



AGENDA

Ordinary Council Meeting Tuesday, 19 August 2025

Date: Tuesday, 19 August 2025

Time: 5PM

Location: Council Chambers, Market Street Balranald

**Peter Bascomb
Interim 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. 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.
Customer Focus:	We will constantly strive to be responsive to our customers' needs and preferences by providing high quality services.

Notice is hereby given that an Ordinary Meeting of Council will be held in the Council Chambers, Market Street Balranald on:
Tuesday, 19 August 2025 at 5PM

Order Of Business

1	Opening of Meeting	5
2	PRAYER & Acknowledgement of country.....	6
3	Apologies	7
4	Confirmation of Minutes.....	8
4.1	MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 15 JULY 2025	8
4.2	MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON TUESDAY, 22 JULY 2025.....	9
5	Disclosure of Interest	10
6	Mayoral/Councillor Report	11
6.1	MAYORAL MINUTE - ADDITIONAL MEMBER FOR SCAIWAC	11
6.2	MAYORS REPORT.....	12
7	Committee Reports.....	14
7.1	EUSTON PROGRESSIVE ADVISORY COMMITTEE MEETING HELD ON MONDAY, 30 JUNE 2025	14
7.2	EUSTON PROGRESSIVE ADVISORY COMMITTEE - MONDAY 28 JULY 2025.....	15
8	Notice of Motion.....	16
9	Notice of Rescission.....	16
	General Manager's Reports (incorporating all staff reports)	17
	Part A – Items Requiring Decision.....	17
10	General Manager's Reports	17
10.1	APPOINTMENT OF ARIC CHAIR	17
10.2	APPOINTMENT OF INTERNAL AUDITOR	19
10.3	ACCOMMODATION FOR EMPLOYEES WITH HYBRID WORK ARRANGEMENTS	20
10.4	RENAMING THE POSITION OF GENERAL MANAGER	22
10.5	EMERGENCY APPOINTMENT OF ACTING GENERAL MANAGER.....	24
10.6	EXPANSION OF OFFICE SPACE	26
10.7	HARBEN STREET DRAINAGE ISSUES.....	28
10.8	MURRAY DARLING ASSOCIATION 2025 NATIONAL CONFERENCE	30
10.9	ADVISORY COMMITTEE GUIDELINES	31
10.10	DONATION REQUEST - SPORTING PARTICIPANT	33
10.11	GREENHAM PARK HALL HIRE FEE WAIVER REQUEST - COMBINED CHURCHES 2025 - CHRISTMAS CAROLS	35

10.12	THEATRE ROYAL FEE WAIVER REQUEST - MAARI MA HEALTH - BALRANALD HEALTH, WELLBEING AND SUPPORT SERVICES EXPO	36
10.13	DONATION REQUEST - MALLEE FAMILY CARE	38
10.14	DRAFT UNIFORM POLICY.....	39
10.15	REVIEW OF COUNCIL POLICIES.....	40
10.16	DA 36/2020 MOD 1 - HOSTEL REDEVELOPMENT & EXTENSION - 24 MAYALL STREET BALRANALD - MODIFICATION APPLICATION.....	43
10.17	DA 24/2025 PROPOSED RESIDENTIAL & COMMERCIAL DEVELOPMENT	49
Part B – Items for Information.....		58
11	General Manager’s Reports	58
11.1	REPORT OF FINANCIAL INFORMATION	58
11.2	MONTHLY INVESTMENTS REPORT	62
11.3	OUTSTANDING RATES AND USAGE CHARGES AS AT 31 JULY 2025.....	69
11.4	OUTSTANDING DEBTORS AS AT 31 JULY 2025	71
11.5	GRANT FUNDED PROJECTS STATUS UPDATE.....	73
11.6	INFRASTRUCTURE UPDATE FOR JULY 2025	74
11.7	ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT	84
11.8	OUTSTANDING ACTIONS AUGUST 2025.....	86
11.9	CIRCULARS FROM THE OFFICE OF LOCAL GOVERNMENT	87
11.10	MEETINGS ATTENDED BY THE MAYOR, THE INTERIM GENERAL MANAGER AND DIRECTORS.....	88
12	Questions on Notice	89
	Nil	
13	Confidential Matters	89
	Nil	
14	Closure of Meeting.....	89

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 PRAYER & ACKNOWLEDGEMENT 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.

~~~~~

**3 APOLOGIES**

**4 CONFIRMATION OF MINUTES****4.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 15 JULY 2025**

**File Number: D25.112404**

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

**Responsible Officer: Peter Bascomb, Interim General Manager**

---

**OFFICER RECOMMENDATION**

**That Council confirms the Minutes of the Ordinary Council Meeting held on Tuesday, 15 July 2025 as a true and accurate record of the meeting.**

**REPORT**

Council held its Ordinary Council Meeting on Tuesday 17 June 2025. The Minutes of that meeting are now attached for the review and approval of Council as being a true and correct copy of that meeting.

**ATTACHMENTS**

- 1. Minutes of the Ordinary Council Meeting held on Tuesday, 15 July 2025 (under separate cover)**



**4.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON TUESDAY, 22 JULY 2025**

**File Number:** D25.112405

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

**Responsible Officer:** Peter Bascomb, Interim General Manager

---

**OFFICER RECOMMENDATION**

**That Council confirms the Minutes of the Extraordinary Council Meeting held on Tuesday, 22 July 2025 as a true and accurate record of the meeting.**

**REPORT**

Council held an Extra-Ordinary Council Meeting on Tuesday 22 July 2025. 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 Extraordinary Council Meeting held on Tuesday, 22 July 2025 (under separate cover)**

**5 DISCLOSURE OF INTEREST**

**6 MAYORAL/COUNCILLOR REPORT****6.1 MAYORAL MINUTE - ADDITIONAL MEMBER FOR SCAIWAC**

**File Number:** D25.112848

**Reporting Officer:** Louie Zaffina, Mayor

**Responsible Officer:** Peter Bascomb, Interim General Manager

---

**PROPOSED MOTION**

That Council appoints Ben Johnstone as a member of the Strengthening Community Access Inclusion & Wellbeing Advisory Committee (SCAIWAC).

**RATIONALE**

Council has received a late Expression of Interest (attached) from Ben Johnstone, who is recommended by current SCAIWAC members.

**ATTACHMENTS**

1. Ben Johnstone EoI - Confidential (under separate cover)

**6.2 MAYORS REPORT**

**File Number:** D25.113065

**Reporting Officer:** Louie Zaffina, Mayor

**Responsible Officer:** Peter Bascomb, Interim General Manager

---

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

**MAYORS REPORT****Community Building Partnerships and Education Scholarships Committee**

At the Ordinary Meeting held on 15 April Council resolved to accept the terms of Reference for the Iluka Community Building Partnerships and Education Scholarships Committee and nominated 2 councillors as Councils representative on that committee.

On August 4, 2025, a meeting to elect the two community members was held, there were 3 applications received. These applicants being Anthony Conway, Kate Finch, and Joanne Fenna. After consideration of the applicants, Anthony Conway and Joanne Fenna were chosen as the Community Representatives for the committee.

I would like to thank them for their interest and submitting their application and look forward to working with this committee.

**Far West Health Update**

ON 24 July 2025, the Interim General Manager and I had a team's meeting with the office of the Hon. Ryan Park MP, Minister of Health and discussed the issues we are seeing with the health services in Balranald Shire. After the meeting we followed up with an extensive letter outlining what was discussed with the Minister.

**LEP Updated**

The Balranald Local Environmental Plan 2010 (LEP) was gazetted on 9 July 2010 and is the principal planning instrument affecting land use in the Balranald Local Government Area.

A number of matters have been raised since that time that were in need of correction, namely:

- Correction of a number of mapping anomalies as they relate to the Land Zoning, Minimum Lot Size, Natural Resources Sensitivity Biodiversity and Riparian Land, Waterways and Groundwater Vulnerability Maps.
- Update Schedule 5 and the Heritage Maps of the LEP to implement the recommendations of the Balranald Shire Community Heritage Study.
- Introduction of a new local provision regarding boundary adjustments in certain rural and environmental zones.
- Deletion of the Additional Permitted Uses Map to reflect the fact that Schedule 1 of the LEP is blank.
- during the operation of the LEP it was discovered that much of the Balranald Shire LGA consists of fragmented land parcels contained across the rural and conservation (environmental) zones of the Shire. Whilst a large number of these undersized lots are held within the same ownership (landholding), opportunities to undertake boundary adjustments between these lots is severely restricted as the resultant lots cannot achieve the minimum lot size requirement of Clause 4.1 of the LEP.

Council Resolution 2024/289 (December 2024) sought to have a Planning Proposal gazetted by the Department of Planning to rectify these matters.

The Department of Planning have advised that the amendments have been gazetted and the updated LEP is now live on the NSW legislation website.

**ATTACHMENTS**

1. Letter to Minister Ryan - Health Issues (under separate cover)

**7 COMMITTEE REPORTS****7.1 EUSTON PROGRESSIVE ADVISORY COMMITTEE MEETING HELD ON MONDAY, 30 JUNE 2025**

**File Number: D25.112406**

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

**Responsible Officer: Peter Bascomb, Interim General Manager**

---

**COMMITTEE RECOMMENDATION**

**That Council:**

- 1. Notes the Minutes of the Euston Progressive Advisory Committee meeting held on Monday 30 June 2025**
- 2. Source 3 quotes on town entrance signs to update the original design.**
- 3. Consider including quotes in the refurbishing building program of the Euston Recreation Club Rooms.**

**REPORT**

The Euston Progressive Advisory Committee (EPAC) held a meeting on Monday 30 June 2025 at the Euston Club.

There was two additional recommendations made by the committee to Council in addition to the minutes being received and noted by Council from this meeting.

