

AGENDA

Ordinary Council Meeting 20 Feb 2024

Date: 20 Feb 2024 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: 20 Feb 2024 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 FRIDAY, 22 DECEMBER 2023

File Number: D24.91071

**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 Friday, 22 December 2023 be received and noted.

### REPORT

Council held its Ordinary Council Meeting on Friday, 22 December 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 Friday, 22 December 2023



# MINUTES

# Ordinary Council Meeting Friday, 22 December 2023

#### 22 DECEMBER 2023

#### **Order Of Business**

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| 4    | Confirmation of Minutes    |                                                                                                                                     | 3 |
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|      | 4.2                        | Minutes of the Ordinary Council Meeting held on Tuesday, 19 December 2023                                                           | 3 |
| 5    |                            | sure of Interest There were no Disclosure of Interests submitted to this<br>g                                                       | 4 |
| 6    |                            | strator Minute/Report There waa no Administrator Minute/Report included                                                             | 4 |
| 7    | Commi                      | ttee Reports                                                                                                                        | 4 |
|      | 7.1                        | Growing Business Industry and Tourism Advisory Committee Meeting held on Thursday, 16 November 2023                                 | 4 |
|      | 7.2                        | Strengthening Community Access Inclusion & Wellbeing Advisory Committee<br>Meeting held on Thursday 23 November 2023                | 4 |
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| 8    | Genera                     | I Manager's Reports                                                                                                                 | 4 |
|      | Nil                        |                                                                                                                                     |   |
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| 9    | Genera                     | I Manager's Reports                                                                                                                 | 5 |
|      | 9.1                        | Annual Report for the 2022/2023 Financial Year                                                                                      | 5 |
|      | 9.2                        | Report on Financial Information as at 30 November 2023                                                                              | 5 |
|      | 9.11                       | Outstanding Actions as at Tuesday 12 December 2023                                                                                  |   |
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|      | 9.6                        | Grant Funded Projects Status Update                                                                                                 | ô |
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| 10   | Notice                     | of Motion / Questions on Notice                                                                                                     | 7 |
|      | Nil                        |                                                                                                                                     |   |
| 11   | Confide                    | ential Matters                                                                                                                      | 3 |
|      | Nil                        |                                                                                                                                     |   |

#### 22 DECEMBER 2023

#### MINUTES OF BALRANALD SHIRE COUNCIL ORDINARY COUNCIL MEETING HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD ON FRIDAY, 22 DECEMBER 2023 AT 9AM

#### 1 OPENING OF MEETING

The meeting opened at 9am.

#### 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) and Carol Holmes (Senior Executive Officer),

#### 3 APOLOGIES

Adrian Edgcome-Lucas (Acting Interim Director of Infrastructure & Planning Services)

#### 4 CONFIRMATION OF MINUTES

#### 4.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 21 NOVEMBER 2023

#### RESOLUTION 2023/161

Moved: Administrator Mike Colreavy

That this December Ordinary Council Meeting be adjourned until Friday 22 December 2023 at 9am.

CARRIED

# 4.2 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 19 DECEMBER 2023

#### RESOLUTION 2023/162

Moved: Administrator Mike Colreavy

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

CARRIED

**22 DECEMBER 2023** 

- 5 **DISCLOSURE OF INTEREST** There were no Disclosure of Interests submitted to this meeting.
- 6 **ADMINISTRATOR MINUTE/REPORT** There waa no Administrator Minute/Report included with this meeting.
- 7 COMMITTEE REPORTS

#### 7.1 GROWING BUSINESS INDUSTRY AND TOURISM ADVISORY COMMITTEE MEETING HELD ON THURSDAY, 16 NOVEMBER 2023

#### RESOLUTION 2023/163

Moved: Administrator Mike Colreavy

#### THAT:

- 1. The Minutes of the Growing Business Industry and Tourism Advisory Committee meeting held on Thursday, 16<sup>th</sup> November 2023 be received and noted;
- 2. The counter at the Interpretive pavilion be repaired or replaced; and
- 3. Copies of the current Discovery Centre design plans be distributed to the committee members.

#### CARRIED

#### 7.2 STRENGTHENING COMMUNITY ACCESS INCLUSION & WELLBEING ADVISORY COMMITTEE MEETING HELD ON THURSDAY 23 NOVEMBER 2023

#### **RESOLUTION 2023/164**

Moved: Administrator Mike Colreavy

That the Minutes of the Strengthening Community Access Inclusion & Wellbeing Advisory Committee meeting held on Thursday, 23 November 2023 be received and noted.

CARRIED

GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)

#### PART A – ITEMS REQUIRING DECISION

8 GENERAL MANAGER'S REPORTS

Nil

#### PART B - ITEMS FOR INFORMATION

#### 9 GENERAL MANAGER'S REPORTS

#### 9.1 ANNUAL REPORT FOR THE 2022/2023 FINANCIAL YEAR

#### RESOLUTION 2023/165

Moved: Administrator Mike Colreavy

That Council notes the information contained in this report.

9.2 REPORT ON FINANCIAL INFORMATION AS AT 30 NOVEMBER 2023

#### RESOLUTION 2023/166

Moved: Administrator Mike Colreavy

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

CARRIED

CARRIED

#### 9.11 OUTSTANDING ACTIONS AS AT TUESDAY 12 DECEMBER 2023

#### **RESOLUTION 2023/167**

Moved: Administrator Mike Colreavy

- 1. That the report be received and noted.
- 2. In relation to resolution 2023/158 (November 2023 Ordinary Council Meeting) which relates to resolution 2020/75 (May 2020 Ordinary Council Meeting) and 2021/164 (October 2021 Ordinary Council Meeting) be added to the outstanding Actions.

CARRIED

#### 9.3 MONTHLY INVESTMENTS REPORT

#### **RESOLUTION 2023/168**

Moved: Administrator Mike Colreavy

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

CARRIED

Page 5

22 DECEMBER 2023

#### 9.4 OUTSTANDING RATES AND USAGE CHARGES AS AT 30 NOVEMBER 2023

#### **RESOLUTION 2023/169**

Moved: Administrator Mike Colreavy

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

### 9.5 OUTSTANDING DEBTORS AS AT 30 NOVEMBER 2023

**GRANT FUNDED PROJECTS STATUS UPDATE** 

RESOLUTION 2023/170

**RESOLUTION 2023/171** 

9.6

Moved:

Moved: Administrator Mike Colreavy

That the report be received and noted.

Administrator Mike Colreavy

CARRIED

CARRIED

#### 9.7 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT

**RESOLUTION 2023/172** 

Moved: Administrator Mike Colreavy

That the report be received and noted.

That the report be received and noted.

CARRIED

Page 6

#### 22 DECEMBER 2023

CARRIED

PLANT PURCHASES AND DISPOSALS FOR THE 2023/2024 FINANCIAL YEAR

#### **RESOLUTION 2023/173**

9.8

Moved: Administrator Mike Colreavy

That Council notes the proposed plant purchases and disposals for the 2023/2024 Financial Year.

CARRIED

**22 DECEMBER 2023** 

#### 9.9 ENGINEERING UPDATE FOR NOVEMBER 2023

RESOLUTION 2023/174

Moved: Administrator Mike Colreavy

That the report be received and noted.

CARRIED

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

RESOLUTION 2023/175

Moved: Administrator Mike Colreavy

That the report be received and noted.

CARRIED

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

**RESOLUTION 2023/176** 

Moved: Administrator Mike Colreavy

That the report be received and noted.

CARRIED

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

Nil

22 DECEMBER 2023

#### 11 CONFIDENTIAL MATTERS

Nil

The Meeting closed at 9.20am.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on Tuesday 20 February 2024.

.....

ADMINISTRATOR

GENERAL MANAGER

.....

# 5 DISCLOSURE OF INTEREST

## 6 ADMINISTRATOR MINUTE/REPORT

#### 6.1 MAYORAL MINUTE - INVITATION TO JOIN THE COUNTRY MAYORS ASSOCIATION OF NSW INC

File Number: D24.91326

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

Responsible Officer: Mike Colreavy, Administrator

#### OFFICER RECOMMENDATION

THAT:

- 1. The invitation for the Balranald Shire Council to join the Country Mayors Association of NSW Inc be referred to the newly elected governing body for a decision after the September 14 2024 Local Government Elections.
- 2. The Country Mayors Association of NSW Inc be advised of the decision in "1" above by the end of February 2024.
- 3. Council includes \$1,125 in the Draft Budget for the 2024/2025 Financial Year to cover the membership subscription costs so that Council is able to join the Country Mayors Association of NSW Inc, if it subsequently resolves to do so.

#### REPORT

Council has received an invitation on the 15th of January 2024, from the Country Mayors Association of NSW Inc (*CMA*) requesting for it to join the association (*Attachment 1*).

Council's Administrator (Mr Mike Colreavy) received correspondence from the Chairman of the CMA, Mr Jamie Chaffey, the Mayor of the Gunnedah Shire Council.

The CMA undertakes valuable advocacy on behalf of local government which is aimed at furthering the interests of Regional, Rural and Remote country areas in NSW and it may be worthwhile for Council to join the CMA after the September 14 2024 Local Government Elections.

The newly elected governing body of the Balranald Shire Council should be the body that deliberates on the invitation to join the CMA and then resolves whether to accept the invitation or decline the invitation.

#### ATTACHMENTS

#### 1. Country Mayors Association - Balranald Shire Council



15 January 2024

Dear Michael,

I write to you in my capacity as Chairman of the Country Mayors Association of NSW (CMA), to encourage your consideration of Balranald Shire Council joining our organisation.

The CMA has an Executive that consists of eight country Mayors, these positions are elected for two years and voting is by our members at an AGM. The Executive members for 2024 are Cr Craig Davies (Narromine Shire Council), Cr Sam Coupland (Armidale Regional Council), Cr Russell Fitzpatrick (Bega Valley Shire Council), Cr Pat Bourke (Federation Shire Council), Cr Phyllis Miller OAM (Forbes Shire Council), Cr Sue Moore (Singleton Council), Cr Kylie Thomas (Kyogle Council), and Cr Russell Webb (Tamworth Regional Council). Eric Groth, General Manager of Gunnedah Shire Council, was elected Secretary/Public Officer.

The CMA was established to further the interests of regional, rural and remote country areas in NSW by being an effective voice and forum for country NSW Mayors. Those eligible for membership are the Mayors and General Managers of those country councils. Currently, there are 87 Council members of the Association. The Association acts as a lobby group pursuing the interests of our members, and makes submissions to LGNSW, Ministers, Government Departments and agencies on its members' behalf. The Association does not work against the interests of LGNSW, but works closely with that Association.

Meetings of the Association are held quarterly (March, June, August and November) in the Theatrette, Parliament House Sydney commencing at 8.30am. Meetings have also been held at Club York, 95-99 York Street, Sydney, this year CMA will also be offering two meeting in member communities. Kempsey and Forbes Shire Councils were successful in there application to host a meeting for 2024 and the key themes will be on Housing and Roads and Transport. A range of virtual meetings have been scheduled for 2024 and the first opportunity will be an address by the AUKUS forums CEO and Chairman on 6 February.

CMA surveys our members each April to seek their top ten ranked issues affecting council and community. This information is collated and reported back to members and forms the basis of our advocacy.

High profile speakers address each meeting of the Association, and we endeavor, where possible, to invite Ministers or senior bureaucrats so that members can receive information of importance to regional NSW first hand, and to provide an opportunity for members to ask questions specific to their council.

Many delegates take the opportunity to conduct other business whilst they are in Sydney which adds value to their visit. It is important that regional, rural and remote Councils have this opportunity to meet on a regular basis.

Membership fees are currently \$1,500 per annum for councils with a population of 10,000 or more, and 75% of that figure - \$1,125.00 - for councils with a population of 10,000 or less. Membership fees are decided at the Annual General Meeting, which is held in November each year, and are used to pay a secretariat, any room hire fees and the cost of morning tea. Accumulated fees are available to be used to further the interests of our members such as lobbying, and undertaking research to allow submissions to be prepared to government on issues affecting member councils.

On behalf of the Executive of CMA I wish to extend to you a warm invitation to join our growing organisation.

Should you wish to accept this invitation or require additional information, please e-mail our Secretariat at <u>admin@nswcountrymayors.com.au</u>

The Executive team and ) do hope you will give this opportunity genuine consideration.

Yours sincerety Cr Jamie Chaffey Chairman

For further information, contact Cr Jamie Chaffey on 0467 402 412.

# 7 COMMITTEE REPORTS

| 7.1 | EUSTON PROGRESSIVE ADIVSORY COMMITTEE MEETING HELD ON MONDAY 4<br>DECEMBER 2023 |
|-----|---------------------------------------------------------------------------------|
|     | DECEMBER 2023                                                                   |

| File Number:                | D24.91683                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------|
| 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, 4 December 2023.

#### COMMITTEE RECOMMENDATION

That:

- 1. The Minutes of the Euston Progressive Advisory Committee meeting held on Monday, 4 December 2023 be received and noted; and
- 2. Council approach Transport for NSW (TfNSW) to investigate if signage (No Truck Parking) can be painted on the road in Cary Street as semi-trailers are still parking there.

#### REPORT

The EPAC held a meeting on Monday, 4 December 2023 at the Euston Club.

One (1) additional recommendation was made by the committee to Council in addition to the minutes being received and noted by Council from this meeting.

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

Attachment 1 details what was discussed at the meeting.

#### ATTACHMENTS

1. Minutes - Euston Progressive Advisory Committee - December 2023

# MEETING MINUTES OF THE EUSTON ADVISORY COMMITTEE MEETING HELD ON Monday 4<sup>th</sup> December 2023



CHAIR: Guy Fielding MINUTES OFFICER: Santina Zappia

| AGENDA                          | DISCUSSION                                                                                               |
|---------------------------------|----------------------------------------------------------------------------------------------------------|
| ITEM                            |                                                                                                          |
| 1.                              | Meeting Open: 6.05pm                                                                                     |
|                                 | Attendees:                                                                                               |
| COMMITTEE MEMBERS               |                                                                                                          |
| Guy Fielding                    |                                                                                                          |
| Louie Zaffina                   |                                                                                                          |
| Rusty Roberts                   |                                                                                                          |
| Teresa Garreffa<br>Glen Stewart |                                                                                                          |
| Santina Zap                     |                                                                                                          |
| Summa Lup                       |                                                                                                          |
|                                 |                                                                                                          |
| COUNCIL -                       |                                                                                                          |
|                                 | ett (General Manager)                                                                                    |
| -                               | lett (Community Projects)                                                                                |
|                                 | come-Lucas (Acting Director of                                                                           |
| -                               | Infrastructure & Planning Services)                                                                      |
|                                 |                                                                                                          |
|                                 |                                                                                                          |
|                                 |                                                                                                          |
| GUESTS                          |                                                                                                          |
| 2.                              | Welcome of country:                                                                                      |
| 3.                              | Apologies:                                                                                               |
|                                 | Mike Colreavy                                                                                            |
|                                 | Gray Woodhead                                                                                            |
|                                 |                                                                                                          |
| 4. I                            | Disclosures of Interest: NIL                                                                             |
|                                 |                                                                                                          |
|                                 |                                                                                                          |
| 5. 0                            | Confirmation of minutes:                                                                                 |
|                                 |                                                                                                          |
| Ι,                              | Moved: Rusty Roberts Seconded: Santina Zappia                                                            |
| '                               | vioveu. Kusty Koberts Seconded. Santina Zappia                                                           |
|                                 |                                                                                                          |
| 6. I                            | Business arising from minutes                                                                            |
|                                 |                                                                                                          |
| 2: Traffic calr                 | ning measures – Bertram & Taylor Roads – Redesigning speed humps- Adrian to follow up                    |
|                                 | Road –will be done by contractors                                                                        |
|                                 | rrots – Connie is meeting with Adrian Wells                                                              |
|                                 | e in Euston – Craig is looking into options, maybe a new council notice board with council related       |
|                                 | board and list of council staff contacts. Still in Progress                                              |
|                                 | reatment Plant – Adrian reported (as emailed on Tuesday 19 <sup>th</sup> of September 2023) that BSC has |
|                                 | services of Brian Ebery, an experienced water/wastewater/drainage consultant from Swan Hill, to          |
| work with th                    | e team on mitigating risk in this area of operations.                                                    |

# **MEETING MINUTES OF THE EUSTON ADVISORY COMMITTEE MEETING HELD** ON Monday 4<sup>th</sup> December 2023



He will be working on strategic utility improvements to all areas with more information to be provided to EPAC in the coming weeks on the initiatives being implemented. Adrian informed the committee that there is also project funding available for these upgrades. 15: Tourist Signage – Files to be searched for previous work completed on this item. Truck parking signs will go up this week. 2 new signs in depo- Adrian to follow up 16: Netball/Basketball Courts – Project works to commence. Closing date for quotes is 13<sup>th</sup> November 2023. Tenders are closed, now goes to December council meeting to be signed off 20: Eucalyptus Oil Factory - Remains a targeted opportunity on the Rolling Action Plan. Rusty discussed this as a possible attraction that would draw tourism to the area. No Change 22: Anderson Park Playground – Discussion was had on improvements across all parks and median strips (27/33/62/63/75) in Euston including the construction of a new playground in Bate's Development, which was part of the original plan for this residential estate. Mike commented that funding leftover from allocations to current Euston projects would be available for this. No Change 34: House in Perry St – Ray will send another order issue. Still trying to get into contact with owners 38 Euston Recreation Reserve Upgrades – Adrian discussed a revisit to the original plans and costings for this entire area including car parking, entrance to ground, amenity blocks, seating, and oval upgrades. Quotes will close 13th November 2023. Tenders are closed 42: House Street numbers painted on kerbs - For individual residents to action if desired. REBA spoke on this topic at their most recent meeting also. Adrian & Craig to look into it 43: Defibrillator at Euston Recreation Reserve – Craig confirmed this would be installed in club rooms. Completed 45: Truck brake noise approaching town entrances – Signs to be installed, between Bertram Rd & Taylor Dr 47: Wharf accessibility for houseboats - Remains a targeted opportunity on the Rolling Action Plan. 48: Footpaths – Funding available for more footpaths to be installed throughout Euston where required. Adrian to follow it up. Adrian put a proposal to Euston Co-Op 51: Entry to Euston - Signage and beautification requirements still high on list of priorities. Work still to be done in this area. Of note is the "ugly mounds" coming into town still. Refer to item 15. Adrian to look into what trees can replace gums. 52: Water Tower Regent Parrot Mural – Remains a targeted opportunity on the Rolling Action Plan. 59: Remain relevant for continuous updates on the ECO Trail, Euston Forest ECO trail 64: Euston Courthouse – Bev Harbison from the Historical Society provided a letter to EPAC that was given to BSC on keeping this building maintained. Adrian to follow up. 84: ACM Frontage - Adrian will take it up with Ray- Not much can be done 88: Euston Post Office Gutter/footpath - Need to be more specific, Adrian will ask Matt Fisher. Survey needs to be done 92: New lease agreement for Euston Recreation Grounds - still in progress 93: Euston Rec Rooms, maintenance - Peter Mattschoss to take care of. Internal doors still need to be repaired 95: Refrigerated trucks parking on side on highway - Signs to go up. Signs have gone up 97: Break and Enters at Euston Club rooms - camera's may need to be installed, Adrian to follow up. 105: Euston Rec Reserve clubrooms locks – doors locks need to be repaired, council to follow this up. Internal doors need to be amended 106: Tennis court at River Front – Courts will be going ahead with the grant money from Euston Club \$83000.00 131: Euston Recreation Reserve Upgrade – Council has put this out for tender, closing date 18<sup>th</sup> October. Going to council to engage contractor **RECOMMENDATION TO COUNCIL** Teresa recommends to council, to approach Transport NSW, to investigate if signage (No Truck Parking,) can be painted on the road in Cary Street as semi-trailers are still parking there. 7. Correspondence NIL **Items Without Notice** 8. Teresa - Teresa to contact Signs Plus in Swan Hill regarding google maps upgrading, google is still sending hwy

# MEETING MINUTES OF THE EUSTON ADVISORY COMMITTEE MEETING HELD ON Monday 4<sup>th</sup> December 2023

traffic down local roads. Council sent letter to local residents on a proposal of 12 house being built for workers accommodation, residents need to place any concerns.

Santina- Road to the lock needs to be upgraded after the flood.

**Louie-** Louie spoke to the contractor, who had done the recent upgrade on Leslie Drive, regarding how bad the state of the road is. The contractor said he knew nothing about it and council have not contacted him. Louie also thanked Guy, Santina, Teresa, Craig, Adrian & Connie on all the work they have put into EPAC this year.

**Rusty** – Rusty would like clarification from council regarding the lease of the Euston Clubrooms. Also the clubrooms need new tables & chairs, Rusty to put in a quote on the table & chairs.

Craig - The Salami Festival would also benefit to have advertising signage on the Sturt Hwy

Guy – Guy thanked Craig, Adrian and Connie for all their support over the year.

**Connie** – Paula Roger has now taken over from Geoff in the Lions Club regarding Australia Day. Council will contribute \$10,000 towards funding.

| 9. | MEETING CLOSED 7:40 - Next Meeting – 5pm | Monday 26 <sup>th</sup> February <b>at Euston Club</b> |
|----|------------------------------------------|--------------------------------------------------------|
|    |                                          |                                                        |

#### 7.2 STRENGTHENING COMMUNITY ACCESS INCLUSION & WELLBEING ADVISORY COMMITTEE MEETING HELD ON THURSDAY 1 FEBRAURY 2024

| File Number:                | D24.91768                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------|
| 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 the Minutes of the Strengthening Community Access Inclusion & Wellbeing Advisory Committee meeting held on Thursday, 1 February 2024 be received and noted.

#### REPORT

The SCAIWAC held a meeting on Thursday, 1 February 2024 in the Council Chambers.

There were no additional recommendations made by the committee to Council in addition to the minutes being received and noted by Council from this meeting.

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

#### ATTACHMENTS

#### 1. Minutes of SCAIWAC Meeting held on 1 February 2024

# MEETING MINUTES OF THE Strengthening Community Access, Inclusion & Wellbeing ADVISORY COMMITTEE MEETING HELD ON Thursday 1 Feb 2024



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

| AGENDA                                                                                                                                                                                                                                                                                                                                                                         | A DISCUSSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| ITEM                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |  |
| 1.                                                                                                                                                                                                                                                                                                                                                                             | Meeting Open: 4:10pm (note prior to the meeting starting the AC did a walk through of the BEAM with Council staff)<br>Attendees:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |  |  |
| COMMIT                                                                                                                                                                                                                                                                                                                                                                         | TEE MEMBERS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |  |
|                                                                                                                                                                                                                                                                                                                                                                                | Michelle White, Sue Balshaw, Emma Moore,<br>gan, Lea Lawrie, Rachael Williams                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |  |  |
| <b>COUNCIL</b><br>Connie M                                                                                                                                                                                                                                                                                                                                                     | lallet, Craig Bennett, Adrian Edgcome-Lucas                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |  |
| GUESTS<br>NA                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |  |
| 2.                                                                                                                                                                                                                                                                                                                                                                             | Welcome of country: I would like to begin by acknowledging the traditional custodians of the land we're meeting on today and pay my respects to their Elders past and present. I also acknowledge my gratitude the 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |  |  |
| 3.                                                                                                                                                                                                                                                                                                                                                                             | Apologies: Mandy Haley, Mike Colreavy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  |
| 4.                                                                                                                                                                                                                                                                                                                                                                             | Disclosures of Interest: NIL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  |
| 5.                                                                                                                                                                                                                                                                                                                                                                             | Confirmation of minutes: 23 <sup>rd</sup> Nov 2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |  |
|                                                                                                                                                                                                                                                                                                                                                                                | Confirmation of minutes: 23 <sup>rd</sup> Nov 2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |  |
|                                                                                                                                                                                                                                                                                                                                                                                | Confirmation of minutes: 23** Nov 2023           Moved:         Lyn Flanagan         Seconded: Sue Balshaw                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |  |
| 6.                                                                                                                                                                                                                                                                                                                                                                             | Moved:     Lyn Flanagan     Seconded: Sue Balshaw       Business arising from minutes / Ongoing items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  |
| 6.                                                                                                                                                                                                                                                                                                                                                                             | Moved: Lyn Flanagan Seconded: Sue Balshaw                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |  |
| <ol> <li>Corresp</li> <li>Follow-up e</li> </ol>                                                                                                                                                                                                                                                                                                                               | Moved:     Lyn Flanagan     Seconded: Sue Balshaw       Business arising from minutes / Ongoing items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  |
| <ul> <li>6.</li> <li>1. Corresp</li> <li>Follow-up e</li> <li>April post Ea</li> </ul>                                                                                                                                                                                                                                                                                         | Moved:       Lyn Flanagan       Seconded: Sue Balshaw         Business arising from minutes / Ongoing items       Secondence       Secondence         pondence / Connections of note       Imail from Tim Day, NSW Ambassador, LivingWorks Education Australia – re setting a training date – agreed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| 6.<br>1. Corresp<br>Follow-up e<br>April post Ea<br>27 <sup>th</sup> & 29 <sup>th</sup> F<br>Kym James B<br>Balranald ar                                                                                                                                                                                                                                                       | Moved:       Lyn Flanagan       Seconded: Sue Balshaw         Business arising from minutes / Ongoing items       Dondence / Connections of note         bondence / Connections of note       Imail from Tim Day, NSW Ambassador, LivingWorks Education Australia – re setting a training date – agreed aster, RW to confirm with Tim.         Feb Aboriginal MH First Aid (MaariMa) – connect with Em Moore if interested in doing the training         (Via Connie) ICMIT Support Worker, MASP, Mildura - Starting an assertive outreach program to Wentworth – reas. Our goal is working to assist those community members experiencing primary homelessness and sleepin                                                                                                                                                                                                                                                                                                        |  |  |  |
| 6.<br>1. Corresp<br>Follow-up e<br>April post Ea<br>27 <sup>th</sup> & 29 <sup>th</sup> F<br>Kym James<br>Balranald ar<br>rough to en                                                                                                                                                                                                                                          | Moved:       Lyn Flanagan       Seconded: Sue Balshaw         Business arising from minutes / Ongoing items       Secondence / Connections of note         condence / Connections of note       Seconded: Sue Balshaw         mail from Tim Day, NSW Ambassador, LivingWorks Education Australia – re setting a training date – agreed aster, RW to confirm with Tim.         Feb Aboriginal MH First Aid (MaariMa) – connect with Em Moore if interested in doing the training         (Via Connie) ICMIT Support Worker, MASP, Mildura - Starting an assertive outreach program to Wentworth –                                                                                                                                                                                                                                                                                                                                                                                   |  |  |  |
| 6.<br>1. Corresp<br>Follow-up e<br>April post Ea<br>27 <sup>th</sup> & 29 <sup>th</sup> F<br>Kym James (<br>Balranald ar<br>rough to en<br>Coming Thu<br>Committee<br>Cian Steven                                                                                                                                                                                              | Moved:       Lyn Flanagan       Seconded: Sue Balshaw         Business arising from minutes / Ongoing items       Dondence / Connections of note         Imail from Tim Day, NSW Ambassador, LivingWorks Education Australia – re setting a training date – agreed aster, RW to confirm with Tim.         Feb Aboriginal MH First Aid (MaariMa) – connect with Em Moore if interested in doing the training         (Via Connie) ICMIT Support Worker, MASP, Mildura - Starting an assertive outreach program to Wentworth – reas. Our goal is working to assist those community members experiencing primary homelessness and sleepin gage with services required.                                                                                                                                                                                                                                                                                                                |  |  |  |
| 6.<br>1. Corresp<br>Follow-up e<br>April post Ea<br>27 <sup>th</sup> & 29 <sup>th</sup> F<br>Kym James (<br>Balranald ar<br>rough to en<br>Coming Thu<br>Committee<br>Cian Steven:<br>grant report                                                                                                                                                                             | Moved:       Lyn Flanagan       Seconded: Sue Balshaw         Business arising from minutes / Ongoing items       Doondence / Connections of note         mail from Tim Day, NSW Ambassador, LivingWorks Education Australia – re setting a training date – agreed aster, RW to confirm with Tim.       – re setting a training date – agreed in doing the training         Feb Aboriginal MH First Aid (MaariMa) – connect with Em Moore if interested in doing the training       – (Via Connie) ICMIT Support Worker, MASP, Mildura - Starting an assertive outreach program to Wentworth – reas. Our goal is working to assist those community members experiencing primary homelessness and sleepin gage with services required.         ursday 8 <sup>th</sup> – Sue / Lyn to represent Strengthening Community Access, Inclusion & Wellbeing Advisory         s, Program Officer, Office of Responsible Gambling - re grant report – RW to work with Connie to complete the |  |  |  |
| <ol> <li>Corresp</li> <li>Corresp</li> <li>Follow-up e<br/>April post Ea</li> <li>27<sup>th</sup> &amp; 29<sup>th</sup> F</li> <li>Kym James (<br/>Balranald ar<br/>rough to en;<br/>Coming Thu<br/>Committee</li> <li>Cian Steven:<br/>grant report</li> <li>Ongoin;</li> <li>Out of S</li> <li>BELC did voi<br/>Windfarms ,<br/>Balranald Ea</li> <li>Windlab –oo</li> </ol> | Moved:       Lyn Flanagan       Seconded: Sue Balshaw         Business arising from minutes / Ongoing items       Dondence / Connections of note         mail from Tim Day, NSW Ambassador, LivingWorks Education Australia – re setting a training date – agreed aster, RW to confirm with Tim.         Feb Aboriginal MH First Aid (MaariMa) – connect with Em Moore if interested in doing the training         (Via Connie) ICMIT Support Worker, MASP, Mildura - Starting an assertive outreach program to Wentworth – reas. Our goal is working to assist those community members experiencing primary homelessness and sleepin gage with services required.         Irsday 8 <sup>th</sup> – Sue / Lyn to represent Strengthening Community Access, Inclusion & Wellbeing Advisory         s, Program Officer, Office of Responsible Gambling - re grant report – RW to work with Connie to complete the t (due end Feb)                                                    |  |  |  |

# MEETING MINUTES OF THE Strengthening Community Access, Inclusion & Wellbeing ADVISORY COMMITTEE MEETING HELD ON Thursday 1 Feb 2024



| so this migh                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| so this might be a consideration                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
| Sue – to approach Sharon re what the BELC needs to operate.           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
|                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
|                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
| · ·                                                                   | ald Emergency Accommodation Model – update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |  |
| Discussion r                                                          | re the BEAM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |  |
| Occupancy                                                             | expected from the end of March                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |
| Just waiting                                                          | g on DA approval for fence (because it was higher than standard fencing)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |
| Adrian will                                                           | review budget and let us know re any surplus.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |  |
|                                                                       | tems required –                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
|                                                                       | • split systems in the 2 x bedrooms                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |
|                                                                       | Vacuum etc                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |  |
|                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
| Council may                                                           | Key lock box Council may have excess furniture to donate                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |
| · ·                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
| 1                                                                     | velop a good and chattels list – that goes with property                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |
| -                                                                     | er an advocacy statement for possible funding org – RW to organise                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |
|                                                                       | l plan to Craig – RW to send                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |
|                                                                       | - after hours walk of the property to identify any additional needs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |
| Launch – He                                                           | elen Dalton, Susan Ley                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |
|                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
|                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
| c) ORG M                                                              | ental Health First Aid funding – update Craig Bennett / Connie Mallet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |  |
|                                                                       | t to Project Officer position, stalled due to the events at the end of 2023 and HR staff members' ill health.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |  |
|                                                                       | ommence advertising as soon as end of next week potentially.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |
|                                                                       | consultant will support with recruitment PO position                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |  |
|                                                                       | port to Connie.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
|                                                                       | due 29th Feb – RW to work with Connie to complete.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |
|                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
| - inscreport                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
| <b>7</b> .                                                            | New Business                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |
| 7.                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |
| <b>7.</b><br>Adrian will s                                            | New Business<br>stop acting Director role and will move into a Project Manager role                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |
| <b>7.</b><br>Adrian will s<br>David McKin                             | New Business<br>stop acting Director role and will move into a Project Manager role<br>nley – Director of Infrastructure and Planning                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |  |
| <b>7.</b><br>Adrian will s<br>David McKin<br>Glenn Carro              | New Business<br>stop acting Director role and will move into a Project Manager role<br>nley – Director of Infrastructure and Planning<br>oll – Director Governance Business and Community                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |
| <b>7.</b><br>Adrian will s<br>David McKin<br>Glenn Carro<br>Both comm | New Business<br>stop acting Director role and will move into a Project Manager role<br>nley – Director of Infrastructure and Planning<br>oll – Director Governance Business and Community<br>ence on Monday 5 <sup>th</sup> February                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |  |
| <b>7.</b><br>Adrian will s<br>David McKin<br>Glenn Carro              | New Business<br>stop acting Director role and will move into a Project Manager role<br>nley – Director of Infrastructure and Planning<br>oll – Director Governance Business and Community                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |
| 7.<br>Adrian will s<br>David McKin<br>Glenn Carro<br>Both comm        | New Business<br>stop acting Director role and will move into a Project Manager role<br>nley – Director of Infrastructure and Planning<br>oll – Director Governance Business and Community<br>ence on Monday 5 <sup>th</sup> February                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |  |
| 7.<br>Adrian will s<br>David McKin<br>Glenn Carro<br>Both comm        | New Business         stop acting Director role and will move into a Project Manager role         nley – Director of Infrastructure and Planning         oll – Director Governance Business and Community         ience on Monday 5 <sup>th</sup> February         Items Without Notice / Around the room to Close:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |
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# GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)

## PART A – ITEMS REQUIRING DECISION

#### 8 GENERAL MANAGER'S REPORTS

8.1 REVIEW OF MAYORAL MINUTE - FINANCIAL MANAGEMENT - STATE OF ACCOUNTS WORK

| File Number:                | D24.90723                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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

To provide Council with a report reviewing when Resolution Number 2021/164 (resolved by Council at the 19<sup>th</sup> of October 2021 Ordinary Council Meeting) was completed from the outstanding actions list.

## OFFICER RECOMMENDATION

#### That Council:

- 1. Reviews and notes the information provided in this report.
- 2. Notes that resolution number 2021/164 was completed on the 13<sup>th</sup> of December 2021.
- 3. Notes that part of resolution number 2023/158 was completed on the 31<sup>st</sup> of January 2024 (the part relating to resolution number 2021/164).
- 4. Notes that part of resolution number 2023/167 (relating to resolution number 2021/164) was completed on the 31<sup>st</sup> of January 2024.

#### REPORT

Council resolved the following at the 19 October 2021 Ordinary Council Meeting:

#### 6.1 MAYORAL MINUTE - FINANCIAL MANAGEMENT - STATE OF ACCOUNTS WORK

#### RESOLUTION 2021/164

Moved: Administrator Mike Colreavy.

- 1. Council is to be provided with ongoing assurance that transactions are up-to-date and correct in the Practical and subsidiary ledger systems;
- 2. A Statement is to be submitted to each Ordinary Council Meeting, in a form acceptable to Council, certified by the General Manager and the Responsible Accounting Officer, confirming the status of the following work to the end of the preceding month, indicating if the work is up-to-date, or the extent of any arrears:
  - All payroll, stores, plant hire, creditors, rates, debtors, asset, liability and journal transactions are correctly entered into the Practical and subsidiary financial management systems;

- All subsidiary ledgers/financial management systems have been balanced with the general ledger;
- The asset management system is up-to-date;
- o Bank reconciliations have been completed for all bank accounts; and
- Ratepayers and other debtors have been invoiced/charged for all monies due to Council.

A Council Report titled "Monthly Finance Report" was then prepared from November 2021 until March 2022.

It was therefore appropriate for resolution number 2021/164 to be completed by the Council Officer on the 13<sup>th</sup> of December 2021.

The following reason was provided with the completed action "Monthly Report - ongoing".

A monthly report was prepared to cover off on the information requested by the Administrator at the Ordinary Council Meeting held on the 19<sup>th</sup> of October 2021.

This report was then replaced with a report titled "Report on Areas of Council's Financial Operations" from April 2022 until December 2022.

The report was then amended to "Report on Areas of Council's Financial Operations to 31 January 2023 at the February 2023 Ordinary Council Meeting.

With the commencement of the new General Manager on Wednesday, 1 March 2023 the report was retitled to "Report on Financial Information as at Tuesday, 28 February 2023".

This report was provided to Council until the end of the Financial Year (30 June 2023). The last Ordinary Council Meeting that the report was provided in the current format was 20 June 2023.

All of the monthly financial reports detailed above covered off on the original resolution of 2021/164.

Since the 15<sup>th</sup> August 2023 Council has been receiving the following information reports:

- 1. Monthly Investments Report;
- 2. Report on Financial Information as at the current month;
- 3. A Rates and Charges Report for the current month; and
- 4. An Outstanding Debtors Report for the current month.

The monthly investments report is required to be prepared on a monthly basis in accordance with section 212 of the Local Government (General) Regulation 2021.

The monthly report on Financial Information at the current month provides Council with a monthly summary of the revenue and expenditure at the Caravan Park, the Bidgee Haven Retirement Hostel, the Tourist Information Centre and the Library.

The monthly rates and charges report provides Council with information on all outstanding Rates and Charges and all outstanding Water and Sewer Usage Charges at the end of the previous month.

The monthly outstanding debtors report provides Council with information on all outstanding debtors at the end of the previous month.

The only item that has been removed by the current General Manager from the monthly financial reports is the Statement of Currency of Work within the Finance Section of Council.

As the current Responsible Accounting Officer, in addition to being the General Manager and a fully qualified Certified Practising Accountant, I deemed that it was inappropriate for a report to be providing day to day operational information to Council and therefore removed this information from the reports going to Council from 1 July 2023.

This operational information is clearly the domain of the General Manager in accordance with section 335 of the Local Government Act 1993 and is clearly not the domain of Council in accordance with section 233 of the Local Government Act 1993.

Both of these sections are detailed under the Legislative Implications section of this report.

The monthly financial information that is now currently being provided to Council is appropriate and relevant.

The information is provided to Council as information only. No decisions are made by Council on any of the four (4) reports detailed above.

Council resolved the following at the 21 November 2023 Ordinary Council Meeting:

#### 9.8 OUTSTANDING ACTIONS AS AT TUESDAY, 14 NOVEMBER 2023

Moved: Administrator Mike Colreavy.

#### RESOLUTION 2023/158

- 1. That the report be received and noted; and
- 2. That the action proposed in relation to resolutions 2020/75 and 2021/164 be reported to Council.

Council resolved the following at the 22 December 2023 Ordinary Council Meeting:

#### 9.11 OUTSTANDING ACTIONS AS AT TUESDAY, 12 DECEMBER 2023

Moved: Administrator Mike Colreavy.

#### **RESOLUTION 2023/167**

- 1. That the report be received and noted; and
- 2. In relation to resolution 2023/158 (November 2023 Ordinary Council Meeting) which relates to resolution 2020/75 (May 2022 Ordinary Council Meeting) and 2021/164 (October 2021 Ordinary Council Meeting) be added to the outstanding actions.

This report completes the outstanding actions relating to resolution number 2021/164. A further Council Report will be prepared for either the March 2024 Ordinary Council Meeting or the April 2024 Ordinary Council Meeting relating to resolution number 2020/75. This action will remain on the outstanding actions report until this report is completed.

#### FINANCIAL IMPLICATIONS

Nil.

#### LEGISLATIVE IMPLICATIONS

Section 223 of the Local Government Act 1993.

#### The role of Council as the governing body

Section 223 of the Local Government Act, 1993 (*the Act*) sets out the role of the governing body of Council as follows:

- (1) The role of the governing body is as follows:
  - (a) to direct and control the affairs of the council in accordance with this Act,
  - (b) to provide effective civic leadership to the local community,
  - (c) to ensure as far as possible the financial sustainability of the council,

- (d) to ensure as far as possible that the council acts in accordance with the principles set out in Chapter 3 and the plans, programs, strategies and policies of the council,
- (e) to develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council,
- (f) to determine and adopt a rating and revenue policy and operational plans that support the optimal allocation of the council's resources to implement the strategic plans (including the community strategic plan) of the council and for the benefit of the local area,
- (g) to keep under review the performance of the council, including service delivery,
- (h) to make decision necessary for the proper exercise of the council's regulatory functions,
- (i) to determine the process for the appointment of the general manager by the council and to monitor the general manager's performance,
- (j) to determine the senior staff positions within the organisational structure of the council,
- (k) to consult regularly with community organisations and other key stakeholders and keep them informed of the council's decision and activities,
- (I) to be responsible for ensuring that the council acts honestly, efficiently and appropriately.
- (2) The governing body is to consult with the general manager in directing and controlling the affairs of the council.

Section 335 of the Local Government Act 1993.

#### Functions of the general manager

Section 335 of the Act outlines the functions of the General Manager. The General Manager is essentially responsible for the effective and efficient operations of the Council and for ensuring the implementation, without undue delay, the decisions of the council.

Section 335 of the Act outlines the functions of the General Manager as follows:

The general manager of a council has the following functions:

- (a) to conduct the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council,
- (b) to implement, without undue delay, lawful decisions of the council,
- (c) to advise the mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council,
- (d) to advise the mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council,

- (e) to ensure that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions.
- (f) To exercise any of the functions of the council that are delegated by the council to the general manager,
- (g) to appoint staff in accordance with the organisation structure determined under this Chapter and the resources approved by the council,
- (h) to direct and dismiss staff,
- (i) to implement the council's workforce management strategy,
- (j) any other functions that are conferred or imposed on the general manager by or under this or any Act.

#### POLICY IMPLICATIONS

Nil.

#### **RISK RATING**

Low.

ATTACHMENTS

Nil

#### 8.2 DATE AND TIME FOR ORDINARY COUNCIL MEETINGS

| File Number:                | D24.91739                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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

For Council to consider and adopt the proposed amendments to the Ordinary Council Meeting dates, time and location from Friday, 1 March 2024 until Tuesday, 31 December 2024.

#### OFFICER RECOMMENDATION

That Council adopts the following amended dates, time and location for Ordinary Council Meetings from Friday, 1 March 2024 until Tuesday, 31 December 2024:

| Date                       | Time | Location                   |
|----------------------------|------|----------------------------|
|                            |      |                            |
| Tuesday, 26 March 2024     | 5 pm | Balranald Council Chambers |
| Tuesday, 23 April 2024     | 5 pm | Balranald Council Chambers |
| Tuesday, 21 May 2024       | 5 pm | Balranald Council Chambers |
| Tuesday, 25 June 2024      | 5 pm | Balranald Council Chambers |
| Tuesday, 23 July 2024      | 5 pm | Balranald Council Chambers |
| Tuesday, 20 August 2024    | 5 pm | Balranald Council Chambers |
| Tuesday, 17 September 2024 | 5 pm | Balranald Council Chambers |
| Tuesday, 24 September 2024 | 5 pm | Balranald Council Chambers |
| Tuesday, 22 October 2024   | 5 pm | Balranald Council Chambers |
| Tuesday, 26 November 2024  | 5 pm | Balranald Council Chambers |
| Tuesday, 17 December 2024  | 5 pm | Balranald Council Chambers |

## REPORT

Council adopted the following resolution at the 21 November 2023 Ordinary Council Meeting:

# **RESOLUTION 2023/1**

Moved: Administrator Mike Colreavy

That Council adopts the following dates, time and location for Ordinary Council Meetings from Friday, 1 December 2023 until Tuesday, 31 December 2024:

| Date                       | Time | Location                   |
|----------------------------|------|----------------------------|
| Tuesday, 19 December 2023  | 5 pm | Balranald Council Chambers |
| Tuesday, 20 February 2024  | 5 pm | Balranald Council Chambers |
| Tuesday, 19 March 2024     | 5 pm | Balranald Council Chambers |
| Tuesday, 16 April 2024     | 5 pm | Balranald Council Chambers |
| Tuesday, 21 May 2024       | 5 pm | Balranald Council Chambers |
| Tuesday, 18 June 2024      | 5 pm | Balranald Council Chambers |
| Tuesday, 23 July 2024      | 5 pm | Balranald Council Chambers |
| Tuesday, 20 August 2024    | 5 pm | Balranald Council Chambers |
| Tuesday, 17 September 2024 | 5 pm | Balranald Council Chambers |
| Tuesday, 24 September 2024 | 5 pm | Balranald Council Chambers |
| Tuesday, 22 October 2024   | 5 pm | Balranald Council Chambers |
| Tuesday, 26 November 2024  | 5 pm | Balranald Council Chambers |
| Tuesday, 17 December 2024  | 5 pm | Balranald Council Chambers |

#### CARRIED

Council is required to set the date, time and location for all Ordinary Council Meetings. Meeting dates and time for previous years have been held on the third Tuesday of each month commencing at 5.00pm in the Balranald Council Chambers.

There is an additional Ordinary Council Meeting recommended in September 2024 as there are Council elections being held on Saturday, 14 September 2024. The 17 September 2024 Ordinary Council Meeting can deal with the election of the Mayor and other processes that are required after a Council election.

The 24 September 2024 Ordinary Council Meeting can deal with the other business that Council is required to deal with on a monthly basis.

The November 2024 meeting is being recommended to be held on the fourth Tuesday (Tuesday, 26 November 2024) as the LGNSW Conference is being held on the third Tuesday of November (Tuesday, 19 November 2024) in Tamworth.

This will provide the opportunity for Councillors and the General Manager to attend the conference.

The following table details the proposed amended dates, time and location of the Ordinary Council Meetings from Friday, 1 March 2024 until Tuesday, 31 December 2024:

| Date                       | Time | Location                   |
|----------------------------|------|----------------------------|
| Tuesday, 26 March 2024     | 5 pm | Balranald Council Chambers |
| Tuesday, 23 April 2024     | 5 pm | Balranald Council Chambers |
| Tuesday, 21 May 2024       | 5 pm | Balranald Council Chambers |
| Tuesday, 25 June 2024      | 5 pm | Balranald Council Chambers |
| Tuesday, 23 July 2024      | 5 pm | Balranald Council Chambers |
| Tuesday, 20 August 2024    | 5 pm | Balranald Council Chambers |
| Tuesday, 17 September 2024 | 5 pm | Balranald Council Chambers |
| Tuesday, 24 September 2024 | 5 pm | Balranald Council Chambers |
| Tuesday, 22 October 2024   | 5 pm | Balranald Council Chambers |
| Tuesday, 26 November 2024  | 5 pm | Balranald Council Chambers |
| Tuesday, 17 December 2024  | 5 pm | Balranald Council Chambers |

The following months are proposed to have revised dates from the dates, times and locations that were adopted at the November 21, 2023 Ordinary Council Meeting:

<u>March 2024</u> – from Tuesday, 19 March 2024 to Tuesday, 26 March 2024. The main reason for this proposed amendment is to allow the General Manager to attend all functions relating to the Governor's visit in the Balranald Shire Local Government Area on Wednesday, 13 and Thursday, 14 March 2024.

<u>April 2024</u> – from Tuesday, 16 April 2024 to Tuesday, 23 April 2024. The main reason for this proposed amendment is to allow four (4) weeks between the March 2024 Ordinary Council Meeting and the April 2024 Ordinary Council Meeting. This will allow sufficient time for officers to complete their April reports in a more timely and accurate manner as they will have sufficient time to complete their reports.

<u>June 2024</u> – from Tuesday, 18 June 2024 to Tuesday, 25 June 2024. The main reason for this proposed amendment is to provide officers with an extra week to complete the final draft budget documentation and other associated draft documents which are required to be adopted by Council prior to the  $30^{\text{th}}$  of June 2024.

<u>July 2024</u> – from Tuesday, 16 July, 2024 to Tuesday, 23 July, 2024. The main reason for this proposed amendment is to allow four (4) weeks between the June 2024 Ordinary Council Meeting and the July 2024 Ordinary Council Meeting. This will allow sufficient time for officers to complete their July reports in a more timely and accurate manner as they will have sufficient time to complete their reports.

<u>October 2024</u> – from Tuesday, 15 October 2024 to Tuesday, 22 October 2024. The main reason for this proposed amendment is to allow four (4) weeks between the second September 2024 Ordinary Council Meeting and the October 2024 Ordinary Council Meeting. This will allow sufficient time for officers to complete their October reports in a more timely and accurate manner as they will have sufficient time to complete their reports.

The months of May, August, September, November and December are proposed to stay as they were adopted at the November 21 2023 Ordinary Council Meeting.

All Ordinary Council Meetings will be streamed live on Facebook in line with the requirements of the Code of Meeting Practice.

Extraordinary Council Meetings may be called through the year as required. These will be advertised as set out within the Code.

#### FINANCIAL IMPLICATIONS

Nil.

#### LEGISLATIVE IMPLICATIONS

Section 365 of the Local Government Act 1993 states the following:

#### How often does the council meet?

The council is required to meet at least 10 times each year, each time in a different month.

#### Section 9 of the Local Government Act 1993 states the following:

#### Public notice of meetings

- (1) A council must give notice to the public of the times and places of its meetings and meetings of those of its committees of which all the members are councillors.
- (2) A council and each such committee must have available for the public at its offices and each meeting copies (for inspection or taking away by any person) of the agenda and the associated business papers (such as correspondence and reports) for the meeting.

#### POLICY IMPLICATIONS

Clause 3.2 of Council's Code of Meeting Practice ("Meeting Code") requires that Council shall, by resolution, set the frequency, time, date and place of its ordinary meetings.

#### **RISK RATING**

Low.

#### ATTACHMENTS

Nil

#### 8.3 PERFORMANCE IMPROVEMENT ORDER ACTION PLAN

| File Number:                | D23.89862                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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 Sunday, 31 December 2023.

#### OFFICER RECOMMENDATION

That Council endorses the Performance Improvement Order Action Plan as at Sunday, 31 December 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 September 2023.

The following was resolved by Council:

#### RESOLUTION

Moved: Administrator Mike Colreavy

That Council endorses the Performance Improvement Order Action Plan as at Saturday, 30 September 2023.

#### REPORT

An updated PIO Action Plan is now presented to Council for the quarter ending 31 December 2023.

This current action plan as at 31 December 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 now twelve (12) actions outstanding. Therefore, twenty-seven actions have been completed as at 31 December 2023. Two actions were therefore completed from 1 October 2023 until 31 December 2023. They were actions 16 and 28.

The outstanding actions as at 31 December 2023 are 1, 17, 20, 22, 26, 27, 30, 35, 36, 37, 38 and 39.

