                                                                                                     |
| 19 | That Council undertake a rates review to ensure<br>the correct categorisation of properties to ensure<br>equity and income maximization.                                   | Review completed in this calendar year                                                                         | Previous Director<br>of Corporate and<br>Community<br>Development        | A rating review was completed in the 2018/2019 Financial Year.<br>This action is now complete.                                                                                                                                                                                                                                                                |

|    | OLG REPORT RECOMMENDATIONS                                                                                                                                                                           | PROPOSED<br>OUTCOMES                                                                                           | RESPONSIBLE<br>OFFICER                                                   | STATUS AT<br>30 SEPTEMBER 2023                                                                                                                                                                                                                                                                                                            |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 20 | That preparations commence for a general Special<br>Rates Variation (SRV) and that Council look at the<br>possibility of SRVs for mines and solar farms<br>approved or planned.                      | SRV preparation work<br>undertaken and SRV<br>application submitted.                                           | General Manager                                                          | SRV completed. Granted by IPART in the 2018/2019 Financial Year for 7 years. Council is still looking at the possibility of SRVs for mines and solar farms approved or planned.                                                                                                                                                           |
| 21 | That Council embed the recently adopted<br>Business Improvement Plan into its operations.                                                                                                            | Recognition of the<br>importance of the Business<br>improvement plan and<br>regularly reporting to<br>Council. | General Manager                                                          | The Business Improvement Plan is now well and truly embedded into Council's operations. This action is now complete.                                                                                                                                                                                                                      |
| 22 | That Council look to adopting S.94 or S.94A plans to ensure future income opportunities are not lost.                                                                                                | Council is in a position to<br>readily assess impacts of<br>major developments in the<br>shire.                | Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services | Priorities are being considered by Council as part of the<br>deliberations on the Capital Works Program for the 2024/2025<br>Financial Year. Additionally, a Council Report is being prepared<br>for the November 21, 2023 Ordinary Council Meeting for Council<br>to consider the works schedule for the Developer Contribution<br>Plan. |
| 23 | That a review of all fees and charges be<br>undertaken, before the next Budget, with a view to<br>establishing full cost recovery or identifying the<br>reasons for not pursuing full cost recovery. | Maximise Council's income from these sources.                                                                  | Previous Director<br>of Corporate and<br>Community<br>Development        | A review was undertaken in the 2017/2018 Financial Year.<br>This action is now complete.                                                                                                                                                                                                                                                  |
| 24 | That a review of plant charges and on costs be<br>made, before the next Budget, to ensure<br>profitability is maximized and all overheads are<br>correctly charged and recovered.                    | Maximize Council's income from these sources.                                                                  | Previous Director<br>of Infrastructure<br>and Development                | A review was undertaken in the 2017/2018 Financial Year.<br>This action is now complete.                                                                                                                                                                                                                                                  |
| 25 | That Council recognise that approaches in previous years of not funding depreciation have reduced the cash position of Council and Council commit to cash funding of depreciation.                   | Council's budgeting process<br>allows for depreciation to be<br>funded.                                        |                                                                          | Council is now committed to the cash funding of depreciation.<br>Council has unrestricted cash investments of over \$7M as at 30<br>April 2023.<br>This action is now complete.                                                                                                                                                           |
| 26 | That a long term financial and improvement plan be prepared for the Visitors Information Centre.                                                                                                     | Council adopts a precinct<br>management plan for the<br>Visitor Information Centre<br>and surrounds.           | General Manager                                                          | Council has not yet adopted a precinct management plan for the Visitor Information Centre. However, it is looking to develop one by the end of June, 2024.                                                                                                                                                                                |
| 27 | That Council move quickly to fill staff vacancies as<br>identified in the latest staff structures as presented<br>to Council.                                                                        | A full complement of suitability qualified staff.                                                              | General Manager                                                          | Council's General Manager and Acting Interim Director of<br>Infrastructure and Planning Services have made the filling of<br>vacant positions a high priority over the next three months. They<br>will be working with staff to ensure that they provide adequate<br>attention to this important issue.                                   |
| 28 | That Directors of Council be given more security of tenure.                                                                                                                                          | Directors appointed permanently to positions.                                                                  | General Manager                                                          | Council will be advertising the vacant senior staff position of<br>Director of Governance, Business and Community Services and<br>the vacant senior staff position of Director of Infrastructure and<br>Planning Services during October 2023.<br>It is then expected to take a further month for interviews to be                        |

|    | OLG REPORT RECOMMENDATIONS                                                                                                                                                                                                                                                                                | PROPOSED<br>OUTCOMES                                                     | RESPONSIBLE<br>OFFICER                                            | STATUS AT<br>30 SEPTEMBER 2023                                                                                                                                                                                                                                                                                                               |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|-------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 29 | That Council consider a Staff Education Assistance and Encouragement Policy.                                                                                                                                                                                                                              | Adoption of a formal Staff<br>Education policy                           | Previous Director<br>of Corporate and<br>Community<br>Development | Council adopted a Staff Education and Training Policy at the December, 17 2021 Ordinary Council Meeting.                                                                                                                                                                                                                                     |
| 30 | That Council look to a succession planning approach with staff.                                                                                                                                                                                                                                           | Adopted Workforce Plan<br>that addresses staff<br>succession issues      | General Manager                                                   | Succession Planning will be a focus of Council's General<br>Manager. Consultation on the Draft Workforce Plan with staff will<br>commence in the next 3 months. Succession Planning will be<br>included in the adopted Workforce Plan. It is expected that the<br>new Workforce Plan will be adopted by Council by the end of<br>April 2024. |
| 31 | That Council monitor Secondary Employment to<br>ensure worker safety is paramount, work<br>obligations are not compromised and conflicts of<br>interest are minimised.                                                                                                                                    | Ongoing monitoring &<br>development of a secondary<br>employment policy. | Previous Director<br>of Corporate and<br>Community<br>Development | Council adopted a Secondary Employment Policy at the December, 17 2021 Ordinary Council Meeting.<br>This action is now complete.                                                                                                                                                                                                             |
| 32 | That Council require the General Manager and<br>Directors to undergo personality profiling and<br>follow up interviews to align their personalities with<br>the rigors of the roles.                                                                                                                      | Profiling of General<br>Manager and Directors<br>completed               | General Manager                                                   | Personality profiling is now part of all recruitment processes for General Managers and Directors. This action is now complete.                                                                                                                                                                                                              |
| 33 | That Council's newly appointed Performance<br>Review Panel conduct two formal assessments<br>annually and also meet quarterly for discussions<br>with the General Manager.                                                                                                                                | Action to be implemented                                                 | General Manager                                                   | Council has engaged LGNSW to facilitate two reviews of its new<br>General Manager each year.<br>This action is now complete.                                                                                                                                                                                                                 |
| 34 | That the General Manager's Performance<br>Agreement be a meaningful agreement which<br>reflects the aspirations and obligations of Council<br>including subscribing to Fit for the Future<br>requirements, adherence to the Business<br>Improvement Plan, strategic planning and<br>community engagement. | New Performance<br>Agreement to be<br>established.                       | General Manager                                                   | A performance agreement for the new General Manager was<br>signed off by the Administrator and the General Manager on<br>Monday, 29 May 2023.<br>This action is now complete.                                                                                                                                                                |
| 35 | That Council undertake a definite and sustained campaign of community engagement.                                                                                                                                                                                                                         | Appointment of a 0.5FTE communication officer                            | General Manager                                                   | Consultation and Communication is currently being assessed by<br>the General Manager.<br>A new communications and engagement strategy is currently<br>being drafted. Appointment of a communications officer will be<br>considered as part of the development of the strategy.                                                               |
| 36 | That Council undertake a service level review to inform the planning documents.                                                                                                                                                                                                                           | Service Levels established for key delivery areas                        | General Manager                                                   | Service levels will be considered for key delivery areas after the appointment of the two Directors. Council will then be in a position to undertake the service level reviews.                                                                                                                                                              |

## ORDINARY COUNCIL MEETING AGENDA

| OLG REPORT RECOMMENDATIONS |                                                                                                                                                                                                                                                                                                                                                                        | PROPOSED<br>OUTCOMES                                                                                                                                            | RESPONSIBLE<br>OFFICER | STATUS AT<br>30 SEPTEMBER 2023                                                                                                                                                                   |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 37                         | That Councillors recognise the dignity and authority of the position of Mayor at all times.                                                                                                                                                                                                                                                                            | Awareness of the<br>appropriate relationships<br>emanating from the Code of<br>Conduct, Code of Meeting<br>Practice and Councillor/Staff<br>Interaction Policy. |                        | This will be incorporated into any future education programs for<br>any prospective Councillors.<br>The next Council election is not until 14 September 2024.                                    |
| 38                         | That the Mayor preside over all gatherings where<br>Councillors are present. (Meetings and<br>Workshops). Further that the Mayor familiarise<br>himself with the respective Codes governing<br>behaviour by Councillors and Staff (Code of<br>Conduct, Code of Meeting Practice and<br>Councillor/Staff Interaction Policy) and enforce<br>good behavioural practices. | Authority of Mayor<br>established.<br>Training for Mayor and<br>Training for Councilors                                                                         | General Manager        | Training for the Mayor and all Councillors will be provided after<br>the September 14 2024 elections.<br>The General Manager will ensure that this training is undertaken<br>by all Councillors. |
| 39                         | That Council do more to "sell itself' by promoting positive news and achievements.                                                                                                                                                                                                                                                                                     | Improved communication<br>and public relation                                                                                                                   | General Manager        | Improved communication and consultation with the community<br>will be a focus going forward.<br>A new communications and engagement strategy is currently<br>being developed.                    |

#### 8.2 DISCLOSURE OF INTEREST RETURNS

| File Number:                | D23.87527                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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. |

## PURPOSE OF REPORT

To advise Council that the Administrator and Designated Persons have lodged their Written Disclosure of Interest Returns with the General Manager.

### OFFICER RECOMMENDATION

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.

## REPORT

Completed Disclosure of Interests forms for the period from 1 July, 2022 until 30 June, 2023 are to be lodged with the General Manager by 30 September, 2023.

As at Friday, 29 September, 2023 the Administrator, the General Manager, the Executive Manager of Engineering Services and the Health and Building Officer had lodged their returns.

Only the General Manager, the Executive Manager of Engineering Services and the Health and Building Officer were deemed to be designated persons at Balranald Shire Council as at 30 June, 2023.

The Disclosure of Interest Register is available upon request and the Disclosure of Interests forms are available on Council's website for public viewing.

Part 4: Pecuniary Interests, Clause 4.21 of the Model Code of Conduct for Local Councils in NSW 2020 details the following:

## Disclosure of interests in written returns

4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor's or designated person's interests as specified in schedule 1 to this code within 3 months after:

(a) becoming a councillor or designated person, and

### (b) 30 June of each year, and

(c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

## FINANCIAL IMPLICATIONS

Nil.

### LEGISLATIVE IMPLICATION

Section 440AAB of the Local Government Act, 1993 – Register and tabling of returns.

## POLICY IMPLICATIONS

Part 4: Pecuniary Interests, Clause 4,21 of the Model Code of Conduct for Local Councils in NSW 2020.

## **RISK RATING**

Medium.

## ATTACHMENTS

Nil

## 8.3 AGED CARE PRUDENTIAL STANDARDS POLICY

| File Number:                | D23.84353                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Author(s):                  | Sheridan Hammet, Administration 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. |

## PURPOSE OF REPORT

To seek endorsement from Council for the Draft Aged Care Standards Policy (*Attachment 1*) to go out on public exhibition for twenty (28) days and seek public submissions on the draft policy.

The public notice period will be for forty two (42) days.

A review of Financial Control documents for the Bidgee Haven Retirement Hostel has identified that a formal policy is required to address Prudential Standards. Council is required to advertise all draft policies to the public so that they have the opportunity to make public submissions on the draft policies.

### OFFICER RECOMMENDATION

That Council endorses for the Draft Aged Care Prudential Standards Policy to go out on

### public exhibition for 28 days.

## REPORT

At the February 21, 2023, Ordinary Council Meeting, the following was resolved:

## BIDGEE HAVEN HOSTEL MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY, 25 JANUARY 2023

### **RESOLUTION 2023/9**

Moved: Administrator Mike Colreavy:

- 1. That the Minutes of the Bidgee Haven Retirement Hostel section 355 Committee meeting held on Wednesday, 25 January 2023 be received and noted;
- 2. That the Bidgee Haven Retirement Hostel operate as a low to high residential care facility;
- 3. That Council models the Bidgee Haven Retirement Hostel on levels 1-6 and provides all assumptions required.
- 4. That Council prepares a new Residents Entry Document;
- 5. That Council employs a solicitor working in the aged care sector to prepare a Resident's Contract of Entry;

- 6. That Council approaches the NSW Far West Health Service to work in partnership in the transfer of residents;
- 7. That the Draft Aged Care Prudential Standards Policy be placed on public display for comment with all public comments to be considered at the Council meeting held on 18 April 2023;
- 8. That Council commence consultation with Federal Funding Agencies to seek support for improved funding of Aged Care facilities in rural and remote areas; and
- 9. That Council include required salary funds in its 2023/24 budget.

A review of Council's policies and procedures identified Council is required to update its governance areas to comply with the *Local Government Act, 1993* (the Act), the *Local Government (General) Regulation, 2021* (the Regulation) and section 52p of the *Aged Care Act, 1997*.

A draft policy was placed on public display in February 2023. This draft policy subsequently required amendments and further consultation with the Aged Care Quality and Safety Commission Financial and Prudential Regulation Group. Following this consultation period, a revised Draft Aged Care Prudential Standards Policy is now ready to advertise inviting the public to make comments.

The Prudential Standards requirements contained under the Aged Care Act, 1997 and in the Fees and Payments Principles 2014 (No 2) require that an operator of an aged care facility must have advice for residents and others, as to its Prudential Standards, its proposed use of resident's accommodation deposits, its corporate governance, liquidity, records management, and any disclosures.

The draft policy reflects the requirements and Council will take steps to inform residents and others as required by the policy and any future legislative changes.

## FINANCIAL IMPLICATIONS

Nil.

## LEGISLATIVE IMPLICATIONS

Aged Care Act, 1997.

Local Government Act, 1993.

Local Government (General) Regulation, 2021.

## POLICY IMPLICATIONS

Draft Aged Care Prudential Standards Policy.

### **RISK RATING**

Low, as the policy will assist Council to comply with the Aged Care Act, 1997, regulations and the standards expected.

### ATTACHMENTS

1. Bidgee Haven - Balranald Retirement Hostel - Draft Aged Care Prudential Standards -Finalised Version

Aged Care Prudential Standards Policy



# Aged Care Prudential Standards Policy

Policy adopted: 2023 Minute No.

Reviewed: 30 June 2023

File Ref: D23.87460

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Aged Care Prudential Standards Policy



# **Document Control**

| Issue. | Prepared/Revised<br>by and Date | Action/Amendment Description | Approved By and Date |  |  |  |
|--------|---------------------------------|------------------------------|----------------------|--|--|--|
| 1.0    |                                 | First Edition                | Minute No.           |  |  |  |
|        |                                 |                              |                      |  |  |  |

Aged Care Prudential Standards Policy



### Introduction

This Policy has been prepared as an initial stage of reform of Councils Prudential Standards for the acceptance, investment and reporting of Residential Accommodation Deposits (RADs).

The Royal Commission into Aged Care and Safety has identified that change is required to the management of resident's payment of accommodation deposits. As changes are made by the Australian Government, this Policy will be amended to reflect the directions and legislation at that time.

Council agrees that improved notification to residents or families is required around the use and investment of RADs and have produced this document based on the Commission findings, and the Australian Governments - Aged Care Quality and Safety Commission, Prudential Standards advice (A copy is attached to this document).

Changes made to this policy shall be made available on Councils website.

### **1.0 Prudential Standards**

The Prudential Standards as set out in the *Fees and Payments Principles 2014 (No 2)* (the Principles) outline the regulatory requirements of providers in respect of their prudential management of refundable accommodation deposits, accommodation bonds and entry contributions (collectively known as accommodation deposits).

The Aged Care Act 1997 requires that all Approved Providers must comply with the Prudential Standards as set out in the principles.

There are four Prudential Standards being:

- Liquidity Standard
- Records Standard
- Governance Standard; and
- Disclosure Standard.

One of the requirements contained in the Disclosure Standard is the disclosure each year of certain information to the Department of Health. The Approved Provider must submit to the Secretary a statement in the form specified disclosing matters relating to the compliance with the Prudential Standards during the year and disclose instances or periods of non-compliance with those Standards (included with the Annual Prudential Compliance Statement).

Aged Care Prudential Standards Policy



### 2.0 Governance Requirements

### 2.1 Governance Standards S49

Council shall meet the Governance standards as prescribed by legislation. The presence Governance Standards are pursuant to section 49 of the Principles:

- (1) An approved provider that holds one or more refundable deposit balances or accommodation bond balances must implement and maintain a governance system that ensures that those balances:
  - (a) are used only for permitted uses; and
  - (b) are refunded to care recipients in accordance with section 52P-1 of the Act.
- (2) Without limiting the matters that an approved provider's governance system may deal with, the system must provide for the following:
  - (a) allocating responsibilities to the key personnel of the approved provider in relation to the management of refundable deposit balances or accommodation bond balances held by the provider;
  - (b) monitoring and controlling any delegation or outsourcing of the allocated responsibilities;
  - (c) reporting mechanisms for the allocated responsibilities that ensure that the key personnel who are responsible for the executive decisions of the approved provider can effectively monitor and control the use of refundable deposit balances and accommodation bond balances;
  - (d) ensuring that the key personnel who are allocated responsibilities, and persons to whom responsibilities are delegated or outsourced, are aware of the requirements of the Act and these principles in relation to refundable deposits and accommodation bonds;
  - (e) detecting, recording and responding to any failure to comply with the requirements referred to in paragraph (d).
- (3) An approved provider must:
  - (a) keep written documentation describing the provider's governance system; and
  - (b) ensure that the written documentation of the provider's governance system is up-to-date; and
  - (c) modify or replace its governance system if the provider becomes aware that the system no longer complies with the requirements set out in subsections (1) and (2).

Councils' governance system includes an Annual Revenue Policy that lists fees and charges applicable to the residential accommodation, resident accommodation bonds and daily charges as a general guide for residents and families. Due to the resident assessment

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### Aged Care Prudential Standards Policy



process these fees may be varied due to the assessments carried out for resident entry and payments.

Some of the areas contained in this Policy include, but are not limited to:

| Item<br>Description                                                                      | Allocation                                                                           | Monitor / Controlling                                                                                                                                                                                                                                                                                                                                                                                                                    | Reporting                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Maintenance<br>& review of<br>room prices                                             | General<br>Manager<br>delegates to<br>Finance Team<br>(Senior<br>Finance<br>Officer) | Councils Annual Revenue (Fees and<br>Charges) Policy. This is available on<br>Councils website. Room prices and other<br>charges may vary due to the resident's<br>level of care needs following assessment<br>from an independent person. The<br>Finance Team conduct research based on<br>a benchmark comparison of surrounding<br>facilities and the current building costs to<br>prepare an annual report for the General<br>Manager | Balranald Shire Council Refundable<br>Accommodation Deposit is \$270,000.<br>The General Manager tables the RAD<br>price report to Council meetings for<br>discussion. See Balranald Shire Council –<br>Minutes Ordinary Meeting – 17 <sup>th</sup> February<br>2015 – Item C - 8<br>https://balranald.nsw.gov.au/wp-<br>content/uploads/2014/03/March-2015.pdf |
| 2. Negotiating<br>& explaining<br>refundable<br>accommodatio<br>n deposits and<br>bonds; | General<br>Manager                                                                   | Council has available a handout titled<br>"Resident Enquiry Information" on its<br>website. This document includes facts<br>from the Department of health & Aged<br>Care and Aged Care Quality and Safety<br>Commission explaining refundable<br>deposits. This document includes<br>information regarding resident in<br>financial hardship.                                                                                            | Resident advocate does an asset<br>assessment, this advice determines if<br>refundable accommodation deposit (RAD),<br>daily accommodation contribution (DAC)<br>or daily accommodation payment (DAP) is<br>to be paid by the resident for their<br>accommodation. General Manager will<br>inform facility manager of outcome of<br>meeting.                    |
| 3. Agreeing to<br>& signing<br>resident<br>agreements;                                   | General<br>Manager<br>delegates to<br>Facility<br>Manager                            | A sample residents' contract is available<br>on Councils website. All residents will<br>be provided with the contract agreement<br>when entering the residential Hostel as a<br>permanent or respite resident. Resident<br>agreements are established through<br>National E-Tools Resident Agreement<br>(NeRA) a program specifically designed<br>to stay up to date with legislation.                                                   | Resident agreements are signed by the<br>resident and/or representative, witness and<br>Facility Manager. A copy of the Resident<br>Agreements is given to the resident, filed<br>electronically on Content Manager and in<br>Balranald Shire Councils Legal Documents<br>Register.<br>This is reconciled annually by external<br>auditors.                     |
| 4. Reporting to<br>residents on<br>RAD balances;                                         | Prepared by<br>Finance Team<br>and signed by<br>General<br>Manager                   | Council will provide all residents that<br>have paid a Residential Accommodation<br>Deposit an annual statement on balances<br>as per this policy, or more frequently as<br>requested by the resident, an authorized<br>family member or support organization.<br>These letters and statements are audited<br>annually.                                                                                                                  | Letter regarding accommodation deposits<br>held is sent annually to residents and/or<br>their representative regarding investment.                                                                                                                                                                                                                              |

Aged Care Prudential Standards Policy



| 5 Dama itta 1                                               | Conion                         | Council shall answer that all DAD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Turrestments and non-orted are recently                                                                                                           |
|-------------------------------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| 5. Permitted<br>Uses – Terms<br>Deposits / Cash<br>at Bank; | Senior<br>Finance<br>Officer   | Council shall ensure that all RADs are<br>used as per this Policy and in accordance<br>with section 52N of the Aged Care Act<br>1997.<br>Council will only invest RAD monies as<br>per its investment policy. The Investment<br>policy is available on its website.<br>Investment policy -<br><u>https://balranald.nsw.gov.au/wp-<br/>content/uploads/2021/11/Investment-<br/>Policy-Council-Reviewed-October-2021-<br/>1.pdf</u>                                                                                                                                                                                                                                                           | Investments are reported on monthly;<br>reports are prepared for Council meetings.                                                                |
| 6. Permitted<br>Uses –<br>Refunding.                        | General<br>Manager             | Council shall ensure that all refunds due<br>to residents upon departure from the<br>Hostel shall be paid in full and any<br>interest added for the period from<br>departure to the time of payment as per<br>the Act. E-Tools Refundable<br>Accommodation Deposit (eRAD)<br>program shows all Refundable<br>Accommodation Deposits and Bonds<br>held for Balranald Shire Council. On<br>resident departure from the facility a<br>refund is entered through the program, it<br>requires date of death/departure, date<br>probate or required documents sighted<br>and date of refund. eRad calculates this<br>interest based on the information entered<br>and RAD held for that resident. | All refunds are reviewed and approved by<br>the General Manager.                                                                                  |
| Signing cheque<br>& authorising<br>EFT refunds;             | General<br>Manager             | Council has internal delegations and<br>financial procedures that restrict who can<br>make payments, sign cheques or<br>undertake EFT refunds.<br>Copies of polies are available on<br>Councils website.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Amendments are made by Councils<br>administrators at Ordinary Council<br>meetings.                                                                |
| Maintenance of<br>accommodatio<br>n bond register           | General<br>Manager<br>delegate | Council will maintain a register of<br>accommodation bonds that can be<br>viewed by residents and authorized<br>family or appointed members on request.<br>Council uses E-Tools Refundable<br>Accommodation Deposit (eRAD)<br>software program, and a "Bonds<br>Register" is available on excel<br>spreadsheet or hard copy. This is audited<br>annually by Councils external auditors.                                                                                                                                                                                                                                                                                                     | Any changes to deposits held or updates<br>are made by a delegate of General<br>Manager, any discrepancies are reported to<br>the General Manager |

# 2.2 Permitted uses

### Aged Care Prudential Standards Policy



Division 52N of the *Aged Care Act 1997* defines permitted uses. The use of refundable accommodation deposits (RADs) is regulated by Part 6 of the Principles.

An Approved Provider is permitted to use RADs for the following:

- a) Capital expenditure for residential or flexible aged care purposes
- b) Investing in certain financial products
- c) To make a loan (with certain conditions to be satisfied)
- d) To refund or repay debt accrued for the purposes of refunding accommodation deposits
- e) To repay debt accrued for the purposes of capital expenditure as referred to in above
- f) To repay debt accrued before 1 October 2011 (the application date for the current permitted use rules) if the debt is accrued for the purposes of providing aged care to care recipients
- g) For a use permitted by the Fees and Payments Principles.

Schedule 1 provides details of permitted projects or use of RAD funds. This Schedule may be changed Annually or as required to reflect approved changes by the Council.

### **3.0 Annual Prudential Compliance Statement**

Approved Providers that hold RADs are required by 52N-1 of the *Aged Care Act 1997* to comply with the Prudential Standards. The Disclosure Standard requires to complete and submit the Annual Prudential Compliance Statement (APCS) to the secretary of the Department within four months of the end of their financial year.

The APCS acts to demonstrate the compliance with the four Prudential Standards. The APCS must be audited by an independent external auditor.

The APCS contains questions about the number and value of the accommodation deposits held, whether refunds were paid on time, and whether they complied with Prudential Standards. Approved Providers are also required to provide information to support their compliance with permitted uses for accommodation deposits.

#### 4.0 Financial Reporting Requirements

Division 2 of the Principles requires Approved Providers to submit to Department the following:

- Aged Care Financial Report (ACFR) (which includes the Annual Prudential Compliance Statement)

7

### Aged Care Prudential Standards Policy



- General Purpose Financial Report.

Council publicly reports expenditure and income for the Bidgee Haven Hostel each month that a Council meeting is held. This information is available in the Monthly Council Business Paper.

Council is required to have its finances examined by external Audit annually to comply with NSW Local Government Legislation and direction. Fully audited statements are reported publicly as available.

### 5.0 Corporate Governance

Governance refers to the systems that are in place to "govern" or control an organisation. Each organisation must consider how this is best achieved for their organisation which can depend on for example, the size and complexity of the organisation.

Those charged with governance - such as the Board of Directors (Council) are the primary stakeholders influencing corporate governance of the organisation and have the ultimate responsibility and accountability of ensuring strategic goals are met, financial sustainability is maintained, as well as to comply with obligations as set by the regulatory environment in which the organisation operates.

For Approved Providers, with regards to financial reporting and prudential compliance, the Directors (Council) must ensure compliance with the following (depending on the type of organisation):

- Corporations Act 2001 (for listed companies, and for-profit companies)
- Australian Charities and Not-for-Profits Commission Act 2012 (for registered not-forprofit entities)
- Income Tax Assessment Act 1997
- Aged Care Act 1997
- Fees and Payments Principles 2014 (No 2)
- Accountability Principles 2014.
- NSW Local Government Act 1993and Regulations thereto

The Directors (Council) must ensure appropriate mechanisms have been implemented to ensure compliance with the above regulatory environment in addition to a significant number of other legislative and statutory obligations. This includes the responsibilities relevant to managing prudential risk within the organisation and ensuring compliance with the current Standards as set out in the respective *Principles*.

With reference to the Governance Standard, the Directors (Council) must ensure that the organisation only uses RADs for permitted uses and that RADs are refunded to residents or their estates within the specified timeframe. The Governance Standard also sets out the minimum governance system that should be adopted by an Approved Provider including

### Aged Care Prudential Standards Policy



those in relation to reporting and delegation. An important component is the requirement to enable a robust risk management environment.

The use of RAD funds is shown in Schedule 1 to this document. The Schedule maybe amended from time to time following approval of the Council.

### **Division 1: Liquidity Standard**

### **Requirement for sufficient liquidity**

If an Approved Provider holds one or more refundable deposit balances, accommodation bond balances or entry contribution balances, the Approved Provider must maintain sufficient liquidity to ensure that the Approved Provider can refund, in accordance with the Act and these principles, any of those balances that can be expected to fall due in the following 12 months.

### Requirement to implement, maintain and comply with liquidity management strategy

An Approved Provider that holds one or more refundable deposit balances, accommodation bond balances or entry contribution balances must implement and maintain a written liquidity management strategy (LMS) that sets out:

a) the amount (expressed as an amount of whole dollars) required to ensure that the Approved Provider has sufficient liquidity for the purposes of section 43 (the minimum level of liquidity); and

b) the factors that the Approved Provider had regard to in determining the minimum level of liquidity; and

c) the form in which the Approved Provider will maintain the minimum level of liquidity.

### Current Bidgee Haven considerations for LMS calculation @ 30 June 2022

**Schedule 1** Use of Resident Accommodation Deposit (Liquidity Statement) - Annual Statements of Residents

Attached to policy, to be reviewed annually by Council.

**Division 2: Records Standard** 

Refundable deposit register

### Aged Care Prudential Standards Policy



17 OCTOBER 2023

An Approved Provider must establish and maintain a register (the refundable deposit register) that includes:

- a) the information in relation to refundable deposits, accommodation bonds and entry contributions as provided by this Division; and
- b) any other information in relation to refundable deposits, accommodation bonds or entry contributions determined, by legislative instrument, by the Secretary.

An Approved Provider maintains such a register and forms the basis for its annual reporting requirements within the Disclosure Standard.

#### **Division 3: Governance Standard General**

### Requirement for governance system

An approved provider that holds one or more refundable deposit balances or accommodation bond balances must implement and maintain a governance system that ensures that those balances:

a) are used only for permitted uses; and

 b) are refunded to care recipients in accordance with section 52P-1 of the Act.
 Without limiting the matters that an approved provider's governance system may deal with, the system must provide for the following:

a) allocating responsibilities to the key personnel of the approved provider in relation to the management of refundable deposit balances or accommodation bond balances held by the provider

b) monitoring and controlling any delegation or outsourcing of the allocated responsibilities c) reporting mechanisms for the allocated responsibilities that ensure that the key personnel who are responsible for the executive decisions of the approved provider can effectively monitor and control the use of refundable deposit balances and accommodation bond balances

d) ensuring that the key personnel who are allocated responsibilities, and persons to whom responsibilities are delegated or outsourced, are aware of the requirements of the Act and these principles in relation to refundable deposits and accommodation bonds
e) detecting, recording, and responding to any failure to comply with the requirements referred to in paragraph d.

The Bidgee Haven Retirement Hostel s355 Committee through Management and underlying internal control environment (including the external audit of the annual prudential compliance statement) ensure the governance expectations are met.

### Aged Care Prudential Standards Policy



### Requirement for investment management strategy

Where refundable deposits and bonds are not immediately required for other permitted uses, providers may choose to invest them in order to generate additional income. The Act allows for refundable deposits and bonds to be invested in a broad range of financial products i.e. a financial product covered by any of paragraphs 52N-1(3)(b) to (e) of the Act

While investment in particular financial products and religious charitable development funds is a permitted use for refundable deposits and bonds, these investments bring with them a range of risks that need to be recognised and appropriately managed.

If a provider invests bonds and refundable deposits solely in a deposit taking facility provided by an authorised deposit-taking institution, then the provider is not required to implement an investment management strategy. Otherwise, the Approved Provider must implement and maintain a written investment management strategy that sets out the following:

a) the Approved Provider's investment objectives

b) the Approved Provider's assessment of the level of risk to the provider's ability to refund refundable deposit balances or accommodation bond balances in accordance with the Act c) a strategy for achieving the investment objectives while ensuring that the Approved Provider can refund refundable deposit balances and accommodation bond balances in accordance with the Act

d) the asset classes the approved provider may invest in

e) investment limits for each asset class that are consistent with the investment objectives
 f) key personnel with appropriate skills and experience who are responsible for implementing the investment management strategy.

Aged Care Prudential Standards Policy



**Division 4: Disclosure Standard** 

### Annual prudential compliance statement

An Approved Provider must give the Secretary a statement (the annual prudential compliance statement) for a financial year for the approved provider that includes the following:

- a) information about refundable deposits and refundable deposit balances referred to in section 52.
- b) information about accommodation bonds and accommodation bond balances referred to in section 53
- c) information about entry contributions and entry contribution balances referred to in section 54
- d) information about other fees referred to in section 54A
- e) the statements and other information referred to in section 55
- f) any other statements and information determined, by legislative instrument, by the Secretary.

### Audit of annual prudential compliance statement

An annual prudential compliance statement must be supported by an independent audit provided by:

- a) a registered company auditor within the meaning of the Corporations Act 2001; or
- b) a person approved by the Secretary under subsection (2).

#### Disclosure to care recipients

Providers have responsibilities for information that must be provided to care recipients (or their representatives).

