



MINUTES

**Ordinary Council Meeting
Tuesday, 18 February 2025**

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	Nil	
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	Nil	

**MINUTES OF BALRANALD SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD
ON TUESDAY, 18 FEBRUARY 2025 AT 5PM**

1 OPENING OF MEETING**2 PRAYER & ACKNOWLEDGMENT OF COUNTRY****Prayer**

Almighty and eternal God, give us the grace to faithfully fulfil the duties of our office.

Shed the light of your wisdom and counsel upon us so that, strengthened by these gifts, we will, in the administration of the affairs of the council, always do what is right and just.

We ask that our deliberations will be both fruitful and wise.

AMEN

Acknowledgement of Country

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

PRESENT:

Mayor Louie Zaffina, Deputy Mayor Dwaine Scott, Cr Leigh Byron, Cr Iain Lindsay-Field, Cr Alison Linnett, Cr Tracy O'Halloran, Cr Phillip Pippin and Cr German Ugarte

IN ATTENDANCE:

Peter Bascomb (Interim General Manager), Glenn Carroll (Director of Governance, Business and Community Services), David McKinley (Director of Infrastructure and Planning Services) and Carol Holmes (Senior Executive Officer)

Laurie Knight and Edna Mendes (Finance Consultants) attended via zoom.

3 APOLOGIES

Nil

4 CONFIRMATION OF MINUTES**4.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 17 DECEMBER 2024**

RESOLUTION 2025/1

Moved: Member Dwaine Scott

Seconded: Cr Phillip Pippin

That the Minutes of the Ordinary Council Meeting held on Tuesday, 17 December 2024 be received and noted.

CARRIED**5 DISCLOSURE OF INTEREST**

Nil

6 MAYORAL/COUNCILLOR REPORT**6.1 MAYORAL MINUTE - FIRE RISK IN YANGA NATIONAL PARK**

RESOLUTION 2025/2

Moved: Cr Tracy O'Halloran

Seconded: Cr Iain Lindsay-Field

That Council write to the National Parks and Wildlife Service Area Manager requesting information on plans for fuel load reduction in Yanga National Park with specific reference to whether there's any opportunity for the First Nations People helping to mitigate the fire risk.

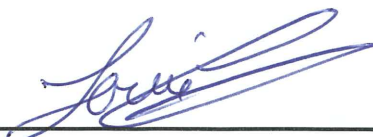
CARRIED**6.2 MAYORAL MINUTE - NOMINATION FOR WILLANDRA LAKES REGION WORLD HERITAGE ADVISORY COMMITTEE**

RESOLUTION 2025/3

Moved: Mayor Louie Zaffina

Seconded: Cr Iain Lindsay-Field

That Council also nominate Cr Tracy O'Halloran as the local government representative on the Willandra Lakes Region World Heritage Advisory Committee.

CARRIED

7 COMMITTEE REPORTS**7.1 EUSTON PROGRESSIVE ADVISORY COMMITTEE MEETING HELD ON MONDAY, 9 DECEMBER 2024**

RESOLUTION 2025/4

Moved: Cr Leigh Byron

Seconded: Cr Tracy O'Halloran

That:

1. the Minutes of the Euston Progressive Advisory Committee meeting held on Monday 9 December 2024 be received and noted.
2. Council include toilet facilities at Anderson Park in future grant funding.

CARRIED**7.2 GROWING BUSINESS INDUSTRY & TOURISM ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 18 DECEMBER 2024**

RESOLUTION 2025/5

Moved: Cr Iain Lindsay-Field

Seconded: Cr Alison Linnett

That the Minutes of the Growing Business Industry & Tourism Advisory Committee (GBITAC) meeting held on Wednesday 20 November 2024 be received and noted.