The completed actions as at 31 December 2023 are 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 18, 19, 21, 23, 24, 25, 28, 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 Sunday 31 December 2023

|   | OLG REPORT RECOMMENDATIONS                                                                                                                                  | PROPOSED RESPONSIBLE<br>OUTCOMES OFFICER                                                                                                                                                                     |                                                                     | STATUS AT<br>31 DECEMBER 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).                                                                                                                                                            | Director of<br>Governance,<br>Business and<br>Community<br>Services | 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<br>Statement with Councilors to ensure accuracy and<br>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 | and code of conduct training directly after the next 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 | 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 document management processes and system which will meet the requirements of the State 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 | the external auditor's management letters on an                                                                                                             | til Council has an audit committee,<br>rs review responses to the issues raised in management letters<br>rnal auditor's management letters on an Reported to the February                                    |                                                                     | 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 RESPONSIE<br>OUTCOMES OFFICER                                                                                                                        |                                                                   | STATUS AT<br>31 DECEMBER 2023                                                                                                                                                       |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7  | That Council's progress in implementing the recommendations from the external auditor's management letter is reported to Council each month.                                                                                                           | be provided to Council up to<br>and including the December                                                                                                    | 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. | Implement Report                                                                                                                                              | 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 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.                                 |                                                                   | 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 RESPONSIBLE<br>OUTCOMES OFFICER                                                             |                                                                     | STATUS AT<br>31 DECEMBER 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  |
|    | LTFF is presented to Council in August 2017.                                                                                                                                                                                    |                                                                                                      |                                                                     | This action is now complete.<br>Council has employed staff to run the caravan park.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |  |  |
| 15 | That Council consider the future operations of the<br>Balranald Caravan Park to ensure the Park<br>continues to be a major asset for the district and<br>produces realistic income with minimum risk.                           | Options for future<br>management of the<br>Caravan Park considered<br>and implemented by<br>Council. | General Manager                                                     | This action is now complete.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |  |  |
| 16 | That Council consider divesting the management<br>and possibly ownership of the Bidgee Haven<br>Hostel in Balranald to ensure income losses do not<br>impact on Council's limited budget and risks to<br>Council are minimized. |                                                                                                      | Director of<br>Governance,<br>Business and<br>Community<br>Services | Council has no intention of selling the Bidgee Haven Hostel. It is<br>focused on running the 15 bed Hostel as efficiently and<br>effectively as possible. As at 31 December 2023 the Hostel is<br>almost running at a breakeven level. The adopted budget<br>detailed a deficit of \$290,000.<br>The 15-bed model will be assessed over the next six (6) months.<br>After this date Council will consider accessing the \$6 Million that<br>has already been made available by the Commonwealth<br>Government. A business case that demonstrates the viability of<br>moving from a 15-bed model to a 30-bed model will need to be<br>prepared first. It is expected that this will take between 6 months<br>and 12 months.<br>The new incoming Council will assess the viability of the<br>upgraded Bidgee Haven Hostel in 2025.<br><b>This action is now complete.</b> |  |  |  |
| 17 | That regardless of the success or otherwise of the<br>application for Integrated Water Catchment<br>Management (IWCM), business plans be prepared<br>for the Water and Sewer Funds.                                             | strategy including business                                                                          | Director of<br>Infrastructure and<br>Planning Services              | The Draft IWCM Strategy is currently with Public Works.<br>Feedback on the draft strategy has been provided to Public                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |  |  |

|    | OLG REPORT RECOMMENDATIONS                                                                                                                                                                                                                                                                                                             | PROPOSED<br>OUTCOMES                                                                                           | RESPONSIBLE<br>OFFICER                                              | STATUS AT<br>31 DECEMBER 2023                                                                                                                                                                                                                                                                                              |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 18 | That the "sugar hit" from the sale of the Caltex<br>Service Station be applied to current areas of<br>deficiency (such as staff levels) or modernisation<br>of approaches (such as a Document Management<br>System) or building up Reserves. Council should<br>determine a plan of where the proceeds will be<br>applied or conserved. | 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.                                                                                                                                                                                                                             |
| 20 | That preparations commence for a general Special Rates Variation (SRV) and that Council look at the undertaken and SRV preparation work undertaken and SRV application submitted.                                                                                                                                                      |                                                                                                                | Director of<br>Governance,<br>Business and<br>Community<br>Services | SRV completed. Granted by IPART in the 2018/2019 Financial<br>Year for 7 years.<br>Council is still looking at the possibility of SRVs for mines and<br>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.                | Director of<br>Infrastructure and<br>Planning Services              | Priorities are being considered by Council as part of the deliberations on the Capital Works Program for the 2024/2025 Financial Year. Additionally, a Council Report is being prepared for the February 20, 2024 Ordinary Council Meeting for Council to consider the works schedule for the Developer Contribution 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.                                        | General Manager                                                     | 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.                                                                                                                                                                 |

|    | OLG REPORT RECOMMENDATIONS                                                                                                                                                           | PROPOSED RESPONSIBLE<br>OUTCOMES OFFICER                            |                                                                   | STATUS AT<br>31 DECEMBER 2023                                                                                                                                                                                                                                                                                                                                                                  |  |  |  |  |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|
| 27 | That Council move quickly to fill staff vacancies as identified in the latest staff structures as presented to Council.                                                              | A full complement of suitability qualified staff.                   | General Manager                                                   | Council's General Manager and the two new Directors (who<br>commenced on Monday, 5 February 2024) have made the filling<br>of vacant positions a high priority over the next three to six<br>months. They will be working with all staff to ensure that they<br>provide adequate attention to this important issue.                                                                            |  |  |  |  |
| 28 | That Directors of Council be given more security of tenure.                                                                                                                          | Directors appointed permanently to positions.                       | General Manager                                                   | A Director of Governance, Business and Community Services<br>and a Director of Infrastructure and Planning Services<br>commenced with Council on 5-year performance-based contracts<br>on Monday, 5 February 2024. The General Manager deemed<br>that performance-based contracts were the appropriate<br>employment arrangements for Balranald Shire Council.<br>This action is now complete. |  |  |  |  |
| 29 |                                                                                                                                                                                      | Adoption of a formal Staff                                          | Previous Director<br>of Corporate and<br>Community<br>Development |                                                                                                                                                                                                                                                                                                                                                                                                |  |  |  |  |
| 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 month. 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>June 2024.                                                       |  |  |  |  |
| 31 | ensure worker salety is paramount, work                                                                                                                                              | 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. 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<br>General Managers and Directors.<br>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.                                                                                                                                                                                                                                                                   |  |  |  |  |

|    | OLG REPORT RECOMMENDATIONS                                                                                                                                                                                                                                                                                                                                             | PROPOSED RESPONSIBL<br>OUTCOMES OFFICER                                                                                                                         |                                                                     | STATUS AT<br>31 DECEMBER 2023                                                                                                                                                                                                                                          |  |  |  |  |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|
| 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                                                                                                                   | Director of<br>Governance,<br>Business and<br>Community<br>Services | Consultation and Communication is currently being assesse<br>the General Manager.<br>A new communications and engagement strategy is currentl<br>being drafted. Appointment of a communications officer will<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 in the next six months.                                                                                                                                                                                       |  |  |  |  |
| 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. | General Manager<br>f                                                | 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                                                                                                                   | Director of<br>Governance,<br>Business and<br>Community<br>Services | 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.                                                                                          |  |  |  |  |

#### 8.4 **REVIEW OF THE GENERAL MANAGER'S INSTRUMENT OF DELEGATION**

| File Number:                | D24.90713                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Author(s):                  | Glenn Carroll, Director of Governance, Business and<br>Community Services                                                     |
| 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 review and update the General Manager's Instrument of Delegation.

#### OFFICER RECOMMENDATION

That:

- 1. Council adopts the updated Instrument of Delegation for the person occupying the position of General Manager or Acting General Manager and delegate to the General Manager or Acting General Manager the exercise of Council's powers, functions, duties and authorities contained in legislation, subject to the exclusions specified in the Instrument of Delegation.
- 2. The updated Instrument of Delegation to the General Manager or Acting General Manager commences on Tuesday, 20 February 2024 and remains in force until specifically altered or revoked by Council.
- 3. All previous delegations to the General Manager or Acting General Manager be revoked by Council.

### BACKGROUND

Council resolved the following at the 19 April 2022 Ordinary Council Meeting:

### **RESOLUTION 2022/69**

Moved: Administrator Mike Colreavy

- 1. All prior delegations to the General Manager are hereby revoked.
- 2. The General Manager, and in the absence of the General Manager, the Acting General Manager, is delegated authority under Section 377 of the Local Government Act 1993 (the Act) to exercise and/or perform on behalf of the Council the powers, authorities, duties, and functions of the Council, subject to the following:
  - a) Any lawful direction of the Administrator, or Council;
  - b) The General Manager is restrained from carrying out any of those functions of Council excluded from delegation by the operation of Section 377(1) of the Act;

- c) The General Manager is entitled to carry out any functions delegated to the Council by the Head of the New South Wales Office of Local Government or the New South Wales Minister for Local Government, subject to any express limitations imposed by the said Head or Minister;
- d) The delegation to the General Manager is limited in accordance with Council's adopted policies in force from time to time;
- e) The General Manager, in accordance with Section 355 of the Act, implementing, without undue delay, lawful decisions of the Council;
- f) If a function is conferred or imposed on an employee of the Council under any other legislation, the function is deemed to be conferred or imposed on the Council and is delegated to the General Manager.
- This delegation shall include, but not be limited to, the items listed in the Attachment to the Report to Council on this matter at Agenda Item 8.3 – Council Meeting 19 April 2022 – Delegation of Authority – General Manager, numbered from GMM01 to GMMM8.
- 4. This delegation shall remain in force until amended by a resolution of Council.

### REPORT

#### The role of Council as the governing body

Section 223 of the Local Government Act, 1993 (*the Act*) sets out the role of the governing body of Council as follows:

- (1) The role of the governing body is as follows:
  - (a) to direct and control the affairs of the council in accordance with this Act,
  - (b) to provide effective civic leadership to the local community,
  - (c) to ensure as far as possible the financial sustainability of the council,
  - (d) to ensure as far as possible that the council acts in accordance with the principles set out in Chapter 3 and the plans, programs, strategies and policies of the council,
  - (e) to develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council,
  - (f) to determine and adopt a rating and revenue policy and operational plans that support the optimal allocation of the council's resources to implement the strategic plans (including the community strategic plan) of the council and for the benefit of the local area,
  - (g) to keep under review the performance of the council, including service delivery,
  - (h) to make decision necessary for the proper exercise of the council's regulatory functions,

- (i) to determine the process for the appointment of the general manager by the council and to monitor the general manager's performance,
- (j) to determine the senior staff positions within the organisational structure of the council,
- (k) to consult regularly with community organisations and other key stakeholders and keep them informed of the council's decision and activities,
- (I) to be responsible for ensuring that the council acts honestly, efficiently and appropriately.
- (2) The governing body is to consult with the general manager in directing and controlling the affairs of the council.

#### Functions of the general manager

Section 335 of the Act outlines the functions of the General Manager. The General Manager is essentially responsible for the effective and efficient operations of the Council and for ensuring the implementation, without undue delay, the decisions of the council.

Section 335 of the Act outlines the functions of the General Manager as follows:

The general manager of a council has the following functions:

- (a) to conduct the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council,
- (b) to implement, without undue delay, lawful decisions of the council,
- (c) to advise the mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the council,
- (d) to advise the mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the council and other matters related to the council,
- (e) to prepare, in consultation with the mayor and the governing body, the council's community strategic plan, community engagement strategy, resourcing strategy, delivery program, operational plan and annual report,
- (f) to ensure that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions.
- (g) To exercise any of the functions of the council that are delegated by the council to the general manager,
- (h) to appoint staff in accordance with the organisation structure determined under this Chapter and the resources approved by the council,
- (i) to direct and dismiss staff,

- (j) to implement the council's workforce management strategy,
- (k) any other functions that are conferred or imposed on the general manager by or under this or any Act.

#### Certain functions to be exercised only by the resolution of council

Section 377 of the Act enables Council to delegate to the General Manager, or any other person or body functions of the Council <u>excepting</u> those functions specified in sections 377(1)(a) - (u) of the Act.

### 377 General power of the council to delegate

- (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) and of the functions of the council under this or any other Act, other than the following:
  - (a) the appointment of a general manager,
  - (b) the making of a rate,
  - (c) a determination under section 549 as to the levying of a rate,
  - (d) the making of a charge,
  - (e) the fixing of a fee,
  - (f) the borrowing of money,
  - (g) the voting of money for expenditure on its works, services or operations,
  - (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
  - (i) the acceptance of tenders to provide services currently provided by members of staff of council,
  - (j) the adoption of an operational plan under section 405,
  - (k) the adoption of a financial statement included in an annual financial report,
  - (I) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
  - (m) the fixing of an amount or rate for the carrying out by the council of work on private land,

- (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
- (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the Environmental Planning and Assessment Act 1979,
- (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,
- (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
- (r) a decision under section 234 to grant leave of absence to the holder of a civic office,
- (s) the making of an application, or the giving of a notice, to the Governor or Minister,
- (t) this power of delegation,
- (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.
- (1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if:
  - (a) the financial assistance is part of a specified program, and
  - (b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
  - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
  - (d) the program applies uniformly to all persons within the council's area or to a significant proportion of all persons within council's area.
- (2) A Council may by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Department Chief Executive except as provided by the instrument of delegation to the council.
- (3) A council may delegate the functions to a joint organisation only with the approval, by resolution, of the board of the joint organisation.

#### 378 Delegations by the general manager

(1) The general manager may delegate any of the functions of the general manager, other than this power of delegation.

- (2) The general manager may sub-delegate a function delegated to the general manager by the council to any person or body (including another employee of the council).
- (3) Subsection (2) extends to a function sub-delegated to the general manager by the council under section 377(2).

In line with the Act, it is a requirement of Council to undertake a renewal of the General Manager's Instrument of Delegation (*Attachment 1*) to enable an effective exercise of Council business, ensuring responsibilities continue in a timely manner.

Council is operating effectively under the current delegation, however it was deemed appropriate to review the General Managers delegation due to the commencement of two new Directors on Monday, 5 February 2024.

Council welcomed a new Director of Governance, Business and Community Services and a new Director of Infrastructure and Planning Services.

The reviewed and updated Instrument of Delegation to the General Manager and Acting General Manager is proposed to commence on Tuesday, 20 February 2024 and will remain in force until specifically altered or revoked by Council.

The attached instrument of delegation (*Attachment 1*) is considered best practice as several larger Councils in NSW were sought out to see what they had put in place regarding the General Managers delegation.

### FINANCIAL IMPLICATIONS

Nil.

### LEGISLATIVE IMPLICATIONS

Section 223 of the Local Government Act, 1993.

Section 335 of the Local Government Act, 1993.

Section 377 of the Local Government Act, 1993.

Section 378 of the Local Government Act, 1993.

### POLICY IMPLICATIONS

This updated Instrument of Delegation for the General Manager or Acting General Manager will replace any previous Instruments of Delegation for the General Manager or Acting General Manager.

#### **RISK RATING**

Low.

### ATTACHMENTS

#### 1. Delegations - Instrument of Delegation - General Manager



**INSTRUMENT OF DELEGATION** 

### DELEGATION OF AUTHORITY TO THE GENERAL MANAGER

In order to provide for the expedient exercise and performance of its powers and duties and the efficient management of its business and responsibilities, Council hereby delegates pursuant to section 377 and section 381 of the Local Government Act 1993 (NSW) (The Act) to the position of the General Manager of the Balranald Shire Council (being the statutory position of General Manager) and to the person holding the aforementioned position in an acting capacity, the exercise of Councils powers, functions, duties and authorities set out in 1a) below, subject to the limitations, exclusions and restrictions set out in paragraph 1b)

This delegation commences on Tuesday 20 February 2024 and remains in forced until specifically altered or revoked in writing.

# 1. The Balranald Shire Council delegates to the General Manager:

- a) All those functions of the Council under the Act and the Regulations made thereunder, and any other Act, statutory instrument and law, except those functions that are declared to be non-delegable pursuant to section 377(1) of the Act.
- b) The exercise of any function under a) above is subject to the following:
  - The General Manager or the holder of any sub-delegation from the General Manager, exercising such delegations in accordance with the policies or resolutions of the Council, as may be adopted by the Council from time to time;
  - Any restrictions or conditions imposed upon any delegation by a policy or resolution of the Council, which is also applied to any sub-delegation made by the General Manager under section 378(2) of the Act.
  - iii. Any lawful direction of the Administrator.
- 2. That Council resolves that in exercising this delegation the General Manager shall consult with Council before entering into any significant variation to any existing Council function or service that would have ongoing implications for Council in terms of cost or service delivery.

### AUTHORISING RESOLUTION NO. 2024/8 ON TUESDAY 20 FEBRUARY 2024

Acknowledgement and acceptance of Delegation.

20 February 2024

Craig Bennett General Manager

#### 8.5 CURRENT ORGANISATIONAL STRUCTURE AS AT MONDAY, 5 FEBRUARY 2024

| File Number:                | D24.90759                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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 provide Council with the current organisational structure as at Monday, 5 February 2024 (*Attachment 1*).

#### OFFICER RECOMMENDATION

#### That Council notes the information provided in this report.

#### REPORT

The appointment of two new Directors heralds the commencement of a new organisational structure at Balranald Shire Council.

Council is now operating as a two Directorate Structure. The majority of the staff at Balranald Shire report to either the new Director of Governance, Business and Community Services or the new Director of Infrastructure and Planning Services.

The General Manager now has three direct reports. The Director of Governance, Business and Community Services, the Director of Infrastructure and Planning Services and the Senior Executive Assistant.

This report concludes the five stage project that was detailed by the General Manager as part of the Organisational Structural Review Report that went to Council in June 2023.

The General Manager conducted the following as part of this organisational structural review:

- Council re-determined the senior staff positions of the organisational structure to be the Director of Governance, Business and Community Services and the Director of Infrastructure and Planning Services. These two positions are designated senior staff positions (along with the General Manager) and have been engaged on senior staff standard contracts (the same as the General Manager).
- 2. The General Manager then prepared Position Descriptions for each of the two new Director roles.
- 3. The General Manager then ensured that the new Director positions were advertised.
- 4. The General Manager then consulted with all staff directly affected by the recruitment of the two (2) new Directors. These were staff who directly reported to the new Directors.
- 5. The fifth stage was the General Manager preparing this report to Council detailing the proposed reporting lines within each Directorate.

The new organisational structure is detailed in *Attachment* 1.

The next stage of the process is for the General Manager to work closely with each Director to ensure that Council has the most efficient and effective structure in place so that Council can

deliver on the services required in accordance with the adopted Community Strategic Plan 2022-2032.

# FINANCIAL IMPLICATIONS

Nil.

# LEGISLATIVE IMPLICATIONS

Nil.

# POLICY IMPLICATIONS

Council's current Workforce Plan does not include these two new Director positions in it. A full consultation process will be conducted with staff prior to a new Workforce Plan being adopted by Council.

### **RISK RATING**

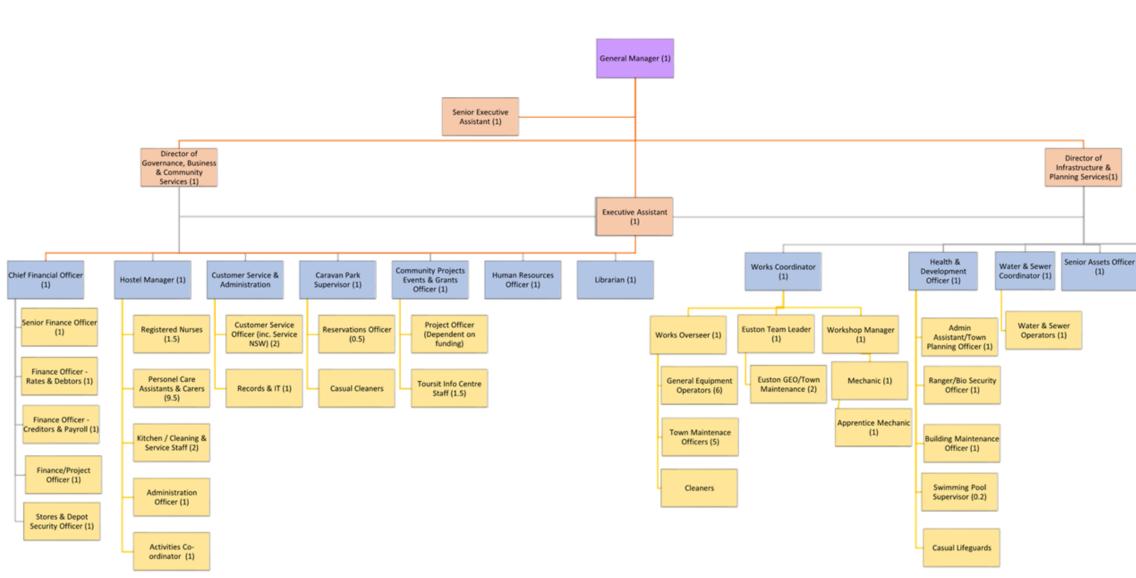
Low.

# ATTACHMENTS

# 1. Organisational Structure as at 5 February 2024

**Balranald Shire Council** 

Organisational Structure as at Monday, 5 February 2024



Staff reporting to the General Manager = 3.

Staff reporting to the Director of Governance, Business and Community Services = 31.5 (including Hostel (16)).

Staff reporting to the Director of Infrastructure and Planning Services = 29.7.

TOTAL FTE = 65.2 (including the General Manager).

Town Services Design Engineer Engineer (1) (1)

WHS & Risk Officer

(1)

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#### 8.6 REQUEST TO WAIVE RENT - MAKERS SHOP

| File Number:                | D23.85604                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------|
| Author(s):                  | Craig Bennett, General Manager                                                          |
| 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 advise Council of a request received from Robyn Davis (*Attachment 1*) on Friday, 21 July 2023 on behalf of the Makers Shop to waive rent payments for a further 6 months, from 1 July 2023 until 31 December 2023 and to also advise Council that a further correspondence was received by Council from Robyn Davis (*Attachment 2*) on Tuesday, 7 November 2023, informing Council that the Makers Shop will vacate the premises it was occupying at the Theatre Royal at the end of November 2023.

#### OFFICER RECOMMENDATION

That Council waives the rent from 1 July 2023 until 30 November 2023 and accepts the Makers Shop vacating the premises at the Theatre Royal from Thursday, 30 November 2023.

#### REPORT

At the Ordinary Council Meeting held on Tuesday, 21 February 2023, Council resolved to waive the rent for the Makers Shop to enable them to seek volunteers to reopen the shop.

The following was resolved at the February 2023 Ordinary Council Meeting:

#### Resolution 2023/14

#### That Council provide rent relief from September 2022 until 30 June 2023 in order to allow the Makers Shop time to seek additional volunteers so that they may continue to open the shop premises.

The shop closed partially due to the fire at the Theatre Royal building and partially due to a lack of volunteers to man the shop.

There are no known risks in providing rent relief to the tenants of this premises due to the voluntary nature of the shop use and community goodwill it provides. These premises are a not-for-profit venture and provide local artisans the opportunity to display and sell works through a not-for-profit group of volunteers. Whilst they have their stock on the premises it takes away the bland look of an empty shopfront in the main street.

Attachment 1 is an email that was received from Robyn Davis (on behalf of the Makers Shop) on Friday 21 July 2023 requesting for the rent to be waived for a further 6 months due to illness and the lack of customers as a result of the security fencing in place at the Theatre Royal.

Council officers held numerous meetings with Robyn from 1 August 2023 until 31 October 2023 to investigate if there were any other options available besides the Makers Shop continually asking Council to waive the rent.

Council had already waived the rent for 9 months from September 2022 until 30 June 2023, in February 2023.

Attachment 2 is a further email from Robyn advising Council that the group had had discussions with other community groups about a possible solution to keep the Makers Shop open but unfortunately did not come up with any viable answers.

The group therefore decided to vacate the Royal Theatre and close the Makers Shop doors at the end of November 2023.

It is now being recommended to Council that the rent be waived from 1 July 2023 until 30 November 2023 for the Makers Shop due to the shop being closed for all of that time and due to the fact that the group have now vacated the premises.

### FINANCIAL IMPLICATIONS

If approval is given, Council will forgo \$1,000, being the rent of \$200 per month for five (5) months from 1 July, 2023 until 30 November 2023.

### LEGISLATIVE IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

### **RISK RATING**

Low.

#### ATTACHMENTS

- 1. Email from Robyn Davis requesting rent be waived
- 2. Email Robyn Davis Makers Shop Vacating November 2023

From: Robyn Davis <<u>robynjdavis@bigpond.com</u>> Sent: Friday, 21 July 2023 10:37 AM To: Craig Bennett <<u>cbennett@balranald.nsw.gov.au</u>> Subject: the Maker Shop

Good morning Craig.

I am writing to request an extension to the waiver of rent which was extended to The Maker Shop in February?

We had to close the shop for several reasons (illness and lack of customers due to security fencing, being the main reasons)

I am writing to request that the rent be waived for another 6 months. We may be in a more favourable position at that stage to re open.

We have arranged a meeting and working bee for next week to assess the situation, freshen the window displays and clean the windows.

We would really appreciate your swift reply to this request.

Many thanks and God bless from Robyn Davis. (On behalf of Dawn Potter and Trish Gaston.)

Rev'd Robyn Davis Tel: 0431 155 456 From: robynjdavis <<u>robynjdavis@bigpond.com</u>> Sent: Tuesday, 7 November 2023 3:17 PM To: Craig Bennett <<u>cbennett@balranald.nsw.gov.au</u>> Subject: Maker Shop

Hello Craig.

This email is to inform you that after much deliberation and discussion with other community groups we cannot find a solution to keeping The Maker Shop open. We are very disappointed to have to inform you of this decision and will therefore vacate the premises by the end of the month. On behalf of the other ladies I would like to thank you and the Balranald Shire for the support of our community enterprise, we do appreciate it. Many thanks and God bless from Robyn Davis. (on behalf of Trish Gaston and Dawn Potter)

Sent from my Galaxy-Tab A 2017 on the Telstra Mobile Network

#### 8.7 QUARTERLY BUDGET REVIEW FOR THE PERIOD ENDING 31 DECEMBER 2023

| File Number:                | D24.91796                                                                        |
|-----------------------------|----------------------------------------------------------------------------------|
| Author(s):                  | Edna Mendes, Finance Consultant                                                  |
| 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 that the Quarterly Budget Review (**QBR**) for the quarter ending 31 December, 2023 has been completed in accordance with the Local Government (General) Regulation 2021 (*the Regulation*) and that the financial position of Council as at 31 December, 2023 and the projected financial position of Council as at 30 June 2024 are both considered to be satisfactory by Council's Responsible Accounting Officer (*RAO*).

#### OFFICER RECOMMENDATION

That Council approve the proposed alterations to the Budget and endorse that the projected financial position of the Balranald Shire Council for the year ending 30 June 2024 as at 31 December, 2023 is considered to be satisfactory.

#### REPORT

The Regulation requires Councils in NSW to prepare, consider and endorse a budget review statement each quarter, which details estimates of income and expenditure, and the revision of these estimates.

The statement must also include a report indicating changes in estimates for income and expenditure. The statement must also comply with the Local Government Code of Accounting Practice and be considered by the Council no later than 2 months after the end of the quarter.

The attached financial reports comply with the Council's statutory responsibilities and are presented to comply with Australian Accounting Standards format, as presented in end of year financial reports, and the organisational structure approved by the Council.

The Statement includes:

- A Budget Review Summary, including actuals to date, original budget, revised estimates if applicable, and remaining balance.
- A Summary of significant variations and budget adjustments.
- A Summary of cash restrictions and available cash.

### Budget Adjustments Included in Quarterly Budget Review Report

Budget adjustments are listed in the attached Quarterly Budget Review (QBR) (Attachment 1).

The Net result of the budget review as at 31 December, 2023 is a projected surplus of \$1.2M as at 30 June 2024.

Council's Adopted Budget for the 2023/2024 Financial Year projected a surplus of \$1K and subsequent variations to revenue and expenditure for the September 2023 quarter resulted in a positive improvement of \$335K to the bottom line. After adding the December 2023 quarterly results the proposed bottom line has increased to \$1.2M.

The major variations are a \$150K revenue increase in investment interest, a \$200K revenue increase in Bidgee Haven Subsidies, a \$130K revenue increase in Tip Fees and in whole there has been a reasonable increase in a lot of the Building related fees, which must also be noted as a positive for Balranald.

The bulk of the variance in the expenditure has been increases to the Transport budget for roads maintenance and increases to the Water Supply area to recognise actual expenditure in areas where the original budget allocation was omitted.

The following table is a summary of the changes in the Original Adopted budget for the 2023/2024 Financial Year after each Quarterly Budget Review:

| Summary                                                          | Budget Impact '000 |
|------------------------------------------------------------------|--------------------|
| Original Adopted Budget Surplus for 2023/2024                    | \$1                |
| Net Actual from the September 2023 – QTR1                        | \$335              |
| Net Proposed Adjustments from the December 2023 – QTR2           | \$877              |
| Revised Budget Projected to 30 June 2024 – a proposed Surplus of | \$1,213            |

During the December 2023 quarter, Council received Operational Grants totalling \$524K. A grant of \$20K was received for Electronic Medication at the Hostel, a grant of \$22K was received for Traffic Facilities, \$44K was received for the Block Grant, \$387K was received for the Roads Repair Program and a grant of \$50K was received to assist in Water Operation.

Expenditure to match this revenue has been added to the budget in the relevant areas.

A listing of all identified variations is included in the attached QBR Report (Attachment 1).

The quarterly review should act as a barometer of Council's financial health during the year and it is also a means by which Council can ensure that it remains on track to meet its objectives, targets and outcomes as set out in its Operational Plan and Budget.

### FINANCIAL IMPLICATIONS

### Statement re Anticipated Financial Position as at 30 June 2024

The following statement is made in accordance with Clause 203 (2) of the Local Government (General) Regulation 2021:

As Council's Responsible Accounting Officer, it is my opinion that the Quarterly Budget Review Statement for the Balranald Shire Council for the quarter ended 31 December, 2023 indicates that Council's anticipated financial position as at 30 June 2024 is considered satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

#### Craig Bennett Responsible Accounting Officer

### LEGISLATIVE IMPLICATIONS

Section 203 of the Local Government (General) Regulation 2021 states that:

- (1) Not later than 2 months after the end of the quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.
- (2) A budget review statement must include or be accompanied by:
  - (a) a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of the income and expenditure, and
  - (b) if that position is unsatisfactory, recommendations for remedial action.
- (3) A budget review statement must include any information required by the Code to be included in such a statement.

The Quarterly Budget Review Statement publication issued in 2010 by the then Division of Local Government, NSW Department of Premier and Cabinet, details the minimum requirements and these requirements have been met in the preparations of this Quarterly Budget Review Statement.

#### POLICY IMPLICATIONS

Nil.

### **RISK RATING**

Low.

### ATTACHMENTS

1. Quarterly Budget Review - December 2023

#### **Quarterly Budget Review Statement**

for the period 01/10/23 to 31/12/23

#### Report by responsible accounting officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulation 2021:

#### 31 December 2023

date:

It is my opinion that the Quarterly Budget Review Statement for Balranald Shire Council for the quarter ended 31/12/28 indicates that Council's projected financial position at 30/6/24 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: raig Bennett Responsible accounting officer

16/2/24.

#### Income & expenses budget review statement

Budget review for the quarter ended 31 December 2023

Income & expenses - Council Consolidated

| (\$000's)<br>Income                           | budget | Approved<br>Carry<br>forwards | changes<br>Sep<br>QBRS | Revised<br>budget<br>2023/24 | Variations<br>for this<br>Dec Qtr | Notes | Revised<br>year end<br>result | Actual<br>YTD<br>figures | Percentage<br>Achieved |
|-----------------------------------------------|--------|-------------------------------|------------------------|------------------------------|-----------------------------------|-------|-------------------------------|--------------------------|------------------------|
| Administration                                | 8,965  |                               | 196                    | 9,161                        | 215                               | 1     | 9.376                         | 4,670                    | 50%                    |
| Health Services                               | 30     |                               | -                      | 30                           | -                                 | 2     | 30                            | 1                        | 3%                     |
| Public order & safety                         | 236    |                               | 1                      | 237                          | -                                 | 3     | 237                           | 110                      | 46%                    |
| Community services & education                | 1,631  |                               | 318                    | 1,949                        | 255                               | 4     | 2,204                         | 1,134                    | 51%                    |
| Housing & community amenities                 | 761    |                               | -                      | 761                          | 162                               | 5     | 923                           | 775                      | 84%                    |
| Recreation & Culture                          | 84     |                               | 13                     | 97                           | 27                                | 6     | 124                           | 83                       | 67%                    |
| Building Control                              | 13     |                               | -                      | 13                           | -                                 | 7     | 13                            | 5                        | 38%                    |
| Transport & communication                     | 3,556  |                               | 4,431                  | 7,987                        | 454                               | 8     | 8,441                         | 1,585                    | 19%                    |
| Business Undertakings                         | 629    | -                             | 115                    | 744                          | 11                                | 9     | 755                           | 404                      | 54%                    |
| Water supplies                                | 1,934  | -                             | 20                     | 1,954                        | 56                                | 10    | 2,010                         | 1,155                    | 57%                    |
| Sewer supplies                                | 863    |                               | 10                     | 873                          | 2                                 | 11    | 875                           | 752                      | 86%                    |
| Total income including Non Capital Grants &   |        |                               |                        |                              |                                   |       |                               |                          |                        |
| Contributions                                 | 18,702 | -                             | 5,104                  | 23,806                       | 1,182                             |       | 24,988                        | 10,674                   |                        |
| Expenses                                      |        |                               |                        |                              |                                   |       |                               |                          |                        |
| Administration                                | 6,091  |                               | (4)                    | 6,087                        | (623)                             | 12    | 5,464                         | 3,670                    | 67%                    |
| Health Services                               | 360    |                               | (197)                  | 163                          | 1                                 | 13    | 164                           | 19                       | 12%                    |
| Public order & safety                         | 519    |                               | 3                      | 522                          | (4)                               | 14    | 518                           | 243                      | 47%                    |
| Community services & education                | 1,905  |                               | 32                     | 1,937                        | 28                                | 15    | 1,965                         | 808                      | 41%                    |
| Housing & community amenities                 | 1,963  |                               | 226                    | 2,189                        | (2)                               | 16    | 2,187                         | 553                      | 25%                    |
| Recreation & Culture                          | 633    |                               | 40                     | 673                          | -                                 | 17    | 673                           | 236                      | 35%                    |
| Building Control                              | -      |                               | 82                     | 82                           | -                                 | 18    | 82                            | 38                       | 46%                    |
| Transport & communication                     | 2,668  |                               | 4,326                  | 6,994                        | 682                               | 19    | 7,676                         | 3,218                    | 42%                    |
| Business Undertakings                         | 775    |                               | 57                     | 832                          | 33                                | 20    | 865                           | 424                      | 49%                    |
| Water supplies                                | 924    |                               |                        | 924                          | 187                               | 21    | 1,111                         | 284                      | 26%                    |
| Sewer supplies                                | 512    |                               |                        | 512                          | (7)                               | 22    | 505                           | 83                       | 16%                    |
| Total expenses                                | 16,350 | -                             | 4,565                  | 20,915                       | 295                               |       | 21,210                        | 9,576                    |                        |
| Capital Grants and Cont. Expenditure          | 5,969  |                               | (764)                  | 5,205                        | 10                                |       | 5,215                         | 2,266                    | 43%                    |
| Capital Funding Incl. Grants and Cont. Income | 3,618  | -                             | (968)                  | 2,650                        |                                   |       | 2,650                         | •                        |                        |
|                                               |        |                               |                        |                              |                                   |       |                               |                          |                        |

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/2023 and should be read in conjuction with the total QBRS report

#### Quarterly Budget Review Statement

for the period 01/10/23 to 31/12/23

Budget Review for quarter ended 31 December, 2023

Income & expenses budget review statement Recommended Income Variations this Quarter

Budget Variations being recommended include the following material items:

| buuget | anations being recommended include the following material items.                                                           | (\$'000)                 | (\$'000)                | (\$'000)<br>Amended/      |
|--------|----------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------|---------------------------|
| Notes  | Income Details                                                                                                             | Amended<br>Budget Dec 23 | Budget<br>Variation +/- | Revised<br>Budget         |
| 1      | Administration                                                                                                             |                          |                         |                           |
|        | Increase interest on investments                                                                                           | 850,000                  | 150,000                 | 1,000,000                 |
|        | Increase to recognise insurance reimbursement                                                                              | 6,000                    |                         | 69,215                    |
|        | Increase to recognise insurance claims Total                                                                               | 0<br>856,000             | 1,600<br><b>214,815</b> | 1,600<br><b>1,070,815</b> |
|        |                                                                                                                            | 836,000                  | 214,015                 | 1,070,815                 |
| 3      | Public Order and Safety                                                                                                    |                          |                         |                           |
|        | Increase Animal Control fees to reflect current trend                                                                      | 1,500                    | 500                     | 2,000                     |
|        | Total                                                                                                                      | 1,500                    | 500                     | 2,000                     |
| 4      | Community Services and Education                                                                                           |                          |                         |                           |
|        | Hostel                                                                                                                     |                          |                         |                           |
|        | Increase Resident Care Subsidies                                                                                           | 1,426,000                | 200,000                 | 1,626,000<br>30,000       |
|        | Increase Resident Care Respite fees to match current needs<br>Increase to recognise income for Electronic Medication Grant | 20,000                   | 10,000<br>20,000        | 20,000                    |
|        | Increase interest on investments - Bonds                                                                                   | 75,000                   | 25,000                  | 100,000                   |
|        | Total                                                                                                                      | 1,521,000                | 255,000                 | 1,776,000                 |
| 5      | Housing and Community Amenities                                                                                            |                          |                         |                           |
|        | Increase to match increases in Development Fees                                                                            | 27,000                   | 20,000                  | 47,000                    |
|        | Increase to match increases in Balranald Monumental Fees                                                                   | 600                      | 2,000                   | 2,600                     |
|        | Increase to match increases in Balranald Lawn Cemetery Fees                                                                | 36,000                   | 10,000                  | 46,000                    |
|        | Increase Tip Fees to match current income trends Total                                                                     | 10,000<br><b>73,600</b>  | 130,000<br>162,000      | 140,000<br>235,600        |
|        |                                                                                                                            | 73,000                   | 102,000                 | 233,000                   |
| 6      | Recreation and Culture                                                                                                     |                          |                         |                           |
|        | Library<br>Increase in Library Subsidy/Priority Grant to recognise income                                                  | 50,000                   | 25,000                  | 75,000                    |
|        |                                                                                                                            | 50,000                   | 25,000                  | 75,000                    |
|        | Community Buildings/Parks and Gardens                                                                                      | 5.070                    | 4 000                   | 7.070                     |
|        | Increase in Sporting Fields Fees                                                                                           | <u> </u>                 | 1,800<br><b>1.800</b>   | 7,070<br>7,070            |
|        |                                                                                                                            | 5,270                    | 1,000                   | 7,070                     |
|        | Total                                                                                                                      | 55,270                   | 26,800                  | 82,070                    |
| 8      | Transport                                                                                                                  |                          |                         |                           |
|        | Increase to recognise income for Traffic Facilities                                                                        | 0                        | 22,000                  | 22,000                    |
|        | Increase to recognise income Block Grant                                                                                   | 0                        | 44,500                  | 44,500                    |
|        | Increase to recognise income for Roads Repair Program Total                                                                | 0                        | 387,236<br>453,736      | 387,236<br>453,736        |
|        | i viai                                                                                                                     | 0                        | 400,700                 | 455,750                   |

#### Balranald Shire Council Budget Review for quarter ended 31 December, 2023 Income & expenses budget review statement Recommended Income Variations this Quarter Budget Variations being recommended include the following material items:

| Dudget |                                                                 | (\$'000)                 | (\$'000)                | (\$'000)<br>Amended/ |
|--------|-----------------------------------------------------------------|--------------------------|-------------------------|----------------------|
| Notes  | Income Details                                                  | Amended<br>Budget Dec 23 | Budget<br>Variation +/- | Revised<br>Budget    |
| 9      | Business Undertakings                                           |                          |                         |                      |
|        | Caravan Park                                                    |                          |                         |                      |
|        | Increase to recognise Caravan Park Fees trend                   | 1,500                    | 3,000                   | 4,500                |
|        |                                                                 | 1,500                    | 3,000                   | 4,500                |
|        | Tourism                                                         |                          |                         |                      |
|        | Increase due to reimbursement Electricity Discovery Centre Café | 0                        | 8,000                   | 8,000                |
|        |                                                                 | 0                        | 8,000                   | 8,000                |
|        | Total                                                           | 1,500                    | 11,000                  | 12,500               |
| 10     | Water                                                           |                          |                         |                      |
|        | Increase to recognise increase in Standpipe Sales               | 4,000                    | 6,000                   | 10,000               |
|        | Increase to recognise income for Grant received                 | -                        | 50,000                  | 50,000               |
|        | Total                                                           | 4,000                    | 56,000                  | 60,000               |
| 11     | Sewer                                                           |                          |                         |                      |
|        | Increase to recognise increase in Sewer Connections             | 800                      | 1,800                   | 2,600                |
|        | Total                                                           | 800                      | 1,800                   | 2,600                |
|        | Total Recommended Income Variations this Quarter                |                          | 1,181,651               |                      |
|        |                                                                 |                          |                         |                      |

Item 8.7 - Attachment 1

Balranald Shire Council Budget Review for quarter ended 31 December, 2023 Income & expenses budget review statement Recommended Income Variations this Quarter Budget Variations being recommended include the following material items:

| laget V | ariations being recommended include the following material items:                                                             | (\$'000)                 | (\$'000)                        | (\$'000)<br>Amended/ |
|---------|-------------------------------------------------------------------------------------------------------------------------------|--------------------------|---------------------------------|----------------------|
| Notes   | Expenditure Details                                                                                                           | Amended<br>Budget Dec 23 | Budget<br>Variation +/-         | Revised<br>Budget    |
| 12      | Administration                                                                                                                |                          |                                 |                      |
|         | Reduce Consultancy in GM area to move to Consultancy in HR and                                                                |                          |                                 |                      |
|         | support expenditure for world Café day                                                                                        | 122,350                  | -21,500                         | 100,850              |
|         | Increase Administrator Meeting expenses to cover Govenors visit                                                               | 500                      | 10,000                          | 10,500               |
|         | Decrease Administrator Travel expenses and move Budget to allow for                                                           |                          |                                 |                      |
|         | Govenors visit                                                                                                                | 20,000                   | -10,000                         | 10,000               |
|         | Decrease budget to allow for introduction of Small Pool Assets in                                                             |                          |                                 |                      |
|         | Governance area                                                                                                               | 4,000                    | -1,000                          | 3,000                |
|         | Increase meeting expenses to cover World Café Day - part of Rebuild and                                                       |                          |                                 |                      |
|         | Flourish Cultural Journey                                                                                                     | 4,400                    | 5,600                           | 10,000               |
|         | Create a new account for Small Pool Assets in Governance                                                                      | 0                        | 1,000                           | 1,000                |
|         | Decrease in Salaries budget to move to other areas to accommodate                                                             |                          |                                 |                      |
|         | accurate costings                                                                                                             | 1,096,000                | -150,000                        | 946,000              |
|         | Increase to allow for current expenditure trends in Office Supplies                                                           | 0                        | 2,000                           | 2,000                |
|         | Increase to allow for current expenditure trends in Freight costs                                                             | 0                        | 4,000                           | 4,000                |
|         | Increase to allow for accurate costings to Small Pool Assets                                                                  | 5,000                    | 2,000                           | 7,000                |
|         | Increase to allow for accurate costings to Training in Admin area                                                             | 0                        | 3,000                           | 3,000                |
|         | Decrease budget in training and reallocate to areas of accurate costing                                                       | 22,000                   | -10,000                         | 12,000<br>20,000     |
|         | Introduction of Cyber Security                                                                                                | 0<br>7,000               | 20,000<br>1,000                 | 20,000<br>8,000      |
|         | Increase Australia day to cover expenditure due to less funding                                                               | 529,963                  | ,                               |                      |
|         | Decrease salaries budget and reallocte to areas of accurate costing<br>Increase to allow for training in correct costing area | 529,963                  | - <mark>200,000</mark><br>5,000 | 329,963<br>5,000     |
|         | Decrease salaries budget and reallocte to areas of accurate costing in                                                        | 0                        | 5,000                           | 5,000                |
|         | Transport                                                                                                                     | 742,000                  | -300,000                        | 442,000              |
|         | Increase to allow for training in correct costing area                                                                        | 6,000                    | 15,000                          | 21,000               |
|         | Total                                                                                                                         | 2,559,213                | -623,900                        | 1,935,313            |
| 13      | Health                                                                                                                        |                          |                                 |                      |
|         | Increase to allow for Consultancy expenditure                                                                                 | 0                        | 1,000                           | 1,000                |
|         | Total                                                                                                                         | 0                        | 1,000                           | 1,000                |
| 14      | Public Order and Safety                                                                                                       |                          |                                 |                      |
|         | Decrease budget and move to expenditure to accounts to allow accurate                                                         |                          |                                 |                      |
|         | costing                                                                                                                       | 26,000                   | -26,000                         | 0                    |
|         | Increase Contribution RFS to match current expenditure                                                                        | 4,000                    | 2,000                           | 6,000                |
|         | Increase Motor Vehicle costs RFS to reflect current needs                                                                     | 45,000                   | 20,000                          | 65,000               |
|         | Total                                                                                                                         | 75,000                   | -4,000                          | 71,000               |

#### Balranald Shire Council Budget Review for quarter ended 31 December, 2023 Income & expenses budget review statement Recommended Income Variations this Quarter

Budget Variations being recommended include the following material items:

| 3udget V | ariations being recommended include the following material items:                                                                   | (\$'000) | (\$'000)<br>Budget | (\$'000)<br>Amended/<br>Revised |
|----------|-------------------------------------------------------------------------------------------------------------------------------------|----------|--------------------|---------------------------------|
| Notes    | Expenditure Details                                                                                                                 | 0        | Variation +/-      | Budget                          |
| 15       | Community Services and Education                                                                                                    |          |                    |                                 |
|          | Hostel                                                                                                                              |          |                    |                                 |
|          | Increase to match income for Electronic Medication Grant                                                                            | 0        | 20,000             | 20,000                          |
|          | Increase Recruitment to allow for current staffing needs                                                                            | 0        | 3,800              | 3,80                            |
|          | Increase Freight to allow for current trends                                                                                        | 0        | 1,500              | 1,50                            |
|          | Increase Small Pool Assets to allow for necessary equipment                                                                         | 0        | 3,000              | 3,00                            |
|          | Total                                                                                                                               | 0        | 28,300             | 28,300                          |
| 16       | Housing and Community Amenties                                                                                                      |          |                    |                                 |
|          | Increase Consultancy to allow for current expenditure                                                                               | 5,000    | 5,000              | 10,00                           |
|          | Decrease Salaries and reallocate to Consultancy<br>Decrease Council Property Repairs and Maintenance reallocate to                  | 131,500  | -5,000             | 126,50                          |
|          | Tourism                                                                                                                             | 175.000  | -30,000            | 145,00                          |
|          | Increase Lawn Cemetery Repairs and Maintenance to match current                                                                     |          | 00,000             |                                 |
|          | trends                                                                                                                              | 27,000   | 20,000             | 47,00                           |
|          | Increase to Repairs and Maintenance housing to match expenditure                                                                    | 0        | 8,000              | 8,00                            |
|          | Total                                                                                                                               | 338,500  | -2,000             | 336,50                          |
| 17       | Recreation and Culture                                                                                                              |          |                    |                                 |
|          | Community Buildings/Parks and Gardens                                                                                               |          |                    |                                 |
|          | Increase Repairs and Maintenance Visitor sites to address current needs                                                             | 5,000    | 4,000              | 9,00                            |
|          | Decrease Repairs and Maintenance Other Parks to move to address                                                                     | 45,000   | -4,000             | 41,000                          |
|          | Total                                                                                                                               | 50,000   | 0                  | 50,000                          |
| 19       | Transport                                                                                                                           |          |                    |                                 |
|          | Increase to match income for Traffic Facilities                                                                                     | 0        | 22,000             | 22,00                           |
|          | Increase to match income from Block Grant                                                                                           | 0        | 44,500             | 44,50                           |
|          | Increase to match for Roads Repair Program                                                                                          | 0        | 387,236            | 387,23                          |
|          | Increase to cover Licenencing Tronox Road Maintenance                                                                               | 2,500    | 15,000             | 17,50                           |
|          | Increase in Urban/Non Rural Roads Sealed to match current expenditure                                                               | 42,000   | 200,000            | 242,00                          |
|          | Decrease budget to reallocate to allow accurate costing                                                                             | 590,000  | -165,000           | 425,00                          |
|          | Increase Regional Roads to allow accurate costing                                                                                   | 0        | 150,000            | 150,00                          |
|          | Increase Footpaths to reflect cost of Bollard Hire Threatre Royal<br>Increase Euston Fitness Track Repairs and Maintenance to match | 12,000   | 8,000              | 20,00                           |
|          | expenditure                                                                                                                         | 1,500    | 15,000             | 16,50                           |
|          | Increase Aerodrome sealed strip Repairs and Maintenance                                                                             | 22,800   | 5,000              | 27,80                           |
|          | Total                                                                                                                               | 670,800  | 681,736            | 1,352,53                        |

#### Balranald Shire Council Budget Review for quarter ended 31 December, 2023 Income & expenses budget review statement Recommended Income Variations this Quarter Budget Variations being recommended include the following material items:

| Notes | Expenditure Details                                                                        | (\$'000)<br>0 | (\$'000)<br>Budget<br>Variation +/- | (\$'000)<br>Amended<br>Revised<br>Budget |
|-------|--------------------------------------------------------------------------------------------|---------------|-------------------------------------|------------------------------------------|
| 20    | Business Undertakings                                                                      |               |                                     |                                          |
|       | Caravan Park                                                                               |               |                                     |                                          |
|       | Increase Telephone to match current costings                                               | 3,000         | 2,000                               | 5,0                                      |
|       |                                                                                            | 3,000         | 2,000                               | 5,0                                      |
|       | Tourism<br>Increase Repairs and Maintenance to have costing in correct function            |               |                                     |                                          |
|       |                                                                                            | 0             | 20.000                              | 20.0                                     |
|       | area<br>Increase Telephone to have accurate costing in correct area                        | 0             | 30,000<br>200                       | 30,                                      |
|       | Increase Internet to have accurate costing in correct area                                 | 600           | 800                                 | 1,                                       |
|       |                                                                                            | 600           | 31,000                              | 31,0                                     |
|       | -                                                                                          |               | 01,000                              | ,                                        |
|       | Total =                                                                                    | 3,600         | 33,000                              | 36,                                      |
| 21    | Water                                                                                      |               |                                     |                                          |
|       | Increase to recognise income for Water Supply Grant                                        | 0             | 50,000                              | 50,                                      |
|       | Increase Electricity to allow for costing in Function area                                 | 0             | 20,000                              | 20,                                      |
|       | Increase Pumping Stations Repairs and Maintenance to allow for costing                     |               |                                     |                                          |
|       | in Function area                                                                           | 0             | 80,000                              | 80,                                      |
|       | Increase Reservoirs Repairs and Maintenance to allow for costing in                        | 0             | 200                                 |                                          |
|       | Function area<br>Increase Water Treatment Repairs and Maintenance to allow for costing     | 0             | 300                                 |                                          |
|       | in Function area                                                                           | 0             | 8,000                               | 8,                                       |
|       | Increase Water Mains Repairs and Maintenance to allow for costing in                       | 0             | 0,000                               | 0,                                       |
|       | Function area                                                                              | 0             | 26,000                              | 26,                                      |
|       | Increase Water Services Repairs and Maintenance to allow for costing in                    |               |                                     |                                          |
|       | Function area                                                                              | 0             | 3,000                               | 3,                                       |
|       | Total                                                                                      | 0             | 187,300                             | 187,                                     |
| 22    | Sewer                                                                                      |               |                                     |                                          |
|       | Increase Electricity to match current trends                                               | 0             | 12,000                              | 12,                                      |
|       | Decrease Pumping Stations Repairs and Maintenance to reallocate to                         |               |                                     |                                          |
|       | correct costing areas                                                                      | 95,000        | -40,000                             | 55,                                      |
|       | Decrease Treatment Works Repairs and Maintenance to reallocate to<br>correct costing areas | 31,000        | -25.000                             | 6,                                       |
|       | Increase Sewer Mains Repairs and Maintenance to allow for costing in                       | 31,000        | -25,000                             | 0,                                       |
|       | Function area                                                                              | 0             | 12,000                              | 12,                                      |
|       | Increase Pumping Station Electricity to allow for costing in Function area                 | 0             | 4,000                               | 4,0                                      |
|       | Increase Pumping Station Repairs and Maintenance to allow for costing                      |               |                                     |                                          |
|       | in Function area                                                                           | 0             | 30,000                              | 30,                                      |
|       | Total                                                                                      | 126,000       | -7,000                              | 119,                                     |
|       | Total Recommended Expenditure Variations this Quarter                                      |               | 204 426                             |                                          |
|       | Total Recommended Expenditure variations this Quarter                                      |               | 294,436                             |                                          |

#### **Quarterly Budget Review Statement**

for the period 01/10/23 to 31/12/23

Capital budget review statement

Budget review for the quarter ended 31 December 2023 Capital budget - Council Consolidated

| Capital budget - Council Consolidated                                             |                                          |                         |                                   |                |                               |                          |
|-----------------------------------------------------------------------------------|------------------------------------------|-------------------------|-----------------------------------|----------------|-------------------------------|--------------------------|
| (\$000's)<br>Capital expenditure                                                  | Adopted<br>Original<br>budget<br>2023/24 | Approved<br>Sep<br>QBRS | Variations<br>for this<br>Dec Qtr | Notes          | Revised<br>year end<br>result | Actual<br>YTD<br>figures |
| - Plant & equipment                                                               | 800                                      | 14                      | 10                                | 7              | 824                           | 349                      |
| - Land & buildings                                                                | 319                                      | 200                     | 10                                | 8              | 519                           | 398                      |
| - Roads, bridges, footpaths                                                       | 3,835                                    | (978)                   |                                   | 9              | 2,857                         | 1,510                    |
| - Water                                                                           | 650                                      | (370)                   |                                   | 10             | 650                           | 5                        |
| - Sewer                                                                           | 150                                      |                         |                                   | 11             | 150                           | 4                        |
| - Other                                                                           | -                                        |                         |                                   | 12             | -                             | -                        |
| Loan repayments (principal)                                                       | 215                                      |                         |                                   | 13             | 215                           |                          |
| Total capital expenditure                                                         | 5,969                                    | (764)                   | 10                                | 10             | 5,215                         | 2,266                    |
| Capital funding<br>Rates & other untied funding<br>Capital grants & contributions | 3,940                                    | (968)                   |                                   | 14<br>15       | 2,972                         |                          |
| Reserves:                                                                         | 5,540                                    | (300)                   |                                   | 15             | 2,572                         |                          |
| -Transfer from restrictions<br>- Transfer to restrictions<br>New loans            | 1,046<br>(1,368)                         |                         |                                   | 16<br>17<br>18 | 1,046<br>(1,368)<br>-         |                          |
| Receipts from sale of assets                                                      |                                          |                         |                                   |                |                               |                          |
| - Plant & equipment                                                               |                                          |                         |                                   | 19             | -                             |                          |
| - Land & buildings<br>Total capital funding                                       | 3,618                                    | (968)                   | -                                 | 20             | 2,650                         | -                        |
| Net capital funding - surplus/(deficit)                                           | (2,351)                                  | (204)                   | (10)                              |                | (2,565)                       | (2,266)                  |

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/2023 and should be read in conjuction with the total QBRS report

# **Quarterly Budget Review Statement**

for the period 01/10/23 to 31/12/23

#### Capital budget review statement Recommended changes to revised budget

Budget variations being recommended include the following material items:

#### Notes Details

| 7 | Increase | expenditure for the purchase of an AO printer for Planning and Engineering Department |
|---|----------|---------------------------------------------------------------------------------------|
|   | 10K      |                                                                                       |

# **Quarterly Budget Review Statement**

for the period 01/10/23 to 31/12/23

#### Consultancy & legal expenses budget review statement

Consultancy & legal expenses overview

| Expense       | YTD expenditure<br>(actual dollars) | Bugeted<br>(Y/N) |
|---------------|-------------------------------------|------------------|
| Consultancies | 275,390                             | Y                |
| Legal Fees    | 36,851                              | Y                |

#### Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

#### **Comments**

Expenditure included in the above YTD figure but not budgeted includes:

#### Details

#### 8.8 DEVELOPMENT CONTRIBUTION PLAN WORKS SCHEDULE

| File Number:                | D24.90644                                                                                                    |  |  |
|-----------------------------|--------------------------------------------------------------------------------------------------------------|--|--|
| Author(s):                  | Nikkita Manning-Rayner, Administration Officer - Health & Development                                        |  |  |
|                             | Ray Mitchell, Health & Development Officer                                                                   |  |  |
| Approver:                   | David McKinley, Director of Infrastructure and Planning Services                                             |  |  |
| Operational Plan Objective: | Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment. |  |  |

### PURPOSE OF REPORT

To develop a works schedule for the Draft Development Contribution Plan.