Aged Care Prudential Standards Policy



### Copy of accommodation agreement

Within seven days after an accommodation agreement is entered, providers must notify the care recipient, in writing, that the provider will give the care recipient, within 7 days of a request by the care recipient, the information and documents set out in section 57 of the Fees and Payments Principles which include:

- a) summary of the permitted uses that refundable deposits and bonds have been used for in the previous financial year
- b) if refundable deposits and bonds have been invested in financial products other than through an authorised deposit-taking institution, a statement explaining the provider's investment objectives and the asset classes they may invest in
- c) information about whether the provider has complied with the prudential requirements and permitted uses for refundable deposits and bonds
- d) a copy of the independent audit opinion of the annual prudential compliance statement from the previous financial year
- e) information about the number of refundable deposit balances and bond balances that were not refunded in accordance with the Act or, for entry contributions, a formal agreement
- f) the provider's most recent audited accounts or, if the service is part of a broader organisation, the statement relating to the aged care component
- g) a copy of the resident's entry in the refundable deposit register, current at the time of the request.

Within four months after the end of each financial year, providers are required to provide care recipients who have paid a refundable deposit, a bond or an entry contribution with the following information:

- a) a copy of the resident's entry in the refundable deposit register, as at the end of the financial year (assuming that the resident had paid a refundable deposit or an bond prior to the end of the financial year), and
- b) a written statement that the provider will provide, within seven days of request, the information and documents specified in section 57(1)(a)-(g) - (3), Fees and Payments Principles.

If a care recipient who has paid a refundable deposit, a bond or entry contribution requests the information and documents set out in section 57(1)(a)-(g) - (3), and provider must provide it within seven days. That information includes the following:

a) a summary of the permitted uses that refundable deposits and bonds have been used for in the previous financial year

### Aged Care Prudential Standards Policy



- b) if refundable deposits and bonds have been invested in financial products other than through an authorised deposit-taking institution, a statement explaining the provider's investment objectives and the asset classes they may invest in
- c) information about whether the provider has complied with the prudential requirements and permitted uses for refundable deposits and bonds
- d) a copy of the independent audit opinion of the annual prudential compliance statement from the previous financial year
- e) information about the number of refundable deposit balances and bond balances that were not refunded in accordance with the Act or, for entry contributions, a formal agreement
- f) the provider's most recent audited accounts or, if the service is part of a broader organisation, the statement relating to the aged care component
- g) a copy of the resident's entry in the refundable deposit register, current at the time of the request.

Balranald Retirement Hostel completes and submits its audited annual prudential compliance statement. Accommodation agreements are prepared for each resident and all other information is provided and/or advised that it is available on request. Annual disclosure requirements are also met.

### How to contact Balranald Shire Council and Balranald Retirement Hostel

#### Post

Balranald Shire Council PO Box 120 Balranald NSW 2715

#### Telephone

Balranald Shire Council (03) 5020 1300

#### Online

Email: council@balranald.nsw.gov.au

### 8.4 UNION PICNIC DAY

| File Number:                | D23.88080                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------|
| Author(s):                  | Kylie Gebert, Human Resources Officer                                                   |
| Approver:                   | Craig Bennett, General Manager                                                          |
| Operational Plan Objective: | Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected. |

# PURPOSE OF REPORT

To notify Council that the General Manager has approved for the Union Picnic Day to be held on Monday, 6 November 2023 and to request for Council's permission for Greenham Park Hall to be used for the picnic day.

### OFFICER RECOMMENDATION

### 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.

### REPORT

The General Manager received a written request on Thursday, 21 September 2023 from the United Services Union (*USU*) delegate (*Attachment 1*) requesting permission from the General Manager for all financial members of the union to have Monday, 6 November 2023 as union picnic day and a request was also made for Greenham Park Hall to be used for the Picnic Day activities.

# The Local Government Award 2023 states the following:

Union Picnic Day shall for the purposes of this Award be regarded as a holiday for employees who are financial members of the union(s). The Union Picnic Day shall be on such a day as agreed between the employer (in this case the General Manager) and the union(s).

The union(s) shall advise the employer of financial members as at the time of the Union Picnic Day. Such advice must be given at least two weeks prior to the Union Picnic Day.

The General Manager was officially notified by the USU on Thursday, 12 October 2023 that there are currently thirty (30) financial members. The names of all of the thirty (30) financial members were provided to the General Manager.

Employees who are not financial members of the union(s) and who are required to work on Union Picnic Day, shall be paid ordinary pay for their normal working day.

Employees who are not financial members of the union(s) and who are not required to work on Union Picnic Day, may apply to the employer to take annual leave, long service leave, time off in lieu of overtime, leave without pay, such other leave as may be approved by the employer, or may be required by the employer to make up time.

# FINANCIAL IMPLICATIONS

The 2023/2024 Budget allows for staff to be paid for Union Picnic Day.

The total cost of hiring the Greenham Park Hall for a half day is \$270 and \$350 for the cleaning deposit, Council will therefore forgo \$270 in income by waiving the hall hire fees.

# LEGISLATIVE IMPLICATIONS

Local Government State Award 2023.

# POLICY IMPLICATIONS

Nil.

# **RISK RATING**

Low.

# ATTACHMENTS

1. ICOR - David Unicomb - Union Delegate Request for Picnic Union Day 2023

Date; 21<sup>st</sup> September, 2023 To; Craig Bennett (General Manager) From; David Unicomb (Union Delegate) Regarding; Union Picnic Day

As their United Services Union delegate, I request permission for council union members to take 6<sup>th</sup> November, 2023 as their annual Union Picnic Day.

Further, I request permission to use the Greenham Park Hall for the picnic day activities.

Respectfully,

Daniel life Christian

David Unicomb United Services Union delegate

21-9-23

### 8.5 PROPOSED CHRISTMAS AND NEW YEAR CLOSURE

| File Number:                | D23.87526                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------|
| Author(s):                  | Kylie Gebert, Human Resources Officer                                                   |
| Approver:                   | Craig Bennett, General Manager                                                          |
| Operational Plan Objective: | Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected. |

### PURPOSE OF REPORT

To request for Council to review and endorse the proposed closures arrangements for all Council Offices and Staff over the Christmas and New Year period of 2023 and 2024.

# OFFICER RECOMMENDATION

# 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.

### REPORT

Council's administration office, library and depot have traditionally closed down between the Christmas and New Year period.

This normally results in the buildings being closed for three (3) working days. This is no different for this Christmas and New Year period. There are three public holidays during the proposed closure. Monday, 25 December 2023, Tuesday 26 December 2023 and Monday, 1 January 2024.

Council will continue to keep its depot open over the closure period. Essential services staff will remain available to attend to parks watering (or potential maintenance issues if wet), water and sewerage monitoring and other essential services.

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

The Discovery Centre will only close for the statutory public holidays of Christmas Day, Boxing Day and New Years Day.

Council staff who work a 35-hour week and do not claim any overtime will be granted three (3) days of leave for the three working days that Council is closed. This is in recognition of the additional hours that they work during the year and are not remunerated for.

The closure is proposed to be from 12 noon on Friday, 22 December 2023 until Tuesday, 2 January 2024 inclusive.

The majority of the works staff are usually on block annual leave for four weeks over this closure period and in January 2024. Arrangements have been put in place for normal essential services and emergency call outs over this period.

# FINANCIAL IMPLICATIONS

Nil.

# LEGISLATIVE IMPLICATION

Nil.

# POLICY IMPLICATION

Nil.

# **RISK RATING**

Nil.

# ATTACHMENTS

Nil

# 8.6 THEATRE ROYAL HALL HIRE FEE WAIVER REQUEST

| File Number:                | D23.87908                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------|
| 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. |

### PURPOSE OF REPORT

To advise Council of a request received from Maari Ma Health (*Attachment 1*), requesting for Council to waive the fees for the hiring of the Theatre Royal Hall in order for Maari Ma Health to hold an event for the Balranald Health, Wellbeing and Support Services Expo on Thursday, 19 October 2023.

# OFFICER RECOMMENDATION

### 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.

### REPORT

Council has received correspondence from Maari Ma Health requesting for Council to waive the Theatre Royal Hall Hire Fees for the Balranald Health, Wellbeing and Support Services Expo, which is being held at the Theatre Royal on Thursday, 19 October 2023.

Maari Ma Health, Balranald are organising the local event for the whole community of the Balranald Shire and on behalf of the Strengthening Community Access Inclusion and Wellbeing Advisory Committee (*SCAIWAC*).

This event is a not-for-profit expo, that allows organisations to promote their services which are available to Balranald Shire residents. It also allows services to network amongst each other and will launch the SCAIWAC's Service Directory. The Expo is a half day event, however access to the hall will be required for the full day and the kitchen will be used for the full day as well.

### FINANCIAL IMPLICATIONS

The total cost of hiring the Theatre for a full day is \$270 and the total cost of hiring the kitchen for a full day is \$160. Council will therefore forgo \$430 in income if it chooses to waive the hall hire fees.

# LEGISLATIVE IMPLICATIONS

Nil.

# POLICY IMPLICATIONS

Nil.

# **RISK RATING**

Low

# ATTACHMENTS

1. Maari Ma request to Waive Theatre Royal Hall Hire Fees

Emma Moore Nurse Manager Maari Ma Health Balranald 95 Court Street Balranald NSW 2715



Balranald Shire Council Market Street Balranald NSW 2715

Thursday 14<sup>th</sup> September, 2023

To Whom It May Concern,

# Waiver of fees for Balranald Health, Wellbeing and Support Services Expo

I am writing to you to request a waiver of fees for an upcoming event to be held at the Theatre Royal Balranald on Thursday 19<sup>th</sup> October, 2023. This event is a not for profit expo, that allows organisations to promote their services that are available to Balranald Shire residents. It also allows services to network amongst each other and will launch the Strengthening Community Access, Inclusion and Wellbeing Advisory Committee's service directory. This event is strategically placed within Gamble Aware week, so that we can promote this important national campaign to the community. Maari Ma Health Balranald are organising the event, for Balranald Shire Council and the Strengthening Community Access, Inclusion and Wellbeing Advisory Committee.

The event will be a half fay event, however we will require a full day's access to the building for set up and pack up. The kitchen will also need to be accessed for catering purposes.

We hope you are able to consider this request. Please contact me if you have any further concerns, or wish to discuss further.

Kind regards,

A BORD

Emma Moore

# 8.7 GREENHAM PARK HALL FEE WAIVER REQUEST

| File Number:                | D23.88113                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------|
| 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. |

### PURPOSE OF REPORT

To advise Council of a request received from Council's Community Projects, Tourism/Economic Development & Grants Coordinator (*Attachment 1*), requesting for Council to waive the fees for the hiring of the Greenham Park Hall, to hold an event for Youth Festival, sounds & Scribbles Day on Saturday, 2 December 2023.

### OFFICER RECOMMENDATION

### 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.

### REPORT

Council has received correspondence from the Community Projects, Tourism/Economic Development & Grants Coordinator requesting Council to waive the Greenham Park Hire Fees for an event to be held for Youth Festival – Sounds & Scribbles.

This event is a Council funded event via the Reconnecting Regional NSW Community Events Grant. The total grant funding value is \$150,854 with each nominated event under this grant allocated a portion of the total funding.

The funds have already supported the staging of the following;

- The Salami Festival in Euston 2022;
- The Stop Shop Stay Market Day Christmas 2022; and
- The South West Arts Regional Events Touring Program 2022/2023

This event was instigated by Council's Youth Council in 2022 with the then Youth Council Mayor, Jackson Bialobrzeski taking the leadership under the management and support of Council's Community Projects, Tourism/Economic Development & Grants Coordinator.

This event will bring together all the schools within the Balranald Shire who were isolated from each throughout the pandemic particularly those children attending school remotely.

The youth and families attending the event will participate in a number of artistic activities and workshops during the festival as well as engaging in wonderful entertainment and a series of games and activities together on the day.

The event will be marketed to surrounding towns and communities to attract youth and families from neighbouring communities to visit Balranald and attend the Festival.

# FINANCIAL IMPLICATIONS

The total cost of hiring the Greenham Park Hall for a full day is \$390.

# LEGISLATIVE IMPLICATIONS

Nil.

# POLICY IMPLICATIONS

Nil.

# **RISK RATING**

Low.

# ATTACHMENTS

1. Request for Waiver of Booking Fee for Greenham Park - Youth Festival 2023

TO: Balranald Shire Council

### REQUEST:

Waiver of the booking fee for the Greenham Park Hall for the Sounds & Scribbles Youth Festival

### FROM:

Connie Mallet Community Projects, Tourism/Economic Development & Grants Coordinator Balranald Shire Council

### PROPOSED EVENT:

Sounds & Scribbles Youth Festival

### **EVENT FUNDING**

This Event is a Council-funded event via the Reconnecting Regional NSW Community Events Grant. The total grant funding value is \$150,854 with each nominated event under this grant allocated a portion of the total funding.

The funds have already supported the staging of the following:

- The Salami Festival in Euston 2022
- The Stop Shop Stay Market Day Christmas 2022
- The South West Arts Regional Events Touring Program 2022/23

The Sounds & Scribbles Youth Festival is the last event to be staged as part of this grant funding.

### BOOKING DATES FOR THE HALL:

Set Up Date: Friday 1st December 2023 Event Day: Saturday 2nd December 2023

### EVENT BACKGROUND & DESCRIPTION:

This event was instigated by Council's Youth Council in 2022 with the then Youth Council Mayor, Jackson Bialobrzeski taking the leadership under the management and support of Council's Community Projects, Tourism/Economic Development & Grants Coordinator.

This event will bring together all the schools within the Balranald Shire who were isolated from each throughout the pandemic particularly those children attending school remotely in the "back country." The youth and families attending the event will participate in a number of artistic activities and workshops during the festival as well as engaging in wonderful entertainment and a series of games and activities together on the day.

This event will bring together families as well as drawing on local businesses and community groups to provide their services leading up to and during the event day. This event will be marketed to surrounding towns and communities in the hope of attracting youth and families from around the region to visit Balranald and attend the Festival.

#### EVENT MANAGER:

Connie Mallet Community Projects, Tourism/Economic Development & Grants Coordinator <u>cmallet@balranald.nsw.gov.au</u>

### SUPPORTED BY:

Jackson Bialobrzeski Balranald Shire Council's Youth Council 2022 & Balranald Shire Council's Youth Mayor 2022

ATTACHMENT: The Grant's Executed Funding Deed



# 8.8 GREENHAM PARK HALL FEE WAIVER REQUEST

| File Number:                | D23.88116                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------|
| 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. |

# PURPOSE OF REPORT

To advise Council of a Fee Waiver request (*Attachment 1*) that has been received from the Balranald Combined Churches, seeking for the Greenham Park Hall hire costs to be waived for the evening of Sunday 10 December, 2023 in order to hold the Christmas Carols.

### OFFICER RECOMMENDATION

### 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.

### REPORT

Council has received a request from Dennis Rayson, Pastor of Balranald Presbyterian Church, on behalf of the Combined Church's Christmas Community Carols, requesting for Council to waive the Greenham Park Hall Hire Fees for the Community Christmas Carols. The Community Christmas Carols will be held on the evening of Sunday 10 December, 2023 for all community members to attend.

The Christmas Carols will be held on the grassed area outside the Hall, however if it rains then the event will be moved inside the hall.

# FINANCIAL IMPLICATIONS

The total cost of hiring Greenham Park Hall for half a day (up to four hours) is \$270.

Council will therefore forgo \$270 in income by waiving the hall hire fees.

### LEGISLATIVE IMPLICATIONS

Nil.

### **POLICY IMPLICATIONS**

Nil.

**RISK RATING** 

Low.

### ATTACHMENTS

### 1. Dennis Rayson - Application Letter to Council to waive Hall Hire Fees



# BALRANALD PRESBYTERIAN CHURCH

47 Bank St Balranald. NSW 2715 Ph: 0428830276 13 October 2023

# Application for waiver of hall hire fees for the Combined Churches community carols 2023.

As council is aware each year on the 2nd Sunday of December the Combined Churches of Balranald hold the community Christmas carols. Each year the council has seen fit to waive the hall hire fees for this event, for which we are immensely grateful.

This year the Carols committee would like to hold this community event on Sunday December 10<sup>th</sup>, 2023, commencing at 6:00 PM, at the Greenham Park Hall. Weather permitting we will hold the carols outside the hall on the grass area, but if the weather is inclement we will move them indoors.

The committee would like to once again ask that council waive the fees for the hire of this hall for this event.

On behalf of the combined churches of Balranald many thanks.

Pastor Dennis Rayson Balranald Presbyterian Church.

### 8.9 DA 04/2024 - FENCING - VARIATION TO COUNCIL POLICY - 124 BOYNTON STREET BALRANALD

| File Number:                | D23.87321                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------|
| Reporting Officer:          | Nikkita Manning-Rayner, Administration Officer - Health & Development                                        |
|                             | Ray Mitchell, Health & Development Officer                                                                   |
| Responsible Officer:        | Adrian Edgcome-Lucas, Acting Director Infrastructure & Planning Services                                     |
| Applicant:                  | Denise Conway                                                                                                |
| Owner:                      | Denise Conway & Anthony Fitzgerald                                                                           |
| Proposal:                   | Fencing with a variation to Council Policy                                                                   |
| Location:                   | 124 Boynton Street, Balranald NSW 2715                                                                       |
| Operational Plan Objective: | Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment. |

# PURPOSE OF REPORT

To seek Council's consent for a development application from Denise Conway for fencing involving a variation to Council's Fencing Policy.

# OFFICER RECOMMENDATION

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.

# REPORT

Denise Conway has lodged an application for variation to Council's Fencing Code Policy in relation to the front and side fencing on their property at 124 Boynton Street, Balranald. The proposal is to construct a decorative 1.8m pillar and Colourbond slat fence to a 12.5m section of the front boundary with 1.8m Colourbond fence to the building line. Attachment 1: Conway & Fitzgerald - 124 Boynton Street Balranald - Site Plan depicts the fencing arrangement.

The site is adjacent to a corner allotment that has a greater than 1.2m high fence impacting the proponent's compliance with the Fencing Code Policy. This corner allotment also has rear yard access adjacent to the proponent's driveway.

Multiple properties in proximity to 124 Boynton Street have historic fence variation from the Fencing Code Policy minimising character conflicts with fencing in the area.

The proposal is not likely to impact on traffic safety, pedestrian or vehicular, due to the low speed nature of the area and the front fence not being installed along the full extent of the front boundary.

Council has, as a precedent, previously approved similar height fencing to a number of properties in Euston and Balranald. Adjacent potentially impacted landowners have been notified of the proposal under the provisions of the Community Participation Plan 2019. One phone call was received regarding the proposal. A file note regarding the phone call is shown at Attachment 2: Conway & Fitzgerald - Fence Variation to Council Policy - 124 Boynton Street Balranald - File Note for C Jacka Response to Notification.

It appears that the owners of the property have given consideration to the design of the proposed fence to maintain an attractive appearance which is not likely to detract from the character of the street or impact traffic safety.

### FINANCIAL IMPLICATION

Nil

# LEGISLATIVE IMPLICATION

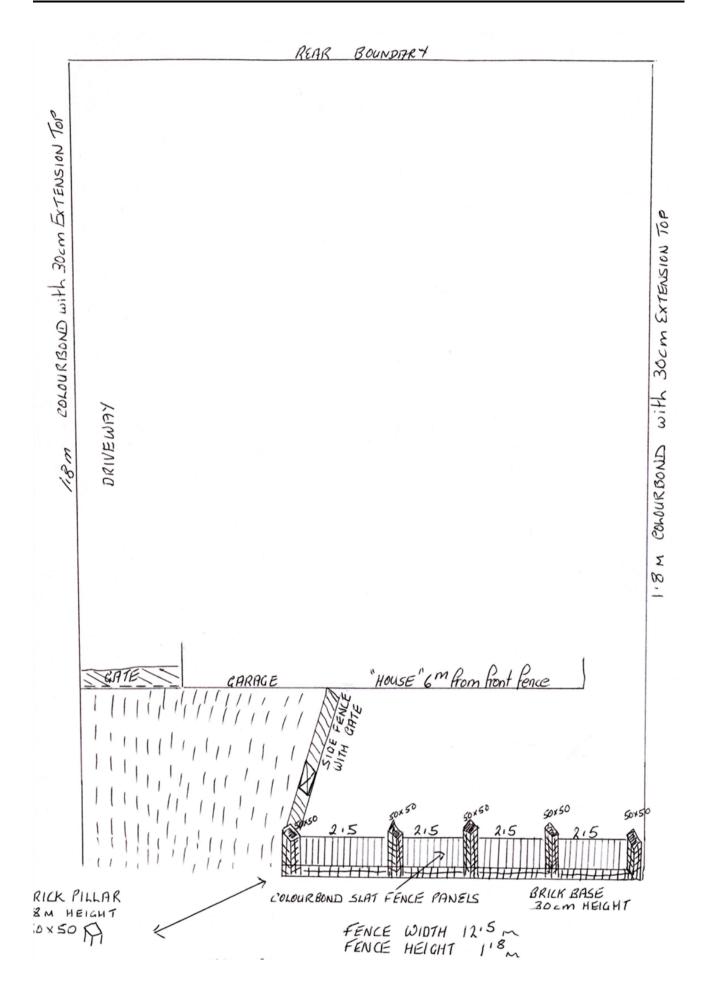
Nil

# POLICY IMPLICATION

Fencing Code Policy

### ATTACHMENTS

- 1. Conway & Fitzgerald 124 Boynton Street Balranald Site Plan
- 2. Conway & Fitzgerald Fence Variation to Council Policy 124 Boynton Street Balranald - File Note for C Jacka Response to Notification





# Subject: Response to Neighbour Notification for DA 04/2024

 Attendants: Nikkita Manning-Rayner & Colin Jacka

 Location: Balranald Shire Council Office

 Date/Time: Date: 8<sup>th</sup> September 2023
 Start: 10:28am

 End: 10:30am

### File Notes:

Colin Jacka called regarding a neighbour notification letter for the new fence proposal at 124 Boynton Street Balranald under DA 04/2024. Colin advised that he has no hassles with the proposed development.

# PART B – ITEMS FOR INFORMATION

# 9 GENERAL MANAGER'S REPORTS

# 9.1 MONTHLY INVESTMENTS REPORT

| File Number:                | D23.87508                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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. |

# PURPOSE OF REPORT

The purpose of this report is to report to Council on the balances of cash and investments held by Council as at Saturday, 30 September 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 held as at Saturday, 30 September 2023 is **\$32,053,749**.

This is an decrease of \$1,016,286 (3.07% decrease) on the previous month's total of \$33,070,035.

The investments balance as at 30 September 2023 is **\$30.5M**.

A summary of Council's investments as at 30 September 2023 is detailed on the next page.

The table below also details the interest earned for the month of September, 2023 and the projected interest earnings for the Financial Year ending 30 June 2024.

### TERM DEPOSITS INVESTMENT REGISTER AND INTEREST EARNED 2023/24

|                                               |        |        |              |               |                   |                            | 30                       |    |            |          |                       |
|-----------------------------------------------|--------|--------|--------------|---------------|-------------------|----------------------------|--------------------------|----|------------|----------|-----------------------|
|                                               |        |        |              |               | Interest<br>Rate/ |                            |                          |    |            |          | jected Interest       |
|                                               | S&P    | Term   | 01 - 1 D - 1 |               | Rate of           | Investment \$\$            | B.1.1.                   |    |            | Ea       | arnings to 30         |
| Term Deposits                                 | Rating | (Days) | Start Date   | Maturity Date | Return            | Value                      | Daily Interest           | _  | Sep-23     |          | June 2024             |
| Westpac Bank -939950                          | A-1+   | 153    | 11/06/2023   | 11/11/2023    | 4.55%             | 1,000,000                  | \$ 124.66                | \$ | 3,739.73   | Ś        | 16,704.11             |
| Westpac Bank 176576                           | A-1+   | 275    | 22/04/2023   | 22/01/2024    | 4.07%             | 1.000.000                  | \$ 111.51                | \$ | 3,345.21   |          | 22,970.41             |
| Westpac Bank -691615                          | A-1+   | 214    | 23/04/2023   | 23/11/2023    | 4.01%             | 1,021,738                  | \$ 112.25                | \$ |            | \$       | 16,388.68             |
| Westpac Bank - 185863                         | A-1+   | 335    | 24/06/2023   | 24/05/2024    | 4.92%             | 1,000,000                  | \$ 134.79                | \$ | 4,043.84   |          | 44,212.60             |
| Westpac bank 105005                           | A-1+   | 000    | 24/00/2023   | 24/03/2024    | 4.52 /0           | 1,000,000                  | <i>y</i> 1 <b>3</b> 4.73 | Ŷ  | 4,043.04   | Ŷ        | 44,212.00             |
| AMP                                           | A-2    | 365    | 21/03/2023   | 20/03/2024    | 4.80%             | 500,000                    | \$ 65.75                 | \$ | 1,972.60   | \$       | 17,293.15             |
| AMP                                           | A-2    | 365    | 18/05/2023   | 17/05/2024    | 5.10%             | 500,000                    | \$ 69.86                 | \$ | 2,095.89   | \$       | 22,426.03             |
| AMP                                           | A-2    | 186    | 1/06/2023    | 4/12/2023     | 5.15%             | 500,000                    | \$ 70.55                 | \$ | 2,116.44   | \$       | 11,076.03             |
| AMP                                           | A-2    | 365    | 20/07/2023   | 19/07/2024    | 5.75%             | 1,000,000                  | \$ 157.53                | \$ | 4,726.03   | \$       | 54,349.32             |
| AMP                                           | A-2    | 335    | 1/09/2023    | 1/08/2024     | 5.05%             | 500,000                    | \$ 69.18                 | \$ | 2,006.16   | \$       | 20,891.78             |
|                                               |        |        |              |               |                   |                            |                          |    |            |          |                       |
| Macquarie Bank                                | A-1    | 365    | 25/01/2023   | 25/01/2024    | 4.35%             | 1,000,000                  | \$ 119.18                | \$ | 3,575.34   | \$       | 24,908.22             |
| Macquarie Bank                                | A-1    | 365    | 16/02/2023   | 16/02/2024    | 4.77%             | 500,000                    | \$ 65.34                 | \$ | 1,960.27   | \$       | 15,094.11             |
| Macquarie Bank                                | A-1    |        | matured      |               |                   |                            | \$ 62.19                 |    |            | \$       | 3,420.45              |
| Macquarie Bank                                | A-1    | 273    | 1/03/2023    | 29/11/2023    | 4.72%             | 500,000                    | \$ 64.66                 | \$ | 1,939.73   | \$       | 9,827.95              |
| Macquarie Bank                                | A-1    | 182    | 8/03/2023    | 6/09/2023     | 4.60%             | 500,000                    | \$ 63.01                 | \$ | 378.08     | \$       | 4,284.93              |
| Macquarie Bank                                | A-1    | 365    | 24/08/2023   | 23/08/2024    | 4.88%             | 500,000                    | \$ 66.85                 | \$ | 2,005.48   | \$       | 20,723.29             |
|                                               |        |        |              |               |                   |                            |                          |    |            |          |                       |
| NAB Bank                                      | A-1+   |        | matured      |               |                   |                            | \$ 115.34                |    |            | \$       | 2,191.46              |
| NAB Bank                                      | A-1+   | 365    | 9/03/2023    | 8/03/2024     | 4.80%             | 1,000,000                  | \$ 131.51                | \$ | 3,945.21   | \$       | 33,008.22             |
| NAB Bank                                      | A-1+   | 365    | 19/04/2023   | 18/04/2024    | 4.55%             | 1,000,000                  | \$ 124.66                | \$ | 3,739.73   | \$       | 36,400.00             |
| NAB Bank                                      | A-1+   | 365    | 19/04/2023   | 18/04/2024    | 4.55%             | 1,000,000                  | \$ 124.66                | \$ | 3,739.73   | \$       | 36,400.00             |
| NAB Bank                                      | A-1+   | 184    | 31/05/2023   | 1/12/2023     | 4.85%             | 1,000,000                  | \$ 132.88                | \$ | 3,986.30   | \$       | 20,463.01             |
| NAB Bank                                      | A-1+   | 365    | 5/06/2023    | 4/06/2024     | 5.00%             | 1,000,000                  | \$ 136.99                | \$ | 4,109.59   | \$       | 46,438.36             |
| NAB Bank                                      | A-1+   | 365    | 13/06/2023   | 12/06/2024    | 5.30%             | 1,000,000                  | \$ 145.21                | \$ | 4,356.16   | \$       | 50,386.30             |
| NAB Bank                                      | A-1+   |        | matured      |               |                   |                            | \$ 136.99                | \$ | 3,698.73   | \$       | 12,192.11             |
| NAB Bank                                      | A-1+   | 182    | 19/07/2023   | 17/01/2024    | 5.30%             | 1,000,000                  | \$ 145.21                | \$ | 4,356.16   | \$       | 26,427.40             |
| NAB Bank                                      | A-1+   | 365    | 27/09/2023   | 26/09/2024    | 5.25%             | 1,000,000                  | \$ 143.84                | \$ | 575.34     | \$       | 39,842.47             |
|                                               |        |        |              |               |                   |                            |                          |    |            |          |                       |
| Bank of Queensland                            | A-2    |        | matured      |               |                   |                            | \$ 124.66                | \$ | 2,493.20   | \$       | 10,222.12             |
| Bank of Queensland                            | A-2    |        | matured      |               |                   |                            | \$ 60.27                 |    |            | \$       | 3,375.12              |
| Bank of Queensland                            | A-2    | 179    | 17/04/2023   | 13/10/2023    | 4.65%             | 500,000                    | \$ 63.70                 | \$ | 1,910.96   | \$       | 6,688.36              |
| Bank of Queensland                            | A-2    | 365    | 9/05/2023    | 8/05/2024     | 4.60%             | 500,000                    | \$ 63.01                 | \$ | 1,890.41   | \$       | 19,660.27             |
| Bank of Queensland                            | A-2    | 270    | 3/04/2023    | 29/12/2023    | 4.55%             | 500,000                    | \$ 62.33                 | \$ | 1,869.86   | \$       | 11,343.84             |
| Bank of Queensland                            | A-2    |        | 29/06/2023   | 27/10/2023    | 5.15%             | 1,000,000                  | \$ 141.10                | \$ | 4,232.88   | \$       | 16,790.41             |
| Bank of Queensland                            | A-2    | 365    | 5/07/2023    | 4/07/2024     | 5.50%             | 1,000,000                  | \$ 150.68                | \$ | 4,520.55   | \$       | 54,246.58             |
| Bank of Queensland                            | A-2    | 367    | 25/08/2023   | 26/08/2024    | 4.95%             | 500,000                    | \$ 67.81                 | \$ | 2,034.25   | \$       | 20,884.93             |
| Bank of Queensland                            | A-2    | 365    | 20/09/2023   | 19/09/2024    | 5.05%             | 1,000,000                  | \$ 138.36                | \$ | 1,383.56   | \$       | 39,154.79             |
|                                               |        |        |              |               |                   |                            |                          |    |            |          |                       |
| Commonwealth Bank                             | A-1+   | 357    | 16/01/2023   | 8/01/2024     | 4.64%             | 1,500,000                  |                          | \$ | 5,720.55   |          | 36,611.51             |
| Commonwealth Bank                             | A-1+   | 365    | 2/02/2023    | 2/02/2024     | 4.61%             | 500,000                    |                          | \$ | 1,894.52   |          | 17,492.74             |
| Commonwealth Bank                             | A-1+   | 360    | 17/02/2023   | 12/02/2024    | 4.90%             | 500,000                    |                          | \$ | 2,013.70   |          | 15,236.99             |
| Commonwealth Bank                             | A-1+   | 360    | 17/02/2023   | 12/02/2024    | 4.90%             | 500,000                    |                          | \$ | 2,013.70   |          | 15,236.99             |
| Commonwealth Bank                             | A-1+   | 365    | 27/02/2023   | 27/02/2024    | 5.06%             | 1,000,000                  | -                        | \$ | 4,158.90   |          | 33,548.49             |
| Commonwealth Bank                             | A-1+   |        | matured      |               |                   |                            | \$ 62.05                 |    |            | \$       | 1,675.35              |
| Commonwealth Bank                             | A-1+   | 214    | 10/03/2023   | 10/10/2023    | 4.52%             | 500,000                    |                          | \$ | 1,857.53   |          | 6,315.62              |
| Commonwealth Bank                             | A-1+   | 276    | 10/03/2023   | 11/12/2023    | 4.60%             | 500,000                    |                          | \$ | 1,890.41   |          | 10,334.25             |
| Commonwealth Bank                             | A-1+   | 364    | 17/03/2023   | 15/03/2024    | 4.35%             | 500,000                    |                          | \$ | 1,787.67   |          | 15,373.97             |
| Commonwealth Bank                             | A-1+   | 0.7.7  | matured      |               |                   |                            | \$ 60.96                 |    |            | \$       | 2,377.44              |
| Commonwealth Bank                             | A-1+   | 330    | 23/05/2023   | 17/04/2024    | 4.75%             | 1,000,000                  |                          | \$ | 3,904.11   |          | 37,869.86             |
| Commonwealth Bank                             | A-1+   | 365    | 27/07/2023   | 26/07/2024    | 5.24%             | 500,000                    |                          | \$ | 2,153.42   |          | 24,261.92             |
| Commonwealth Bank                             | A-1+   | 300    | 9/08/2023    | 4/06/2024     | 5.06%             | 500,000                    | \$ 69.32                 | \$ | 2,079.45   | \$       | 22,527.40             |
| Total Torm Danasita                           |        |        |              | Ava Data      | 4 9 4 9/          | ¢ 20 504 700               |                          | A  | 110 500 62 | ć        | 1 020 540 22          |
| Total Term Deposits<br>Total At Call Accounts |        |        |              | Avg Rate      | 4.84%             | \$ 30,521,738<br>\$ 12,056 |                          | \$ | 119,588.92 | \$<br>\$ | 1,029,549.29<br>46.45 |
| Total At Oal Accounts                         |        |        |              |               |                   | ¥ 12,030                   |                          |    |            | ÷        | 40.45                 |

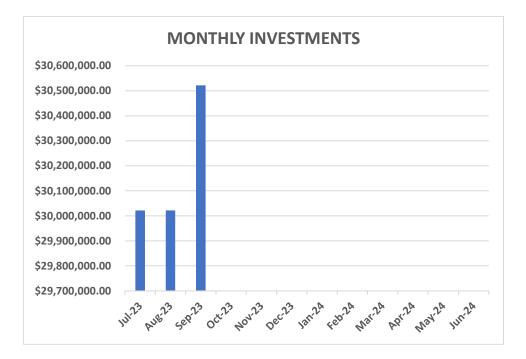
\* at call interest earned - 1 July - 30 September 23

\$ 30,533,794

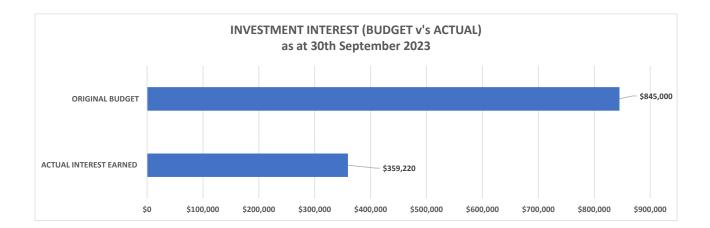
\$ 1,029,595.74

Total as at 30 September 2023





The graph below details the actual interest earned as at 30 September 2023 against the original budget for the Financial Year:



The table below details the composition of investments with financial institutions as at 31 August 2023:

| Financial Institutions | Ratings | Composition % | Amount ('000) |
|------------------------|---------|---------------|---------------|
| Westpac                | A-1+    | 13.21         | 4,034         |
| AMP                    | A-2     | 9.83          | 3,000         |
| СВА                    | A-1+    | 24.56         | 7,500         |
| MAC                    | A-1     | 9.83          | 3,000         |
| BOQ                    | A-2     | 16.38         | 5,000         |
| NAB                    | A-1+    | 26.19         | 8,000         |
| Total                  |         | 100.00        | 30,534        |

Council is compliant with the Investment Policy.