**ATTACHMENTS**

- 1. Minutes - EPAC June 2025**

**7.2 EUSTON PROGRESSIVE ADVISORY COMMITTEE - MONDAY 28 JULY 2025**

**File Number:** D25.112599

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

**Responsible Officer:** Peter Bascomb, Interim General Manager

---

**OFFICER RECOMMENDATION**

**That Council:**

- 1. Note the Minutes of the Euston Progressive Advisory Committee meeting held on Monday 28 July 2025.**
- 2. Seek funding for 2 extra lights for Euston Football Oval.**

**REPORT**

The Euston Progressive Advisory Committee (EPAC) held a meeting on Monday 28 July 2025 at the Euston Club.

There was one additional recommendation made by the committee to Council in addition to the minutes being received and noted by Council from this meeting.

**ATTACHMENTS**

- 1. Minutes - EPAC - July 2025 (under separate cover)**

8 NOTICE OF MOTION

9 NOTICE OF RESCISSION



**GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****10 GENERAL MANAGER'S REPORTS****10.1 APPOINTMENT OF ARIC CHAIR**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112026</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

**PURPOSE OF REPORT**

Following the resignation of the former Chair of Council's Audit Risk and Improvement Committee (ARIC) Council sought Expressions of Interest from suitably qualified persons interested in becoming Chair.

**OFFICER RECOMMENDATION****That Council**

1. Appoints Ms Kerry Phillips as the Independent Chair of Council's Audit Risk and Improvement Committee for a two-year term
2. Confirm the fee of \$1,650 ex GST, plus agreed travel and accommodation expenses, per meeting
3. Establishes a policy that the fee payable for other ARIC members who are eligible for payment be set at 75% of the fee payable to the Chair, plus agreed travel and accommodation expenses.

**REPORT**

The resignation of Ross Earl as Chair of Council's Audit Risk and Improvement Committee was noted by Council in Resolution 2025/68 from Council's 15 April 2025 meeting. The same resolution appointed Mr Earle as an independent member of ARIC.

Council subsequently sought Expressions of Interest (Eols) for a new Chair.

Following interviews Friday 25 July 2025 the selection panel, comprising Mayor Cr Louie Zaffina, Cr Iain Lindsay-Field, and the Interim General Manager, recommends the appointment of Ms Kerry Phillips (Eol provided under separate cover).

Ms Phillips has extensive experience on ARICs and similar committees including being the current chair of Leeton's ARIC.

**FINANCIAL IMPLICATION**

The proposed expenditure is within the budget allocated.

**LEGISLATIVE IMPLICATION**

Local Government Act 1993

**POLICY IMPLICATION**

ARIC Terms of Reference

**RISK RATING**

Low

**ATTACHMENTS**

1. Kerry Phillips - ARIC EoI - Confidential (under separate cover)

**10.2 APPOINTMENT OF INTERNAL AUDITOR**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112525</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

---

**PURPOSE OF REPORT**

To appoint a new Internal Auditor to meet Council's legislative obligations.

**OFFICER RECOMMENDATION**

That Council appoint National Audits Group Pty Ltd (ABN 89128381920) as its Internal Auditor for a period of two years with the option of two by two-year extensions.

**REPORT**

Council's previous Internal Auditor, Mr Keith Coates, resigned in March 2025 (attachment 1).

Council subsequently undertook a request for quotations (RfQ) through Vendor Panel to take advantage of LG Procurements pre-qualification processes (attachment 2). Five responses were received (attachment 3).

The responses were initially reviewed by Council's Chief Financial Officer (CFO) and Interim General Manager (IGM) and reached the conclusion that while all respondents would be suitable, National Audits were preferred.

The responses were more recently reviewed by Ms Kerry Phillips (see report regarding appointment of a new ARIC Chair) who reached the same conclusion regarding the preferred respondent.

The summary evaluation matrix is available at attachment 4.

**FINANCIAL IMPLICATION**

All respondents were more expensive the previous IA arrangement, but this was expected and allowed for in the adopted budget.

**LEGISLATIVE IMPLICATION**

Local Government Act 1993

**POLICY IMPLICATION**

ARIC Terms of Reference

**RISK RATING**

Low

**ATTACHMENTS**

1. **Keith Coates - Balranald Resignation Letter - March 2025 - Confidential (under separate cover)**
2. **Request for Quotation (under separate cover)**
3. **IA RfQ - All Responses - Confidential (under separate cover)**
4. **RFQ Evaluation Matrix - Confidential (under separate cover)**

**10.3 ACCOMMODATION FOR EMPLOYEES WITH HYBRID WORK ARRANGEMENTS**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.111876</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

---

**PURPOSE OF REPORT**

This report seeks Council approval to use 38 Court St Balranald as furnished accommodation to be shared by those employees that have a hybrid working arrangement.

**OFFICER RECOMMENDATION**

That Council:

1. Approve the use of 38 Court St Balranald as furnished accommodation for use by employees engaged on a hybrid-work basis, or on a short-term arrangement.
2. Allocate \$35,000 from the Infrastructure Reserve for the purchase of the necessary furnishings.
3. Investigate the acquisition of land and the construction of a range of staff accommodation similar to the recent development at the Balranald MPS.

**REPORT**

The difficulty of attracting professional staff to Balranald Shire has long been recognised, even noted by former Town Clerk Norma Male in a newspaper article on display in the foyer.

It is always preferable to have staff re-locate to the shire; it is often a “roadblock” to experienced staff from “in-demand” professions seeking employment with Council when they can easily progress their careers in less remote regions.

The lack of suitable housing is also an issue. None of the Council-owned properties can be considered of a standard that potential employees would be expecting.

Another area of housing that is problematic is when Bidgee Haven relies on agency staff. Council recently applied for funding to construct five units for aged-care staff. Two of these units were to be located adjacent to the Bidgee Manor assisted living units. Council has subsequently received letters of concern around mixing staff with residents and the reduction of the available land for additional assisted living units.

With improvements to technology, particularly following the recent pandemic, hybrid-work arrangements are now more common. Hybrid-work arrangements are where the employee spends some time working from the office and sometime from their home. All bar one of the five shortlisted applicants for the position of Executive Manager Community & Governance were seeking some form of hybrid-work arrangement. It is acknowledged that not all professional positions suit hybrid-work arrangement. Even those positions that can be hybrid, the time required to be on-location will vary between position.

Employees on hybrid-work arrangements do not require a full house – even if one were available – but prefer something more than a motel room.

It is therefore proposed, as a short term-solution, that Council furnish the currently vacant 38 Court St premise and make it available for employees to rent by bedroom.

It is also proposed that Council investigate a longer-term solution by acquiring land to enable construction of a range of accommodation options, including the two aged-care staff units. This investigation would also review the options for rationalising Council's current stock of houses, with the sale of some contributing to the funding of any new development.

**FINANCIAL IMPLICATION**

The following preliminary quotes for 38 Court St have been obtained from local suppliers:

1. \$18,000 for beds & bedding, dining set, lounge set, fridge, microwave, cookware, cutlery, crockery, outdoor setting and some miscellaneous items
2. \$10,000 supply & install air conditioning.

Multiple quotes, as required by Council's procurement policy, will be obtained prior to issuing orders.

It is recommended that slightly more be allocated to allow for contingencies.

There would be costs associated with the ongoing maintenance of the grounds, cleaning and laundry, but these would be covered, at least in part, by the rent received.

**LEGISLATIVE IMPLICATION**

No specific legislation.

**POLICY IMPLICATION**

There is no current relevant policy. Staff will need to develop an operational policy that covers such issues as:

- Whether bedrooms will be dedicated to individuals or are to be booked
- Rent charged per room
- Whether the rooms will be available for staff required to stay late to attend meetings and would otherwise be eligible to book a motel room at Council's expense.
- Will it be gender specific?
- What users are responsible for eg. making & stripping beds, having linen ready for pick up.

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**10.4 RENAMING THE POSITION OF GENERAL MANAGER**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112651</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

---

**PURPOSE OF REPORT**

This report recommends the adoption of the title Chief Executive Officer for the position that performs the duties of the general manager role defined in the *Local Government Act 1993*.

**OFFICER RECOMMENDATION**

That Council

1. Renames the position in the Organisation Structure currently called General Manager (GM) as Chief Executive Officer (CEO)
2. Assigns the role of general manager, as defined in the *Local Government Act 1993*, to the position Chief Executive Officer
3. Determines that all references to the position of General Manager in any Council documentation, including but not limited to delegations and policies, be taken as referring to the position of Chief Executive Officer.

**REPORT**

The title Chief Executive Officer (CEO) is the more common title for the senior executive of an organisation that is not a member of the governing body and is becoming increasingly common across the NSW local government sector.

In private enterprise as well as Victorian and South Australian local governments the title General Manager is used for Tier 2 or lower positions.

Following discussion with the consultants from LG Services Group, the company engaged to recruit a permanent GM, the GM Selection Panel determined to use the title CEO. Given Balranald Shire's proximity to Victoria and South Australia this was seen as one way of broadening the appeal of the position.

It is a misunderstanding that because the *Local Government Act 1993* refers to general manager that the position must be titled General Manager. The Act only defines the role and, like the other roles defined in the Act, it can be assigned to a position with a different title. The common title in private sector and other jurisdictions that most closely reflects the role is CEO.

**FINANCIAL IMPLICATION**

Nil – documentation etc will be updated on review. Staff can update letterheads and websites.

**LEGISLATIVE IMPLICATION**

Local Government Act 1993

**POLICY IMPLICATION**

As new policies are developed, and old policies reviewed, the term General Manager will be replaced by CEO.

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**10.5 EMERGENCY APPOINTMENT OF ACTING GENERAL MANAGER**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112691</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

---

**PURPOSE OF REPORT**

This report provides Council the opportunity to establish a policy for assigning the role of Acting General Manager in cases of unplanned absences of the General Manager.