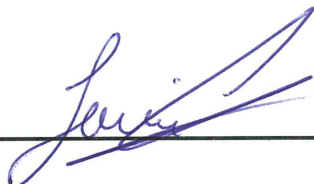
CARRIED**7.3 AUSTRALIA DAY COMMITTEE MEETINGS HELD ON FRIDAY 20 DECEMBER 2024, TUESDAY 7 JANUARY AND TUESDAY 21 JANUARY 2025**

RESOLUTION 2025/6

Moved: Cr Tracy O'Halloran

Seconded: Deputy Mayor Dwaine Scott

That the Minutes of the Australia Day Committee meetings held on Friday 20 December 2024, Tuesday 7 January 2025 and 21 January 2025 be received and noted.

CARRIED

**7.4 BIDGEE HAVEN RETIREMENT HOSTEL MANAGEMENT COMMITTEE MEETING
HELD ON THURSDAY 30 JANUARY 2025**

RESOLUTION 2025/7

Moved: Cr Tracy O'Halloran

Seconded: Cr Iain Lindsay-Field

That Council

1. **Note the unconfirmed Minutes of the Bidgee Haven Retirement Hostel Management Committee Meeting held on Thursday 30 January 2025.**
2. **Establish a Quality Care Advisory Board for the Bidgee Haven Retirement Hostel, with a membership comprising General Manager, Facility Nurse Manager and a community member to represent the residents and their families.**
3. **Endorse the draft Terms of Reference**

CARRIED**8 NOTICE OF MOTION****8.1 NOTICE OF MOTION - GARREFFA PARADE MEDIAN STRIP**

RESOLUTION 2025/8

Moved: Mayor Louie Zaffina


Seconded: Cr Iain Lindsay-Field

That Council install sprinklers and establish lawn on Garreffa Parade median strip in the new development at Euston.**CARRIED****8.2 NOTICE OF MOTION - INSTALLATION OF PLAYGROUND**

RESOLUTION 2025/9

Moved: Mayor Louie Zaffina

Seconded: Cr Leigh Byron

That Council build a children's play area on a council owned lot that fronts Garreffa Parade and Tayla Court.**CARRIED**

8.3 NOTICE OF MOTION - TOILETS AT ANDERSON PARK

RESOLUTION 2025/10

Moved: Mayor Louie Zaffina

Seconded: Deputy Mayor Dwaine Scott

That Council investigate the construction of a toilet block on Anderson Park in Euston.

CARRIED

8.4 NOTICE OF MOTION - HARBEN ST KERB AND GUTTERING.

RESOLUTION 2025/11

Moved: Mayor Louie Zaffina

Seconded: Deputy Mayor Dwaine Scott

That Council investigate the installation of kerb and guttering in Harben St Balranald.

CARRIED

8.5 NOTICE OF MOTION - MEDICAL FACILITY IN EUSTON

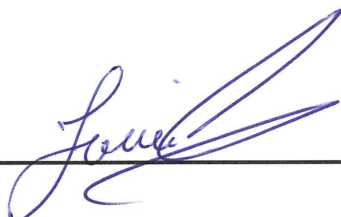
RESOLUTION 2025/12

Moved: Mayor Louie Zaffina

Seconded: Cr Tracy O'Halloran

That Council investigate a possible building or building site to install a portable building office-rooms for the Doctor to use in Euston

.CARRIED



9 NOTICE OF RESCISSION**GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****10 GENERAL MANAGER'S REPORTS****10.1 CONSIDERATION OF MINISTER'S DRAFT CODE OF MEETING PRACTICE****RESOLUTION 2025/13**

Moved: Cr Tracy O'Halloran

Seconded: Cr Alison Linnett

That Council provide the attached submission, as amended by this meeting, to the Minister for Local Government and the Office of Local Government.

CARRIED

10.2 COUNCILLOR AND STAFF INTERACTION POLICY UPDATE**RESOLUTION 2025/14**

Moved: Deputy Mayor Dwaine Scott

Seconded: Cr Leigh Byron

That Council adopt the Councillor and Staff Interaction Policy 2025 as attached, noting that the General Manager may vary the table of authorised staff in Schedule 1 from time to time.