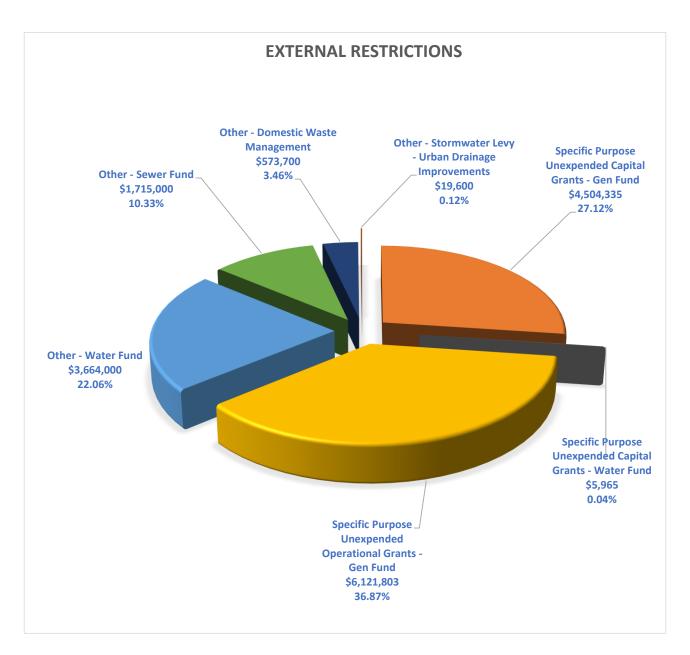
The table below details the balances of external and internal restrictions as at Saturday, 30 September 2023:

The table also details the balance of unrestricted cash investments as at Saturday, 30 September 2023:

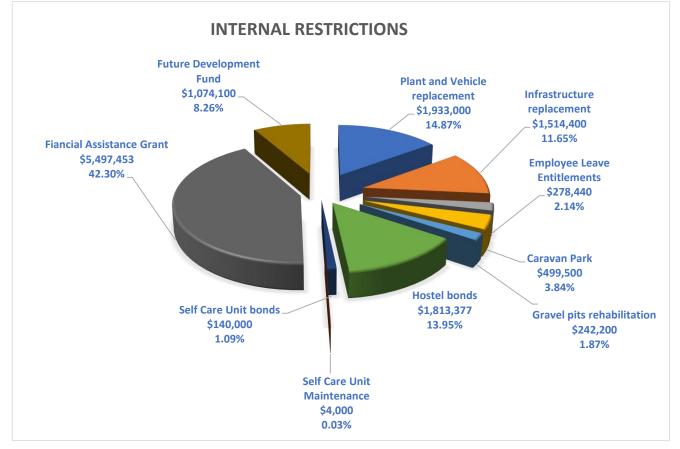
| <b>Details</b> | of | Restrictions |
|----------------|----|--------------|
|                |    |              |

|                                                           | Total Cash and Investments  | \$       | 32,053,749         |
|-----------------------------------------------------------|-----------------------------|----------|--------------------|
| Unrestricted Cash Investments                             |                             | \$       | 2,452,876          |
|                                                           | Total Restrictions          | \$       | 29,600,873         |
|                                                           | Total Internal Restrictions | \$       | 12,996,470         |
|                                                           |                             |          |                    |
| Future Development Fund                                   |                             | \$       | 1,074,100          |
| Financial Assistance Grant                                |                             | \$       | 5,497,453          |
| Self Care Unit Maintenance                                |                             | \$       | 4,000              |
| Self Care Unit bonds                                      |                             | \$       | 140,000            |
| Hostel bonds                                              |                             | \$       | 1,813,377          |
| Gravel pits rehabilitation                                |                             | ې<br>\$  | 242,200            |
| Employee Leave Entitlements<br>Caravan Park               |                             | ې<br>\$  | 278,440<br>499,500 |
| Infrastructure replacement                                |                             | \$<br>\$ | 1,514,400          |
| Plant and Vehicle replacement                             |                             | \$       | 1,933,000          |
| Internal Restrictions                                     |                             | ć        | 1 0 2 2 0 0 0      |
|                                                           | Total External Restrictions | \$       | 16,604,403         |
| Other - Stormwater Levy - Urban Drainage Improvements     |                             | \$       | 19,600             |
| Other - Domestic Waste Management                         |                             |          | 573,700            |
| Other - Sewer Fund                                        |                             | \$<br>\$ | 1,715,000          |
| Other - Water Fund                                        |                             | \$       | 3,664,000          |
| Specific Purpose Unexpended Operational Grants - Gen Fund |                             | \$       | 6,121,803          |
| Specific Purpose Unexpended Capital Grants - Water Fund   |                             | \$       | 5,965              |
| Specific Purpose Unexpended Capital Grants - Gen Fund     |                             | \$       | 4,504,335          |
| External Restrictions                                     |                             |          |                    |
| Details of Restrictions                                   |                             |          |                    |

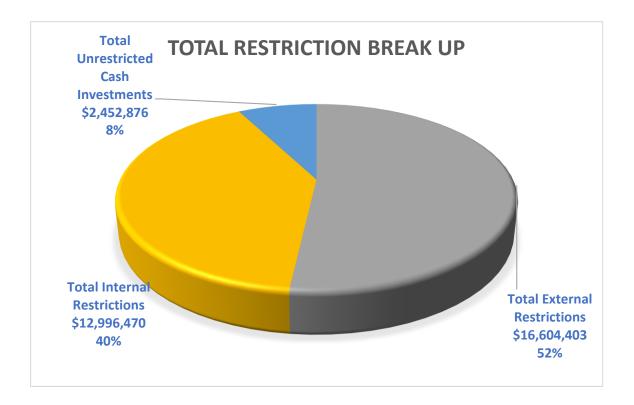
The chart below details the breakup of External Restrictions, detailing dollar value and percentage of each restriction as at 30 September 2023:



The chart below details the breakup of Internal Restrictions, detailing dollar value and percentage of each restriction as at 30 September 2023:



The chart below details an overall view of restricted cash as at 30 September 2023:



#### SUMMARY

Council currently holds \$32,053,749 in Cash and Investments.

The average interest rate for September 2023 is 4.84%. This is an increase on last month's interest rate of 4.81% (An increase of 0.62%).

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**

10 October 2023

## 2. Bank Reconciliation as at 30 September 2023

The bank reconciliation on the Westpac cash account, or operating account, has been reconciled as at, 30 September 2023 and is detailed below:

| Opening Cashbook Balance              | 3,036,256   |
|---------------------------------------|-------------|
| Plus Receipts                         | 868,239     |
| Less Payments                         | (2,384,539) |
| Cashbook Balance at 30 September 2023 | 1,519,956   |

| Statement Summary                           |             |
|---------------------------------------------|-------------|
| Opening Statement Balance                   | 3,099,408   |
| Plus Receipts                               | 871,261     |
| Less Payments                               | (2,449,629) |
| Bank Statement Balance at 30 September 2023 | 1,521,040   |
| Plus Unpresented Receipts                   | 1,793       |
| Less Unpresented Payments                   | (2,877)     |
| Reconciliation Balance at 30 September 2023 | 1,519,956   |

#### C. Bennett

**Responsible Accounting Officer** 

10 October 2023

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

| File Number:                | D23.88093                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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. |

## 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 Saturday, 30 September 2023:

- 1. Monthly Summary of Revenue and Expenditure for the Caravan Park;
- 2. Monthly Summary of Revenue and Expenditure for the Bidgee Haven Retirement Hostel;
- 3. Monthly Summary of Revenue and Expenditure for the Tourist Information Centre; and
- 4. Monthly Summary of Revenue and Expenditure for the Library.

## OFFICER RECOMMENDATION

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

#### REPORT

The following is a summary on each piece of financial information as at 30 September 2023:

#### Monthly Summary of Revenue and Expenditure for the Caravan Park

For the 2023/2024 Financial Year, the Caravan Park has a budgeted operating revenue of \$533,500, with a budgeted operating expenditure of \$446,300. The budgeted operating surplus for the 2023/2024 Financial Year was \$87,200. The projected operating surplus for the 2023/2024 Financial Year as at 30 September 2023 is \$62,176.

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

For the 2023/2024 Financial Year, the Hostel has a budgeted operating revenue of \$1,520,000, with a budgeted operating expenditure of \$1,810,150. The budgeted operating deficit for the 2023/2024 Financial Year is (\$290,150). The projected operating deficit for the 2023/2024 Financial Year as at 30 September 2023 is (\$276,150).

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

For the 2023/2024 Financial Year, the Tourist Information Centre has a budgeted operating revenue of \$73,600 with a budgeted operating expenditure of \$327,990. The budgeted operating deficit for the 2023/2024 Financial Year is (\$254,390). The projected operating deficit for the 2023/2024 Financial Year as at 30 September 2023 is (\$244,421).

## Monthly Summary of Revenue and Expenditure for the Library

For the 2023/2024 Financial Year, the Library has a budgeted operating revenue of \$50,600 and a budgeted operating expenditure of \$144,260. The budgeted operating deficit for the 2023/2024 Financial Year is (\$93,660). The projected operating deficit for the 2023/2024 Financial Year is (\$95,060).

# 1 Monthly Summary of Revenue and Expenditure for the Caravan Park

| CARAVAN PARK 2023/24                        | Original<br>Budget | Proposed<br>Amendments to<br>Budget for<br>September QBR | Actual YTD 30<br>September<br>2023 | Remaining<br>Budget | Projected<br>Budget as at<br>30 June 2024 | YTD Actual<br>% |
|---------------------------------------------|--------------------|----------------------------------------------------------|------------------------------------|---------------------|-------------------------------------------|-----------------|
| REVENUE                                     |                    |                                                          |                                    |                     |                                           |                 |
| Fees                                        | \$530,000          |                                                          | \$160,583                          | \$369,417           | \$530,000                                 | 30.3%           |
| Washing Machine Charges                     | \$3,500            |                                                          | \$1,125                            | \$2,375             | \$3,500                                   | 32.2%           |
| Caravan Park - Merchandise Sales            | \$0                | \$2,000                                                  | \$811                              | \$1,189             | \$2,000                                   | 40.5%           |
| TOTAL OPERATING REVENUE                     | \$533,500          | \$2,000                                                  | \$162,519                          | \$372,981           | \$535,500                                 | 30.3%           |
| EXPENDITURE                                 |                    |                                                          |                                    |                     |                                           |                 |
| Salaries                                    | \$135,000          | \$27,024                                                 | \$56,294                           | \$105,731           | \$162,024                                 | 34.7%           |
| Caravan Park Advertising                    | \$1,500            |                                                          | \$0                                | \$1,500             | \$1,500                                   | 0.0%            |
| Bank Charges                                | \$3,500            |                                                          | \$1,193                            | \$2,307             | \$3,500                                   | 34.1%           |
| Caravan Park - Cleaning Materials           | \$10,000           |                                                          | \$1,855                            | \$8,145             | \$10,000                                  | 18.5%           |
| Electricity - Operational                   | \$39,000           |                                                          | \$6,112                            | \$32,888            | \$39,000                                  | 15.7%           |
| Admin Charges - Sals, Rates/Charges, Insur, | \$116,800          |                                                          | \$29,200                           | \$87,600            | \$116,800                                 | 25.0%           |
| Caravan Park - Software Support             | \$4,500            |                                                          | \$2,958                            | \$1,542             | \$4,500                                   | 65.7%           |
| Caravan Park Merchandise                    | \$0                | \$500                                                    | \$0                                | \$500               | \$500                                     | 0.0%            |
| Telephone                                   | \$3,000            |                                                          | \$284                              | \$2,716             | \$3,000                                   | 9.5%            |
| Caravan Park R & M                          | \$50,000           |                                                          | \$8,196                            | \$41,804            | \$50,000                                  | 16.4%           |
| Caravan Park - Consumables GST              | \$25,000           | -\$500                                                   | \$4,808                            | \$19,692            | \$24,500                                  | 19.6%           |
| Carravan Park - Consumables No GST          | \$5,000            |                                                          | \$395                              | \$4,605             | \$5,000                                   | 7.9%            |
| Depreciation                                | \$53,000           |                                                          | \$13,250                           | \$39,750            | \$53,000                                  | 25.0%           |
| TOTAL OPERATING EXPENDITURE                 | \$446,300          | \$27,024                                                 | \$124,543                          | \$348,781           | \$473,324                                 | 26.3%           |
| NET OPERATING SURPLUS / DEFICIT             | \$87,200           | -\$25,024                                                | \$37,976                           | \$24,200            | \$62,176                                  |                 |
| CAPITAL                                     |                    |                                                          |                                    |                     |                                           |                 |
| Capital Revenue                             |                    |                                                          |                                    |                     |                                           |                 |
| Capital Grants - CRIF                       | \$0                |                                                          | \$0                                | \$0                 | \$0                                       |                 |
| Transfer from Restriction                   | \$0                |                                                          | \$0                                | \$0                 | \$0                                       |                 |
| Total Capital Revenue                       | \$0                | \$0                                                      | \$0                                | \$0                 | \$0                                       |                 |
| Capital Expenditure                         |                    |                                                          |                                    |                     |                                           |                 |
| CRIF Grant Expenditure                      | \$0                |                                                          | \$0                                | \$0                 | \$0                                       |                 |
| Transfer to Restriction                     | \$0                |                                                          | \$0                                | \$0                 | \$0                                       |                 |
| Total Capital Expenditure                   | \$0                | \$0                                                      | \$0                                | \$0                 | \$0                                       |                 |
| Net Capital Surplus/ (Deficit)              | \$0                | \$0                                                      | \$0                                | \$0                 | \$0                                       |                 |
| Net Overall Result Surplus/ (Deficit)       | \$87,200           | -\$25,024                                                | \$37,976                           | \$24,200            | \$62,176                                  |                 |

| Caravan Park 2023/24                               | Original<br>Budget | Proposed<br>Amendments to<br>Budget for<br>September QBR | Actual YTD<br>30<br>September<br>2023 | Remaining<br>Budget | Projected<br>Budget to 31<br>June 2024 |
|----------------------------------------------------|--------------------|----------------------------------------------------------|---------------------------------------|---------------------|----------------------------------------|
| Total Operating Revenue                            | \$533,500          | \$2,000                                                  | \$162,519                             | \$372,981           | \$535,500                              |
| Total Operating Expenditure                        | \$446,300          | \$27,024                                                 | \$124,543                             | \$348,781           | \$473,324                              |
| Net Operating Surplus / Deficit                    | \$87,200           | \$25,024                                                 | \$37,976                              | \$24,200            | \$62,176                               |
| Total Capital Revenue                              | \$0                | \$0                                                      | \$0                                   | \$0                 | \$0                                    |
| Total Capital Expenditure                          | \$0                | \$0                                                      | \$0                                   | \$0                 | \$0                                    |
| Net Capital Surplus / <mark>(Deficit)</mark>       | \$0                | \$0                                                      | \$0                                   | \$0                 | \$0                                    |
| Net Overall Result Surplus/ <mark>(Deficit)</mark> | \$87,200           | \$25,024                                                 | \$37,976                              | \$24,200            | \$62,176                               |

# 2 Monthly Summary of Revenue and Expenditure for the Bidgee Haven Retirement Hostel

|                                                | Original<br>Budget | Proposed<br>Amendments to<br>budget for<br>September QBR | Actual YTD 30<br>September 2023 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 | YTD Actual % |
|------------------------------------------------|--------------------|----------------------------------------------------------|---------------------------------|---------------------|----------------------------------------|--------------|
| REVENUE                                        |                    |                                                          |                                 |                     |                                        |              |
| Permanent Care Subsidies                       | \$1,146,000        | \$0                                                      | \$374,670                       | \$771,330           | \$1,146,000                            | 32.7%        |
| Hostel - Training Subsidies                    | \$4,000            | \$0                                                      | \$0                             | \$4,000             | \$4,000                                | 0.0%         |
| Hostel - Resident Accommodation Fees           | \$25,000           | \$0                                                      |                                 | \$19,379            | \$25,000                               | 22.5%        |
| Hostel - Resident Daily Care Fees              | \$270,000          | \$0                                                      | \$61,634                        | \$208,366           | \$270,000                              | 22.8%        |
| Interest on Bond                               | \$75,000           | \$0                                                      | \$0                             | \$75,000            | \$75,000                               | 0.0%         |
| Respite Care Fees                              | \$0                | \$10,000                                                 | \$13,035                        | \$1,965             | \$15,000                               | 86.9%        |
| Hostel Telehealth Grant                        | \$0                | \$11,000                                                 |                                 | \$0                 | \$11,000                               | 100.0%       |
| TOTAL OPERATING REVENUE                        | \$1,520,000        | \$21,000                                                 | \$465,959                       | \$1,080,041         | \$1,546,000                            | 30.1%        |
| EXPENDITURE                                    |                    |                                                          |                                 |                     |                                        |              |
| Salaries                                       | \$1,364,000        | \$0                                                      | \$299,536                       | \$1,064,464         | \$1,364,000                            | 22.0%        |
| Medical Expenses                               | \$2,000            | \$0                                                      | \$1,445                         | \$555               | \$2,000                                | 72.2%        |
| Drs Visits to Hostel                           | \$4,000            | \$0                                                      | \$0                             | \$4,000             | \$4,000                                | 0.0%         |
| Training                                       | \$10,000           | \$0                                                      | \$3,636                         | \$6,364             | \$10,000                               | 36.4%        |
| Recruitment Expenses                           | \$0                | \$500                                                    | \$196                           | \$304               | \$500                                  | 39.1%        |
| Advertising                                    | \$500              | \$0                                                      | \$0                             | \$500               | \$500                                  | 0.0%         |
| Audit Fees                                     | \$5,000            | \$0                                                      | \$0                             | \$5,000             | \$5,000                                | 0.0%         |
| Electricity                                    | \$40,000           | \$0                                                      | \$10,213                        | \$29,787            | \$40,000                               | 25.5%        |
| Gas                                            | \$1,000            | \$0                                                      | \$0                             | \$1,000             | \$1,000                                | 0.0%         |
| Consultants Independent Aged Care Audit        | \$30,000           | \$0                                                      | \$0                             | \$30,000            | \$30,000                               | 0.0%         |
| Sundry Expenses                                | \$1,500            | \$0                                                      | \$1,890                         | -\$390              | \$1,500                                | 126.0%       |
| Linen Replacements                             | \$2,000            | \$0                                                      | \$0                             | \$2,000             | \$2,000                                | 0.0%         |
| Laundry Services                               | \$5,000            | \$0                                                      | \$583                           | \$4,417             | \$5,000                                | 11.7%        |
| Cleaning Materials                             | \$5,000            | \$0                                                      | \$1,301                         | \$3,699             | \$5,000                                | 26.0%        |
| Freight                                        | \$0                | \$500                                                    |                                 | \$303               | \$500                                  | 39.5%        |
| Pharmaceutical Supplies                        | \$12,000           | \$0                                                      |                                 | \$11,848            | \$12,000                               | 1.3%         |
| Council Admin Charges - Salaries, Insur, Rates | \$139,150          | \$0                                                      | \$11,596                        | \$127,554           | \$139,150                              | 8.3%         |
| Printing & Stationery                          | \$2,000            | \$0                                                      | \$152                           | \$1,848             | \$2,000                                | 7.6%         |
| IT Expenditure                                 | \$3,000            | \$0                                                      |                                 | \$3,000             | \$3,000                                | 0.0%         |
| Repairs & Maintenance                          | \$55,000           | \$0                                                      |                                 | \$47,931            | \$55,000                               | 12.9%        |
| Subscriptions & Memberships                    | \$7,000            | \$0                                                      |                                 | \$4,615             | \$7,000                                | 34.1%        |
| Telephone                                      | \$3,000            | \$0                                                      |                                 | \$2,314             | \$3,000                                | 22.9%        |
| Food Supplies                                  | \$55,000           | \$0                                                      |                                 | \$45,899            | \$55,000                               | 16.5%        |
| Commuter Bus and Sedan Running Costs           | \$10,000           | \$0                                                      |                                 | \$10,000            | \$10,000                               | 0.0%         |
| Depreciation                                   | \$54,000           | \$0                                                      |                                 | \$40,500            | \$54,000                               | 25.0%        |
| Hostel Business Improvement Funding            | \$0                | \$0                                                      |                                 | -\$280              | \$0                                    |              |
| Telehealth Grants                              | \$0                | \$11,000                                                 |                                 | \$11,000            | \$11,000                               | 0.0%         |
| TOTAL OPERATING EXPENDITURE                    | \$1,810,150        | \$12,000                                                 | \$363,919                       | \$1,458,231         | \$1,822,150                            | 20.0%        |
| NET OPERATING SURPLUS / DEFICIT                | -\$290,150         | \$9,000                                                  | \$102,040                       | -\$378,190          | -\$276,150                             |              |

|   | Bidgee Haven Hostel 2023/24 | Original<br>Budget | Amendments to<br>budget for<br>September QBR | Actual YTD 30<br>September 2023 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 |
|---|-----------------------------|--------------------|----------------------------------------------|---------------------------------|---------------------|----------------------------------------|
| Г |                             |                    |                                              |                                 |                     |                                        |

| NET OPERATING SURPLUS / DEFICIT | -\$290,150  | \$9,000  | \$102,040 | -\$378,190  | -\$276,150  |
|---------------------------------|-------------|----------|-----------|-------------|-------------|
|                                 |             |          |           |             |             |
| TOTAL OPERATING EXPENDITURE     | \$1,810,150 | \$12,000 | \$363,919 | \$1,458,231 | \$1,822,150 |
| TOTAL OPERATING REVENUE         | \$1,520,000 | \$21,000 | \$465,959 | \$1,080,041 | \$1,546,000 |
|                                 |             |          |           |             |             |

| BIDGEE HAVEN HOSTEL SELF CARE<br>UNITS 2023/24 | Original<br>Budget | Actual YTD 30<br>September 2023 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 | YTD Actual % |
|------------------------------------------------|--------------------|---------------------------------|---------------------|----------------------------------------|--------------|
| REVENUE                                        |                    |                                 |                     |                                        |              |
| Unit Rentals                                   | \$24,000           | \$1,705                         | \$22,295            | \$24,000                               | 7.10%        |
|                                                |                    |                                 |                     |                                        |              |
| EXPENDITURE                                    |                    |                                 |                     |                                        |              |
| Electricity                                    | \$2,500            | \$250.82                        | \$2,249             | \$2,500                                | 10.03%       |
| Insurance                                      | \$1,300            | \$0.00                          | \$0                 | \$1,300                                | 0.00%        |
| Rates and Charges                              | \$9,000            | \$5,962.60                      | \$3,037             | \$9,000                                | 66.25%       |
| Repairs and Maintenance                        | \$5,000            | \$691.31                        | \$4,309             | \$5,000                                | 13.83%       |
|                                                | \$17,800           | \$6,904.73                      | \$9,595.27          | \$17,800.00                            | 38.79%       |
| NET OPERATING SURPLUS / DEFICIT                | \$6,200            | -\$5,200                        | \$12,700            | \$6,200                                |              |

| Bidgee Haven Hostel Self Care Units<br>2023/24 | Original<br>Budget | Actual YTD 30<br>September<br>2023 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 |
|------------------------------------------------|--------------------|------------------------------------|---------------------|----------------------------------------|
| TOTAL OPERATING REVENUE                        | \$24,000           | \$1,705                            | \$22,295            | \$24,000                               |
| TOTAL OPERATING EXPENDITURE                    | \$17,800           | \$6,905                            | \$9,595             | \$17,800                               |
| NET OPERATING SURPLUS / DEFICIT                | \$6,200            | -\$5,200                           | \$12,700            | \$6,200                                |

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

| TOURISM 2022/23                            | Original<br>Budget | Proposed<br>Amendments to<br>Budget for<br>September QBR | Actual YTD<br>30<br>September<br>2023 | Remaining<br>Budget | Projected<br>Budget to<br>30 June<br>2024 | YTD<br>Actual % |
|--------------------------------------------|--------------------|----------------------------------------------------------|---------------------------------------|---------------------|-------------------------------------------|-----------------|
| REVENUE                                    |                    | -                                                        |                                       |                     |                                           |                 |
| Fees                                       | \$500              | \$0                                                      | \$0                                   | \$500               | \$500                                     | 0.0%            |
| Rent - Discovery Centre                    | \$0                |                                                          | \$3,545                               | \$10,636            | \$14,182                                  | 25.0%           |
| Tourist Info Centre -Souvenir Sales        | \$65,000           |                                                          | \$20,230                              | \$65,000            | \$85,230                                  | 23.7%           |
| Sales Yanga HH Guides                      | \$2,000            |                                                          | \$1,190                               | \$2,000             | \$3,190                                   | 37.3%           |
| Commissions                                | \$100              |                                                          | \$127                                 | \$100               | \$227                                     | 56.0%           |
| Tourism Advertising                        | \$1,000            |                                                          | \$0                                   | \$1,000             | \$1,000                                   | 0.0%            |
| Donations - Discovery Centre               | \$5,000            |                                                          | \$961                                 | \$5,000             | \$5,961                                   | 16.1%           |
| TOTAL OPERATING REVENUE                    | \$73,600           |                                                          | \$26,053                              | \$84,236            | \$110,289                                 | 23.6%           |
| EXPENDITURE                                |                    |                                                          |                                       |                     |                                           |                 |
| Salaries                                   | \$158,000          | \$0                                                      | \$25,330                              | \$132,670           | \$158,000                                 | 16.0%           |
| Tourism Staff Uniforms                     | \$500              |                                                          | \$134                                 | \$366               | \$500                                     | 26.9%           |
| Training                                   | \$1,500            |                                                          | \$509                                 | \$991               | \$1,500                                   | 34.0%           |
| Advertising                                | \$24,500           |                                                          | \$808                                 | \$23,692            | \$24,500                                  | 3.3%            |
| Security Monitoring                        | \$1,000            |                                                          | \$277                                 | \$723               | \$1,000                                   | 27.7%           |
| Conference Expenses                        | \$2,000            |                                                          | \$0                                   | \$2,000             | \$2,000                                   | 0.0%            |
| General Expenses                           | \$1,700            |                                                          | \$0                                   | \$1,700             | \$1,700                                   | 0.0%            |
| Admin Charges -Sals, Rates/charges, Insur  | \$80,740           |                                                          | \$16,821                              | \$63,919            | \$80,740                                  | 20.8%           |
| Postage                                    | \$0                |                                                          | \$132                                 | \$368               | \$500                                     | 26.4%           |
| Printing and Stationery                    | \$0                |                                                          | \$550                                 | \$450               | \$1,000                                   | 55.0%           |
| Special Events - Shows / Movies            | \$1,700            |                                                          | \$0                                   | \$1,700             | \$1,700                                   | 0.0%            |
| Council Run Special Events & Festivals     | \$5,000            |                                                          | \$0                                   | \$5,000             | \$5,000                                   | 0.0%            |
| Seminars & Workshops - Local               | \$1,000            |                                                          | \$0                                   | \$1,000             | \$1,000                                   | 0.0%            |
| Subscriptions                              | \$2,000            |                                                          | \$800                                 | \$1,200             | \$2,000                                   | 40.0%           |
| Christmas Decorations                      | \$850              |                                                          | \$0                                   | \$850               | \$850                                     | 0.0%            |
| Travelling Expenses                        | \$1,000            |                                                          | \$0                                   | \$1,000             | \$1,000                                   | 0.0%            |
| Souvenirs                                  | \$37,000           |                                                          |                                       | \$26,285            | \$37,000                                  | 29.0%           |
| Cleaning                                   | \$0                |                                                          | \$856                                 | \$4,364             | \$5,220                                   | 16.4%           |
| Tourism R & M                              | \$0                |                                                          |                                       | \$12,671            | \$20,000                                  | 36.6%           |
| Depreciation                               | \$9,500            |                                                          | \$2,376                               | \$7,124             | \$9,500                                   | 25.0%           |
| TOTAL OPERATING EXPENDITURE                | \$327,990          |                                                          | \$66,637                              | \$288,073           | \$354,710                                 | 18.8%           |
| NET OPERATING SURPLUS/DEFICIT              | -\$254,390         | -\$12,538                                                | -\$40,584                             | -\$203,837          | -\$244,421                                |                 |
|                                            |                    |                                                          |                                       |                     |                                           |                 |
| Capital Revenue                            |                    |                                                          |                                       |                     |                                           |                 |
| Total Capital Revenue                      | \$0                | \$0                                                      | \$0                                   | \$0                 | \$0                                       | 0.00%           |
| Capital Expenditure                        |                    |                                                          |                                       |                     |                                           |                 |
| Total Capital Expenditure                  | \$0                | \$0                                                      | \$0                                   | \$0                 | \$0                                       | 0.00%           |
| Net Capital Surplus/ (Deficit)             | \$0                | \$0                                                      | \$0                                   | \$0                 | \$0                                       |                 |
| Net Result Surplus/ <mark>(Deficit)</mark> | -\$254,390         | -\$12,538                                                | -\$40,584                             | -\$203,837          | -\$244,421                                |                 |

| TOURISM 2022/23 | Original<br>Budget | Proposed<br>Amendments to<br>Budget for<br>September QBR | Actual YTD<br>30<br>September<br>2023 | Remaining<br>Budget | Projected<br>budget to 30<br>June 2024 |
|-----------------|--------------------|----------------------------------------------------------|---------------------------------------|---------------------|----------------------------------------|
|                 |                    |                                                          |                                       |                     |                                        |

| Total Operating Revenue                             | \$73,600   | \$14,182  | \$26,053  | \$84,236   | \$110,289  |
|-----------------------------------------------------|------------|-----------|-----------|------------|------------|
| Total Operating Expenditure                         | \$327,990  | \$26,720  | \$66,637  | \$288,073  | \$354,710  |
| Net Operating Result Surplus / Deficit              | -\$254,390 | -\$12,538 | -\$40,584 | -\$203,837 | -\$244,421 |
| Total Capital Revenue                               | 0.00       | 0.00      | 0.00      | 0.00       | 0.00       |
| Total Capital Expenditure                           | 0.00       | 0.00      | 0.00      | 0.00       | 0.00       |
| Net Capital Surplus / <mark>(Deficit)</mark>        | 0.00       | 0.00      | 0.00      | 0.00       | 0.00       |
|                                                     |            |           |           |            |            |
| Net Overall Result Surplus / <mark>(Deficit)</mark> | -\$254,390 | -\$12,538 | -\$40,584 | -\$203,837 | -\$244,421 |