#### OFFICER RECOMMENDATION

That Council:

- 1. Include the following projects, in priority order as identified by the Executive of Chairs Committee, as the Works Schedule of the Draft Development Contribution Plan:
  - (1) Riverfront complete Riverside Trail;
  - (2) Housing Strategy;
  - (3) Pool and Upgrade Precinct;
  - (4) Active Travel Plan; and
  - (5) Regent Parrot for Euston.
- 2. Advertises the Draft Development Contribution Plan for a period of 28 days on Council's media platforms and at least 2 notices published in each of the Riverina Grazier, Swan Hill Guardian and the Robinvale Sentinel newspapers approximately 2 weeks apart.
- 3. Ensures that the results from the advertising be reported back to the Ordinary Council Meeting which is scheduled for Tuesday, 16 April 2024.

#### REPORT

At the 21 May 2023 Ordinary Council Meeting, Council resolved (Resolution Number 2023/39) to include the items identified by the Executive of Chairs Advisory Committee (*EOCAC*), which were generated from discussions around the Draft Development Contribution Plan works schedule, as priorities for the 2024/2025 Capital Works Program deliberations.

The priority list is as follows:

- 1. The Euston Recreation Reserve Upgrade;
- 2. The Riverfront complete Riverside Trail;
- 3. A Housing Strategy;
- 4. A Pool and Upgrade Precinct;
- 5. An Active Travel Plan; and
- 6. The Regent Parrot for Euston.

The Euston Recreation Reserve Upgrade is currently funded under the Local Roads & Community Infrastructure (*LRCI*) Grant Round 3, the Stronger Country Communities Fund (*SCCF*) Round 4 and the SCCF Round 5 programs. The milestones for these programs indicate that the project elements should be completed between June 2024 and January 2026.

Given the funding status of the Euston Recreation Reserve Upgrade, removing the project from the Draft Work Schedule of the Development Contribution Plan and promoting the remaining projects would now seem appropriate.

A Draft Development Contribution Plan, and the associated Works Schedule, is required to be advertised in accordance with Council's Community Participation Plan 2019 (*the CPP*). The CPP specifies a 28-day notification period.

Council should advertise the Draft Development Contribution Plan and the associated Works Schedule in accordance with the CPP. This includes notification on Council's website, Facebook Page and newsletter; along with at least 2 notices published in each of the Riverina Grazier, Swan Hill Guardian and the Robinvale Sentinel newspapers approximately 2 weeks apart.

The results of this notification process will be reported back to the April 2024 Ordinary Council Meeting.

A copy of the draft Development Contribution Plan 2022 is detailed in *Attachment 1*; this version has received some minor formatting, grammatical and legislation reference updates. The works schedule adopted by this report will replace the draft works schedule contained in Schedule 1 of the attachment (pages 11-13) prior to advertising.

# FINANCIAL IMPLICATIONS

Income generation of 0.5% and 1% of development cost greater than \$100,000.

### LEGISLATIVE IMPLICATIONS

Environmental Planning & Assessment Act 1979.

### POLICY IMPLICATIONS

Adoption of a new Developer Contribution Plan.

Item 22 of the Performance Improvement Order Action Plan (included as a report to this Ordinary Council Meeting).

Community Participation Plan 2019.

### **RISK RATING**

High.

### ATTACHMENTS

1. Draft Development Contribution Plan 2022 - Version 1.1 - January 2024

Section 7.12 Development Contribution Plan SECTION 7.12 FIXED DEVELOPMENT CONSENT LEVIES (CF PREVIOUS S 94A) FOR BALRANALD SHIRE COUNCIL Document History and Version Control

| Version Number | Document Version | Date         | Changes (if applicable)                                    |
|----------------|------------------|--------------|------------------------------------------------------------|
| 1.0            | Draft            | August 2022  |                                                            |
| 1.1            | Draft            | January 2024 | Formatting, grammatical and legislation reference updates. |

ORAF

Section 7.12 Development Contribution Plan

Page **2** of **21** 

### 1.1 What is the name of this Plan?

This Contribution Plan is called the **Development Contribution Plan 2022 (Plan).** 

### 1.2 Application of this Plan

This Plan applies to all land within the Balranald Shire Local Government Area (Area).

This Plan may be applied to areas external to Balranald Shire Council under s7.14 of the *Environmental Planning and Assessment Act 1979* (the Act). This extension area being 50km external to the local government boundary of Balranald Shire Council, where State Significant (Major Projects) developments will directly impact on Balranald Shire Council.

### 1.3 Development to which this Plan applies

This Plan applies to applications for development consent and applications for complying development certificates to be made by or under Part 4 of the Act in respect of development on land to which the Plan applies.

This plan shall also be used to consider Major Projects approved by the NSW Government and the NSW Independent Planning Commission process.

### 1.4 What is the purpose of this Contribution Plan?

The primary purposes of this Plan are:

- to authorise the imposition of a condition on certain development consents requiring the payment of a levy determined in accordance with this Plan
- to require a certifying authority (the Council or an accredited certifier) to impose, as a condition on a complying development certificate, a requirement that the applicant pay to the Council a levy determined in accordance with this Plan
- to govern the application of money paid to the Council under a condition authorised by this Plan
- to assist the Council to provide the appropriate public amenities and services required to maintain and enhance amenity and service delivery within the Area

### 1.5 When does this contributions Plan commence?

This Contribution Plan commences on <insert date & minute number>.

### 1.6 Expected development & public facilities demand

For the purposes of the *Environmental Planning and Assessment Regulation 2021* (the Regulation), the relationship between the expected types of development in and adjoining Balranald Shire Council and the demand for additional public amenities and services to meet that development has been established through current demographic information. The expected types of development are, but not limited to:

Solar Farm or Solar electricity generation development

Section 7.12 Development Contribution Plan

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- Wind Farm development
- Commercial pipe line development
- Metalliferous mining development
- Metalliferous mineral processing
- Natural gas production and delivery
- All developments included under the Mining Act 1992
- All development included under the Petroleum (Onshore) Act 1991
- Commercial development
- Industrial development
- · Recreation and tourism related development
- Subdivisions

While the Shire's population is static, development contributions have not been levied before in the Shire meaning that there is a lack of quality community facilities. Provision will need to be made for additional or improved public facilities and infrastructure to meet the existing demand.

A range of public facilities are required to be provided or improved for urban requirements including open space provision, improvement and embellishment, community and cultural facilities, and village improvement.

Council has reviewed each type of development listed above and identified areas of development that enhance the social and natural environment in accordance with its Community Strategic Planning process and requirements under the *Local Government Act 1993*.

Council has developed Settlement Strategies for its major population centres and these plans form the basis of improvements, embellishment, and community and cultural facilities.

Council is extremely conscious of the need to maintain the sense of community that has been critical to the Balranald Shire's development over the years. This will be achieved through:

- An open, accessible and honest Council displaying appropriate leadership
- · Developing effective road, transport and infrastructure networks
- · Promotion of economic sustainability and technological change
- · Creation of a dynamic area having pride in its agricultural and national heritage
- · Protection of the natural, built and cultural environment
- · Provision of a high standard of recreational and cultural facilities
- Quality urban design and development

The Section 7.12 levy will enable Council to provide high-quality and diverse public amenities, enhancements to the environment, and services to achieve the above actions; consequently, Council can meet the expectations of the existing and future residents of the Balranald Shire.

The additional or improved public facilities to be provided to meet the expected future development are set out in Schedule 1.

Section 7.12 Development Contribution Plan

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### 1.8 Council may require payment of the levy as a condition of development consent

 This Plan authorises the Council to grant consent to development to which this Plan applies subject to a condition requiring the applicant to pay to the Council a levy as a percentage of the proposed cost of carrying out the development, *provided that* the Council does not also impose on the consent a condition pursuant to Section 7.11 of the Act. The contribution rate is shown in Table 1 below and an example condition of consent wording is shown in Schedule 2.

| Cost of Development                                 | Contribution levy rate % |
|-----------------------------------------------------|--------------------------|
| All development valued at \$100,000 or less         | Nil                      |
| All development valued at \$100,001 up to \$200,000 | 0.5%                     |
| All development valued in excess of \$200,000       | 1.0%                     |

### Table 1: Contribution Rate

Conditions authorised by this Plan are subject to any direction given by the Minister under the Act from time to time, and this Plan authorises the imposition of conditions which are in accordance with any such direction.

Any direction given by the Minister under Part 7 of the Act and in force from time to time may be attached to this Plan but does not form part of this Plan for the purposes of the Act.

2) This Plan authorises the Council to seek conditions of consent to be applied for Major Projects outside the Balranald Shire Council area as indicated in clause 1.2 and subject to a contribution calculation as contained in Schedule 3.

# 1.9 Certifying authority must require payment of the levy as a condition of issuing a complying development certificate

This Plan requires a certifying authority (the Council or an accredited certifier) to issue a complying development certificate in respect of development to which this Plan applies subject to a condition requiring the applicant to pay to the Council a levy, as a percentage of the proposed cost of carrying out the development. The contribution rate is shown in Table 1 above and an example condition of consent wording is shown in Schedule 2.

### 1.10 How will the Council apply money obtained from the levy?

Money paid under a condition authorised by this Plan is to be applied by the Council towards meeting the cost of the public amenities and public services that will be or have been provided within the Area as listed in the Works Schedule in Schedule 1.

The Settlement Strategies for Balranald and Euston show which specific public amenities and public services are to be provided for the communities.

Subject to the Act and the Regulation, the public amenities and public services listed in Schedule 1 are to be provided in accordance with the staging set out in that Schedule.

Section 7.12 Development Contribution Plan

Page **5** of **21** 

### 1.11 Are there any exemptions from the levy authorised by this Plan?

Council may exempt the following kinds of developments from the levy authorised to be imposed under this Plan:

- a development by a registered charity, community organisation or service club that will, in the opinion of the Council, provide a material public benefit to the Balranald Shire community.
- The construction of residential buildings on land zoned as shown in the Table below and identified in the Balranald Local Environmental Plan 2010, excluding duplex and attached or detached multiresidential developments.

| Zone | Development Type                                                                                                  | Status |
|------|-------------------------------------------------------------------------------------------------------------------|--------|
| RU1  | All Single residential buildings<br>and associated outbuildings<br>e.g. garages/ carports, pergolas<br>or similar | Exempt |
| RU4  | All Single residential buildings<br>and associated outbuildings<br>e.g. garages/ carports, pergolas<br>or similar | Exempt |
| RU5  | All Single residential buildings<br>and associated outbuildings<br>e.g. garages/ carports, pergolas<br>or similar | Exempt |

For such claims to be considered, any such development will need to include a comprehensive submission applying the case for an exemption and include details of the mechanism ensuring that such development is and will remain in the form proposed.

### 1.12 Pooling of Levies

For the purposes of achieving the provision of facilities in this Plan, levies paid for different purposes may be pooled and applied (progressively or otherwise) for those purposes in accordance with the priorities set out in the Works Schedule in Schedule 1.

### 1.13 Construction Certificates and obligations of accredited certifiers

In accordance with sections 20(b) and 34(b) of the *Environmental Planning and Assessment* (*Development Certification and Fire Safety*) Regulation 2021, a certifying authority must not issue a construction certificate for building work or subdivision work under a development consent unless it has verified that each condition requiring the payment of levies has been satisfied.

In particular, the certifier must ensure that the applicant provides a receipt(s) confirming that levies have been fully paid. Copies of such receipts must be included with copies of the certified Plans provided to the Council in accordance with sections 13(2)(b) and 33(2)(b) of the *Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021*. Failure to follow this procedure may render such a certificate invalid.

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The only exceptions to the requirement are where a works-in-kind, material public benefit, dedication of land or deferred payment arrangement has been agreed by the Council. In such cases, Council will issue a letter confirming that an alternative payment method has been agreed with the applicant.

### 1.14 How is the proposed cost of carrying out the development determined?

The proposed cost of carrying out the development will be determined by the Council in accordance with the Regulation.

The procedures set out in Schedule 3 of this Plan must be followed to enable the Council to determine the amount of the levy that is payable.

Council may review the valuation of works and may seek the services of an independent person to verify the costs. In these cases, all costs associated with obtaining such advice will be at the expense of the applicant.

### 1.15 When is the levy payable?

The Council's policy is that the levy must be paid to the Council at the time specified in the condition that imposes the levy.

If no such time is specified, the Council's policy is that the levy must be paid prior to the issue of a construction certificate and in the case of a complying development certificate, prior to the commencement of work authorised by the certificate.

Major developments should consult with Council at an early stage to agree to a condition of consent that allows staged progress payments across the life of the development or at agreed periods.

### 1.16 How will the levy be adjusted?

Contributions required as a condition of consent under the provisions of this Plan will be adjusted at the time of payment in accordance with the following formula:

### Contribution = \$Co + A at time of payment

### Where

\$Co is the original levy as set out in the consent

A is the adjustment amount which is = <u>\$Co x ([Current Index - Base Index])</u>

#### Where

| Current Index - Consumer<br>Price Index | is the Consumer Price Index, All Groups, Sydney as published by<br>the Australian Bureau of Statistics in respect of the quarter<br>ending immediately prior to the date of payment;                        |
|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Base Index -<br>Consumer Price Index    | is the Consumer Price Index, All Groups, Sydney as published by<br>the Australian Bureau of Statistics in respect of the quarter<br>ending immediately prior to the date of imposition of the<br>condition. |

Note: In the event that the Current Consumer Price Index, All Groups, Sydney is less than the Base Consumer Price Index, All Groups, Sydney, the Current Consumer Price Index, All Groups, Sydney shall be taken as not less than the Base Consumer Price Index, All Groups, Sydney.

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### 1.17 Can deferred or periodic payments be made?

Council encourages Major Developers to consult Council early to establish a deferred or periodic payment of levies authorised by this Plan. This agreement must be in place prior to approvals being issued by the Council or through a State agency planning process otherwise an upfront payment will be required at the time of release of a construction certificate.

### 1.18 Are there alternatives to payment of the levy?

If an applicant for development consent seeks to contribute towards the provision of public amenities and services to meet development other than by payment of a levy or development contributions, the applicant may adopt one of the following procedures.

### 1.18.1 Offer made to the Council as part of a development application

If an applicant does not wish to pay a levy or other contributions in connection with the carrying out of development, the applicant may include in the relevant development application an offer to carry out works or provide a material public benefit towards which the levy was to be applied.

The Council will consider the offer as part of its assessment of the development application. If the Council agrees to the arrangement and grants consent to the application, it will substitute the condition requiring payment of a development contributions levy under Section 7.12 for a condition of consent under the Act requiring the works to be carried out or the material public benefit to be provided. If the Council does not agree to the alternative arrangement, it may grant consent subject to a condition authorised by this Plan requiring the payment of a levy.

In assessing the applicant's offer, the Council will have regard to the requirements of the current Practice Note issued by the NSW Government and may consider matters such as, but not limited to, the following:

- the overall benefit of the proposal,
- the monetary value of the material public benefits, or work in kind,
- what needs of the population would be satisfied and whether these equal or exceed those provided by conventional means,
- whether the works program in the adopted development contributions plan remains valid or requires amendment,
- · the financial implications for cash flow and the short-fall in anticipated contributions,
- the timing of completion and future recurrent costs,
- future dedication, handover and management arrangements.

# 1.18.2 Offer made to Council following the grant of development consent requiring payment of a levy

If development consent has been granted to the carrying out of development subject to a condition authorised by this Plan to pay a levy, the applicant must comply with the condition unless it is modified under s4.55 of the Act.

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If the applicant does not wish to pay the levy, the applicant may make an application to the Council under s4.55 of the Act to modify the consent by substituting the condition requiring payment of the levy for a condition requiring the carrying out of works or the provision of a material public benefit towards the public purpose to which the levy was to be applied.

If the Council approves the application, the applicant will be bound by the substituted condition. If the Council does not approve the application, the applicant will remain bound by the condition authorised by this Plan requiring payment of the levy.

In assessing the s4.55 application, the Council will have regard to the requirements of the current Practice Note issued by the NSW Government and may consider matters such as, but not limited to, the following:

- the overall benefit of the proposal,
- the monetary value of the material public benefits, or work in kind,
- what needs of the population would be satisfied and whether these equal or exceed those provided by conventional means,
- whether the works program in the adopted development contributions plan remains valid or requires amendment,
- · the financial implications for cash flow and the short-fall in anticipated contributions,
- · the timing of completion and future recurrent costs,
- future dedication, handover and management arrangements.

### 1.18.3 Offer to enter into a Voluntary Planning Agreement (VPA)

If an applicant does not wish to pay a levy or development contributions in connection with the carrying out of development, the applicant may offer to enter into a Voluntary Planning Agreement with the Council under Part 7 of the Act in connection with the making of a development application.

Under the Planning Agreement, the applicant may offer to pay money, dedicate land, carry out works, or provide other material public benefits for public purposes. Those purposes need not relate to the impacts of the applicant's development nor to the items listed in Schedule 1.

The applicants' provision under a Planning Agreement may be additional to or instead of paying a levy in accordance with a condition of development consent authorised by this Plan. This will be a matter for negotiation with the Council.

The offer to enter into the Planning Agreement together with a copy of the draft agreement should accompany the relevant development application.

The Council will publicly notify the draft Planning Agreement and an explanatory note relating to the draft agreement along with the development application and will consider the agreement as part of its assessment of that application.

If the Council agrees to enter into the Planning Agreement, it may impose a condition of development consent under section 7.7(3) of the Act requiring the agreement to be entered into and performed. If the Council does not agree to enter into the Planning Agreement, it may grant consent subject to a condition authorised by this Plan requiring the payment of a levy.

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#### 1.19 Dictionary

In this Plan, unless the context or subject matter otherwise indicates or requires, the following definitions apply:

Applicant means the person submitting a development application.

Act means the Environmental Planning and Assessment Act 1979.

Council means Balranald Shire Council.

**Development contributions** mean a development contribution required to be paid by a condition of development consent imposed pursuant to Part 7 of the Act.

Levy means a levy under Part 7.12 of the Act authorised by this Plan.

Regulation means the Environmental Planning and Assessment Regulation 2021.

Plan means a contributions Plan made pursuant to Section 7.12 of the Act.



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### SCHEDULE 1

### Clause 1.10 Works Schedule

The works listed in this schedule may be funded from a mix of sources, including contributions collected from this Plan.

Staging as in this schedule means:

- Short Term 3 5 years
- Medium Term 5 -10 years
- Long Term 10 20 years
- Ongoing, continuing works
- A. Completed works for which contributions will be recouped

NIL

B. Works in progress for which contributions will continue to be levied

Nil

NOTE: TABLE BELOW EXAMPLE ITEMS ONLY

C. New Public facilities for which contributions will be sought

1. Solar Farm or similar solar energy generation projects

| Project Type   | Item                                 | Budget | Time Frame |
|----------------|--------------------------------------|--------|------------|
| Solar Lighting | Greenham Park<br>Netball Courts      |        | Short term |
|                | Balranald Swimming<br>Pool           |        | Short term |
|                | Euston Parks                         |        | Long term  |
|                | Balranald and Euston<br>Outdoor Gyms |        | Short term |

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| Solar Panel      | Councils               | Medium term |
|------------------|------------------------|-------------|
| Locations        | Administration Centre  |             |
|                  | – Market Street        |             |
|                  | Balranald              |             |
|                  | Water Treatment        | Medium term |
|                  | Plants – Balranald and |             |
|                  | Euston                 |             |
|                  | Balranald and Euston   | Medium term |
|                  | Sewerage Treatment     |             |
|                  | Plants                 |             |
|                  | Sports Centre          | Short term  |
|                  | Greenham Park          |             |
|                  | Balranald              |             |
|                  | Council Depots -       | Short term  |
|                  | Balranald and Euston   |             |
|                  |                        |             |
| Solar Lighting – | Caravan Park Balranald | Short term  |
| Footpaths        | to Market Street via   |             |
|                  | Court Street.          |             |
|                  |                        |             |
|                  |                        |             |
|                  | Highway walking /      | ongoing     |
|                  | cycling tracks         |             |
|                  |                        |             |
|                  | Greenham Park Street   | Medium term |
|                  | Lighting               |             |
|                  | •                      |             |
|                  |                        |             |
|                  |                        |             |
|                  |                        |             |

# 2. Wind Farm Projects

|  | - | Tourism | Observation Deck and<br>viewing carpark for<br>turbines |  | ongoing |
|--|---|---------|---------------------------------------------------------|--|---------|
|--|---|---------|---------------------------------------------------------|--|---------|

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| Energy Offset program                       | Administration<br>Building – solar or<br>energy reduction | ongoing      |
|---------------------------------------------|-----------------------------------------------------------|--------------|
| Village Plans<br>(Balranald/Euston/Kyalite) | Undertake works listed in plans                           | 10 year plan |

### 3. Mining Projects

| Village Plans              | Undertake works | 10 year plan |
|----------------------------|-----------------|--------------|
| (Balranald/Euston/Kyalite) | listed in plans |              |
|                            |                 |              |
|                            |                 |              |
|                            |                 |              |
|                            |                 |              |

4. Major Developments Generally Major developments that require the approval of the NSW Planning Office or Planning Assessment Panels (including Extension Area contributions)

| Balranald Village Plan | Undertake works listed<br>in plan | 10 year plan |
|------------------------|-----------------------------------|--------------|
| Euston Village Plan    | Undertake works listed<br>in plan | 10 year plan |
| Kyalite Village Plan   | Undertake works listed<br>in plan | 10 year plan |

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### SCHEDULE 2

#### **Example Condition**

Example condition for development consents:

Pursuant to Section 7.12 of the Environmental Planning & Assessment Act 1979, the monetary contribution set out in the following table is to be paid to Council prior to the issue of a Subdivision Certificate or Construction Certificate. The contribution is current as at the date of this consent and is levied in accordance with the Balranald Section 7.12 Development Contributions Plan 2022, adopted on <insert date of adoption> which may be viewed during office hours at Council's Administration Office, 70 Market St Balranald, or on Council's website <a href="https://www.balranald.nsw.gov.au">www.balranald.nsw.gov.au</a>.

The contribution payable will be calculated in accordance with the contributions plan current at the time of payment, and will be adjusted at the time of payment in accordance with the Consumer Price Index: All Groups Index for Sydney, published by the Australian Bureau of Statistic (ABS). Contribution amounts will be adjusted by Council each financial year.

| Proposed Cost of Development <sup>1</sup> | Levy Percentage | Total Contribution |
|-------------------------------------------|-----------------|--------------------|
|                                           |                 |                    |
| Notos                                     |                 |                    |

Notes

<sup>1</sup> As shown on the Development Application / Construction Certificate Application / Complying Development Certificate Application Form.

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### SCHEDULE 3

### Clause 1.14 - Procedure

A cost summary report may be required to be submitted to allow Council to determine the contribution that will be required.

The following procedures as outlined below will be used by Council:

(1) Where Council does not accept a submitted estimate of the value of works, Council may require a cost summary report to be completed for works with a value no greater than \$250,000.00 (Form 1).

Alternatively, for a single dwelling, Council may accept a signed contract with a licensed builder which is accompanied by a fair estimate of other assessable development costs not included in the building contract, such as landscaping, paths, fences, driveway and the like.

(2) Where Council does not accept a submitted estimate of the value of works, Council may require a Quantity Surveyor's Detailed Cost Report to be completed by a registered Quantity Surveyor for works with a value greater than \$250,000.00 (Form 2).

#### Clause 1.14 - Major Projects Extension Plan Area

Major Projects (Wind and/or Solar) outside the Balranald Shire Council area that are located within the Extension Area (50 kilometres from Shire Boundary) shall be assessed as to the impact the project will have on the Balranald Shire communities, services and facilities during the construction phase and when operational.

The assessment process will be undertaken against the publically available information submitted to the NSW State Planning Agency as part of the Major Project Assessment and will include the details submitted as to construction workforces (company and contractors), permanent short-term staff and long-term contractor and staff requirements.

Council will determine partial and permanent contributions that can be applied towards areas of community improvement as listed in Schedule 1. An example has been provided as a guide only to determine the development contribution under this plan and should not be read as the only acceptable method of calculation.

#### Contribution payments are a per-year contribution for the life of the project's construction phase.

Major Project developers should discuss impacts and contributions as early as possible with Council as advised in this Plan.

#### Example:

- Estimated Balranald Population: **1350 persons** (Estimated Balranald Post Code Population. Census 2016)
- Project Value: \$50 million
- Project construction period: 2 years
- Location: Shown in the Extension Area (adjoining Shire Council) see map.
- Estimated Full Time Workforce : say 10 persons
- Estimated initial Administration / Construction Workforce in residence: say 20 persons over 1 year
- Estimated Casual Contractor Workforce: say 200 persons over 2 years
- Work days per month: 10 days on 5 days off (20 working/10 off per month) or 2/3rds onsite

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Assuming that 20 persons are initially on site for one year these are discounted at 100% and that 10 persons are remaining at the end of the construction period these are discounted on completion by 100%. Workers contribute to long-term housing development, rentals etc – add community value.

Assuming that contractors and employees do not remain in the Balranald Shire area when on leave the impact is determined at 2/3rds of a month.

Remaining development period is 220 persons potentially calling on services and facilities in Balranald Shire Council during the construction period of 1 year.

Calculation:

- Workforce 220 x 2/3rds (time at work) = 147 persons per month (1 year period)
- Construction Workforce / existing Residential Population = 147/1500 = 9.8%
- Section 7.12 contribution rate = 1%

### Therefore:

 $50,000,000 \times 1\% = 500,000 \times 9.8\% = 49,000/$  year (life of project contribution to Council funded community benefit / year) or \$98,000 over 2 years being length of project construction.

RAF

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### How to Calculate Value of Works

To avoid doubt or confusion in the calculation of the value of works or construction costs, the Regulation sets out the things that must be included in the estimation of the value of works as follows:

### 7.12 levy determination of proposed cost of development

- (1) The proposed cost of carrying out development is to be determined by the consent authority, for the purpose of a Part 7.12 levy, by adding up all the costs and expenses that have been or are to be incurred by the applicant in carrying out the development, including the following:
  - (a) if the development involves the erection of a building, or the carrying out of engineering or construction work the costs of or incidental to erecting the building, or carrying out the work, including the costs (if any) of and incidental to demolition, excavation and site preparation, decontamination or remediation,
  - (b) if the development involves a change of use of land the costs of or incidental to doing anything necessary to enable the use of the land to be changed,
  - (c) if the development involves the subdivision of land the costs of or incidental to preparing, executing and registering the Plan of subdivision and any related covenants, easements or other rights.
- (2) For the purpose of determining the proposed cost of carrying out development, a consent authority may have regard to an estimate of the proposed cost of carrying out the development prepared by a person, or a person of a class, approved by the consent authority to provide such estimates.
- (3) The following costs and expenses are not to be included in any estimate or determination of the proposed cost of carrying out development:
  - (a) the cost of the land on which the development is to be carried out,
  - (b) the costs of any repairs to any building or works on the land that are to be retained in connection with the development,
  - the costs associated with marketing or financing the development (including interest on any loans),
  - (d) the costs associated with legal work carried out or to be carried out in connection with the development,
  - (e) project management costs associated with the development,
  - (f) the cost of building insurance in respect of the development,
  - (g) the costs of fittings and furnishings, including any refitting or refurbishing, associated with the development (except where the development involves an enlargement, expansion or intensification of a current use of land),
  - (h) the costs of commercial stock inventory.

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| FORM 1.                                                                                                                                               | SAMPLE COST SUMM                                      | ARY REPORT                      |                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|---------------------------------|-----------------------------|
| Cost Summary Report                                                                                                                                   |                                                       |                                 |                             |
| [Development Cost no greater th                                                                                                                       | an 100,000.00]                                        |                                 |                             |
| DEVELOPMENT APPLICATION No.                                                                                                                           |                                                       | REFERENCE:                      |                             |
| CONSTRUCTION CERTIFICATE No.                                                                                                                          |                                                       | DATE:                           |                             |
| APPLICANT'S NAME:                                                                                                                                     |                                                       |                                 |                             |
| APPLICANT'S ADDRESS:                                                                                                                                  |                                                       |                                 |                             |
| DEVELOPMENT NAME:                                                                                                                                     |                                                       |                                 |                             |
| DEVELOPMENT ADDRESS:                                                                                                                                  |                                                       |                                 |                             |
| ANALYSIS OF DEVELOPMENT COS                                                                                                                           | TS:                                                   |                                 |                             |
| Demolition and alterations                                                                                                                            | \$                                                    | Hydraulic services              | \$                          |
| Structure                                                                                                                                             | \$                                                    | Mechanical services             | \$                          |
| External walls, windows and doors                                                                                                                     |                                                       | Fire services                   | \$                          |
| Internal walls, screens and doors                                                                                                                     | \$                                                    | Lift services                   | \$<br>\$                    |
| Wall finishes                                                                                                                                         | \$                                                    | External works                  | \$                          |
| Floor finishes                                                                                                                                        | \$                                                    | External services               | \$                          |
| Ceiling finishes<br>Fittings and equipment                                                                                                            | \$<br>\$                                              | Other related work<br>Sub-total | \$<br>\$                    |
| Sub-total above can<br>Preliminaries and m<br>Sub-total<br>Consultant Fees<br>Other related deve<br>Sub-total<br>Goods and Services<br>TOTAL DEVELOPM | nargin \$<br>\$<br>lopment costs \$<br>\$<br>5 Tax \$ |                                 |                             |
| I certify that I have:<br>inspected the Plans the subj<br>certificate.                                                                                | ect of the applicatior                                | n for development consent       | or construction             |
| <ul> <li>calculated the development co<br/>25J of the Environmental Plan</li> </ul>                                                                   |                                                       |                                 |                             |
| $\Box$ included GST in the calculation                                                                                                                | of development cost.                                  |                                 |                             |
| Signed:                                                                                                                                               |                                                       |                                 |                             |
| Name:                                                                                                                                                 |                                                       |                                 |                             |
| Position and Qualifications:                                                                                                                          |                                                       |                                 |                             |
| Date:                                                                                                                                                 |                                                       |                                 |                             |
| Section 7.12 Development Contril                                                                                                                      | oution Plan                                           |                                 | Page <b>18</b> of <b>21</b> |

| FORM 2.<br>SAMPLE QUANTI                                                                                               |         |                                            |              |     |
|------------------------------------------------------------------------------------------------------------------------|---------|--------------------------------------------|--------------|-----|
| Cost Summary Report<br>[Development Cost in excess of 100,000.00]<br>* A member of the Australian Institute of Quantit |         |                                            |              |     |
| DEVELOPMENT APPLICATION No.                                                                                            |         | REFERENCE:                                 |              |     |
| CONSTRUCTION CERTIFICATE No.                                                                                           |         | DATE:                                      |              |     |
|                                                                                                                        |         |                                            |              |     |
| APPLICANT'S NAME:                                                                                                      |         |                                            |              |     |
| APPLICANT'S ADDRESS:                                                                                                   |         |                                            |              | -   |
| DEVELOPMENT NAME:                                                                                                      |         |                                            |              | 1   |
| DEVELOPMENT ADDRESS:                                                                                                   |         |                                            |              | -   |
| Gross Floor Area – Commercial                                                                                          | m²      | Gross Floor Area – Other                   | m²           |     |
| Gross Floor Area – Residential                                                                                         | m²      | Total Gross Floor Area                     | m²           |     |
| Gross Floor Area – Retail                                                                                              | m²      | Total Site Area                            | m²           |     |
| Gross Floor Area – Car Parking                                                                                         | m²      | Total Car Parking Spaces                   |              |     |
| Total Development Cost                                                                                                 |         | \$                                         |              |     |
| Total Construction Cost                                                                                                |         | \$                                         |              |     |
| Total GST                                                                                                              | V       | \$                                         |              |     |
| ESTIMATE DETAILS:                                                                                                      |         |                                            |              |     |
| Professional Fees<br>% of Development Cost                                                                             | \$<br>% | Excavation<br>Cost per square metre of     | Ş            | -   |
|                                                                                                                        |         | site area                                  | ,            | /m² |
| % of Construction Cost                                                                                                 | %       | Car Park                                   | \$           | \$  |
| Demolition and site preparation                                                                                        | \$      | Cost per square metre of site are          | ea <b>\$</b> |     |
| Cost per square metre of site area                                                                                     | \$      | Cost per space                             | \$           | \$  |
| Construction Commercial                                                                                                | \$      | Fit – out – commercial                     | \$           | \$  |
| Cost per square metre of site area                                                                                     | \$      | Cost me square metre of<br>commercial area | \$           | \$  |
| <b>Construction Residential</b>                                                                                        | \$      | Fit out residential                        | Ş            | \$  |
| Cost per metre square of                                                                                               | \$      | Cost per metre square of                   | \$           | \$  |
| residential area                                                                                                       |         | residential area                           |              |     |
| Construction – Retail                                                                                                  | \$      | Fit out – Retail                           | \$           | \$  |
| Cost per square metre of retail                                                                                        | \$      | Cost per square metre of retail            | \$           | 5   |

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I certify that I have:

- $\hfill\square$  inspected the Plans the subject of the application for development consent or construction certificate.
- □ prepared and attached an elemental estimate generally prepared in accordance with the Australian Cost Management Manuals from the Australian Institute of Quantity Surveyors.
- calculated the development costs in accordance with the definition of development costs in the Section 7.12 Plan of the council of Balranald at current prices.
- $\hfill\square$  included GST in the calculation of development cost.
- □ measured gross floor areas in accordance with the Method of Measurement of Building Area in the AIQS Cost Management Manual Volume 1, Appendix A2.

| Signed:                      |                 |
|------------------------------|-----------------|
| Name:                        |                 |
| Position and Qualifications: |                 |
| Date:                        |                 |
|                              |                 |
|                              |                 |
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|                              |                 |

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### ATTACHMENT 1: Current Ministerial Direction under S94E

## Environmental Planning and Assessment Act 1979 DIRECTION UNDER SECTION 94E

I, the Minister for Planning, under section 94E of the *Environmental Planning and Assessment Act* 1979 ("the Act"), direct consent authorities that:

- (1) The maximum percentage of the levy for development under Part 7.12 of the Act, having a proposed cost within the range specified in the Table to Schedule A, is to be calculated in accordance with that Table.
- (2) Despite subclause (1), a levy under Part 7.12 of the Act cannot be imposed on development:
  - a) for the purpose of disabled access,
  - b) for the sole purpose of affordable housing,
  - c) for the purpose of reducing the consumption of mains-supplied potable water, or reducing the energy consumption of a building,
  - d) for the sole purpose of the adaptive reuse of an item of environmental heritage, or
  - e) other than the subdivision of land, where a condition under section 94 of the Act has been imposed under a previous development consent relating to the subdivision of the land on which the development is proposed to be carried out.

In this direction words and expressions used have the same meaning as they have in the Act. The term "item" and "environmental heritage" have the same meaning as in the *Heritage Act* 1977.

This direction does not apply to development applications and applications for complying development certificates finally determined before 1 December 2006.

Minister for Planning, Sydney

### SCHEDULE A

| Proposed cost of the development | Maximum percentage of the levy |
|----------------------------------|--------------------------------|
| Up to \$100,000                  | Nil                            |
| \$100,001 - \$200,000            | 0.5 percent                    |
| More than \$200,000              | 1.0 percent                    |

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# 8.9 DA 17/2024 CHANGE OF USE AND FENCING FOR CRISIS ACCOMMODATION FACILITY CORNER OF MARKET & RIVER ST, BALRANALD

| File Number:                | D24.90675                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------|
| Author(s):                  | Nikkita Manning-Rayner, Administration Officer - Health & Development                                        |
|                             | Ray Mitchell, Health & Development Officer                                                                   |
| Approver:                   | David McKinley, Director of Infrastructure and Planning<br>Services                                          |
| Applicant:                  | Acting Interim Property Manager on behalf of the Balranald<br>Shire Council                                  |
| Owner:                      | Balranald Shire Council (Trustee)                                                                            |
| Proposal:                   | Change of Use and Fencing                                                                                    |
| Location:                   | 78 Market Street, Balranald                                                                                  |
| 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 under Part 4 of the Environmental Planning & Assessment Act 1979 (**EP&A Act**) for a change of building use and fence of a height that is greater than the specification of Council's Fencing Code Policy.

# OFFICER RECOMMENDATION

That Council approve the change of building use and a maximum height 2.4m fence to Lots 1 and 2 Section 12 DP 758048, Corner of Market and River Streets, 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) Plan Set 2023-118 Sheets 1 & 2 of 3 (Floor Plan and Elevations)
  - (b) Plan Set 2023-118 Sheet 1 of 1 (Amended Site Plan Showing Fence Elevation)
  - (c) 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 principal 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 are 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; and
  - 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

The Acting Interim Property Manager on behalf of the Balranald Shire Council lodged a development application seeking approval for a change of use of an existing building from a Class 6 (currently unused) to a class 1 (dwelling) and a variation to Council's Fencing Code Policy. The proposal seeks to utilise the building for emergency accommodation and construct a 2.4m high Colourbond panel fence to provide a secure compound for the building. *Attachment 1: DA* **17/2024 Elevations and Site Plan** depicts the general arrangement of the proposal, including the fencing arrangement.

| Owner:               | Balranald Shire Council (Trustee)  |
|----------------------|------------------------------------|
| Description of land: | Lots 1 and 2 Section 12 DP 7548048 |
| Area:                | 1986m <sup>2</sup>                 |
| Zone:                | RU5 (Village)                      |
| Current Use:         | Shop (Massage Therapy)             |
| Proposed Use:        | Emergency Accommodation            |

# Background

The location of the project is proposed in the township of Balranald and is urban land in a mixeduse area. The land is held in freehold.

The application for development has been assessed in accordance with Section 4.15 of the EP&A Act and relevant local and state environmental planning instruments.

A Statement of Environmental Effects has been submitted as part of the development application.

### Site Analysis

There is no apparent landslip, creep or requirement for native or significant vegetation removal to facilitate the proposal. The site is not identified as flood prone. The allotment is identified on the Bushfire Prone Land Map; however, this is an error in the map.

Contaminating activities are not known by Council to have been carried out on the land.

Access to the allotment is currently provided off River Street with an existing gutter crossing. No adjustment is required to this crossing to service the proposal. The internal layout is sufficient to permit vehicle entry and exit to be achieved in a forward direction.

Adjoining allotments are Zoned RU5 (Village). The area has a mixed-use characteristic, which includes commercial, public administration and residential uses.

# DEVELOPMENT APPLICATION ASSESSMENT

Under Section 4.15(1) of the EPA Act 1979,

(1) Matters for consideration—general

In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application:

- (a) the provisions of:
  - (i) any environmental planning instrument, and
  - (ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Planning Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and
  - (iii) any development control plan, and
  - (iv) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter under section 7.4, and
  - (v) the regulations (to the extent that they prescribe matters for the purposes of this paragraph), that apply to the land to which the development application relates,
- (b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,
- (c) the suitability of the site for the development,
- (d) any submissions made in accordance with this Act or the regulations,
- (e) the public interest.

# Planning Instruments

Planning instruments that apply to the land subject to the development application are:

- the Balranald Local Environmental Plan 2010;
- State Environmental Planning Policy (Transport and Infrastructure) 2021;
- State Environmental Planning Policy (Resilience and Hazards) 2021; and
- the Biodiversity Act 2016.

There are no draft planning instruments or development control plans applying to the land.

# Balranald Local Environmental Plan 2010 (LEP)

This type of activity is not specifically listed in the land use table for RU5 zoned land as permitted with consent or prohibited, therefore the proposal is permissible with consent as an innominate use in accordance with the Balranald Local Environmental Plan 2010.

The proposal is considered largely consistent with the objectives of the zone in that the proposal is consistent with the provision of urban services/facilities, not likely to significantly affect the amenity of neighbouring uses due to the low impact, low intensity type of activity to be carried out, is not a significant increase in bulk or scale of buildings and is not inconsistent with the mixed-use nature of the area. Additionally, utility infrastructure is not likely to be unduly impacted by this proposal.

| Applicable Objective                                                                                                              | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| To provide for a range of land uses,<br>services and facilities that are associated<br>with a rural village                       | The proposal aims to provide a facility for local emergency accommodation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| To ensure development maintains and contributes to the character of the zone                                                      | The proposal is not inconsistent with the mixed-use nature of the area.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| To protect the amenity of residents                                                                                               | The proposal is not likely to significantly affect the amenity of neighbouring uses due to the low impact, low-intensity type of activity to be carried out and there is no significant increase in bulk or scale of buildings. The fence height will reduce overall vision from 79 Market St towards the riverside area, however, most of this impact is generally to the road type infrastructure and reduction of visibility of riverside vegetation is somewhat minimal. See <i>Attachment 2: Estimated visual impact to riverside area from 79 Market St</i> for a representation of this impact. Additionally, the proposal is not inconsistent with the mixed-use nature of the area. |
| To ensure that development does not<br>create unreasonable or uneconomic<br>demands for the provision or extension of<br>services | Council infrastructure is installed to a level that does<br>not require extension or upgrading. The proposal is<br>not likely to place unreasonable or uneconomic<br>demands on this infrastructure.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

Additionally, the proposal is not likely to impact on biodiversity values or impact on other sensitive land overlays under the LEP due to the urban nature of the land.

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

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

# State Environmental Planning Policy (Transport and Infrastructure) 2021

The proposal does not trigger thresholds to be considered traffic generating development, negating the need for referral to Transport for NSW.

# State Environmental Planning Policy (Resilience and Hazards) 2021

The development site has been historically used for urban purposes. Potentially contaminating uses have not been identified as being carried out on the land historically.

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

# **Biodiversity Conservation Act 2016**

The proposed development does not include the removal of any native or significant vegetation. Therefore, there are no considerations under the Biodiversity Conservation Act 2016.

# Development Control Plans

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

# Integrated & Designated Development

The proposed development is not considered as integrated or designated development.

Impact of Development

# Natural Environment

The proposal is not likely to have significant impact on the natural environment of the area. The area is urban land and has been cleared of endemic vegetation for a substantial period of time. The proposal is not likely to impact threatened species due to the small area of the activity and the use of the wider area for urban purposes.

The proposal is not likely to contribute towards soil erosion, pollution or contamination of soil/water/air, due to design requirements, small footprint of the proposal and draft conditions of consent.

# Built Environment

The surrounding area is substantially developed for urban purposes, including commercial, public administration and residential development. The proposal is considered in keeping with the mixed characteristics of the area. Additionally, the use of the site is not likely to impede the use of the surrounding activities.

The fencing element of the proposal includes a setback of 1.1m from street boundaries and incorporates a 6m corner splay to minimise impact on traffic safety, both pedestrian and vehicular.

Fencing heights in the area are generally in keeping with Council's Fencing Code Policy. However, due to the sensitive nature of the proposed building use, the request for variation from the Fencing Code Policy is considered to have merit.

### Waste, Air and Noise

The operation of the proposal is not likely to generate significant impacts to waste, air and noise that is likely to impact sensitive receptors. Minor construction noise is likely to be the only matter of significance. Draft conditions have been included to mitigate potential impacts.

# Cumulative Impacts

Subject to operation in accordance with the conditions of consent, it is considered that the subject land is suitably located, capable of supporting the development as proposed and is not likely to significantly increase overall environmental impacts.

### Social Impacts

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

Social benefit is potentially improved in terms of providing emergency accommodation for those in need.

# Economic Impacts

It is not likely that the proposal will create detrimental economic impacts due to the nature of the proposal being intermittently used emergency accommodation. Local economic benefit will be achieved via initial construction works and ongoing maintenance requirements for the operational phase of the proposal.