CARRIED

10.3 INTEGRATED PLANNING & REPORTING (IP&R) - BALRANALD SHIRE COMMUNITY STRATEGIC PLAN (CSP) 2035**RESOLUTION 2025/15**

Moved: Cr Alison Linnett

Seconded: Cr Iain Lindsay-Field

That Council place the draft Community Strategic Plan (CSP) 2035 on public exhibition for a period of twenty-eight (28) days for comment prior to it being submitted to the April 2025 Council meeting for endorsement.

CARRIED



10.4 PERFORMANCE IMPROVEMENT ORDER NO.1 ACTION PLAN**RESOLUTION 2025/16**

Moved: Cr Leigh Byron

Seconded: Deputy Mayor Dwaine Scott

That Council endorse the Performance Improvement Order No. 1 Action Plan as at 31 January 2025.

CARRIED

10.5 PERFORMANCE IMPROVEMENT ORDER NO. 2 ACTION PLAN**RESOLUTION 2025/17**

Moved: Cr Iain Lindsay-Field

Seconded: Deputy Mayor Dwaine Scott

That Council endorse the Performance Improvement Order No. 2 Action Plan as at 31 January 2025.

CARRIED

10.6 BIDGEE HAVEN RETIREMENT HOSTEL - ENGAGEMENT OF ARCHITECTS**RESOLUTION 2025/18**

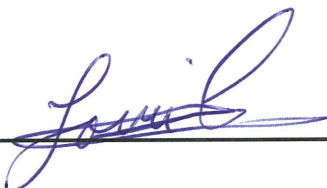
Moved: Cr Iain Lindsay-Field

Seconded: Cr Alison Linnett

That Council authorise the appointment of C4 Architects Pty Ltd (ABN 50 110 660 985) for the following reasons:

- 1. Delays with, and the uncertainty about, the project has created a risk that Council could lose the funding grant that was first awarded in 2019 and it is critical for Council to quickly demonstrate that it will make constructive use of the funds**
- 2. C4 Architects completed the design for the originally planned 15-bed dementia facility and hence are already familiar with the site**
- 3. C4 Architects have successfully worked with Council on other recent projects.**

CARRIED



10.7 DONATION REQUEST – MILDURA HEALTH FOUNDATION LIMITED ON BEHALF OF THE DR JULIA ZRNA CENTRE**RESOLUTION 2025/19**

Moved: Cr Iain Lindsay-Field

Seconded: Cr Alison Linnett

That Council:

1. Donate \$20,000 to the Mildura Health Foundation to support the building and furnishing of the Dr Julie Zrna Centre.
2. Source the funding from the Voluntary Planning Agreement (VPA) funds paid by Iluka Resources Ltd.

CARRIED

10.8 DONATION REQUEST - BALRANALD PONY CLUB**RESOLUTION 2025/20**

Moved: Cr Alison Linnett

Seconded: Cr Leigh Byron

That Council donate \$500 to the Balranald Pony Club towards the garbage charges incurred during their annual camp held in 2023-2024.

AMENDMENT

Moved: Cr Tracy O'Halloran

Seconded: Cr Iain Lindsay-Field

That Council donate \$1059 to the Balranald Pony Club towards the garbage charges incurred during their annual camp held in 2023-2024.

CARRIED

10.9 DONATION REQUEST - BALRANALD EARLY LEARNING CENTRE**RESOLUTION 2025/21**

Moved: Cr Iain Lindsay-Field

Seconded: Cr German Ugarte

That Council donate \$500 towards the purchase of a new vacuum cleaner for the Balranald Early Learning Centre.