# 4 Monthly Summary of Revenue and Expenditure for the Library

| Library Services 2023/24                            | Original<br>Budget | Proposed<br>Amendments to<br>Budget for<br>September QBR | Actual YTD 30<br>September<br>2023 | Remaining<br>Budget | Projected<br>Budget to<br>30 June<br>2024 | YTD Actual<br>% |
|-----------------------------------------------------|--------------------|----------------------------------------------------------|------------------------------------|---------------------|-------------------------------------------|-----------------|
| REVENUE                                             |                    |                                                          |                                    |                     |                                           |                 |
| Library Operational Subsidy                         | \$50,000           | \$0                                                      | \$5,270                            | \$44,730            | \$50,000                                  | 10.5%           |
| Library Sundry Sales                                | \$100              |                                                          | \$107                              | \$93                | \$200                                     | 53.6%           |
| Museum other Revenue                                | \$500              |                                                          | \$0                                | \$500               | \$500                                     | 0.0%            |
| Room Hire                                           | \$0                |                                                          | \$545                              | \$455               | \$1,000                                   | 54.5%           |
| TOTAL OPERATING REVENUE                             | \$50,600           | \$1,000                                                  | \$5,923                            | \$45,777            | \$51,700                                  | 11.5%           |
| EXPENDITURE                                         |                    |                                                          |                                    |                     |                                           |                 |
| Library - Salaries                                  | \$100,000          | \$0                                                      | \$19,262                           | \$80,738            | \$100,000                                 | 19.3%           |
| Training                                            | \$1,000            |                                                          | \$72                               | \$928               | \$1,000                                   | 7.2%            |
| Electricity                                         | \$2,600            |                                                          | \$0                                | \$2,600             | \$2,600                                   | 0.0%            |
| Office Expenses                                     | \$1,000            |                                                          | \$0                                | \$1,000             | \$1,000                                   | 0.0%            |
| Administration Charge                               | \$15,860           | \$0                                                      | \$0                                | \$15,860            | \$15,860                                  | 0.0%            |
| Printing and Stationery                             | \$700              |                                                          | \$599                              | \$101               | \$700                                     | 85.5%           |
| Books and Journals                                  | \$4,000            | \$0                                                      | \$1,498                            | \$2,502             | \$4,000                                   | 37.5%           |
| IT Expenditure                                      | \$1,700            |                                                          | \$0                                | \$1,700             | \$1,700                                   | 0.0%            |
| Repairs and Maintenance                             | \$12,500           | \$0                                                      | \$1,534                            | \$10,966            | \$12,500                                  | 12.3%           |
| Security Monitoring                                 | \$700              | \$0                                                      | \$169                              | \$531               | \$700                                     | 24.2%           |
| Subscriptions                                       | \$2,000            | \$0                                                      | \$1,743                            | \$257               | \$2,000                                   | 87.1%           |
| Telephone and Communications                        | \$500              | \$0                                                      | \$103                              | \$397               | \$500                                     | 20.7%           |
| Internet                                            | \$1,700            | \$0                                                      | \$180                              | \$1,520             | \$1,700                                   | 10.6%           |
| Tech Savy Program                                   | \$0                | \$2,500                                                  | \$204                              | \$2,296             | \$2,500                                   | 8.2%            |
| TOTAL OPERATING EXPENDITURE                         | \$144,260          | \$2,500                                                  | \$25,365                           | \$121,395           | \$146,760                                 | 17.3%           |
| NET OPERATING SURPLUS / DEFICIT                     | -\$93,660          | -\$1,500                                                 | -\$19,442                          | -\$75,618           | -\$95,060                                 |                 |
| CAPITAL                                             |                    |                                                          |                                    |                     |                                           |                 |
| Capital Revenue                                     |                    |                                                          |                                    |                     |                                           |                 |
| Total Capital Revenue                               | \$0                | \$0                                                      | \$0                                | \$0                 | \$0                                       |                 |
| Capital Expenditure                                 |                    |                                                          |                                    |                     |                                           |                 |
| Capital Items Library                               |                    |                                                          |                                    |                     |                                           |                 |
| Library Grant Priority Project                      | \$6,232            | \$0                                                      | \$2,648                            | \$5,528             | \$8,176                                   | 32.4%           |
| Library Infra Grant - 1                             | \$4,130            |                                                          |                                    | \$3,448             | \$4,130                                   | 16.5%           |
| Total Capital Expenditure                           | \$10,362           | \$0                                                      | \$3,330                            | \$8,976             | \$12,306                                  |                 |
| Net Capital Surplus/ <mark>(Deficit)</mark>         | -\$10,362          | \$0                                                      | -\$3,330                           | -\$8,976            | -\$12,306                                 |                 |
| Net Overall Result Surplus/ ( <mark>Deficit)</mark> | -\$104,022         | -\$1,500                                                 | -\$22,772                          | -\$84,594           | -\$107,366                                |                 |

| Library Services 2023/24 | Original<br>Budget | Proposed<br>Amendments to<br>Budget for<br>September QBR | September | Remaining<br>Budget | Projected<br>Budget to<br>30 June<br>2024 |
|--------------------------|--------------------|----------------------------------------------------------|-----------|---------------------|-------------------------------------------|
|                          |                    |                                                          |           |                     |                                           |

| Total Operating Revenue                      | 50,600   | 1,000  | 5,923   | 45,777  | 51,700   |
|----------------------------------------------|----------|--------|---------|---------|----------|
| Total Operating Expenditure                  | 144,260  | 2,500  | 25,365  | 121,395 | 146,760  |
| Net Operating Surplus / Deficit              | -93,660  | -1,500 | -19,442 | -75,618 | -95,060  |
| Total Capital Revenue                        | 0        | 0      | 0       |         | 0        |
| Total Capital Expenditure                    | 10,362   | 0      | 3,330   |         | 12,306   |
| Net Capital Surplus / <mark>(Deficit)</mark> | -10,362  | 0      | -3,330  | 0       | -12,306  |
|                                              |          |        |         |         |          |
| Net Overall Result Surplus/ (Deficit)        | -104,022 | -1,500 | -22,772 | -84,594 | -107,366 |

# FINANCIAL IMPLICATIONS

Nil.

# LEGISLATIVE IMPLICATIONS

Nil.

# POLICY IMPLICATIONS

Nil.

# **RISK RATING**

Low.

# ATTACHMENTS

Nil

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

| File Number:                | D23.88067                                                                        |
|-----------------------------|----------------------------------------------------------------------------------|
| Author(s):                  | Danika Dunstone, Customer Service 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 advise Council of the outstanding Rates and Charges and outstanding Water and Sewer Usage Charges as at Thursday, 30 September 2023.

#### OFFICER RECOMMENDATION

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

## REPORT

## Outstanding Rates & Annual Charges

The following table provides a summary of the outstanding rates and annual charges and the outstanding water and sewer usage charges as at 30 September 2023:

|                             | Balance Outstanding as at 30 September 2023 |
|-----------------------------|---------------------------------------------|
| Rates & Charges             | \$2,865,934.96                              |
| Water & Sewer Usage Charges | \$ 78,219.40                                |
|                             |                                             |
| TOTAL                       | \$2,994,154.36                              |

#### Summary of all Rates and Charges

The table on the following page provides more detail on all Rates and Charges and Usage Charges, as at Thursday, 30 September 2023.

The total amount outstanding includes amounts due for instalment 2 (30 November 2023), instalment 3 (28 February 2024) and Instalment 4 (30 May 2024).

The 2023/2024 Net Levy of \$5,736,112.47, includes any debit or credit levy adjustments for the current financial year, plus water and sewer usage charges, interest charged and less any pensioner rebates issued.

The balance outstanding for rates and annual charges is 48.41% (53.73% at 31 August 2023) of the total receivable as at 30 September, 2023.

The balance outstanding for water and sewer usage charges is 31.54% (38.79% at 31 August 2023) of the total receivable as at 30 September 2023.

|           |                                          |                         | Balran            | ald Shire Cour   | ncil - Statement o  | f Rates and C   | harges         |               |
|-----------|------------------------------------------|-------------------------|-------------------|------------------|---------------------|-----------------|----------------|---------------|
|           |                                          | As at 30 September 2023 |                   |                  |                     |                 | indi Beo       |               |
|           |                                          |                         |                   | 715 GC           | bo beptember zor    |                 |                |               |
|           |                                          |                         |                   |                  |                     |                 |                |               |
|           |                                          |                         |                   |                  |                     |                 |                |               |
|           |                                          |                         |                   |                  |                     |                 |                | Total Balance |
|           |                                          |                         |                   |                  |                     | Collection as a |                | Due as a % of |
|           |                                          |                         | 2023/24           |                  | Amount Collected as |                 | Total Balance  | Total         |
| Income C  | Category                                 | Arrears                 | Net Levy          | Total Receivable | at                  | Receivable      | Due            | Receivable    |
|           |                                          | 30 June 2023            |                   |                  | 30 September 2023   |                 |                |               |
| General F | Fund Rates incl Interest / Legal charges | \$217,333.28            | \$3,431,798.43    | \$3,649,131.71   | \$2,016,986.47      | 55.27%          | \$1,632,145.24 | 44.73%        |
| Waste Ma  | anagement Charges                        | \$26,991.62             | \$488,893.23      | \$515,884.85     | \$233,108.27        | 45.19%          | \$282,776.58   | 54.81%        |
| Stormwa   | ter Levy Charges                         | \$1,488.73              | \$19,273.85       | \$20,762.58      | \$8,124.56          | 39.13%          | \$12,638.02    | 60.87%        |
| Water Fu  | nd - Access Charges                      | \$54,986.51             | \$933,236.51      | \$988,223.02     | \$460,239.63        | 46.57%          | \$527,983.39   | 53.43%        |
| Sewerage  | e Fund - Annual Charges                  | \$42,310.02             | \$704,239.14      | \$746,549.16     | \$336,157.43        | 45.03%          | \$410,391.73   | 54.97%        |
| Subtotal  |                                          | \$343,110.16            | \$5,577,441.16    | \$5,920,551.32   | \$3,054,616.36      | 51.59%          | \$2,865,934.96 | 48.41%        |
| Water Fu  | nd - Consumption Charges                 | \$84,609.57             | \$128,623.45      | \$213,233.02     | \$146,049.74        | 68.49%          | \$67,183.28    | 31.51%        |
| Sewerage  | e Fund - Usage Charges Non Residential   | \$4,737.07              | \$30,047.86       | \$34,784.93      | \$23,748.81         | 68.27%          | \$11,036.12    | 31.73%        |
| Subtotal  |                                          | \$89,346.64             | \$158,671.31      | \$248,017.95     | \$169,798.55        | 68.46%          | \$78,219.40    | 31.54%        |
|           |                                          | \$432,456.80            | \$5,736,112.47    | \$6,168,569.27   | \$3,224,414.91      | 52.27%          | \$2,944,154.36 | 47.73%        |
| Notes     | Arrears is rates overdue from previous   | years levies, pric      | or to 2023/24 Ra  | tes levy issued  |                     |                 |                |               |
|           | Net Levy includes any DR & CR levy adj   |                         | - · ·             |                  | 5                   |                 |                |               |
|           | Total Receivable includes arrears at 30  |                         |                   |                  |                     |                 |                |               |
|           | Amount collected includes payments to    | owards arrears a        | nd current net le | evy              |                     |                 |                |               |

Total Balance Due includes the arrears balance, as reduced by payments in this financial year, plus current net levy

# FINANCIAL IMPLICATIONS

Nil.

# LEGISLATIVE IMPLICATION

Nil.

#### **POLICY IMPLICATION**

Nil.

# **RISK RATING**

Low.

# ATTACHMENTS

Nil

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

| File Number:                | D23.88033                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Author(s):                  | Danika Dunstone, Customer Service 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. |

## PURPOSE OF REPORT

To provide Council with a report on the Outstanding Debtors as at Saturday, 30 September 2023.

#### OFFICER RECOMMENDATION

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

#### REPORT

The table below details the total amount of outstanding debtors as at Saturday, 30 September 2023. As can be seen from the table there are twenty-two (22) accounts (which includes a Road Maintenance contribution of \$188,277), that make up the current debtors balance of \$230,594.

There are seven (7) debtors, along with one grant funded project of \$2,970, that make up the thirty (30) days debtors amount of \$19,350.

There are five (5) accounts that make up the sixty (60) days debtors amount of \$2,535 and finally, there are sixteen (16) accounts that make up the ninety (90) days debtors amount of \$62,787.

The balance of the outstanding debtors as at 31 August 2023 was \$216,105. There has therefore been a \$99,164 increase in outstanding debtors over the past month. The Road Maintenance Contribution debtor amount of \$188,277, has been a significant reason for this increase.

Without this current debtor, there would have been a reduction of \$89,113 in debtors from 31 August 2023 to 30 September 2023.

| No. of Accounts | Current   | 30 days  | 60 days | 90 days  | TOTALS    |
|-----------------|-----------|----------|---------|----------|-----------|
| 22              | \$230,594 |          |         |          | \$230,594 |
| 7               |           | \$16,380 |         |          | \$ 16,380 |
| 5               |           |          | \$2,535 |          | \$ 2,535  |
| 16              |           |          |         | \$62,787 | \$ 62,787 |
| Grant Funds     |           | \$ 2,970 |         |          | \$ 2,970  |
| TOTALS          | \$230,594 | \$19,350 | \$2,535 | \$62,787 | \$315,266 |

#### Analysis of 90 days debtors

The 90-day debtors balance is made up of the following significant amounts:

- \$15,990 This amount relates to tip fees; the previous debt has been revised. A credit note has been sent to the debtor along with a statement of the outstanding balance.
- \$17,930 This debtor is currently on a long-term payment plan.

- \$15,402 Council is currently working on a payment plan with the debtor.
- \$6,770 Payment is expected within the next month from the Debtors insurance company.

# TOTAL <u>\$56,092</u>

## FINANCIAL IMPLICATIONS

It is vitally important that outstanding debtors are managed by staff in order to ensure that Council is able to collect any debts owing in a timely, efficient and effective manner.

# LEGISLATIVE IMPLICATIONS

Nil.

## POLICY IMPLICATIONS

Nil.

# **RISK RATING**

Low.

# ATTACHMENTS

Nil

## 9.5 GRANT FUNDED PROJECTS STATUS UPDATE

| File Number:                | D23.88030                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Reporting Officer(s):       | Connie Mallet, Community Projects, Events and Grants<br>Officer                                                               |
| 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. |

## PURPOSE OF REPORT

To provide Council with an updated summary of the current and active grant funded projects as at the 9<sup>th</sup> of October 2023 (*Attachment 1*).

## OFFICER RECOMMENDATION

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

## REPORT

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

There are currently two (2) grant applications that are pending. These applications are detailed at the end of the report (Page 31 of the attachment).

## FINANCIAL IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

**RISK RATING** 

Low.

## ATTACHMENTS

1. BSC Grants/Projects Report October 2023

# Balranald Shire Council Grants/Projects Update Summary

As at the 9<sup>th</sup> October 2023 Submitted by the Community Projects, Tourism/Economic Development & Grants Coordinator



#### Page 1: Report Highlights

\* INFRASTRUCTURE GRANTS/PROJECTS

#### Page 2:

• Regional Roads Repair Program Project 2

#### Page 3:

Club Grant – Euston Club Grant 22/23

#### Page 4:

• Fixing Local Roads (FLR) Round 3

#### Page 5:

• Roads to Recovery (**RTR**) 2019-2024

#### Page 6:

- Roads to Recovery (RTR) 2019-2024 (cont.)
- Everyone Can Play 2022

## Page 7:

Bidgee Haven Expansion Grant

## Page 8:

- Public Library Infrastructure Grant 2021/22
- Discovery Centre Redevelopment Far West Joint Organisation (JO) Grant

## Page 9:

Our Region Our Rivers – BAL2
 Riverfront/Riverbend/Swing Bridge project

#### Page 10:

 Local Roads Community Infrastructure Round 2 (LRCI2)

## Pages 11:

 Local Roads Community Infrastructure Round 3 (LRCI3)

#### Pages 12:

 Stronger Country Community Funds (SCCF) Round 4

#### Page 13:

Community Building Partnership 2021

## Page 14:

- Business Improvement Fund 2022 Dept of Health Page 15:
- Crown Reserve Improvement Fund 2021/22
- Crown Reserve Improvement Fund 2022/23

## Page 16:

- Block Grant Transport NSW- 2022/23
- Fixing Local Roads Round 4

## Page 17:

- Fixing Local Roads Pothole Repair Program Page 18:
- Stronger Country Communities Fund (**SCCF**) R5

## Page 19:

- Public Library Infrastructure Grant 2022/23
- Community Building Partnership Grant 2022

# Page 20:

 Office of Responsible Gambling NSW – Community Development Fund

## Page 21:

Regional & Local Roads Repair Roads (RLRRP)

## Page 22:

- Western Weeds Action Program
- Approved Projects in Illegal Dumping Prevention

# Page 23:

- Local Roads Community Infrastructure Round 4 (LRCI4)
- Telehealth Support Funding PHN Western NSW
- \* NON-INFRASTRUCTURE GRANTS/PROJECTS

## Page 24:

 Transport Access Regional Partnerships Funding (TARP) 2019 – 2023 Transport NSW

## Page 25:

- Reconnecting Regional NSW Community Events Page 26:
- Office of Responsible Gambling NSW Community Benefit Fund

# Page 27:

- Children & Young People Wellbeing Grant
  Page 28:
- Economic Development Strategy Grant
- Regional Drought Resilience Planning Program 1

## Page 29:

- COVID-19 Aged Care Support Program
- NSW Small Business Month Grant 2023

## Page 30:

Library – Sunraysia Solar Fund Grant 2023

## Page 31: APPLICATIONS PENDING

- Growing Regions Program Round 1 EOI for the Euston Irrigation Upgrade Project
- NSW Seniors Festival Grant 2024

# **REPORT HIGHTLIGHTS:**

#### **Key Activities since Last Report**

- Progress has been made with the Balranald Lions Park project with regular communication with the funding body and an officer will be visiting on the 11<sup>th</sup> of October to review the project scope
- Progress has been made with the new Balranald cricket pitch and nets with the project schedules to be completed by the 15<sup>th</sup> October 2023 in readiness for the new season
- Work has also progressed with the Balranald Swimming Pool fencing with the project scheduled to be completed by the 26<sup>th</sup> of October 2023
- Assessment of the Euston Netball Changing Rooms Upgrade has been actioned along with the Euston Progressive Advisory Committee and will go to Tender by the 15<sup>th</sup> of October 2023
- The Kyalite Memorial Park and Foreshore development project has now completed and Council is now preparing the final report
- The project for the resurfacing of the Balranald netball courts and construction of a new basketball court has begun with direct consultation with the Balranald Netball/ Basketball Committee
- Stage 2 of the Library Refurbishment Project has commenced with the scope of works being currently assessed for the RFQ (Request For Quotes) and for determining the project timeline
- Quotes have been received and assessed for the Refurbishment of the Emergency Accommodation Housing project and a contractor has now been appointed
- The scope of works and specs for the Euston Recreation Reserve Upgrade project is currently underway in consultation with the Euston Progressive Advisory Committee

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

- Regional Growth Fund Our Region Our Rivers Program: BAL1 Project
- Library Council NSW Library Priority Grant 2022/23

#### New Projects and/or Successful Applications added to this Report from last report:

• BSC Library – Sunraysia Solar Farm Grant 2023

#### New Applications submitted since last report

NSW Seniors Festival Grant 2024

# **INFRASTRUCTURE GRANTS/PROJECTS**

| Grant/Project                                                                                                                                                      | CM Ref  | Project Manager<br>& Project Dates                                                                                                                                      | Description                                                                                                                                                        | Funding Value/<br>Funds Received<br>& Expenses                                                                                                                  | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Regional Roads Repair<br>Program 2022/23 –<br>Transport NSW<br>General Ledger:<br>6080-4999-0000<br>Job Cost Code:<br>0224-4912-0001<br>Revenue:<br>6080-1106-0002 | F22.139 | Engineering<br>Finance & Assets<br>Officer<br>Project Start Date:<br>5 <sup>th</sup> June 2023<br>Expected Project<br>Finish Date:<br>30 <sup>th</sup> November<br>2023 | PROJECT 2<br>MR514 Oxley Road Construction and<br>seal 2km of existing unsealed road.<br>Widen the road to have a 9m<br>pavement formation with a 7m wide<br>seal. | \$195,000 - Grant<br>\$195,000 Council<br>Contribution from<br>Block Grant<br><b>TOTAL: 390,000</b><br><b>Funds Received</b><br><b>to date:</b><br>\$187,236.64 | As at 5 <sup>th</sup> of May 2023 the project manager<br>advised that two sections of Oxley Road were<br>under water due to flooding of the Lachlan<br>River. Council requested for the project to be<br>extended to the 30 <sup>th</sup> of November 2023. A<br>letter of extension was sent on the 24 <sup>th</sup> of April<br>2023 and the extension was approved on the<br>27 <sup>th</sup> of April 2023. (D23.82140).<br>As at the 8 <sup>th</sup> of June 2023 Council is at the<br>Planning Stage and a contractor has been<br>engaged.<br>As at the 9 <sup>th</sup> of August 2023 Council received<br>payment of \$187,236.64 and the project had<br>progressed to 10% completion.<br>As at the 12 <sup>th</sup> of September 2023 works are in<br>progress with 30% completion.<br>As at the 9 <sup>th</sup> of October 2023 works are in<br>progress with 75% completion.<br><b>Percentage Completion:</b> 75%<br><b>Percentage Budget Expended:</b> 22%<br>(Awaiting invoices from the contractors) |

| Grant/Project                                                             | CM Folder                                   | Project Manager<br>& Project Dates                                                                                                                                                                                       | Description                                                                                                   | Funding Value/<br>Funds Received<br>& Expenses                                                                                  | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------------------------------------------------------------------|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ClubGrant – Euston Club<br>Grant NSW<br>General Ledger:<br>4664-1900-0003 | G22/16<br>F22.491<br>D23.82322<br>D23.82321 | Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services<br><b>Project Start Date:</b><br>30 <sup>th</sup> July 2023<br><b>Expected Project</b><br><b>Finish Date:</b><br>31 <sup>st</sup> December 2023 | <ul> <li>Concrete Base for Multi-<br/>Purpose Tennis Court</li> <li>Power Box to Euston Riverfront</li> </ul> | \$83,000 + \$28,500<br>TOTAL: \$108,000<br>Funds received:<br>\$108,000 on the<br>31 <sup>st</sup> August 2022<br>Receipt 56120 | As at the 6 <sup>th</sup> of July 2023, the project manager is<br>assessing the options re the location of the<br>tennis court<br>As at the 9 <sup>th</sup> of August 2023 the project manager<br>is still assessing the best options for the location<br>of the Multi-purpose tennis court to allow for<br>any possible contingencies such as flooding.<br>As at the 12 <sup>th</sup> of September 2023 Council has<br>progressed in locating the location for the<br>concrete base and power box and contractors to<br>deliver the work are being assessed.<br>As at the 9 <sup>th</sup> of October 2023 the Power Box has<br>commenced and a Purchase Order was issued to<br>Mildura Electrical. Council has received quotes<br>for the project and are currently assessing the<br>quotes. The project completion date will be<br>reassessed once a contractor has been<br>appointed<br><b>Percentage Completion:</b> 30%<br><b>Percentage Budget Expended:</b> 0% |

| Grant/Project                                                                                                                                                                                                                                                           | CM Folder          | Project Manager<br>& Project Dates                                                                                                                                                                                                                                                               | Description                                                                                                                              | Funding Value/ Funds<br>Received & Expenses                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fixing Local Roads (FLR)<br>Round 3 – Transport NSW<br>General Ledger:<br>6100-4999-0000<br>Job Cost Code: Tapalin<br>Mail Road: 9008-4999-<br>0001<br>Job Cost Code: Euston<br>Prungle Road:<br>9015-4499-0001<br>Job Cost Code: Marma Box<br>Creek Rd: 9019-4999-0004 | F19.184<br>F21.582 | Engineering<br>Finance & Assets<br>Officer<br>Project Start Date:<br>Sept 2020<br>Expected Project<br>Finish Date:<br>1. Marma Box<br>Creek Rd:<br>31 <sup>st</sup> May 2024<br>2. Euston Prungle<br>Road:<br>31 <sup>st</sup> May 2024<br>3. Tapalin Mail<br>Road:<br>31 <sup>st</sup> May 2024 | Sealing existing<br>road for safety<br>improvements:<br>1. Marma Box Creek<br>Road Sealing,<br>2. Euston Prungle<br>3. Tapalin Mail Road | <ol> <li>\$600,000- Grant</li> <li>\$160,000 from Roads to<br/>Recovery (RTR)</li> <li>\$40,000 Council<br/>Contribution 23/24</li> <li>TOTAL \$800,000</li> <li>2. \$300,000- Grant</li> <li>\$80,000 from Roads to<br/>Recovery (RTR)</li> <li>\$20,000 Council<br/>Contribution allowed from<br/>Operational Budget</li> <li>TOTAL \$400,000</li> <li>3. \$412,500- Grant</li> <li>\$110,000 from Roads to<br/>Recovery (RTR)</li> <li>\$27,500 Council<br/>Contribution allowed from<br/>Operational Budget</li> <li>TOTAL \$400,000</li> </ol> | <ul> <li>1. Marma Box Creek Road As at the 4<sup>th</sup> of May 2023 the project was being reviewed. As at the 6<sup>th</sup> July 2023 the project is in the Tendering stage  As at the 9<sup>th</sup> of October 2023 there was no change to the current status  Percentage Completion: 5%  Percentage Budget Expended: 5%  2. Euston Prungle Road  As at the 4<sup>th</sup> of May 2023 the project manager advised that they were in the process of going to tender after the initial pricing of works assumed a local source of gravel which was not available locally.  As at the 6<sup>th</sup> of July 2023 the project is still in the tendering process.  As at the 9<sup>th</sup> of October 2023 there was no change to the current status  Percentage Completion: 5%  Percentage Completion: 5%  Percentage Budget Expended: 5%  3. Tapalin Mail Road  As at the 9<sup>th</sup> of October 2023 the project remains on hold and is to recommence in the warmer months for resealing works. Next update will be when works recommences.  Percentage Completion: 75%  Percentage Completion: 75%</li></ul> |

| Grant/Project                                                                                                                                                                                     | CM Folder                                                                                                                                                              | Project<br>Manager &<br>Project Dates                                                                                                                 | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Funding Value/<br>Funds Received<br>& Expenses                                                                                                                                                                       | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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| Roads to Recovery<br>2019-2024 –<br>Department of<br>Infrastructure,<br>Transport, Regional<br>Development &<br>Communications<br>General Ledger:<br>6440-4999-0000<br>Revenue:<br>6440-1100-0000 | F19.751<br>D23.81989<br>– Work<br>Schedule as<br>at 21 <sup>st</sup> April<br>2023<br>D23.81987<br>- Standard<br>Expenditure<br>Report to<br>end of 31st<br>March 2023 | Engineering<br>Finance &<br>Assets Officer<br>Project Start<br>Date:<br>May 2020<br>Expected<br>Project Finish<br>Date:<br>30 <sup>th</sup> June 2024 | McCabe St Resealing;<br>\$77,898 RTR Funding<br>O'Conner Street Resealing:<br>\$15,031 RTR Funding<br>Kilpatrick Road Resealing:<br>\$214,000 RTR Funding<br>Reseal Multiple Locations Perry Street:<br>\$8,375 RTR Funding + \$7,544 RTR Funding<br>Bertram Road Reseal: \$33,705 RTR Funding<br>Tapalin Mail Road: \$138,355 RTR Funding<br>Windomal Road: \$103,819 RTR Funding<br>Windomal Road: \$103,819 RTR Funding<br>Mildura Ivanhoe Road:<br>\$238,825 RTR Funding<br>Hatfield The Vale Road:<br>\$322,350 RTR Funding<br>Weimby Kyalite Road:<br>\$628,563 RTR funding * \$1,377,500 FLR<br>Funding + \$37,844 Council Funding<br>Mildura Ivanhoe Road:<br>\$454,368 RFR Funding<br>Burke Wills Road: \$77,031 RTR Funding +<br>\$55,703 Council Funding<br>Marma Box Creek Road:<br>\$700,000 RTR Funding + \$2,584,273 FLR1<br>funding + \$65,727 Council Funding<br>Wooranbara Corrong: \$91,555 RTR Funding<br>Leslie Drive: \$60,000 RFR Funding + \$246,500<br>FLR2 Funding + \$14,500 Council Funding<br>Tapalin Mail Road: \$110,000 RTR Funding +<br>\$412,500 FLR3 Funding * \$14,500 Funding<br>Continued over page >> | \$4,997,524<br>Funds Received<br>to date:<br>\$3,354,664<br>(22 <sup>nd</sup> March 2023)<br>As at 6 <sup>th</sup> July<br>2023:<br>Total Project<br>Completion:<br>80%<br>Total Project<br>Budget Expended<br>\$70% | As at the 9 <sup>th</sup> October 2023:<br>COMPLETED WORKS:<br>McCabe Street Resealing<br>O'Çonner Street Resealing<br>Reseal Multiple Locations Perry Street<br>Reseal Multiple Locations Shailer Terrace<br>Bertram Road Reseal<br>Tapalin Mail Road<br>Windomal Road<br>Mildura Ivanhoe Road<br>Hatfield The Vale Road<br>Weimby Kyalite Road<br>Mildura Ivanhoe Road<br>Burke Wills Road<br>Marma Box Creek Rd (\$148,242 RTR Funds)<br>Freshwater Road<br>Wooranbara Corrong<br>Marma Box Creek Road (\$700,000 RTR<br>funding)<br>Leslie Drive<br>As at the 9 <sup>th</sup> of October 2023 – IN PROGRESS:<br>Kilpatrick Road Resealing<br>60% of Works Completed<br>40% of allocated budget used to date<br>Continued over page >> |

| Grant/Project                                                                                                                                                                                     | CM Folder                                                                                                                                                              | Project Manager &<br>Project Dates                                                                                                                                                                      | Description                                                                                                                                                                                                                                                                                          | Funding Value/<br>Funds Received &<br>Expenses                                                                                      | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| Roads to Recovery<br>2019-2024 –<br>Department of<br>Infrastructure,<br>Transport, Regional<br>Development &<br>Communications<br>General Ledger:<br>6440-4999-0000<br>Revenue:<br>6440-1100-0000 | F19.751<br>D23.81989 –<br>Work<br>Schedule as<br>at 21 <sup>st</sup> April<br>2023<br>D23.81987 -<br>Standard<br>Expenditure<br>Report to<br>end of 31st<br>March 2023 | Engineering Finance<br>& Assets Officer<br>Project Start Date:<br>May 2020<br>Expected Project<br>Finish Date:<br>June 2024                                                                             | >> Continued from previous<br>page Marma Box Creek Road: \$160,000 RTR Funding + \$600,000 FLR3 Funding + \$40,000 Council Funding Euston Prungle Road: \$80,000 RTR Funding + \$300,000 FLR3 Funding + \$20,000 Council Funding Weimby Kyalite Road Reseal: \$382,615 RTR + \$160,000 LRCI3 Funding | As Above                                                                                                                            | <ul> <li>&gt;&gt; Continued from previous page</li> <li>As at the 9<sup>th</sup> of October 2023 – INCOMPLETE:</li> <li>Tapalin Mail Road         <ul> <li>75% of Works Completed</li> <li>100% of RTR Budget Expended</li> <li>Project on hold, to recommence in warmer months for resealing works</li> </ul> </li> <li>As at the 9<sup>th</sup> of October 2023 - NOT STARTED:         <ul> <li>Marma Box Creek Road (\$160,000 RTR funding)</li> <li>Euston Prungle Road</li> <li>Weimby Kyalite Road Reseal</li></ul></li></ul>                                                                                                                                                                                                                                               |
| Everyone Can Play<br>2022 – Department of<br>Planning, Industry and<br>Environment<br>Job Code:<br>4682-4999-0013<br>General Ledger:<br>4682-1100-0002                                            | F22.292                                                                                                                                                                | Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services<br><b>Project Start Date:</b><br>June 2023<br><b>Expected Project</b><br><b>Finish Date:</b><br>31 <sup>st</sup> December 2023 | Everyone Can Play (ECP)<br>Lions Park Inclusion Project<br>Play equipment upgrade<br>(Crown Reserve Grant for<br>Lions Park towards same<br>project)                                                                                                                                                 | \$200,000<br>Funds Received to<br>date:<br>Milestone 1<br>\$50,000 - Receipt<br>54990<br>Milestone 2<br>\$40,000 - Receipt<br>55157 | As at the 12 <sup>th</sup> of September 2023 Council sent a<br>formal letter to the funding body for time extension<br>to the 31 <sup>st</sup> December 2023 which was formally given<br>on the 7 <sup>th</sup> September 2023.<br>As at the 9 <sup>th</sup> of October 2023 Council has been<br>communicating with our key contact with the<br>Department of Planning, Industry & Environment re<br>the status and scope of the project. The scope and<br>specs are currently being finalised to go to Tender.<br>Personnel from the funding body will be here on the<br>11 <sup>th</sup> of October 2023 to review the project scope and<br>the completion date of the project will be reassessed.<br><b>Percentage Completion:</b> 5%<br><b>Percentage Budget Expended:</b> 0% |