# Site Suitability

The subject site is considered suitable for the proposed development for the following reasons:

- The proposal is permissible with consent under the LEP 2010.
- There are no known environmental hazards or constraints associated with the site which prohibits the proposed development, as detailed within this report.
- Any identified negative externalities are considered capable of being managed and appropriate conditions have been applied as has been deemed necessary.

# Public Interest

The proposal is not likely to have any adverse effect on the landscape or scenic quality of the locality due to the urban nature of the locality and no additional buildings. The proposal will not likely adversely impact public infrastructure.

The proposal does not have significant environmental impact and has potential social benefit in terms of providing emergency accommodation for those in need.

It is considered that the proposal is in the public interest.

### Neighbour Notification

The proposal has been notified to adjoining landowners in accordance with Council's Community Participation Plan 2019. The notification period concluded on Thursday the 18<sup>th</sup> of January 2024.

One (1) submission was received from Mrs Helen Dalton.

A copy of the submission is shown at *Attachment 3* and the elements of the submission are summarised in the table below:

| Matter                                   | Comment                                                                                                                                                                                                                                                                                                                                              |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fence height and style                   | The proposed fence has a max height of 2.4m with construction materials being non-glare Colourbond panelling.                                                                                                                                                                                                                                        |
|                                          | The Statement of Environmental Effects indicates that the required fence height is intended to provide for the safety of those placed in the emergency accommodation.                                                                                                                                                                                |
|                                          | The proposed materials for the fence are of a type and style commonly used in domestic fencing in Australia.                                                                                                                                                                                                                                         |
| Reduced view of playgroup and riverfront | The fence height will reduce overall vision from<br>79 Market Street towards the riverside area,<br>however, most of this impact is generally to the<br>road-type infrastructure and reduction of<br>visibility of riverside vegetation is somewhat<br>minimal. See Attachment 2: Estimated visual<br>impact to riverside area from 79 Market St for |

a representation of this impact.

Conflict of Interests Policy – Dealing with Council-Related Development Throughout the Development Process

The proposal has been assessed by Council Staff in accordance with the Conflict of Interests Policy – Dealing with Council-Related Development Throughout the Development Process.

The proposal is under the \$500,000 construction value threshold for external assessment and assessment staff have not been involved in the preparation of the proposal.

## **Conclusion**

The application has been assessed under the provision of the Environmental Planning and Assessment Act 1979. The evaluation of this development has concluded that the proposed development application is compliant with the legislative requirements for this type of proposal, and it is recommended that DA 17/2024 be approved subject to conditions.

Adjacent potentially impacted landowners have been notified of the proposal under the provisions of the Community Participation Plan 2019.

# FINANCIAL IMPLICATIONS

Grant funded under the Office of Responsible Gambling Community Development Fund.

# LEGISLATIVE IMPLICATIONS

Environmental Planning & Assessment Act 1979.

Balranald Local Environmental Plan 2010.

State Environmental Planning Policy (Transport and Infrastructure) 2021.

State Environmental Planning Policy (Resilience and Hazards) 2021.

Biodiversity Conservation Act 2016.

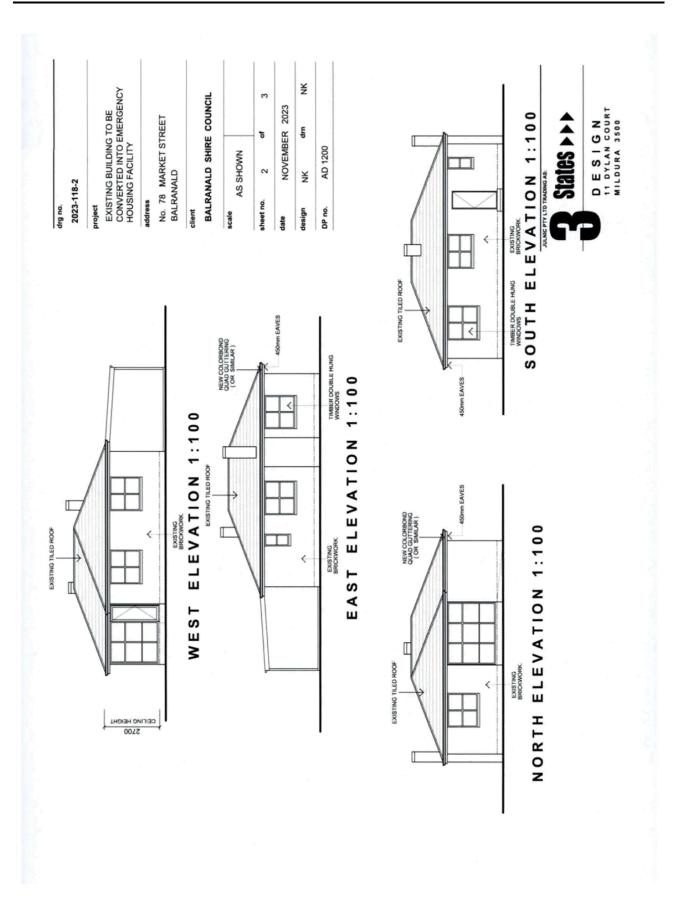
# POLICY IMPLICATIONS

Fencing Code Policy.

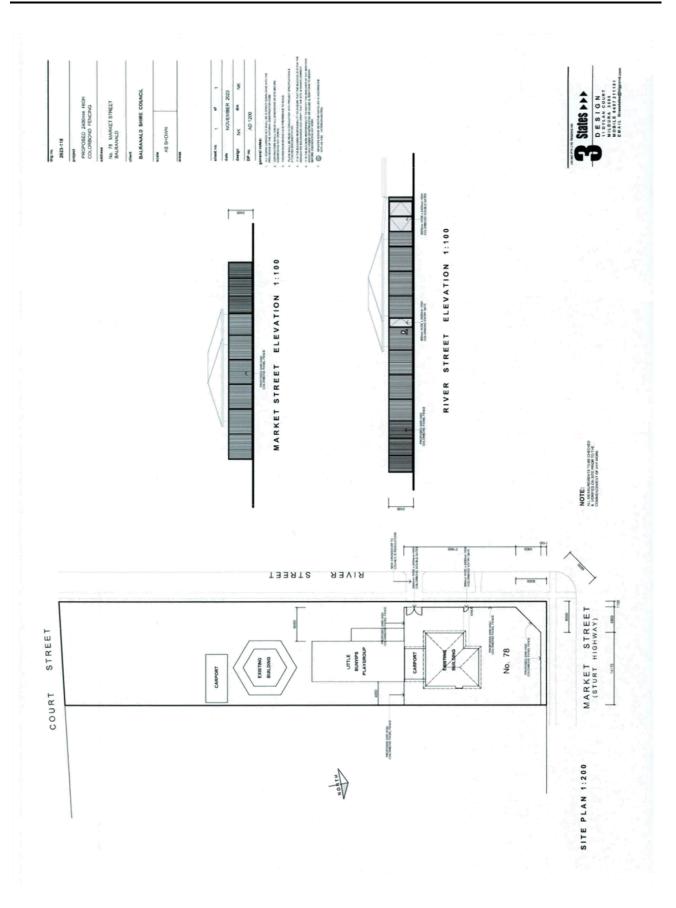
Conflict of Interests Policy – Dealing with Council-Related Development Throughout the Development Process.

# ATTACHMENTS

- 1. DA 17/2024 Elevations and Site Plan
- 2. Estimated visual impact to riverside area from 79 Market St
- 3. Neighbour Notification Response Helen Dalton



# ORDINARY COUNCIL MEETING AGENDA



Estimated visual impact to riverside area:



Current conditions



Approx. 2.4m fence representation

# ORDINARY COUNCIL MEETING AGENDA

# 20 FEBRUARY 2024

gthat Sarah GM 79 market At. Receives 1 0 JAN 2014 Baltanald. Fin No. 10.1.24 10 The General Manager Balvanald thise Council Dear Lir In regardo to letter received re Development application 17/24 re high fince around 78 market at Balaanald. I am in dure of having such a hight fince 8H across the road from me blocking my view of action at Play group and also down near the river, To me it will look like a preson fence (perhaps it is) I like to look olet and see every day happenings. I do not get out much now & the views help my Quality of life to see the lown busy, I have never objected to anything else going on in the lown and lead a quet life causing no troubles Inusting you will deeply consider my negative objection Thanking your Jacon pactor

# PART B – ITEMS FOR INFORMATION

# 9 GENERAL MANAGER'S REPORTS

# 9.1 MONTHLY INVESTMENTS REPORT

| File Number:                | D24.91675                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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 Wednesday, 31 January 2024.

# OFFICER RECOMMENDATION

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

# REPORT

# 1 Cash and Investments Held

Council's total cash and investments held as at Wednesday, 31 January 2024 is **\$32,777,602**.

This is a decrease of \$1,137,401 (3.35%) on the previous month's total of \$33,915,003.

The investments balance as at 31 January 2024 is **\$32.5M**.

A summary of Council's investments as at 31 January 2024 is detailed on the next page.

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

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

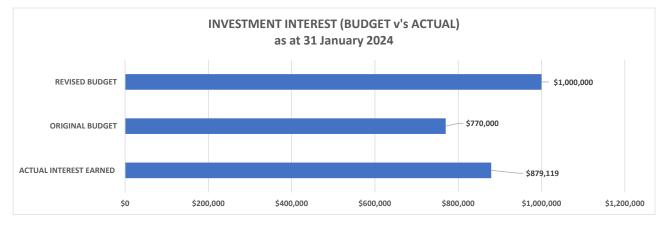
| TERM DEPOSITS INVESTME                      | NT REGI       | STER AND       | INTEREST I               | EARNED 202               | 23/24                                  |                            |                        |          | 31                   |          |                                               |
|---------------------------------------------|---------------|----------------|--------------------------|--------------------------|----------------------------------------|----------------------------|------------------------|----------|----------------------|----------|-----------------------------------------------|
| Term Deposits                               | S&P<br>Rating | Term<br>(Days) | Start Date               | Maturity Date            | Interest<br>Rate/<br>Rate of<br>Return | Investment \$\$<br>Value   | Daily Interest         |          | Jan-24               |          | jected Interest<br>arnings to 30<br>June 2024 |
|                                             |               |                |                          |                          |                                        |                            |                        |          |                      |          |                                               |
| Westpac Bank -939950<br>Westpac Bank 176576 |               |                | matured                  |                          |                                        |                            | \$ 124.66<br>\$ 111.51 | \$       | 2,453.22             | \$       | 16,704.44<br>22,971.06                        |
| Westpac Bank -691615                        |               |                | matured<br>matured       |                          |                                        |                            | \$ 111.51<br>\$ 112.25 | Ş        | 2,455.22             | \$<br>\$ | 16,388.50                                     |
| Westpac Bank - 185863                       | A-1+          | 335            | 24/06/2023               | 24/05/2024               | 4.92%                                  | 1,000,000                  | \$ 134.79              | \$       | 4,178.63             | \$       | 44,212.60                                     |
| Westpac Bank                                | A-1+          | 366            | 11/11/2023               | 11/11/2024               | 5.10%                                  | 1,000,000                  | \$ 139.73              | \$       | 4,331.51             | \$       | 32,276.71                                     |
| Westpac Bank                                | A-1+          | 366            | 23/11/2023               | 23/11/2024               | 5.10%                                  | 1,000,000                  | \$ 139.73              | \$       |                      | \$       | 30,600.00                                     |
| Westpac Bank - 176576                       | A-1+          | 366            | 22/01/2024               | 22/01/2025               | 4.90%                                  | 1,000,000                  | \$ 134.25              | \$       | 1,208.22             |          | 21,345.21                                     |
|                                             |               |                |                          |                          |                                        |                            |                        |          |                      |          |                                               |
| AMP                                         | A-2           | 365            | 21/03/2023               | 20/03/2024               | 4.80%                                  | 500,000                    | \$ 65.75               | \$       | 2,038.36             | \$       | 17,293.15                                     |
| AMP                                         | A-2           | 365            | 18/05/2023               | 17/05/2024               | 5.10%                                  | 500,000                    | \$ 69.86               | \$       | 2,165.75             | \$       | 22,426.03                                     |
| AMP                                         | A-2           |                | matured                  |                          |                                        |                            | \$ 70.55               |          |                      | \$       | 11,076.35                                     |
| AMP                                         | A-2           | 365            | 20/07/2023               | 19/07/2024               | 5.75%                                  | 1,000,000                  | \$ 157.53              | \$       | 4,883.56             | \$       | 54,349.32                                     |
| AMP                                         | A-2           | 335            | 1/09/2023                | 1/08/2024                | 5.05%                                  | 500,000                    | \$ 69.18               | \$       | 2,144.52             | \$       | 20,891.78                                     |
| AMP                                         | A-2           | 365            | 4/12/2023                | 3/12/2024                | 5.25%                                  | 500,000                    | \$ 71.92               | \$       | 2,229.45             | \$       | 14,958.90                                     |
|                                             |               |                | r                        | -                        |                                        | 1                          |                        |          |                      |          |                                               |
| Macquarie Bank                              | A-1           |                | matured                  |                          |                                        |                            | \$ 119.18              | \$       | 2,979.50             | \$       | 24,908.62                                     |
| Macquarie Bank                              | A-1           | 365            | 16/02/2023               | 16/02/2024               | 4.77%                                  | 500,000                    | \$ 65.34               | \$       | 2,025.62             | \$       | 15,094.11                                     |
| Macquarie Bank                              | A-1           |                | matured                  |                          |                                        |                            | \$ 62.19               |          |                      | \$       | 3,420.45                                      |
| Macquarie Bank                              | A-1           |                | matured                  |                          |                                        |                            | \$ 64.66               |          |                      | \$       | 9,828.32                                      |
| Macquarie Bank                              | A-1           | 205            | matured                  | 00/00/00001              | 4 800/                                 | 500.000                    | \$ 63.01               |          | 2 072 25             | \$       | 4,284.68                                      |
| Macquarie Bank                              | A-1           | 365            | 24/08/2023               | 23/08/2024               | 4.88%                                  | 500,000                    |                        | \$       | 2,072.33             | \$       | 20,723.29                                     |
| Macquarie Bank                              | A-1           | 365            | 6/09/2023                | 5/09/2024                | 4.87%                                  | 500,000                    |                        | \$       | 2,068.08             | \$       | 19,813.56                                     |
| Macquarie Bank                              | A-1<br>A-1    | 365<br>95      | 29/11/2023<br>25/01/2024 | 28/11/2024<br>29/04/2024 | 5.22%<br>4.88%                         | 500,000<br>1,000,000       |                        | \$<br>\$ | 2,216.71             | \$<br>\$ | 15,302.47<br>20,856.99                        |
| Macquarie Bank                              | A-1           | 95             | 25/01/2024               | 29/04/2024               | 4.88%                                  | 1,000,000                  | \$ 133.70              | Ş        | 802.19               | Ş        | 20,856.99                                     |
| 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                  | \$ 113.34<br>\$ 131.51 | \$       | 4,076.71             | \$<br>\$ | 33,008.22                                     |
| NAB Bank                                    | A-1+          | 365            | 19/04/2023               | 18/04/2024               | 4.80%                                  | 1,000,000                  | \$ 131.51<br>\$ 124.66 | ې<br>\$  | 3,864.38             | ې<br>\$  | 36,400.00                                     |
| NAB Bank                                    | A-1+          | 365            | 19/04/2023               | 18/04/2024               | 4.55%                                  | 1,000,000                  | \$ 124.66              | ې<br>\$  | 3,864.38             | ې<br>\$  | 36,400.00                                     |
| NAB Bank                                    | A-1+          | 303            | matured                  | 10/04/2024               | 4.5570                                 | 1,000,000                  | \$ 132.88              | Ļ        | 5,004.50             | ŝ        | 20,463.52                                     |
| NAB Bank                                    | A-1+          | 365            | 5/06/2023                | 4/06/2024                | 5.00%                                  | 1,000,000                  | \$ 136.99              | \$       | 4,246.58             | \$       | 46,438.36                                     |
| NAB Bank                                    | A-1+          | 365            | 13/06/2023               | 12/06/2024               | 5.30%                                  | 1,000,000                  | \$ 145.21              | \$       | 4,501.37             | \$       | 50,386.30                                     |
| NAB Bank                                    | A-1+          | 000            | matured                  | 12,00,2021               | 0.0070                                 | 1,000,000                  | \$ 136.99              | Ŷ        | 1,502107             | \$       | 12,192.11                                     |
| NAB Bank                                    | A-1+          |                | matured                  |                          |                                        |                            | \$ 145.21              | \$       | 2,468.57             | \$       | 26,428.22                                     |
| NAB Bank                                    | A-1+          | 365            | 27/09/2023               | 26/09/2024               | 5.25%                                  | 1,000,000                  | \$ 143.84              | \$       | 4,458.90             | \$       | 39,842.47                                     |
| NAB Bank                                    | A-1+          | 330            | 30/11/2023               | 25/10/2024               | 5.20%                                  | 1,000,000                  | \$ 142.47              | \$       | 4,416.44             | \$       | 30,345.21                                     |
| NAB Bank                                    | A-1+          | 367            | 1/12/2023                | 2/12/2024                | 5.25%                                  | 1,000,000                  | \$ 143.84              | \$       | 4,458.90             | \$       | 34,808.22                                     |
| NAB Bank                                    | A-1+          | 180            | 7/12/2023                | 4/06/2024                | 5.05%                                  | 1,000,000                  | \$ 138.36              | \$       | 4,289.04             | \$       | 29,331.51                                     |
| NAB Bank                                    | A-1+          | 120            | 4/01/2024                | 3/05/2024                | 5.00%                                  | 500,000                    | \$ 68.49               | \$       | 1,849.32             | \$       | 12,123.29                                     |
| NAB Bank                                    | A-1+          | 182            | 17/01/2024               | 17/07/2024               | 5.05%                                  | 1,000,000                  | \$ 138.36              | \$       | 1,936.99             | \$       | 22,690.41                                     |
|                                             |               |                | •                        |                          |                                        | •                          |                        |          |                      |          |                                               |
| Bank of Queensland                          | A-2           |                | matured                  |                          |                                        |                            | \$ 124.66              |          |                      | \$       | 10,222.12                                     |
| Bank of Queensland                          | A-2           |                | matured                  |                          |                                        |                            | \$ 60.27               |          |                      | \$       | 3,375.12                                      |
| Bank of Queensland                          | A-2           |                | matured                  |                          |                                        |                            | \$ 63.70               |          |                      | \$       | 6,688.50                                      |
| Bank of Queensland                          | A-2           | 365            | 9/05/2023                | 8/05/2024                | 4.60%                                  | 500,000                    | \$ 63.01               | \$       | 1,953.42             | \$       | 19,660.27                                     |
| Bank of Queensland                          | A-2           |                | matured                  |                          |                                        |                            | \$ 62.33               |          |                      | \$       | 11,344.06                                     |
| Bank of Queensland                          | A-2           |                | redemeed                 |                          |                                        |                            | \$ 141.10              |          |                      | \$       | 16,790.90                                     |
| Bank of Queensland                          | A-2           | 365            | 5/07/2023                | 4/07/2024                | 5.50%                                  | 1,000,000                  | \$ 150.68              | \$       | 4,671.23             |          | 54,246.58                                     |
| Bank of Queensland                          | A-2           | 367            | 25/08/2023               | 26/08/2024               | 4.95%                                  | 500,000                    | \$ 67.81               | \$       |                      | \$       | 20,884.93                                     |
| Bank of Queensland                          | A-2           | 365            | 20/09/2023               | 19/09/2024               | 5.05%                                  | 1,000,000                  | \$ 138.36              | \$       | 4,289.04             |          | 39,154.79                                     |
| Bank of Queensland                          | A-2           | 362            | 13/10/2023               | 9/10/2024                | 5.10%                                  | 500,000                    | \$ 69.86               | \$       | 2,165.75             |          | 18,443.84                                     |
| Bank of Queensland                          | A-2           | 122            | 22/12/2023               | 22/04/2024               | 5.00%                                  | 500,000                    | \$ 68.49               | \$       | 2,123.29             |          | 13,013.70                                     |
| Bank of Queensland                          | A-2           | 270            | 29/12/2023               | 24/09/2024               | 5.00%                                  | 500,000                    | \$ 68.49               | \$       | 2,123.29             | Ş        | 12,534.25                                     |
|                                             |               |                |                          |                          |                                        |                            | 4                      |          |                      |          |                                               |
| Commonwealth Bank                           | A-1+          | 205            | matured                  | 2/02/2020 1              | 4 640/                                 | 500 000                    | \$ 190.68              | \$       | 1,525.44             |          | 36,610.56                                     |
| Commonwealth Bank                           | A-1+          | 365            | 2/02/2023                | 2/02/2024                | 4.61%                                  | 500,000                    | \$ 63.15               | \$       | 1,957.67             |          | 17,492.74                                     |
| Commonwealth Bank                           | A-1+          | 360            | 17/02/2023               | 12/02/2024               | 4.90%                                  | 500,000                    | \$ 67.12               | \$       | 2,080.82             |          | 15,236.99                                     |
| Commonwealth Bank                           | A-1+          | 360            | 17/02/2023               | 12/02/2024               | 4.90%                                  | 500,000                    | \$ 67.12               | \$       | 2,080.82             |          | 15,236.99                                     |
| Commonwealth Bank                           | A-1+          | 365            | 27/02/2023               | 27/02/2024               | 5.06%                                  | 1,000,000                  | \$ 138.63              | \$       | 4,297.53             |          | 33,548.49                                     |
| Commonwealth Bank                           | A-1+          |                | matured                  |                          |                                        |                            | \$ 62.05               |          |                      | \$       | 1,675.35                                      |
| Commonwealth Bank                           | A-1+          |                | matured                  |                          |                                        |                            | \$ 61.92<br>\$ 62.01   |          |                      | \$<br>¢  | 6,315.84                                      |
| Commonwealth Bank                           | A-1+          | 364            | matured                  | 15/02/2024               | 1 250/                                 | 500.000                    | \$ 63.01               | ć        | 1 947 20             | \$<br>¢  | 10,333.64                                     |
| Commonwealth Bank                           | A-1+<br>A-1+  | 304            | 17/03/2023               | 15/03/2024               | 4.35%                                  | 500,000                    | \$ 59.59<br>\$ 60.96   | \$       | 1,847.26             | \$<br>\$ | 15,373.97<br>2,377.44                         |
| Commonwealth Bank                           | A-1+<br>A-1+  | 330            | matured 23/05/2023       | 17/04/2024               | 4.75%                                  | 1,000,000                  |                        | ć        | 1 02 4 25            |          | 2,377.44 37,869.86                            |
| Commonwealth Bank                           | A-1+<br>A-1+  | 330            | 23/05/2023               | 26/07/2024               | 4.75%<br>5.24%                         | 1,000,000                  | \$ 130.14<br>\$ 71.78  | \$<br>\$ | 4,034.25             | \$<br>¢  | 37,869.86<br>24,261.92                        |
| Commonwealth Bank<br>Commonwealth Bank      | A-1+<br>A-1+  | 365            | 9/08/2023                | 4/06/2024                | 5.24%                                  | 500,000                    | \$ 71.78<br>\$ 69.32   | \$<br>\$ | 2,225.21<br>2,148.77 |          | 24,261.92<br>22,527.40                        |
| Commonwealth Bank                           | A-1+          | 365            | 10/10/2023               | 9/10/2024                | 4.90%                                  | 500,000                    | \$ 67.12               | ې<br>\$  | 2,148.77 2,080.82    |          | 17,720.55                                     |
| Commonwealth Bank                           | A-1+          | 365            | 11/12/2023               | 10/12/2024               | 5.00%                                  | 500,000                    | \$ 68.49               | \$<br>\$ | 2,080.82             |          | 13,767.12                                     |
| Commonwealth Bank                           | A-1+          | 180            | 11/01/2024               | 9/07/2024                | 4.89%                                  | 1,500,000                  | \$ 200.96              | \$       | 4,421.10             |          | 34,564.93                                     |
| Control Control Dalin                       | A-17          | 100            | 1.1.01/2024              | 0.01/2024                | 4.0370                                 | 1,000,000                  | 200.90                 | ڊ        | 4,421.10             | Ŷ        | 34,304.33                                     |
| Total Tarm Danasita                         |               |                |                          | Aver Doto                | 4.000/                                 | ¢ 00 500 000               |                        | 4        | 120 011 0            |          |                                               |
| Total Term Deposits                         |               |                |                          | Avg Rate                 | 4.99%                                  | \$ 32,500,000              |                        | \$       | 136,811.80           | \$       | 1,424,048.66                                  |
| Total At Call Accounts                      |               |                |                          |                          |                                        | \$ 12,113<br>\$ 32,512,113 | -                      | ÷        |                      | \$<br>¢  | 104.13                                        |
| Total as at 31 January 2023                 |               |                |                          |                          | 007                                    | ≠ 32,312,113               |                        |          |                      | \$       | 1,424,152.79                                  |

\* at call interest earned - 1 July 2023 - 31 January 2024



The graph below details the monthly balance of investments from 1 July 2023 until 30 June 2024:

The graph below details the actual interest earned as at 31 January 2024 (\$879'119) compared to the original budget amount (\$770,000) and the revised budget amount as per the September 2023 Quarterly Budget Review (\$1,000,000) (which was adopted by Council at the November 2023 Ordinary Council Meeting), for the 2023/2024 Financial Year:



The table below details the composition of investments with financial institutions as at 31 January 2024:

| Financial Institutions | Ratings | Composition % | Amount ('000) |
|------------------------|---------|---------------|---------------|
| Westpac                | A-1+    | 12.34         | 4,012         |
| AMP                    | A-2     | 9.23          | 3,000         |
| СВА                    | A-1+    | 23.07         | 7,500         |
| MAC                    | A-1     | 9.23          | 3,000         |
| BOQ                    | A-2     | 13.84         | 4,500         |
| NAB                    | A-1+    | 32.29         | 10,500        |
| Total                  |         | 100.00        | 32,512        |

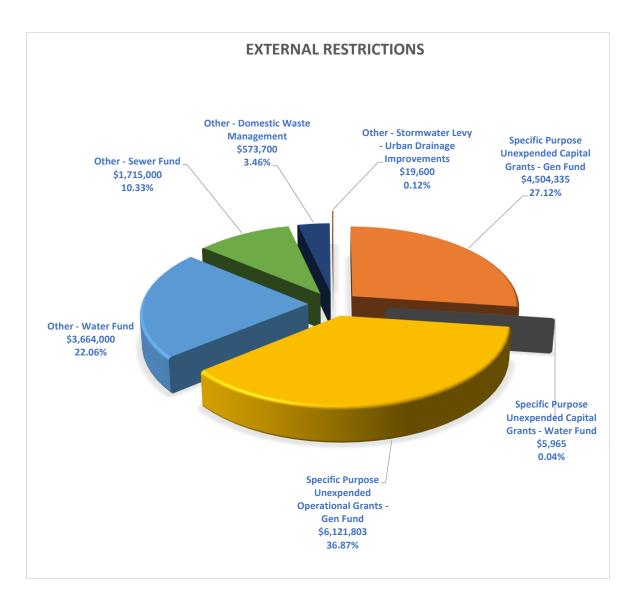
Council is compliant with the Investment Policy.

The table below details the balances of external and internal restrictions as at Wednesday, 31 January 2024

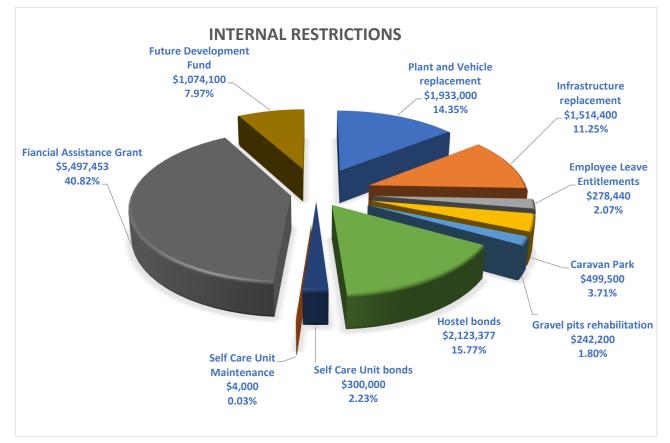
The table also details the balance of unrestricted cash investments as at Wednesday, 31 January 2024:

| External Restrictions                          |                              |                     |
|------------------------------------------------|------------------------------|---------------------|
| Specific Purpose Unexpended Capital Grants - C | Gen Fund                     | \$<br>4,504,335.00  |
| Specific Purpose Unexpended Capital Grants - \ | Vater Fund                   | \$<br>5,965.00      |
| Specific Purpose Unexpended Operational Grar   | nts - Gen Fund               | \$<br>6,121,803.00  |
| Other - Water Fund                             | \$<br>3,664,000.00           |                     |
| Other - Sewer Fund                             |                              | \$<br>1,715,000.00  |
| Other - Domestic Waste Management              |                              | \$<br>573,700.00    |
| Other - Stormwater Levy - Urban Drainage Imp   | rovements                    | \$<br>19,600.00     |
| Tota                                           | <b>External Restrictions</b> | \$<br>16,604,403.00 |
| Internal Restrictions                          |                              |                     |
| Plant and Vehicle replacement                  |                              | \$<br>1,933,000.00  |
| Infrastructure replacement                     |                              | \$<br>1,514,400.00  |
| Employee Leave Entitlements                    |                              | \$<br>278,440.00    |
| Caravan Park                                   |                              | \$<br>499,500.00    |
| Gravel pits rehabilitation                     |                              | \$<br>242,200.00    |
| Hostel bonds                                   |                              | \$<br>2,123,377.49  |
| Self Care Unit bonds                           |                              | \$<br>300,000.00    |
| Self Care Unit Maintenance                     |                              | \$<br>4,000.00      |
| Financial Assistance Grant                     |                              | \$<br>5,497,453.00  |
| Future Development Fund                        |                              | \$<br>1,074,100.00  |
| Tota                                           | I Internal Restrictions      | \$<br>13,466,470.49 |
| Tota                                           | l Restrictions               | \$<br>30,070,873.49 |
| Unrestricted Cash Investments                  |                              | \$<br>2,706,728.51  |
| Tota                                           | l Cash and Investments       | \$<br>32,777,602.00 |

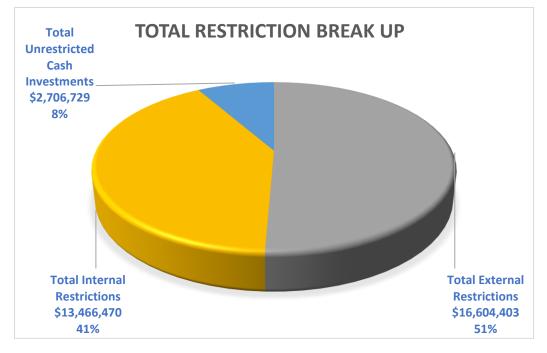
The chart below details the breakup of External Restrictions, detailing dollar value and percentage of each restriction as at 31 January 2024:



The chart below details the breakup of Internal Restrictions, detailing dollar value and percentage of each restriction as at 31 January 2024:



The chart below details an overall view of restricted cash as at 31 January 2024:



## SUMMARY

Council currently holds \$32,777,602 in Cash and Investments. The average interest rate for January 2024 is 4.99%. This is an increase on last month's interest rate of 4.95%.

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**

13 February 2024

# 2. Bank Reconciliation as at 31 January 2024

The bank reconciliation on the Westpac cash account, or operating account, has been reconciled as at, 31 January 2024 and is detailed below:

| Opening Cashbook Balance            | 1,902,905   |
|-------------------------------------|-------------|
| Plus Receipts                       | 603,343     |
| Less Payments                       | (2,240,759) |
| Cashbook Balance at 31 January 2024 | 265,489     |

| Statement Summary                         |             |
|-------------------------------------------|-------------|
| Opening Statement Balance                 | 1,891,547   |
| Plus Receipts                             | 602,798     |
| Less Payments                             | (2,240,558) |
| Bank Statement Balance at 31 January 2024 | 253,787     |
| Plus Unpresented Receipts                 | 14,890      |
| Less Unpresented Payments                 | (3,188)     |
| Reconciliation Balance at 31 January 2024 | 265,489     |

## C. Bennett

**Responsible Accounting Officer** 

13 February 2024

# **FINANCIAL IMPLICATIONS**

Nil.

## LEGISLATIVE IMPLICATIONS

The Local Government Act, 1993. The Local Government (General) Regulation, 2021. Ministerial Investment Order (Gazetted 11 February 2011).

## **POLICY IMPLICATIONS**

Council's Investment Policy (Adopted October 2021).

## **RISK RATING**

Low.

# ATTACHMENTS

Nil

# 9.2 MONTHLY INVESTMENTS REPORT

| File Number:                | D24.90781                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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 Sunday, 31 December 2023.

# OFFICER RECOMMENDATION

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

# REPORT

# 1 Cash and Investments Held

Council's total cash and investments held as at Sunday, 31 December 2023 is **\$33,915,003**.

This is a decrease of \$428,769 (1.25%) on the previous month's total of \$34,343,772.

The investments balance as at 31 December 2023 is **\$32M**.

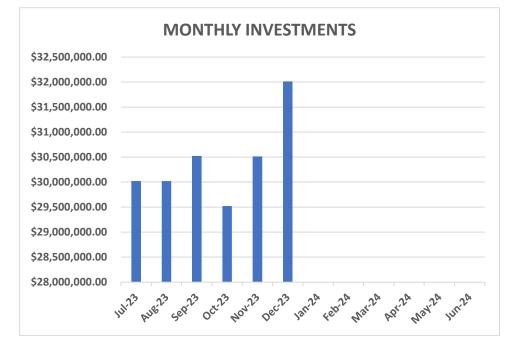
A summary of Council's investments as at 31 December 2023 is detailed on the next page.

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

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

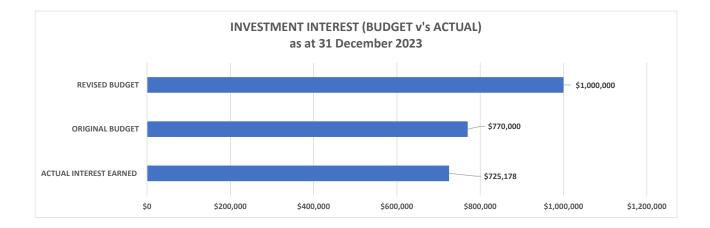
|                                             |               |                |                          |                         | Interest                   |                          |                        |          | 31                   |                                                   |
|---------------------------------------------|---------------|----------------|--------------------------|-------------------------|----------------------------|--------------------------|------------------------|----------|----------------------|---------------------------------------------------|
| Term Deposits                               | S&P<br>Rating | Term<br>(Days) | Start Date               | Maturity Date           | Rate/<br>Rate of<br>Return | Investment \$\$<br>Value | Daily Interest         |          | Dec-23               | Projected Interest<br>Earnings to 30<br>June 2024 |
| Westman Bank, 020050                        |               |                | moturod                  |                         |                            |                          | ¢ 124.66               |          |                      | ¢ 16 704 44                                       |
| Westpac Bank -939950<br>Westpac Bank 176576 | A-1+          | 275            | matured 22/04/2023       | 22/01/2024              | 4.07%                      | 1,000,000                | \$ 124.66<br>\$ 111.51 | \$       | 3,456.71             | \$ 16,704.44<br>\$ 22,970.41                      |
| Westpac Bank -691615                        | A-11          | 215            | matured                  | 22/01/2024              | 4.01 /0                    | 1,000,000                | \$ 112.25              | ç        | 3,430.71             | \$ 16,388.50                                      |
| Westpac Bank - 185863                       | A-1+          | 335            | 24/06/2023               | 24/05/2024              | 4.92%                      | 1,000,000                | \$ 134.79              | \$       | 4,178.63             | \$ 44,212.60                                      |
| Westpac Bank                                | A-1+          | 366            | 11/11/2023               | 11/11/2024              | 5.10%                      | 1,000,000                | \$ 139.73              | \$       | 4,331.51             | \$ 32,276.71                                      |
| Westpac Bank                                | A-1+          | 366            | 23/11/2023               | 23/11/2024              | 5.10%                      | 1,000,000                | \$ 139.73              | \$       | 4,331.51             | \$ 30,600.00                                      |
|                                             |               |                |                          |                         |                            |                          |                        |          |                      |                                                   |
| AMP                                         | A-2           | 365            | 21/03/2023               | 20/03/2024              | 4.80%                      | 500,000                  | \$ 65.75               | \$       | 2,038.36             | \$ 17,293.15                                      |
| AMP                                         | A-2           | 365            | 18/05/2023               | 17/05/2024              | 5.10%                      | 500,000                  | \$ 69.86               | \$       | 2,165.75             | \$ 22,426.03                                      |
| AMP<br>AMP                                  | A-2<br>A-2    | 365            | matured 20/07/2023       | 19/07/2024              | 5.75%                      | 1,000,000                | \$ 70.55<br>\$ 157.53  | \$<br>\$ | 282.20<br>4,883.56   | \$ 11,076.35<br>\$ 54,349.32                      |
| AMP                                         | A-2<br>A-2    | 335            | 1/09/2023                | 1/08/2024               | 5.05%                      | 500,000                  | \$ 69.18               | \$       |                      | \$ 20,891.78                                      |
| AMP                                         | A-2           | 365            | 4/12/2023                | 3/12/2024               | 5.25%                      | 500,000                  | \$ 71.92               | \$       | 1,941.78             |                                                   |
|                                             |               | 000            | 1712/2020                | 0/12/2021               | 0.2070                     | 000,000                  | <i>y</i> 7202          | Ŷ        | 1,5 11.70            | ¢ 1,550.50                                        |
| Macquarie Bank                              | A-1           | 365            | 25/01/2023               | 25/01/2024              | 4.35%                      | 1,000,000                | \$ 119.18              | \$       | 3,694.52             | \$ 24,908.22                                      |
| Macquarie Bank                              | A-1           | 365            | 16/02/2023               | 16/02/2024              | 4.77%                      | 500,000                  | \$ 65.34               | \$       | 2,025.62             | \$ 15,094.11                                      |
| Macquarie Bank                              | A-1           |                | matured                  |                         |                            |                          | \$ 62.19               |          |                      | \$ 3,420.45                                       |
| Macquarie Bank                              | A-1           |                | matured                  |                         |                            |                          | \$ 64.66               |          |                      | \$ 9,828.32                                       |
| Macquarie Bank                              | A-1           |                | matured                  |                         |                            |                          | \$ 63.01               |          |                      | \$ 4,284.68                                       |
| Macquarie Bank                              | A-1           | 365            | 24/08/2023               | 23/08/2024              | 4.88%                      | 500,000                  | \$ 66.85               | \$       | 2,072.33             | \$ 20,723.29                                      |
| Macquarie Bank                              | A-1           | 365            | 6/09/2023                | 5/09/2024               | 4.87%                      | 500,000                  | \$ 66.71               | \$       | 2,068.08             | \$ 19,813.56                                      |
| Macquarie Bank                              | A-1           | 365            | 29/11/2023               | 28/11/2024              | 5.22%                      | 500,000                  | \$ 71.51               | \$       | 2,216.71             | \$ 15,302.47                                      |
| 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              | \$       | 4,076.71             |                                                   |
| NAB Bank                                    | A-1+          | 365            | 19/04/2023               | 18/04/2024              | 4.55%                      | 1,000,000                | \$ 124.66              | \$       | 3,864.38             | \$ 36,400.00                                      |
| NAB Bank                                    | A-1+          | 365            | 19/04/2023               | 18/04/2024              | 4.55%                      | 1,000,000                | \$ 124.66              | \$       | 3,864.38             | \$ 36,400.00                                      |
| NAB Bank                                    | A-1+          |                | matured                  |                         |                            |                          | \$ 132.88              | \$       | 132.88               | \$ 20,463.52                                      |
| NAB Bank                                    | A-1+          | 365            | 5/06/2023                | 4/06/2024               | 5.00%                      | 1,000,000                | \$ 136.99              | \$       | 4,246.58             | \$ 46,438.36                                      |
| NAB Bank                                    | A-1+          | 365            | 13/06/2023               | 12/06/2024              | 5.30%                      | 1,000,000                | \$ 145.21              | \$       | 4,501.37             | \$ 50,386.30                                      |
| NAB Bank                                    | A-1+          |                | matured                  |                         |                            |                          | \$ 136.99              |          |                      | \$ 12,192.11                                      |
| NAB Bank                                    | A-1+          | 182            | 19/07/2023               | 17/01/2024              | 5.30%                      | 1,000,000                | \$ 145.21              | \$       | 4,501.37             | \$ 26,427.40                                      |
| NAB Bank                                    | A-1+          | 365            | 27/09/2023               | 26/09/2024              | 5.25%                      | 1,000,000                | \$ 143.84              | \$       | 4,458.90             | \$ 39,842.47                                      |
| NAB Bank<br>NAB Bank                        | A-1+<br>A-1+  | 330<br>367     | 30/11/2023<br>1/12/2023  | 25/10/2024<br>2/12/2024 | 5.20%<br>5.25%             | 1,000,000<br>1,000,000   | \$ 142.47<br>\$ 143.84 | \$<br>\$ | 4,416.44             | \$ 30,345.21<br>\$ 34,808.22                      |
| NAB Bank                                    | A-1+          | 180            | 7/12/2023                | 4/06/2024               | 5.05%                      | 1,000,000                | \$ 138.36              | ې<br>\$  | 4,458.90<br>4,289.04 | \$ 54,808.22<br>\$ 29,331.51                      |
|                                             |               | 100            | 1712/2020                | 1/00/2021               | 0.0070                     | 1,000,000                | <i>y</i> 100100        | Ŷ        | 1,200101             | ¢ _0,002.02                                       |
| Bank of Queensland                          | A-2           |                | matured                  |                         |                            |                          | \$ 124.66              |          |                      | \$ 10,222.12                                      |
| Bank of Queensland                          | A-2           |                | matured                  |                         |                            |                          | \$ 60.27               |          |                      | \$ 3,375.12                                       |
| Bank of Queensland                          | A-2           |                | matured                  |                         |                            |                          | \$ 63.70               |          |                      | \$ 6,688.50                                       |
| Bank of Queensland                          | A-2           | 365            | 9/05/2023                | 8/05/2024               | 4.60%                      | 500,000                  | \$ 63.01               | \$       | 1,953.42             | \$ 19,660.27                                      |
| Bank of Queensland                          | A-2           |                | matured                  |                         |                            |                          | \$ 62.33               | \$       | 1,807.57             | \$ 11,344.06                                      |
| Bank of Queensland                          | A-2           |                | redemeed                 |                         |                            |                          | \$ 141.10              |          |                      | \$ 16,790.90                                      |
| Bank of Queensland                          | A-2           | 365            | 5/07/2023                | 4/07/2024               | 5.50%                      | 1,000,000                | \$ 150.68              | \$       | 4,671.23             | \$ 54,246.58                                      |
| Bank of Queensland                          | A-2           | 367<br>365     | 25/08/2023               | 26/08/2024              | 4.95%                      | 500,000                  |                        | \$       | 2,102.05             |                                                   |
| Bank of Queensland<br>Bank of Queensland    | A-2<br>A-2    | 362            | 20/09/2023<br>13/10/2023 | 19/09/2024<br>9/10/2024 | 5.05%<br>5.10%             | 1,000,000<br>500,000     | \$ 138.36<br>\$ 69.86  | \$<br>\$ | 4,289.04<br>2,165.75 |                                                   |
| Bank of Queensland                          | A-2<br>A-2    | 122            | 22/12/2023               | 22/04/2024              | 5.00%                      | 500,000                  | \$ 68.49               | \$       | 616.44               |                                                   |
| Bank of Queensland                          | A-2           | 270            | 29/12/2023               | 24/09/2024              | 5.00%                      | 500,000                  | \$ 68.49               | \$       | 136.99               |                                                   |
|                                             | =             |                |                          |                         |                            | ,                        | ,                      | Ŧ        |                      |                                                   |
| Commonwealth Bank                           | A-1+          | 357            | 16/01/2023               | 8/01/2024               | 4.64%                      | 1,500,000                | \$ 190.68              | \$       | 5,911.23             | \$ 36,611.51                                      |
| Commonwealth Bank                           | A-1+          | 365            | 2/02/2023                | 2/02/2024               | 4.61%                      | 500,000                  | \$ 63.15               | \$       | 1,957.67             |                                                   |
| Commonwealth Bank                           | A-1+          | 360            | 17/02/2023               | 12/02/2024              | 4.90%                      | 500,000                  | \$ 67.12               | \$       | 2,080.82             | \$ 15,236.99                                      |
| Commonwealth Bank                           | A-1+          | 360            | 17/02/2023               | 12/02/2024              | 4.90%                      | 500,000                  | \$ 67.12               | \$       | 2,080.82             | \$ 15,236.99                                      |
| <u>Commonwealth Bank</u>                    | A-1+          | 365            | 27/02/2023               | 27/02/2024              | 5.06%                      | 1,000,000                | \$ 138.63              | \$       | 4,297.53             | \$ 33,548.49                                      |
| Commonwealth Bank                           | A-1+          |                | matured                  |                         |                            |                          | \$ 62.05               |          |                      | \$ 1,675.35                                       |
| Commonwealth Bank                           | A-1+          |                | matured                  |                         |                            |                          | \$ 61.92               |          |                      | \$ 6,315.84                                       |
| Commonwealth Bank                           | A-1+          | 001            | matured                  | 45/00/0001              | 4.05%                      | F00.000                  | \$ 63.01               | \$       | 693.11               |                                                   |
| Commonwealth Bank                           | A-1+          | 364            | 17/03/2023               | 15/03/2024              | 4.35%                      | 500,000                  | \$ 59.59               | \$       | 1,847.26             |                                                   |
| Commonwealth Bank<br>Commonwealth Bank      | A-1+<br>A-1+  | 330            | matured 23/05/2023       | 17/04/2024              | 4.75%                      | 1,000,000                | \$ 60.96<br>\$ 130.14  | \$       | 4,034.25             | \$ 2,377.44<br>\$ 37,869.86                       |
| Commonwealth Bank                           | A-1+          | 365            | 23/03/2023               | 26/07/2024              | 4.75%<br>5.24%             | 500,000                  | \$ 130.14<br>\$ 71.78  | ې<br>\$  | 4,034.25<br>2,225.21 |                                                   |
| Commonwealth Bank                           | A-1+          | 300            | 9/08/2023                | 4/06/2024               | 5.06%                      | 500,000                  | \$ 69.32               | \$       | 2,223.21             |                                                   |
| Commonwealth Bank                           | A-1+          | 365            | 10/10/2023               | 9/10/2024               | 4.90%                      | 500,000                  | \$ 67.12               | \$       | 2,080.82             |                                                   |
| Commonwealth Bank                           | A-1+          | 365            | 11/12/2023               | 10/12/2024              | 5.00%                      | 500,000                  | \$ 68.49               | \$       | 1,369.86             |                                                   |
|                                             |               |                |                          |                         |                            | · · · ·                  |                        |          |                      |                                                   |
| Total Term Deposits                         |               |                |                          | Avg Rate                | 4.95%                      | \$ 32,000,000            |                        | \$       | 133,112.58           | \$ 1,312,466.94                                   |
| Total At Call Accounts                      |               |                |                          |                         |                            | \$ 12,099                |                        | *        |                      | \$ 89.37                                          |
|                                             |               |                |                          |                         |                            |                          |                        |          |                      |                                                   |

\* at call interest earned - 1 July - 31 December 23



The graph below details the monthly balance of investments from 1 July 2023 until 30 June 2024:

The graph below details the actual interest earned as at 31 December 2023 against the original budget for the Financial Year:



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

| Financial Institutions | Ratings | Composition % | Amount ('000) |
|------------------------|---------|---------------|---------------|
| Westpac                | A-1+    | 12.53         | 4,012         |
| АМР                    | A-2     | 9.37          | 3,000         |
| СВА                    | A-1+    | 23.43         | 7,500         |
| MAC                    | A-1     | 9.37          | 3,000         |
| BOQ                    | A-2     | 14.06         | 4,500         |
| NAB                    | A-1+    | 31.24         | 10,000        |
| Total                  |         | 100.00        | 32,012        |

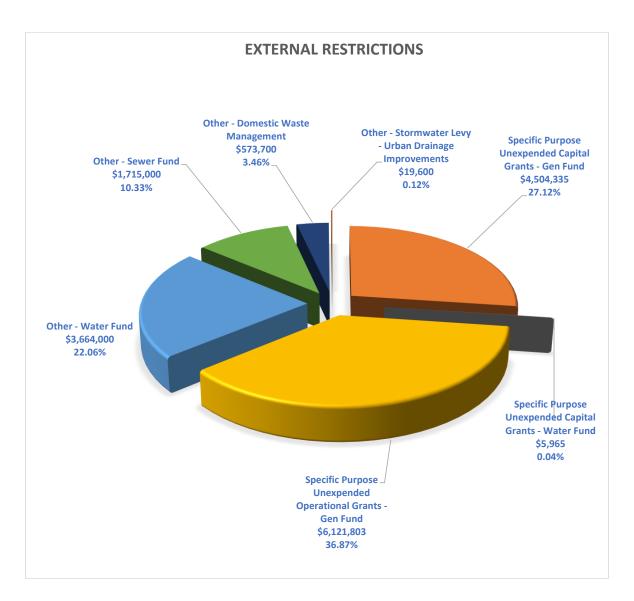
Council is compliant with the Investment Policy.