**OFFICER RECOMMENDATION**

That Council establish the policy

1. That in circumstances of unplanned unavailability of the General Manager that the members of the Executive Leadership Team be assigned the role of Acting General Manager in the following order of priority:
  - (a) Executive Manager Community and Governance (EMCG)
  - (b) If the EMCG is unavailable, then the Director of Infrastructure & Planning Services (DIPS)
  - (c) If both the EMCG and DIPS are unavailable, then the Chief Financial Officer (CFO)
2. That the person assigned the role of Acting General Manager under this policy has the full range of functions and responsibilities of the General Manager.
3. That whoever is initially assigned the role of Acting General Manager remain in that role until the return of the substantive General Manager or there's a Council resolution varying the assignment.

**REPORT**

In cases of planned extended absences of the General Manager then the GM appoints an Acting GM for the duration of the planned absence.

It is possible that circumstances may arise when the General Manager is unexpectedly unavailable, and the executive functions of the GM need to be exercised before Council has the opportunity to meet and make a formal determination. It is noted that it is not necessary for Council to meet to endorse the assignment of the Acting General Manager role.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Local Government Act 1993

**POLICY IMPLICATION**

All of Council's policies and delegations that refer to the General Manager also apply to anyone who is appointed Acting General Manager.

**RISK RATING**

Low



**ATTACHMENTS**

Nil

**10.6 EXPANSION OF OFFICE SPACE**

**File Number:** D25.112564  
**Author(s):** Peter Bascomb, Interim General Manager  
**Approver:** Peter Bascomb, Interim 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**

This report seeks Council approval to convert the Royal Café space at the Theatre Royal Building, 88-90 Market St Balranald to additional office space.

**OFFICER RECOMMENDATION****That Council**

1. Authorise the conversion of the Royal Café area in the Theatre Royal building to additional office space.
2. Allocate \$60,000 from the Infrastructure Reserve for the purpose of refitting the space.

**REPORT**

The number of office-based employees is growing, with two fully-funded trainees and three additional professional staff. These employees are in addition to the two trainees engaged earlier this year and the employees added in the July 2024 restructure such as the design engineer position.

As Councillors are aware, office space is already tight and, for some units, does not meet minimum requirements.

In developing this report, staff considered the following options:

| Option                           | Pros                                                                                                                                                            | Cons                                                                                            |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| Extension of current building    | Staff all in one place                                                                                                                                          | Expensive<br>Longest to develop<br>Building already difficult layout<br>Overdevelopment of site |
| Revamp foyer of current building | Staff all in one place                                                                                                                                          | Build would be very disruptive<br>Limited additional space<br>Less customer friendly foyer      |
| Former SES Shed                  | Proximity to current building<br>Car parking<br>Adequate space                                                                                                  | Expensive<br>Could never be made to match office standards                                      |
| Theatre Royal                    | Improves Streetscape and perception of main street activity<br>Use of valued building<br>Adequate space on ground floor<br>Opportunity to expand to first floor | Distance from main office<br>Limited car parking                                                |

once post-fire repairs are completed  
Least expensive build  
Quickest to establish

Given the above considerations, it is recommended that the Royal Café space be utilised.

It is proposed that the Engineering Services unit, including the Director Infrastructure and Planning Services, relocate to this site.

The Planning Services team would remain in the current building to allow team members to assist with counter enquiries, including the use of the planning computer kiosk in the front foyer.

It is not intended there would be “walk-in” customer opportunities at the Royal Café space. However, a small meeting room will feature in the redevelopment

to facilitate meetings of a minor or confidential nature.

#### **FINANCIAL IMPLICATION**

Costings based on the initial design suggest approximately \$60,000 in materials, furniture and the necessary technology infrastructure upgrades. The modification work would be primarily completed by Council’s maintenance officer.

#### **LEGISLATIVE IMPLICATION**

Local Government Act 1993

Work Health and Safety Act

Relevant building codes.

Relevant awards and employee contracts of employment.

#### **POLICY IMPLICATION**

Nil

#### **RISK RATING**

Low

#### **ATTACHMENTS**

Nil

**10.7 HARBEN STREET DRAINAGE ISSUES**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.111189</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

---

**PURPOSE OF REPORT**

There were two potential projects for Harben St, but only one was included in the final capital works program. This report gives Council the opportunity to consider the adding the second project.

**OFFICER RECOMMENDATION**

That Council

1. Add \$65,000 to the capital expenditure budget to provide sufficient funding to address both the drainage issues in front of the Balranald Early Learning Centre as well as the additional work identified in Council resolution 2025/1.
2. Fund the additional expenditure though carried-forward savings identified while preparing the FY24 Annual Statements.

**REPORT**

On 18 February 2025 Council resolved as follows:

***RESOLUTION 2025/1***

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

Later in February Council received a letter documenting issues with the drainage in front of the Balranald Early Learning Centre (BELC) (attachment 1).

Both issues were reviewed and costings prepared (attachments 2 and 3). These are considered confidential as they provide estimates of cost of work for which Council will be seeking quotes.

Two Harben St projects were listed for consideration as the four-year capital works program, namely the \$140,000 for the new kerb and gutter as per the resolution and \$249,000 for an expanded project that not only addressed the issues raised by BELC but replaced the K&G on both sides of Harben St for that entire block. This expanded project is seen as the technically best long-term solution for the BELC as well as the other properties in Harben St.

The \$249,000 was ultimately removed due to funding constraints. It does, however, remain open to Council to address the long-standing issues directly in front of the BELC at an estimated cost of \$65,000.

To ensure that the planned capital works truly represents Council's priorities, Council has two options:

1. Re-prioritise the list of capital works addressing the BELC issues while maintaining the current total capital works budget. This would mean that the new kerb and guttering as currently funded could not proceed, but the \$75k that would become unallocated could be retained as contingency funding or directed to other projects that were excluded due to funding constraints.

2. Add additional funding to the capital works program by identifying a source on the assumption that the additional work has a higher priority than other work not included in FY26 capital works program due to funding restraints.

Attachment 3 also provides estimated costing for two options to address the drop-off/pickup issue raised the Centre's letter. It remains open to Council to consider adopting the less expensive of the two options, namely signage to improve traffic movement.

#### **FINANCIAL IMPLICATION**

The current Operational Plan and Budget includes \$140,000 for Harben St Kerb & gutter.

If Council determines to add the second project, then an additional \$65,000 capital expenditure will need to be included in the budget.

The CFO advises that it is expected that there will be sufficient "carry forward" savings identified during the preparation of the FY25 annual statements to cover the additional capital project. This means that the work can be undertaken without impacting the forecast FY26 bottom line.

#### **LEGISLATIVE IMPLICATION**

Nil

#### **POLICY IMPLICATION**

Nil

#### **RISK RATING**

Nil

#### **ATTACHMENTS**

1. Balranald Early Learning Centre Drainage Issue Harben St (under separate cover)
2. Harben Street Kerb & Gutter from Council Resolution - Confidential (under separate cover)
3. Assessment of Work in Front Balranald Early Learning Centre. - Confidential (under separate cover)

**10.8 MURRAY DARLING ASSOCIATION 2025 NATIONAL CONFERENCE**

**File Number:** D25.112731  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Peter Bascomb, Interim 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 the upcoming Murray Darling Association (**MDA**) 2025 National Conference.

**OFFICER RECOMMENDATION**

**That Council authorises the attendance of the Mayor at the Murray Darling Association 2025 National Conference**

**REPORT**

The National Conference is an incredible opportunity for our local leaders to come together from across the Murray-Darling basin to be part of the solution – to join the conversation, to inform future policy, and to engage with leading innovators, scientists, educators, and leaders of our time.

The conference will feature keynote speakers and panel sessions including industry heads, State and Federal Government Ministers and representatives, as well as scientists and educators presenting on topical issues that affect the Murray-Darling basin water resources and communities.

Motions resolved at the AGM form the foundations of the MDA's leadership and advocacy work for the year and years ahead, by providing effective representation of local government and communities at a state and federal level in the management of basin resources by exchanging information, facilitating debate, and seeking to influence government policy.

The MDA 2025 Annual General Meeting will be held on 29 September to 2 October 2025 at the Yoogali Club in Griffith.,

**FINANCIAL IMPLICATION**

\$890.00 member registration plus travel and accommodation costs.

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Payments of Expenses and Provision of Facilities for Mayor and Councillors

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**10.9 ADVISORY COMMITTEE GUIDELINES**

|                                    |                                                                                                |
|------------------------------------|------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112729</b>                                                                              |
| <b>Author(s):</b>                  | <b>Carol Holmes, Senior Executive Assistant</b>                                                |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim General Manager</b>                                                  |
| <b>Operational Plan Objective:</b> | <b>Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.</b> |

**PURPOSE OF REPORT**

To provide Council with the updated Advisory Committee Guidelines.

**OFFICER RECOMMENDATION**

That Council adopts the updated Advisory Committee Guidelines as attached to this report which includes the Terms of Reference of each Advisory Committee.

**REPORT**

At the Extraordinary Council Meeting held on 22 July 2025, Council resolved (Resolution No. 2025/118) to amend the Terms of Reference and Advisory Committee Guidelines.

**Key amendments to the Advisory Committee Guidelines include:**

- Renaming the *Balranald Wellbeing and Health Committee Advisory Committee* to the *Strengthening Community Access, Inclusion & Wellbeing Advisory Committee (SCAIWAC)*
- Increasing community membership of the *Strengthening Community Access, Inclusion & Wellbeing Advisory Committee* from seven (7) to nine (9) members
- Increasing community membership of the *Euston Progressive Advisory Committee* from seven (7) to nine (9) members
- Including the Mayor as an ex-officio member of all Advisory Committees, with full voting rights
- Replacing the term Administrator with Council or Mayor as appropriate to the context.