CARRIED



10.10 VARIATION OF LEASE AGREEMENT - DISCOVERY CENTRE CAFE**RESOLUTION 2025/22**

Moved: Cr Iain Lindsay-Field
Seconded: Cr German Ugarte

That Council authorise the Interim General Manager to vary the Discovery Centre Café lease to reflect the request to vary the operating hours.

AMENDMENT

Moved: Cr Tracy O'Halloran
Seconded: Cr Alison Linnett

That Council authorise the Interim General Manager to vary the Discovery Centre Café lease to reflect the request to vary the operating hours subject to the lessee reimbursing Council for any legal costs incurred in altering the lease or alternatively wait until the original lease is renewed in December 2025 to vary the lease.

CARRIED**10.11 DRAFT COMMUNITY ENGAGEMENT AND COMMUNICATIONS STRATEGY****RESOLUTION 2025/23**

Moved: Cr Tracy O'Halloran
Seconded: Cr Iain Lindsay-Field

That Council:

- i) **Receive and note the information contained in this report**
- ii) **Endorse the Draft Community Engagement and Communications Strategy be placed on public exhibition for 28 days**
- iii) **Deem the Community Engagement and Communications Strategy as being endorsed if there is no community feedback during the public exhibition period.**

CARRIED**10.12 QUARTERLY BUDGET REVIEW FOR THE PERIOD ENDING 31 DECEMBER 2025****RESOLUTION 2025/24**

Moved: Cr Alison Linnett
Seconded: Cr Iain Lindsay-Field

That Council:

1. **Receive the Quarterly Budget Review statement for the quarter ending 31 December 2024 and 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, 2025 is considered to be less than satisfactory; and**
2. **Forward the Quarterly Budget Review statement to the Office of Local Government, in accordance with Schedule 2, item 10 of the Performance Improvement Order received by Council at its Extraordinary Meeting held on 6 September, 2024.**

CARRIED

10.13 PRESENTATIONS AND WORKSHOPS FOR ELECTED MEMBERS**RESOLUTION 2025/25**

Moved: Cr Iain Lindsay-Field

Seconded: Cr German Ugarte

That Council confirm the proposed dates and times for the presentations and workshops.

Workshops	Suggested Date	Time
Review CSP Feedback and draft Delivery Program – Workshop 1	27 March 2025	3:30pm
Review the structure and membership of Councils Committees	27 March 2025	3.30pm
Draft Delivery Program & other IP&R documents – Workshop 2	1 April 2025	3:30pm
Draft Delivery Program & other IP&R documents – Workshop 3	8 April 2025	3:30pm
Housing Strategy	30 April 2025	9:00am
Caravan Park Management	30 April 2025	9:00am
Waste Management Strategy	23 May 2025	3.30pm
Draft Policy – Public Gates & Stock Grids	To be Confirmed	

CARRIED**10.14 BALRANALD RESERVOIR REMEDIATION UPDATE****RESOLUTION 2025/26**

Moved: Deputy Mayor Dwaine Scott

Seconded: Cr German Ugarte

That Council receives this report.**CARRIED****PART B – ITEMS FOR INFORMATION****11 GENERAL MANAGER'S REPORTS****11.1 MONTHLY INVESTMENTS REPORT****RESOLUTION 2025/27**

Initials:



Moved: Cr Leigh Byron
Seconded: Cr Iain Lindsay-Field

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

CARRIED

11.2 OUTSTANDING RATES AND USAGE CHARGES AS AT 31 JANUARY 2025

RESOLUTION 2025/28

Moved: Cr Iain Lindsay-Field
Seconded: Cr German Ugarte

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

CARRIED

11.3 OUTSTANDING DEBTORS AS AT 31 JANUARY 2025

RESOLUTION 2025/29

Moved: Cr Iain Lindsay-Field
Seconded: Cr Tracy O'Halloran

That Council receives and notes the report.

CARRIED


11.4 AUSTRALIA DAY CELEBRATIONS 2025

RESOLUTION 2025/30

Moved: Cr Tracy O'Halloran
Seconded: Deputy Mayor Dwaine Scott

That Council receives and notes the report.