The table below details the balances of external and internal restrictions as at Sunday, 31 December 2023:

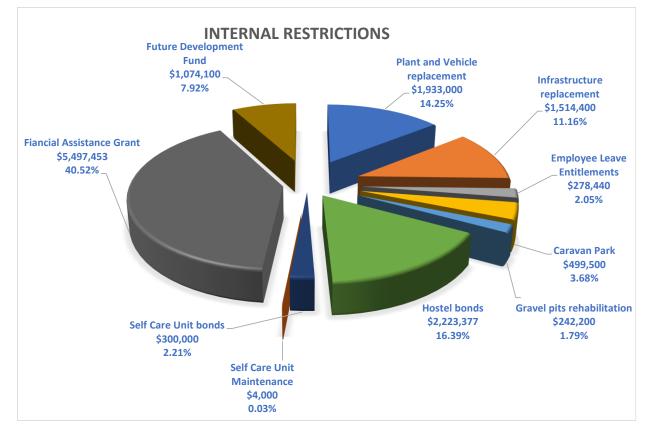
The table also details the balance of unrestricted cash investments as at Sunday, 31 December 2023:

| Details of Restrictions             |                                                           |                  |               |  |
|-------------------------------------|-----------------------------------------------------------|------------------|---------------|--|
| External Restrictions               |                                                           |                  |               |  |
| Specific Purpose Unexpended Capita  | al Grants - Gen Fund                                      | \$               | 4,504,335.00  |  |
| Specific Purpose Unexpended Capita  | al Grants - Water Fund                                    | \$               | 5,965.00      |  |
| Specific Purpose Unexpended Opera   | Specific Purpose Unexpended Operational Grants - Gen Fund |                  |               |  |
| Other - Water Fund                  | Other - Water Fund                                        |                  |               |  |
| Other - Sewer Fund                  | \$                                                        | 1,715,000.00     |               |  |
| Other - Domestic Waste Manageme     | \$                                                        | 573,700.00       |               |  |
| Other - Stormwater Levy - Urban Dra | \$                                                        | 19,600.00        |               |  |
|                                     | Total External Restrictions                               | \$               | 16,604,403.00 |  |
| Internal Restrictions               |                                                           |                  |               |  |
| Plant and Vehicle replacement       |                                                           | \$               | 1,933,000.00  |  |
| Infrastructure replacement          |                                                           | \$               | 1,514,400.00  |  |
| Employee Leave Entitlements         |                                                           | \$               | 278,440.00    |  |
| Caravan Park                        |                                                           | \$               | 499,500.00    |  |
| Gravel pits rehabilitation          |                                                           | \$               | 242,200.00    |  |
| Hostel bonds                        |                                                           | \$               | 2,223,377.00  |  |
| Self Care Unit bonds                |                                                           | \$               | 300,000.00    |  |
| Self Care Unit Maintenance          |                                                           | \$               | 4,000.00      |  |
| Financial Assistance Grant          |                                                           | \$               | 5,497,453.00  |  |
| Future Development Fund             |                                                           | \$               | 1,074,100.00  |  |
|                                     | Total Internal Restrictions                               | \$               | 13,566,470.00 |  |
|                                     | Total Restrictions                                        | \$               | 30,170,873.00 |  |
| Unrestricted Cash Investments       |                                                           | \$               | 3,744,130.00  |  |
|                                     | Total Cash and Investments                                | \$ 33,915,003.00 |               |  |

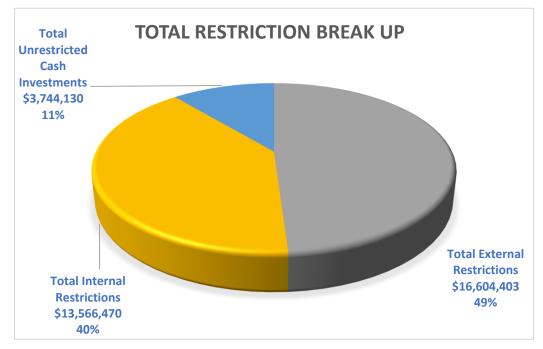
The chart below details the breakup of External Restrictions, detailing dollar value and percentage of each restriction as at 31 December 2023:



The chart below details the breakup of Internal Restrictions, detailing dollar value and percentage of each restriction as at 31 December 2023:



The chart below details an overall view of restricted cash as at 31 December 2023:



## SUMMARY

Council currently holds \$33,915,003 in Cash and Investments. The average interest rate for December 2023 is 4.95%. This is an increase on last month's interest rate of 4.93%.

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**

11 January 2024

# 2. Bank Reconciliation as at 31 December 2023

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

| Opening Cashbook Balance             | 3,831,686   |
|--------------------------------------|-------------|
| Plus Receipts                        | 1,157,140   |
| Less Payments                        | (3,085,921) |
| Cashbook Balance at 31 December 2023 | 1,902,905   |

| Statement Summary                          |             |
|--------------------------------------------|-------------|
| Opening Statement Balance                  | 3,822,477   |
| Plus Receipts                              | 1,154,990   |
| Less Payments                              | (3,085,921) |
| Bank Statement Balance at 31 December 2023 | 1,891,546   |
| Plus Unpresented Receipts                  | 14,346      |
| Less Unpresented Payments                  | (2,987)     |
| Reconciliation Balance at 31 December 2023 | 1,902,905   |

# C. Bennett

**Responsible Accounting Officer** 

11 January 2024

## **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

# 9.3 REPORT ON FINANCIAL INFORMATION AS AT 31 JANUARY 2024

| File Number:                | D24.91691                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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, 31 January 2024:

- 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, 31 January 2024.

# REPORT

The following is a summary on each piece of financial information as at 31 January 2023:

# Monthly Summary of Revenue and Expenditure for the Caravan Park

For the 2023/2024 Financial Year, the Caravan Park has a revised budgeted operating revenue of \$609,500, with a revised budgeted operating expenditure of \$513,300. The revised budgeted operating surplus for the 2023/2024 Financial Year is \$96,200. The projected operating surplus for the 2023/2024 Financial Year as at 31 January 2024 is \$90,500.

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

For the 2023/2024 Financial Year, the Hostel has a revised budgeted operating revenue of \$1,837,727, with a revised budgeted operating expenditure of \$1,842,650. The revised budgeted operating deficit for the 2023/2024 Financial Year is (\$4,923). The projected operating surplus for the 2023/2024 Financial Year as at 31 January 2024 is \$211,868 a projected decrease in operating deficit of \$216,791.

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

For the 2023/2024 Financial Year, the Tourist Information Centre has a revised budgeted operating revenue of \$97,500 with a revised budgeted operating expenditure of \$386,490. The revised budgeted operating deficit for the 2023/2024 Financial Year is (\$288.990). The projected operating deficit for the 2023/2024 Financial Year as at 31 January 2024 is (\$337,700).

# Monthly Summary of Revenue and Expenditure for the Library

For the 2023/2024 Financial Year, the Library has a revised budgeted operating revenue of \$99,421 and a revised budgeted operating expenditure of \$162,560. The revised budgeted operating deficit for the 2023/2024 Financial Year is (\$63,139). The projected operating deficit for the 2023/2024 Financial Year as at 31 January 2024 is (\$54,139).

## Commentary:

The main reason for the projected decrease in the operational surplus at the Caravan Park is he projected increase in Salaries. This is somewhat offset by the projected increase in the fees at the Caravan Park.

The main reason for the projected increase in the operational surplus at the Bidgee Haven Hostel is the projected increase in the permanent care subsidies

The main reason for the projected increase in the operational deficit at the Tourist Information Centre is the projected increase in the Tourism Repairs and Maintenance.

The main reason for the decrease in the operating deficit at the Library is the reduction in Salaries.

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

| CARAVAN PARK 2023/24                               | Original<br>Budget | Actual<br>Amendments to<br>budget for<br>September QBR | Revised Budget | Actual YTD 31<br>January 2024 | Remaining<br>Budget | Projected<br>Budget as at<br>30 June 2024 | YTD Actual<br>% |
|----------------------------------------------------|--------------------|--------------------------------------------------------|----------------|-------------------------------|---------------------|-------------------------------------------|-----------------|
| REVENUE                                            |                    |                                                        |                |                               |                     |                                           |                 |
| Fees                                               | \$530,000          | \$70,000                                               | \$600,000      | \$360,381                     | \$259,619           | \$620,000                                 | 58.1%           |
| Washing Machine Charges                            | \$3,500            | \$0                                                    | \$3,500        | \$3,155                       | \$1,845             | \$5,000                                   | 63.1%           |
| Merchandise Sales                                  | \$2,000            | \$4,000                                                | \$6,000        | \$2,838                       | \$3,162             | \$6,000                                   | 47.3%           |
| TOTAL OPERATING REVENUE                            | \$535,500          | \$74,000                                               | \$609,500      | \$366,373                     | \$264,627           | \$631,000                                 | 58.1%           |
| EXPENDITURE                                        |                    |                                                        |                |                               |                     |                                           |                 |
| Salaries                                           | \$135,000          | \$70,000                                               | \$205,000      | \$134,995                     | \$95,005            | \$230,000                                 | 58.7%           |
| Advertising                                        | \$1,500            |                                                        |                | \$0                           | \$1,500             | \$1,500                                   | 0.0%            |
| Bank Charges                                       | \$3,500            |                                                        |                |                               | \$2,049             |                                           | 59.0%           |
| Cleaning Materials                                 | \$10,000           |                                                        |                |                               | \$5,702             | \$10,000                                  | 43.0%           |
| Electricity - Operational                          | \$39,000           | -\$5,000                                               |                |                               | \$22,505            | \$50,000                                  | 55.0%           |
| Admin Charges - Sals, Rates/Charges, Insur,        | \$116,800          | \$0                                                    | \$116,800      | \$68,133                      | \$48,667            | \$116,800                                 | 58.3%           |
| Software Support                                   | \$4,500            | \$2,000                                                | \$6,500        | \$2,958                       | \$3,542             | \$6,500                                   | 45.5%           |
| Telephone                                          | \$3,000            | \$0                                                    | \$3,000        | \$929                         | \$1,071             | \$2,000                                   | 46.4%           |
| R & M                                              | \$50,000           | \$0                                                    | \$50,000       | \$22,631                      | \$17,369            | \$40,000                                  | 56.6%           |
| Consumables GST                                    | \$25,000           | \$0                                                    | \$25,000       | \$14,256                      | \$10,744            | \$25,000                                  | 57.0%           |
| Consumables No GST                                 | \$5,000            | \$0                                                    | \$5,000        | \$395                         | \$305               | \$700                                     | 56.5%           |
| Depreciation                                       | \$53,000           | \$0                                                    | \$53,000       | \$30,917                      | \$22,083            | \$53,000                                  | 58.3%           |
| TOTAL OPERATING EXPENDITURE                        | \$446,300          | \$67,000                                               | \$513,300      | \$309,958                     | \$230,542           | \$540,500                                 | 57.3%           |
| NET OPERATING SURPLUS / DEFICIT                    | \$89,200           | \$7,000                                                | \$96,200       | \$56,416                      | \$34,084            | \$90,500                                  |                 |
| CAPITAL                                            |                    |                                                        |                |                               |                     |                                           |                 |
| Capital Revenue                                    |                    |                                                        |                |                               |                     |                                           |                 |
| Capital Grants - CRIF                              | \$0                | \$0                                                    | \$0            | \$0                           | \$0                 | \$0                                       |                 |
| Transfer from Restriction                          | \$0                | \$0                                                    | \$0            | \$0                           | \$0                 | \$0                                       |                 |
| Total Capital Revenue                              | \$0                | \$0                                                    | \$0            | \$0                           | \$0                 | \$0                                       |                 |
| Capital Expenditure                                |                    |                                                        |                |                               |                     |                                           |                 |
| CRIF Grant Expenditure                             | \$0                | \$0                                                    | \$0            | \$0                           | \$0                 | \$0                                       | -               |
| Transfer to Restriction                            | \$0                |                                                        |                |                               | \$0                 |                                           |                 |
| Total Capital Expenditure                          | \$0                |                                                        |                |                               | \$0                 |                                           |                 |
| Net Capital Surplus/ <mark>(Deficit)</mark>        | \$0                | \$0                                                    | \$0            | \$0                           | \$0                 | \$0                                       |                 |
| Net Overall Result Surplus/ <mark>(Deficit)</mark> | \$89,200           | \$7,000                                                | \$96,200       | \$56,416                      | \$34,084            | \$90,500                                  |                 |

SUMMARY

| Caravan Park 2023/24                               | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>Sptember QBR | revised budget | Actual YTD<br>31 January<br>2024 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 |
|----------------------------------------------------|--------------------|-------------------------------------------------------|----------------|----------------------------------|---------------------|----------------------------------------|
| Total Operating Revenue                            | \$535,500          | \$74,000                                              | \$609,500      | \$366,373                        | \$264,627           | \$631,000                              |
| Total Operating Expenditure                        | \$446,300          | \$67,000                                              | \$513,300      | \$309,958                        | \$230,542           | \$540,500                              |
| Net Operating Surplus / Deficit                    | \$89,200           | \$7,000                                               | \$96,200       | \$56,416                         | \$34,084            | \$90,500                               |
| Total Capital Revenue                              | \$0                | \$0                                                   | \$0            | \$0                              | \$0                 | \$0                                    |
| Total Capital Expenditure                          | \$0                | \$0                                                   | \$0            | \$0                              | \$0                 | \$0                                    |
| Net Capital Surplus / <mark>(Deficit)</mark>       | \$0                | \$0                                                   | \$0            | \$0                              | \$0                 | \$0                                    |
| Net Overall Result Surplus/ <mark>(Deficit)</mark> | \$89,200           | \$7,000                                               | \$96,200       | \$56,416                         | \$34,084            | \$90,500                               |

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

|                                                | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>September QBR | Revised Budget          | Actual YTD 31<br>January 2024 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 | YTD Actual % |
|------------------------------------------------|--------------------|--------------------------------------------------------|-------------------------|-------------------------------|---------------------|----------------------------------------|--------------|
| REVENUE                                        |                    |                                                        |                         |                               |                     |                                        |              |
| Permanent Care Subsidies                       | \$1,146,000        | \$280,000                                              | \$1,426,000             | \$839,474                     | \$786,526           | \$1,626,000                            | 51.6%        |
| Training Subsidies                             | \$4,000            | \$0                                                    | \$4,000                 | \$0                           | \$4,000             | \$4,000                                | 0.0%         |
| Resident Accommodation Fees                    | \$25,000           | \$0                                                    | \$25,000                | \$23,233                      | \$1,767             | \$25,000                               | 92.9%        |
| Resident Daily Care Fees                       | \$270,000          | \$0                                                    | \$270,000               | \$166,457                     | \$103,543           | \$270,000                              | 61.7%        |
| Interest on Bond                               | \$75,000           | \$0                                                    | \$75,000                | \$0                           | \$100,000           | \$100,000                              | 0.0%         |
| Respite Care Fees                              | \$0                | \$20,000                                               | \$20,000                | \$18,231                      | \$11,769            | \$30,000                               | 60.8%        |
| Residents Means Tested Fee                     | \$0                | \$0                                                    | \$0                     | -\$1,276                      | \$0                 | -\$1,276                               | -            |
| Hostel Telehealth Grant                        | \$0                | \$0                                                    | \$0                     | \$11,000                      | \$0                 | \$11,000                               |              |
| Covid Expenses Claim                           | \$0                | \$17,727                                               | \$17,727                | \$17,727                      | \$0                 | \$17,727                               | 100.0%       |
| Electronic Medication                          | \$0                | \$0                                                    | \$0                     | \$0                           | \$0                 | \$20,000                               |              |
|                                                |                    |                                                        |                         |                               |                     | +,                                     |              |
| TOTAL OPERATING REVENUE                        | \$1,520,000        | \$317,727                                              | \$1,837,727             | \$1,074,847                   | \$1,007,604         | \$2,082,451                            | 51.6%        |
| EXPENDITURE                                    |                    |                                                        |                         |                               |                     |                                        |              |
| Salaries                                       | \$1,364,000        | \$0                                                    | \$1,364,000             | \$805,212                     | \$558,788           | \$1,364,000                            | 59.0%        |
| Medical Expenses                               | \$2,000            | \$0                                                    | \$2,000                 | \$3,693                       | \$1,307             | \$5,000                                |              |
| Drs Visits to Hostel                           | \$4,000            | \$0                                                    | \$2,000                 | \$0,095                       |                     | \$4,000                                |              |
| Training                                       | \$10,000           | \$0                                                    | \$10,000                | <sub>40</sub><br>\$3,791      | \$11,209            | \$15,000                               |              |
| Recruitment Expenses                           | \$10,000           | \$0                                                    | \$10,000                | \$996                         | \$11,209            | \$13,000                               |              |
|                                                | \$500              | \$0                                                    | <del>پ</del> و<br>\$500 | \$990<br>\$0                  | \$4<br>\$500        |                                        |              |
| Advertising                                    |                    |                                                        |                         |                               |                     | \$500<br>¢5.000                        |              |
| Audit Fees                                     | \$5,000            | \$0                                                    | \$5,000                 | \$5,000                       | \$0                 | \$5,000                                |              |
| Electricity                                    | \$40,000           | \$0                                                    | \$40,000                | \$24,405                      | \$15,595            | \$40,000                               |              |
| Gas                                            | \$1,000            | \$0                                                    | \$1,000                 | \$0                           | \$1,000             | \$1,000                                |              |
| Consultants Independent Aged Care Audit        | \$30,000           |                                                        |                         | \$25,202                      | \$4,798             | \$30,000                               |              |
| Sundry Expenses                                | \$1,500            | \$0                                                    | \$1,500                 | \$883                         | \$617               | \$1,500                                |              |
| Linen Replacements                             | \$2,000            | \$0                                                    |                         | \$0                           | \$2,000             | \$2,000                                |              |
| Laundry Services                               | \$5,000            | \$0                                                    | \$5,000                 | \$1,833                       | \$2,167             | \$4,000                                |              |
| Cleaning Materials                             | \$5,000            | \$0                                                    | \$5,000                 | \$3,215                       | \$1,785             | \$5,000                                |              |
| Freight                                        | \$0                | \$0                                                    | \$0                     | \$959                         | \$41                | \$1,000                                |              |
| Pharmaceutical Supplies                        | \$12,000           | \$0                                                    | \$12,000                | \$10,841                      | \$4,159             | \$15,000                               |              |
| Council Admin Charges - Salaries, Insur, Rates | \$139,150          |                                                        |                         | \$69,575                      | \$69,575            | \$139,150                              |              |
| Printing & Stationery                          | \$2,000            | \$0                                                    | \$2,000                 | \$1,263                       | \$737               | \$2,000                                |              |
| IT Expenditure                                 | \$3,000            |                                                        |                         | \$0                           | \$3,000             | \$3,000                                | 0.0%         |
| Repairs & Maintenance                          | \$55,000           | \$0                                                    | \$55,000                | \$20,718                      | \$24,282            | \$45,000                               | 46.0%        |
| Subscriptions & Memberships                    | \$7,000            | \$0                                                    | \$7,000                 | \$2,385                       | \$2,615             | \$5,000                                | 47.7%        |
| Telephone                                      | \$3,000            | \$0                                                    | \$3,000                 | \$1,846                       | \$1,154             | \$3,000                                | 61.5%        |
| Food Supplies                                  | \$55,000           | \$0                                                    | \$55,000                | \$26,969                      | \$28,031            | \$55,000                               | 49.0%        |
| Commuter Bus and Sedan Running Costs           | \$10,000           | \$0                                                    | \$10,000                | \$0                           | \$10,000            | \$10,000                               | 0.0%         |
| Depreciation                                   | \$54,000           | \$0                                                    | \$54,000                | \$31,500                      | \$22,500            | \$54,000                               | 58.3%        |
| Business Improvement Funding                   | \$0                | \$0                                                    | \$0                     | \$17,872                      | \$0                 | \$17,872                               | -            |
| Telehealth Grants                              | \$0                | \$0                                                    | \$0                     | \$10,061                      | \$0                 | \$10,061                               | -            |
| Resident Fees Refunded                         | \$0                | \$32,500                                               | \$32,500                | \$32,323                      | \$177               | \$32,500                               | 99.5%        |
| TOTAL OPERATING EXPENDITURE                    | \$1,810,150        | \$32,500                                               | \$1,842,650             | \$1,100,540                   | \$770,043           | \$1,870,583                            | 58.8%        |
| NET OPERATING SURPLUS / DEFICIT                | -\$290,150         | \$285,227                                              | -\$4,923                | -\$25,693                     | \$237,561           | \$211,868                              |              |

# SUMMARY

| Bidgee Haven Hostel 2023/24     | Original<br>Budget | Amendments to<br>budget for<br>September QBR | Revised Budget | Actual YTD 31<br>January 2024 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 |
|---------------------------------|--------------------|----------------------------------------------|----------------|-------------------------------|---------------------|----------------------------------------|
|                                 |                    |                                              |                |                               |                     |                                        |
| TOTAL OPERATING REVENUE         | \$1,520,000        | \$317,727                                    | \$1,837,727    | \$1,074,847                   | \$1,007,604         | \$2,082,451                            |
| TOTAL OPERATING EXPENDITURE     | \$1,810,150        | \$32,500                                     | \$1,842,650    | \$1,100,540                   | \$770,043           | \$1,870,583                            |
|                                 |                    |                                              |                |                               |                     |                                        |
| NET OPERATING SURPLUS / DEFICIT | -\$290,150         | \$285,227                                    | -\$4,923       | -\$25,693                     | \$237,561           | \$211,868                              |

| BIDGEE HAVEN HOSTEL SELF CARE<br>UNITS 2023/24 | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>September QBR | Revised Budget | Actual YTD 31<br>January 2024 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 | YTD Actual % |
|------------------------------------------------|--------------------|--------------------------------------------------------|----------------|-------------------------------|---------------------|----------------------------------------|--------------|
| REVENUE                                        |                    |                                                        |                |                               |                     |                                        |              |
| Unit Rentals                                   | \$24,000           | \$0                                                    | \$0            | \$6,091                       | \$17,909            | \$24,000                               | 25.38%       |
| EXPENDITURE                                    |                    |                                                        |                |                               |                     |                                        |              |
| Electricity                                    | \$2,500            | \$0                                                    | \$0            | \$1,188                       | \$739               | \$2,500                                | 47.51%       |
| Insurance                                      | \$1,300            | \$0                                                    | \$0            | \$0.00                        | \$0                 | \$1,300                                | 0.00%        |
| Rates and Charges                              | \$9,000            | \$0                                                    | \$0            | \$6,017                       | \$2,983             | \$9,000                                | 66.85%       |
| Repairs and Maintenance                        | \$5,000            | \$0                                                    | \$0            | \$1,885                       | \$3,115             | \$5,000                                | 37.69%       |
|                                                | \$17,800           | \$0                                                    | \$0            | 9,088.80                      | \$6,838.05          | \$17,800.00                            | 51.06%       |
|                                                |                    |                                                        |                |                               |                     |                                        |              |
| NET OPERATING SURPLUS / DEFICIT                | \$6,200            | \$0                                                    | \$0            | -\$2,998                      | \$11,071            | \$6,200                                |              |

# SUMMARY

| Bidgee Haven Hostel Self Care Units<br>2023/24 | Original<br>Budget | Amendments to<br>budget for<br>September QBR | Revised Budget | Actual YTD 31<br>January 2024 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 |
|------------------------------------------------|--------------------|----------------------------------------------|----------------|-------------------------------|---------------------|----------------------------------------|
| TOTAL OPERATING REVENUE                        | \$24,000           | \$0                                          | \$0            | \$6,091                       | \$17,909            | \$24,000                               |
| TOTAL OPERATING EXPENDITURE                    | \$17,800           | \$0                                          | \$0            | \$9,089                       | \$6,838             | \$17,800                               |
| NET OPERATING SURPLUS / DEFICIT                | \$6,200            | \$0                                          | \$0            | -\$2,998                      | \$11,071            | \$6,200                                |

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

|                                             | Original                  | Actual<br>Amendments to<br>Budget for | Revised Budget | Actual YTD<br>31 January<br>2024 | Remaining<br>Budget | Projected<br>Budget to<br>30 June<br>2024 | YTD<br>Actual % |
|---------------------------------------------|---------------------------|---------------------------------------|----------------|----------------------------------|---------------------|-------------------------------------------|-----------------|
| TOURISM 2023/24                             | Budget                    | September QBK                         | Revised Budget | 2024                             | Биадет              | 2024                                      | Actual %        |
|                                             |                           |                                       |                |                                  | <b>.</b>            | <b>•</b>                                  |                 |
| Fees                                        | \$500                     |                                       |                | \$0                              | \$500               | \$500                                     | 0.0%            |
| Rent - Discovery Centre                     | \$0                       |                                       |                | \$5,909                          | \$8,661             | \$14,570                                  | 40.6%           |
| Souvenir Sales                              | \$65,000                  |                                       | . ,            | \$41,737                         | \$28,263            | \$70,000                                  | 59.6%           |
| Sales Yanga HH Guides                       | \$2,000                   |                                       | \$3,000        | \$1,981                          | \$1,019             | \$3,000                                   | 66.0%           |
| Commissions                                 | \$100                     |                                       | \$500          | \$406                            | \$94                | \$500                                     | 81.3%           |
| Advertising                                 | \$1,000                   | \$0                                   | \$1,000        | \$0                              | \$1,000             | \$1,000                                   | 0.0%            |
| Donations - Discovery Centre                | \$5,000                   | \$0                                   | \$5,000        | \$1,961                          | \$2,039             | \$4,000                                   | 49.0%           |
| Small Business Grant                        | \$0                       | \$2,500                               | \$2,500        | \$0                              | \$2,500             | \$2,500                                   | 0.0%            |
| TOTAL OPERATING REVENUE                     | \$73,600                  | \$23,900                              | \$97,500       | \$51,994                         | \$44,076            | \$96,070                                  | 54.1%           |
| EXPENDITURE                                 |                           |                                       |                |                                  |                     |                                           |                 |
| Salaries                                    | \$158,000                 | -\$40,000                             | \$118,000      | \$59,994                         | \$58,006            | \$118,000                                 | 50.8%           |
| Staff Uniforms                              | \$500                     |                                       | \$500          | \$134                            | \$366               | \$500                                     | 26.9%           |
| Training                                    | \$1,500                   | \$0                                   | \$1,500        | \$509                            | \$991               | \$1,500                                   | 34.0%           |
| Reconnecting Regional NSW                   | \$0                       | \$54,400                              | \$54,400       | \$49,998                         | \$4,402             | \$54,400                                  | 91.9%           |
| Advertising                                 | \$24,500                  |                                       |                | \$6,464                          | \$13,536            | \$20,000                                  | 32.3%           |
| Security Monitoring                         | \$1,000                   |                                       |                | \$416                            | \$584               | \$1,000                                   | 41.6%           |
| 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                  |                                       |                | \$47,098                         | \$33,642            | \$80,740                                  | 58.3%           |
| Postage                                     | \$0                       |                                       |                | \$253                            | \$247               | \$500                                     | 50.7%           |
| Printing and Stationery                     | \$0<br>\$0                |                                       |                | \$550                            | \$1,450             |                                           | 27.5%           |
| Special Events - Shows / Movies             | <del>پ</del> و<br>\$1,700 |                                       |                | \$0<br>\$0                       | \$1,700             | \$1,700                                   | 0.0%            |
| Council Run Special Events & Festivals      | \$5,000                   |                                       | . ,            | \$0<br>\$0                       | \$5,000             | \$5,000                                   | 0.0%            |
| Small Business Month                        | \$0                       |                                       |                | \$2,427                          | \$2,500             | ¢0,000<br>\$0                             | 0.0%            |
| Seminars & Workshops - Local                | \$1,000                   |                                       |                |                                  | \$1,000             |                                           |                 |
| Subscriptions                               | \$2,000                   |                                       |                | پو<br>\$889                      | \$1,000             | \$1,000                                   | 44.5%           |
| Christmas Decorations                       | \$850                     |                                       | . ,            | \$005<br>\$0                     | \$0                 |                                           | 0.0%            |
|                                             | \$030<br>\$0              |                                       |                |                                  |                     |                                           |                 |
| Economic Development Strategy               |                           |                                       |                | \$22,490                         | \$17,510            |                                           | 56.2%           |
|                                             | \$0                       |                                       |                | \$720<br>\$0                     | \$510               | \$1,230                                   | 58.5%<br>0.0%   |
| Travelling Expenses                         | \$1,000                   |                                       |                |                                  | \$2,000             | \$2,000                                   |                 |
| Souvenirs                                   | \$37,000                  |                                       |                | \$26,681                         | \$18,319<br>\$1,212 | \$45,000                                  | 59.3%           |
|                                             | \$0                       |                                       |                | \$2,788                          | \$1,212             | \$4,000                                   | -               |
| R & M                                       | \$0<br>\$0 500            |                                       |                | \$38,610<br>\$5,540              | \$1,390<br>\$2,058  | \$40,000                                  | -               |
| Depreciation TOTAL OPERATING EXPENDITURE    | \$9,500                   |                                       |                | \$5,542                          | \$3,958             | \$9,500                                   | 58.3%           |
| TOTAL OPERATING EXPENDITORE                 | \$327,990                 | \$58,500                              | \$386,490      | \$265,564                        | \$173,133           | \$433,770                                 | 61.2%           |
| NET OPERATING SURPLUS/DEFICIT               | -\$254,390                | -\$34,600                             | -\$288,990     | -\$213,571                       | -\$129,057          | -\$337,700                                |                 |
| Capital Revenue                             |                           |                                       |                |                                  |                     |                                           |                 |
| Total Capital Revenue                       | \$0                       | \$0                                   | \$0            | \$0                              | \$0                 | \$0                                       | 0.00%           |
| Canital Expanditure                         |                           |                                       |                |                                  |                     |                                           |                 |
| Capital Expenditure                         |                           |                                       |                |                                  | <b>.</b>            | A                                         | 0.000           |
| Total Capital Expenditure                   | \$0                       | \$0                                   | \$0            | \$0                              | \$0                 | \$0                                       | 0.00%           |
| Net Capital Surplus/ <mark>(Deficit)</mark> | \$0                       | \$0                                   | \$0            | \$0                              | \$0                 | \$0                                       |                 |
| Net Result Surplus/ <mark>(Deficit)</mark>  | -\$254,390                | -\$34,600                             | -\$288,990     | -\$213,571                       | -\$129,057          | -\$337,700                                |                 |

# SUMMARY

| TOURISM 2023/24                              | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>September QBR | Revised Budget | Actual YTD<br>31 January<br>2024 | Remaining<br>Budget | Projected<br>budget to 30<br>June 2024 |
|----------------------------------------------|--------------------|--------------------------------------------------------|----------------|----------------------------------|---------------------|----------------------------------------|
|                                              |                    |                                                        |                |                                  |                     |                                        |
| Total Operating Revenue                      | \$73,600           | \$23,900                                               | \$97,500       | \$51,994                         | \$44,076            | \$96,070                               |
| Total Operating Expenditure                  | \$327,990          | \$58,500                                               | \$386,490      | \$265,564                        | \$173,133           | \$433,770                              |
| Net Operating Result Surplus / Deficit       | -\$254,390         | -\$34,600                                              | -\$288,990     | -\$213,571                       | -\$129,057          | -\$337,700                             |
| Total Capital Revenue                        | 0.00               | 0.00                                                   | 0.00           | 0.00                             | 0.00                | 0.00                                   |
| Total Capital Expenditure                    | 0.00               | 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                | 0.00                                   |
|                                              |                    |                                                        |                |                                  |                     |                                        |
| Net Overall Result Surplus / (Deficit)       | -\$254,390         | -\$34,600                                              | -\$288,990     | -\$213,571                       | -\$129,057          | -\$337,700                             |

# 4 Monthly Summary of Revenue and Expenditure for the Library

| Library Services 2023/24                    | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>September QBR | Actual<br>Amendments to<br>Budget for<br>December QBR | Revised Budget | Actual YTD 31<br>January 2023 | Remaining<br>Budget | Projected<br>Budget to<br>30 June<br>2024 | YTD Actual<br>%        |
|---------------------------------------------|--------------------|--------------------------------------------------------|-------------------------------------------------------|----------------|-------------------------------|---------------------|-------------------------------------------|------------------------|
| REVENUE                                     |                    |                                                        |                                                       |                |                               |                     |                                           |                        |
| Operational Subsidy                         | \$50,000           | \$0                                                    | \$25,651                                              | \$75,651       | \$75,651                      | \$0                 | \$75,651                                  | 100.0%                 |
| Sundry Sales                                | \$100              | \$900                                                  | \$0                                                   | \$1,000        | \$321                         | \$679               | \$1,000                                   | 32.1%                  |
| Museum other Revenue                        | \$500              | \$0                                                    | \$0                                                   | \$500          | \$0                           | \$500               | \$500                                     | 0.0%                   |
| Room Hire                                   | \$0                | \$2,000                                                | \$0                                                   | \$2,000        | \$582                         | \$1,418             | \$2,000                                   | 29.1%                  |
| Tech Savvy                                  | \$0                | \$0                                                    | \$2,300                                               | \$2,300        | \$2,300                       | \$0                 | \$2,300                                   | 100.0%                 |
| Sunraysia Solar Project                     | \$0                | \$0                                                    | \$2,970                                               | \$2,970        | \$2,970                       | \$0                 | \$2,970                                   | 100.0%                 |
| Holiday Break Funding                       | \$0                | \$0                                                    | \$15,000                                              | \$15,000       | \$15,000                      | \$0                 | \$15,000                                  | 0.0%                   |
| TOTAL OPERATING REVENUE                     | \$50,600           |                                                        | \$45,921                                              | \$99,421       | \$96,824                      | \$2,597             | \$99,421                                  | 97.4%                  |
| EXPENDITURE                                 |                    |                                                        |                                                       |                |                               |                     |                                           |                        |
| Salaries                                    | \$100,000          | -\$5,000                                               | \$0                                                   | \$95,000       | \$44,514                      | \$40,486            | \$85,000                                  | 52.4%                  |
| Training                                    | \$1,000            |                                                        | \$0<br>\$0                                            |                |                               | \$928               | \$1,000                                   | 7.2%                   |
| Electricity                                 | \$2,600            |                                                        | \$0                                                   |                |                               | \$1,272             | \$3,100                                   | 59.0%                  |
| Office Expenses                             | \$1,000            |                                                        | \$0                                                   |                |                               | \$173               | \$400                                     | 56.7%                  |
| Administration Charge                       | \$15,860           |                                                        | \$0                                                   |                |                               | \$6,608             | \$15,860                                  | 58.3%                  |
| Printing and Stationery                     | \$700              |                                                        | \$0                                                   |                |                               | \$601               | \$1,200                                   | 49.9%                  |
| Books and Journals                          | \$4,000            |                                                        |                                                       |                |                               | \$2,214             | \$1,200                                   | 49.9 <i>%</i><br>55.7% |
| IT Expenditure                              | \$1,700            |                                                        | \$0                                                   |                |                               | \$2,214             | \$3,000<br>\$1,700                        | 0.0%                   |
| Repairs and Maintenance                     | \$12,500           |                                                        | \$0                                                   |                |                               | \$9,738             | \$12,500                                  | 22.1%                  |
| Security Monitoring                         | \$700              |                                                        |                                                       |                |                               | \$661               | \$1,000                                   | 33.9%                  |
| Conferences                                 | \$700              |                                                        | \$0                                                   |                |                               | \$1,674             | \$1,000                                   | 44.2%                  |
| Cleaning                                    | \$0                |                                                        |                                                       |                |                               | \$585               | \$3,000<br>\$1,600                        |                        |
| Subscriptions                               | \$2,000            |                                                        |                                                       |                |                               | \$1,257             | \$3,000                                   | 58.1%                  |
| Telephone and Communications                | \$500              |                                                        | \$0                                                   |                |                               | \$293               | \$500                                     | 41.4%                  |
| Internet                                    | \$300              |                                                        |                                                       |                |                               | \$293               | \$300<br>\$1,700                          |                        |
| Travelling Expenses                         | \$1,700            |                                                        |                                                       |                |                               | \$960<br>\$957      | \$1,700                                   |                        |
|                                             | \$0                |                                                        | <b>\$0</b><br>\$9,730                                 |                |                               |                     |                                           |                        |
| Operational Grants                          | <del>گ</del> 0     | \$5,270                                                | \$9,730                                               | \$15,000       | \$5,152                       | \$9,848             | \$15,000                                  | 34.3%                  |
| TOTAL OPERATING EXPENDITURE                 | \$144,260          | \$8,570                                                | \$9,730                                               | \$162,560      | \$73,584                      | \$79,976            | \$153,560                                 | 47.9%                  |
| NET OPERATING SURPLUS / DEFICIT             | -\$93,660          | -\$5,670                                               | \$36,191                                              | -\$63,139      | \$23,240                      | -\$77,379           | -\$54,139                                 |                        |
| Capital Expenditure                         |                    |                                                        |                                                       |                |                               |                     |                                           |                        |
| Capital Items Library                       |                    |                                                        |                                                       |                |                               |                     |                                           |                        |
| Grant Priority Project                      | \$6,232            | \$0                                                    | \$0                                                   | \$6,232        | \$9,253                       | \$0                 | \$9,253                                   | 100.0%                 |
| Infra Grant - 1                             | \$4,130            |                                                        |                                                       |                | \$4,130                       | \$0                 | \$4,130                                   |                        |
| Infra Grant - 2                             | \$0                |                                                        |                                                       |                |                               | \$0                 | \$0                                       |                        |
| Total Capital Expenditure                   | \$10,362           |                                                        |                                                       |                |                               | \$0                 |                                           |                        |
| Net Capital Surplus/ <mark>(Deficit)</mark> | -\$10,362          | \$0                                                    | \$0                                                   | -\$10,362      | -\$63,368                     | -\$0                | -\$13,383                                 |                        |
| Net Overall Result Surplus/ (Deficit)       | \$404.000          | ¢E 070                                                 | ¢00.404                                               | ¢70 504        | <b>\$40,400</b>               | \$77 A74            | \$C7 500                                  |                        |
|                                             | -\$104,022         | -\$5,670                                               | \$36,191                                              | -\$73,501      | -\$40,128                     | -\$77,379           | -\$67,522                                 |                        |

# SUMMARY

| Library Services 2023/24                     | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>September QBR | Actual<br>Amendments to<br>Budget for<br>December QBR | Revised Budget | Actual YTD 31<br>January 2023 | Remaining<br>Budget | Projected<br>Budget to<br>30 June<br>2024 |
|----------------------------------------------|--------------------|--------------------------------------------------------|-------------------------------------------------------|----------------|-------------------------------|---------------------|-------------------------------------------|
| Total Operating Revenue                      | 50,600             | 2,900                                                  | 45,921                                                | 99,421         | 96,824                        | 2,597               | 99,421                                    |
| Total Operating Expenditure                  | 144,260            | 8,570                                                  | 9,730                                                 | 162,560        | 73,584                        | 79,976              | 153,560                                   |
| Net Operating Surplus / Deficit              | -93,660            | -5,670                                                 | 36,191                                                | -63,139        | 23,240                        | -77,379             | -54,139                                   |
| Total Capital Revenue                        | 0                  | 0                                                      | 0                                                     | 0              | 0                             | 0                   | 0                                         |
| Total Capital Expenditure                    | 10,362             | 0                                                      | 0                                                     | 10,362         | 63,368                        | 0                   | 13,383                                    |
| Net Capital Surplus / <mark>(Deficit)</mark> | -10,362            | 0                                                      | 0                                                     | -10,362        | -63,368                       | 0                   | -13,383                                   |
|                                              |                    |                                                        |                                                       |                |                               |                     |                                           |
| Net Overall Result Surplus/ (Deficit)        | -104,022           | -5,670                                                 | 36,191                                                | -109,692       | -40,128                       | -77,379             | -67,522                                   |

# FINANCIAL IMPLICATIONS

Nil.

# LEGISLATIVE IMPLICATIONS

Nil.

# POLICY IMPLICATIONS

Nil.

# **RISK RATING**

Low.

# ATTACHMENTS

Nil

# 9.4 REPORT ON FINANCIAL INFORMATION AS AT 31 DECEMBER 2023

| File Number:                | D24.90802                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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, 31 December 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 Sunday, 31 December 2023.

# REPORT

The following is a summary on each piece of financial information as at 31 December 2023:

# Monthly Summary of Revenue and Expenditure for the Caravan Park

For the 2023/2024 Financial Year, the Caravan Park has a revised budgeted operating revenue of \$609,500 and a revised budgeted operating expenditure of \$513,300. The revised budgeted operating surplus for the 2023/2024 Financial Year is currently \$96,200. The projected operating surplus for the 2023/2024 Financial Year as at 31 December 2023 is \$69,000.

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

For the 2023/2024 Financial Year, the Hostel has a revised budgeted operating revenue of \$1,837,727 and a revised budgeted operating expenditure of \$1,842,650. The revised budgeted operating deficit for the 2023/2024 Financial Year is (\$4,923). The projected operating deficit for the 2023/2024 Financial Year as at 31 December 2023 is \$169,357.

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

For the 2023/2024 Financial Year, the Tourist Information Centre has a revised budgeted operating revenue of \$97,500 and a revised budgeted operating expenditure of \$386,490. The revised budgeted operating deficit for the 2023/2024 Financial Year is (\$288,990). The projected operating deficit for the 2023/2024 Financial Year as at 31 December 2023 is (\$337,700).

# Monthly Summary of Revenue and Expenditure for the Library

For the 2023/2024 Financial Year, the Library has a revised budgeted operating revenue of \$53,500 and a revised budgeted operating expenditure of \$152,830. The revised budgeted operating deficit for the 2023/2024 Financial Year is (\$99,330). The projected budgeted operating deficit for the 2023/2024 Financial Year as at 31 December 2023 is (\$59,509).

# Commentary:

The main reasons for the projected decrease in the operating surplus at the Caravan Park is the projected increase in the Salaries.

The main reason for the projected operating surplus at the Bidgee Haven is the increase in permanent care subsidies.

The main reason for the projected increase in the operating deficit at the Tourist Information Centre is the projected increase in Souvenir costs.

The main reasons for the projected decrease in the operating deficit at the Library is the projected increase in the Library Operational Subsidy and the projected decrease in the Salaries.

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

| CARAVAN PARK 2023/24                               | Original<br>Budget | Actual<br>Amendments to<br>budget for<br>September QBR | Revised Budget | Actual YTD 31<br>December<br>2023 | Remaining<br>Budget | Projected<br>Budget as at<br>30 June 2024 | YTD Actual<br>% |
|----------------------------------------------------|--------------------|--------------------------------------------------------|----------------|-----------------------------------|---------------------|-------------------------------------------|-----------------|
| REVENUE                                            |                    |                                                        |                |                                   |                     |                                           |                 |
| Fees                                               | \$530,000          | \$70,000                                               | \$600,000      | \$302,574                         | \$297,426           | \$600,000                                 | 50.4%           |
| Washing Machine Charges                            | \$3,500            | \$0                                                    | \$3,500        | \$2,653                           | \$847               | \$3,500                                   | 75.8%           |
| Merchandise Sales                                  | \$2,000            | \$4,000                                                | \$6,000        | \$2,543                           | \$3,457             | \$6,000                                   | 42.4%           |
| TOTAL OPERATING REVENUE                            | \$535,500          | \$74,000                                               | \$609,500      | \$307,769                         | \$301,731           | \$609,500                                 | 50.5%           |
| EXPENDITURE                                        |                    |                                                        |                |                                   |                     |                                           |                 |
| Salaries                                           | \$135,000          | \$70,000                                               | \$205,000      | \$112,663                         | \$117,337           | \$230,000                                 | 49.0%           |
| Caravan Park Advertising                           | \$1,500            | \$0                                                    | \$1,500        | \$0                               | \$1,500             | \$1,500                                   | 0.0%            |
| Bank Charges                                       | \$3,500            | \$0                                                    | \$3,500        | \$2,634                           | \$2,366             | \$5,000                                   | 52.7%           |
| Caravan Park - Cleaning Materials                  | \$10,000           |                                                        |                |                                   | \$5,762             | \$10,000                                  | 42.4%           |
| Electricity - Operational                          | \$39,000           | -\$5,000                                               | \$34,000       | \$17,606                          | \$32,394            | \$50,000                                  | 35.2%           |
| Admin Charges - Sals, Rates/Charges, Insur,        | \$116,800          | \$0                                                    | \$116,800      | \$58,400                          | \$58,400            | \$116,800                                 | 50.0%           |
| Caravan Park - Software Support                    | \$4,500            | \$2,000                                                | \$6,500        | \$2,958                           | \$3,542             | \$6,500                                   | 45.5%           |
| Telephone                                          | \$3,000            | \$0                                                    | \$3,000        | \$929                             | \$1,071             | \$2,000                                   | 46.4%           |
| Caravan Park R & M                                 | \$50,000           | \$0                                                    | \$50,000       | \$18,289                          | \$21,711            | \$40,000                                  | 45.7%           |
| Caravan Park - Consumables GST                     | \$25,000           | \$0                                                    | \$25,000       | \$11,699                          | \$13,301            | \$25,000                                  | 46.8%           |
| Carravan Park - Consumables No GST                 | \$5,000            | \$0                                                    | \$5,000        | \$395                             | \$305               | \$700                                     | 56.5%           |
| Depreciation                                       | \$53,000           | \$0                                                    | \$53,000       | \$26,500                          | \$26,500            | \$53,000                                  | 50.0%           |
| TOTAL OPERATING EXPENDITURE                        | \$446,300          | \$67,000                                               | \$513,300      | \$256,312                         | \$284,188           | \$540,500                                 | 47.4%           |
| NET OPERATING SURPLUS / DEFICIT                    | \$89,200           | \$7,000                                                | \$96,200       | \$51,457                          | \$17,543            | \$69,000                                  |                 |
| CAPITAL                                            |                    |                                                        |                |                                   |                     |                                           |                 |
| Capital Revenue                                    |                    |                                                        |                |                                   |                     |                                           |                 |
| Capital Grants - CRIF                              | \$0                | \$0                                                    | \$0            | \$0                               | \$0                 | \$0                                       |                 |
| Transfer from Restriction                          | \$0                | \$0                                                    | \$0            | \$0                               | \$0                 | \$0                                       |                 |
| Total Capital Revenue                              | \$0                | \$0                                                    | \$0            | \$0                               | \$0                 | \$0                                       |                 |
| Capital Expenditure                                |                    |                                                        |                |                                   |                     |                                           |                 |
| CRIF Grant Expenditure                             | \$0                | \$0                                                    | \$0            | \$0                               | \$0                 | \$0                                       | -               |
| Transfer to Restriction                            | \$0                |                                                        |                |                                   | \$0                 |                                           |                 |
| Total Capital Expenditure                          | \$0                | \$0                                                    |                |                                   | \$0                 | \$0                                       |                 |
| Net Capital Surplus/ (Deficit)                     | \$0                | \$0                                                    | \$0            | \$0                               | \$0                 | \$0                                       |                 |
| Net Overall Result Surplus/ <mark>(Deficit)</mark> | \$89,200           | \$7,000                                                | \$96,200       | \$51,457                          | \$17,543            | \$69,000                                  |                 |

# SUMMARY

| Caravan Park 2023/24            | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>Sptember QBR | revised budget | Actual YTD<br>31<br>December<br>2023 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 |
|---------------------------------|--------------------|-------------------------------------------------------|----------------|--------------------------------------|---------------------|----------------------------------------|
| Total Operating Revenue         | \$535,500          | \$74,000                                              | \$609,500      | \$307,769                            | \$301,731           | \$609,500                              |
| Total Operating Expenditure     | \$446,300          | \$67,000                                              | \$513,300      | \$256,312                            | \$284,188           | \$540,500                              |
| Net Operating Surplus / Deficit | \$89,200           | \$7,000                                               | \$96,200       | \$51,457                             | \$17,543            | \$69,000                               |

| Total Capital Expenditure\$0\$0\$0Net Capital Surplus / (Deficit)\$0\$0\$0Net Overall Result Surplus/ (Deficit)\$89,200\$7,000\$96,200 | Surplus / (Deficit) \$0 \$0 \$0 \$0 \$0                             | \$0<br>\$0<br>\$69,000 |
|----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|------------------------|
|                                                                                                                                        |                                                                     |                        |
|                                                                                                                                        |                                                                     |                        |
| Total Capital Expenditure\$0\$0\$0\$0                                                                                                  | <b>Expenditure</b> \$0 \$0 \$0 \$0 \$0                              | \$L                    |
|                                                                                                                                        |                                                                     | ¢c                     |
| Total Capital Revenue\$0\$0\$0\$0                                                                                                      | Revenue         \$0         \$0         \$0         \$0         \$0 | \$C                    |