The Terms of Reference for both the *Strengthening Community Access, Inclusion & Wellbeing Advisory Committee* and the *Euston Progressive Advisory Committee* have been updated accordingly to reflect these changes.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Acts of Parliament – Legislation

*Section 355 & 377 of the Local Government Act, 1993*

**POLICY IMPLICATION**

Model Code of Meeting Practice

Advisory Committee Guidelines

Committee Terms of Reference

**RISK RATING**

Low

**ATTACHMENTS**

1. **Advisory Committee Guidelines including Terms of Reference (under separate cover)**



**10.10 DONATION REQUEST - SPORTING PARTICIPANT**

|                                    |                                                                                                                  |
|------------------------------------|------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112402</b>                                                                                                |
| <b>Reporting Officer(s):</b>       | <b>Carol Holmes, Senior Executive Assistant</b>                                                                  |
| <b>Responsible Officer:</b>        | <b>Peter Bascomb, Interim General Manager</b>                                                                    |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Culture – A community that respects and celebrates its diverse cultures, heritage and arts.</b> |

---

**PURPOSE OF REPORT**

To advise Council of a donation application received (**Attachment 1**). The request from Rachael Jones seeking reimbursement of travel costs to participate in sporting events outside our Local Government Area.

**OFFICER RECOMMENDATION**

**That Council donate \$150.00 to Rachael Jones as she meets the guidelines of the Donations, Subsidies & Financial Assistance Policy for her participation in 2 of the events.**

**REPORT**

Council received a donation application form from the Rachael Jones requesting assistance with her travelling and accommodation costs. Rachael Jones travelled to Narrandera on 1<sup>st</sup> May to play in the PSSA Riverina Netball Trials. Rachael also travelled to Gundagai to participate in the PSSA Cross Country Championships on 12 June.

**REPORT**

Council has received a donation request seeking assistance with travelling and accommodation costs from Rachael Jones to participate in sporting events at Riverina and State levels.

Rachael Jones was chosen to represent the Balranald School, in the Riverina Netball Trials at Narrandera on 1 May 2025, Western Riverina Netball Trials on 16 May at Wagga Wagga and the PSSA Cross Country at Gundagai on 12 June 2025.

Council's Donations, Subsidies & Financial Assistance Policy (**Policy**) states that to be approved for funding you must be competing at State or Regional events over 350km from their location within the Shire.

Rachael travelled to attend each event as follows;

303km one way from Balranald to Narrandera, 397km one way from Balranald to Wagga, and 478km one way from Balranald to Gundagai therefore does not meet the guidelines from our policy for one of her events.

Council's Policy states when assessing such requests, the following guidelines will apply:

- Organisations must be incorporated and formally structured to service the residents in the Balranald Shire Council area and be based in the Balranald Shire or alternatively have a regional focus that will benefit the residents within the Shire.
- Organisations must be non-profit groups involved in cultural, tourism, sporting, educational, health or community affairs.
- Requests for donations to charities/organisations registered outside the Balranald Shire area will not be considered.

- Council will consider one off contributions to other areas as a result of natural disaster.
- Organisations are required to complete Council's donations application form to have their request considered.
- Council will consider applications from school children that will be competing at State or Regional events at any time throughout the year

The following details the approval limits:

### **Approval Limits**

- School and Sporting Groups

Competing at State or Regional events at venues over 350km distance from their location within the Shire - \$150 per competitor, up to a maximum of \$1,000 per group.

- Individuals

Competing at State or Regional events at venues over 350km distance from their location within the Shire - \$150

- NSW/Australian Representation – Individuals

NSW - \$250

Interstate - \$250

Overseas - \$500

Rachael has requested \$150 per event, although our policy states \$150 per individual competing at State or Regional events at venues over 350km distance from their location.

The request can be funded from the 2025/2026 donations budget.

### **FINANCIAL IMPLICATIONS**

\$150 can be sourced from the 2025/2026 donations budget which will leave a balance of \$14,850.00.

### **LEGISLATIVE IMPLICATIONS**

Nil.

### **POLICY IMPLICATIONS**

Donations, Subsidies & Financial Assistance Policy

### **RISK RATING**

Low.

### **ATTACHMENTS**

1. **Donation Application Form - Rachael Jones (under separate cover)**

**10.11 GREENHAM PARK HALL HIRE FEE WAIVER REQUEST - COMBINED CHURCHES 2025 - CHRISTMAS CAROLS**

**File Number:** D25.112428  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Peter Bascomb, Interim General Manager  
**Operational Plan Objective:** Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.

---

**PURPOSE OF REPORT**

To advise Council of a Fee Waiver request (**Attachment 1**) that has been received from the Balranald Presbyterian Church on behalf of the Combined Churches, seeking the Greenham Park Hall hire costs to be waived for the community Christmas Carols to be held on the evening of Sunday 14 December 2025.

**OFFICER RECOMMENDATION**

**That Council waives the fees for the hire of Greenham Park Hall for the Community Christmas Carols to be held on Sunday, 14 December 2025 as requested.**

**REPORT**

Council has received a request from Dennis Rayson, Pastor of Balranald Presbyterian Church, on behalf of the Combined Church's Community Christmas Carols, requesting Council to waive the Greenham Park Hall Hire Fees for the Community Christmas Carols to be held on the evening of Sunday 14 December 2025.

The Christmas Carols will be held on the grassed area outside the Hall for all community members to attend however if it rains then the event will be moved inside the hall.

**FINANCIAL IMPLICATION**

The total cost of hiring Greenham Park Hall for half a day (up to four hours) is \$270, and \$350 Cleaning Deposit, which is refunded if left clean and tidy.

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

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. Donation Application - Balranald Presbyterian Church (under separate cover)

**10.12 THEATRE ROYAL FEE WAIVER REQUEST - MAARI MA HEALTH - BALRANALD HEALTH, WELLBEING AND SUPPORT SERVICES EXPO**

**File Number:** D25.112801  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Peter Bascomb, Interim General Manager  
**Operational Plan Objective:** Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.

---

**PURPOSE OF REPORT**

To advise Council of a Fee Waiver request (**Attachment 1**) that has been received from the Maari Ma Health, seeking the Theatre Royal Hall hire costs to be waived for Thursday 23 October 2025 in order to hold the Balranald Health, Wellbeing and Support Services Expo.

**OFFICER RECOMMENDATION**

**That Council:**

- i. waives the fees for the hire of Theatre Royal Hall by Maari Ma for the Balranald Health, Wellbeing and Support Services Expo..**
- ii. writes to Maari Ma Health to advise that the hall hire costs have been waived, however if hall is left in an untidy state an invoice will be sent to cover the cleaning costs.**

**REPORT**

Council has received a request from Maari Ma Health Balranald, requesting Council to waive the Theatre Royal Hall Hire Fees for a Balranald Health, Wellbeing and Support Services Expo to be held on Thursday 23 October 2025.

The Balranald Health, Wellbeing and Support Services Expo is brought to you by the Strengthening Community Access, Inclusion & Wellbeing Advisory Committee to the Balranald Shire Council, in partnership with Maari Ma Health. This event is strategically placed within Gamble Aware week, so that we can promote this important national campaign to the community.

It is a not-for-profit expo, that raises awareness of local and outreach services in the health, wellbeing and support sectors that benefit our community. It is a free event, open to the public, that provides valuable resources and information to attendees. It also allows organisations to network and strengthen community connections, promoting collaboration of service providers.

The event will be a half day event; however, a full day is required for setting up and packing away.

**FINANCIAL IMPLICATION**

The total cost of hiring Theatre Royal for half a day (up to four hours), including kitchen and cool room is \$370.

Council will therefore forgo \$370 in income by waiving the hall hire fees.

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. Waiver of Fees Request - Maari Ma (under separate cover)

**10.13 DONATION REQUEST - MALLEE FAMILY CARE**

**File Number:** D25.112682  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Peter Bascomb, Interim 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 Donation Application received (**Attachment 1**) that has been received from Mallee Family Health, seeking assistance towards Library hire fees.

**OFFICER RECOMMENDATION**

That Council donate \$500 to Mallee Family Care towards the library hire fees.

**REPORT**

Council received a donation application from Mallee Family Care on 23 June 2025 requesting a donation to assist with the library hire fees to hold Playgroup Sessions.

Mallee Family Playgroup sessions are held monthly at the library, and they focus on the development of children, while also strengthening family dynamics to promote stable and nurturing environments.

Playgroup is for families who reside in Balranald Local Government Area and are held monthly.

The dates confirmed from July to December are as follows;

23 July, 13 August, 17 September, 22 October, 26 November and 10 December

**FINANCIAL IMPLICATION**

\$500 can be sourced from the 2025-2026 donations budget which will leave a balance of \$14,350.00

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Donations Subsidies & Financial Assistance Policy

**RISK RATING**

Low

**ATTACHMENTS**

1. Donation Application - Mallee Family Care

**10.14 DRAFT UNIFORM POLICY**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112459</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                      |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

---

**PURPOSE OF REPORT**

To inform Council of the new draft Uniform Policy.

**OFFICER RECOMMENDATION****That Council**

1. **Notes the revised draft Uniform Operational Policy.**
2. **Acknowledges that the matter is operational and refers the Policy back to the Interim General Manager for determination.**

**REPORT**

A Uniform Policy is typically an operational matter. This report is presented for Council's consideration given that earlier versions of the policy were adopted and reviewed by Council.

Version 3 of Council's Corporate Uniform Policy was adopted by Council in May 2024.

Council's executive staff have now reviewed this policy and updated it to include the outdoor staff, renamed it Uniform Operational Policy and includes the outdoor workforce uniform.

Council provides outdoor staff with clothing appropriate to their work requirements giving special consideration to protect their health, safety and welfare.

Corporate clothing provisions apply to indoor staff.

Council management will develop Clothing Procedures, which are to be reviewed regularly with input from the Work Health & Safety Officer.

**FINANCIAL IMPLICATION**

Council has allocated uniform funds in the 2025-26 annual budget.

**LEGISLATIVE IMPLICATION**

Work Health & Safety Act

**POLICY IMPLICATION**

Draft Uniform Policy

**RISK RATING**

Low

**ATTACHMENTS**

1. **Draft Uniform Policy**

**10.15 REVIEW OF COUNCIL POLICIES**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112483</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                      |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

**PURPOSE OF REPORT**

To seek endorsement from Council to publicly exhibit the various draft policies detailed in the report below and to invite the public to make submissions on the draft policies.