| Grant/Project                                                                                                                                      | CM Folder                          | Project<br>Manager &<br>Project Dates | Description                                                                 | Funding Value/ Funds<br>Received & Expenses                                                                                                                                                                                                                                                  | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| Bidgee Haven<br>Retirement Hostel<br>Expansion Grant –<br>Department of Health<br>Job Code:<br>2620-4999-0021<br>General Ledger:<br>2620-1100-0001 | F19.244<br>Agreement:<br>D19.20869 | General<br>Manager                    | Bidgee Haven<br>Expansion<br>Construction -<br>Specialised<br>Dementia Wing | Total potential funding:<br>\$6,060,000<br>\$4,680,000 (Signed Funding<br>Agreement)<br>\$1,380,000<br>Aged Care Approvals Round<br>(ACAR) Top-Up 2020 (Not<br>Formalised due to uncertainty<br>with project)<br>Funds Received to date<br>Milestone 1 Payment:<br>\$500,000 – Receipt 49078 | <ul> <li>A Variation/Project Report was submitted to the funding body on the 13<sup>th</sup> of January 2023 (D23.78200 on CM).</li> <li>A project progress meeting with the funding body was held on the 9<sup>th</sup> of Feb 2023. Another project progress meeting has been scheduled for end of March 2023.</li> <li>As at the 5<sup>th</sup> of April 2023 clarification was provided by Aged Care Approvals (ACAR) Operations in reference to the funding for this project. There is a further \$1,380,000 ACAR top up but this has not been formalised due to the uncertainty of the project.</li> <li>As at the 6<sup>th</sup> of July 2023 Council's General Manager went to Canberra on the 14<sup>th</sup> June 2023 and met with representatives from the Commonwealth Government to explore opportunities for operational funding. The General Manager will be following up with the Commonwealth Government representatives within the next couple of weeks.</li> <li>As at the 9<sup>th</sup> of September 2023 a project progress report had been submitted. Project still on hold.</li> <li>As at the 9<sup>th</sup> of October 2023 the project remains on hold until further notice.</li> </ul> |

| Grant/Project                                                                                                                                  | CM Folder          | Project Manager<br>& Project Dates                                                                                                                                                      | Description                                                                                                                                                                                                                                                                                                                                                       | Funding Value/<br>Funds Received<br>& Expenses                                                            | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| Public Library<br>Infrastructure Grant 21/22<br>– Library Council NSW<br>General Ledger:<br>4520-1100-0000<br>Job Cost Code:<br>4520-4999-0018 | F22.190<br>F22.204 | BSC Librarian and<br>the Community<br>Projects, Tourism<br>& Grants<br>Coordinator<br>Project Start<br>Date: May 2022<br>Expected Project<br>End Date:<br>31 <sup>st</sup> October 2023 | Funding is for <b>Stage 1</b> of the<br>project which includes access<br>to the adjoining unused CWA<br>room, a technology support<br>hub, removal of a double<br>window to create a double<br>door for wheelchair access,<br>removal of a small window for<br>a larger window to view<br>playground, building of a<br>wall, ceiling and flooring<br>server room. | \$67,862<br>Funds Received<br>to date: \$67,862 -<br>Receipt 54979<br>Expenses to<br>date:<br>\$67,476.63 | <ul> <li>As at the 4<sup>th</sup> of May 2023 the project is 90% completed. We are waiting for Efex to reconnect touch screen and to change the settings on the WiFi printer from "corporate" to "public" and to furnish the independent study room.</li> <li>As at the 6<sup>th</sup> of July 2023 Council is in the process of fully expending the grant and commencing the acquittal process.</li> <li>As at the 9<sup>th</sup> of October 2023 we are still awaiting arrival of the furniture and will then finalise the financials and acquittal report by the 31<sup>st</sup> October 2023</li> <li>Percentage Completion: 95%</li> <li>Percentage Budget Expended: 95%</li> </ul> |
| Discovery Centre<br>Redevelopment – Far West<br>Joint Organisation<br>Job Code:<br>6560-4999-0033<br>General Ledger:<br>6560-4999-0000         | F20.593            | Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services<br><b>Project Start</b><br><b>Date:</b> TBA<br><b>Expected Project</b><br><b>End Date:</b><br>TBA              | Redevelopment of the<br>Discovery Centre.                                                                                                                                                                                                                                                                                                                         | \$950,000<br>Expenses to<br>date:<br>\$102,950<br>(for 21/22)                                             | <ul> <li>As at the 12<sup>th</sup> of September 2023 a new RFQ is being prepared for Vendor Panel.</li> <li>As at the 9<sup>th</sup> of October 2023 the Request For Quote (RFQ) has been submitted to Vendor Panel.</li> <li>Percentage Completion: 5%</li> <li>Percentage Budget Expended: 11%</li> </ul>                                                                                                                                                                                                                                                                                                                                                                              |

| Grant/Project                                                                                                                                                                                                                                                   | CM Folder Project Manage<br>& Project Dates                                                                                                                                            | Description                                                             | Funding Value/ Funds<br>Received & Expenses                                                                                                                                                                                                                                                                | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| Our Region Our Rivers<br>Program (OROR) –<br>Riverfront/Riverbend/<br>Swing Bridge - BAL 2<br>Department of<br>Infrastructure, Regional<br>Development and Cities<br>Job Code:<br>6000-4999-0012<br>Total Value amongst a<br>number of LGA's is<br>\$16,803,000 | F19.650 Community<br>Projects, Tourism<br>& Grants<br>Coordinator<br>Project Start Date<br>1 <sup>st</sup> July 2021<br>Expected Project<br>Finish Date:<br>30 <sup>th</sup> June 2024 | <ul><li>Program comprises of the following</li><li>Riverfront</li></ul> | \$820,234.30 Regional<br>Growth Fund<br>\$13,349.75 Stronger<br>Country Communities<br>Fund<br>Funds Received to<br>date:<br>Please refer to the Our<br>Rivers Our Region<br>Project report as at 30-<br>06-2022 which was<br>compiled by Edna &<br>Submitted for reporting.<br>CM reference:<br>D22.71719 | <ul> <li>As at the 4<sup>th</sup> of May 2023 Andrea Otto advised that they are trying to get the funding body to provide an extension to finish the project elements that were not completed due to flooding. The funding body has requested that we provide evidentiary photos and report</li> <li>As at the 8<sup>th</sup> of June 2023 evidentiary photos and a report on the impact of flooding around the project area and the shire was provided to Andrea on the 12<sup>th</sup> May 2023. As at the 6<sup>th</sup> of July 2023 Council is waiting for response to the request for time extension.</li> <li>As at the 9<sup>th</sup> of August 2023 Council was advised that an extension for the OROR Bal. 2 has been given till June 2024. We had a meeting with all LGAs on 2<sup>nd</sup> August 2024. It was agreed that an assessment of each of our respective projects would be completed by June 2024.</li> <li>As at the 12<sup>th</sup> of September 2023 we have assessed the elements that are to be completed and have agreed that they can be delivered by the extended date.</li> <li>As at the 9<sup>th</sup> of October 2023 Council have started to put the specs together for the work that is left to complete.</li> <li>Percentage Completion: 90%</li> </ul> |

| Balranald Shire Council Grants/Projects Update Summary as @ the 9 <sup>th</sup> of Octobe | er 2023 |
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| Grant/Project                                                                                                                                                                                                                                                                            | CM Project<br>Folder Manager &<br>Project Dates                                                                                                                                                                                                                       | Description                                                      | Funding Value/<br>Funds Received &<br>Expenses                                                                                                                                                                                                                                                                  | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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| Local Roads Community<br>Infrastructure ROUND 2<br>21/22 - Department of<br>Infrastructure,<br>Transport, Regional<br>Development and<br>Communications<br>Job Cost Centres:<br>0229-4999-0001<br>3182-4999-0001<br>4682-4999-0013<br>4664-4999-0003<br>6450-4999-0002<br>4687-4999-0003 | G22/9Acting Interim<br>Director of<br>Infrastructure<br>and Planning<br>F21.242F21.241and Planning<br>ServicesF21.242ServicesF21.243Project Start<br>Date: July 202F21.246Expected<br>Project Finish<br>Date:<br>Extension give<br>to the 30th Jun<br>2024F21.2482024 | 4. Euston Town<br>Approaches<br>5. Euston Rec Reserve<br>Upgrade | Total Funding<br>Value: \$616,739<br>1. \$110,000<br>2. \$50,000<br>3. \$66,000<br>4. \$100,00<br>5. \$40,000<br>6. \$30,000<br>7. \$26,739<br>8. \$84,000<br>9. \$30,000<br>10. \$80,000<br>Funds Received to<br>date:<br>\$308,370<br>Receipt No:<br>53081<br>\$72,317 received<br>16 <sup>th</sup> June 2023 | <ul> <li>As at the 9<sup>th</sup> of October 2023 the status of the total project is as below:</li> <li>COMPLETED PROJECTS: <ul> <li>Aerodrome Fencing</li> <li>Toilet at Balranald Cemetery</li> <li>Euston Rec Reserve Playground Upgrade</li> <li>Kyalite Riverside Reserve – Steps &amp; Railings (the balance of works including solar lights is part of the Community Building Partnerships 2021 Grant)</li> <li>Seal Off Street Parking Areas</li> <li>Church &amp; Harben Street Drainage Improvements</li> </ul> </li> <li>INCOMPLETE PROJECTS:</li> <li>Balranald Irrigation Automation <ul> <li>As at the 9<sup>th</sup> of October 2023 an assessment is currently been conducted to identify scope of the project</li> <li>Euston Town Approaches</li> <li>As at the 9<sup>th</sup> of October 2023 Request For Quote (RFQ) for the Theatre Royal Refurbishments is being reassessed</li> <li>Balranald Riverfront Enhancement</li> <li>As at the 9<sup>th</sup> of October 2023 an assessment is currently been conducted to identify scope of the project</li> </ul> </li> </ul> |

| Grant/Project                                                                                                                                                                          | CM Folder                   | Project Manager &<br>Project Dates                                                                                                                                                                                                                | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Funding Value/<br>Funds Received<br>& Expenses                                                                                                                                                                                                    | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
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| ocal Roads Community<br>nfrastructure ROUND 3<br>22/23 - Department of<br>nfrastructure, Transport,<br>Regional Development<br>and Communications<br>General Ledger:<br>5280-1125-0001 | F21.478<br>Grant Box<br>G22 | Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services<br><b>Project Start Date:</b><br>20 <sup>th</sup> October 2020<br><b>Expected Project</b><br><b>Finish Date:</b><br>Extension given to<br>the 30 <sup>th</sup> June 2024 | <ul> <li>Projects include: <ol> <li>Euston Oval-Multicourt Upgrade &amp; Shade Shelter: \$250,000</li> <li>Balranald tennis Court Lighting: \$150,000: \$150,000</li> <li>Construct new cricket practice nets at Greenham Park: \$60,000</li> <li>Construct new cricket pitch to replace damaged pitch at Greenham Park: \$\$40,000</li> <li>Balranald Swimming pool fence &amp; facilities: \$175,000</li> <li>Construct/replace 100m of footpaths in Euston: \$150,000</li> <li>Construct/replace 200m of footpaths in Balranald: \$250,000</li> <li>Heavy Patching Balranald/Ivanhoe Road: \$100,000</li> <li>Reseal Weimby Kyalite Road: \$160,000</li> <li>Marma Box Creek Rd &amp; Wampo Magenta Rd Intersection Upgrade: \$330,842</li> </ol></li></ul> | \$1,665,842<br>Initial Funding<br>received:<br>\$832,921 –<br>Receipt 57227<br>(\$160,000 for Reseal<br>Weimby Kyalite<br>Road:<br>\$330,842 for Marma<br>Box Creek Rd &<br>Wampo<br>\$100,00 for Heavy<br>Patching<br>Balranald/Ivanhoe<br>Road) | As at the 5 <sup>th</sup> of April 2023 the Executive Manager<br>of Engineering received notice from the funding<br>body that we have an extension to complete all<br>projects until 30 <sup>th</sup> June 2024 and that no further<br>extensions will be provided.<br>As at the 9 <sup>th</sup> of October 2023:<br><b>Project 1</b> . Will be going to Tender by the 11 <sup>th</sup> of<br>October 2023<br><b>Project 2</b> The specifications are being prepared<br>for Tender<br><b>Project 3</b> . The project will be completed by the<br>15 <sup>th</sup> October 2023<br><b>Project 4</b> . The project will be completed by the<br>15 <sup>th</sup> October 2023<br><b>Project 5</b> . The project will be completed by the<br>26 <sup>th</sup> of October 2023<br><b>Project 6</b> . & <b>7</b> . These are currently being<br>accessed to identify footpaths to be replaced;<br><b>Projects 810</b> . Will commence in the warmer<br>weather.<br><b>Project Percentage Completion:</b> 30%<br><b>Percentage Budget Expended:</b> 0% |

| Balranald Shire Council Grants/Projects Update Su | ummary as @ the 9 <sup>th</sup> of October 2023 |
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| Grant/Project                                                                                                                   | CM<br>Folder | Project Manager<br>& Project Dates                                                                                                                                                                                                                                                                     | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Funding Value/<br>Funds Received<br>& Expenses                | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
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| Stronger Country<br>Community Funds Round<br>4 – Local Government<br>NSW<br>General Ledger:<br>4546-1100-0000<br>4662-1100-0008 | F21.364      | Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services<br>Milestone 1<br>Completion Date:<br>31 <sup>st</sup> August 2023<br>Milestone 2<br>Expected Finish<br>Date:<br>31 <sup>st</sup> August 2023<br>Milestone 3<br>Expected Finish<br>Date:<br>31 <sup>st</sup> December<br>2023 | Euston Netball Upgrade: Demolition<br>of existing change netball rooms and<br>public toilets at Euston and<br>construction of new, inclusive,<br>change rooms and public toilets<br>combined.<br>Renewed 200 lux LED outdoor sport<br>lighting to both Balranald and Euston<br>netball courts<br><b>Milestone 1:</b> Design,<br>Documentation & Procurement<br>Phase and Milestone 1: substructure,<br>plumbing/ reticulation, walls,<br>superstructure<br><b>Milestone 2:</b> Plumbing, electrical,<br>internal/external fittings/fixtures,<br>painting, flooring, finishes<br><b>Milestone 3:</b> Court Lighting,<br>landscaping and paths/entries | \$527,626<br>Funds Received:<br>\$211,050.40<br>Receipt 56474 | <ul> <li>As at the 4<sup>th</sup> of May 2023 the project is being reviewed by the project manager for recommencement. The Euston Progressive Advisory Committee have noted in their March 2023 Minutes that works for the Netball Change Rooms has gone to tender.</li> <li>As at the 6<sup>th</sup> of July 2023 Milestone 1 design is being reassessed to ensure compliance before progressing to Milestone 2. Specs are currently being developed for Milestone 3.</li> <li>As at the 9<sup>th</sup> of August 2023 quotes received to date have been over budget and the project will be reassessed with new specifications</li> <li>As at the 12<sup>th</sup> of September 2023 the project and specs are being reassessed by the Acting Director of Infrastructure and Planning along with members of EPAC.</li> <li>As at the 9<sup>th</sup> of October 2023 the project will be cout to Tender by the 15<sup>th</sup> of October 2023. The completion date will be reassessed once a contractor has been appointed.</li> <li>Percentage Completion: 5%</li> </ul> |

| Grant/Project                                                                                                                                              | CM Folder                                           | Project<br>Manager &<br>Project Dates                                                                                                                                                                                                                                       | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Funding Value/<br>Funds Received<br>& Expenses                                                                                                                                                   | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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| Community Building<br>Partnership 2021-<br>Department of<br>Communities & Justice<br>General Ledger:<br>5700-1100-0000<br>Hob Cost Code:<br>5700-4999-0002 | F19.718<br>D22.62866 –<br>Signed<br>Funding<br>Deed | Kyalite<br>Progress<br>Committee:<br>Simone<br>Carmichael<br>Council:<br>Community<br>Projects, Tourism<br>& Grants<br>Coordinator<br>Project Start<br>Date:<br>28 <sup>th</sup> January<br>2022<br>Expected<br>Project Finish<br>Date:<br>31 <sup>st</sup> October<br>2023 | <ul> <li>Project: Kyalite Memorial<br/>Park and Foreshore<br/>Development.</li> <li>The funding will be used to<br/>develop an attractive link<br/>between the Wakool River<br/>Foreshore and the Kyalite<br/>Village with pathways,<br/>signage and off-street<br/>parking.</li> <li>Project Scope: Itemise works<br/>to be paid with the<br/>Community Building<br/>Partnership fund is: <ul> <li>Solar Lighting Along<br/>Steps</li> <li>Information Bay Slab &amp;<br/>Components</li> <li>Information Bay Signage</li> </ul> </li> </ul> | \$32,572<br>Funds<br>Received:<br>\$32,572 on 3 <sup>rd</sup><br>August 2022<br>Expenses to<br>Date:<br>\$6,629.80 for<br>the Solar<br>Lighting<br>\$10,402 for<br>Information Bay<br>components | <ul> <li>As at March 2023 we were advised that the solar lights have been installed (photos were provided) and the signage was still in progress.</li> <li>As at the 5<sup>th</sup> of April 2023 we have been advised from Kyalite progressive that it will take approx. 14 weeks for the signage to be completed. We spoke to the funding body and we will be requesting a Variation for time extension.</li> <li>As at the 4<sup>th</sup> of May we had submitted a Variation for Extension of time for the completion of the production and installation of the signage on the 19<sup>th</sup> of April 2023 and received the formal approval on the 21<sup>st</sup> April 2023</li> <li>As at the 6<sup>th</sup> of July the final invoice was received and paid and we are waiting for the signage was still to be received and installed.</li> <li>As at the 12<sup>th</sup> of September 2023 the signs have been received and installed and we will commence the acquittal report.</li> <li>As at the 9<sup>th</sup> of October 2023 Council is preparing the final report for acquittal.</li> </ul> |

| Grant/Project                                                                                                                        | CM Folder                         | Project Manager<br>& Project Dates                                                                                                                                                             | Description                                                                                                                                                                                                                                                                                         | Funding Value/<br>Funds Received &<br>Expenses                                                                                                                                                                      | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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| Business Improvement<br>Fund 2022 –<br>Department of Health<br>General Ledger:<br>2620-1100-0003<br>Job Cost Code:<br>2620-4999-0000 | F22.149<br>Contract:<br>D22.69999 | Project Officer,<br>Business<br>Improvement<br>Project Start Date:<br>31 <sup>st</sup> August 2022<br>Expected Project<br>Finish Date: Final<br>Report is due<br>31 <sup>st</sup> January 2024 | Updating Hostel to a computer-<br>based care program and staff<br>training and restructuring costs<br>Funding Value (excl GST) to be<br>broken down as following:<br>Care Program: \$240,548<br>- IT Software: \$140,548<br>- IT Hardware: \$100,000<br>Restructuring & Staff<br>Training: \$45,000 | \$285,548 (excl GST)<br>\$314,103 (incl GST)<br>Funds received to<br>date:<br>Instalment 1<br>\$204,167<br>Receipt No: 56175<br>Instalment 2:<br>\$109,936<br>Receipt No: 57910<br>Expenses to date:<br>\$91,777.80 | <ul> <li>Activity Work plan was submitted to the Depole of Health and was approved in October 2022 Recommendation of program to be submitted.</li> <li>Care Program Telstra Health is in the process of being installed &amp; the IT hardware has bee ordered.</li> <li>The first progress report was submitted to the funding body on the 31<sup>st</sup> January 2023.</li> <li>As at 5<sup>th</sup> April 2023 a new project report was submitted on the 10<sup>th</sup> of March 2023.</li> <li>As at the 8<sup>th</sup> of June 2023 Milestone 2 payment was received – Receipt 57910</li> <li>As at the 6<sup>th</sup> of July 2023 a Variation was submitted for time extension to the 30<sup>th</sup> September 2023.</li> <li>As at the 9<sup>th</sup> of August 2023 there was no change to the status of the project.</li> <li>As at the 9<sup>th</sup> of October 2023 the program is go live on Tuesday 10<sup>th</sup> of October. The Program's completion date was extended to</li> </ul> |
|                                                                                                                                      |                                   |                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                     | As at the 9 <sup>th</sup> of October 2023 the progo live on Tuesday 10 <sup>th</sup> of October.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

| Grant/Project                                                                                                       | CM<br>Folder                                      | Project Manager<br>& Project Dates                                                                                                                                                                             | Description                                                                                                                                                                                                                                                                                                                                                                            | Funding Value/<br>Funds Received<br>& Expenses                                                                                           | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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| Crown Reserve<br>Improvement Fund<br>21/22<br>Job Cost Code:<br>4682-4999-0008<br>General Ledger:<br>4682-1100-0000 | F21.77                                            | Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services<br><b>Project Start</b><br><b>Date:</b><br>August 2022<br><b>Expected Project</b><br><b>Finish Date:</b><br>31 <sup>st</sup> Dec 2023 | Lions Park Upgrade:<br>Upgrade of toilets, play<br>area, BBQ etc.<br>"Everyone Can Play' Grant<br>\$200,000 funding towards<br>the play equipment project                                                                                                                                                                                                                              | Balranald Lions<br>Park Upgrade<br>\$587,991<br>Funds received to<br>date: \$587,991<br>Receipt 51052<br>Expenses to Date:<br>\$7,560.91 | <ul> <li>As at the 12<sup>th</sup> of September 2023 the Acting Director of<br/>Infrastructure and Planning is scoping the project to<br/>prepare the specs.</li> <li>As at the 9<sup>th</sup> of October 2023 the scope and specs are<br/>currently being developed and contractors being<br/>sourced. Council will reassess the completion date once<br/>a contractor has been appointed.</li> <li>Percentage Completion: 5%</li> <li>Percentage Budget Expended: 1%</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Crown Reserve<br>Improvement Fund<br>22/23<br>General Ledger:<br>4690-1100-0000<br>Job Cost Code:<br>6540-4999-0039 | CM Box<br>G22/4<br>F22.333<br>T23/1 for<br>quotes | Health &<br>Development<br>Officer<br><b>Project Start</b><br><b>Date:</b><br>February 2022<br><b>Expected Project</b><br><b>Finish Date:</b><br>30 <sup>th</sup> June 2024                                    | <b>Caravan Park Upgrade:</b><br>Installation of new park<br>facilities and amenities<br>including new meeting<br>room BBQ facility, improved<br>park lighting. Upgrade of<br>power and electrical<br>reticulation. Installation of<br>new<br>guest facilities including a<br>new pool, dump ezy point,<br>new power heads, en-<br>suites, cabin compendiums,<br>quad en-suites, cabins | Caravan Park<br>Upgrade \$771,500<br>Funds received to<br>date: \$771,500<br>Receipt 54576                                               | <ul> <li>As at 10<sup>th</sup> of March 2023 the cabin renovations is nearly complete and the painting will be completed in a week. The male amenities are complete.</li> <li>As at April 2023 work has commenced on the female amenities and disabled area and Cabin 14 is completed.</li> <li>As at the 4<sup>th</sup> of May 2023 seven (7) quotes had been requested for the installation of a new pool.</li> <li>As at the 6<sup>th</sup> of July 2023 a Variation was being submitted for time extension to the 30<sup>th</sup> June 2024.</li> <li>As at the 9<sup>th</sup> of August 2023 the time extension had been confirmed and the amenities are now completed.</li> <li>As at the 9<sup>th</sup> of October 2023 a meeting is to be held on the 15<sup>th</sup> October with the project manager and executive management to prioritise additional works.</li> <li>Percentage Completion: 30%</li> </ul> |

| Grant/Project                                                                                                                       | CM Folder                         | Project Manager &<br>Project Dates                                                                                                                                | Description                                                                                                                                                              | Funding Value/<br>Funds Received &<br>Expenses                                                                                                                                                                              | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| Block Grant – 2022/23<br>Transport of NSW<br>General Ledger:<br>6080-1102-0000<br>6080-1104-0000<br>6080-1101-0000                  | Grant Box:<br>G22/17<br>D22.72552 | Engineering Finance<br>& Assets Officer<br>Project Start Date:<br>1 <sup>st</sup> July 2022<br>Expected Project<br>Finish Date:<br>31 <sup>st</sup> December 2023 | <b>Project:</b> Agreement for<br>Block Grant Assistance to<br>Council for Regional Roads<br>Main Road Maintenance<br>MR 67 (192.9KM), MR 431<br>(6.5KM), MR 514 (62.9KM) | \$1,320,000 to be<br>paid in 2<br>instalments of<br>\$660,000<br><b>Funds Received:</b><br>The first instalment<br>of \$660,000 has<br>been paid –<br>Receipt 56375<br>Second instalment<br>of \$660,000 –<br>Receipt 57351 | <ul> <li>As at the 4<sup>th</sup> of May 2023 works continue to be in progress.</li> <li>As at the 8<sup>th</sup> of June 2023 work was still in progress.</li> <li>As at the 12<sup>th</sup> of September 2023 works had increased to 45% completion and the unexpended amount of \$754,731.47 was brought forward into 2023/2024 financial year.</li> <li>As at the 9<sup>th</sup> of October 2023 there was no change to the status. The completion date will be reassessed for a Variation if required.</li> <li>Percentage Completion: 45%</li> <li>Percentage Budget Expended: 45%</li> </ul> |
| Fixing Local Roads<br>Round 4 2022/2023 –<br>Transport NSW<br>General Ledger:<br>6100-1100-0000<br>Job Cost Code:<br>6100-1100-0010 | CM Box<br>G22/14                  | Engineering Finance<br>& Assets Officer<br>Project Start Date:<br>30 <sup>th</sup> July 2023<br>Expected Project<br>Finish Date:<br>30 <sup>th</sup> June 2024    | Re-sheeting Benanee<br>Gravel Road                                                                                                                                       | \$1,650,000                                                                                                                                                                                                                 | <ul> <li>As at the 13<sup>th</sup> March 2023 Council received notice of our success – Letter of Offer (CM folder D23.79473).</li> <li>As at the 8<sup>th</sup> of June 2023 works had commenced.</li> <li>As at the 6<sup>th</sup> of August 2023 works continued to b in progress and increased to 15% completion.</li> <li>As at the 9<sup>th</sup> of October 2023 there was no change to the progress status.</li> <li>Percentage Completion: 15%</li> <li>Percentage Budget Expended: 15%</li> </ul>                                                                                          |

| Grant/Project                                                                                                                                                         | CM Folder                                     | Project Manager<br>& Project Dates                                                                                                                                                                                          | Description                        | Funding Value/<br>Funds Received &<br>Expenses                      | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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| Fixing Local Roads<br>Pothole Repair Program<br>- Transport NSW<br>General Ledger<br>Revenue:<br>6100-1100-0008<br>Job Cost Code:<br>8070-0001-0000<br>9101-0001-0000 | Application<br>D22.74745<br>Folder<br>F22.693 | Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services<br><b>Project Start Date:</b><br>1 <sup>st</sup> December 2022<br><b>Expected Project</b><br><b>Finish Date:</b><br>31 <sup>st</sup> December 2023 | Funding for the repair of potholes | \$543,445<br><b>Funds Received:</b><br>\$543,445 -<br>Receipt 57024 | <ul> <li>On the 5<sup>th</sup> December 2022 we received notification of our application success.</li> <li>Council has 30 days from the date of the email to accept the funding offered under this Program and return the signed Deed.</li> <li>On 19<sup>th</sup> December 2022 we received notice of our invoice from the funding body.</li> <li>As at 13<sup>th</sup> March 2023 we are awaiting a progress report on the project.</li> <li>As at the 4<sup>th</sup> of May 2023 we have been advised that the funding is fully paid and that works are in progress.</li> </ul> |
|                                                                                                                                                                       |                                               |                                                                                                                                                                                                                             |                                    |                                                                     | <ul> <li>As at the 6<sup>th</sup> of July 2023 works continue to be<br/>in progress with an increase to 5% completion</li> <li>As at the 9<sup>th</sup> of August 2023 works was still in<br/>progress with an increase of 10% completion.</li> <li>As at the 12<sup>th</sup> of September 2023 works<br/>progressed to 17% completion.</li> <li>As at the 9<sup>th</sup> of October 2023 works had<br/>progress to 55% completion.</li> <li>Percentage Completion: 55%</li> <li>Percentage Budget Expended: 55%</li> </ul>                                                        |

| Balranald Shire Council Grants/ | Projects Update Summary as @ the | 9 <sup>th</sup> of October 2023 |
|---------------------------------|----------------------------------|---------------------------------|
| /                               |                                  |                                 |

| Grant/Project                                                                          | CM Folder                                   | Project Manager<br>& Project Dates                                                                                                                                                                                                                                 | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Funding Value/<br>Funds Received &<br>Expenses                                                                                                                        | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| Stronger Country<br>Communities Fund –<br>Round 5<br>General Ledger:<br>4500-1145-0000 | CM Box:<br>G22/11<br>App Folder:<br>F22.461 | Community<br>Projects, Tourism<br>& Grants<br>Coordinator & the<br>Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services<br><b>Project Start</b><br><b>Date:</b><br>June 2023<br><b>Expected Project</b><br><b>Finish Date:</b><br>January 2025 | <ol> <li>Kyalite Memorial Park Rest<br/>Area: to include public toilets &amp;<br/>ancillary facilities (\$101,200)</li> <li>Balranald Shire Signage: To<br/>undertake recognition of First<br/>Nations Lands upon entry into the<br/>Shire and enhance town entry<br/>signs in Balranald and Kyalite<br/>(\$203,500)</li> <li>Netball Courts Resurfacing &amp;<br/>Basketball Courts Balranald: To<br/>resurface netball courts and<br/>design and construct new<br/>basketball courts and facilities<br/>(\$418,000)</li> <li>Hatfield Community Hall &amp;<br/>Precinct Upgrade: Renovations<br/>of the Hatfield Community Hall<br/>(\$110,000)</li> <li>Safe Fencing at the Balranald<br/>Pool: To installed approved<br/>fencing around the Balranald Pool<br/>(\$111,100)</li> </ol> | Balranald Shire<br>Council Allocation:<br>\$943,758 for<br>Council Community<br>Projects<br>Payments<br>Received:<br>First instalment<br>\$755,040 -<br>Receipt 57488 | As at the 9 <sup>th</sup> of October the following are in<br>progress:<br>Project 1: Specifications are being developed, the<br>location for the rest area has been identified and<br>the environmental factors are being assessed and<br>another meeting is to be organised with the Kyalite<br>Progression committee to finalise the specs and<br>scope<br>Percentage Completion: 8%<br>Project 2: Relevant templates have been sourced<br>from Transport NSW and Community Consultation<br>is being organised for November 2023<br>Percentage Completion: 2%<br>Project 3: Council is currently in consultation with<br>the netball/basketball committee to finalise scope<br>and specs of works and contractors will be sourced<br>once specs have been finalised<br>Percentage Completion: 10%<br>Project 4: Hatfield community meeting is to be<br>organised for mid-October 2023<br>Percentage Completion: 0%<br>Project 5: Supplier has been sourced and<br>appointed and Purchase Order has been raised and<br>works should be completed by the 26 <sup>th</sup> of October<br>2023.<br>Percentage Completion: 50%<br>Total Project Percentage Budget Expended: 0% |