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

|                                                | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>September QBR | Revised Budget | Actual YTD 31<br>December 2023 | Remaining<br>Budget   | Projected<br>Budget to 30<br>June 2024 | YTD Actual % |
|------------------------------------------------|--------------------|--------------------------------------------------------|----------------|--------------------------------|-----------------------|----------------------------------------|--------------|
| REVENUE                                        |                    |                                                        |                |                                |                       |                                        |              |
| Permanent Care Subsidies                       | \$1,146,000        | \$280,000                                              | \$1,426,000    | \$838,784                      | \$787,216             | \$1,626,000                            | 51.6%        |
| Hostel - Training Subsidies                    | \$4,000            | \$0                                                    | \$4,000        | \$0                            | \$4,000               | \$4,000                                | 0.0%         |
| Hostel - Resident Accommodation Fees           | \$25,000           | \$0                                                    | \$25,000       | \$18,747                       | \$6,253               | \$25,000                               | 75.0%        |
| Hostel - Resident Daily Care Fees              | \$270,000          | \$0                                                    | \$270,000      | \$141,809                      | \$128,191             | \$270,000                              | 52.5%        |
| Interest on Bond                               | \$75,000           | \$0                                                    | \$75,000       | \$0                            | \$75,000              | \$75,000                               | 0.0%         |
| Respite Care Fees                              | \$0                | \$20,000                                               | \$20,000       | \$18,231                       | \$1,769               | \$20,000                               | 91.2%        |
| Hostel Residents Means Tested Fee              | \$0                | \$0                                                    | \$0            | -\$2,291                       | \$0                   | -\$2,291                               | -            |
| Hostel Telehealth Grant                        | \$0                |                                                        |                | \$11,000                       | \$0                   | \$11,000                               | -            |
| Covid Expenses Claim                           | \$0                | \$17,727                                               | \$17,727       | \$17,727                       | \$0                   | \$17,727                               | 100.0%       |
| TOTAL OPERATING REVENUE                        | \$1,520,000        | \$317,727                                              | \$1,837,727    | \$1,044,007                    | \$1,002,429           | \$2,046,436                            | 51.0%        |
|                                                |                    |                                                        |                |                                |                       |                                        |              |
| EXPENDITURE                                    |                    |                                                        |                |                                |                       |                                        |              |
| Salaries                                       | \$1,364,000        | \$0                                                    | \$1,364,000    | \$647,614                      | \$716,386             | \$1,364,000                            | 47.5%        |
| Medical Expenses                               | \$2,000            | \$0                                                    | \$2,000        | \$3,468                        | \$1,532               | \$5,000                                | 69.4%        |
| Drs Visits to Hostel                           | \$4,000            | \$0                                                    | \$4,000        | \$0                            | \$4,000               | \$4,000                                | 0.0%         |
| Training                                       | \$10,000           | \$0                                                    | \$10,000       | \$3,791                        | \$6,209               | \$10,000                               | 37.9%        |
| Recruitment Expenses                           | \$0                | \$0                                                    | \$0            | \$996                          | \$0                   | \$996                                  | -            |
| Advertising                                    | \$500              | \$0                                                    | \$500          | \$0                            | \$500                 | \$500                                  | 0.0%         |
| Audit Fees                                     | \$5,000            | \$0                                                    | \$5,000        | \$5,000                        | \$0                   | \$5,000                                | 100.0%       |
| Electricity                                    | \$40,000           | \$0                                                    |                | \$21,050                       | \$18,950              | \$40,000                               | 52.6%        |
| Gas                                            | \$1,000            | \$0                                                    | \$1,000        | \$0                            | \$1,000               | \$1,000                                | 0.0%         |
| Consultants Independent Aged Care Audit        | \$30,000           | \$0                                                    |                |                                | \$4,798               | \$30,000                               | 0.0%         |
| Sundry Expenses                                | \$1,500            | \$0                                                    |                |                                | \$906                 | \$3,000                                | 69.8%        |
| Linen Replacements                             | \$2,000            |                                                        |                |                                |                       |                                        |              |
| Laundry Services                               | \$5,000            | \$0                                                    |                | \$1,833                        | \$3,167               | \$5,000                                | 36.7%        |
| Cleaning Materials                             | \$5,000            | \$0                                                    |                | \$3,215                        | \$1,785               | \$5,000                                | 64.3%        |
| Freight                                        | \$0                | \$0                                                    |                |                                | \$212                 | \$1,000                                | -            |
| Pharmaceutical Supplies                        | \$12,000           | \$0                                                    |                |                                | \$6,472               | \$12,000                               | 46.1%        |
| Council Admin Charges - Salaries, Insur, Rates | \$139,150          |                                                        |                |                                | \$69,575              | \$139,150                              | 50.0%        |
| Printing & Stationery                          | \$2,000            | \$0                                                    |                |                                | \$1,274               | \$2,000                                | 36.3%        |
| IT Expenditure                                 | \$3,000            | \$0                                                    |                |                                | \$3,000               | \$3,000                                | 0.0%         |
| Repairs & Maintenance                          | \$55,000           | \$0                                                    |                |                                | \$36,386              | \$55,000                               | 33.8%        |
| Subscriptions & Memberships                    | \$35,000           | \$0                                                    |                |                                | \$4,615               | \$7,000                                | 34.1%        |
| Telephone                                      | \$3,000            | \$0                                                    |                |                                | \$4,013               | \$3,000                                | 59.2%        |
| Food Supplies                                  | \$55,000           | \$0                                                    |                |                                | \$31,573              | \$55,000                               | 42.6%        |
| Commuter Bus and Sedan Running Costs           | \$10,000           | \$0                                                    |                |                                | \$10,000              | \$10,000                               | 0.0%         |
| Depreciation                                   | \$10,000           | \$0                                                    |                |                                | \$10,000              | \$10,000                               | 50.0%        |
| Hostel Business Improvement Funding            | \$54,000           | \$0                                                    |                |                                | \$27,000<br>-\$17,872 | \$54,000<br>\$17,872                   | <u> </u>     |
| Telehealth Grants                              | \$0<br>\$0         |                                                        |                |                                | -\$17,872             | \$17,872                               |              |
|                                                |                    |                                                        |                |                                |                       |                                        | -            |
| Resident Fees Refunded                         | \$0                | \$32,500                                               | \$32,500       | \$32,323                       | \$177                 | \$32,500                               | 99.5%        |
| TOTAL OPERATING EXPENDITURE                    | \$1,810,150        | \$32,500                                               | \$1,842,650    | \$924,335                      | \$924,810             | \$1,877,079                            | 49.2%        |
| NET OPERATING SURPLUS / DEFICIT                | -\$290,150         | \$285,227                                              | -\$4,923       | \$119,673                      | \$77,618              | \$169,357                              |              |

| Bidgee Haven Hostel 2023/24     | Original<br>Budget | Amendments to<br>budget for<br>September QBR | Revised Budget | Actual YTD 31<br>December 2023 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 |
|---------------------------------|--------------------|----------------------------------------------|----------------|--------------------------------|---------------------|----------------------------------------|
|                                 |                    |                                              |                |                                |                     |                                        |
| TOTAL OPERATING REVENUE         | \$1,520,000        | \$317,727                                    | \$1,837,727    | \$1,044,007                    | \$1,002,429         | \$2,046,436                            |
| TOTAL OPERATING EXPENDITURE     | \$1,810,150        | \$32,500                                     | \$1,842,650    | \$924,335                      | \$924,810           | \$1,877,079                            |
|                                 |                    |                                              |                |                                |                     |                                        |
|                                 |                    |                                              |                |                                |                     |                                        |
| NET OPERATING SURPLUS / DEFICIT | -\$290,150         | \$285,227                                    | -\$4,923       | \$119,673                      | \$77,618            | \$169,357                              |

| BIDGEE HAVEN HOSTEL SELF CARE<br>UNITS 2023/24 | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>September QBR | Revised Budget | Actual YTD 31<br>December 2023 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 | YTD Actual % |
|------------------------------------------------|--------------------|--------------------------------------------------------|----------------|--------------------------------|---------------------|----------------------------------------|--------------|
| REVENUE                                        |                    |                                                        |                |                                |                     |                                        |              |
| Unit Rentals                                   | \$24,000           | \$0                                                    | \$0            | \$4,797                        | \$19,203            | \$24,000                               | 19.99%       |
|                                                |                    |                                                        |                |                                |                     |                                        |              |
| EXPENDITURE                                    |                    |                                                        |                |                                |                     |                                        |              |
| Electricity                                    | \$2,500            | \$0                                                    | \$0            | \$739                          | \$739               | \$2,500                                | 29.57%       |
| Insurance                                      | \$1,300            | \$0                                                    | \$0            | \$0.00                         | \$0                 | \$1,300                                | 0.00%        |
| Rates and Charges                              | \$9,000            | \$0                                                    | \$0            | \$6,017                        | \$2,983             | \$9,000                                | 66.85%       |
| Repairs and Maintenance                        | \$5,000            | \$0                                                    | \$0            | \$1,817                        | \$3,183             | \$5,000                                | 36.33%       |
|                                                | \$17,800           | \$0                                                    | \$0            | 8,572.43                       | \$6,905.89          | \$17,800.00                            | 48.16%       |
|                                                |                    |                                                        |                |                                |                     |                                        |              |
| NET OPERATING SURPLUS / DEFICIT                | \$6,200            | \$0                                                    | \$0            | -\$3,775                       | \$12,297            | \$6,200                                |              |

# SUMMARY

| Bidgee Haven Hostel Self Care Units<br>2023/24 | Original<br>Budget | Amendments to<br>budget for<br>September QBR | Revised Budget | Actual YTD 31<br>December<br>2023 | Remaining<br>Budget | Projected<br>Budget to 30<br>June 2024 |
|------------------------------------------------|--------------------|----------------------------------------------|----------------|-----------------------------------|---------------------|----------------------------------------|
| TOTAL OPERATING REVENUE                        | \$24,000           | \$0                                          | \$0            | \$4,797                           | \$19,203            | \$24,000                               |
| TOTAL OPERATING EXPENDITURE                    | \$17,800           | \$0                                          | \$0            | \$8,572                           | \$6,906             | \$17,800                               |
| NET OPERATING SURPLUS / DEFICIT                | \$6,200            | \$0                                          | \$0            | -\$3,775                          | \$12,297            | \$6,200                                |

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

| TOURISM 2023/24                           | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>Sentember OBR | Revised Budget | Actual YTD<br>31 January<br>2024 | Remaining<br>Budget | Projected<br>Budget to<br>30 June<br>2024 | YTD<br>Actual % |
|-------------------------------------------|--------------------|--------------------------------------------------------|----------------|----------------------------------|---------------------|-------------------------------------------|-----------------|
| REVENUE                                   | Dadget             |                                                        | Ronocu Buugot  |                                  | Duagot              |                                           | / totali /o     |
|                                           | <b>\$</b> 500      |                                                        | <b>\$</b> 500  | <b>.</b>                         | <b></b>             |                                           | 0.00/           |
| Fees                                      | \$500              | \$0                                                    |                |                                  | \$500               | \$500                                     | 0.0%            |
| Rent - Discovery Centre                   | \$0                | \$20,000                                               |                |                                  | \$8,661             | \$14,570                                  | 40.6%           |
| Tourist Info Centre -Souvenir Sales       | \$65,000           | \$0                                                    |                |                                  | \$28,263            | \$70,000                                  | 59.6%           |
| Sales Yanga HH Guides                     | \$2,000            | \$1,000                                                |                |                                  | \$1,019             | \$3,000                                   | 66.0%           |
|                                           | \$100              | \$400                                                  | \$500          |                                  | \$94                | \$500                                     | 81.3%           |
| Tourism Advertising                       | \$1,000            | \$0                                                    |                |                                  | \$1,000             | \$1,000                                   | 0.0%            |
| Donations - Discovery Centre              | \$5,000            | \$0                                                    | , . ,          | . ,                              | \$2,039             | \$4,000                                   | 49.0%           |
| Small Business Grant                      | \$0                |                                                        |                |                                  | \$2,500             | \$2,500                                   | 0.0%            |
| TOTAL OPERATING REVENUE                   | \$73,600           | \$23,900                                               | \$97,500       | \$51,994                         | \$44,076            | \$96,070                                  | 54.1%           |
| EXPENDITURE                               |                    |                                                        |                |                                  |                     |                                           |                 |
| Salaries                                  | \$158,000          | -\$40,000                                              | \$118,000      | \$59,994                         | \$58,006            | \$118,000                                 | 50.8%           |
| Tourism Staff Uniforms                    | \$138,000          | - <del>0</del> +0,000<br>\$0                           | . ,            |                                  | \$366               | \$118,000                                 | 26.9%           |
| Training                                  | \$300<br>\$1,500   | \$0                                                    |                |                                  | \$991               | \$1,500                                   | 34.0%           |
| Reconnecting Regional NSW                 | \$1,300<br>\$0     | \$54,400                                               | • • • •        |                                  | \$4,402             | \$54,400                                  | 91.9%           |
| Advertising                               | \$24,500           | \$0                                                    |                |                                  | \$13,536            | \$20,000                                  | 32.3%           |
| Security Monitoring                       | \$1,000            | \$0                                                    |                |                                  | \$584               | \$1,000                                   | 41.6%           |
| 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           | \$0                                                    |                |                                  | \$33,642            | \$80,740                                  | 58.3%           |
| Postage                                   | \$00,740           | • -                                                    | · / -          |                                  | \$33,042            | \$500                                     | 50.7%           |
| Printing and Stationery                   | \$0                |                                                        | \$2,000        |                                  | پ247<br>\$1,450     | \$2,000                                   | 27.5%           |
| Special Events - Shows / Movies           | φ0<br>\$1,700      | \$0                                                    |                |                                  | \$1,700             | \$1,700                                   | 0.0%            |
| Council Run Special Events & Festivals    | \$5,000            | \$0                                                    |                |                                  | \$5,000             | \$5,000                                   | 0.0%            |
| Tourism - Small Business Month            | \$0                | \$0                                                    |                |                                  | \$2,500             | \$0                                       | 0.0%            |
| Seminars & Workshops - Local              | \$1,000            |                                                        |                |                                  |                     |                                           |                 |
| Subscriptions                             | \$2,000            | \$0                                                    |                |                                  | \$1,111             | \$2,000                                   | 44.5%           |
| Christmas Decorations                     | \$850              |                                                        |                |                                  | \$0                 | ¢2,000<br>\$0                             | 0.0%            |
| Economic Development Strategy             | \$0<br>\$0         | \$40,000                                               |                |                                  | \$17,510            |                                           | 56.2%           |
| internet                                  | \$0                | \$600                                                  |                |                                  | \$510               | \$1,230                                   | 58.5%           |
| Travelling Expenses                       | \$1,000            | \$1,000                                                | \$2,000        |                                  | \$2,000             | \$2,000                                   | 0.0%            |
| Souvenirs                                 | \$37,000           | \$0                                                    |                |                                  | \$18,319            | \$45,000                                  | 59.3%           |
| Cleaning                                  | \$0                |                                                        |                |                                  | \$1,212             | \$4,000                                   | -               |
| Tourism R & M                             | \$0                |                                                        |                |                                  | \$1,390             | \$40,000                                  | -               |
| Depreciation                              | \$9,500            |                                                        |                |                                  | \$3,958             | \$9,500                                   | 58.3%           |
| TOTAL OPERATING EXPENDITURE               | \$327,990          |                                                        |                |                                  | \$173,133           | \$433,770                                 | 61.2%           |
|                                           |                    |                                                        |                |                                  |                     |                                           |                 |
| NET OPERATING SURPLUS/DEFICIT             | -\$254,390         | -\$34,600                                              | -\$288,990     | -\$213,571                       | -\$129,057          | -\$337,700                                |                 |
|                                           |                    |                                                        |                |                                  |                     |                                           |                 |
| Capital Revenue                           |                    |                                                        |                |                                  | <b>*</b> -          |                                           | 0.0001          |
| Total Capital Revenue                     | \$0                | \$0                                                    | \$0            | \$0                              | \$0                 | \$0                                       | 0.00%           |
| Capital Expenditure                       |                    |                                                        |                |                                  |                     |                                           |                 |
| Total Capital Expenditure                 | \$0                | \$0                                                    | \$0            | \$0                              | \$0                 | \$0                                       | 0.00%           |
|                                           |                    |                                                        |                |                                  |                     |                                           |                 |
| Net Capital Surplus/ (Deficit)            | \$0                | \$0                                                    | \$0            | \$0                              | \$0                 | \$0                                       |                 |
| Net Result Surplus/ (Deficit)             | -\$254,390         | -\$34,600                                              | -\$288,990     | -\$213,571                       | -\$129,057          | -\$337,700                                |                 |

# SUMMARY

| TOURISM 2023/24                                     | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>September QBR | Revised Budget | Actual YTD<br>31 January<br>2024 | Remaining<br>Budget | Projected<br>budget to 30<br>June 2024 |
|-----------------------------------------------------|--------------------|--------------------------------------------------------|----------------|----------------------------------|---------------------|----------------------------------------|
|                                                     |                    |                                                        |                |                                  |                     |                                        |
| Total Operating Revenue                             | \$73,600           | \$23,900                                               | \$97,500       | \$51,994                         | \$44,076            | \$96,070                               |
| Total Operating Expenditure                         | \$327,990          | \$58,500                                               | \$386,490      | \$265,564                        | \$173,133           | \$433,770                              |
| Net Operating Result Surplus / Deficit              | -\$254,390         | -\$34,600                                              | -\$288,990     | -\$213,571                       | -\$129,057          | -\$337,700                             |
| Total Capital Revenue                               | 0.00               | 0.00                                                   | 0.00           | 0.00                             | 0.00                | 0.00                                   |
| Total Capital Expenditure                           | 0.00               | 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                | 0.00                                   |
| Net Overall Result Surplus / <mark>(Deficit)</mark> | -\$254,390         | -\$34,600                                              | -\$288,990     | -\$213,571                       | -\$129,057          | -\$337,700                             |

# 4 Monthly Summary of Revenue and Expenditure for the Library

| Library Services 2023/24                    | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>September QBR | Revised Budget                        | Actual YTD 31<br>December<br>2023 | Remaining<br>Budget | Projected<br>Budget to<br>30 June<br>2024 | YTD Actual<br>% |
|---------------------------------------------|--------------------|--------------------------------------------------------|---------------------------------------|-----------------------------------|---------------------|-------------------------------------------|-----------------|
| REVENUE                                     |                    |                                                        |                                       |                                   |                     |                                           |                 |
| Library Operational Subsidy                 | \$50,000           | \$0                                                    | \$50,000                              | \$75,651                          | \$0                 | \$75,651                                  | 100.0%          |
| Library Sundry Sales                        | \$100              | \$900                                                  | \$1,000                               | \$287                             | \$713               | \$1,000                                   | 28.7%           |
| Museum other Revenue                        | \$500              | \$0                                                    | \$500                                 | \$0                               | \$500               | \$500                                     | 0.0%            |
| Room Hire                                   | \$0                | \$2,000                                                | \$2,000                               | \$582                             | \$1,418             | \$2,000                                   | 29.1%           |
| Tech Savvy                                  | \$0                | \$0                                                    | \$0                                   | \$2,300                           | \$0                 | \$2,300                                   | 100.0%          |
| Sunraysia Solar Project                     | \$0                | \$0                                                    | \$0                                   | \$2,970                           | \$0                 | \$2,970                                   | 100.0%          |
| TOTAL OPERATING REVENUE                     | \$50,600           | \$2,900                                                | \$53,500                              | \$81,790                          | \$2,631             | \$84,421                                  | 96.9%           |
| EXPENDITURE                                 |                    |                                                        |                                       |                                   |                     |                                           |                 |
| Library - Salaries                          | \$100,000          | -\$5,000                                               | \$95,000                              | \$40,185                          | \$44,815            | \$85,000                                  | 47.3%           |
| Training                                    | \$1,000            |                                                        |                                       |                                   | \$928               | \$1,000                                   |                 |
| Electricity                                 | \$2,600            | -                                                      |                                       |                                   | \$2,061             | \$3,100                                   |                 |
| Office Expenses                             | \$1,000            |                                                        |                                       |                                   | \$213               |                                           |                 |
| Administration Charge                       | \$15,860           |                                                        |                                       |                                   | \$15,860            | \$15,860                                  | 0.0%            |
| Printing and Stationery                     | \$700              |                                                        |                                       |                                   | \$601               | \$1,200                                   | 49.9%           |
| Books and Journals                          | \$4,000            | •                                                      | · · · · ·                             |                                   | \$2,400             | \$5,000                                   |                 |
| IT Expenditure                              | \$1,700            | -                                                      |                                       |                                   | \$1,700             |                                           |                 |
| Repairs and Maintenance                     | \$12,500           |                                                        |                                       |                                   | \$10,096            | \$12,500                                  |                 |
| Security Monitoring                         | \$700              |                                                        | , ,                                   |                                   | \$661               | \$1,000                                   | 33.9%           |
| Conferences                                 | \$0                |                                                        |                                       |                                   | \$1,674             | \$3,000                                   | 44.2%           |
| Cleaning                                    | \$0                |                                                        |                                       |                                   | \$775               | \$1,600                                   | 51.5%           |
| Subscriptions                               | \$2,000            |                                                        |                                       |                                   | \$1,257             | \$1,000                                   |                 |
| Telephone and Communications                | \$500              |                                                        |                                       |                                   | \$293               | \$500                                     |                 |
| Internet                                    | \$300              | -                                                      |                                       |                                   | \$980               | \$300                                     |                 |
| Library - Travelling Expenses               | \$1,700            |                                                        |                                       |                                   | \$950               |                                           |                 |
| Operational Grants                          | \$0                | . ,                                                    | . ,                                   | + /                               | \$4,705             | \$2,000                                   | 10.7%           |
|                                             | ψ0                 | ψ0,270                                                 | ψ0,270                                | φ <b>5</b> 05                     | φ4,703              | ψ <u></u> 0,270                           | 10.77           |
| TOTAL OPERATING EXPENDITURE                 | \$144,260          | \$8,570                                                | \$152,830                             | \$53,854                          | \$89,976            | \$143,830                                 | 37.4%           |
| NET OPERATING SURPLUS / DEFICIT             | -\$93,660          | -\$5,670                                               | -\$99,330                             | \$27,937                          | -\$87,346           | -\$59,409                                 |                 |
| CAPITAL                                     |                    |                                                        |                                       |                                   |                     |                                           |                 |
| Capital Revenue                             |                    |                                                        |                                       |                                   |                     |                                           |                 |
| Library Local Priority                      | \$0                | \$0                                                    | \$0                                   | \$0                               | \$0                 | \$0                                       | 0.0%            |
| Library Infrastructure Grant                | \$0                |                                                        |                                       |                                   | \$0<br>\$0          |                                           |                 |
| Tech Savvy Program                          | \$0                |                                                        | · · · · · · · · · · · · · · · · · · · |                                   | \$0<br>\$0          |                                           |                 |
| Sunraysia Solar Grant                       | \$0                |                                                        |                                       |                                   | \$0<br>\$0          |                                           |                 |
| Total Capital Revenue                       | \$0                | \$0                                                    | \$0                                   | \$0                               | \$0                 | \$0                                       |                 |
| Capital Expenditure                         |                    |                                                        |                                       |                                   |                     |                                           |                 |
| Capital Items Library                       |                    |                                                        |                                       |                                   |                     |                                           |                 |
| Library Grant Priority Project              | \$6,232            | \$0                                                    | \$6,232                               | \$9,253                           | \$0                 | \$9,253                                   | 100.0%          |
| Library Infra Grant - 1                     | \$4,130            |                                                        |                                       |                                   | \$0<br>\$0          |                                           |                 |
| Total Capital Expenditure                   | \$10,362           | \$0                                                    | \$10,362                              | \$13,383                          | \$0                 | \$13,383                                  |                 |
| Net Capital Surplus/ <mark>(Deficit)</mark> | -\$10,362          | \$0                                                    | -\$10,362                             | -\$13,383                         | -\$0                | -\$13,383                                 |                 |
|                                             |                    | -\$5,670                                               | -\$109,692                            |                                   |                     |                                           |                 |

# SUMMARY

| Library Services 2023/24                           | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>September QBR | Revised Budget | Actual YTD 31<br>December<br>2023 | Remaining<br>Budget | Projected<br>Budget to<br>30 June<br>2024 |
|----------------------------------------------------|--------------------|--------------------------------------------------------|----------------|-----------------------------------|---------------------|-------------------------------------------|
| Total Operating Revenue                            | 50,600             | 2,900                                                  | 53,500         | 81,790                            | 2,631               | 84,421                                    |
| Total Operating Expenditure                        | 144,260            | 8,570                                                  | 152,830        | 53,854                            | 89,976              | 143,830                                   |
| Net Operating Surplus / Deficit                    | -93,660            | -5,670                                                 | -99,330        | 27,937                            | -87,346             | -59,409                                   |
| Total Capital Revenue                              | 0                  | 0                                                      | Ο              | 0                                 | Ο                   | 0                                         |
| Total Capital Expenditure                          | 10,362             | 0                                                      | 10,362         | 13,383                            | 0                   | 13,383                                    |
| Net Capital Surplus / <mark>(Deficit)</mark>       | -10,362            | 0                                                      | -10,362        | -13,383                           | 0                   | -13,383                                   |
|                                                    |                    |                                                        |                |                                   |                     |                                           |
| Net Overall Result Surplus/ <mark>(Deficit)</mark> | -104,022           | -5,670                                                 | -109,692       | 14,554                            | -87,346             | -72,792                                   |

FINANCIAL IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

# **RISK RATING**

Low.

# ATTACHMENTS

Nil

### 9.5 OUTSTANDING RATES AND USAGE CHARGES AS AT 31 DECEMBER 2023

| File Number:                | D24.90688                                                                        |
|-----------------------------|----------------------------------------------------------------------------------|
| Author(s):                  | Danika Dunstone, Customer Service Officer                                        |
| Approver:                   | Carroll Glenn, Director of Governance, Business and<br>Community Services        |
| 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 Sunday, 31 December 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 31 December 2023:

|                             | Balance Outstanding as at 31 December 2023 |
|-----------------------------|--------------------------------------------|
| Rates & Charges             | \$1,973,017.37                             |
| Water & Sewer Usage Charges | \$ 85,981.68                               |
|                             |                                            |
| TOTAL                       | <u>\$2,058,999.05</u>                      |

## 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 Sunday, 31 December 2023.

The total amount outstanding includes amounts due for instalment 3 (28 February 2024) and Instalment 4 (31 May 2024).

The 2023/2024 Net Levy of \$5,582,777.30, 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 33.29% (35.42% as at 30 November 2023) of the total receivable as at 31 December 2023.

The balance outstanding for water and sewer usage charges is 19.70% (32.02% as at 30 November 2023) of the total receivable as at 31 December 2023.

|           |                                         |                 |                                         | A                | 21 December 202  | 12                            |                |                        |
|-----------|-----------------------------------------|-----------------|-----------------------------------------|------------------|------------------|-------------------------------|----------------|------------------------|
|           |                                         |                 |                                         | As at            | 31 December 202  | .5                            |                |                        |
|           |                                         |                 |                                         |                  |                  | :                             |                | Total Balance          |
|           |                                         |                 | 2023/24                                 | Total            | Amount Collected | Collection as a<br>% of Total | Total Balance  | Due as a % of<br>Total |
| Income Ca | ategory                                 | Arrears         | Net Levy                                | Receivable       | as at            | Receivable                    | Due            | Receivable             |
|           |                                         | 30 June 2023    | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, |                  | 31 December 2023 |                               |                |                        |
| o 15      |                                         | 4047.000.00     | A2 424 555 52                           | 40.040.000.00    | 40 54 5 700 40   | co. o70/                      | A. 400 455 04  | 24.020/                |
|           | und Rates incl Interest / Legal charges | \$217,333.28    | \$3,431,555.68                          | \$3,648,888.96   |                  |                               | \$1,132,165.84 | 31.03%                 |
|           | anagement Charges                       | \$26,991.62     | \$490,271.58                            | \$517,263.20     |                  |                               | \$193,171.03   | 37.34%                 |
|           | ter Levy Charges                        | \$1,488.73      | \$19,307.77                             | \$20,796.50      |                  |                               | \$8,711.64     | 41.89%                 |
|           | nd - Access Charges                     | \$54,986.51     | \$935,925.22                            | \$990,911.73     |                  |                               | \$359,800.40   | 36.31%                 |
|           | Fund - Annual Charges                   | \$42,310.02     | \$705,717.05                            | \$748,027.07     |                  | -                             | \$279,168.46   | 37.32%                 |
| Subtotal  |                                         | \$343,110.16    | \$5,582,777.30                          | \$5,925,887.46   | \$3,952,870.09   | 66.71%                        | \$1,973,017.37 | 33.29%                 |
| Water Fu  | nd - Consumption Charges                | \$84,609.57     | \$295,214.13                            | \$379,823.70     | \$299,949.91     | 78.97%                        | \$79,873.79    | 21.03%                 |
| Sewerage  | Fund - Usage Charges Non Residential    | \$4,737.07      | \$51,812.55                             | \$56,549.62      | \$50,441.73      | 89.20%                        | \$6,107.89     | 10.80%                 |
| Subtotal  |                                         | \$89,346.64     | \$347,026.68                            | \$436,373.32     | \$350,391.64     | 80.30%                        | \$85,981.68    | 19.70%                 |
|           |                                         | \$432,456.80    | \$5,929,803.98                          | \$6,362,260.78   | \$4,303,261.73   | 67.64%                        | \$2,058,999.05 | 32.36%                 |
| Notes     | Arrears is rates overdue from previous  | years levies, p | rior to 2023/24 R                       | ates levy issued |                  |                               |                |                        |
|           | Net Levy includes any DR & CR levy adj  | ustments, inter | rest charged and                        | pensioner reba   | tes              |                               |                |                        |
|           | Total Receivable includes arrears at 30 | June 2023 plus  | the current net l                       | evy              |                  |                               |                |                        |
|           | Amount collected includes payments t    | owards arrears  | and current net                         | levy             |                  |                               |                |                        |

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

# **FINANCIAL IMPLICATIONS**

Nil.

# LEGISLATIVE IMPLICATIONS

Nil.

## **POLICY IMPLICATIONS**

Nil.

# **RISK RATING**

Low.

# **ATTACHMENTS**

Nil

## 9.6 OUTSTANDING RATES AND USAGE CHARGES AS AT 31 JANUARY 2024

| File Number:                | D24.91548                                                                        |
|-----------------------------|----------------------------------------------------------------------------------|
| Author(s):                  | Danika Dunstone, Customer Service Officer                                        |
| Approver:                   | Carroll Glenn, Director of Governance, Business and<br>Community Services        |
| 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 Wednesday, 31 January 2024.

# 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 31 January 2024:

|                             | Balance Outstanding as at 31 January 2024 |
|-----------------------------|-------------------------------------------|
| Rates & Charges             | \$1,915,241.09                            |
| Water & Sewer Usage Charges | \$ 81,954.32                              |
|                             |                                           |
| TOTAL                       | <u>\$1,997,195.41</u>                     |

## 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 Wednesday, 31 January 2024.

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

The 2023/2024 Net Levy of \$5,585,430.39, 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 32.31% (33.29% as at 31 December 2023) of the total receivable as at 31 January, 2024.

The balance outstanding for water and sewer usage charges is 18.74% (19.70% as at 31 December 2023) of the total receivable as at 31 January 2024.

|                                                  | Balranald Shire Council - Statement of Rates and Charges |                     |                        |                                              |                                             |                      |                                                       |  |
|--------------------------------------------------|----------------------------------------------------------|---------------------|------------------------|----------------------------------------------|---------------------------------------------|----------------------|-------------------------------------------------------|--|
|                                                  |                                                          |                     | As at                  | 31 January 2024                              |                                             |                      |                                                       |  |
| Income Category                                  | Arrears<br>30 June 2023                                  | 2023/24<br>Net Levy | Total<br>Receivable    | Amount Collected<br>as at<br>31 January 2024 | Collection as a<br>% of Total<br>Receivable | Total Balance<br>Due | Total Balance<br>Due as a % of<br>Total<br>Receivable |  |
|                                                  | 50 June 2025                                             |                     |                        | 51 January 2024                              |                                             |                      |                                                       |  |
| General Fund Rates incl Interest / Legal charges | \$217,333.28                                             | \$3,433,161.31      | \$3,650,494.59         | \$2,544,111.52                               | 69.69%                                      | \$1,106,383.07       | 30.31%                                                |  |
| Waste Management Charges                         | \$26,991.62                                              | \$490,511.48        | \$517,503.10           | \$332,088.04                                 | 64.17%                                      | \$185,415.06         | 35.83%                                                |  |
| Stormwater Levy Charges                          | \$1,488.73                                               | \$19,319.53         | \$20,808.26            | \$12,349.84                                  | 59.35%                                      | \$8,458.42           | 40.65%                                                |  |
| Water Fund - Access Charges                      | \$54,986.51                                              | \$936,380.60        | \$991,367.11           | \$644,557.29                                 | 65.02%                                      | \$346,809.82         | 34.98%                                                |  |
| Sewerage Fund - Annual Charges                   | \$42,310.02                                              | \$706,057.47        | \$748,367.49           | \$480,192.77                                 | 64.17%                                      | \$268,174.72         | 35.83%                                                |  |
| Subtotal                                         | \$343, <b>110.1</b> 6                                    | \$5,585,430.39      | \$5,928,540.5 <b>5</b> | \$4,013,299.46                               | 67.69%                                      | \$1,915,241.09       | 32.31%                                                |  |
| Water Fund - Consumption Charges                 | \$84,609.57                                              | \$296,071.85        | \$380,681.42           | \$304,861.28                                 | 80.08%                                      | \$75,820.14          | 19.92%                                                |  |
| Sewerage Fund - Usage Charges Non Residential    | \$4.737.07                                               | \$51.838.84         | \$56.575.91            |                                              |                                             | \$6.134.18           |                                                       |  |
| Subtotal                                         | \$89,346.64                                              | \$347,910.69        | \$437,257.33           |                                              | -                                           | \$81,954.32          |                                                       |  |
|                                                  |                                                          |                     |                        |                                              |                                             |                      |                                                       |  |
|                                                  | \$432,456.80                                             | \$5,933,341.08      | \$6,365,797.88         | \$4,368,602.47                               | 68.63%                                      | \$1,997,195.41       | 31.37%                                                |  |

# **FINANCIAL IMPLICATIONS**

Nil.

# LEGISLATIVE IMPLICATIONS

Nil.

# POLICY IMPLICATIONS

Nil.

# **RISK RATING**

Low.

# ATTACHMENTS

Nil

## 9.7 OUTSTANDING DEBTORS AS AT 31 DECEMBER 2023

| File Number:                | D24.90687                                                                                                                     |  |  |  |  |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|
| Author(s):                  | Danika Dunstone, Customer Service Officer                                                                                     |  |  |  |  |
| Approver:                   | Glenn Carroll, Director of Governance, Business and Community Services                                                        |  |  |  |  |
| 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 Sunday, 31 December 2023.

## OFFICER RECOMMENDATION

# That the report be received and noted.

## REPORT

The table below details the total amount of outstanding debtors as at Sunday, 31 December 2023. As can be seen from the table there are fifty (50) accounts, that make up the current debtors balance of \$258,639.

There are eleven (11) debtors that make up the thirty (30) days debtors amount of \$129,505, including Grant funding of \$117,573.

There are five (5) accounts that make up the sixty (60) days debtors' amount of \$29,006 and finally, there are fourteen (14) accounts that make up the ninety (90) days debtors' amount of \$52,624.

The balance of the outstanding debtors as at 30 November 2023 was \$128,754. There has therefore been a \$129,885 increase in outstanding debtors over the past month. This is due to the increase in Grant funding of \$132,573.

| Number of Accounts | Current         | 30 days          | 60 days         | 90 days         | TOTALS           |
|--------------------|-----------------|------------------|-----------------|-----------------|------------------|
| 20                 | \$32,500        |                  |                 |                 | \$32,500         |
| 11                 |                 | \$11,936         |                 |                 | \$11,936         |
| 5                  |                 |                  | \$29,006        |                 | \$29,006         |
| 14                 |                 |                  |                 | \$52,624        | \$52,624         |
| Grant Funding      | \$15,000        | \$117,573        |                 |                 | \$132,573        |
| TOTALS             | <u>\$47,500</u> | <u>\$129,509</u> | <u>\$29,006</u> | <u>\$52,624</u> | <u>\$258,639</u> |

# Analysis of 90 days debtors

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

- \$15,990 Relates to tip fees. Debtor meeting with Senior council staff to discuss payment arrangements, expected to be resolved by next month.
- \$17,710 This debtor is currently on a long-term payment plan.
- \$11,617 Council is currently working on a payment plan with the debtor.
- \$2,305 Debtor currently on a payment plan.

# TOTAL <u>\$47,622</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

## 9.8 OUTSTANDING DEBTORS AS AT 31 JANUARY 2024

| File Number:                | D24.91547                                                                                                                     |  |  |  |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| Author(s):                  | Danika Dunstone, Customer Service Officer                                                                                     |  |  |  |
| Approver:                   | Glenn Carroll, Director of Governance, Business and Community Services                                                        |  |  |  |
| 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 Wednesday, 31 January 2024.

## OFFICER RECOMMENDATION

## That the report be received and noted.

### REPORT

The table below details the total amount of outstanding debtors as at Wednesday, 31 January 2024. As can be seen from the table there are thirty-one (31) accounts, that make up the current debtors balance of \$135,876.

There are Four (4) debtors that make up the thirty (30) days debtors amount of \$4,495.

There is three (3) accounts that make up the sixty (60) days debtors amount of \$22,183 and finally, there are fourteen (14) accounts that make up the ninety (90) days debtors amount of \$51,587.

The balance of the outstanding debtors as at 31 December 2023 was \$258,639 There has therefore been a decrease of \$122,763 in outstanding debtors over the past month.

| Number of Accounts | Current       | 30 days        | 60 days         | 90 days         | TOTALS           |
|--------------------|---------------|----------------|-----------------|-----------------|------------------|
| 9                  | 7,611         |                |                 |                 | \$7,611          |
| 4                  |               | \$4,495        |                 |                 | \$4,495          |
| 3                  |               |                | 22,183          |                 | \$22,183         |
| 14                 |               |                |                 | 51,587          | \$51,587         |
| Grant Funding      | 50,000        |                |                 |                 | \$50,000         |
| TOTALS             | <u>57,611</u> | <u>\$4,495</u> | <u>\$22,183</u> | <u>\$51,587</u> | <u>\$135,876</u> |

## Analysis of 90 days debtors

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

- \$15,990 Relates to tip fees. Negotiation between staff and Debtor to arrange payment expected within the next month.
- \$17,660 This debtor is currently on a long-term payment plan.
- \$11,617 Council is currently working on a payment plan with the debtor.

## TOTAL <u>\$45,267</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

#### 9.9 GRANT FUNDED PROJECTS STATUS UPDATE

| File Number:                | D24.91411                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Reporting Officer(s):       | Connie Mallet, Community Projects, Events and Grants<br>Officer                                                               |
| Responsible Officer:        | Glenn Carroll, Director of Governance, Business and<br>Community Services                                                     |
| 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 Tuesday the 30<sup>th</sup> of January 2024 (*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 no grant applications pending.

#### FINANCIAL IMPLICATIONS

Nil.

#### LEGISLATIVE IMPLICATIONS

Nil.

#### POLICY IMPLICATIONS

Nil.

#### **RISK RATING**

Low.

#### ATTACHMENTS

#### 1. Balranald Shire Council Grants/Projects as at the 30th January 2024

#### Page 1: Report Highlights

#### \* INFRASTRUCTURE GRANTS/PROJECTS

#### Page 2:

- Club Grant Euston Club Grant 22/23 Page 3:
- Fixing Local Roads (FLR) Round 3

#### Page 4:

• Roads to Recovery (RTR) 2019-2024

#### Page 5:

- Roads to Recovery (**RTR**) 2019-2024 (cont.) Page 6:
- Everyone Can Play 2022

#### Page 7:

• Bidgee Haven Expansion Grant

#### Page 8:

 Discovery Centre Redevelopment – Far West Joint Organisation (JO) Grant

#### Page 9:

- Our Region Our Rivers BAL2 Riverfront/Riverbend/Swing Bridge project
   Pages 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:

- Business Improvement Fund 2022 Dept of Health Page 14:
- Crown Reserve Improvement Fund 2021/22
- Crown Reserve Improvement Fund 2022/23
  Page 15:
- Fixing Local Roads Round 4

#### Page 16:

- Fixing Local Roads Pothole Repair Program Page 17:
- Stronger Country Communities Fund (SCCF) R5

#### Page 18:

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

#### Page 19:

Office of Responsible Gambling NSW –
 Community Development Fund

#### Page 20:

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

#### Page 21:

- Local Roads Community Infrastructure Round 4 (LRCI4)
  - Telehealth Support Funding PHN Western NSW



#### Page 22:

Block Grant 2023/24 – Transport of NSW

#### \* NON-INFRASTRUCTURE GRANTS/PROJECTS

#### Page 23:

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

#### Page 24:

- Reconnecting Regional NSW Community Events Page 25:
- Office of Responsible Gambling NSW Community Benefit Fund

#### Page 26:

- Children & Young People Wellbeing Grant Page 27:
- Economic Development Strategy Grant
- Page 28:
  - Regional Drought Resilience Planning Program 1

#### Page 29:

Library – Sunraysia Solar Fund Grant 2023

#### Page 30:

- Australia Day Community Grant 2024
- Youth Holiday Summer Break Fund 2023/24

#### **APPLICATIONS PENDING**

No applications pending

#### **REPORT HIGHTLIGHTS:**

#### Key Activities since Last Report

- Council completed 9 projects towards the end of the 2023 calendar year, a number of which have now been taken off this report.
- A number of projects are about to commence once approvals are given at the February 2024 Council meeting.
- Council will have a clearer picture on Roads' projects when relevant staff are back from their end of year holidays.
- 3 of the 10 projects under the LRCI Round 3 grant have been completed being the construction of the Balranald cricket practice nets, the new cricket pitch and new fencing around the Balranald Swimming Pool

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

- Regional Roads Repair Program 2022/23
- Public Library Infrastructure Grant 21/22 (Stage 1)
- Community Building Partnership 2021
- Regional & Local Roads Repair Program
- NSW Small Business Month Grant 2023

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

No new projects/successful application added

#### New Applications submitted since last report

• No new applications were submitted since the last report

## **INFRASTRUCTURE GRANTS/PROJECTS**

| 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 | Interim Acting<br>Project Manager<br><b>Project Start Date:</b><br>30 <sup>th</sup> July 2023<br><b>Expected Project</b><br><b>Finish Date:</b><br>30 <sup>th</sup> March 2024 | <ul> <li>Concrete Base for Multi-<br/>Purpose Tennis Court</li> <li>Power Box to Euston<br/>Riverfront</li> </ul> | \$83,000 + \$28,500<br>TOTAL: \$108,000<br>Funds received:<br>\$108,000 on the 31 <sup>st</sup><br>August 2022<br>Receipt 56120 | <ul> <li>As at the 9<sup>th</sup> of October 2023 the Power Box has commenced and a Purchase Order was issued to Mildura Electrical. Council has received quotes for the concrete base for the multi-purpose tennis court project and are currently assessing the quotes.</li> <li>As at the 7<sup>th</sup> of November 2023 the Power Box has been installed and Council is waiting for the Review of Environmental Factors (REF) document for the concrete base for the multi-purpose tennis court project. The project completion date will be reassessed once a contractor has been appointed. As at the 30th of November 2023 the consultants were compiling the REF (as above) which is due before the end of December and will then be presented to the funding body for a project time extension.</li> <li>As at the 30<sup>th</sup> January 2024 Council is expecting the REF (Review of Environmental Factors) report within the week.</li> <li>Percentage Completion: 50%</li> <li>Percentage Budget Expended: 34% (expended for the power box)</li> </ul> |

| Grant/Project                                                                                                                                                                                                                                                           | •                                                                                                                                                       | t Manager Description<br>ect Dates                                                                                                                                                                        | Funding Value/ Funds<br>Received & Expenses                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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| 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 | Sept 2020<br>Expected<br>Finish Da<br>1. Marm<br>Creek Ro<br>31 <sup>st</sup> of M<br>2. Eustor<br>Road:<br>31 <sup>st</sup> of M<br>3. Tapali<br>Road: | Start Date:<br>20<br>ed Project<br>Date:<br>ma Box<br>Rd:<br>May 2024road for safety<br>improvements:<br>1. Marma Box Creek<br>Road Sealing,<br>2. Euston Prungle<br>3. Tapalin Mail RoadMay 2024May 2024 | <ol> <li>\$600,000- Grant</li> <li>\$160,000 from Roads to<br/>Recovery (RTR)</li> <li>\$40,000 Council</li> <li>Contribution 23/24</li> <li>TOTAL \$800,000</li> <li>\$300,000- Grant</li> <li>\$80,000 from Roads to<br/>Recovery (RTR)</li> <li>\$20,000 Council</li> <li>Contribution allowed from<br/>Operational Budget</li> <li>TOTAL \$400,000</li> <li>\$412,500- Grant</li> <li>\$110,000 from Roads to<br/>Recovery (RTR)</li> <li>\$27,500 Council</li> <li>Contribution allowed from<br/>Operational Budget</li> <li>TOTAL \$400,000</li> </ol> | As at the 30 <sup>th</sup> January 2024 status of the projects were<br>as per the following:<br>1. Marma Box Creek Road<br>The tender has been completed and quotes are being<br>assessed.<br>Percentage Completion: 5%<br>Percentage Budget Expended: 5%<br>2. Euston Prungle Road<br>The tender has been completed and quotes are being<br>assessed.<br>Percentage Completion: 5%<br>Percentage Budget Expended: 5%<br>3. Tapalin Mail Road<br>Works are forecast to recommence on the 28 <sup>th</sup> March<br>2024.<br>Percentage Completion: 75%<br>Percentage Budget Expended: 75% |

| 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 | Senior Assets<br>Officer<br>Project Start<br>Date:<br>May 2020<br>Expected<br>Project Finish<br>Date:<br>30 <sup>th</sup> of 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>\$223,805 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 30 <sup>th</sup> of January 2024:<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 30 <sup>th</sup> of January 2024 –<br>IN PROGRESS:<br>Kilpatrick Road Resealing<br>60% of Works Completed<br>40% of allocated budget used to date |

| 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 | Senior Assets Officer<br><b>Project Start Date:</b><br>May 2020<br><b>Expected Project</b><br><b>Finish Date:</b><br>30 <sup>th</sup> of June 2024 | >> Continued from previous<br>page<br>Marma Box Creek Road:<br>\$160,000 RTR Funding +<br>\$600,000 FLR3 Funding +<br>\$40,000 Council Funding<br>Euston Prungle Road:<br>\$80,000 RTR Funding + \$300,000<br>FLR3 Funding + \$20,000 Council<br>Funding<br>Weimby Kyalite Road Reseal:<br>\$382,615 RTR + \$160,000 LRCI3<br>Funding | As Above                                       | <ul> <li>&gt;&gt; Continued from previous page</li> <li>As at the 30<sup>th</sup> of January 2024 – 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 30<sup>th</sup> of January 2024 - NOT STARTED:         <ul> <li>Marma Box Creek Road (\$160,000 RTR funding)</li> <li>Euston Prungle Road</li> <li>Weimby Kyalite Road Reseal</li> <li>Shailer Terrace – Reinstate Kerb &amp; Cutter (\$120,000)</li> <li>Marma Box Road Reseals (\$736,681)</li> </ul> </li> <li>Overall Project Completion: 80%         <ul> <li>Overall Project Expended: 70%</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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| 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   | Interim Acting<br>Project Manager<br>Project Start Date:<br>June 2023<br>Expected Project<br>Finish Date:<br>30 <sup>th</sup> of April 2024 | 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 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>As at the 7 <sup>th</sup> of November 2023 the designs are<br>completed and ready to go to tender (project<br>includes the Crown Reserve Improvement Fund<br>2021/22 for the Lions Park Upgrade). The completion<br>date of the project is currently being reassessed with<br>the funding body.<br>As at the 30 <sup>th</sup> of November 2023 this project has<br>gone to Tender and is closing on the 20 <sup>th</sup> of<br>December 2023<br>As at the 30 <sup>th</sup> of January 2024 the tender has closed<br>and submissions are being reviewed and a report is<br>being prepared for the 20 <sup>th</sup> of February 2024 Ordinar<br>Council Meeting.<br><b>Percentage Completion:</b> 20%<br><b>Percentage Budget Expended:</b> 0% |

| Balranald Shire Council Grants/I | Projects Update Summary | y as @ the 30 <sup>th</sup> of January 2024 |
|----------------------------------|-------------------------|---------------------------------------------|
|----------------------------------|-------------------------|---------------------------------------------|

| 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 | From the 5 <sup>th</sup><br>February 2024<br>this project will<br>be managed by<br>the Director of<br>Governance,<br>Business &<br>Community<br>Services | 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 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 wen 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 August 2023 a workshop with the Hostel Committee has been organised for the 23<sup>rd</sup> August 2023.</li> <li>As at the 12<sup>th</sup> of September 2023 a project progress report had been submitted. Project still on hold.</li> <li>As at the 30<sup>th</sup> of January 2024 the project remains on hold until further notice.</li> <li>As at the 30<sup>th</sup> of January 2024 the project remains on hold.</li> <li>Percentage Completion: 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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| 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   | Interim Acting<br>Project Manager<br>Proposed Project<br>Start Date:<br>1 <sup>st</sup> April 2024<br>Expected Project<br>End Date:<br>31 <sup>st</sup> December 2024 | 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 EOI is being prepared for Vendor Panel.</li> <li>As at the 9<sup>th</sup> of October 2023 the EOI has been submitted to Vendor Panel.</li> <li>As at the 7<sup>th</sup> of November 2023 Council is waiting for the release of the final construction documen and will be submitting an RFQ release.</li> <li>As at the 30<sup>th</sup> of November 2023 an RFT is in progress and a report will be prepared for the February 2024 Council meeting for approval.</li> <li>As at the 30<sup>th</sup> January 2024 the results from the RFT (Request For Tender) is being prepared in a report for the February 2024 Council meeting.</li> </ul> Percentage Completion: 5% |

| Grant/Project                                                                                                                                                                                                                                                   | CM Folder | Project Manager<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, Events &<br>Grants Officer<br>Project Start Date:<br>1 <sup>st</sup> July 2021<br>Expected Project<br>Finish Date:<br>30 <sup>th</sup> of June 2024 | <ul> <li>BAL 2 of the Our<br/>Region Our Rivers<br/>Program comprises of<br/>the following</li> <li>Riverfront<br/>Enhancement Eco<br/>Trails</li> <li>Swing Bridge Trail<br/>Loop</li> <li>Riverbend Reserve<br/>Place-making<br/>includes BBQ,<br/>toilet, furniture,<br/>gym equipment &amp;<br/>signs</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 8<sup>th</sup> of June 2023 evidentiary photos and<br/>a report on the impact of flooding around the<br/>project area and the shire was provided to<br/>Andrea on the 12<sup>th</sup> May 2023. As at the 6<sup>th</sup> of<br/>July 2023 Council is waiting for response to the<br/>request for time extension.</li> <li>As at the 9<sup>th</sup>of August 2023 Council was advised<br/>that an extension for the OROR Bal. 2 has been<br/>given till June 2024. We had a meeting with all<br/>LGAs on 2<sup>nd</sup> August 2024. It was agreed that an<br/>assessment of each of our respective projects<br/>would be conducted to ensure that outstanding<br/>elements would be completed by June 2024.</li> <li>As at the 12<sup>th</sup> of September 2023 Council has<br/>assessed the elements that are to be completed<br/>and have agreed that they can be delivered by<br/>the extended date.</li> <li>As at the 9<sup>th</sup> of October 2023 Council have<br/>started to put the specs together for the work<br/>that is left to complete.</li> <li>As at the 30<sup>th</sup> of November 2023 Council is<br/>developing the action plan to progress the work</li> <li>As at the 30<sup>th</sup> of January 2024 the balance of<br/>work required will commence in February 2024.</li> <li>Percentage Completion: 90%</li> <li>Percentage Budget Expended: 100%</li> </ul> |