**OFFICER RECOMMENDATION**

**That Council approve the policies listed in the report to be publicly exhibited for a period of 28 days to seek public comment and for any significant public submissions to be reported back to the October 2025 Ordinary Council meeting, otherwise the policies will be deemed to be adopted immediately by Council following the exhibition period.**

**REPORT**

Under Part 3 of the Local Government Act, 1993, Section 165(4), local policies are automatically revoked 12 months after an election which effectively means that all such policies need to be reviewed and re-adopted by September 2025.

Council has many other internal policies for the direction and assistance of staff: it is considered good practice that these policies also be reviewed by the new council, but do not require public exhibition.

To achieve a review of all policies by the due date, a bracket of policies are being nominated each month for consideration by Councillors and to obtain approval to place the policies on public exhibition. If there are any comments received the policies will be resubmitted to Council whereby Council, if the comments are not substantial may decide to adopt the policies without further public exhibition. If there are no comments received the policies will be deemed to be adopted on the date immediately following the exhibition period.

It is proposed to review the following policies;

|                                                                                 |                                       |
|---------------------------------------------------------------------------------|---------------------------------------|
| Signs for Remote Supervision                                                    | Contaminated Lands Management         |
| Workplace Surveillance                                                          | Fencing Code                          |
| NSW Right to Farm                                                               | Flag Flying on council Building       |
| Government Information (Public Access) Act 2009 agency Information Guide (GIPA) | Heavy Vehicle Chain of Responsibility |
| Harassment, Bullying & Discrimination                                           | Pedestrian/Shared Path                |
| Staff Housing                                                                   | Noxious Weeds                         |
| Keeping of Animals                                                              | Building Setback                      |
| Legislative Compliance Procedure & Register                                     | Nature Strip & Landscaping            |



|                                                                                   |                          |
|-----------------------------------------------------------------------------------|--------------------------|
| Code of Conduct                                                                   | Code of Meeting Practice |
| Privacy Management                                                                | Risk Management          |
| Related Parties Disclosure                                                        | IT Asset Management      |
| Information and Communication Technology Security (ITC)                           | User Access Management   |
| Compliance and Enforcement - Biosecurity Act 2015 and Biosecurity Regulation 2017 |                          |

Copies of these policies are available on Councils website. Councillors and the public are invited to submit written comments on any or all of these policies, to assist with the review process.

### FINANCIAL IMPLICATION

Nil

### LEGISLATIVE IMPLICATION

Section 165(4) *Local Government Act, 1993* states as follows:

*A local policy (other than a local policy adopted since the last general election) is automatically revoked at the expiration of 12 months after the declaration of the poll for that election.*

### POLICY IMPLICATION

As per each policy.

While the legislation dictates that policies will lapse if not reviewed within twelve months of a general election, some of the policies subject to this review may be subject to further revision as internal systems and processes evolve.

### RISK RATING

Low

### ATTACHMENTS

1. Signs for Remote Supervision (under separate cover)
2. Contaminated Land Management (under separate cover)
3. Workplace Surveillance (under separate cover)
4. Fencing Code (under separate cover)
5. NSW Right to Farm (under separate cover)
6. Flag Flying on Council Building (under separate cover)
7. GIPA - Government Information (Public Act) 2009 (under separate cover)
8. Heavy Vehicle Chain of Responsibility (under separate cover)
9. Harassment, Bullying and Discrimination (under separate cover)
10. Pedestrian/Shared Path (under separate cover)
11. Staff Housing (under separate cover)
12. Noxious Weeds (under separate cover)
13. Keeping of Animals (under separate cover)
14. Building Setback (under separate cover)
15. Legislative Compliance Procedure and Register (under separate cover)
16. Nature Strip Landscaping (under separate cover)
17. Code of Conduct (under separate cover)
18. Code of Meeting Practice (under separate cover)
19. Privacy Management Plan (under separate cover)
20. Risk Management (under separate cover)

- 21. Related Parties Disclosure (under separate cover)
- 22. IT Asset Management (under separate cover)
- 23. Information and Communication Technology Security (ICT) (under separate cover)
- 24. User Access Management (under separate cover)
- 25. Compliance and Enforcement - Biosecurity Act 2015 and Biosecurity Regulation 2017 (under separate cover)

**10.16 DA 36/2020 MOD 1 - HOSTEL REDEVELOPMENT & EXTENSION - 24 MAYALL STREET BALRANALD - MODIFICATION APPLICATION**

|                                    |                                                                                                                                        |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112580</b>                                                                                                                      |
| <b>Author(s):</b>                  | <b>Nikkita Manning-Rayner, Planning Officer</b>                                                                                        |
| <b>Approver:</b>                   | <b>David McKinley, Director of Infrastructure and Planning Services</b>                                                                |
| <b>Applicant:</b>                  | <b>Balranald Shire Council</b>                                                                                                         |
| <b>Owner:</b>                      | <b>Balranald Shire Council</b>                                                                                                         |
| <b>Proposal:</b>                   | <b>Hostel Redevelopment &amp; Extension (Modification of Original Application)</b>                                                     |
| <b>Location:</b>                   | <b>24 Mayall Street, Balranald NSW 2715</b>                                                                                            |
| <b>Operational Plan Objective:</b> | <b>Pillar 2: Our Place – A liveable and thriving community that maintains lifestyle opportunities and addresses its disadvantages.</b> |

---

**PURPOSE OF REPORT**

To seek Council's consent for a modification of DA 36/2020 for the redevelopment and extension of the Bidgee Haven Hostel.

**OFFICER RECOMMENDATION**

That Council approve Development Application 36/2020 Mod 1 for the redevelopment and extension of the Bidgee Haven Hostel subject to the following draft conditions of consent:

1. The development must be carried out in accordance with:
  - (a) C4 Architects P/L Plan Set named Development Application, Proposed Bidgee Haven Resident Room Extension, dated January 2020, Drawing Numbers P100-PL104, PL120, PL200-PL202, PL400 and PL401, address label shown as 24 Mayall St, Balranald.
  - (b) Statement of Environmental Effects authorised by G Helgeland, dated 27/04/2020, Issue D1.

except as amended in accordance with any conditions of this consent.

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 the inconsistency.

2. All building work shall be carried out in accordance with the provisions of the Local Government Act 1993, The National Construction Code 2019, relevant Australian Standards, the Environmental Planning & Assessment Act 1979 and the State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004, regardless of any omission in the documentation submitted for approval.
3. A Construction Certificate application is required to be submitted to and issued by Balranald Shire Council or an Accredited Certifier prior to any excavation or building works being carried out onsite. This should specifically include Fire Safety provisions, in line with Condition 2.
4. In accordance with Section 34 of the Building and Construction Industry Long Service Payments Act 1986, the applicant must pay a long service levy at the prescribed rate of 0.35% of the total cost of the work to either the Long Service Payments Corporation or Council for any work costing \$25,000 or more. The Long Service Levy is payable prior to

the issue of a Construction Certificate. Details demonstrating compliance are to be submitted to the Certifying Authority.

5. The buildings/structures shall comply with the requirements of the Commonwealth Disability Discrimination Act 1992, the Commonwealth Premises Code and the NSW Anti-Discrimination Act 1977.

Note 1: The Disability Discrimination Act 1992 and the Anti-Discrimination Act 1977 provide that it is an offence to discriminate against a person in a number of different situations. IT IS THE OWNER'S RESPONSIBILITY TO ENSURE THAT THE BUILDING COMPLIES WITH THIS LEGISLATION.

Note 2: Guidelines in respect of disabled access produced by the Human Rights and Equal Opportunity Commission are available from the Commission. The Applicant should ensure that these matters are addressed in the plans and specifications submitted with the application for a construction certificate.

6. Implement Crime Prevention through Environmental Design (CPTED) principles and strategies to minimise the opportunity for crime which may include:
- provide adequate lighting to common areas as required under Australian Standard AS 1158: Lighting for roads and public spaces
  - design of landscaping, adjacent to mailboxes and footpaths, must not provide concealment opportunities for criminal activity
  - design the development to avoid foot holes or natural ladders so as to minimise unlawful access to the premises
  - provide signage within the development to identify all facilities, entry / exit points and direct movement within the development
7. Prepare a Construction Environmental Management Plan (CEMP), including a Construction Traffic Management Plan (CTMP), Vehicle Movement Plan and Traffic Control Plan. The CEMP shall be prepared with the intention of causing minimal impact on the environment and operation of the road network during construction of the development. The Construction Environmental Management Plan is to provide for:
- Emergency response plan (pollution incident)
  - Waste and stockpiling management
  - Erosion and sediment control
  - Delivery and storage of materials
  - Worker's parking and amenities
  - Hours of construction
  - Noise and dust mitigation
  - Process of handling complaints
  - Crane permits (crane location plan)
  - Describe the volume and type of traffic generated by the works including designed routes
  - Include measures to maintain the safe and efficient operation of the surrounding road network
  - Any proposed Construction zones within Councils Road Reserves. Note: The "Construction Zones" require separate application and approval from Council.
8. A certificate of compliance will be required for any exhaust system to compliment the issue of an Occupation Certificate.
9. Construction & Maintenance of Food Preparation Areas
- (a) To enable surfaces to be easily cleaned and sanitised:
- i. Floors, walls and ceilings in all food preparation areas are to be constructed with smooth and impervious material to enable effective cleaning and sanitation. The intersection of the walls and floors are to be coved (uninterrupted surface) to minimise build up of dirt and food waste. The intersection of the walls and ceiling is to be tight jointed (uninterrupted surface), sealed and dust-proofed;

- ii. If a cool room is proposed, the floor of the cool room shall be graded to the doorway and the cavity formed between the external walls of the room and the walls of the premises shall be sealed so as to prevent the access of vermin and food spillage.