| Grant/Project                                                                                          | CM Folder                  | Project Manager &<br>Project Dates                                                                                                                                                                                                   | Description                                                                                                         | Funding Value/<br>Funds Received<br>& Expenses                                                                                 | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| Library Council -<br>Public Library<br>Infrastructure Fund<br>2022/23<br>GL Account:<br>4520-1100-0005 | CM Box<br>G22/23           | Librarian & Acting<br>Interim Director of<br>Infrastructure and<br>Planning Services<br><b>Project Start Date:</b><br>30 <sup>th</sup> June 2023<br><b>Expected Project</b><br><b>Finish Date:</b><br>31 <sup>st</sup> December 2023 | Funding for Stage<br>2 of the Library<br>Refurbishment<br>project                                                   | \$172,610<br>Funds Received:<br>\$172,610 –<br>Receipt 58163                                                                   | <ul> <li>As at the 6<sup>th</sup> of July 2023 the project specifications were being developed for the procurement process.</li> <li>As at the 9<sup>th</sup> of August 2023 the project is still in the planning process.</li> <li>As at the 12<sup>th</sup> of September 2023 a meeting is being organised to assess project scope and requirements.</li> <li>As at the 9<sup>th</sup> of October 2023 Council has assessed works required and is preparing the Request for Quote (RFQ) for Vendor Panel and the completion date will be reassessed once a contractor has been appointed.</li> <li>Percentage Completion: 0%</li> </ul>                            |
| Community Building<br>Partnership Grant 2022                                                           | F22.346<br>CM Box<br>G22/5 | Community Projects,<br>Tourism & Grants<br>Coordinator<br><b>Project Start Date:</b><br>31 <sup>st</sup> August 2023<br><b>Expected Project</b><br><b>Finish Date:</b><br>30 <sup>th</sup> April 2024                                | Enhancements/Up<br>grade of IT multi-<br>media<br>communications<br>and displays at<br>the Interpretive<br>Pavilion | \$40,000 Grant<br>\$40,000 Council<br>Contribution<br><b>TOTAL: \$80,000</b><br>Funds Received:<br>\$40,000 –<br>Receipt 58863 | <ul> <li>As at the 6<sup>th</sup> of July 2023 the funding body advised that it would be approximately 6 weeks until the funding deed is reviewed and funds released.</li> <li>As at the 9<sup>th</sup> of August 2023 the funds of \$40,000 were received and planning with Efex is to commence.</li> <li>As a the 12<sup>th</sup> of September 2023 Efex is reassessing work for updated quotation.</li> <li>As at the 9<sup>th</sup> of October 2023 Council has had communications with Efex who will be coming to assess the work and will provide a completion timeline.</li> <li>Percentage Completion: 0%</li> <li>Percentage Budget Expended: 0%</li> </ul> |

| Grant/Project                                                                   | CM Folder                                  | Project Manager<br>& Project Dates                                                                                                                                                                                                               | Description                                                            | Funding Value/<br>Funds Received &<br>Expenses                                           | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| Office of Responsible<br>Gambling NSW<br>Community<br>Development Fund<br>Round | CM Box<br>G22/25<br>D22.74980<br>D22.74982 | Community<br>Projects, Tourism &<br>Grants Coordinator<br>& Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services<br><b>Project Start Date:</b><br>March 2023<br><b>Expected Project</b><br><b>Finish Date:</b><br>March 2024 | Funding for the Refurbishment<br>of emergency accommodation<br>housing | \$240,000<br>Funds Received:<br>1 <sup>st</sup> Instalment<br>\$237,000 Receipt<br>58222 | As at the 4 <sup>th</sup> of May 2023 the GM has signed the<br>Funding Agreement through the DocuSign<br>process on the 1 <sup>st</sup> of May 2023 and it was co-<br>signed and returned to us on the 3 <sup>rd</sup> of May 2023.<br>The funding body has publicly released the recent<br>grant recipients including Balranald Shire Council<br>on their website here:<br>https://www.nsw.gov.au/grants-and-<br>funding/community-development-<br>fund/community-development-<br>fund/community-development-fund-grant<br>As at 8 <sup>th</sup> of June 2023 Council had received the 1 <sup>st</sup><br>Instalment funds for \$237,000 receipt 58222.<br>As at the 9 <sup>th</sup> of August 2023 the initial Request<br>For Quotes (RFQ) period closed with no<br>submissions. Contractors are being followed up.<br>As at the 12 <sup>th</sup> of September 2023 specs are being<br>reassessed and a supplier is being sourced.<br>As at the 9 <sup>th</sup> October 2023 Council received and<br>assessed quotes and have appointed a contractor<br>for the work.<br><b>Percentage Completion:</b> 0%<br><b>Percentage Budget Expended:</b> 0% |

| Grant/Project            | CM Folder | Project Manager &<br>Project Dates | Description                     | Funding Value        | Status to Date                                          |
|--------------------------|-----------|------------------------------------|---------------------------------|----------------------|---------------------------------------------------------|
| Regional & Local Roads   | F20.589   | Engineering Finance                | Funds for the impact of floods, | Funding Value fully  | As at the 6 <sup>th</sup> of July 2023 works have       |
| Repair Program (RLRRP) – | GM Box    | & Assets Officer                   | storm and persistent weather    | paid                 | commenced and in progress.                              |
| Transport NSW            | G23/2     |                                    | events in 2022                  | \$2,882,580.00       |                                                         |
|                          |           | Project Start Date:                |                                 | Receipt 57648        | AS at the 9 <sup>th</sup> of August 2023 works are in   |
| General Ledger:          | Contract: | May 2023                           | Roads include:                  |                      | progress with 13% completion.                           |
| 6100-1100-0009           | D23.80338 | -                                  | Milurulu 10km                   | Expenditure to date: |                                                         |
|                          |           | Expected Project                   | Clare Mossgiel 49km             | \$924,010.75         | As at the 12 <sup>th</sup> of September 2023 works were |
| Job Cost Code:           |           | Finish Date:                       | Clare Freshwater 53km           |                      | still in progress with 32% completion.                  |
| 8075-0001-0000 and       |           | 29 <sup>th</sup> February 2024     | Tarwong Freshwater 63km         |                      |                                                         |
| 9105-0001-0000           |           |                                    | Nandum Coorong 39km             |                      | As at the 9 <sup>th</sup> of October 2023 works were in |
|                          |           |                                    | Wooranbarra Corrong 39km        |                      | progress with 62% completion.                           |
|                          |           |                                    | Oxley Clare 84km                |                      |                                                         |
|                          |           |                                    | Burke and Wills 48km            |                      | Percentage Completion: 62%                              |
|                          |           |                                    | Boree Plans Gol Gol 61km        |                      | Percentage Budget Expended: 62%                         |
|                          |           |                                    | Hatfield the Vale 76km          |                      | 5 5 1                                                   |
|                          |           |                                    | Turlee Leaghur 43km             |                      |                                                         |
|                          |           |                                    |                                 |                      |                                                         |

| Balranald Shire Council Grants/Projects U | Jpdate Summary as @ the 9 <sup>th</sup> of October 2023 |
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| Grant/Project                                                                                                                                          | CM Folder                | Project Manager &<br>Project Dates                                                                                                                                            | Description                                                           | Funding<br>Value                                                                                    | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| Western Weeds Action<br>Program 2020 - 2025<br>General Ledger Revenue:<br>2100-1100-0002<br>Job Cost Code:<br>From 2100-0011-0000 to<br>2100-4999-0001 | CM Box<br>F20.589        | Engineering Finance<br>& Assets Officer<br>Project Start Date:<br>1 <sup>st</sup> July 2022<br>Expected Project<br>Finish Date:<br>30 <sup>th</sup> June 2025                 | Weeds Action Program<br>(WAP) - Balranald Shire -<br>Year 3 - 2022/23 | Funding Value<br>for 2023<br>\$32,000<br>Funds Received<br>for 2023:<br>\$32,000 –<br>Receipt 58582 | As at the 9 <sup>th</sup> of August 2023 roadside weed spraying<br>was conducted and a Weeds Action Program (WAP)<br>Balranald Shire Report Year 3 2022/23 is to be signed<br>by the GM.<br>As at the 12 <sup>th</sup> of September 2023 road side weeds<br>spraying was conducted.<br>As at the 9 <sup>th</sup> of October 2023 the Weeds Action<br>Program (WAP) - Balranald Shire Report - Year 3 -<br>2022/23 was signed & sent to Local Land Services<br><b>Percentage Completion:</b> 53%                                                                                                                                                                      |
| EPA – Approved Projects<br>in Illegal Dumping<br>Prevention Program R1<br>General Ledger:<br>3060-1100-0002                                            | Application<br>D23.83871 | Health &<br>Development<br>Officer<br><b>Project Start Date:</b><br>1 <sup>st</sup> July 2023<br><b>Expected Project</b><br><b>Finish Date:</b><br>30 <sup>th</sup> June 2024 | Develop Illegal dumping<br>baseline data                              | \$20,000                                                                                            | <ul> <li>Percentage Budget Expended: 53%</li> <li>As at the 12<sup>th</sup> of September 2023 the following has occurred: <ul> <li>Inspection sites of potential dump sites on RTA roads have been undertaken</li> <li>3 incidents have been uploaded to the database</li> <li>Site inspections have been conducted by the RAMJO Project Officer</li> </ul> </li> <li>As at the 9<sup>th</sup> of October 2023 an online project update meeting had taken place with the funding body and quotes for the "Hot Spots" signage had been received.</li> <li>Percentage Completion: 25% - As this is a 12 months program we have completed 3 of the 12 months</li> </ul> |

| Grant/Project                                                                                | CM<br>Folder     | Project Manager<br>& Project Dates                                                                                                                                                                                                               | Description                                                                                                                                                                                                                             | Funding Value/ Funds<br>Received & Expenses                                                                                                                                            | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| Local Roads Community<br>Infrastructure Round 4<br>(LRCI4) – Department of<br>Infrastructure | CM Box<br>G23/11 | Acting Interim<br>Director of<br>Infrastructure and<br>Planning Services<br><b>Project Start Date:</b><br>TBA once the<br>Works Schedule<br>has been approved<br>by the funding<br>body<br><b>Expected Project</b><br><b>Finish Date:</b><br>TBA | <ol> <li>\$832,921 is allocated for<br/>the Euston Recreation<br/>Reserve Upgrade Project and<br/>any other infrastructure<br/>related project in Euston</li> <li>\$480,447 is to be allocated<br/>for road related projects</li> </ol> | Funding Value Total<br>\$1,313,368<br>\$832,921 for community<br>infrastructure projects<br>\$480,447 for road<br>projects<br>Funds Received:<br>\$0<br>Funds expended to<br>date: \$0 | As at the 9 <sup>th</sup> of August 2023 Council was in the<br>process of signing and submitting the Funding<br>Deed.<br>As at the 12 <sup>th</sup> of September 2023 the funding<br>deed has been submitted and Council is<br>completing the Works Schedule that is to be<br>submitted to the funding body prior to<br>commencement of works. The Acting Director of<br>Infrastructure & Planning has commenced writing<br>the specifications for the project.<br>As at the 9 <sup>th</sup> of October 2023 the Euston<br>Recreation Reserve project was out to Tender<br>which closes on 18 <sup>th</sup> of October 2023. Currently<br>the road works were being selected for the Works<br>Schedule. |
| Telehealth Support<br>Funding – PHN Western<br>NSW – Western Health<br>Alliance Limited      | D23.84575        | Project Officer.<br>Business<br>Improvement<br>Project Start<br>Date:<br>31st August 2023<br>Expected Project<br>Finish Date:<br>31st Dec 2023                                                                                                   | Funding to assist RACFs and<br>MPSs to have appropriate<br>telehealth facilities and<br>equipment to enable their<br>residents to consult virtually<br>with their primary health care<br>professionals                                  | <b>\$11,000</b><br>Funds Received:<br>\$11,000 – Receipt 58762                                                                                                                         | As at the 9 <sup>th</sup> of August 2023 the Grant Agreement<br>was signed with the department and returned and<br>funds of \$11,000 were received.<br>As at the 12 <sup>th</sup> of September 2023 there was no<br>further update.<br>As at the 9 <sup>th</sup> of October 2023 quotes had been<br>received for the Telehealth cart and awaiting<br>freight quote. Once the cart is received the<br>project will be completed.<br><b>Percentage Completion:</b> 10%<br><b>Percentage Budget Expended:</b> 0%                                                                                                                                                                                           |

#### NON INFRASTRUCTURE GRANTS/PROJECTS

| Grant/Project                                                                                                                                                 | CM<br>Folder                  | Project Manager &<br>Project Dates                                                                                                                                                                                                          | Description                                                                                                                                                                                                                                                                                                                                                                                                                       | Funding Value/<br>Funds Received &<br>Expenses                                                                                                                 | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| Transport Access Regional<br>Partnerships Funding<br>(TARP) 2019 – 2023 –<br>Transport NSW<br>Job Code:<br>2670-2405-0002<br>2670-2405-0001<br>2670-2405-0003 | F22.127<br>F19.277<br>F19.277 | Community<br>Projects, Tourism &<br>Grants Coordinator<br>Expected Project<br>End Date for<br>Projects 1 & 2<br>projects:<br>30 <sup>th</sup> June 2023<br>Expected Project<br>End Date for<br>Projects 3:<br>31 <sup>st</sup> October 2023 | Includes the following<br>projects/ funding streams:<br><b>1, Beating Isolation:</b><br>Providing transport to<br>community based facilities<br>for disadvantaged<br>community members<br><b>2. Backing Balranald</b><br><b>Youth</b> : Transport initiative<br>for Balranald youth<br><b>3. Building Resources</b><br><b>Balranald</b> : To provide<br>funding for at least 12<br>people to obtain their<br>medium rigid license | \$20,000<br>Expenses to date:<br>\$18,347.33 ex GST<br>\$25,000<br>Invoices to date:<br>\$22,877.40 ex GST<br>\$18,000<br>Invoices to date:<br>\$17,660 ex GST | <ul> <li>As at the 13<sup>th</sup> of February two evaluation reports were submitted to the funding body being for Projects 1, 2 &amp; 3</li> <li>As at 13<sup>th</sup> of March 2023 we have received an extension to deliver the Building Resources Balranald fund by June 2023. We are currently working on the delivery plan.</li> <li>As at the 5<sup>th</sup> of April 2023 we are working on finalising and delivering on the Building Resources Balranald project.</li> <li>As at the 6<sup>th</sup> of July 2023 the project manager is in the process of acquitting Projects 1 and 2 and have received an extension to complete Project 3 by the 30<sup>th</sup> September 2023</li> <li>As at the 9<sup>th</sup> of August 2023 the project manager acquitted Projects 1 &amp; Project 2 and Project 3 is to be acquitted at the end of Sept 2023</li> <li>As at the 9<sup>th</sup> of October 2023 Project 3 was still in progress and request for extension to the 31<sup>st</sup> October has be submitted. A reassessment of the project delivery date will be reviewed in the coming week.</li> </ul> |

| Grant/Project                                                                                                                                                     | CM<br>Folder | Project<br>Manager &<br>Project Dates                                                                                                                                                                                                    | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Funding<br>Value/ Funds<br>Received &<br>Expenses                                               | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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| Reconnecting Regional<br>NSW Community Events<br>Program<br>Job Codes:<br>6560-2085-0001<br>6560-2085-0002<br>6560-2085-0004<br>General Ledger:<br>6560-1100-0011 | F22.193      | Community<br>Projects,<br>Tourism &<br>Grants<br>Coordinator<br><b>Project Start</b><br><b>Date:</b><br>31 <sup>st</sup> October<br>2022<br><b>Expected</b><br><b>Project Finish</b><br><b>Date:</b><br>31 <sup>st</sup> January<br>2024 | <ul> <li>Balranald Shire Council was<br/>allocated an amount of<br/>\$150,854 for community events.<br/>An application was to be<br/>submitted with breakdown of<br/>allocation of the proposed<br/>funding. Funding was to only<br/>go to events that were free<br/>entry for attendees.<br/>Our application prosed the<br/>funding of 4 events including:</li> <li>The Sounds &amp; Scribble<br/>Youth Summer Festival<br/>6560-2085-0001 \$44,250</li> <li>The Salami Festival Euston<br/>6560-2085-0002 \$44,554</li> <li>SW Arts Regional Events<br/>&amp; Touring Program<br/>6560-2085-0003 \$50,000</li> <li>Stop Shop Stay Market<br/>Day (Christmas Market Day-<br/>supporting local businesses)<br/>6560-2085-0004 \$12,050</li> </ul> | \$150,854<br>Funds<br>Received:<br>80% of funds<br>received.<br>\$129,683,20 –<br>Receipt 46475 | <ul> <li>As at January 2023 two of the events had been delivered being the Great Murray River Salami Festival in Euston and the Stop Shop Stay Market Day in Balranald</li> <li>As at March of 2023 a Variation for time extension had been submitted on the 27<sup>th</sup> February 2023 for the SW Arts Touring Program &amp; for the Sounds &amp; Scribble Youth Summer Festival</li> <li>As at the 4<sup>th</sup> of May 2023 we received a formal Approval on the 2<sup>nd</sup> of May 2023 for our Variation Request for time extension for the SW Arts Regional Events &amp; Touring Program and the Sounds &amp; Scribble Youth Summer Festival.</li> <li>As at the 8<sup>th</sup> of June 2023 we had staged 2 successful events as part of the SW Arts Regional Touring Program.</li> <li>As at the 6<sup>th</sup> July 2023 Council has delivered 3 events as part of the SW Arts Regional Touring Program</li> <li>As at the 9<sup>th</sup> of August 2023 Council had delivered 4 events with a 5<sup>th</sup> being planned as part of the SW Arts Regional Touring Program</li> <li>As at the 9<sup>th</sup> of October 2023 planning is well on the way for the December Youth Festival.</li> <li>Percentage Completion: 64%</li> </ul> |

| Grant/Project                                                 | CM<br>Folder | Project Manager<br>& Project Dates                                                                                                                                                                     | Description                                                                                                                                                                                                                                                                                                                                          | Funding Value/<br>Funds Received &<br>Expenses                                                                                                                       | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| Community Benefit<br>Fund - Office of<br>Responsible Gambling | F22.220      | Community<br>Projects, Tourism &<br>Grants Coordinator<br><b>Project Start Date:</b><br>17 <sup>th</sup> August 2023<br><b>Expected Project</b><br><b>Finish Date:</b><br>17 <sup>th</sup> August 2026 | Funds to:<br>Strengthening<br>Community Access,<br>Inclusion & Wellbeing<br>Advisory Committee<br>(SCAIW) - under the<br>auspice of Balranald<br>Shire Council<br>For the delivery of<br>Mental Health First Aid<br>Training for Community<br>Members as well as<br>Gambling Education &<br>Awareness and other<br>Mental Health related<br>programs | Funds to Council's<br>Advisory Committee:<br>\$84,764 per year for 3<br>years<br><b>TOTAL: \$254,292</b><br><b>Funds Received:</b><br>\$93,240.40 – Receipt<br>59244 | <ul> <li>As at 13<sup>th</sup> March 2023 we had an online meeting with the funding body re requirements and have been given the green light to proceed with the funding deed documentation.</li> <li>As at the 5<sup>th</sup> of April 2023 the funding deed is being prepared for signing and submission.</li> <li>As at the 4<sup>th</sup> of May 2023 the signed Funding Agreement which included the Project Objectives was sent to the funding body on the 27<sup>th</sup> of April 2023.</li> <li>As at the 6<sup>th</sup> of July 2023 the unsigned version of the Funding Agreement was sent as well as the 1<sup>st</sup> year budget for review.</li> <li>As at the 9<sup>th</sup> of August 2023 Council is finalising the funding agreement.</li> <li>As at the 12<sup>th</sup> of September 2023 Council submitted the signed funding deed and is awaiting the receipt of funds.</li> <li>As at the 9<sup>th</sup> of October 2023 the first instalment funds were received and the PD for a .5 staff member was being finalised and the Services Expo was being organised.</li> </ul> |

| Grant/Project                                                                                                       | CM<br>Folder    | Project Manager &<br>Project Dates                                                                                                                                                                  | Description                                                                                                                                                                                                                                                                                     | Funding Value/<br>Funds Received &<br>Expenses              | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| Children and Young<br>People Wellbeing<br>Recovery Initiative –<br>Large Grants -<br>Regional NSW<br>(RNCYP – 0735) | CM Box<br>G23/1 | Community Projects,<br>Tourism & Grants<br>Coordinator<br><b>Project Start Date:</b> 1 <sup>st</sup><br>February 2023<br><b>Expected Project Finish<br/>Date:</b><br>30 <sup>th</sup> November 2023 | Funding for Community<br>MESH Training &<br>URSTRONG tri-school<br>initiative.<br>Teacher training in four<br>schools within the Balranald<br>Shire in two highly<br>acclaimed mental and<br>emotional wellbeing<br>programs.<br>Instigated and supported<br>by the SCAIW Advisory<br>Committee | \$49,853<br>Funds Received:<br>\$39,882.40<br>Receipt 58832 | <ul> <li>On the 2<sup>nd</sup> of March 2023 we received notification that we were successful with our application.</li> <li>On the 5<sup>th</sup> April we submitted the signed Funding Deed and the 1<sup>st</sup> Instalment Invoice for \$39,882.40.</li> <li>As at the 8<sup>th</sup> of June 2023 the MESH training had been delivered and we are still waiting to receive the funds.</li> <li>As at the 6<sup>th</sup> July 2023 the first Instalment invoice for \$39,882.40 has been sent and the funding deed is being finalised.</li> <li>As at the 9<sup>th</sup> of August the 1<sup>st</sup> Instalment of funds of \$39,882.40 was received. Receipt No. 58832.</li> <li>As at the 12<sup>th</sup> of September 2023 purchase orders were raised and invoices have been submitted against Instalment 1 funds.</li> <li>As at the 9<sup>th</sup> of October 2023 Council is finalising instalment 1 projects for reporting prior to receiving instalment 2 funds.</li> <li>Percentage Completion: 80%</li> </ul> |

| Balranald Shire Council Grants | /Projects Update Summary | y as @ the 9 <sup>th</sup> of October 2023 |
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| Grant/Project                                                                                    | CM<br>Folder    | Project Manager &<br>Project Dates                                                                                                                                                                                                                           | Description                                                                                                                                                                                                           | Funding Value/<br>Funds Received &<br>Expenses                                                                                              | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| Economic Development<br>Strategy Grant 2023-<br>Regional NSW<br>Job Cost Code:<br>6560-2325-0000 | CM Box<br>G23/7 | Community Projects,<br>Tourism, Economic Dev &<br>Grants Coordinator<br>Project Start Date:<br>July 2023<br>Expected Project Finish<br>Date:<br>June 2024                                                                                                    | Funding for the<br>development of 2<br>Economic<br>Development<br>Strategies – for<br>Balranald Shire<br>Council & for<br>Wentworth Shire<br>Council<br><b>Consultant:</b><br>Local Logic Place –<br>Rachael Williams | Funding Value<br>\$40,000 (Excl. GST)<br>Funds Received:<br>\$40,000<br>Receipt 56663<br>Funds expended<br>to date: \$11,245<br>(Excl. GST) | As at the 9 <sup>th</sup> of August 2023 the funds of \$40,000 had been<br>received (receipt 56663) and the inception meeting was<br>held in Euston on the 25 <sup>th</sup> July 2023. The inception meeting<br>was attended by Balranald Shire Council, Wentworth Shire<br>Council, Local Logic Place and Regional NSW.<br>As at the 9 <sup>th</sup> of October 2023 a meeting was held between<br>the Project Manager and Local Logic Place and a summary<br>of actions completed to date will be provided by Local<br>Logic Place and recommended dates for community<br>consultations will be submitted.<br>Percentage Completion: 80%<br>Percentage Budget Expended: 80%                                                                                                                                                                                                                                                                                                               |
| Regional Drought<br>Resilience Planning<br>Program Round 1 –<br>Regional NSW                     | CM Box<br>G23/9 | Wentworth Shire Council<br>Project Manager:<br>Simon RuleBalranald Shire Council<br>Project Manager:<br>Community Projects,<br>Tourism, Economic Dev &<br>Grants CoordinatorProject Start Date: August<br>2023Expected Project Finish<br>Date: November 2023 | A project in<br>collaboration with<br>Wentworth Shire<br>Council who are the<br>project manager<br>\$200,000 for<br>Regional Drought<br>Resilient Plan<br>\$250,000 for the<br>Plan's<br>Implementation               | Funding Value:<br>\$450,000<br>To be received and<br>project managed<br>by Wentworth<br>Shire Council                                       | As at the 9 <sup>th</sup> of August 2023 Council had 2 meetings with<br>Wentworth Shire Council and with Regional NSW which<br>took place on the 20 <sup>th</sup> July and 3 <sup>rd</sup> August 2023. The 2<br>Councils are currently finalising the Terms of Reference,<br>Code of Conduct and the Request For Quotation (RFQ)<br>document.<br>As at the 12 <sup>th</sup> of September 2023 the RFQ was completed<br>and submitted on Vendor Panel and resulted in 10<br>proposals. The 2 project managers assessed the proposal<br>and a shortlist of 2 is now being further assessed with a<br>decision to be made on the 14 <sup>th</sup> of September 2023.<br>As at the 9 <sup>th</sup> of October 2023 the contractor was chosen<br>project plan meetings conducted and community<br>consultation workshops & drop-ins have been organised<br>and will take place within both shires commencing<br>throughout the week of the 16 <sup>th</sup> – 20 <sup>th</sup> of October 2023. |

| Balranald Shire Council G | rants/Projects Update Summary | y as @ the 9 <sup>th</sup> of October 2023 |
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|                           |                               |                                            |

| Grant/Project                                                                                                          | CM Folder        | Project Manager &<br>Project Dates                                                                                                                                                                                       | Description                                                                                                                                                                                                                                                                            | Funding<br>Value                                          | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| COVID-19 Aged Care<br>Support Program<br>Extension – COVID<br>Outbreak Reimbursement<br>2022 – Department of<br>Health | F22.303          | Project Officer,<br>Business<br>Improvement<br>Project Start & End<br>Date:<br>One off<br>Reimbursement<br>Received Sept 2023                                                                                            | Reimbursement for<br>money spent during the<br>May 2022 COVID-19<br>Outbreak at the Hostel                                                                                                                                                                                             | \$17,727.21<br>Funds<br>received:<br>\$17,727.21          | As at the 6 <sup>th</sup> of July 2023 the project manager received a email<br>from the funding body advising that a response is due shortly.<br>As at the 9 <sup>th</sup> of August 2023 there was no change to the status<br>As at the 12 <sup>th</sup> of September 2023 Council has received<br>notification of our application success for reimbursement of<br>funds which had been spent during the May 2022 Covid<br>outbreak. As it was for reimbursement of funds now received,<br>this fund will be taken off this report next month.<br>As at the 9 <sup>th</sup> October 2023 Council has received the funds.<br>Since this is a one-off reimbursement that has now been<br>received this project will be taken off this report next month. |
| NSW Small Business<br>Month Grant 2023                                                                                 | CM Box<br>G23/10 | Community<br>Projects, Tourism,<br>Economic Dev &<br>Grants Coordinator<br><b>Project Start Date:</b><br>1 <sup>st</sup> October 2023<br><b>Expected Project</b><br><b>Finish Date:</b><br>30 <sup>th</sup> October 2023 | Funding for a Small<br>Business Dinner to take<br>place during Small<br>Business Month in<br>October<br><b>NOTE:</b> The event has to<br>take place in the Month of<br>October. Once the dinner<br>is delivered on the 25 <sup>th</sup> of<br>October the project will<br>be acquitted | \$2,500<br>Funds<br>received:<br>\$2,500<br>Receipt 59300 | As at the 9 <sup>th</sup> of August 2023 the grant application was<br>submitted on the 2 <sup>nd</sup> August 2023.<br>As at the 12 <sup>th</sup> of September 2023 we received notice of our<br>application success and an invoice has been sent to the<br>funding body.<br>As at the 9 <sup>th</sup> October 2023 the funds have been received and<br>plans for the dinner taking place on the 25 <sup>th</sup> October 2023 are<br>in progress including the booking of a bus to transport<br>businesses and attendees from Euston to Balranald.<br><b>Percentage Completion:</b> 5% - Once the dinner (the project) is<br>delivered it will be 100% delivered and expended.<br><b>Percentage Budget Expended:</b> 0%                                |

| Balranald Shire Council Grants/Projects Update Summary as @ the 9 <sup>th</sup> of October 2023 |
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|-------------------------------------------------------------------------------------------------|

| Grant/Project                                     | CM Folder | Project Manager &<br>Project Dates                                                                                                    | Description                                                                                                                                                | Funding<br>Value | Status to Date                                                                                                                                                                                                                                                                                                                                                                      |
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| BSC Library<br>Sunraysia Solar Farm<br>Grant 2023 | F22.522   | BSC Librarian<br><b>Project Start Date:</b><br>4 <sup>th</sup> August 2023<br><b>Project End Date:</b><br>4 <sup>th</sup> August 2024 | To establish a seating area to<br>service the community needs by<br>improving access to the library<br>outdoor resources both current<br>and in the future | \$2,970          | As at the 9 <sup>th</sup> October 2023 quotes had been<br>received and acceptance of authors names being<br>imprinted in the outdoor seating has been received.<br><b>Percentage Completion:</b> 60% of the Non-expense<br>components of the project has been completed<br><b>Percentage Budget Expended:</b> 0% - Waiting for<br>funds to be received to raise the Purchase Orders |

#### **APPLICATIONS PENDING**

| Grant/Project                                                                                                                           | CM Folder       | Project Manager &<br>Project Dates                                      | Description                                                                                                                                                                                                                                     | Funding Value                                                 | Status to Date                                                                                                   |
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| Growing Regions Program<br>Round 1 – EOI for the<br>Euston Irrigation Upgrade<br>Project<br>Dept. of Industry, Science<br>and Resources | CM Box<br>G23/8 | Community<br>Projects, Tourism,<br>Economic Dev &<br>Grants Coordinator | Expression of Interest for funds for<br>the Upgrade of the Euston<br>Irrigation System to enable<br>growers to install cooling<br>sprinklers<br>Balranald Shire Council in<br>collaboration with the Euston<br>Cooperative Rural Society (ECRS) | \$1,963,483 – Grant<br>\$841,493<br>Contribution from<br>ECRS | As at the 9 <sup>th</sup> of August 2023 the EOI was<br>submitted on the 2 <sup>nd</sup> of August 2023.         |
| NSW Seniors Festival<br>Grant 2024 (Seniors Week)<br>NSW Government                                                                     | G23/11          | Community<br>Projects, Tourism,<br>Economic Dev &<br>Grants Coordinator | Funds for staging 2 lunches one<br>in Balranald and one in Euston as<br>well as a morning tea at the<br>Library as part of Seniors event<br>during the week commencing 11 <sup>th</sup><br>March 2024 to 24 <sup>th</sup> March 2024            | \$5,000                                                       | As at the 9 <sup>th</sup> of October 2023 an application<br>was submitted on the 4 <sup>th</sup> September 2023. |

#### 9.6 QUARTERLY TOURISM REPORT

| File Number:                | D23.88034                                                                        |
|-----------------------------|----------------------------------------------------------------------------------|
| Author(s):                  | Connie Mallet, Community Projects, Events and Grants 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

To provide Council with an update on tourism, events, destination marketing and economic development activity and to provide a quarterly report (1 July, 2023 until 30 September, 2023) on the statistics collected and the activities that have taken place in the Tourism, Economic Development, Communications and Events department of Council during the reporting period (*Attachment 1*).

#### OFFICER RECOMMENDATION

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

#### REPORT

We continued to attract travellers and visitors to our shire with a consistent stream of visitors coming to the Discovery Centre precinct and the Visitor Information Centre. Our continued and regular destination marketing promotions saw a rise across all measured outcomes compared to the last quarter.

Our social media marketing and promotional strategy continued to produce wonderful results. Our marketing investment in this medium consistently achieved high engagement numbers and high impressions with our targeted geographical markets which are set behind our social media page. (see social media statistics in the attached report).

Council's social media promotions are also translating into increased enquiries which are also measured and collated.

This quarter we continued with bookings of Outback Geo Adventures' Tours directly from the Visitor Information Centre.

This is proving to be a powerful up-selling product for our Information Centre staff and has provided an additional incentive for travellers and visitors to stay an extra night or two. Promotions of these tours on our social media platform resulted in some of the highest reach, impressions and engagement figures.

Key highlights over the quarter from 1 July, 2023 until 30 September, 2023 included the following:

- Two (2) Council grant-funded events were staged in collaboration with South West Arts which included a film screening in Balranald and a Comedy Night in Euston.
- Council continued to deliver a range of touring events via the Reconnecting Regional NSW Community events in collaboration with South-West Arts

• We also supported various events through marketing and promotions which included art exhibitions at the Balranald Art Gallery, a National Aborigines and Islanders Day Observance Committee (*NAIDOC*) Film Screening, and various industry pop-in sessions.

Council's key officer within this department continued to be involved in tourism development, destination marketing and economic development activities and workshops during the quarter.

Some of the highlights included the following:

- Balranald & Wentworth Shire Councils' Economic Development Strategy Inception Meeting;
- Balranald & Wentworth Shire Councils' Regional Drought Resilience Plan Project Meetings;
- Western Functional Economic Region (*FER*) Industry Forum Planning Session;
- REBA (Robinvale Euston Business Association) Annual General Meeting;
- Collaboration in the Mallee & Cross-border Partnership Workshop;
- Riverina Economic Development Officers Online Meetings;
- Riverina Tourism Working Group Online Meetings; and
- Meetings with renewable energy organisations.