| Grant/Project                                                                                                                                                                                                                                                                            | CM<br>Folder                                                                                                                                                    | Project<br>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 | G22/9<br>F20.693<br>F21.241<br>F21.242<br>F21.445<br>F21.247<br>F21.246<br>F21.246<br>F21.245<br>F21.245<br>F21.245<br>F22.136<br>F21.249<br>F21.248<br>F21.244 | Interim Acting<br>Project<br>Manager<br>Project Start<br>Date: July 2020<br>Expected<br>Project Finish<br>Date:<br>30 <sup>th</sup> of June<br>2024 | Funding allocated to the<br>following:<br>1. Balranald Aerodrome<br>Fencing<br>2. Toilet at Balranald<br>Cemetery<br>3. Balranald Irrigation<br>Automation<br>4. Euston Town<br>Approaches<br>5. Euston Rec Reserve<br>Upgrade<br>6. Kyalite Riverside<br>Reserve Enhancements<br>7. Seal off Street Parking<br>Areas<br>8. Theatre Royal<br>Refurbishments<br>9. Church & Harben Street<br>Drainage Improvements<br>10. Balranald Riverfront<br>Accessibility Works<br><b>Note:</b> Council will not<br>receive full nominal<br>funding until all projects<br>are completed | 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 30<sup>th</sup> of January 2024 the status of the total project is a 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: <ul> <li>As at the 30<sup>th</sup> January 2024 the following incomplete works are being reviewed and project plans are being developed:</li> <li>Balranald Irrigation Automation</li> <li>Euston Town Approaches</li> <li>Balranald Riverfront Enhancement</li> </ul> </li> <li>Theatre Royal Refurbishments <ul> <li>As at the 30<sup>th</sup> of January 2024 quotes for the work are being assessed.</li> </ul> </li> <li>Total Project Percentage Completion: 84%</li> <li>Percentage Budget Expended: 84%</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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| Local Roads Community<br>Infrastructure ROUND 3<br>22/23 - Department of<br>Infrastructure, Transport,<br>Regional Development<br>and Communications<br>General Ledger:<br>6280-1125-0001 | F21.478<br>Grant Box<br>G22 | Interim Acting<br>Project Manager<br><b>Project Start</b><br><b>Date:</b><br>20 <sup>th</sup> of October<br>2020<br><b>Expected Project</b><br><b>Finish Date:</b><br>30 <sup>th</sup> of June 2024 | <ul> <li>Projects include: <ol> <li>Euston Oval-Multicourt Upgrade &amp; Shade Shelter: \$250,000</li> <li>Balranald tennis Court Lighting:</li> <li>\$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) | Council have an extension to complete all projects<br>until 30 <sup>th</sup> June 2024 and that no further extensions<br>will be provided.<br>As at the 30 <sup>th</sup> of January 2024:<br>Project 1. The tender is closed and<br>recommendations will be presented at the February<br>2024 Council meeting.<br>Project Completion: 0%; Budget expended: 0%<br>Project 2 The Balranald tennis court will be<br>receiving new lighting<br>Project Completed: 0%; Budget Expended: 0%<br>Project 3. The project is 100% completed;<br>Budget Expended: 95% (finalising invoices)<br>Project 4. The project is 100% completed:<br>Budget Expended: 100%<br>Project 5. The project is 100% completed:<br>Budget Expended: 100%<br>Project 6. We are currently waiting response to our<br>proposal from the Euston Water Association.<br>Project completed: 0%; Budget Expended: 0%<br>Project 7. We are currently in the planning stage.<br>Project completed: 0%; Budget Expended: 0%<br>Project 810. Works have just commenced at 10%<br>completion; Budget Expended: 10% |

| 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      | Interim Acting<br>Project Manager<br>Milestone 1<br>Completion Date:<br>31 <sup>st</sup> of August<br>2023<br>Milestone 2<br>Expected Finish<br>Date:<br>31 <sup>st</sup> of August<br>2023<br>Milestone 3<br>Expected Finish<br>Date:<br>30 <sup>th</sup> of June 2024 | Euston Netball Upgrade:<br>Demolition of existing change<br>netball rooms and public toilets at<br>Euston and construction of new,<br>inclusive, change rooms and<br>public toilets combined.<br>Renewed 200 lux LED outdoor<br>sport lighting to both Balranald<br>and Euston netball courts<br><b>Milestone 1:</b> Design,<br>Documentation & Procurement<br>Phase and Milestone 1:<br>substructure, plumbing/<br>reticulation, walls, 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<br>Received:<br>\$211,050.40<br>Receipt 56474 | <ul> <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.</li> <li>As at the 9<sup>th</sup> of October 2023 the project will be out 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>As at the 7<sup>th</sup> of November 2023 the project was sti out on Tender and the delivery date will be reassessed for a Variation for time extension.</li> <li>As at the 30<sup>th</sup> of November 2023 the Tender is in progress and a report is proposed for the February 2024 Council meeting for approval. This report wil also be presented to the funding body for project time extension.</li> <li>As at the 30<sup>th</sup> of January 2024 the Tender is closed and a report is being prepared for the 20<sup>th</sup> of February 2024 Ordinary Council Meeting.</li> <li>Percentage Completion: 5%</li> </ul> |

| Balranald Shire Council Grants/Projects Update | Summary as @ the 30 <sup>th</sup> of January 2024 |
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| 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> of March 2024 | Updating Hostel to a<br>computer- based care<br>program and staff training<br>and restructuring costs<br>Funding Value (excl GST)<br>to be broken down as<br>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>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 chang to the status of the project.</li> <li>As at the 9<sup>th</sup> of October 2023 the program is going live on Tuesday 10<sup>th</sup> of October. The Program's completion date was extended to 31<sup>st</sup> January 2024</li> <li>As at the 7<sup>th</sup> of November 2023 the program completion date has been extended to January 2024.</li> <li>As at the 30<sup>th</sup> January 2024 The Care Keeper &amp; Message Manager Modules have been implemented. The Critical Care Solutions review on the workforce and facility practices have been conducted. Reports and action plans were being created from CSS review and the Telstra Health Resident Manager module implementation will take place in February 2024.</li> </ul> |

| Balranald Shire Council Grants/Pi | Projects Update Summar | ry as @ the 30 <sup>th</sup> of January 2024 |
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| Grant/Project                                                                                                       | CM<br>Folder                                      | Project<br>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                                            | Interim Acting<br>Project Manager<br>Project Start<br>Date:<br>August 2022<br>Expected Project<br>Finish Date:<br>30th of April 2024                 | 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<br>project                                                                                                                                                                                                                       | Balranald Lions<br>Park Upgrade<br>\$587,991<br>Funds received<br>to date:<br>\$587,991<br>Receipt 51052<br>Expenses to<br>Date:<br>\$7,560.91 | <ul> <li>As at the 7<sup>th</sup> of November 2023 the designs are completed<br/>and ready to go to tender (project includes the Everyone Can<br/>Play Lion's Park Inclusion project). The completion date of the<br/>project is currently being reassessed with the funding body.</li> <li>As at the 30<sup>th</sup> of November 2023 the project is in Tender<br/>which closes on the 20<sup>th</sup> of December 2023.</li> <li>As at the 30<sup>th</sup> of January 2024 the tender has closed and<br/>submissions are being reviewed and a report is being<br/>prepared for the February 2024 Council meeting.</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 | Interim Acting<br>Project Manager<br>Project Start<br>Date:<br>February 2022<br>Expected<br>Project Finish<br>Date:<br>30 <sup>th</sup> of June 2024 | Caravan Park Upgrade:<br>Installation of new park<br>facilities and amenities<br>including new meeting<br>room BBQ facility,<br>improved park lighting.<br>Upgrade of power and<br>electrical reticulation.<br>Installation of new<br>guest facilities including a<br>new pool, dump ezy<br>point, new power heads,<br>en-suites, cabin<br>compendiums, quad en-<br>suites, cabins | Caravan Park<br>Upgrade<br>\$771,500<br>Funds received<br>to date:<br>\$771,500<br>Receipt 54576                                               | <ul> <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>As at the 7<sup>th</sup> of November 2023 design for the BBQ area works is completed and the scope for the pool area is to be prepared for tender.</li> <li>As at the 30<sup>th</sup> of November 2023 Council is waiting for the caravan park Masterplan from the current architects.</li> <li>As at the 30<sup>th</sup> January 2024 the survey for the caravan park has been completed and is ready for the architect to commence design 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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| Fixing Local Roads<br>Round 4 2022/2023 –<br>Transport NSW            | CM Box<br>G22/14 | Senior Assets Officer<br><b>Project Start Date:</b><br>30 <sup>th</sup> July 2023 | Re-sheeting Benanee<br>Gravel Road | \$1,650,000                                    | <ul> <li>As at the 13<sup>th</sup> March 2023 Council received notice<br/>of our success – Letter of Offer (CM folder<br/>D23.79473).</li> </ul>                                                                                                                                                                                                                                                                                                                      |
| General Ledger:<br>6100-1100-0000<br>Job Cost Code:<br>6100-1100-0010 |                  | Expected Project<br>Finish Date:<br>30 <sup>th</sup> of June 2024                 |                                    |                                                | <ul> <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 be in progress and increased to 15% completion.</li> <li>As at the 30<sup>th</sup> of November 2023 gravel for the work was being sourced.</li> <li>As at the 30<sup>th</sup> of January 2024 works had progressed to 60% completion.</li> <li>Percentage Completion: 60%</li> <li>Percentage Budget Expended: 60%</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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| 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 | Interim Acting<br>Project<br>Manager<br>Project Start<br>Date:<br>June 2023<br>Expected<br>Project Finish<br>Date:<br>31st of January<br>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 signs<br/>in Balranald and Kyalite (\$203,500)</li> <li>Netball Courts Resurfacing &amp;<br/>Basketball Courts Balranald: To<br/>resurface netball courts and design<br/>and construct new basketball courts<br/>and facilities (\$418,000)</li> <li>Hatfield Community Hall &amp;<br/>Precinct Upgrade: Renovations of<br/>the Hatfield Community Hall<br/>(\$110,000)</li> <li>Safe Fencing at the Balranald<br/>Pool: To installed approved fencing<br/>around the Balranald Pool<br/>(\$111,100)</li> </ol> | Balranald Shire<br>Council<br>Allocation:<br>\$943,758 for<br>Council<br>Community<br>Projects<br>Payments<br>Received:<br>First instalment<br>\$755,040 –<br>Receipt 57488 | As at the 30 <sup>th</sup> of January 2024 the following are in progress:         PROJECT 1: A meeting is being organised with the Euston Progression Committee to begin project planning         Percentage Completion: 8%         Budget Expended: 0%         PROJECT 2: Relevant templates have been sourced from Transport NSW and Community Consultation is being organised for February 2024         Percentage Completion: 2%         Budget Expended: 0%         PROJECT 3: The Tender for the Basketball Court closed on the 5 <sup>th</sup> of December 2023 and Council is currently assessing the quotes         Percentage Completion: 10%         Budget Expended: 0%         PROJECT 4: Quotes have been received and are currently being assessed         Percentage Completion: 5%         Budget Expended: 0%         PROJECT 5: The project is 100% completed: Budget Expended: 100% |

| 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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| Library Council -<br>Public Library<br>Infrastructure Fund<br>2022/23<br>GL Account:<br>4520-1100-0005 | CM Box<br>G22/23           | Interim Acting<br>Project Manager<br>Project Start<br>Date:<br>30 <sup>th</sup> June 2023<br>Expected Project<br>Finish Date:<br>30 <sup>th</sup> March 2024                   | Funding for<br>Stage 2 of the<br>Library<br>Refurbishment<br>project                                               | \$172,610<br>Funds Received:<br>\$172,610 –<br>Receipt 58163                                                                   | As at the 7 <sup>th</sup> of November 2023 the project scope has been completed<br>and Council is waiting for drawings for the Play Equipment to be<br>completed. The project completion time is being reassessed for a<br>Variation for time extension.<br>As at the 30 <sup>th</sup> of November 2023, quotes have been received and<br>assessed and a contractor has been appointed.<br>As at the 30 <sup>th</sup> of January 2023 works had been delayed due to the<br>Christmas/holiday period but will be on schedule to be completed by<br>the end of March 2024.<br><b>Percentage Completion:</b> 70%<br><b>Percentage Budget Expended:</b> 40%                                    |
| Community Building<br>Partnership Grant 2022                                                           | F22.346<br>CM Box<br>G22/5 | Community<br>Projects, Events &<br>Grants Officer<br>Project Start<br>Date:<br>31 <sup>st</sup> August 2023<br>Expected Project<br>Finish Date:<br>29 <sup>th</sup> April 2024 | Enhancements/<br>Upgrade of IT<br>multi-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 7<sup>th</sup> of November 2023 a meeting has been organised with Efex on the 14<sup>th</sup> November to inspect the Interpretive Pavilion and the requirements/scope of the work.</li> <li>As at the 30<sup>th</sup> of November 2023 an assessment of the project works was conducted by the contractors and Council is currently waiting for an updated quotation.</li> <li>As a the 30<sup>th</sup> of January 2024 the updated quote has been received from Efex and is currently being assessed. It is projected that upgrade works will commence towards the end February and completed by the end of April 2024.</li> <li>Percentage Completion: 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 | Interim Acting<br>Project Manager<br>Project Start Date:<br>March 2023<br>Expected Project<br>Finish Date:<br>31 <sup>st</sup> March 2024 | Funding for the<br>Refurbishment of<br>emergency<br>accommodation<br>housing | \$240,000<br>Funds Received:<br>1 <sup>st</sup> Instalment<br>\$237,000 Receipt<br>58222 | <ul> <li>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.</li> <li>As at the 9<sup>th</sup> of August 2023 the initial Request For Quote<br/>(RFQ) period closed with no submissions. Contractors are<br/>being followed up.</li> <li>As at the 12<sup>th</sup> of September 2023 specs are being<br/>reassessed and a supplier is being sourced.</li> <li>As at the 9<sup>th</sup> October 2023 Council received and assessed<br/>quotes and have appointed a contractor for the work.</li> <li>As at the 7<sup>th</sup> of November 2023 work has commenced and<br/>is at 65% completion. A meeting is to be organised with<br/>the SCAIW advisory committee for a walk through to<br/>assess the progress.</li> <li>As at the 30<sup>th</sup> of November 2023 the project is at 70%<br/>completion and a report for the fencing is being prepared<br/>for the February 2024 Council meeting for approval.</li> <li>As at the 30<sup>th</sup> of January 2024 a Development Assessment<br/>Report (<b>DA</b>) for the fencing and will be presented at the<br/>20<sup>th</sup> of February 2024 Ordinary Council meeting.</li> <li><b>Percentage Completion:</b> 70%</li> <li><b>Percentage Budget Expended:</b> 70%</li> </ul> |

| Balranald Shire Council Grants/ | Projects Update Summary | y as @ the 30 <sup>th</sup> of January 2024 |
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| Grant/Project                                                                                                                                          | CM Folder                | Project Manager &<br>Project Dates                                                                                                                                               | Description                                                           | Funding 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        | Senior Assets Officer<br><b>Project Start Date:</b><br>1 <sup>st</sup> July 2022<br><b>Expected Project</b><br><b>Finish Date:</b><br>30 <sup>th</sup> June 2025                 | Weeds Action Program<br>(WAP) - Balranald Shire -<br>Year 3 - 2022/23 | Funding Value<br>for 2023 \$32,000<br>Funds Received<br>for 2023:<br>\$32,000 -<br>Receipt 58582 | 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 Program<br>(WAP) - Balranald Shire Report - Year 3 - 2022/23 was<br>signed & sent to Local Land Services<br>As at the 30 <sup>th</sup> of November 2023 Council is waiting for the<br>2023/2024 funding<br>As at the 30 <sup>th</sup> of January 2024, there were no further<br>updates.<br><b>Percentage Completion:</b> 53%<br><b>Percentage Budget Expended:</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> of June 2024 | Develop Illegal dumping<br>baseline data                              | \$20,000                                                                                         | As at the 7 <sup>th</sup> of November 2023 a further 36 incidents was<br>added to the database.<br>As at the 30 <sup>th</sup> of November 2023 a further 129 incidents<br>of dumping was added to the database portal<br>As at the 30 <sup>th</sup> of January 2024 a further 6 incidents was<br>added to the state database and further inspections was<br>carried out of the surrounds, Sturt Hwy and the Ivanhoe<br>Road (around the tip/stock route area).<br><b>Percentage Completion:</b> 58% - As this is a 12 months<br>program we have completed 7 of the 12 months<br><b>Percentage Budget Expended:</b> 58% |

| 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 | Interim Acting<br>Project Manager<br><b>Project Start Date:</b><br>TBA once the Works<br>Schedule has been<br>approved by the<br>funding body<br><b>Expected Project</b><br><b>Finish Date:</b><br>TBA (as per above) | <ol> <li>\$832,921 is<br/>allocated for the<br/>Euston Recreation<br/>Reserve Upgrade<br/>Project and any other<br/>infrastructure related<br/>project in Euston</li> <li>\$480,447 is to be<br/>allocated for road<br/>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 October 2023 the Euston Recreation<br>Reserve project was out to Tender which closes on 18 <sup>th</sup> of<br>October 2023. Currently the road works were being<br>selected for the Works Schedule.<br>As at the 30 <sup>th</sup> of November 2023 the Tender is in progress<br>and a report is proposed for the February 2024 Council<br>meeting for approval.<br>As at the 30 <sup>th</sup> of January 2024 the tender has closed and<br>the proposals are being assessed.<br><b>Percentage Completion:</b> 0%<br><b>Percentage Budget Expended:</b> 0%                             |
| Telehealth Support<br>Funding – PHN Western<br>NSW – Western Health<br>Alliance Limited      | D23.84575        | Project Officer.<br>Business<br>Improvement<br><b>Project Start Date:</b><br>31 <sup>st</sup> August 2023<br><b>Expected Project</b><br><b>Finish Date:</b><br>29 <sup>th</sup> February 2024                         | Funding to assist<br>RACFs and MPSs to<br>have appropriate<br>telehealth facilities<br>and equipment to<br>enable their residents<br>to consult virtually<br>with their primary<br>health care<br>professionals                                     | <b>\$11,000</b><br>Funds Received:<br>\$11,000 – Receipt 58762                                                                                                                         | As at the 9 <sup>th</sup> of October 2023 quotes had been received for<br>the Telehealth cart and awaiting freight quote. Once the<br>cart is received the project will be completed.<br>As at the 7 <sup>th</sup> of November 2023 the Telehealth Cart has<br>been ordered and funds expended. Council is waiting for<br>the cart to arrive. Once the cart is receive the project will be<br>completed.<br>As at the 30 <sup>th</sup> January 2024 the cart has been received and<br>the acquittal report is due in February 2024.<br><b>Percentage Completion:</b> 90%<br><b>Percentage Budget Expended:</b> 100% |

| 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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| Block Grant 2023/24<br>Transport for NSW<br>General Ledger Revenue:<br>6080-1102-0000,<br>6080-1104-0000<br>6080-1101-0000 | CM Box<br>F23.539 | Senior Assets 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> of June 2024 | Weeds Action Program<br>(WAP) - Balranald Shire -<br>Year 3 - 2022/23Main Road<br>Maint MR 67 (192.9KM),<br>MR 431 (6.5KM), MR 514<br>(62.9KM), MR 296 (2.23km) | Funding Value<br>\$590,269 +<br>Funds from<br>2022/23 \$754,731<br>TOTAL:<br>\$1,345,000 | As at the 7 <sup>th</sup> of November 2023 works had<br>progressed to 53% completion.<br>As at the 30 <sup>th</sup> of November 2023, there has been no<br>change to the status.<br>As at the 30 <sup>th</sup> of January 2024, there was no change<br>to the status. |
| Job Cost Code:<br>8067-0012-0000<br>8067-4912-0000<br>8431-0021-0000<br>8514-0011-0000<br>8514-0021-0000                   |                   |                                                                                                                                                                     |                                                                                                                                                                 | Funds Received<br>for 2023:<br>\$32,000 -<br>Receipt 58582                               | Percentage Completion: 53%<br>Percentage Budget Expended: 53%                                                                                                                                                                                                         |

## 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, Events &<br>Grants Officer<br>Expected Project<br>End Date for<br>Projects:<br>30 <sup>th</sup> June 2023<br>Expected Project<br>End Date for<br>Projects 3:<br>29 <sup>th</sup> of February<br>2024 | 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 5<sup>th</sup> of April 2023 the project manager is 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</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> <li>As at the 7<sup>th</sup> of November 2023 the project delivery was assessed and a formal letter of extension to end of December 2023 was sent to the funding body and approved.</li> <li>As at the 30<sup>th</sup> of November 2023 Project 3 was still in progress.</li> <li>As at the 30<sup>th</sup> January 2024 Project 3 was being finalised.</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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| 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 Projects,<br>Events & Grants<br>Officer<br>Project Start Date:<br>31 <sup>st</sup> October 2022<br>Actual Project<br>Finish Date:<br>2 <sup>nd</sup> of December<br>2023<br>(date of the Youth<br>Festival) | <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 &amp;<br/>Touring Program<br/>6560-2085-0003 \$50,000</li> <li>Stop Shop Stay Market Day<br/>(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 the 8<sup>th</sup> of June 2023 Council 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 and is in the process of Planning for the upcoming Youth Festival.</li> <li>As at the 9<sup>th</sup> of October 2023 planning is well on the way for the December Sounds &amp; Scribbles Youth Festival.</li> <li>As at the 7<sup>th</sup> November 2023 marketing of the festival has been ramped up and planning is in progress.</li> <li>As at the 30<sup>th</sup> January 2024 Council had a very successful staging of the inaugural Sounds &amp; Scribbles Youth Festival which took place on the 2<sup>nd</sup> of December 2023 with excellent feedback and reviews from the community. This now completes the delivery of all events against this grant. Council will now commence the acquittal reporting process. This project will be taken off this report in February.</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, Events &<br>Grants Officer<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> of 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<br>Council's<br>Advisory<br>Committee:<br>\$84,764 per year<br>for 3 years<br><b>TOTAL:</b><br><b>\$254,292</b><br><b>Funds Received:</b><br>\$93,240.40 –<br>Receipt 59244 | <ul> <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> <li>As at the 7<sup>th</sup> of November 2023 the PD has been finalised and approved. The Wellbeing &amp; Support Services Expo was staged with great success.</li> <li>As at the 30<sup>th</sup> of January 2024 there was a delay in progressing the advertisement due to unforeseen events towards the end of 2023 but is now in the process of being actioned.</li> <li>Percentage Completion: 6%</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>Events & Grants Officer<br><b>Project Start Date:</b> 1 <sup>st</sup><br>February 2023<br><b>Expected Project Finish</b><br><b>Date:</b><br>29 <sup>th</sup> February 2024 | Funding for Community<br>MESH Training &<br>URSTRONG tri-school<br>initiative.<br>Teacher training in four<br>schools within the<br>Balranald Shire in two<br>highly acclaimed mental<br>and emotional wellbeing<br>programs.<br>Instigated and<br>supported by the SCAIW<br>Advisory Committee | \$49,853<br>Funds Received:<br>\$39,882.40<br>Receipt 58832 | <ul> <li>As at the 8<sup>th</sup> of June 2023 the MESH training had been delivered and Council is 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>As at the 7<sup>th</sup> of November instalment 1 activities are completed and we are ready to report and request instalment 2 payment.</li> <li>As at the 30<sup>th</sup> of November the reporting process i in progress and Council is about to finalise the last invoice payments.</li> <li>As at the 30<sup>th</sup> January 2024 Council is in the process of finalising the project and the final report.</li> </ul> |

| Balranald Shire Council Grants/Projects Update Summary as @ the 30 <sup>th</sup> of January 20 | Balranald Shire Council Grants | /Projects Update Summary as | a @ the 30 <sup>th</sup> of January 2024 |
|------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------|------------------------------------------|
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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, Events<br>& Grants Officer<br>Project Start Date:<br>July 2023<br>Expected Project Finish<br>Date:<br>30 <sup>th</sup> of 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.<br>GST)<br>Funds Received:<br>\$40,000<br>Receipt 56663<br>Funds<br>expended to<br>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 held in<br>Euston on the 25 <sup>th</sup> July 2023. The inception meeting was<br>attended by Balranald Shire Council, Wentworth Shire Council,<br>Local Logic Place and Regional NSW.<br>As at the 9 <sup>th</sup> of October 2023 a meeting was held between the<br>Project Manager and Local Logic Place and a summary of<br>actions completed to date will be provided by Local Logic<br>Place and recommended dates for community consultations<br>will be submitted.<br>As at the 7 <sup>th</sup> of November 2023 Local Logic Place has<br>progressed with the research is about to embark on interviews<br>with key stakeholders. An introduction has been drafted and is<br>in the process of drafting interview questions.<br>As at the 30 <sup>th</sup> of November 2023 the development of the<br>online questionnaire has been completed and is now online<br>ready for release and the development of the one-on-one<br>questionnaire for stakeholders' consultation has also been<br>completed. Stakeholder consultations will commence the<br>week beginning the 11 <sup>th</sup> of December 2023.<br>As at the 30 <sup>th</sup> of January 2024 community consultations and<br>surveys are in progress as well as the business and industry<br>consultations and survey.<br><b>Percentage Completion:</b> 40%<br><b>Percentage Budget Expended:</b> 40% |

| 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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| Regional Drought<br>Resilience Planning<br>Program Round 1 –<br>Regional NSW | CM Box<br>G23/9 | Wentworth Shire Council         Project Manager:         Simon Rule         Balranald Shire Council         Project Manager:         Community Projects,         Events & Grants Officer         Project Start Date: August         2023         Expected Project Finish         Date: 29 <sup>th</sup> of February 2024 | 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 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.<br>As at the 7 <sup>th</sup> of November 2023 community consultations<br>and pop-up sessions were conducted across the shire and<br>the draft Plan has been submitted for review and sent to<br>the CSIRO for assessment.<br>As at the 30 <sup>th</sup> of November 2023 the project team await the<br>review of assessment report from the CSIRO.<br>As at the 30 <sup>th</sup> January 2024 further community<br>consultations will take place in February while we wait for<br>the report from the CSIRO.<br><b>The funds and budget for this project is being managed<br/>by Wentworth Shire Council</b> |

| 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   | Librarian<br><b>Project Start Date:</b><br>4 <sup>th</sup> of August 2023<br><b>Expected Project</b><br><b>End Date:</b><br>4 <sup>th</sup> of August 2024 | To establish a seating area to<br>service the community needs<br>by improving access to the<br>library outdoor resources<br>both current and in the<br>future | \$2,970          | As at the 9 <sup>th</sup> of October 2023 quotes had been received<br>and acceptance of authors names being imprinted in the<br>outdoor seating has been received.<br>As at the 7 <sup>th</sup> of November 2023 there is no change to<br>the project status.<br>As at the 30 <sup>th</sup> of November 2023 the seating was in<br>production and the funds has been received<br>As at the 30 <sup>th</sup> of January 2024 the seating design has<br>been changed and is currently under construction.<br><b>Percentage Completion:</b> 60%<br><b>Percentage Budget Expended:</b> 0% - Purchase orders are<br>yet to be raised |

| Grant/Project                                             | CM Folder | Project Manager &<br>Project Dates                                                                                                                                                             | Description                                                                              | Funding<br>Value                                                 | Status to Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| Australia Day Community<br>Grant 2024                     |           | Community Projects,<br>Events & Grants Officer<br><b>Project Start Date:</b><br>1 <sup>st</sup> November 2023<br><b>Expected Project End</b><br><b>Date:</b><br>30 <sup>th</sup> of April 2024 | Funds to stage 2 Australia<br>Day Events, one in<br>Balranald and the other in<br>Euston | \$10,000 Grant<br>Funding<br>\$10,000<br>Council<br>Contribution | As at the 30 <sup>th</sup> of November the Australia Day<br>Committee has held two meetings and are in the<br>process of deciding on the location of the Balranald<br>event. The Euston committee have also begun their<br>planning.<br>As at the 30 <sup>th</sup> January 2024 Council had delivered the 2<br>Australia Day events and is in the process of finalising<br>budgets, expenses and the reporting.<br><b>Percentage Completion:</b> 100%<br><b>Percentage Budget Expended:</b> 90%                                |
| Youth Holiday Day Break<br>Fund 2023/24<br>NSW Government |           | Librarian<br><b>Project Start Date:</b><br>January 2024<br><b>Expected Project End</b><br><b>Date:</b><br>29 <sup>th</sup> of February 2024                                                    | Funds youth activities to<br>deliver during the<br>2023/24 Summer Break                  | \$15,000                                                         | As at the 30 <sup>th</sup> of November 2023 we have received<br>notice that we were successful in our application and<br>are currently preparing the Grant Agreement for<br>uploading on the SmartyGrants portal.<br>As at the 30 <sup>th</sup> of January 2024 the youth activities have<br>been completed and Council will commence the<br>project acquittal process. This project will now be<br>taken off this report from February 2024.<br><b>Percentage Completion:</b> 100%<br><b>Percentage Budget Expended:</b> 100% |

#### 9.10 QUARTERLY TOURISM REPORT

| File Number:                | D24.91511                                                                        |  |
|-----------------------------|----------------------------------------------------------------------------------|--|
| Author(s):                  | Connie Mallet, Community Projects, Events and Grants<br>Officer                  |  |
| Approver:                   | Glenn Carroll, Director of Governance, Business and<br>Community Services        |  |
| 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 (1st October, 2023 until 31st December, 2023) on the statistics collected and the activities that have taken place in the Tourism, Economic Development, Community Development, Communications and Events department of Council during the reporting period (*Attachment 1*).

#### OFFICER RECOMMENDATION

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

#### REPORT

#### Key Highlights for the October to December 2023 Quarter

- Although the later part of the quarter was traditionally down in visitor numbers when compared to the previous quarter, due to visitors staying home in preparation for Christmas, our tourism department nevertheless continued to push our destination marketing messages across the digital and social media platforms with outstanding results in both audience reach and audience engagement (refer to page 2 of the attached report). The Tourism/Economic Development department also achieved a new milestone of over 1 million people in our audience reach for the quarter.
- Our continued marketing efforts and investment in the social media platforms consistently achieved high engagement numbers and high impressions (number of times a post was visible in a user's timeline or feed) within our targeted geographical markets which are set against our social media Facebook page. Our social media promotions are also translating into increased enquiries which are also measured and collated. (See Bookings & Enquiries statistics on page 2 of the attached report).
- Throughout the quarter the Visitor Information Centre staff continued with making 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 continue to result in some of the highest reach, impressions and engagement figures.
- Council was active in either staging, funding and/or supporting various events/happenings during the quarter which included:
  - The Small Business Dinner for Small Business Month;
  - The Candidate Awareness Program event;

- The Great Murray River Salami Festival, Euston NSW;
- The Sounds & Scribbles Youth Festival;
- Salranald Southern Cross 90<sup>th</sup> Anniversary of the Southern Cross Landing; and
- The Balranald Races and Art Exhibitions at the Balranald Art Gallery.
- The Tourism/Economic Development department continued to be involved in tourism development, destination & visitor economy activities and economic development activities, workshops & forums during the quarter including:
  - Balranald & Wentworth Shire Councils' Economic Development Strategy meetings;
  - Balranald & Wentworth Shire Councils' Regional Drought Resilience Plan meetings;
  - The Regional Drought Resilience community consultation workshops;
  - Beyond Bricks & Mortar Housing Forum;
  - The Cross-Border Future Industry Workforce Forum;
  - The Small Business Month activities including organising the Small Business Dinner;
  - REBA (Robinvale Euston Business Association) monthly meetings;
  - RDA Murray (Regional Development Australia, Murray) workshop/meetings;
  - REWN (Robinvale Euston Workforce Network) meetings and workshops;
  - Collaboration in the Mallee & Cross-border Partnership Online meetings;
  - S Riverina Economic Development Officers online meetings; and
  - Riverina Tourism Working Group online meetings.
- The Tourism/Economic Development department attended community meetings with:
  - Balranald Inc;
  - The Balranald Murrumbidgee Classic planning committee;
  - The Southern Cross Inc committee; and
  - The Balranald Football/Netball Club meetings

The Tourism/Economic Development 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 (**SCAIWAC**), Balranald Beautification Advisory 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.

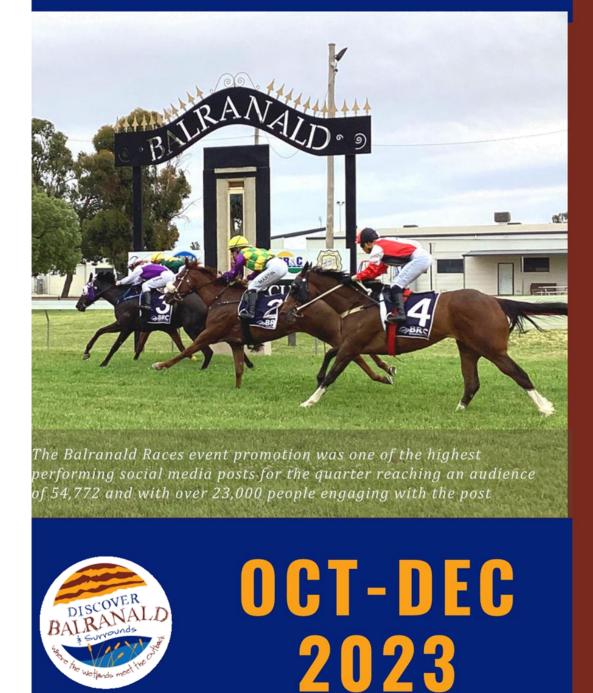
POLICY IMPLICATIONS Nil.

RISK RATING Low.

## ATTACHMENTS

1. Tourism, Economic Development & Events Quarterly Report Oct - Dec 2023

# Tourism, Economic Development & Destination Marketing





# Key Highlights for the October to December 2023 Quarter

- Although the later part of the quarter was traditionally down in visitor numbers when compared to the previous quarter due to visitors staying home in preparation for Christmas, our tourism department nevertheless continued to push our destination marketing messages across the digital and social media platforms with outstanding results in both audience reach and audience engagement (refer to page 2 of this report). The Tourism/Economic Development department also achieved a new milestone of over 1 million people in our audience reach for the quarter.
- Our continued marketing efforts and investment in the social media platforms consistently achieved high engagement numbers and high impressions (number of times a post was visible in a user's timeline or feed) within our targeted geographical markets which are set against our social media Facebook page. Our social media promotions are also translating into increased enquiries which are also measured and collated. (See Bookings & Enquiries statistics on page 2 of this report).
- Throughout the quarter the Visitor Information Centre staff continued with making 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 continue to result in some of the highest reach, impressions and engagement figures.
- Council was active in either staging, funding and/or supporting various events/happenings during the quarter which included:
  - The Small Business Dinner for Small Business Month;
  - The Candidate Awareness Program event;
  - The Great Murray River Salami Festival, Euston NSW;
  - The Sounds & Scribbles Youth Festival;
  - Salranald Southern Cross 90th Anniversary of the Southern Cross Landing in Balranald;
  - The Balranald Races; and
  - Art Exhibitions at the Balranald Art Gallery
- The Tourism/Economic Development department continued to be involved in tourism development, destination & visitor economy activities and economic development activities, workshops & forums during the quarter including:
  - Balranald & Wentworth Shire Councils' Economic Development Strategy meetings;
  - Balranald & Wentworth Shire Councils' Regional Drought Resilience Plan Project meetings;
  - Organisation of the Regional Drought Resilience community consultation workshops;
  - Beyond Bricks & Mortar Housing Forum;
  - The Cross-Border Future Industry Workforce Forum;
  - Organisation of the Small Business Month activities including the Small Business Dinner;
  - REBA (Robinvale Euston Business Association) monthly meetings;
  - RDA Murray (Regional Development Australia, Murray) workshop/meetings;
  - REWN (Robinvale Euston Workforce Network) meetings and workshops;
  - Collaboration in the Mallee & Cross-border Partnership Online meetings;
  - Riverina Economic Development Officers online meetings; and
  - Riverina Tourism Working Group online meetings
- The Tourism/Economic Development department attended community meetings with



- Balranald Inc;
- The Balranald Murrumbidgee Classic planning committee;
- The Southern Cross Inc committee; and
- The Balranald Football/Netball Club meetings
- The Tourism/Economic Development department attended the following Council Advisory Committee meetings in support & the implementation of tourism, community development and economic development projects:
  - Solution of the second state of the second sta
  - Euston Progressive Advisory Committee (EPAC);
  - Strengthening Community Access, Inclusion & Wellbeing Advisory Committee (SCAIWAC)
  - Balranald Beautification Advisory Committee (BBAC)
  - Sport & Recreation Advisory Committee (SRAC)

# **Statistics**

| Results/Total this Quarter                                 | %Change to last Quarter                                                                                                                                                                                               |
|------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3,169                                                      | 24%₩                                                                                                                                                                                                                  |
| 1,118                                                      | 23% 🛧                                                                                                                                                                                                                 |
| \$17,206.15                                                | 19% 🗸                                                                                                                                                                                                                 |
| Results/Total this Quarter                                 | %Change to last Quarter                                                                                                                                                                                               |
| Reach: 366,622<br>Impressions: 588,112<br>TOTAL: 1,044,912 | 12% 🛧                                                                                                                                                                                                                 |
| 98,256                                                     | 5% 🛧                                                                                                                                                                                                                  |
| 10,686                                                     | 22% 🛧                                                                                                                                                                                                                 |
| e Ratings as @ 30 <sup>th</sup> June 2023                  | 1                                                                                                                                                                                                                     |
| Facebook Reviews Rating<br>4.7 Stars                       | Trip Advisor Rating<br>4.5 Stars                                                                                                                                                                                      |
|                                                            | 3,169<br>1,118<br>\$17,206.15<br>Results/Total this Quarter<br>Reach: 366,622<br>Impressions: 588,112<br>TOTAL: 1,044,912<br>98,256<br>10,686<br>e Ratings as @ 30 <sup>th</sup> June 2023<br>Facebook Reviews Rating |



# Content & Activities for the Quarter

| Medium/Activity                       | Content                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Results/Comments                                                                                                                                                                          |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Advertising &<br>Promotions           | <ul> <li>Integrated (print, broadcast and social media)<br/>Marketing campaigns included:</li> <li>The Sounds &amp; Scribbles Youth Festival;</li> <li>The Small Business Dinner event;</li> <li>The Great Murray River Salami Festival, Euston;</li> <li>The Balranald Southern Cross Open Day event; and</li> <li>Stop, Shop Stay Market Day Christmas event</li> <li>Direct Mail campaigns during the quarter included:</li> <li>The Sounds &amp; Scribbles Youth Festival;</li> <li>The Small Business Dinner event;</li> <li>The Drought Resilience Plan Community<br/>Consultation workshops &amp; drop-in sessions;</li> <li>The Great Murray River Salami Festival, Euston;</li> <li>The Balranald Southern Cross Open Day event; and</li> <li>Stop, Shop Stay Market Day Christmas event</li> </ul> | These promotional<br>activities translated into<br>attendance to the<br>events, phone, email<br>and web enquiries as<br>well as social media<br>engagement with our<br>targeted audiences |
| Social Media Content                  | <ul> <li>Promotional posts and organic video stories for the quarter included the following:</li> <li>Mungo Sunset Tour;</li> <li>The Funky Frog Sculpture Trail;</li> <li>Balranald Races – Event promotion;</li> <li>Balranald Races – Post event promotion;</li> <li>Remembrance Day;</li> <li>Balranald Southern Cross Open Day/90<sup>th</sup> Anniversary of the Southern Cross landing in Balranald;</li> <li>Sounds &amp; Scribbles Youth Festival;</li> <li>Stop Shop Stay Market Day Christmas event; and</li> <li>Christmas Greeting from Balranald &amp; Surrounds</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                | The total results of these<br>posts and video stories<br>can be viewed in the<br>statistics                                                                                               |
| Community Social<br>Media Pages       | Weekly posts and communications are posted on all<br>community social pages including:<br>Balranald Link, Balranald Inc, Balranald Bulletin Board &<br>Robinvale & District Bulletin Board.<br>These include calendar of events, happenings &<br>announcements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Posts are posted on a<br>weekly basis on<br>community 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>The Sounds &amp; Scribbles Youth Festival;</li> <li>The Small Business Dinner event;</li> <li>The Great Murray River Salami Festival, Euston;</li> <li>The Balranald Southern Cross Open Day event; and</li> <li>Stop, Shop Stay Market Day Christmas event</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Council's support of<br>events not only help to<br>connect and engage<br>the community but also<br>helps to attract visitors<br>to the shire as an<br>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>SCAIWAC Advisory Committee meetings;</li> <li>EPAC Advisory Committee meetings;</li> <li>SRAC Advisory Committee meeting;</li> <li>BBAC Advisory Committee meetings;</li> <li>Balranald Inc Monthly meetings;</li> <li>Balranald Southern Cross Inc Committee; and</li> <li>The Balranald Football/Netball Club meetings</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Council's community<br>support and engagement<br>really help to build<br>rapport, trust and<br>collaboration with the<br>community. It also helps<br>to deliver great outcomes<br>and opportunities for the<br>community. |
| Events Calendar   | <ul> <li>During the Quarter our Events Calendar which is posted online regularly promoted the following events/happenings:</li> <li>Art Exhibition – "Just A Little Exhibition";</li> <li>Lawn Bowl events at the Euston Club;</li> <li>Kyalite Fishing &amp; Sporting Club Membership Drive;</li> <li>Candidate Awareness Program;</li> <li>Happy Health Families – Balranald Maari Ma events;</li> <li>Pud Foster Memorial Poker Run;</li> <li>Drought Resilience Workshops &amp; Drop-In sessions;</li> <li>Balranald Health, Wellbeing &amp; Support Services Expo;</li> <li>Create Certainty in Uncertain Times Workshop;</li> <li>Rural Fire Services Instruction Sessions;</li> <li>Small Business Month – Small Business Dinner event;</li> <li>Balranald Races;</li> <li>Race Night Disco @ The Shamrock;</li> <li>Beats At The Bend event;</li> <li>The Great Murray River Salami Festival;</li> <li>Balranald Southern Cross Open Day/ Celebration of the 90<sup>th</sup> Anniversary of the Southern Cross Landing in Balranald;</li> <li>Robinvale Euston Christmas Carnival;</li> <li>Sounds &amp; Scribbles Youth Festival;</li> <li>Monthly entertainment at the Euston Club;</li> <li>Illuka – Euston Project Community Information Sessions;</li> <li>Euston Robinvale Historical Society Open Day;</li> <li>Little Bunyips Halloween Fundraising Event;</li> <li>An evening with John Wood at the Balranald Club;</li> <li>St Joseph's Annual Christmas Stall event; and</li> <li>Balranald Auxiliary Christmas Stall event; and</li> </ul> | 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 some of the grant-funded events that took place during the reporting quarter:



5

# 9.11 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT

| File Number:                | D24.91153                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------|
| Author(s):                  | Nikkita Manning-Rayner, Administration Officer - Health & Development                                        |
|                             | Ray Mitchell, Health & Development Officer                                                                   |
| Approver:                   | David McKinley, Director of Infrastructure and Planning<br>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 Friday, 22 December 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 Friday, 22 December 2023:

| Application | Owner/Applicant                              | Location                                          | Description                                                |
|-------------|----------------------------------------------|---------------------------------------------------|------------------------------------------------------------|
| DA 14/2024  | James Golsworthy for                         | 1885 Windomal Road,                               | Agricultural Solar Energy                                  |
|             | Canally Orchards Pty Ltd                     | Balranald                                         | System                                                     |
| DA 16/2024  | Michael Wilkinson                            | 87 Mayall Street,<br>Balranald                    | Shed                                                       |
| DA 18/2024  | Warrick Fisher for<br>Anthony & Trudi Curran | Wampo, 5140 Marma<br>Box Creek Road,<br>Balranald | Secondary Dwelling &<br>Onsite Sewage<br>Management System |
| DA 19/2024  | Andrew Curphey for                           | 136 Harben Street,                                | Shade Structure                                            |
|             | Balranald Shire Council                      | Balranald                                         | Extension                                                  |
| CC 05/2024  | Andrew Curphey for                           | 136 Harben Street,                                | Shade Structure                                            |
|             | Balranald Shire Council                      | Balranald                                         | Extension                                                  |
| CDC 03/2024 | Bernard Brennan for                          | 115A Market Street,                               | Internal Alterations to                                    |
|             | Guiseppe Sapuppo                             | Balranald                                         | Form Two Offices                                           |
| CDC 04/2024 | Wendy Barker                                 | 181 Church Street,<br>Balranald                   | Verandah                                                   |

The following numbers of certificates relating to conveyancing have been issued since the OCM held on Friday, 22 December 2023:

| Environmental Planning & Assessment Act 1979 | 5 |
|----------------------------------------------|---|
| 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                    | 8 |
| 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 Friday, 22 December 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

# 9.12 ENGINEERING UPDATE FOR DECEMBER 2023 AND JANUARY 2024

| File Number:                | D24.91313                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------|
| Author(s):                  | Adrian Edgcome-Lucas, Interim Acting Project Manager                                                         |
| Approver:                   | David McKinley, Director of Infrastructure and Planning<br>Services                                          |
| 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 that were undertaken during the months of December 2023 and January 2024.

# 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 commenced in December 2923 and will continue being delivered into 2024, dependent on funding.

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

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

## **1.2 Unsealed Road Maintenance**

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

- Clare Mossgiel Road;
- Mildura Ivanhoe Road;
- Prungle Marma Road;
- Nandum Corrong Road;
- Tarwong Freshwater Road;
- Magenta Wampo Road (West);
- Tammit Road;
- Tapalin Mail Road;
- Meilman Road;
- Tillara Road;

The road maintenance works on the following roads has been completed:

- Thompson Road;
- Clare Freshwater Road;
- Clare Mossgiel Road;

# **1.3 Sealed Road Maintenance**

Repair of potholes and formation failures on sealed roads is ongoing. As per the Regional Roads above, the 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 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 damage approximately 18 km from the intersection of the Balranald-Ivanhoe Road. Road closed notifications are active on NSW Live Traffic, however there are still vehicles driving through closed road signs and destroying the existing pavement due to floodwater.

Morris Road / Antonio Drive at Euston remains closed due to flood water damage. Repair works were commenced, however due to excessive water within the pavement further works have been postponed until the pavement is completely dry. Road Closed warning signs are in place. Road closed notifications are active on NSW Live Traffic. These works are now completed.

Severe damage to the Abbots Tank Road from Storm and Floodwater has now been repaired.

# 2. WATER, SEWERAGE AND DRAINAGE

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

Planning works for the servicing of these towers is progressing. A separate report has been submitted for this meeting (

# 2.2 Integrated Water Cycle Management (IWCM) Plan

The NSW Public Works Advisory have progressed documentation. A draft has been received by Council and is now being assessed. This project is approximately 95% complete. A progress meeting between Public Works and Council was conducted in 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.

Applications for funding will follow this review. The IWCM is scheduled for completion in March 2024 as is the application for funding.

Council has also received a grant of \$150,000 under the Advanced Operational Support Program which is for upgrades to the automated water quality monitoring at the Balranald WTP. A Vendor panel Request for Quotation (*RFQ*) will be released in February 2024 to identify a suitable contractor.

Further meetings with the Water Group, Department of Climate Change, Energy, the Environment and Water are scheduled for the month of February.

# 2.3 Balranald Sewerage Program

Normal maintenance works including the planning and scoping of a Mains relining program for Euston and Balranald was advertised for tender in November 2023 with the works to commence in January 2024. Tenders closed on Friday, 17 November 2023 with no submissions. This tender was again readvertised and is scheduled to close on 23rd February 2024

# 2.4 Balranald Water Network

Normal maintenance works including the planning and scoping of a Mains Renewal & Flushing program are being undertaken. Quotations for the Balranald mains renewals closed on Wednesday, 8 November 2023. Quotations for the replacement of the Balranald server for the Supervisory Control and Data Acquisition (*SCADA*) system closed on Wednesday, 15 November 2023.

Both projects will commence by March 2024.

# 2.5 Balranald Drainage

Operational maintenance works are ongoing.

# 2.6 Euston Sewerage Program

Operational maintenance works continuing.

# 2.7 Euston Water Network

Normal maintenance works including the planning and scoping of a Mains Renewal & Flushing program are being undertaken. Quotations for the Euston mains renewals closed on Wednesday, 8 November 2023. Quotations for the replacement of the Euston server for the SCADA system closed on Wednesday, 15 November 2023.

Both projects will commence by March of 2024.

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

# 3.1 Village Master Plans for Euston and Balranald

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

## 3.2 Riverfront Precinct – Balranald

Following a project schedule review, Council has arranged for these works to commence in March 2024. Council currently has multiple projects with grant funding deadlines which are utilising internal project planning resources.

## 3.3 Euston Recreation Reserve

- The Euston Recreation Reserve Netball Precinct Request for Tender (*RFT*) closed on Monday, 13 November 2023. A separate report has been submitted to this meeting.
- Euston Recreation Reserve Football Club Field Refurbishment RFT closed on Wednesday, 1 November 2023. A separate report has been submitted to this meeting.

• The Euston club grant projects are now 50% completed with the Distribution Board project being completed and commissioned. The Review of Environmental Effects (*REF*) for the Euston tennis court slab has also been completed with concreters to commence works in March 2024.

# 3.4 Balranald Lions Park

The Balranald Lions Park Redevelopment RFT closed on Monday, 8 January 2024. A separate report has been submitted for this meeting.

# 3.5 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 currently being assessed by Council staff who will also progress proposed improvements to the Memorial Park area.

## 3.6 Balranald Discovery Centre

The Balranald Discovery Centre Extension RFT closed on Wednesday, 31 January 2024. A separate report has been submitted for this meeting.

# 4. BUILDINGS AND FACILITIES

# 4.1 Balranald Caravan Park

A detailed services and feature survey is being conducted in February at the caravan park precinct, council is also working with a specialised architect on pricing for a caravan park master plan.

## 4.2 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 for the building, the plan has also been socialised with the Euston Historical Society.

## 4.3 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.

Following a notice of intent issued by Council to the building owner in September 2023, building safety works were conducted by the building owner.

The planning department has since issued a notice of remediation on the property to ensure rectification works are taking place within set date parameters.

# 4.4 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.

# 4.5 Balranald Cemetery Masterplan

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

# 5. TOWN MAINTENANCE WORKS

## 5.1 Balranald town maintenance

The Parks and Gardens team are progressing with maintenance.

# 5.2 Euston Village maintenance

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

# FINANCIAL IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

**RISK RATING** 

Moderate (Potholes throughout Prungle and Vale Roads)

ATTACHMENTS

Nil

# 9.13 OUTSTANDING ACTIONS AS AT FRIDAY, 16 FEBRUARY 2024

| File Number:                | D24.91687                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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 eight (8) actions outstanding as at Friday 16 February 2024.

# **FINANCIAL IMPLICATIONS**

Nil.

# LEGISLATIVE IMPLICATIONS

Nil.

# POLICY IMPLICATIONS

Nil.

# **RISK RATING**

Low.