  - (b) So that food preparation surfaces can be easily cleaned and sanitised, all food contact surfaces and equipment in food preparation areas such as the counter, benches, drainage boards, and table tops shall be constructed with smooth and impervious material, non-absorbent material free of cracks, crevices or cavities.
  - (c) To enable hands to be effectively washed, hand washing facilities shall be located where they can be easily accessed in a convenient location to food handlers. Hand washing facilities shall be solely used for the purpose of hand washing only and have:
    - i. An adequate supply of warm running water through an approved mixing device. The mixing device is to be adjusted to enable hand washing in water with a minimum temperature of 40°C; and
    - ii. A supply of single use towels and soap are required at the hand basin at all times.
10. Temperature Measuring Devices (e.g. Thermometers)
- (a) All appliances capable of holding hot and cold foods (including milk and milk products, eggs, meat, fish, cooked rice and opened shell fish) shall be provided with either:
    - i. a numerically scaled indicating thermometer; or
    - ii. a recording thermometer; or
    - iii. an alarm system to continuously monitor the temperature of the appliance.
  - (b) So that potentially hazardous foods are stored under temperature control a food business must have a temperature measuring device that is:
    - i. is readily accessible at all times; and
    - ii. can accurately measure the temperature of potentially hazardous food to  $\pm 1^{\circ}\text{C}$ .
11. Light Fittings:
- (a) All glass lights (e.g. fluorescent tubes) above food preparation areas (including store rooms and cool rooms containing food) are to be fitted with shatter proof light fittings to minimise foreign physical contamination in the case of blown, broken glass from light.
12. Food Handlers – Adequate Skills and Knowledge:
- (a) Food Businesses are to ensure that persons undertaking or supervising food handling operations have appropriate skills and knowledge in food safety and food hygiene matters.
13. Building over Sewer
- All works must be supervised by Council staff and undertaken by licensed personnel. The applicant must:
- (a) Provide a detailed design to Council before any construction.
  - (b) Any construction to be supervised by Council staff.
  - (c) All construction to be done by licensed and experienced staff.
  - (d) All costs of this, as well as any cost in the case of damage to the sewer, must be borne by the applicant.
- No construction activities may be undertaken until satisfactory arrangements are approved by Council in relation to the siting of the building extension over Council's reticulated sewer infrastructure.
14. Demolition:

- (a) Asbestos: Detection, removal and disposal of asbestos is the responsibility of the owner. Please refer to SafeWork NSW guidelines. Please contact Council, in advance, when disposing of asbestos.
  - (b) Removal of Hazardous Waste: Removal of dangerous or hazardous materials shall be carried out in accordance with the provisions of all applicable State legislation and with any relevant recommendations published by the National Occupational Health and Safety Commission (Worksafe Australia).
  - (c) Only competent persons, or competent and registered persons shall carry out removal.
  - (d) Removal of asbestos or materials containing asbestos fibres, shall be in accordance with the National Occupational Health and Safety Commission code of practice.
  - (e) All demolition works and asbestos handling/removal is to be carried out in accordance with NSW Workcover requirements.
  - (f) Precautions to be observed and procedures to be adopted during the removal of dangerous or hazardous materials other than asbestos, shall be in accordance with the relevant State regulations pertaining to those materials.
15. The applicant is required to ensure that any easements registered over the title to the land are complied with.
16. Prior to the commencement of construction or installation, the proponent shall lodge with Council, and receive approval for the following listed S68 Local Approval(s):
- (a) carry out water supply work
  - (b) carry out sewerage work
  - (c) carry out stormwater drainage work
  - (d) install, alter, disconnect or remove a meter connected to a service pipe.
17. Erect a temporary hoarding or temporary construction site fence between the work site and adjoining lands before the works begin and must be kept in place until after the completion of the works, if the works:
- could cause a danger, obstruction or inconvenience to pedestrian or vehicular traffic, or
  - could cause damage to adjoining lands by falling objects, or
  - involve the enclosure of a public place or part of a public place.
- Note 1: A structure on public land or on or over a public road requires the prior approval of the relevant authority under the Local Government Act 1993 or the Roads Act 1993, respectively.
- Note 2: The Work Health and Safety Act 2011 and Work Health and Safety Regulation 2017 contain provisions relating to scaffolds, hoardings and other temporary structures.
18. A sign is to be erected in a prominent position on any site on which building work:
- (a) showing the name, address and telephone number of the principal certifying authority for the work, and
  - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
  - (c) stating that unauthorised entry to the site is prohibited. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out.
19. Provide or make available toilet facilities at the work site before works begin and maintain the facilities until the works are completed at a ratio of one toilet plus one additional toilet for every twenty (20) persons employed at the site.

Each toilet must:

- be a standard flushing toilet connected to a public sewer, or

- have an on-site effluent disposal system approved under the Local Government Act 1993, or
  - be a temporary chemical closet approved under the Local Government Act 1993
20. Any adjustments to existing utility services that are made necessary by this development proceeding are to be at the full cost of the developer.
21. Roof water drainage is to be directed to the street drainage in urban areas.
22. Finished floor level is to be established so as to minimise the potential for storm water inundation of the buildings.
23. Any alterations to existing surface levels on the site shall be undertaken in such a manner so as to ensure that no surface water is drained onto or impounded on adjoining properties. Stormwater discharge points must not result in the concentration of stormwater flows, increased flow velocities or potential erosion issues.
24. All construction/demolition work on the site is to be carried out between the hours of 7.00 am and 6.00 pm Monday to Friday inclusive, 7.00 am to 5.00 pm Saturdays and no work is permitted on Sundays and Public Holidays. Written approval must be obtained from the General Manager of Balranald Shire Council to vary these hours.
- 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 requirements under the relevant noise control legislation (POEO Act 1997).
25. 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.
26. All external metal cladding shall be of suitable colour and finish so as not to cause reflection or glare.
27. All materials onsite or being delivered to the site are to be contained within the site. The requirements of the Protection of the Environment Operations Act 1997 are to be complied with when placing/stockpiling loose material or when disposing of waste products or during any other activities likely to pollute drains or watercourses.
28. No second hand materials are to be used unless separately approved by council and then made available for inspection prior to use.
29. Any damage to Councils infrastructure or other services is the full responsibility of the proponent.
30. All Landscaping shall be installed in accordance with the approved plans prior to the issue of an Occupation Certificate.
31. Submit a Certificate of Compliance for all plumbing and drainage work and a Sewer Service Diagram showing sanitary drainage work (to be provided by licensed plumber) in accordance with the Plumbing and Drainage Act 2011.
32. No person is to use or occupy the building or alteration that is the subject of this approval without the prior issuing of an Occupation Certificate.
33. The use of the premises must not give rise to offensive noise as defined in the Protection of the Environment Operations Act 1997.
34. Where Balranald Shire Council is not the Principal Certifying Authority, a final inspection of water connection, sewer and stormwater drainage shall be undertaken by Council and a Final Notice of Inspection issued, prior to the issue of an Occupation Certificate.
35. If any Aboriginal object is discovered and/or harmed in, or under the land, while undertaking the proposed development activities, the proponent must:
- Not further harm the object;
  - Immediately cease all work at the particular location;
  - Secure the area so as to avoid further harm to the Aboriginal object;

- Notify the Department of Planning, Industry and Environment as soon as practical on 131555, providing any details of the Aboriginal object and its location; and
- Not recommence any work at the particular location unless authorised in writing by Department of Planning, Industry and Environment.

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 Department of Planning, Industry and Environment contacted.

36. The developer shall appoint a registered land surveyor to provide guidance on the location of the property boundaries, the cost to be carried by the developer. Where construction will take place on a shared boundary, the adjacent landowner shall be given 7 days notice. The developer shall rectify any damage to the neighbours property, any costs incurred to make good the property, shall be to the developers cost.

## **REPORT**

An application to modify Development Application 36/2020 has been lodged by Balranald Shire Council for the modification of the existing approval for the redevelopment and extension of the Bidgee Haven Hostel.

## **FINANCIAL IMPLICATION**

Due to the development predating the contribution plan, no contribution required

## **LEGISLATIVE IMPLICATION**

Environmental Planning & Assessment Act 1979

Balranald Local Environmental Plan 2010

Local Government Act 1993

State Environmental Planning Policy (Resilience & Hazards) 2021

State Environmental Planning Policy (Biodiversity & Conservation) 2021

Settlement Strategy (Enhancement & Growth) – Shire of Balranald.

National Construction Code 2022

## **POLICY IMPLICATION**

Nil

## **ATTACHMENTS**

Nil



**10.17 DA 24/2025 PROPOSED RESIDENTIAL & COMMERCIAL DEVELOPMENT**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>Record Number:</b>              | <b>D25.112730</b>                                                                                                   |
| <b>Authorising Officer:</b>        | <b>David McKinley, Director of Infrastructure and Planning Services</b>                                             |
| <b>Applicant:</b>                  | <b>M Jackson, Jackson Planning</b>                                                                                  |
| <b>Owner:</b>                      | <b>T, N &amp; L Ganci</b>                                                                                           |
| <b>Proposal:</b>                   | <b>11 Motel Style Accommodation Units, a Manager's Office &amp; a Cafe</b>                                          |
| <b>Location:</b>                   | <b>Lots 3 &amp; 4 Section 5 DP 758402, 35 Murray Terrace, Euston</b>                                                |
| <b>Operational Plan Objective:</b> | <b>Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.</b> |

---

**OFFICER RECOMMENDATION**

(Division)

That Council approve Development Application 24/2025 for 11 Motel Style Accommodation Units, a Manager's Office & a Cafe on Lots 3 & 4 Section 5 DP 758402, 35 Murray Terrace, Euston, subject to the following Draft Conditions of Consent:

**Terms of Approval**

The reasons for the imposition of conditions are:

- 1) To ensure a quality urban design for the development which complements the surrounding environment.
- 2) To maintain neighbourhood amenity and character.
- 3) To ensure compliance with relevant statutory requirements.
- 4) To provide adequate public health and safety measures.
- 5) Because the development will require the provision of, or increase the demand for, public amenities and services.
- 6) To ensure the utility services are available to the site and adequate for the development.