CARRIED



11.5 SUBMISSION TO OLG - INFRASTRUCTURE ASSET VALUATION METHODOLOGY**RESOLUTION 2025/31**

Moved: Cr Iain Lindsay-Field

Seconded: Cr Phillip Pippin

That Council

1. **note the information contained in this report and**
2. **support a submission to the Office of Local Government recommending that the current mandate for valuation of infrastructure assets on a Fair Value basis, as outlined in the NSW Code of Accounting Practice and Financial Reporting, be replaced with a methodology based on 'Historical Cost', as permitted by AASB116 – Property, Plant & Equipment.**

CARRIED**11.6 GRANT FUNDED PROJECTS STATUS UPDATE****RESOLUTION 2025/32**

Moved: Deputy Mayor Dwaine Scott

Seconded: Cr German Ugarte

That Council receives and notes the report.**CARRIED****11.7 A YEAR IN REVIEW 2024 - TOURISM, ECONOMIC DEVELOPMENT & STRATEGIC ACTIVITIES****RESOLUTION 2025/33**

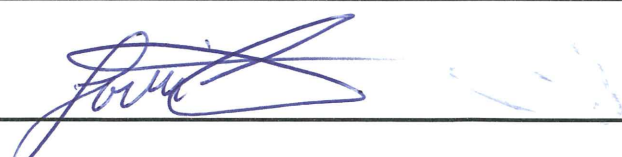
Moved: Cr Iain Lindsay-Field

Seconded: Deputy Mayor Dwaine Scott

That Council receives and notes the report.**CARRIED****11.8 INFRASTRUCTURE UPDATE FOR DECEMBER 2024 & JANUARY 2025****RESOLUTION 2025/34**

Moved: Cr Leigh Byron

Seconded: Deputy Mayor Dwaine Scott

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

11.9 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT

RESOLUTION 2025/35

Moved: Cr Tracy O'Halloran

Seconded: Deputy Mayor Dwaine Scott

That Council receives and notes the report.

CARRIED

11.10 OUTSTANDING ACTIONS AS AT THURSDAY 6 FEBRUARY 2025

RESOLUTION 2025/36

Moved: Cr Leigh Byron

Seconded: Cr Iain Lindsay-Field

That Council receives and notes the report.

CARRIED

11.11 CIRCULARS FROM THE OFFICE OF LOCAL GOVERNMENT

RESOLUTION 2025/37

Moved: Cr Tracy O'Halloran

Seconded: Cr Iain Lindsay-Field

That Council receives and notes the report.

CARRIED

11.12 MEETINGS ATTENDED BY THE MAYOR, THE INTERIM GENERAL MANAGER AND DIRECTORS

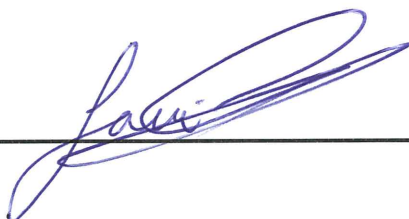
RESOLUTION 2025/38

Moved: Cr Leigh Byron

Seconded: Cr Iain Lindsay-Field

That Council receive and note the information.

CARRIED



11.13 REPORT ON FINANCIAL INFORMATION AS AT 31 JANUARY 2025

RESOLUTION 2025/39

Moved: Deputy Mayor Dwaine Scott

Seconded: Cr Iain Lindsay-Field

That Council receives and notes the financial information contained in this report for the period ending, 31 January 2025.

CARRIED

12 NOTICE OF MOTION / QUESTIONS ON NOTICE

Nil

13 CONFIDENTIAL MATTERS

Nil

The Meeting closed at 6.35pm.

The minutes of this meeting were confirmed at the Council Meeting held on 18 March 2025.



MAYOR

.....
INTERIM GENERAL MANAGER