## **ATTACHMENTS**

1. Outstanding Actions as at 16 February 2024

|                                                                    |                                                                                                                | Division:                                                                                                    |                                                                                                                           |                                               | Date From:                                  |
|--------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|---------------------------------------------|
|                                                                    |                                                                                                                | Committee:<br>Officer:                                                                                       | Council                                                                                                                   |                                               | Date To:                                    |
| Actio                                                              | n Sheets Report                                                                                                |                                                                                                              |                                                                                                                           |                                               | Printed: 16 February 2024 10:05 AM          |
| Meeti                                                              |                                                                                                                | Officer/Director                                                                                             | Section                                                                                                                   | Subject                                       |                                             |
| Cound                                                              | cil 21/11/2023                                                                                                 | Mitchell, Ray<br>McKinley, David                                                                             | Part A - General Manager's Reports                                                                                        | Draft Heritage Park Reserve Plan of Managemer | nt                                          |
| RES                                                                | OLUTION 2023/149                                                                                               |                                                                                                              |                                                                                                                           |                                               |                                             |
| Mov                                                                | ed: Administrator Mil                                                                                          | ke Colreavy                                                                                                  |                                                                                                                           |                                               |                                             |
| That                                                               | t Council:                                                                                                     |                                                                                                              |                                                                                                                           |                                               |                                             |
| 1.                                                                 | Places the Draft Plan of                                                                                       | of Management H                                                                                              | Heritage Park Reserve, Reserve I                                                                                          | No. 9909 on public exhibition for a pe        | riod of 28 days; and                        |
| 2.                                                                 |                                                                                                                |                                                                                                              | anagement Heritage Park Reserv<br>ne public exhibition process; and                                                       | re, Reserve No. 9909 to the Balranalo         | d Men's Shed Inc, Youth Council and the     |
| 3.                                                                 | Reports the results of t                                                                                       | he public exhibit                                                                                            | ion to the February 20, 2024 Ord                                                                                          | inary Council Meeting.                        |                                             |
|                                                                    |                                                                                                                |                                                                                                              |                                                                                                                           |                                               | CARRIED                                     |
| Adve<br><b>13 F</b><br>Actio<br><b>14 F</b><br>Targ<br><b>14 F</b> | eb 2024 3:32pm Mitchell,<br>et date changed by Mitche<br>eb 2024 3:36pm Mitchell,<br>t Plan of Management exhi | g-Rayner, Nikkita<br>ay by Manning-Ra<br>Ray - Target Dat<br>II, Ray from 19 De<br>Ray<br>bited on website., | <b>a - Reallocation</b><br>ayner, Nikkita - correct officer<br><b>e Revision</b><br>cember 2023 to 16 April 2024 - to fir | sent to stakeholders following November       | meeting. Error corrected with exhibition to |

Page 1 of 11

|                                                              | Division:<br>Committee:              | Council                        | Date From:<br>Date To:                                                                                                                                  |
|--------------------------------------------------------------|--------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                              | Officer:                             | Council                        |                                                                                                                                                         |
| Action Sheets Report                                         |                                      |                                | Printed: 16 February 2024 10:05 AM                                                                                                                      |
| Meeting                                                      | Officer/Director                     | Section                        | Subject                                                                                                                                                 |
| Council 17/10/2023                                           | McKinley, David<br>Craig Bennett     | Committee Reports              | Euston Progressive Adivsory Committee Meeting held on Monday 25 September 2023                                                                          |
| RESOLUTION 2023/114                                          |                                      |                                |                                                                                                                                                         |
| Moved: Administrator Mik                                     | e Colreavy                           |                                |                                                                                                                                                         |
| THAT:                                                        |                                      |                                |                                                                                                                                                         |
| 1. The Minutes of the B                                      | Euston Progres                       | sive Advisory Committee        | e meeting held on Monday, 25 September 2023 be received and noted;                                                                                      |
| 2. Balranald Shire Cou<br>Euston; and                        | ncil investigat                      | e alternative options for I    | Euston residents to have more accessibility to a Shire Office/Presence in                                                                               |
| 3. Balranald Shire Cou                                       | ncil consider r                      | eplacing the Euston Com        | nmunity Notice Board with signage that indicates what it is.                                                                                            |
|                                                              |                                      |                                | CARRIED                                                                                                                                                 |
| 09 Nov 2023 4:13pm Holmes,                                   | •                                    |                                |                                                                                                                                                         |
| Target date changed by Holmes<br>06 Dec 2023 4:11pm Holmes.  |                                      |                                | er 2023 - Investigations are in place for office staff to have presence in Euston.                                                                      |
|                                                              |                                      |                                | 2024 - To enable sufficient time to investigate office requirements for staff availability in                                                           |
| 13 Feb 2024 1:24pm Holmes,<br>Action reassigned to McKinley, |                                      |                                | ropriate Officer for the consideration of replacing the Euston Community Notice Board                                                                   |
| 14 Feb 2024 1:13pm McKinley                                  | , <b>David</b><br>the intention to c | lot points 2 & 3 in the EPAC r | neeting to firm up actions around Euston notice board, are we thinking hard infrastucture or                                                            |
|                                                              | ey, David from 30                    | January 2024 to 26 April 202   | 4 - The matter needs to back to the EPAC to Discuss dot points 2 & 3 especially dot point 3 ve there exists a desire for hard infrastructure, location? |
| where we need to firm up are w                               | e talking hard infr                  | astructure or electronic and w | e there exists a desire for hard infrastructure, location?                                                                                              |

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|                                                 | Division:                                  |                                |                                             | Date From:                                      |
|-------------------------------------------------|--------------------------------------------|--------------------------------|---------------------------------------------|-------------------------------------------------|
|                                                 | Committee:<br>Officer:                     | Council                        |                                             | Date To:                                        |
| Action Sheets Report                            | Officer:                                   |                                |                                             | Printed: 16 February 2024 10:05 AM              |
| Meeting                                         | Officer/Director                           | Section                        | Subject                                     |                                                 |
| Council 22/12/2023                              | Edgcome-Lucas,<br>Adrian<br>Bennett, Craig | Committee Reports              |                                             | Committee Meeting held on Thursday, 16 November |
| RESOLUTION 2023/163                             |                                            |                                |                                             |                                                 |
| Moved: Administrator Mik                        | e Colreavy                                 |                                |                                             |                                                 |
| THAT:                                           |                                            |                                |                                             |                                                 |
|                                                 |                                            |                                |                                             |                                                 |
| 1. The Minutes of the Gr<br>received and noted; | owing Busines                              | s Industry and Tourism Advis   | ory Committee meeting held on Thu           | rsday, 16 <sup>th</sup> November 2023 be        |
| 2. The counter at the Inte                      | erpretive pavili                           | on be repaired or replaced; an | nd                                          |                                                 |
| 3. Copies of the current                        | Discovery Cen                              | tre design plans be distribute | d to the committee members.                 |                                                 |
|                                                 |                                            |                                |                                             | CARRIED                                         |
|                                                 | ucas, Adrian by I                          |                                | nterim Acting Project Manager will source n | ew counter for the Interpretive Pavilion        |

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|                                                                                                                                                                     | Division:<br>Committee:<br>Officer:                                                                                                                      | Council                                                                      | Date From:<br>Date To:                                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Action Sheets Report                                                                                                                                                |                                                                                                                                                          |                                                                              | Printed: 16 February 2024 10:05 AM                                                                                          |
| Meeting                                                                                                                                                             | Officer/Director                                                                                                                                         | Section                                                                      | Subject                                                                                                                     |
| Council 21/11/2023                                                                                                                                                  | Mitchell, Ray<br>McKinley, David                                                                                                                         | Part A - General Manager's Reports                                           | Relocation of the NSW State Emergency Service to the Balranald Rescue Squad Headquarters                                    |
| RESOLUTION 2023                                                                                                                                                     | /150                                                                                                                                                     |                                                                              |                                                                                                                             |
| Moved: Administra                                                                                                                                                   | ator Mike Colreavy                                                                                                                                       |                                                                              |                                                                                                                             |
| That Council:                                                                                                                                                       |                                                                                                                                                          |                                                                              |                                                                                                                             |
| 1. Advises Crov                                                                                                                                                     | vn Land that it has no                                                                                                                                   | objections to becoming the t                                                 | rustee for Lot 138 DP 820500;                                                                                               |
| 2. Work with the                                                                                                                                                    | e Balranald Rescue S                                                                                                                                     | quad to surrender the lease ov                                               | ver Lot 138 DP 820500 to Crown Land; and                                                                                    |
|                                                                                                                                                                     |                                                                                                                                                          |                                                                              | cy Service a licence to occupy the Balranald Rescue Squad headquarters<br>al processes are finalised for Lot 138 DP 820500. |
|                                                                                                                                                                     |                                                                                                                                                          |                                                                              |                                                                                                                             |
|                                                                                                                                                                     |                                                                                                                                                          |                                                                              | CARRIED                                                                                                                     |
|                                                                                                                                                                     |                                                                                                                                                          | <b>a - Target Date Revision</b><br>a from 19 December 2023 to 30 Jur         | CARRIED                                                                                                                     |
| Target date changed by extended time frames.<br>11 Dec 2023 10:38am                                                                                                 |                                                                                                                                                          | a from 19 December 2023 to 30 Jur                                            |                                                                                                                             |
| Target date changed by<br>extended time frames.<br>11 Dec 2023 10:38am I<br>In progress<br>11 Dec 2023 10:39am I                                                    | / Manning-Rayner, Nikkita                                                                                                                                | a from 19 December 2023 to 30 Jur<br>a<br>a - Reallocation                   |                                                                                                                             |
| Target date changed by<br>extended time frames.<br>11 Dec 2023 10:38am I<br>In progress<br>11 Dec 2023 10:39am I<br>Action reassigned to Mi<br>11 Dec 2023 2:47pm M | / Manning-Rayner, Nikkita<br>Manning-Rayner, Nikkit<br>Manning-Rayner, Nikkit<br>Itchell, Ray by Manning-R<br>Iitchell, Ray<br>wn Land of Council's reso | a from 19 December 2023 to 30 Jur<br>a<br>a - Reallocation<br>ayner, Nikkita |                                                                                                                             |

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|                                                         | Division:<br>Committee:<br>Officer: | Council                             | Date From:<br>Date To:                                                                |       |
|---------------------------------------------------------|-------------------------------------|-------------------------------------|---------------------------------------------------------------------------------------|-------|
| Action Sheets Report                                    | Officer.                            |                                     | Printed: 16 February 2024 10:05 AM                                                    |       |
| Meeting                                                 | Officer/Director                    | Section                             | Subject                                                                               |       |
| Council 21/03/2023                                      | McKinley, David<br>Bennett, Craig   | Part B - General Manager's Reports  | OUTSTANDING ACTIONS                                                                   |       |
| RESOLUTION 2023/33                                      | ;                                   |                                     |                                                                                       |       |
| Moved: Administrate                                     | or Mike Colreavy                    |                                     |                                                                                       |       |
| 1. That the report b                                    | e received and note                 | d.                                  |                                                                                       |       |
| 2. That a road infra                                    | structure inspection                | with the administrator on a 6 m     | onthly basis to include the General Manager and relevant Managers.                    |       |
| 3. That this decisio                                    | n remain in the outst               | anding action as a reminder to      | make it happen.                                                                       |       |
| 4. That the first ins                                   | pection be undertake                | n on Monday, 15 May 2023.           |                                                                                       |       |
|                                                         |                                     |                                     | CAR                                                                                   | RIED  |
|                                                         |                                     |                                     |                                                                                       |       |
| 05 Jun 2023 3:28pm Holi                                 | ,                                   |                                     |                                                                                       |       |
| • • • •                                                 |                                     | April 2023 to 31 May 2024 - Road    | nspections being arranged every 6 months commencing on 15 May 2023                    |       |
| 05 Jun 2023 3:29pm Hole<br>First Inspection was held of |                                     | 23                                  |                                                                                       |       |
| 10 Aug 2023 12:21pm Ho                                  |                                     |                                     |                                                                                       |       |
|                                                         |                                     | ber 2023, or close to that date.    |                                                                                       |       |
| 10 Nov 2023 11:31am Ho                                  |                                     |                                     |                                                                                       |       |
| Roads Inspection propose                                | •                                   | mber 2023                           |                                                                                       |       |
| 06 Dec 2023 1:44pm Hol                                  |                                     | nber with the Administrator and W   | orks Coordinator                                                                      |       |
| 12 Dec 2023 4:34pm Hol                                  |                                     | inder with the Authinistrator and w |                                                                                       |       |
| Next Inspecton will be held                             |                                     |                                     |                                                                                       |       |
| 13 Feb 2024 1:29pm Holi                                 | nes, Carol - Realloca               | tion                                |                                                                                       |       |
| •                                                       |                                     | , Carol - David, being the appropri | ate officer/Director to organise the Road Infrastructure inspection with the Administ | rator |
| 14 Feb 2024 1:39pm Mck                                  |                                     |                                     |                                                                                       |       |
|                                                         |                                     |                                     | spection date first week of May 2024                                                  |       |

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|               |                                   | Division:<br>Committee:<br>Officer:        | Council                                                   | Date From:<br>Date To:                                                                                                                                                                                                            |
|---------------|-----------------------------------|--------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Action Sheet  | ts Report                         | Officer.                                   |                                                           | Printed: 16 February 2024 10:05 AM                                                                                                                                                                                                |
| Meeting       |                                   | Officer/Director                           | Section                                                   | Subject                                                                                                                                                                                                                           |
| Council 19/10 | 0/2021                            | Carroll, Glenn<br>Bennett, Craig           | Part B - Corporate & Community Service<br>Reports         | Bidgee Haven Retirement Hostel Expansion Project                                                                                                                                                                                  |
| RESOLUT       | TION 2021/186                     |                                            |                                                           |                                                                                                                                                                                                                                   |
| Moved:        | Administrator M                   | /like Colreavy                             |                                                           |                                                                                                                                                                                                                                   |
| 1. No         | oting that:                       |                                            |                                                           |                                                                                                                                                                                                                                   |
| a)            | The Ministerial                   | Performance Impr                           | ovement Order imposed on Cou                              | ncil in 2017 envisages Council following a path to financial sustainability;                                                                                                                                                      |
| b)            | and possibly ov minimized. Alth   | vnership of the Bid<br>ough consideration  | gee Haven Hostel to ensure los                            | n Plan 2018 originally required Council to consider divesting the management<br>ses do not impact on Council's limited budget and risks to Council are<br>mber 2017 to various alternate management arrangements, in-house<br>ow; |
| c)            |                                   | n project can be d                         |                                                           | eneral Managers to demonstrate categorically that the proposed Bidgee Haver<br>oved by the Commonwealth Government and Council have not received a                                                                                |
| d)            | Under Council i                   | n-house managen                            | nent:                                                     |                                                                                                                                                                                                                                   |
|               | (i) Bidgee Hav                    | en Hostel operates                         | s at a loss when all operating ex                         | penses (including depreciation) and capital costs are factored in; and                                                                                                                                                            |
|               | . ,                               | bility of the expand<br>Hostel will not be |                                                           | narginal and permanently reliant on continuing occupancy rates around 90%,                                                                                                                                                        |
| e)            | successfully, as                  | s is readily apparer                       |                                                           | acks the kind of project management expertise required to deliver this project<br>Practice Review in today's Council Meeting Agenda and other information<br>nittee;                                                              |
| f)            |                                   |                                            | ng-term financial position is not<br>el complex in-house; | sufficiently robust to assume the risks associated with expanding and                                                                                                                                                             |
| g)            | Other crucial Co<br>Haven Hostel; | ouncil services, pa                        | rticularly roads, are already ove                         | rstretched and cannot absorb further losses if they are incurred by the Bidgee                                                                                                                                                    |

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|                                              |                                                                     | Division:<br>Committee:                                                                    | Council                                                                                                  | Date From:<br>Date To:                                                                                                                                                                                                                                                                 |
|----------------------------------------------|---------------------------------------------------------------------|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ction Sł                                     | heets Report                                                        | Officer:                                                                                   |                                                                                                          | Printed: 16 February 2024 10:05 AM                                                                                                                                                                                                                                                     |
|                                              | , ,                                                                 | ator with demonst                                                                          |                                                                                                          | proceed, in line with community expectations, but under the ownership/stewardship of a<br>ntly operating similar facilities elsewhere, and Council can act immediately to seek a                                                                                                       |
|                                              |                                                                     | le will be more att<br>prior to the constru                                                |                                                                                                          | erator if there is an opportunity to modify the project design to satisfy their operational                                                                                                                                                                                            |
|                                              | simultaneously                                                      | investigating the                                                                          |                                                                                                          | acilities Advisory Committee to proceed with the build immediately, while<br>a sale of the Hostel complex, is a clear indication that community sentiment supports                                                                                                                     |
|                                              | 15-bed extens                                                       | ,                                                                                          | o call for expressions of in                                                                             | Acting General Manager is not to proceed with the tendering and construction of the<br>nterest for the potential sale of the Hostel complex and seek advice as to the transfer o                                                                                                       |
|                                              |                                                                     |                                                                                            | red to in (j) and (k) above<br>nt's recommendation in t                                                  | e are incompatible – they cannot coexist and it would be financially irresponsible for his case.                                                                                                                                                                                       |
| 2.                                           | That tendering an                                                   | d construction of t                                                                        | he 15-bed extension be p                                                                                 | placed on hold, at this stage.                                                                                                                                                                                                                                                         |
| 3.                                           | That advice be so                                                   | ught from the fund                                                                         | ling body about the poter                                                                                | ntial to transfer the approved grant funding to a future hostel operator.                                                                                                                                                                                                              |
| 4.                                           | That expressions                                                    | of interest be calle                                                                       | ed for the sale of the Bidg                                                                              | ee Haven Hostel complex to an experienced, specialist aged-care operator.                                                                                                                                                                                                              |
|                                              | That the pre-cons with the sale of the                              |                                                                                            | d planning work, and pre                                                                                 | paration of tender documents currently underway, be finalised by Council for inclusion                                                                                                                                                                                                 |
|                                              | That Council rece<br>October 2021.                                  | ves and notes the                                                                          | Minutes of the Ageing W                                                                                  | Vell, Aged Care and Facilities Advisory Committee (AWACAFAC) meeting held on 14                                                                                                                                                                                                        |
|                                              |                                                                     |                                                                                            |                                                                                                          | CARRIE                                                                                                                                                                                                                                                                                 |
| evised<br>1 Mar<br>evised<br>nderta<br>5 Apr | 2022 2:55pm Holm<br>d Target Date change<br>ken<br>2022 3:37pm Holm | ed by: Holmes, Card<br>es, Carol - Target I<br>ed by: Holmes, Card<br>es, Carol - Target I | ol From: 16 Nov 2021 To: 19<br>Date Revision<br>ol From: 15 Feb 2022 To: 3 <sup>7</sup><br>Date Revision | 5 Feb 2022, Reason: Placed on hold - report back to Ordinary Council Meeting in February 202<br>1 May 2022, Reason: This item remains on hold whilst financial/organisation reviews are<br>0 Jun 2022, Reason: Grant funding applied for to u ndertake Business & Financial assessment |

| Division:<br>Committee: Council                                                                                                                                                                                                                                                                                                                                   | Date From:<br>Date To:                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| Ction Sheets Report                                                                                                                                                                                                                                                                                                                                               | Printed: 16 February 2024 10:05 AM                                             |
| 0 Aug 2022 10:45am Holmes, Carol - Target Date Revision                                                                                                                                                                                                                                                                                                           |                                                                                |
| levised Target Date changed by: Holmes, Carol From: 30 Jun 2022 To: 30 Dec 2022, Reason: (<br>ssessement                                                                                                                                                                                                                                                          | Grant applied for was successful to undertake a business and financial         |
| 3 Mar 2023 11:28am Holmes, Carol - Reallocation<br>ction reassigned to Bennett, Craig by Holmes, Carol - Hodi Beauliv is no longer with Council                                                                                                                                                                                                                   |                                                                                |
| 7 Mar 2023 2:56pm Bennett, Craig - Target Date Revision<br>arget date changed by Bennett, Craig from 30 December 2022 to 28 April 2023 - General Mana<br>commonwealth Government in Canberra. The Administrator will also be in attendance in Canber                                                                                                              |                                                                                |
| <b>1 Apr 2023 9:51am Bennett, Craig - Target Date Revision</b><br>arget date changed by Bennett, Craig from 28 April 2023 to 30 June 2023 - Meeting has been o<br>iscuss potential options to fund operational costs of the proposed extension from 15 beds to 30<br>Vednesday, 14 June 2023. Council's Administrator and General Manager will be in attendance a | beds at the Hostel. The meeting has been organised in Canberra on              |
| <b>8 Jun 2023 11:16am Bennett, Craig</b><br>Vaiting on the Commonwealth Government to come back to the General Manager regarding opt<br>xpected by the end of July 2023. A workshop will then be held with the Bidgee Haven Hostel Co                                                                                                                             |                                                                                |
| 8 Jun 2023 11:18am Bennett, Craig - Target Date Revision<br>arget date changed by Bennett, Craig from 30 June 2023 to 31 July 2023 - Waiting for options f                                                                                                                                                                                                        | rom the Commonwealth Government.                                               |
| <b>1 Jul 2023 4:54pm Bennett, Craig - Target Date Revision</b><br>arget date changed by Bennett, Craig from 31 July 2023 to 31 August 2023 - Workshop being h<br>ptions.                                                                                                                                                                                          | eld with the Bidgee Haven Retirement Hostel Committee to discuss               |
| <b>4 Aug 2023 6:42pm Bennett, Craig</b><br>Vorkshop with the Bidgee Haven Retirement Hostel Committee has been set for Wednesday, 23                                                                                                                                                                                                                              | August 2023.                                                                   |
| 8 Aug 2023 3:39pm Bennett, Craig<br>Vorkshop cpmpleted with the Bidgee Haven Hostel Committee on Wednesday, 23 August 2023.                                                                                                                                                                                                                                       |                                                                                |
| 8 Aug 2023 3:40pm Bennett, Craig - Target Date Revision<br>arget date changed by Bennett, Craig from 31 August 2023 to 31 December 2023 - More time r<br>0 bed model.                                                                                                                                                                                             | equired to assess the 15 bed model prior to assessing the viability of the     |
| <b>1 Oct 2023 12:57pm Bennett, Craig</b><br>current efforts have centred on recruiting Registered Nurses. This is a requirement of the new Co<br>ssessment of the 15 bed model will be undertaken over the next 6 months. If this is successful t                                                                                                                 |                                                                                |
| 1 Oct 2023 1:01pm Bennett, Craig - Target Date Revision<br>arget date changed by Bennett, Craig from 31 December 2023 to 01 April 2024 - At least 6 mor<br>idgee Haven Retirement Hostel.                                                                                                                                                                         | ths needs to be given to assess the viability of the 15 bed model at the       |
| 9 Feb 2024 8:57am Bennett, Craig - Reallocation<br>ction reassigned to Glenn, Carroll by Bennett, Craig - Glenn has commenced as the new Direct<br>idgee Haven Retirement Hostel is in his portfolio.                                                                                                                                                             | or of Governance, Business and Community Services at Coucil. The               |
| 4 Feb 2024 11:43am Carroll, Glenn<br>ssessment of the proposed expansion of the Hostel to a 30 - Bed facility placed on hold while the                                                                                                                                                                                                                            | e viability of current 15 Bed facility is assessed at the end of this financia |

| <ul> <li>13 Nov 2020 11:52am Kozlowski, Peter - Target Date Revision</li> <li>Revised Target Date changed by: Kozlowski, Peter From: 2 Jun 2020 To: 30 Jun 2021, Reason: There are various components with individual timelines. All items are progressing.</li> <li>12 May 2021 2:16pm Kozlowski, Peter - Completion</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                      |                                                                                                                                                          | Division:                                                                                                                         |                                                                                                                             | Date From:                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| Action Sheets Report       Printed: 16 February 2024 10:05 AM         Meeting       Officer/Director       Section       Subject         Council 1905/2020       Bennet, Craig       Administrator Minuto/Report       ADMINISTRATOR'S MINUTE - SOUND FINANCIAL MANAGEMENT FOR COUNCIL         RESOLUTION 2020/75       Moved:       Administrator Mike Colreavy       That in response to the matters raised in the Office of Local Government's letter to Council dated 24 October 2019:       .         1.       Council will adhere to the principles of sound financial management laid down in Section 8B of the <i>Local Government Act 1993</i> in all its affairs,       .         3.       All expired leases/licences on Council property, including mines, and public recreation reserves where Council is the Trustee, be reviewe expeditiously to ensure they are actively renewed or replaced with each lesse to be required to pay market rent as determined in the expired lease(i in the interim, until a new lease has been finalised;         4.       All future leases/licences incorporate a fair market rent. In appropriate circumstances, the lease may also incorporate a rent rebate reflecting the leve of community contribution performed by the lessee and its financial capacity;         5.       Council ensure that the rent is paid in accordance with the terms of each lease, that this is transparent, and delivers the best community value;         6.       The charges identified in the mining lease to the gypsum mine/s and the development approval be levied and recovered;         7.       The charges identified of this decision an                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                      |                                                                                                                                                          |                                                                                                                                   | Council                                                                                                                     | Date To:                                                                        |
| Council 19105/2020       Bennett, Craig       Administrator Minute/Report       ADMINISTRATOR'S MINUTE - SOUND FINANCIAL MANAGEMENT FOR COUNCIL         RESOLUTION 2020/75         Moved:       Administrator Mike Colreavy         That in response to the matters raised in the Office of Local Government's letter to Council dated 24 October 2019:         1.       Council will adhere to the principles of sound financial management laid down in Section 8B of the Local Government Act 1993 in all its affairs,         2.       The Draft 2020-21 Operational Plan and 2020-21 Revenue Policy is to be prepared by the General Manager on the basis referred to in "1" above;         3.       All expired leases/licences on Council property, including mines, and public recreation reserves where Council is the Trustee, be reviewed expeditiously to ensure they are actively renewed or replaced with each lessee to be required to pay market rent as determined in the expired lease(in the interim, until a new lease has been finalised;         4.       All future leases/licences incorporate a fair market rent. In appropriate circumstances, the lease may also incorporate a rent rebate reflecting the level of community contribution performed by the lessee and its financial capacity;         5.       Council ensure that the rent is paid in accordance with the terms of each lease be actively levied and recovered;         7.       The charges identified in the mining lease to the gypsum mine/s and the development approval be levied and recovered;         8.       COVID-19 hardship arrangements be temporarily applied to recovering lease debts where individual cir                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Action S                                                             | heets Report                                                                                                                                             |                                                                                                                                   |                                                                                                                             | Printed: 16 February 2024 10:05 AM                                              |
| Council 19105/2020       Bennett, Craig       Administrator Minute/Report       ADMINISTRATOR'S MINUTE - SOUND FINANCIAL MANAGEMENT FOR COUNCIL         RESOLUTION 2020/75         Moved:       Administrator Mike Colreavy         That in response to the matters raised in the Office of Local Government's letter to Council dated 24 October 2019:         1.       Council will adhere to the principles of sound financial management laid down in Section 8B of the Local Government Act 1993 in all its affairs,         2.       The Draft 2020-21 Operational Plan and 2020-21 Revenue Policy is to be prepared by the General Manager on the basis referred to in "1" above;         3.       All expired leases/licences on Council property, including mines, and public recreation reserves where Council is the Trustee, be reviewed expeditiously to ensure they are actively renewed or replaced with each lessee to be required to pay market rent as determined in the expired lease(in the interim, until a new lease has been finalised;         4.       All future leases/licences incorporate a fair market rent. In appropriate circumstances, the lease may also incorporate a rent rebate reflecting the level of community contribution performed by the lessee and its financial capacity;         5.       Council ensure that the rent is paid in accordance with the terms of each lease be actively levied and recovered;         7.       The charges identified in the mining lease to the gypsum mine/s and the development approval be levied and recovered;         8.       COVID-19 hardship arrangements be temporarily applied to recovering lease debts where individual cir                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                      |                                                                                                                                                          |                                                                                                                                   |                                                                                                                             |                                                                                 |
| <ul> <li>RESOLUTION 2020/75</li> <li>Moved: Administrator Mike Colreavy</li> <li>That in response to the matters raised in the Office of Local Government's letter to Council dated 24 October 2019: <ol> <li>Council will adhere to the principles of sound financial management laid down in Section 8B of the <i>Local Government Act 1993</i> in all its affairs,</li> <li>The <i>Draft 2020-21 Operational Plan</i> and 2020-21 <i>Revenue Policy</i> is to be prepared by the General Manager on the basis referred to in "1" above;</li> <li>All expired leases/licences on Council property, including mines, and public recreation reserves where Council is the Trustee, be reviewe expeditiously to ensure they are actively renewed or replaced with each lessee to be required to pay market rent as determined in the expired lease(i in the interim, until a new lease has been finalised;</li> <li>All future leases/licences incorporate a fair market rent. In appropriate circumstances, the lease may also incorporate a rent rebate reflecting the leave of community contribution performed by the lessee and its financial capacity;</li> <li>Council ensure that the rent is paid in accordance with the terms of each lease, that this is transparent, and delivers the best community value;</li> <li>The charges identified in the mining lease to the gypsum mine/s and the development approval be levied and recovered; including relevant reatoration charges;</li> <li>COVID-19 hardship arrangements be temporarily applied to recovering lease debts where individual circumstances warrant this;</li> <li>Each lessee be notified of this decision and the process that Council will now follow to implement this decision pertaining to their lease; and 10. The Office of Local Government be notified of this decision.</li> </ol></li></ul> <li>13 Nov 2020 11:52am Kozlowski, Peter - Target Date Revision</li> <li>Revised Target Date changed by: Kozlowski, Peter From: 2 Jun 2020 To: 30 Jun 2021, Reason: There are various components with individual timelines. All items are progressing.</li> </td <td>¥</td> <td>10/05/2020</td> <td></td> <td></td> <td></td> | ¥                                                                    | 10/05/2020                                                                                                                                               |                                                                                                                                   |                                                                                                                             |                                                                                 |
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| Action completed by: Holmes, Carol, Instruction by GM completed 12.5.2021<br><b>28 Sep 2021 2:51pm Holmes, Carol - Reallocation</b><br>Action reassigned to Wilcox, Glenn by: Holmes, Carol for the reason: Peter no longer works for Council<br><b>29 Sep 2021 1:46pm Holmes, Carol - Reallocation</b><br>Action reassigned to Beauliv, Hodi by: Holmes, Carol for the reason: Director Corporate & Community Services division                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Revise<br>progress<br>12 May<br>Action<br>28 Sep<br>Action<br>29 Sep | d Target Date changed<br>ssing.<br>2021 2:16pm Kozlows<br>completed by: Holmes,<br>2021 2:51pm Holmes,<br>reassigned to Wilcox, G<br>2021 1:46pm Holmes, | by: Kozlowski, Pete<br>ski, Peter - Compl<br>Carol, Instruction b<br>Carol - Reallocat<br>lenn by: Holmes, C<br>Carol - Reallocat | er From: 2 Jun 2020 To: 30 Jun<br>letion<br>by GM completed 12.5.2021<br>tion<br>Carol for the reason: Peter no lor<br>tion | nger works for Council                                                          |

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|                                                                                                                                                                                | Division:<br>Committee: Co                                                                                                                                                  | ouncil                                                                                                                                                                             | Date From:<br>Date To:                                                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Action Sheets Report                                                                                                                                                           | Officer:                                                                                                                                                                    |                                                                                                                                                                                    | Printed: 16 February 2024 10:05 AM                                                                                                                                                                                                                                                                         |
| 27 Apr 2022 12:14pm Box                                                                                                                                                        | wing Hadi Completion                                                                                                                                                        |                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                            |
| 27 Apr 2022 12:14pm Bea<br>Action completed by: Holm                                                                                                                           | es, Carol, Reported to Cou                                                                                                                                                  | uncil April 2022                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                            |
| 07 Feb 2024 3:51pm Holn                                                                                                                                                        |                                                                                                                                                                             |                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                            |
| Uncompleted by Holmes, (                                                                                                                                                       |                                                                                                                                                                             |                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                                                | nes, Carol - Reallocation                                                                                                                                                   |                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                                                |                                                                                                                                                                             | I - Hodi no longer works for Co                                                                                                                                                    | uncil.                                                                                                                                                                                                                                                                                                     |
| 13 Feb 2024 2:18pm Ben                                                                                                                                                         |                                                                                                                                                                             |                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                            |
| Report prepared by the GM                                                                                                                                                      | I for the February 20 2024                                                                                                                                                  | Ordinary Council Meeting. Thi                                                                                                                                                      | s action is now complete.                                                                                                                                                                                                                                                                                  |
| 13 Feb 2024 2:20pm Ben                                                                                                                                                         |                                                                                                                                                                             |                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                            |
| Completed by Bennett, Cra<br>complete.                                                                                                                                         | aig (action officer) on 13 Fe                                                                                                                                               | ebruary 2024 at 2:20:05 PM - R                                                                                                                                                     | eport prepared for the February 20 2024 Ordinary Council Meeting. This report is now                                                                                                                                                                                                                       |
| 14 Feb 2024 5:12pm Holn                                                                                                                                                        | as Carol Completion                                                                                                                                                         |                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                            |
| Uncompleted by Holmes, (                                                                                                                                                       |                                                                                                                                                                             |                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                            |
| 15 Feb 2024 3:13pm Ben                                                                                                                                                         |                                                                                                                                                                             | Devision                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                            |
| IS FED ZUZA STISUM BEN                                                                                                                                                         | nett. Craid - Lardet Date I                                                                                                                                                 | Revision                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                                                |                                                                                                                                                                             |                                                                                                                                                                                    | ort being prepared by the General Manager to go to the March 2024 Ordinary Council                                                                                                                                                                                                                         |
|                                                                                                                                                                                |                                                                                                                                                                             |                                                                                                                                                                                    | ort being prepared by the General Manager to go to the March 2024 Ordinary Council                                                                                                                                                                                                                         |
| Target date changed by Be                                                                                                                                                      |                                                                                                                                                                             |                                                                                                                                                                                    | ort being prepared by the General Manager to go to the March 2024 Ordinary Council                                                                                                                                                                                                                         |
| Target date changed by Be<br>Meeting.                                                                                                                                          | Officer/Director                                                                                                                                                            | 2021 to 31 March 2024 - Repo<br>Section                                                                                                                                            | ort being prepared by the General Manager to go to the March 2024 Ordinary Council Subject                                                                                                                                                                                                                 |
| Target date changed by Be<br>Meeting.<br>Meeting                                                                                                                               | Officer/Director                                                                                                                                                            | 2021 to 31 March 2024 - Repo<br>Section<br>art A - Infrastructure & Development                                                                                                    |                                                                                                                                                                                                                                                                                                            |
| Target date changed by Be<br>Meeting.<br>Meeting                                                                                                                               | Officer/Director                                                                                                                                                            | 2021 to 31 March 2024 - Repo<br>Section                                                                                                                                            | Subject                                                                                                                                                                                                                                                                                                    |
| Target date changed by Be<br>Meeting.<br>Meeting<br>Council 26/07/2022                                                                                                         | Officer/Director<br>Mitchell, Ray<br>McKinley, David                                                                                                                        | 2021 to 31 March 2024 - Repo<br>Section<br>art A - Infrastructure & Development                                                                                                    | Subject                                                                                                                                                                                                                                                                                                    |
| Target date changed by Be<br>Meeting.<br>Meeting<br>Council 26/07/2022<br>RESOLUTION 2022/13                                                                                   | Officer/Director<br>Mitchell, Ray<br>McKinley, David                                                                                                                        | 2021 to 31 March 2024 - Repo<br>Section<br>art A - Infrastructure & Development                                                                                                    | Subject                                                                                                                                                                                                                                                                                                    |
| Target date changed by Be<br>Meeting.<br>Meeting<br>Council 26/07/2022<br>RESOLUTION 2022/13<br>Moved: Administrato                                                            | Officer/Director<br>Mitchell, Ray<br>McKinley, David                                                                                                                        | 2021 to 31 March 2024 - Repo<br>Section<br>art A - Infrastructure & Development                                                                                                    | Subject                                                                                                                                                                                                                                                                                                    |
| Target date changed by Be<br>Meeting.<br>Meeting<br>Council 26/07/2022<br>RESOLUTION 2022/13                                                                                   | Officer/Director<br>Mitchell, Ray<br>McKinley, David                                                                                                                        | 2021 to 31 March 2024 - Repo<br>Section<br>art A - Infrastructure & Development                                                                                                    | Subject                                                                                                                                                                                                                                                                                                    |
| Target date changed by Be<br>Meeting.<br>Council 26/07/2022<br>RESOLUTION 2022/13<br>Moved: Administrato<br>That Council:                                                      | Officer/Director<br>Mitchell, Ray<br>McKinley, David<br>5<br>r Mike Colreavy                                                                                                | 2021 to 31 March 2024 - Repo<br>Section<br>art A - Infrastructure & Development<br>eports                                                                                          | Subject                                                                                                                                                                                                                                                                                                    |
| Target date changed by Be<br>Meeting.<br>Council 26/07/2022<br>RESOLUTION 2022/13<br>Moved: Administrato<br>That Council:<br>1. Supports the Pla                               | Officer/Director<br>Mitchell, Ray<br>McKinley, David<br>5<br>r Mike Colreavy<br>nning Proposal – Balran                                                                     | 2021 to 31 March 2024 - Repo<br>Section<br>art A - Infrastructure & Development<br>eports<br>ald LEP Housekeeping Ame                                                              | Subject BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT endment to amend the Balranald Local Environmental Plan 2010.                                                                                                                                                                     |
| Target date changed by Be<br>Meeting.<br>Council 26/07/2022<br>RESOLUTION 2022/13<br>Moved: Administrato<br>That Council:<br>1. Supports the Pla                               | Officer/Director<br>Mitchell, Ray<br>McKinley, David<br>5<br>r Mike Colreavy<br>nning Proposal – Balran<br>ning Proposal to the NS                                          | 2021 to 31 March 2024 - Repo<br>Section<br>art A - Infrastructure & Development<br>eports<br>ald LEP Housekeeping Ame                                                              | Subject<br>BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT                                                                                                                                                                                                                                |
| Target date changed by Be<br>Meeting.<br>Council 26/07/2022<br>RESOLUTION 2022/13<br>Moved: Administrato<br>That Council:<br>1. Supports the Plan<br>proposed amend            | officer/Director<br>Mitchell, Ray<br>McKinley, David<br>5<br>r Mike Colreavy<br>nning Proposal – Balran<br>ning Proposal to the NS<br>ments.                                | 2021 to 31 March 2024 - Repo<br>Section<br>art A - Infrastructure & Development<br>eports<br>ald LEP Housekeeping Ame<br>SW Department of Planning                                 | Subject BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT endment to amend the Balranald Local Environmental Plan 2010.                                                                                                                                                                     |
| Target date changed by Be<br>Meeting.<br>Meeting<br>Council 26/07/2022<br>RESOLUTION 2022/13<br>Moved: Administrato<br>That Council:<br>1. Supports the Plan<br>proposed amend | officer/Director<br>Mitchell, Ray<br>McKinley, David<br>5<br>r Mike Colreavy<br>nning Proposal – Balran<br>ning Proposal to the NS<br>ments.                                | 2021 to 31 March 2024 - Repo<br>Section<br>art A - Infrastructure & Development<br>eports<br>ald LEP Housekeeping Ame<br>SW Department of Planning                                 | Subject<br>BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT<br>endment to amend the <i>Balranald Local Environmental Plan 2010.</i><br>and Environment for Gateway Determination seeking public exhibition of th                                                                           |
| Target date changed by Be<br>Meeting.<br>Meeting<br>Council 26/07/2022<br>RESOLUTION 2022/13<br>Moved: Administrato<br>That Council:<br>1. Supports the Plan<br>proposed amend | Officer/Director<br>Mitchell, Ray<br>McKinley, David<br>5<br>r Mike Colreavy<br>nning Proposal – Balran<br>ning Proposal to the NS<br>ments.<br>r report after the public e | 2021 to 31 March 2024 - Repo<br>Section<br>art A - Infrastructure & Development<br>eports<br>and LEP Housekeeping Ame<br>SW Department of Planning<br>exhibition period addressing | Subject         BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT         endment to amend the Balranald Local Environmental Plan 2010.         and Environment for Gateway Determination seeking public exhibition of th         any submissions made in respect of the Planning Proposal. |

Target date changed by Holmes, Carol from 23 August 2022 to 13 December 2022 - On exhibition 23 Nov 2022 1:56pm Holmes, Carol On exhibition

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| Division:<br>Committee: Council<br>Officer:                                                                                                                                                                                           | Date From:<br>Date To:                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| Action Sheets Report                                                                                                                                                                                                                  | Printed: 16 February 2024 10:05 AM                                   |
| <b>13 Apr 2023 11:36am Manning-Rayner, Nikkita - Target Date Revision</b><br>Target date changed by Manning-Rayner, Nikkita from 13 December 2022 to 31 December 2023 - In<br>Proposal                                                | consultation with Department of Planning for adjustments to Planning |
| <b>08 Aug 2023 11:40am Manning-Rayner, Nikkita</b><br>28/07/2023 - Meeting undertaken with the Department of Planning & Environment (DPE) to discuss verto commence revisions of vegetation mapping in line with discussion with DPE. | egetation maps., 04/08/2023 - Meeting undertaken with contractors    |
| 14 Sep 2023 2:47pm Manning-Rayner, Nikkita Vegetation mapping being adjusted for resubmission to the Department of Planning.                                                                                                          |                                                                      |
| 11 Oct 2023 3:24pm Mitchell, Ray<br>Mapping updated and submitted to agencies for final comment prior to resubmission to the Department                                                                                               | nt of Planning & Environment                                         |
| 13 Nov 2023 9:31am Mitchell, Ray<br>Agency responses received, planning proposal uploaded to portal for submission                                                                                                                    |                                                                      |
| 06 Dec 2023 2:54pm Mitchell, Ray<br>Currently being assessed by Department of Planning                                                                                                                                                |                                                                      |
| <b>08 Feb 2024 3:52pm Mitchell, Ray</b><br>Department of Planning, Housing and Infrastructure review has been undertaken, meeting held 18/01, for further consideration.                                                              | /2024 to discuss proposal and required documentation adjustments     |
| <b>14 Feb 2024 3:35pm Mitchell, Ray - Target Date Revision</b><br>Target date changed by Mitchell, Ray from 31 December 2023 to 18 June 2024 - Department of Plan<br>resubmitted by 30/03/2024                                        | ning, Housing and Infrastructure required document revision. To be   |

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# 9.14 MEETINGS ATTENDED BY THE ADMINISTRATOR, THE GENERAL MANAGER AND THE DIRECTORS

| File Number:                | D24.91684                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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, the Interim Acting Director of Infrastructure & Planning Services, the Director of Governance, Business and Community Services and the Director of Infrastructure and Planning Services since Wednesday 20 December 2023.

# OFFICER RECOMMENDATION

## That the report be received and noted.

# REPORT

**Attachment 1** details the meetings which the Administrator, the General Manager and the Interim Acting Director of Infrastructure & Planning Services, the Director of Governance, Business and Community Services and the Director of Infrastructure and Planning Services have attended since Wednesday 20 December 2023.

# FINANCIAL IMPLICATIONS

Nil.

LEGISLATIVE IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

# **RISK RATING**

Low.

# ATTACHMENTS

# 1. Meetings attended by the Administrator, General Manager and Directors

| Date       | Meeting                                                                          | Торіс                                                                              | Who was involved           |
|------------|----------------------------------------------------------------------------------|------------------------------------------------------------------------------------|----------------------------|
| 20.12.2023 | Wentworth and Balranald<br>Regional Drought Resilience                           | Drought Resilience Plan (PCG)<br>Meeting                                           | GM                         |
| 20.12.2023 | Australia Day Committee<br>Meeting                                               | Australia Day 2024                                                                 | IADIPS                     |
| 21.12.2023 | Local Traffic Committee                                                          | Ordinary Quarterly Meeting                                                         | Administrator, GM & IADIPS |
| 08.01.2024 | Catch Up                                                                         | Regular Catchup                                                                    | Administrator & GM         |
| 09.01.2024 | Teams Meeting                                                                    | Koorakee Energy Park Briefing                                                      | GM & IADIPS                |
| 15.01.2024 | Catch Up                                                                         | Regular Catch Up                                                                   | Administrator & GM         |
| 16.01.2024 | Teams Meeting                                                                    | Cyber Security                                                                     | GM                         |
| 16.01.2024 | Teams Meeting                                                                    | Junction Rivers – Water and Waste                                                  | IADIPS                     |
| 16.01.2024 | TfNSW                                                                            | Heavy Vehicles                                                                     | IADIPS                     |
| 17.01.2024 | Secure Energy                                                                    | Standpipe in Euston                                                                | IADIPS                     |
| 17.01.2024 | eCISO Meeting                                                                    | Monthly Cadence Meeting                                                            | GM                         |
| 17.01.2024 | Australia Day Committee<br>Meeting                                               | Australia Day                                                                      | IADIPS                     |
| 18.01.2024 | Consultative Committee Meeting                                                   | Extraordinary Meeting –<br>Organisational Structure                                | GM                         |
| 18.01.2024 | Wentworth and Balranald<br>Regional Drought Resilience                           | Drought Resilience Plan (PCG)<br>Meeting                                           | GM                         |
| 22.01.2024 | Keri Keri Wind Farm                                                              | Meet & Greet and update on the<br>Keri Keri Wind Farm Project                      | GM & IADIPS                |
| 24.01.2024 | Madison Architects                                                               | Caravan Park Master Plan                                                           | IADIPS                     |
| 24.01.2024 | Australia Day Committee<br>Meeting                                               | Australia Day                                                                      | IADIPS                     |
| 25.01.2024 | Dinner with Ambassador<br>(Euston)                                               | Australia Day                                                                      | Administrator & GM         |
| 26.01.2024 | Australia Day Event                                                              | Euston Australia Day                                                               | Administrator & GM         |
| 26.01.2024 | Lunch with Ambassador<br>(Balranald)                                             | Australia Day                                                                      | Administrator & GM         |
| 26.01.2024 | Afternoon Tea with Ambassador<br>and Bidgee Haven Retirement<br>Hostel Residents | Australia Day                                                                      | Administrator & GM         |
| 26.01.2024 | Australia Day Event                                                              | Balranald Australia Day                                                            | Administrator & GM         |
| 29.01.2024 | Teams Meeting                                                                    | Refined Southwest REZ Draft<br>Access Scheme                                       | GM & IADIPS                |
| 01.02.2024 | Teams Meeting                                                                    | Wentworth and Balranald Drought<br>Resilient Plan Project Control<br>Group Meeting | GM                         |

| Date       | Meeting                                                                               | Торіс                                                                                                                                  | Who was involved                              |
|------------|---------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| 01.02.2024 | Strengthening Community<br>Access & Inclusion Wellbeing<br>Advisory Committee Meeting | Ordinary Meeting                                                                                                                       | GM & IADIPS                                   |
| 05.02.2024 | Directors Commencement                                                                | Director of Governance, Business<br>and Community Services and the<br>Director of Infrastructure & Planning<br>Services commenced work | GM                                            |
| 05.02.2024 | Teams Meeting                                                                         | Cross-Border Workforce Forum                                                                                                           | GM                                            |
| 06.02.2024 | World Café Day                                                                        | Cultural Journey with Staff                                                                                                            | GM, DGBCS and DIPS                            |
| 07.02.2024 | Teams Meeting                                                                         | Tchelery Wind Farm                                                                                                                     | GM & DIPS                                     |
| 13.02.2024 | TfNSW                                                                                 | NSW Transport Forum                                                                                                                    | GM, DIPS, DGBCS<br>& IAPM                     |
| 13.02.2024 | Local Traffic Committee                                                               | Regular Catchup                                                                                                                        | GM, DIPS & IAPM                               |
| 13.02.2024 | Teams Meeting                                                                         | NSW Severe Weather & Flood<br>Grant                                                                                                    | IAPM                                          |
| 13.02.2024 | Transgrid                                                                             | Update & power point on Transgrid project                                                                                              | GM & DIPS                                     |
| 15.02.2024 | NSW Telco                                                                             | Update on NSW Telco activities within our LGA                                                                                          | GM, DGBCS &<br>DIPS                           |
| 15.02.2024 | Local Emergency Management<br>Committee & Local Rescue<br>Committee                   | Regular Quarterly Meeting                                                                                                              | GM &, DIPS                                    |
| 15.02.2024 | Growing Business Industry &<br>Tourism Advisory Committee<br>Meeting                  | Ordinary Meeting                                                                                                                       | GM, DGBCS &<br>DIPS                           |
| 16.02.2024 | Wentworth Balranald Drought<br>Resilience Plan Project Control<br>Group Meeting       | Ordinary Meeting                                                                                                                       | GM, DGBCS &<br>DIPS                           |
| 19.02.2024 | FWJO Tourism Funding Meeting                                                          | Funding Update                                                                                                                         | Administrator & GM                            |
| 20.02.2024 | Council Meeting                                                                       | Ordinary Monthly Meeting                                                                                                               | Administrator, GM,<br>DIPS, DGBCS and<br>IAPM |

Regular Catchups between the IAPM and contractors for several projects that are currently in progress.

Administrator (ADM) - Mr Mike Colreavy

General Manager (GM) – Mr Craig Bennett

Interim Acting Director of Infrastructure & Planning Services (IADIPS) - Mr Adrian Edgcome-Lucas

Interim Acting Projects Manager (IAPM) Mr Adrian Edgcome-Lucas

Director of Governance, Business and Community Services (DGBCS) - Mr Glenn Carroll

Director of Infrastructure & Planning Services (DIPS) – Mr David McKinley

# 9.15 CIRCULARS FROM THE OFFICE OF LOCAL GOVERNMENT

| File Number:                | D24.91685                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 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**

- 23-16 Regulation amendments to protect the employment of waste workers.
- 23-17 Update on councils' obligations under the Modern Slavery Act 2018 (NSW).
- 24-01 Constitutional referendums and council polls.
- 24-02 Minor Works contract form for infrastructure delivery for councils.

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

# 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 Tender VP 280968 - Euston Recreation Reserve Football Club - Field Refurbishment

This matter is considered to be confidential under Section 10A(2) - d(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

# 11.2 Tender VP 391887 - Balranald Lions Park Redevelopment

This matter is considered to be confidential under Section 10A(2) - d(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

# 11.3 Tender VP 397271 - Balranald Discovery Centre Extension

This matter is considered to be confidential under Section 10A(2) - d(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

## 11.4 Tender VP 384929 - Euston Recreation Reserve - Netball Precinct

This matter is considered to be confidential under Section 10A(2) - d(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

# 9 CLOSURE OF MEETING