- 7) To prevent the proposed development having a detrimental effect on adjoining land uses.
- 8) To minimise the impact of development on the environment.

**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 except as amended in accordance with any conditions of this consent:
  - (a) Rigby Designs Drawing Number 23-066-DA1, Sheet 1 of 3, 23-066-DA2, Sheet 2 of 3 and 23-066-DA3, Sheet 3 of 3
  - (b) Planning Report prepared by Jackson Planning, labelled Mixed Use Development, 35 Murray Terrace, Euston, NSW, 2737, not dated.except as amended in accordance with any conditions of this consent.

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 the 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 2019, relevant Australian Standards and The Environmental Planning & Assessment Act 1979, regardless of any omission in the documentation submitted for approval.
4. In accordance with the provisions of the Environmental Planning & Assessment Act 1979 construction works approved by this consent must not commence until:
  - (a) A Construction Certificate has been issued by Council or an Accredited Certifier. Either Council or an Accredited Certifier can act as the "Principal Certifying Authority."
  - (b) A Principal Certifying Authority has been appointed and Council has been notified in writing of the appointment.

The documentation required under this condition must show that the proposal complies with all Development Consent conditions and is not inconsistent with the approved plans, the National Construction Code and the relevant Australian Standards.

5. In accordance with Section 34 of the Building and Construction Industry Long Service Payments Act 1986, the applicant must pay a long service levy at the prescribed rate of 0.25% of the total cost of the work to either the Long Service Payments Corporation or Council for any work costing \$250,000 or more. The Long Service Levy is payable prior to the issue of a Construction Certificate or Section 68 Approval. Details demonstrating compliance are to be submitted to the Certifying Authority.
6. Prior to the commencement of installation, the proponent shall lodge with Council, and receive approval for the following other listed Section 68 Local Government Act 1993 approvals:
  - (a) carry out water supply work
  - (b) carry out sewerage work
  - (c) carry out stormwater drainage work
7. Suitable hoardings to ensure the protection of the public are to be erected and separately approved by Council prior to commencement of work.
8. Finished floor level is to be a minimum of 0.35 metres above the street drainage level.
9. Any adjustments to existing utility services that are made necessary by this development proceeding are to be at the full cost of the developer.
10. Off-street car parking spaces shall be provided upon the site in accordance with the approved plans and be constructed in accordance with accepted engineering practice and/or guidelines.
11. All accommodation parking associated with the development is to be onsite.
12. Any trafficable grates installed within the driveway system shall be designed and installed in a manner that prevents nuisance by way of noise when vehicles drive over them.
13. All vehicle movements to and from the allotment must be a forward direction.
14. A sign is to be erected in a prominent position on the work site showing:
  - (a) the name, address and telephone number of the principal certifying authority for the work, and
  - (b) the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and

(c) that unauthorised entry to the site is prohibited.

Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out.

15. Any alterations to existing surface levels on the site shall be undertaken in such a manner as to ensure that no additional surface water is drained onto or impounded on adjoining properties. Stormwater discharge points must not result in the concentration of stormwater flows, increased flow velocities or potential erosion issues.
16. Soil erosion control measures shall be implemented on the site.
17. All works associated with the implementation / construction of the proposed activity (not operation of the proposal post occupation certificate), involving electric or pneumatic tools, or other noisy operations, shall be restricted to the following hours of operation:
  - Monday to Friday: 7.00 am and 6.00 pm
  - Saturdays: 8.00 am to 1.00 pm
  - 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 requirements under the relevant noise control legislation (POEO Act 1997).

18. 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.
19. Any waste or excavated material removed from the site is to be taken to an authorised site for disposal. No fill is to be deposited on other land without the prior consent of Council.
20. The applicant is responsible to ensure that the buildings are sited on the allotment as specified on the approved site plan.
21. The applicant is required to ensure that any easements registered over the title to the land are complied with.
22. All work must be carried out in accordance with the Building/ Development Approval and any connections required to any:-
  - public electricity supply
  - public water supply
  - public sewerage system
  - public telecommunications system,

must be made in accordance with the requirements of the relevant authority.

23. No second-hand materials are to be used unless separately approved by Council and then made available for inspection prior to use.
24. Roof water drainage is to be disposed of to the street drainage system.

25. All external metal cladding shall be of suitable colour and finish so as not to cause reflection or glare.
26. A temporary onsite toilet is to be provided and must remain throughout the project or until an alternative facility meeting Council's requirements is available onsite.
27. All materials onsite or being delivered to the site are to be contained within the site. The requirements of the Protection of the Environment Operations Act 1997 are to be complied with when placing/stockpiling loose material or when disposing of waste products or during any other activities likely to pollute drains or watercourses.
28. All landscaping shall be installed in accordance with the approved plans prior to the issue of an Occupation Certificate.
29. The buildings shall NOT BE USED OR OCCUPIED until completed and an occupation certificate has been issued by the principal certifying authority or until approval has been granted by the principal certifying authority to occupy an incomplete building.
30. Any variation to the proposed use as approved in this documentation requires the further consent of Council.
31. A road opening permit is to be obtained from Council prior to the commencement of any proposed works on the nature strip road reserve. The applicant is responsible for full cost of repairs to rectify any damage to kerb, guttering, footpath, bitumen seal or nature strip.
32. A site drainage diagram is to be provided to Council prior to an occupation certificate being issued. This diagram is to be to scale and include sub-floor or under slab drain layout, together with measurements for drains taken to permanent corners or lines..
33. Any damage to Councils infrastructure or other services is the full responsibility of the applicant.
34. If any Aboriginal object is discovered and/or harmed in, or under the land, while undertaking the proposed development activities, the proponent must:
  - Not further harm the object;
  - Immediately cease all work at the particular location;
  - Secure the area so as to avoid further harm to the Aboriginal object;
  - Notify Department of Planning, Industry and Environment as soon as practical on 131555, providing any details of the Aboriginal object and its location; and
  - Not recommence any work at the particular location unless authorised in writing by Department of Planning, Industry and Environment.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 Department of Planning, Industry and Environment contacted.

## PURPOSE OF REPORT

To seek Council consent under Part 4 of the Environmental Planning & Assessment Act 1979 for 11 Motel Style Accommodation Units, a Manager's Office & a Cafe on Lots 3 & 4 Section 5 DP 758402, 35 Murray Terrace, Euston.

## REPORT

A Development Application has been lodged by M Jackson, Jackson Planning for 11 Motel Style Accommodation Units, a Manager's Office & a Cafe on Lots 3 & 4 Section 5 DP 758402, 35 Murray Terrace, Euston

|                      |                                          |
|----------------------|------------------------------------------|
| Applicant:           | Matt Jackson, Jackson Planning           |
| Owner:               | T, N & L Ganci                           |
| Description of Land: | Lots 3 & 4 Section 5 DP 758402           |
| Area:                | 3238m <sup>2</sup> (shown on rates card) |

|               |                                                                                      |
|---------------|--------------------------------------------------------------------------------------|
| Zone:         | Zone RU5 (Village)                                                                   |
| Current Use:  | Vacant Urban Land (3-bedroom dwelling fronting Cole St currently under construction) |
| Proposed use: | Mixed use                                                                            |

### Background

The location of the project is proposed in the township of Euston and is generally vacant urban land surrounded by commercial and residential uses. The land is held in freehold. 3-bedroom dwelling fronting Cole St currently under construction subject to DA 12/2025.

The plans of the proposal are shown at **Attachment 1**.

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. The application was notified in accordance with the Environmental Planning & Assessment Act 1979. One (1) public submission was received, shown at **Attachment 2**.

A Statement of Environmental Effects, labelled as Planning Report, 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 bushfire or flood prone.

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

Access to the allotment is currently provided off Murray Terrace where an existing gutter crossing exists, with roll over kerb provided along Cole St Street. New access arrangements will need to be constructed to facilitate access in accordance with the plans, necessitating a Road Opening Application under S138 of the Roads Act.

Adjoining allotments are Zoned RU5 (Village) and are a mix of residential use and commercial food service premises. The area is considered to be in the central business area of Euston.

## DEVELOPMENT APPLICATION ASSESSMENT

Under Section 4.15 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
- (iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and
- (iv) 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:

- Balranald Local Environmental Plan 2010;
- State Environmental Planning Policy (Resilience & Hazards) 2021;
- State Environmental Planning Policy (Biodiversity & Conservation) 2021; and
- Settlement Strategy (Enhancement & Growth) – Shire of Balranald.

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

### *Balranald Local Environmental Plan 2010*

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 will add to accommodation opportunities, is of a mixed-use nature and is not a significant increase in bulk or scale in the business area. Utility infrastructure is not likely to be unduly impacted by this proposal.

| Applicable Objective                                                                                                     | Comment                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| To provide for a range of land uses, services and facilities that are associated with a rural village                    | The proposal aims to provide additional accommodation opportunities in the township in line with the demands of visitors and the horticultural industry serviced by Euston, along with commercial opportunity                                         |
| To encourage and provide opportunities for population and local employment growth                                        | The application seeks to provide additional accommodation options and construction activity which supports these objectives                                                                                                                           |
| To ensure development maintains and contributes to the character of the zone                                             | The arrangement of the development and minor landscaping shown on the layout plan is likely to enhance the aesthetics of the site contributing to the character of the area and is of a commercial nature in the commercial precinct of the township. |
| To protect the amenity of residents                                                                                      | The proposed site layout, minor landscaping and draft conditions of consent are likely to mitigate impacts on resident amenity                                                                                                                        |
| To ensure that development does not create unreasonable or uneconomic demands for the provision or extension of services | Council infrastructure is installed to a level that does not require extension or upgrading. The proposal is not likely to place unreasonable or uneconomic 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 located 40m from the Euston Courthouse which is identified as Item I6 on the Heritage Schedule of the LEP and there are no sites or items of cultural heritage identified on the site. This distance and the mixed-use nature of the area minimises any significant impacts on this heritage item.

*State Environmental Planning Policy (Resilience & 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 was required.