Direct mail advertising over the quarter included:

- The Film Screening of the film Watandar which included direct mail as well as organic social media postings
- The Comedy Night in Euston Event which included direct mail as well as organic social media postings

A key integrated marketing campaign took place during the last month of the quarter to promote Council's Community Candidate Awareness Program workshops.

The campaign included the following:

- 6 X Half Page adverts in the Guardian;
- 120 x 30second Ads with 3SH & MIXX FM;
- 3 X Half Page adverts in the Hay Grazier;
- 3 X Half Page Adverts in the Robinvale Sentinel;
- Shire-wide maildrop and Social Media organic postings.

Council's key officer within this department continued to be involved in community meetings such as the Southern Cross Inc., Balranald Inc. and the Balranald Art Gallery, as well as attending Council's Advisory Committee Meetings, which included the Growing Business, Industry & Tourism Advisory Committee (*GBITAC*), Euston Progressive Advisory Committee (*EPAC*), Strengthening Community, Access, Inclusion & Wellbeing Advisory Committee (*SCAIW*), Balranald Beautification Committee (*BBAC*) and the Sport & Recreation Advisory Committee (*SRAC*).

Please refer to the Attached Report (Attachment 1) for all updates, statistics and activities.

FINANCIAL IMPLICATIONS Nil.

LEGISLATIVE IMPLICATIONS Nil.

POLICY IMPLICATIONS Nil.

RISK RATING Low.

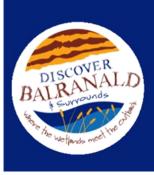
#### ATTACHMENTS

1. Tourism, Events & Economic Development Quarterly Report July-Sept 2023

# Tourism, Economic Development & Destination Marketing



The "Sunsets at Lake Benanee" promotion was one of the highest performing social media posts for the quarter



# JULY-SEPT 2023



#### Key Highlights for the July to September 2023 Quarter

- We continued to attract travellers and visitors to our shire with a consistent stream of visitors coming to the Discovery Centre precinct and Visitor Information Centre. Our continued and regular destination marketing promotions saw a rise in measured outcomes compared to last quarter.
- Our social media marketing and promotional strategy continued to produce wonderful results. Our marketing investment in this medium consistently achieved high engagement numbers and high impressions with our targeted geographical markets which are set behind our social media page. Our social media promotions are also translating into increased enquiries which are also measured and collated.
- This quarter we continued with bookings of Outback Geo Adventures' Tours directly from the Visitor Information Centre. This is proving to be a powerful up-selling product for our Information Centre staff and has provided an additional incentive for travellers and visitors to stay an extra night or two. Promotions of these tours on our social media platform resulted in some of the highest reach, impressions and engagement figures.
- We were active in either staging, funding and/or supporting various events/happenings during the quarter which included:
  - Comedy Night at Euston
  - Film Screening of the film Watandar
  - Naidoc Film Screening
  - Secure Energy Pop Up Sessions
  - Junction Rivers (Burrawong Wind Farm) Drop-in Sessions
- We continued to be involved in tourism development, destination & visitor economy activities and economic development activities & forums during the quarter including:
  - Balranald & Wentworth Shire Councils' Economic Development Strategy Inception Meeting
  - Balranald & Wentworth Shire Councils' Regional Drought Resilience Plan Project Group meeting
  - Western FER Industry Forum Planning Session
  - REBA (Robinvale Euston Business Association) Annual Meeting
  - Collaboration in the Mallee & Cross-border Partnership Workshop
  - Riverina Economic Development Officers Online Meetings
  - Riverina Tourism Working Group Online Meetings
  - Flood Recovery Tourism Working Group Online Meetings
  - Proposed Euston Wind Farm Introductions
  - Pretaurus Project meeting
  - Submission and successful application for the Small Business Month Grant
- We attended community meetings with Southern Cross Inc, Balranald Inc, the Balranald Art Gallery and Kyalite Progression Committee
- We attended the following Council Advisory Committee meetings in support of tourism, community and economic development projects:
  - GBITAC Committee Meetings
  - Euston Progressive Advisory Committee Meetings
  - SCAIW Advisory Committee Meetings
  - Beautification Advisory Committee Meetings
  - Sports Advisory Committee Meeting

Item 9.6 - Attachment 1



#### **Statistics**

| broken tracking deviceBookings & Enquiries<br>(Phone, emails, websites90798% ↑Merchandise Sales\$21, 433.951% ↑Social Media - FacebookResults/Total this Quarter%Change to last QuPeople Reach & Impressions<br>Reach: The number of people who saw<br>our posts at least once<br>Impressions: The number of times our<br>posts were seen on screenReach: 361,059<br>Impressions: 575,069<br>TOTAL: 936,12825% ↑Number of People Engaging<br>with our Posts<br>(Comments, likes, shares)93,96817% ↑Video Stories (organic views)8,79449% ↑ | Medium                                                                                                 | Results/Total this Quarter                 | %Change to last Quarter                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|--------------------------------------------|-----------------------------------------|
| broken tracking deviceBookings & Enquiries<br>(Phone, emails, websites90798% ↑Merchandise Sales\$21, 433.951% ↑Social Media - FacebookResults/Total this Quarter%Change to last QuPeople Reach & Impressions<br>Reach: The number of people who saw<br>our posts at least once<br>Impressions: The number of times our<br>posts were seen on screenReach: 361,059<br>Impressions: 575,069<br>TOTAL: 936,12825% ↑Number of People Engaging<br>with our Posts<br>(Comments, likes, shares)93,96817% ↑Video Stories (organic views)8,79449% ↑ | VIC Walk In                                                                                            | 4,179                                      | 10% 🛧                                   |
| (Phone, emails, websites                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Interpretive Pavilion Walk In                                                                          |                                            | N/A                                     |
| Social Media - FacebookResults/Total this Quarter%Change to last QuPeople Reach & Impressions<br>Reach: The number of people who saw<br>our posts at least once<br>Impressions: The number of times our<br>posts were seen on screenReach: 361,059<br>Impressions: 575,069<br>TOTAL: 936,12825% ↑Number of People Engaging<br>with our Posts<br>(Comments, likes, shares)93,96817% ↑Video Stories (organic views)8,79449% ↑                                                                                                                | •                                                                                                      | 907                                        | 98% 🛧                                   |
| People Reach & Impressions<br>Reach: The number of people who saw<br>our posts at least once<br>Impressions: The number of times our<br>posts were seen on screenReach: 361,059<br>Impressions: 575,069<br>TOTAL: 936,12825% ↑Number of People Engaging<br>with our Posts<br>(Comments, likes, shares)93,96817% ↑Video Stories (organic views)8,79449% ↑                                                                                                                                                                                   | Merchandise Sales                                                                                      | \$21, 433.95                               | 1% 🛧                                    |
| Reach: The number of people who saw<br>our posts at least once<br>Impressions: The number of times our<br>posts were seen on screenImpressions: 575,069<br>TOTAL: 936,12825% ↑Number of People Engaging<br>with our Posts<br>(Comments, likes, shares)93,96817% ↑Video Stories (organic views)8,79449% ↑                                                                                                                                                                                                                                   | Social Media – Facebook                                                                                | Results/Total this Quarter                 | %Change to last Quarter                 |
| with our Posts<br>(Comments, likes, shares)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Reach: The number of people who saw<br>our posts at least once<br>Impressions: The number of times our | Impressions: 575,069                       | 25% 🛧                                   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | with our Posts                                                                                         | 93,968                                     | 17% 🛧                                   |
| Balranald Discovery Centre Online Ratings as @ 30 <sup>th</sup> June 2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Video Stories (organic views)                                                                          | 8,794                                      | 49% 🛧                                   |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Balranald Discovery Centre Onlir                                                                       | ne Ratings as @ 30 <sup>th</sup> June 2023 |                                         |
| Google Reviews Rating<br>4.7 StarsFacebook Reviews Rating<br>4.7 StarsTrip Advisor Rating<br>4.5 Stars                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                        |                                            | <b>Trip Advisor Rating</b><br>4.5 Stars |

2



#### Content & Activities for the Quarter

| Medium/Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Content                                                                                                                                                                                                                                                                                                                                                         | Results/Comments                                                                                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Advertising &<br>PromotionsPrint & Broadcast advertising over the quarter<br>including:Image: Construction of the print & Broadcast advertising over the quarter<br>including:Direct marketing of the Film Screening of the<br>film Watandar via postal mail-drop as well as<br>organic social media postingsImage: Direct marketing of the Comedy Night in Euston<br>Event via postal maildrop as well as organic<br>social media postingsImage: Direct marketing of the Comedy Night in Euston<br>Event via postal maildrop as well as organic<br>social media postingsImage: Direct marketing of the Comedy Night in Euston<br>Event via postal maildrop as well as organic<br>social media postingsImage: Direct marketing during the last month of the quarter<br>was for the Candidate Awareness Program and<br>included:Image: Direct marketing during the last month of the quarter<br>was for the Candidate Awareness Program and<br>included:Image: Direct marketing during the last month of the quarter<br>was for the Candidate Awareness Program and<br>included:Image: Direct marketing during the last month of the quarter<br>was for the Candidate Awareness Program and<br>included:Image: Direct marketing during the last month of the quarter<br>was for the Candidate Awareness Program and<br>included:Image: Direct marketing during the last month of the quarter<br>was for the Candidate Awareness Program and<br>included:Image: Direct marketing during the last month of the quarter<br>was for the Candidate Awareness Program and<br>included:Image: Direct marketing during the last month of the quarterImage: Direct marketing during the last month of the quarterImage: Direct marketing during the last month of the quarterImage: Direct mark |                                                                                                                                                                                                                                                                                                                                                                 | These promotional activities<br>translated into phone, email<br>and web enquiries as well<br>as social media<br>engagement with our<br>targeted audiences             |
| Social Media Content                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <ul> <li>quarter included the following:</li> <li>Yanga Sunset &amp; Heritage Tour</li> <li>Sunsets at Lake Benanee</li> <li>Southern Cross Exhibition</li> <li>Sunrise over the Murrumbidgee</li> <li>Bonding Time – Father's Day Promotion</li> <li>The Funky Frog Sculpture Trail</li> <li>Mungo Sunset Tour</li> <li>Fishing on the Murrumbidgee</li> </ul> |                                                                                                                                                                       |
| Community Social<br>Media Pages                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Weekly posts and communications are posted on<br>all community social pages including:<br>Balranald Link, Balranald Inc, Balranald Bulletin<br>Board & Robinvale & District Bulletin Board.<br>These include calendar of events, happenings &<br>announcements                                                                                                  | Posts are posted on a<br>weekly basis on community<br>pages                                                                                                           |
| Events & Events related<br>activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <ul> <li>Events that Council either staged, funded and/or supported via marketing during the quarter included:</li> <li>Comedy Night at Euston</li> <li>Film Screening of the film Watandar</li> <li>Naidoc Film Screening</li> <li>Secure Energy Pop Up Sessions</li> <li>Junction Rivers (Burrawong Wind Farm) Drop-in Sessions</li> </ul>                    | Council's support of events<br>not only help to connect<br>and engage the<br>community but also helps to<br>attract visitors to the shire as<br>an events destination |

3



| Medium/Activity   | Content                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Results/Comments                                                                                                                                                                                                                                     |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Community Support | <ul> <li>During the quarter we supported/attended various community groups and committees. Groups supported included:</li> <li>GBITAC Advisory Committee Meetings</li> <li>SCAIW Advisory Committee Meetings</li> <li>EPAC (Euston Progressive) Advisory Committee Meetings</li> <li>Sports Advisory Committee June Meeting</li> <li>BBAC Advisory Committee Meetings</li> <li>Balranald Inc Monthly Meetings</li> <li>Balranald Southern Cross Inc Committee Meetings</li> <li>Balranald Art Gallery Meeting</li> <li>Kyalite Progression Committee</li> <li>Murrumbidgee Classic Committee</li> </ul>                                                                                                                                                                                                                                                                                       | Council's community<br>support and engagement<br>really help to build<br>rapport, trust and<br>collaboration with Council.<br>It also helps to deliver<br>great outcomes and<br>opportunities for the<br>community for the good of<br>the community. |
| Events Calendar   | During the Quarter our Events Calendar which is posted online regularly promoted the following events/happenings:         Comedy Night at Euston         Film Screening of the film Watandar         Naidoc Film Screening         Secure Energy Pop Up Sessions         Candidate Awareness Program         Junction Rivers (Burrawong Wind Farm) Drop-in Sessions         Mallee Almond Blossom Festival         BFNC Roo Ball         Mary/Mac in the Outback play         Balranald Graft Group Quilting Weekend         80s Themed Disco at the Club         August & September entertainment at the Euston Club         August & September entertainment at the Euston St Dympna's Youth Night         Shattered Glass Mosaic Workshop         Being the Best You Workshop         Upcoming Balranald Races         Upcoming Balranald Races         Upcoming Robinvale Euston Festival | The Events Calendar<br>provides the Balranald<br>Shire community and<br>visitors to the shire with the<br>latest update on current<br>and upcoming events and<br>happenings                                                                          |

4



Below are Flyers promoting two Council grant-funded events in collaboration with South West Arts, that took place during the reporting quarter





Below is the flyer and half page advert that were part of an integrated communications campaign which included print media, direct mail, radio and social media promotions for Council's community Candidate Awareness Program



#### 9.7 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT

| File Number:                | D23.88088                                                                                                    |  |
|-----------------------------|--------------------------------------------------------------------------------------------------------------|--|
| Author(s):                  | Nikkita Manning-Rayner, Administration Officer - Health & Development                                        |  |
|                             | Ray Mitchell, Health & Development Officer                                                                   |  |
| Approver:                   | Adrian Edgcome-Lucas, Acting Director Infrastructure & Planning Services                                     |  |
| 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 after the Ordinary Council Meeting (*OCM*) held on Tuesday, 19 September 2023.

#### 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 Certificates (SWC) and / or Occupation Certificates (OC) have been issued under delegated authority since the OCM held on Tuesday, 19 September 2023:

| Application         | Owner/Applicant                                                              | Location                                                                      | Description                                                          |
|---------------------|------------------------------------------------------------------------------|-------------------------------------------------------------------------------|----------------------------------------------------------------------|
| DA 14/2023<br>Mod 1 | Sam Papa                                                                     | 45 We Street, Balranald                                                       | Replace Underground<br>Fuel Tank with Above<br>Ground Fuel Tanks (2) |
| DA 05/2024          | Robert 'Bob' McKeon                                                          | Kitcho 4453 Oxley Clare<br>Road, Oxley                                        | Private Burial Area                                                  |
| DA 07/2024          | Colin Egan                                                                   | Robinvale Mooring<br>Zone, Southern Bank of<br>the Murray River,<br>Robinvale | Single Vessel Mooring                                                |
| CDC 02/2024         | GJ Gardner Homes Swan<br>Hill for Denise Conway &<br>Anthony Fitzgerald      | 124 Boynton Street,<br>Balranald                                              | Dwelling                                                             |
| SDC 01/2024         | Price Merrett Consulting<br>for Euston Co-operative<br>Rural Society Limited | Kilpatrick Road, Euston                                                       | Six Lot Subdivision                                                  |
| SDC 02/2024         | Northern Land Solutions<br>for Limondale<br>Investments Pty Ltd              | Pinedale, Yanga Way,<br>Balranald & Solar Farm,<br>Yanga Way, Balranald       | Two Lot Subdivision                                                  |

The following numbers of certificates relating to conveyancing have been issued since the OCM held on Tuesday, 19 September 2023:

| Environmental Planning & Assessment Act 1979 | 3 |
|----------------------------------------------|---|
| Planning Information Certificates (10.7)     |   |
| Environmental Planning & Assessment Act 1979 | 0 |
| Building Certificates (6.24)                 |   |
| Local Government Act 1993                    | 0 |
| Outstanding Orders (735A)                    |   |
| Local Government Act 1993                    | 6 |
| Drainage Diagram                             |   |
| Biosecurity Act 2015                         | 0 |
| Outstanding Orders (Noxious Weeds)           |   |

The following Section 4.6 Variations have been issued under delegated authority since the OCM held on Tuesday, 19 September 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

#### 9.8 ENGINEERING UPDATE FOR SEPTEMBER 2023

| File Number:                | D23.88081                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------|
| Author(s):                  | Adrian Edgcome-Lucas, Acting Director Infrastructure & Planning Services                                     |
| Approver:                   | 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 provide Council with an update on the Engineering Works currently in progress and in planning for the month of September 2023.

#### OFFICER RECOMMENDATION

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

#### REPORT

#### 1. ROAD CONSTRUCTION AND MAINTENANCE

#### 1.1 Construction

#### **Regional Roads**

Heavy patching works are ongoing on MR67 (Balranald-Ivanhoe Road) within the Balranald Shire. Stage two of these works will commence in November 2023.

Approximately 9,000m<sup>2</sup> of road has been repaired. These works will continue into October and November of the 2023/2024 Financial Year.

Further repairs and light patching works including pothole repairs and edge repairs, will continue as funding becomes available. Further works on grading and formation works commenced as planned in late July 2023 on MR514 (Oxley Road) and are now complete.

#### Local Roads

Pothole and edge repairs and patching on sealed roads in the Balranald and Euston town areas is continuing.

This work is funded from the Fixing Local Roads Pothole Repair grant. Pothole repairs are continuing on several other Shire sealed and unsealed roads.

#### 1.2 Unsealed Road Maintenance

Maintenance grading and road repair is continuing on the following Shire Roads under the Rural Local Roads Repair Program:

- Prungle Mail Road;
- Euston Prungle Road;
- Molton Grove Dockerty Road;
- Binda Melton Grove Road;
- Marma Box Creek Road; and
- Hatfield The Vale Road (North).

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

- Clare Mossgiel Road;
- Mildura Ivanhoe Road; and
- Prungle Marma Road.

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

- Abbots Tank Road;
- Magenta Wampo Road (West);
- Turlee Leaghur Road;
- Tarwong Freshwater Road;
- Clare Freshwater Road; and
- Nandum Corrong Road.

#### **1.3 Sealed Road Maintenance**

Repair of potholes and formation failures on sealed roads is ongoing. As per *Regional Roads* above, Balranald Ivanhoe Road has been extensively repaired by heavy patching between Clare and the Shire boundary. Further, there is damage and heavy patching required to Main Road 67 and Hatfield and The Vale Roads following marking out. Reports suggest this is a result of increased moisture and heavy vehicle traffic.

#### 1.4 Flood Damaged Roads

Oxley Road (MR514) remains closed due to flood water over the road approximately 18 km from the intersection of the Balranald/Ivanhoe Road. There is approximately 1.8 kms of this road covered by deep water. This water is evaporating slowly and works cannot commence until the water recedes fully. Road closed notifications are active on NSW *Live Traffic*.

Morrison Road / Antonio Drive at Euston remains closed due to flood water in Lake Lara which is normally dry. Repair works will not be undertaken until the water has receded and the area is dry. Road Closed warning signs are in place. Road closed notifications are active on NSW *Live Traffic*.

Abbots Tank Road has been severely damaged from Storm and Floodwater in approximately ten locations. Contractors are currently performing maintenance works on the Prungle Mail Road and once completed will then move onto the Abbots Tank Road to remediate.

#### WATER, SEWERAGE AND DRAINAGE

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

Planning works for the servicing of these towers is progressing. Council is working with a water advisory professional to develop scope for works to go to tender.

#### 1.6 Integrated Water Cycle Management (IWCM) Plan

The NSW Public Works Advisory have progressed documentation. A draft has been received by Council and is being assessed. This project is approximately 95% complete. A progress meeting between Public Works and Council was conducted during July 2023. This identified several options to improve the water supply in both Euston and Balranald. These options are being evaluated to provide the best outcome to both of these communities. The council's initiatives will again progress through the council's water advisory professional for review.

#### 1.7 Balranald Sewerage Program

Normal maintenance works including the planning and scoping of a Mains relining program for Euston and Balranald will be advertised for tender in November 2023 with works to commence in January 2024.

#### 1.8 Balranald Water Network

Normal maintenance works including the planning and scoping of a Mains Renewal & Flushing program are being undertaken.

#### 1.9 Balranald Drainage

Operational maintenance works ongoing.

#### 1.10 Euston Sewerage Program

Operational maintenance works continuing.

#### 1.11 Euston Water Network

Operational maintenance works ongoing.

#### 2. <u>CIVIC ENHANCEMENT PROJECTS</u>

#### 2.1 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.

#### 2.2 Riverfront Precinct – Balranald

No further progress at this time following flooding. Council anticipates recommencement of works in November 2023.

#### 2.3 Euston Recreation Reserve

- Euston netball precinct scope has been re-evaluated and has been released for tender on VendorPanel in October 2023. The new scope includes the covered shelter, widening of the court concrete aprons, stormwater upgrade, lighting, precinct entry renewal and change room facility upgrade.
- The Euston football oval redevelopment project was released for tender in September 2023 and will be finalised in October 2023. This project includes new irrigation and full redevelopment of the playing surface and surrounding infrastructure, including lights and fencing.
- The Euston club grant projects including the new distribution board to the club car park and the concrete slab for the tennis court are currently being delivered with an expected completion date of November/December 2023.

#### 2.4 Euston Town Approaches

Town signage with tourism icon signs have been received and being installed throughout the months of September and October 2023.

#### 2.5 Balranald Lions Park

- A consultant from the "Touched by Olivia" organisation has attended the site to review the project and provide advice on the scope.
- Following their visit the scope will be refined and released for tender with the project anticipated to commence in November 2023.

#### 2.6 Kyalite Riverside Reserve

Solar lighting has been installed at the Kyalite Riverfront steps and an information board is to be placed at the car park well above the Flood level. This work is under the control of the local Kyalite Committee. Damage to the boat ramp and the pontoon is being assessed by Council staff.

Senior Council staff will meet with Kyalite Community representatives in October / November 2023 to discuss options available for progressing proposed improvements to the Memorial Park area.

#### 3. BUILDINGS AND FACILITIES

#### 3.1 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. These works have now been completed.

#### 3.2 Balranald Swimming Pool

Pool preparation works have been completed for the season. A new replacement black perimeter fence is being installed throughout the month of October2023, with expected completion in November 2023.

#### 3.3 Euston Courthouse

A Conservation Management Plan has been commissioned and the contractor has visited site to inspect the building. The results of this plan will assist in the determination of future conservation and renovation works on the building, the plan has also been socialised with the Euston Historical Society.

#### 3.4 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 Local Roads and Community Infrastructure (*LRCI*) Phase 2 funding have not progressed, with fire damage repairs taking precedence. Council is working with our insurer JLT to determine remediation works required, costings and method to expedite the required works.

#### 3.5 Aerodrome

Normal operations with regular inspections and maintenance. Aerodrome reporting officer inspections are continuing, and Council staff allocated to these duties have found their formal training beneficial.

Authorised vehicles such as Council (ARO Inspection), Ambulance and Emergency vehicles are the only vehicles that will have access to the Airside at Balranald Aerodrome.

#### 3.6 Balranald Cemetery Masterplan

No progress on the masterplan. Cemetery extensions have been completed in October 2023 with two new concrete slabs installed to facilitate new burial plots.

#### 3.7 Balranald Cemetery Columbarium

The Columbarium at the Balranald Cemetery has only one space left. A new concrete slab is required to facilitate a new brick wall, these works will take place in November / December 2023.

#### 4. TOWN MAINTENANCE WORKS

#### 4.1 Balranald town maintenance

The Parks and Gardens team are progressing with maintenance.

#### 4.2 Euston Village maintenance

The Euston Operations team are progressing with maintenance, with weekly inspections being performed by the Acting Director of Infrastructure and Planning Services every Tuesday.

#### 5. FLOOD RECOVERY WORKS

#### 5.1 Balranald

Council staff have completed clean up works and maintenance of flood affected areas within Balranald. Two supplemental levies to the West of Balranald are to be removed following the demolition and remediation of the pipework through the existing levy banks. This work is planned for December 2023.

#### 5.2 Euston

Council staff have completed clean up works and maintenance of flood affected areas within Euston. These works are progressing.

#### 5.3 Oxley

The only viable Heavy Vehicle 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 is being addressed as contractors become available.

#### FINANCIAL IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Nil.

#### POLICY IMPLICATIONS

Nil.

#### **RISK RATING**

Moderate – Potholes throughout Prungle and Vale Roads.

#### ATTACHMENTS

Nil

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

| File Number:                | D23.87804                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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. |

#### **PURPOSE OF REPORT**

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

#### OFFICER RECOMMENDATION

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

#### REPORT

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

There are now five (5) actions outstanding as at Thursday, 12 October 2023.

#### **FINANCIAL IMPLICATIONS**

Nil.

#### LEGISLATIVE IMPLICATIONS

Nil.

#### POLICY IMPLICATIONS

Nil.

#### **RISK RATING**

Low.

#### **ATTACHMENTS**

1. Outstanding Actions - October 2023

|                                                                                     | Division:<br>Committee:<br>Officer:           | Council                   | Date From:<br>Date To:                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Action Sheets Report                                                                | Officer.                                      |                           | Printed: 12 October 2023 8:51 AM                                                                                                                                                                                                               |
| Meeting                                                                             | Officer/Director                              | Section                   | Subject                                                                                                                                                                                                                                        |
| Council 20/06/2023                                                                  | Bennett, Craig                                | New Item                  | Organisation Structural Review                                                                                                                                                                                                                 |
| RESOLUTION 2023/53                                                                  |                                               |                           |                                                                                                                                                                                                                                                |
| Moved: Administrator                                                                | Mike Colreavy                                 |                           |                                                                                                                                                                                                                                                |
| That Council adopts the                                                             | Recommendation                                | of the Confidential Re    | eport, being:                                                                                                                                                                                                                                  |
|                                                                                     |                                               |                           |                                                                                                                                                                                                                                                |
|                                                                                     |                                               |                           | ganisational structure for the Balranald Shire Council, for implementation by the (reporting to the General Manager) as follows:                                                                                                               |
| Director of Governance,                                                             | Business and Co                               | mmunity Services and      | Director of Infrastructure                                                                                                                                                                                                                     |
| and Planning Services.                                                              |                                               |                           |                                                                                                                                                                                                                                                |
| _                                                                                   |                                               |                           | CARRIED                                                                                                                                                                                                                                        |
|                                                                                     |                                               |                           |                                                                                                                                                                                                                                                |
| 29 Jun 2023 6:27pm Benne<br>Target date changed by Ber                              |                                               |                           | 23 - General Manager will be consulting with staff during July and August 2023.                                                                                                                                                                |
|                                                                                     | nett, Craig from 31 C                         |                           | ber 2023 - Interviews for the two Director positions will not be conducted until November 2023.                                                                                                                                                |
| <b>13 Sep 2023 8:01pm Benn</b><br>The two Director roles will be<br>September 2023. |                                               | er 2023. An expression of | interest to secure a recruitment company to assist with the recruitment is being finalised in                                                                                                                                                  |
| 11 Oct 2023 9:54am Benne                                                            | tt. Craig                                     |                           |                                                                                                                                                                                                                                                |
| Expressions of Interests for by a panel of 3. This assess                           | recruitment companie<br>ment will be complete | d by the 18th of October. | have closed. The assessment of the six expressions of interests is currently being undertaken<br>A recruitment firm will then be engaged to undertake the recruitment of the two Directors by the<br>tor roles will be undertaken in November. |
|                                                                                     |                                               |                           |                                                                                                                                                                                                                                                |
|                                                                                     |                                               |                           |                                                                                                                                                                                                                                                |
|                                                                                     |                                               |                           |                                                                                                                                                                                                                                                |
|                                                                                     |                                               |                           |                                                                                                                                                                                                                                                |
|                                                                                     |                                               |                           |                                                                                                                                                                                                                                                |
|                                                                                     |                                               |                           |                                                                                                                                                                                                                                                |

Infocouncil

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| Officer:         Control           Action Sheets Report         Printed: 12 October 2023 8:51 AM           Meeting         Officer/Director         Section           Gound 21032023         Homes, Carol         Part B - General Manager's Reports         OUTSTANDING ACTIONS           RESOLUTION 2023/33         Moved:         Administrator Mike Colreavy         OUTSTANDING ACTIONS           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.           4. That the first inspection be undertaken on Monday. 15 May 2023.         CARRIED           05 Jun 2023 3:28pm Holmes, Carol Target Date Revision         Target date changed by Holmes, Carol First Inspection was held on Monday 15 May 2023 or close to that date.           10 Aug 2023 12:21pm Holmes, Carol Subject         Section         Subject           Council 2007/2022         Mitchell, Ray         Part A - Infrastructure & Development<br>Reports         Balranald LEP Housekeeping Amendment to amend the Balranald Local Environmental Plan 2010.           2. Subpirts the Planning Proposal – Balranald LEP Housekeeping Amendment to amend the Balranald Local Environmental Plan 2010.         Subjict environmental Plan 2010.           3. Receive a further report after the public exhibition period addressing any                                                                                                                   | 1                                                                                                                                                                                                                                                                                                         | Division:<br>Committee:                                                                                                                                                                              | Council                                                                                                                                                                                                      | Date From:<br>Date To:                                                                                                                                                                                                          |  |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| Meeting         Officer/Director         Section         Subject           Council 21/03/2023         Holmes, Carol<br>Bennett, Craig         Part B - General Manager's Reports         OUTSTANDING ACTIONS           RESOLUTION 2023/33         Moved:         Administrator Mike Colreavy         OUTSTANDING ACTIONS           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 the report be received and noted.         2.           4.         That the outstanding action as a reminder to make it happen.           4.         That the first inspection be undertaken on Monday, 15 May 2023.           05 Jun 2023 3:28pm Holmes, Carol Target Date Revision         Target date changed by Holmes, Carol Target Date Revision           Target date changed by Holmes, Carol Development Bell on Monday 15 May 2023 to 31 May 2024 - Road Inspections being arranged every 6 months commencing on 15 May 2023         04 Jun 2023 3:219m Holmes, Carol Section           10 Aug 2023 12:219m Holmes, Carol Section         Subject         Subject           Council Bio/7/2022         Michell, Ray         Part A - Infrastructure & Development Reports         Bal.RANALD LOCAL ENVIRONMENTAL PLAN 2010 - HOUSEKEEPING AMENDMENT           RESOLUTION 2022/135         Michell, Ray         Part A - Infrastructure & Development Reports         Bal.RANALD                                                                                                                                      |                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                      | Council                                                                                                                                                                                                      |                                                                                                                                                                                                                                 |  |  |
| Council 21103/2023         Holmes, Carol<br>Bennett, Craig         Part B - General Manager's Reports         OUTSTANDING ACTIONS           RESOLUTION 2023/33         Moved:         Administrator Mike Colreavy         1.         That the report be received and noted.         2.           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           05 Jun 2023 3:28pm Holmes, Carol - Target Date Revision<br>Target date changed by Holmes, Carol from 18 April 2023 to 31 May 2024 - Road Inspections being arranged every 6 months commencing on 15 May 2023         05 Jun 2023 3:29pm Holmes, Carol<br>9 Jun 2023 3:29pm Holmes, Carol         The first inspection was held on Monday 15 May 2023         05 Jun 2023 3:29pm Holmes, Carol<br>9 Jun 2023 3:21:21pm Holmes, Carol<br>9 Section         Section         Subject           Council 28/07/2022         Mtchell, Ray         Part A - Infrastructure & Development<br>Reports         Subject           Council 28/07/2022         Mtchell, Ray         Part A - Infrastructure & Development<br>Reports         BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 - HOUSEKEEPING AMENDMENT           RESOLUTION 2022/135         Moved:         Administrator Mike Colreavy<br>That Council:         Submit the Planning Proposal to the NSW Department of Planning and Environment for Gateway Determination seeking pub | Action Sheets Report                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                      |                                                                                                                                                                                                              | Printed: 12 October 2023 8:51 AM                                                                                                                                                                                                |  |  |
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| Second inspection has been noted for 15 November 2023, or close to that date.         Meeting       Officer/Director       Section       Subject         Council 26/07/2022       Mitchell, Ray       Part A - Infrastructure & Development<br>Reports       BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT         RESOLUTION 2022/135       Moved:       Administrator Mike Colreavy       BALRANALD LOCAL Environment and the Balranald Local Environmental Plan 2010.         1.       Supports the Planning Proposal – Balranald LEP Housekeeping Amendment to amend the Balranald Local Environmental Plan 2010.       2.         2.       Submit the Planning Proposal to the NSW Department of Planning and Environment for Gateway Determination seeking public exhibition of the proposed amendments.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Target date changed by Holn                                                                                                                                                                                                                                                                               | nes, Carol from 18 A                                                                                                                                                                                 |                                                                                                                                                                                                              | spections being arranged every 6 months commencing on 15 May 2023                                                                                                                                                               |  |  |
| Meeting         Officer/Director         Section         Subject           Council 26/07/2022         Mitchell, Ray         Part A - Infrastructure & Development<br>Reports         BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT           RESOLUTION 2022/135         Moved:         Administrator Mike Colreavy           That Council:         1.         Supports the Planning Proposal – Balranald LEP Housekeeping Amendment to amend the Balranald Local Environmental Plan 2010.           2.         Submit the Planning Proposal to the NSW Department of Planning and Environment for Gateway Determination seeking public exhibition of the proposed amendments.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Target date changed by Holn<br>05 Jun 2023 3:29pm Holme                                                                                                                                                                                                                                                   | nes, Carol from 18 A<br><b>s, Carol</b>                                                                                                                                                              | opril 2023 to 31 May 2024 - Road In:                                                                                                                                                                         | spections being arranged every 6 months commencing on 15 May 2023                                                                                                                                                               |  |  |
| Council 26/07/2022       Mitchell, Ray       Part A - Infrastructure & Development<br>Reports       BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT         RESOLUTION 2022/135       Moved:       Administrator Mike Colreavy         That Council:       1.       Supports the Planning Proposal – Balranald LEP Housekeeping Amendment to amend the Balranald Local Environmental Plan 2010.         2.       Submit the Planning Proposal to the NSW Department of Planning and Environment for Gateway Determination seeking public exhibition of the proposed amendments.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Target date changed by Holn<br>05 Jun 2023 3:29pm Holme<br>First Inspection was held on<br>10 Aug 2023 12:21pm Holm                                                                                                                                                                                       | nes, Carol from 18 A<br><b>s, Carol</b><br>Monday 15 May 202<br><b>ies, Carol</b>                                                                                                                    | april 2023 to 31 May 2024 - Road In:<br>13                                                                                                                                                                   | spections being arranged every 6 months commencing on 15 May 2023                                                                                                                                                               |  |  |
| Council 20/07/2022       Mitchell, Ray       Reports       BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 - HOUSEREEPING AMENDMENT         RESOLUTION 2022/135       Moved: Administrator Mike Colreavy         That Council:       1. Supports the Planning Proposal – Balranald LEP Housekeeping Amendment to amend the Balranald Local Environmental Plan 2010.         2. Submit the Planning Proposal to the NSW Department of Planning and Environment for Gateway Determination seeking public exhibition of the proposed amendments.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Target date changed by Holn<br>05 Jun 2023 3:29pm Holme<br>First Inspection was held on<br>10 Aug 2023 12:21pm Holm                                                                                                                                                                                       | nes, Carol from 18 A<br><b>s, Carol</b><br>Monday 15 May 202<br><b>ies, Carol</b>                                                                                                                    | april 2023 to 31 May 2024 - Road In:<br>13                                                                                                                                                                   | spections being arranged every 6 months commencing on 15 May 2023                                                                                                                                                               |  |  |
| <ul> <li>Moved: Administrator Mike Colreavy</li> <li>That Council: <ol> <li>Supports the Planning Proposal – Balranald LEP Housekeeping Amendment to amend the <i>Balranald Local Environmental Plan 2010.</i></li> <li>Submit the Planning Proposal to the NSW Department of Planning and Environment for Gateway Determination seeking public exhibition of the proposed amendments.</li> </ol> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Target date changed by Holm<br>05 Jun 2023 3:29pm Holme<br>First Inspection was held on<br>10 Aug 2023 12:21pm Holm<br>Second inspection has been                                                                                                                                                         | nes, Carol from 18 A<br>s, Carol<br>Monday 15 May 202<br>nes, Carol<br>noted for 15 Novem                                                                                                            | april 2023 to 31 May 2024 - Road In:<br>3<br>ber 2023, or close to that date.                                                                                                                                |                                                                                                                                                                                                                                 |  |  |
| <ul> <li>That Council:</li> <li>1. Supports the Planning Proposal – Balranald LEP Housekeeping Amendment to amend the <i>Balranald Local Environmental Plan 2010.</i></li> <li>2. Submit the Planning Proposal to the NSW Department of Planning and Environment for Gateway Determination seeking public exhibition of the proposed amendments.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Target date changed by Holn<br>05 Jun 2023 3:29pm Holme<br>First Inspection was held on<br>10 Aug 2023 12:21pm Holm<br>Second inspection has been<br>Meeting                                                                                                                                              | nes, Carol from 18 A<br>s, Carol<br>Monday 15 May 202<br>nes, Carol<br>noted for 15 Novem<br>Officer/Director                                                                                        | April 2023 to 31 May 2024 - Road In:<br>3<br>ber 2023, or close to that date.<br><u>Section</u><br>Part A - Infrastructure & Development                                                                     | Subject                                                                                                                                                                                                                         |  |  |
| <ul> <li>That Council:</li> <li>1. Supports the Planning Proposal – Balranald LEP Housekeeping Amendment to amend the <i>Balranald Local Environmental Plan 2010.</i></li> <li>2. Submit the Planning Proposal to the NSW Department of Planning and Environment for Gateway Determination seeking public exhibition of the proposed amendments.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Target date changed by Holn<br>05 Jun 2023 3:29pm Holme<br>First Inspection was held on<br>10 Aug 2023 12:21pm Holm<br>Second inspection has been<br>Meeting<br>Council 26/07/2022                                                                                                                        | nes, Carol from 18 A<br>s, Carol<br>Monday 15 May 202<br>nes, Carol<br>noted for 15 Novem<br>Officer/Director                                                                                        | April 2023 to 31 May 2024 - Road In:<br>3<br>ber 2023, or close to that date.<br><u>Section</u><br>Part A - Infrastructure & Development                                                                     | Subject                                                                                                                                                                                                                         |  |  |
| <ol> <li>Submit the Planning Proposal to the NSW Department of Planning and Environment for Gateway Determination seeking public exhibition of the<br/>proposed amendments.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Target date changed by Holm<br>05 Jun 2023 3:29pm Holme<br>First Inspection was held on<br>10 Aug 2023 12:21pm Holm<br>Second inspection has been<br>Meeting<br>Council 26/07/2022<br>RESOLUTION 2022/135                                                                                                 | nes, Carol from 18 A<br>s, Carol<br>Monday 15 May 202<br>nes, Carol<br>noted for 15 Novem<br>Officer/Director<br>Mitchell, Ray                                                                       | April 2023 to 31 May 2024 - Road In:<br>3<br>ber 2023, or close to that date.<br><u>Section</u><br>Part A - Infrastructure & Development                                                                     | Subject                                                                                                                                                                                                                         |  |  |
| <ol> <li>Submit the Planning Proposal to the NSW Department of Planning and Environment for Gateway Determination seeking public exhibition of the<br/>proposed amendments.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Target date changed by Holm<br>05 Jun 2023 3:29pm Holme<br>First Inspection was held on<br>10 Aug 2023 12:21pm Holm<br>Second inspection has been<br>Meeting<br>Council 26/07/2022<br>RESOLUTION 2022/135<br>Moved: Administrator M                                                                       | nes, Carol from 18 A<br>s, Carol<br>Monday 15 May 202<br>nes, Carol<br>noted for 15 Novem<br>Officer/Director<br>Mitchell, Ray                                                                       | April 2023 to 31 May 2024 - Road In:<br>3<br>ber 2023, or close to that date.<br><u>Section</u><br>Part A - Infrastructure & Development                                                                     | Subject                                                                                                                                                                                                                         |  |  |
| 3. Receive a further report after the public exhibition period addressing any submissions made in respect of the Planning Proposal.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Target date changed by Holm<br>05 Jun 2023 3:29pm Holme<br>First Inspection was held on<br>10 Aug 2023 12:21pm Holm<br>Second inspection has been<br>Meeting<br>Council 26/07/2022<br>RESOLUTION 2022/135<br>Moved: Administrator M<br>That Council:                                                      | nes, Carol from 18 A<br>s, Carol<br>Monday 15 May 202<br>nes, Carol<br>noted for 15 Novem<br>Officer/Director<br>Mitchell, Ray                                                                       | April 2023 to 31 May 2024 - Road In:<br>3<br>ber 2023, or close to that date.<br><u>Section</u><br>Part A - Infrastructure & Development<br>Reports                                                          | Subject<br>BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT                                                                                                                                                     |  |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Target date changed by Holm<br>05 Jun 2023 3:29pm Holme<br>First Inspection was held on I<br>10 Aug 2023 12:21pm Holm<br>Second inspection has been<br>Meeting<br>Council 26/07/2022<br>RESOLUTION 2022/135<br>Moved: Administrator M<br>That Council:<br>1. Supports the Plann<br>2. Submit the Planning | nes, Carol from 18 A<br>s, Carol<br>Monday 15 May 202<br>nes, Carol<br>noted for 15 Novem<br>Officer/Director<br>Mitchell, Ray<br>Mike Colreavy<br>ning Proposal – Ba                                | April 2023 to 31 May 2024 - Road In:<br>3<br>ber 2023, or close to that date.<br>Section<br>Part A - Infrastructure & Development<br>Reports<br>Iranald LEP Housekeeping Ame                                 | Subject<br>BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT                                                                                                                                                     |  |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Target date changed by Holm<br>05 Jun 2023 3:29pm Holme<br>First Inspection was held on<br>10 Aug 2023 12:21pm Holm<br>Second inspection has been<br>Meeting<br>Council 26/07/2022<br>RESOLUTION 2022/135<br>Moved: Administrator M<br>That Council:<br>1. Supports the Plannir<br>proposed amendm        | nes, Carol from 18 A<br>s, Carol<br>Monday 15 May 202<br>nes, Carol<br>noted for 15 Novem<br>Officer/Director<br>Mitchell, Ray<br>Mike Colreavy<br>ning Proposal – Ba<br>ng Proposal to the<br>ents. | April 2023 to 31 May 2024 - Road In:<br>3<br>ber 2023, or close to that date.<br>Section<br>Part A - Infrastructure & Development<br>Reports<br>Iranald LEP Housekeeping Ame<br>a NSW Department of Planning | Subject<br>BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT<br>Indment to amend the <i>Balranald Local Environmental Plan 2010.</i><br>and Environment for Gateway Determination seeking public exhibition of t |  |  |

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| 17 OCTOBER 2023 |  | 17 | ОСТ | OBER | 2023 |
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|                                                                         | Division:<br>Committee:<br>Officer: | Council                            | Date From:<br>Date To:                                                               |
|-------------------------------------------------------------------------|-------------------------------------|------------------------------------|--------------------------------------------------------------------------------------|
| Action Sheets Report                                                    |                                     |                                    | Printed: 12 October 2023 8:51 AM                                                     |
|                                                                         |                                     |                                    | CARRI                                                                                |
| 23 Nov 2022 1:52pm Holm                                                 | · •                                 |                                    |                                                                                      |
| arget date changed by Hol<br>23 Nov 2022 1:56pm Holm                    | -                                   | ugust 2022 to 13 December 2022     | - On exhibition                                                                      |
| On exhibition                                                           | es, caror                           |                                    |                                                                                      |
| <b>13 Apr 2023 11:36am Man</b><br>Target date changed by Ma<br>Proposal |                                     |                                    | cember 2023 - In consultation with Department of Planning for adjustments to Plannin |
| 0                                                                       | taken with the Depart               |                                    | DPE) to discuss vegetation maps. , 04/08/2023 - Meeting undertaken with contractors  |
| <b>14 Sep 2023 2:47pm Mann</b><br>Vegetation mapping being a            |                                     | sion to the Department of Planning |                                                                                      |
| 11 Oct 2023 3:24pm Mitch<br>Mapping updated and subm                    |                                     | inal comment prior to resubmission | n to the Department of Planning & Environment                                        |
| Meeting                                                                 | Officer/Director                    | Section                            | Subject                                                                              |
| Council 28/06/2022                                                      | Edgcome-Lucas,<br>Adrian            | Part A - General Manager's Reports | Balranald Visitor Centre Alterations                                                 |

#### **RESOLUTION 2022/115**

Moved: Administrator Mike Colreavy

That

- 1. Provided funding for this project is confirmed by the Far West Joint Organisation;
- 2. The revised plans for the Balranald Visitor Information Centre be endorsed and
- 3. Council proceed with fully developed architectural and structural plans for the extensions to the Balranald Visitor Information Centre in accordance with the preliminary plans and
- 4. Tenders be invited for the construction of the proposed works

CARRIED

#### 25 Jul 2022 4:47pm Holmes, Carol - Target Date Revision

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

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| Division:<br>Committee: Council                                                                                                                                                                                                                                         | Date From:<br>Date To:                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Officer:<br>Action Sheets Report                                                                                                                                                                                                                                        | Printed: 12 October 2023 8:51 AM                                |
| 23 Nov 2022 1:52pm Holmes, Carol - Target Date Revision                                                                                                                                                                                                                 |                                                                 |
| Target date changed by Holmes, Carol from 30 August 2022 to 21 February 2023 - Tender Documents ready                                                                                                                                                                   | to be uploaded in Tenderlink portal.                            |
| 23 Mar 2023 11:28am Holmes, Carol - Reallocation                                                                                                                                                                                                                        |                                                                 |
| Action reassigned to Bennett, Craig by Holmes, Carol - Jeff is no longer at Council                                                                                                                                                                                     |                                                                 |
| 27 Mar 2023 2:52pm Bennett, Craig - Target Date Revision                                                                                                                                                                                                                |                                                                 |
| Target date changed by Bennett, Craig from 21 February 2023 to 30 June 2023 - Project is behind schedule, workshop is scheduled to be held on Monday, 17 April 2023. An updated status on this project will be provided being held at the request of the Administrator. | · · · · · · · · · · · · · · · · · · ·                           |
| 21 Apr 2023 9:52am Bennett, Craig                                                                                                                                                                                                                                       |                                                                 |
| Workshop was held on Monday, 17 April 2023. The report will now be amended to only show projects that hav<br>reports will detail events and other projects that do not result in infrastructure builds. One in the Library Depart                                       |                                                                 |
| 21 Apr 2023 9:54am Bennett, Craig                                                                                                                                                                                                                                       |                                                                 |
| The Balranald Visitors Centre Project has not progressed as yet. Attention will be given to this project by the C                                                                                                                                                       | General Manager over the next month to ensure that the          |
| projects keeps progressing.                                                                                                                                                                                                                                             |                                                                 |
| 27 Apr 2023 7:26am Bennett, Craig<br>At the 26 April 2023 Growing Business, Industry and Tourism Committee meeting, the committee requested for                                                                                                                         | or the General Manager to organise a quantity surveyor to       |
| see whether the costs of the project has changed. The General Manager will then prepare a report to Council                                                                                                                                                             | on the project.                                                 |
| 27 Apr 2023 7:29am Bennett, Craig - Target Date Revision                                                                                                                                                                                                                |                                                                 |
| Target date changed by Bennett, Craig from 30 June 2023 to 31 July 2023 - The General Manager needs to c the project.                                                                                                                                                   | organise a quantity surveyor, then bring a report to Council or |
| 21 Jul 2023 4:55pm Bennett, Craig - Target Date Revision                                                                                                                                                                                                                |                                                                 |
| Target date changed by Bennett, Craig from 31 July 2023 to 31 August 2023 - Council is having trouble secur project.                                                                                                                                                    | ing a quantity surveyor to assess the revised costs of the      |
| 28 Aug 2023 3:41pm Bennett, Craig                                                                                                                                                                                                                                       |                                                                 |
| Project transferred to the Interim Acting Director of Infrastructure and Planning on Monday, 28 August 2023.                                                                                                                                                            |                                                                 |
| 29 Aug 2023 7:47pm Bennett, Craig - Reallocation                                                                                                                                                                                                                        |                                                                 |
| Action reassigned to Holmes, Carol by Bennett, Craig - Carol - can you please re-allocate this action to Adriar                                                                                                                                                         | n and let him know that I have re-allocated to him.             |
| 30 Aug 2023 9:53am Holmes, Carol - Reallocation                                                                                                                                                                                                                         |                                                                 |
| Action reassigned to Edgcome-Lucas, Adrian by Holmes, Carol - Adrian being the Acting Director Infrastructu                                                                                                                                                             | re & Development - including Project Support                    |
| 10 Oct 2023 4:32pm Edgcome-Lucas, Adrian                                                                                                                                                                                                                                | reasonable the 26th of October 2002                             |
| Discovery Centre has been released for Expression of Interest via VendorPanel and the Council is expecting                                                                                                                                                              | responses by the 26th of October 2023.                          |

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|               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Division:<br>Committee:                   | Council                                            | Date From:<br>Date To:                                                                                                                                      |  |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Action Sheet  | ts Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Officer:                                  |                                                    | Printed: 12 October 2023 8:51 AM                                                                                                                            |  |
|               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                           |                                                    |                                                                                                                                                             |  |
| Meeting       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Officer/Director                          | Section                                            | Subject                                                                                                                                                     |  |
| Council 19/10 | 0/2021                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Bennett, Craig                            | Part B - Corporate & Community Services<br>Reports | Bidgee Haven Retirement Hostel Expansion Project                                                                                                            |  |
| RESOLU        | TION 2021/186                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                           |                                                    |                                                                                                                                                             |  |
| Moved:        | Administrator Mil                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | ke Colreavy                               |                                                    |                                                                                                                                                             |  |
| 1. No         | oting that:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                           |                                                    |                                                                                                                                                             |  |
|               | Ũ                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                           |                                                    |                                                                                                                                                             |  |
| a)            | The Ministerial Pe                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | erformance Impro                          | ovement Order imposed on Coun                      | cil in 2017 envisages Council following a path to financial sustainability;                                                                                 |  |
| b)            | b) Requirement No 16 of the Performance Improvement Order Action Plan 2018 originally required Council to consider divesting the management<br>and possibly ownership of the Bidgee Haven Hostel to ensure losses do not impact on Council's limited budget and risks to Council are<br>minimized. Although consideration was given by Council in September 2017 to various alternate management arrangements, in-house<br>management arrangements for the Hostel have continued up to now; |                                           |                                                    |                                                                                                                                                             |  |
| c)            | <ul> <li>c) Until today's report, the Administrator's requests to successive General Managers to demonstrate categorically that the proposed Bidgee Have<br/>Hostel extension project can be delivered within the funding approved by the Commonwealth Government and Council have not received a<br/>positive answer;</li> </ul>                                                                                                                                                           |                                           |                                                    |                                                                                                                                                             |  |
| d)            | Under Council in-                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | house managem                             | ent:                                               |                                                                                                                                                             |  |
|               | (i) Bidgee Haven                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Hostel operates                           | at a loss when all operating expo                  | enses (including depreciation) and capital costs are factored in; and                                                                                       |  |
|               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | lity of the expand<br>ostel will not be f |                                                    | arginal and permanently reliant on continuing occupancy rates around 90%, -                                                                                 |  |
| e)            | successfully, as is                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | s readily apparen                         |                                                    | cks the kind of project management expertise required to deliver this project ractice Review in today's Council Meeting Agenda and other information ittee; |  |

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#### **ORDINARY COUNCIL MEETING AGENDA**

|         | Divis<br>Com<br>Offic                                | mittee:     | Council                  | Date From:<br>Date To:                                                                                                                                                               |
|---------|------------------------------------------------------|-------------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| on Shee | ts Report                                            | er:         |                          | Printed: 12 October 2023 8:51 AM                                                                                                                                                     |
| f)      | Council's current and pre<br>operating the Bidgee Ha |             | •                        | tion is not sufficiently robust to assume the risks associated with expanding and                                                                                                    |
| g)      | Other crucial Council ser<br>Haven Hostel;           | vices, par  | rticularly roads, are al | ready overstretched and cannot absorb further losses if they are incurred by the Bidgee                                                                                              |
| h)      |                                                      |             |                          | y proceed, in line with community expectations, but under the ownership/stewardship of<br>ently operating similar facilities elsewhere, and Council can act immediately to seek a    |
| i)      | A proposed sale will be r requirements prior to the  |             |                          | perator if there is an opportunity to modify the project design to satisfy their operational                                                                                         |
| j)      |                                                      | ting the p  | ossibility of negotiatin | Facilities Advisory Committee to proceed with the build immediately, while g a sale of the Hostel complex, is a clear indication that community sentiment supports                   |
| k)      |                                                      | stead to d  | call for expressions of  | e Acting General Manager is not to proceed with the tendering and construction of the<br>interest for the potential sale of the Hostel complex and seek advice as to the transfer of |
| I)      | The two recommendation<br>Council not to follow Mar  |             |                          | ve are incompatible – they cannot coexist and it would be financially irresponsible for this case.                                                                                   |
| 2. Tł   | nat tendering and construc                           | tion of the | e 15-bed extension be    | placed on hold, at this stage.                                                                                                                                                       |
| 3. Tł   | nat advice be sought from                            | he fundin   | g body about the pote    | ential to transfer the approved grant funding to a future hostel operator.                                                                                                           |
| 4. Tł   | nat expressions of interest                          | he called   | for the sale of the Bid  | Igee Haven Hostel complex to an experienced, specialist aged-care operator.                                                                                                          |

#### **ORDINARY COUNCIL MEETING AGENDA**

|                                                                                                      | Division:<br>Committee:                                       | Council                                                                       | Date From:<br>Date To:                                                                                                                                                                                                                                                                                                            |
|------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ction Sheets Report                                                                                  | Officer:                                                      |                                                                               | Printed: 12 October 2023 8:51 AM                                                                                                                                                                                                                                                                                                  |
| 5. That the pre-construct with the sale of the c                                                     | •                                                             | planning work, and pr                                                         | eparation of tender documents currently underway, be finalised by Council for inclusion                                                                                                                                                                                                                                           |
| 6. That Council receive<br>October 2021.                                                             | s and notes the                                               | Minutes of the Ageing                                                         | Well, Aged Care and Facilities Advisory Committee (AWACAFAC) meeting held on 14                                                                                                                                                                                                                                                   |
|                                                                                                      |                                                               |                                                                               | CARRIE                                                                                                                                                                                                                                                                                                                            |
| 1 Mar 2022 2:55pm Holmes,<br>Revised Target Date changed I                                           | by: Holmes, Carol<br>Carol - Target D                         | From: 16 Nov 2021 To:<br>ate Revision                                         | 15 Feb 2022, Reason: Placed on hold - report back to Ordinary Council Meeting in February 202<br>31 May 2022, Reason: This item remains on hold whilst financial/organisation reviews are                                                                                                                                         |
| 0 Aug 2022 10:45am Holmes                                                                            | oy: Holmes, Carol<br><b>, Carol - Target</b>                  | From: 31 May 2022 To:<br>Date Revision                                        | 30 Jun 2022, Reason: Grant funding applied for to u ndertake Business & Financial assessment<br>30 Dec 2022, Reason: Grant applied for was successful to undertake a business and financial                                                                                                                                       |
| 3 Mar 2023 11:28am Holmes<br>action reassigned to Bennett, C<br>7 Mar 2023 2:56pm Bennett,           | raig by Holmes,<br>Craig - Target D                           | Carol - Hodi Beauliv is no<br>a <b>te Revision</b>                            | o longer with Council<br>ril 2023 - General Manager is in the process of organising a meeting with representatives of the                                                                                                                                                                                                         |
| <b>1 Apr 2023 9:51am Bennett,</b><br>arget date changed by Benne<br>liscuss potential options to fun | Craig - Target D<br>tt, Craig from 28 /<br>d operational cost | <b>ate Revision</b><br>April 2023 to 30 June 202<br>ts of the proposed extens | n attendance in Canberra or via zoom if the meeting is unable to be held in person in Canberra.<br>23 - Meeting has been organised with representatives of the Commonwealth Government to<br>sion from 15 beds to 30 beds at the Hostel. The meeting has been organised in Canberra on<br>r will be in attendance at the meeting. |
| 8 Jun 2023 11:16am Bennet<br>Vaiting on the Commonwealth                                             | t, <b>Craig</b><br>Government to c                            | ome back to the General                                                       | Manager regarding options for operational funding of the possible expansion. Feedback is<br>Bidgee Haven Hostel Committee.                                                                                                                                                                                                        |
| 8 Jun 2023 11:18am Bennet<br>arget date changed by Benne                                             |                                                               |                                                                               | 3 - Waiting for options from the Commonwealth Government.                                                                                                                                                                                                                                                                         |
| 1 Jul 2023 4:54pm Bennett,<br>arget date changed by Benne<br>ptions.                                 |                                                               |                                                                               | 023 - Workshop being held with the Bidgee Haven Retirement Hostel Committee to discuss                                                                                                                                                                                                                                            |
| 4 Aug 2023 6:42pm Bennett                                                                            | Craig                                                         |                                                                               |                                                                                                                                                                                                                                                                                                                                   |

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|                                                                                                                                                                                                                                                                                                                                                                                      | Division:<br>Committee:<br>Officer: | Council                       | Date From:<br>Date To:                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------|---------------------------------------------------------------------------------------------|
| Action Sheets Report                                                                                                                                                                                                                                                                                                                                                                 |                                     |                               | Printed: 12 October 2023 8:51 AM                                                            |
| Workshop with the Bidgee Hav                                                                                                                                                                                                                                                                                                                                                         | en Retirement Ho                    | stel Committee has been set f | r Wednesday, 23 August 2023.                                                                |
| 28 Aug 2023 3:39pm Bennett<br>Workshop cpmpleted with the I                                                                                                                                                                                                                                                                                                                          |                                     | stel Committee on Wednesday   | 23 August 2023.                                                                             |
| 28 Aug 2023 3:40pm Bennett<br>Target date changed by Benne<br>30 bed model.                                                                                                                                                                                                                                                                                                          |                                     |                               | 023 - More time required to assess the 15 bed model prior to assessing the viability of the |
| 11 Oct 2023 12:57pm Bennett, Craig<br>Current efforts have centred on recruiting Registered Nurses. This is a requirement of the new Commonwealth Legislation that came into effect on 1 July 2023. A full<br>assessment of the 15 bed model will be undertaken over the next 6 months. If this is successful then the proposed 30 bed model will be reevaluated after 1 April 2024. |                                     |                               |                                                                                             |
| <b>11 Oct 2023 1:01pm Bennett</b> ,<br>Target date changed by Benne<br>Bidgee Haven Retirement Hos                                                                                                                                                                                                                                                                                   | tt, Craig from 31 [                 |                               | - At least 6 months needs to be given to assess the viability of the 15 bed model at the    |

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

| File Number:                | D23.87802                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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. |

#### PURPOSE OF REPORT

To advise Council of the meetings undertaken on behalf of Council by the Administrator, the General Manager and the Acting Interim Director of Infrastructure & Planning Services during September and October 2023.

#### OFFICER RECOMMENDATION

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

#### REPORT

**Attachment 1** details the meetings which the Administrator, the General Manager and the Acting Interim Director of Infrastructure & Planning Service have attended since Friday, 15 September 2023.

#### FINANCIAL IMPLICATIONS

Nil.

#### LEGISLATIVE IMPLICATIONS

Nil.

#### **POLICY IMPLICATIONS**

Nil.

#### **RISK RATING**

Low.

#### ATTACHMENTS

1. Meetings of the Administrator, General Manager and the Acting Interim Director of Infrastructue & Planning Services

| Date      | Meeting                                                                               | Торіс                                                                           | Who was involved             |
|-----------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|------------------------------|
| 18.9.2023 | Catch Up                                                                              | Regular Catch Up                                                                | Administrator and GM         |
| 18.9.2023 | Catch Up                                                                              | Regular Catch Up                                                                | GM and AIDIPS                |
| 18.9.2023 | ARIC Meeting                                                                          | LG Professionals                                                                | GM                           |
| 18.9.2023 | Teams Meeting                                                                         | Catch up Water, Sewer & Drainage                                                | AIDIPS                       |
| 19.9.2023 | Engineering Team Meeting                                                              | Update on Projects                                                              | AIDIPS                       |
| 19.9.2023 | Council Meeting                                                                       | Regular Ordinary Monthly<br>Council Meeting                                     | Administrator, GM and AIDIPS |
| 19.9.2023 | Teams Meeting                                                                         | Murrumbidgee Regulated<br>Plan Review                                           |                              |
| 20.9.2023 | Staff Meeting                                                                         | Monthly Catch Up with Depot<br>Staff                                            | GM and AIDIPS                |
| 20.9.2023 | Staff Meeting                                                                         | Monthly Catch Up with Office<br>Staff                                           | GM                           |
| 21.9.2023 | Grants Commission                                                                     | Financial Assistance Grants<br>Update                                           | Administrator and GM         |
| 20.9.2023 | Teams Meeting                                                                         | Lions Park Update                                                               | AIDIPS                       |
| 21.9.2023 | Teams Meeting                                                                         | Wentworth/Balranald Drought<br>Resilience Plan Inception<br>Meeting             | GM                           |
| 21.9.2023 | Growing Business Industry &<br>Tourism Advisory Committee<br>Meeting                  | Monthly Meeting                                                                 | Administrator and GM         |
| 22.9.2023 | Teams Meeting                                                                         | LG Professionals Board<br>Meeting                                               | GM                           |
| 25.9.2023 | Catch Up                                                                              | Regular Catch UP                                                                | Administrator and GM         |
| 25.9.2023 | Catch Up                                                                              | Regular Catch Up                                                                | GM and AIDIPS                |
| 25.9.2023 | Teams Meeting                                                                         | Grants/Projects Update                                                          | AIDIPS                       |
| 25.9.2023 | Euston Progressive Advisory<br>Committee Meeting                                      | Monthly Meeting                                                                 | Administrator, GM & AIDIPS   |
| 26.9.2023 | Southern Cross Inc. Meeting                                                           | Ordinary Meeting                                                                | GM and AIDIPS                |
| 28.9.2023 | Teams Meeting                                                                         | Wentworth/Balranald Drought<br>Resilience Plan Project<br>Control Group Meeting | GM                           |
| 28.9.2023 | Strengthening Community<br>Access Inclusion & Wellbeing<br>Advisory Committee Meeting | Monthly Meeting                                                                 | Administrator and GM         |
| 3.10.2023 | Catch Up                                                                              | Regular Catch UP                                                                | GM and AIDIPS                |
| 4.10.2023 | RDA Murray                                                                            | Catch Up and Reconnect                                                          | GM and AIDIPS                |

| Date           | Meeting                              | Торіс                                                   | Who was involved     |
|----------------|--------------------------------------|---------------------------------------------------------|----------------------|
| E 40 0000      | Teense Meeting                       |                                                         | <u>OM</u>            |
| 5.10.2023      | Teams Meeting                        | LG Professionals – General<br>Manager Discussion Circle | GM                   |
| 9.10.20        | Catch Up                             | Regular Catch Up                                        | Administrator and GM |
| 9.10.2023      | Catch Up                             | Regular Catch Up                                        | GM and AIDIPS        |
| 9.10.2023      | Campaign Awareness<br>Programs       | Balranald and Euston<br>Communities                     | Administrator and GM |
| 10.10.2023     | Teams Meeting                        | EFEX – Road map of IT<br>Services                       | GM                   |
| 10.10.2023     | Balranald Aboriginal Land<br>Council | Roads to Home Mission<br>Project                        | AIDIPS               |
| 11.10.2023     | Teams Meeting                        | MDA                                                     | GM                   |
| 11.10.2023     | Teams Meeting                        | LG Professionals Special<br>Board Meeting               | GM                   |
| 11.10.2023     | Project Meeting                      | Update on Lions Park and Library Review                 | AIDIPS               |
| 12.10.20213    | REWN Meeting                         | Progress Update                                         | GM                   |
| 13.10.2023     | Teams Meeting                        | FSWJO Board Meeting                                     | Administrator and GM |
| Administrator  | (ADM) - Mike Colreavy                |                                                         |                      |
| General Mana   | ger (GM) – Craig Bennett             |                                                         |                      |
| Acting Interim | Director Infrastructure & Plannir    | ng Services (AIDIPS) – Adrian Edgcome                   | e-Lucas              |

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

| File Number:                | D23.87803                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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. |

#### PURPOSE OF REPORT

To provide Council with copies of the circulars received from the Office of Local Government (*OLG*).

#### OFFICER RECOMMENDATION

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

#### REPORT

Council receives circulars from the OLG for any updates and information that is relevant for 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**

- 23-10 End of Year Reporting Requirements for 2022-23 and the Additional Information for 2023-24.
- 23-11 Effect of the NSW Government's Policy on executive office holders' and seniors executives' remuneration on general managers', executive officers' and senior staff remuneration.
- 23-12 Guidelines on the withdrawal of development applications.

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

#### FINANCIAL IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Nil.

#### POLICY IMPLICATIONS

Nil.

**RISK RATING** 

Low.

#### ATTACHMENTS

Nil

## 10 NOTICE OF MOTION / QUESTIONS ON NOTICE

Nil

#### 11 CONFIDENTIAL MATTERS

#### RECOMMENDATION

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:

#### 11.1 Writing off of Sundry Debtors

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

### 9 CLOSURE OF MEETING