*State Environmental Planning Policy (Biodiversity & Conservation) 2021*

The proposed development does not include the removal of any native or significant vegetation. Therefore, there are no considerations under the State Environmental Planning Policy (Biodiversity & Conservation) 2021.

*Settlement Strategy (Enhancement & Growth) – Shire of Balranald (Settlement Strategy)*

Council's Settlement Strategy identifies that infill development in Euston is essential due to constraints on the expansion of the village zone. Additionally, infill development is more cost-efficient in association with infrastructure and development costs compared to green-field sites as proposals can utilise existing infrastructure. The Settlement Strategy recognises that increasing infill development would create efficiencies in infrastructure and affordability of accommodation options. The proposal is considered consistent with the objectives of the Settlement Strategy as it provides additional visitor/industry infill accommodation options.

*Development Control Plans*

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

*Designated Development*

The proposed development is not 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 has been vacant urban land and has essentially been cleared of endemic vegetation for a significant 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 residential and commercial, and the proposal is considered in keeping with the characteristics of the area. Additionally, the use of the site is not likely to impede the use of the surrounding activities.

Setbacks proposed for the development are consistent with established setbacks for commercial development and the variation approved by Council on Cole St (Resolution Number 2024/288) for this land. The setbacks are not likely to significantly impact on traffic safety due to the layout of the site, location of pedestrian infrastructure on Murray Terrace and width of nature strip in Cole St. The low-speed nature of this area also aids traffic safety.

*Noise:*

The operation of the proposal is not likely to generate significant noise that is likely to impact sensitive receptors. Construction noise is likely to be the only significant matter, a draft condition has been included to mitigate this matter.

*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 environmental impact.

*Social Impacts:*

The proposal is located 40m from the Euston Courthouse which is identified as Item I6 on the Heritage Schedule of the LEP and there are no sites or items of cultural heritage identified on the site. This distance and the mixed-use nature of the area minimises any significant impacts on this heritage item.

*Economic Impacts:*

It is likely that the proposal will create demand for local goods and services during the construction 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 low rise of buildings, minor landscaping and the proposal being mixed use infill development. The proposal will not likely adversely impact public infrastructure.

The proposal does not have significant environmental impact and has potential economic benefit in terms of construction and provision of additional accommodation opportunities.

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

The proposal has been notified to adjoining landowners in accordance with the provisions of the Environmental Planning and Assessment Regulation 2000, the 28-day notification period concluded on the 01/07/2025. One (1) submission was received.

| Submission | Matter                                                   | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------|----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| C Berrett  | Café area of the proposal will lead to undue competition | <p>Competition is not a valid planning principle for consideration under 4.15 of the Environmental Planning &amp; Assessment Act 1979.</p> <p>Note: While a new development might impact existing businesses, the NSW planning system generally prioritises development that is permissible under relevant planning controls, even if it creates competition. The focus is on the merits of the development in relation to the broader community and environment, not on protecting existing businesses from competition.</p> |



**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 24/2025 be approved subject to conditions.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Environmental Planning & Assessment Act 1979

Balranald Local Environmental Plan 2010

Local Government Act 1993

State Environmental Planning Policy (Resilience & Hazards) 2021

State Environmental Planning Policy (Biodiversity & Conservation) 2021

Settlement Strategy (Enhancement & Growth) – Shire of Balranald.

National Construction Code 2022

**POLICY IMPLICATION**

Nil

**ATTACHMENTS**

- 1. DA 24/2025 Concept Site Plan and Elevations**
- 2. DA 24/2025 C Berrett Objection**

**PART B – ITEMS FOR INFORMATION****11 GENERAL MANAGER’S REPORTS****11.1 REPORT OF FINANCIAL INFORMATION**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112688</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Edna Mendes, Chief Financial Officer</b>                                                                                          |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

**PURPOSE OF REPORT**

The purpose of this report is to advise and report to council on the status of the following financial information as at, 31 July 2025:

1. Monthly Summary of Revenue and Expenditure for the Bidgee Haven Retirement Hostel;
2. Monthly Summary of Revenue and Expenditure for the Library;
3. Monthly Summary of Revenue and Expenditure for the Caravan Park; and
4. Monthly Summary of Revenue and Expenditure for Economic, Development & Tourism.

**OFFICER RECOMMENDATION**

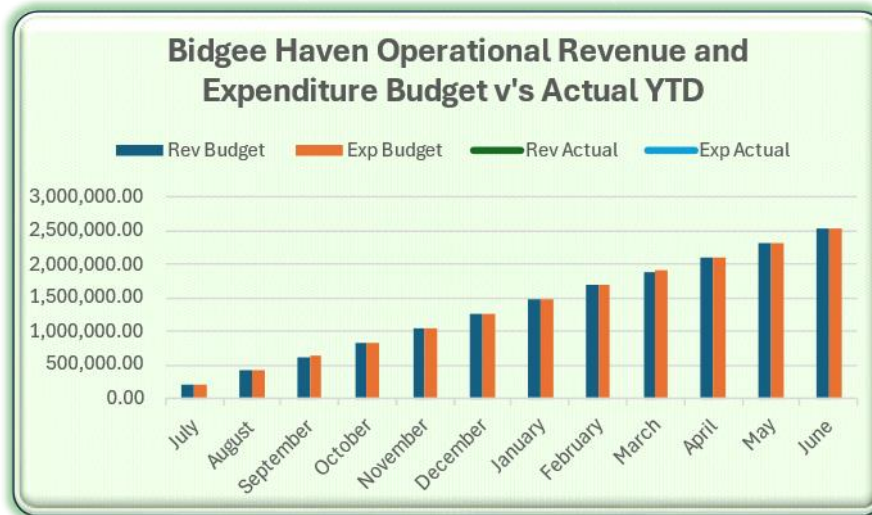
**That Council note the financial information contained in this report for the period ending, 31 July 2025.**

**REPORT**

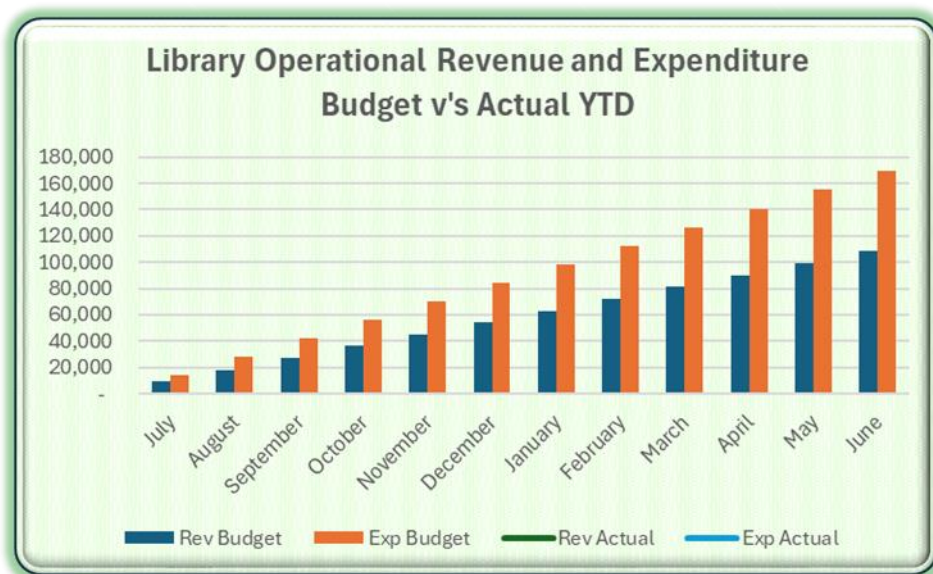
The below graphs give an overall view of the coming year in both operational revenue and expenditure. At this early stage of the year, it is hard to see the actuals showing on the graphs, however the figures in the tables show how the functions have performed for the month of July. Of particular interest it is noted that the Bidgee Haven Hostel has achieved revenue marginally higher than budgeted and expenditure lower than budgeted.

July Percentage should = 8.22%

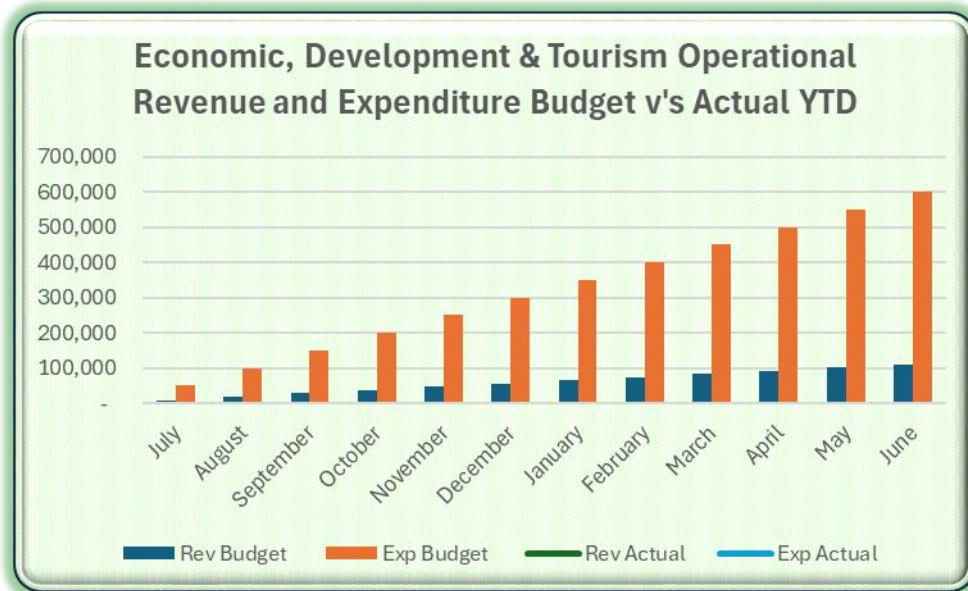
| Bidgee Haven            | Original Budget July | Actual YTD July | Percentage |
|-------------------------|----------------------|-----------------|------------|
| Operational Revenue     | 208,287.00           | 209,754.49      | 8.28%      |
| Operational Expenditure | 211,941.97           | 131,323.14      | 5.16%      |



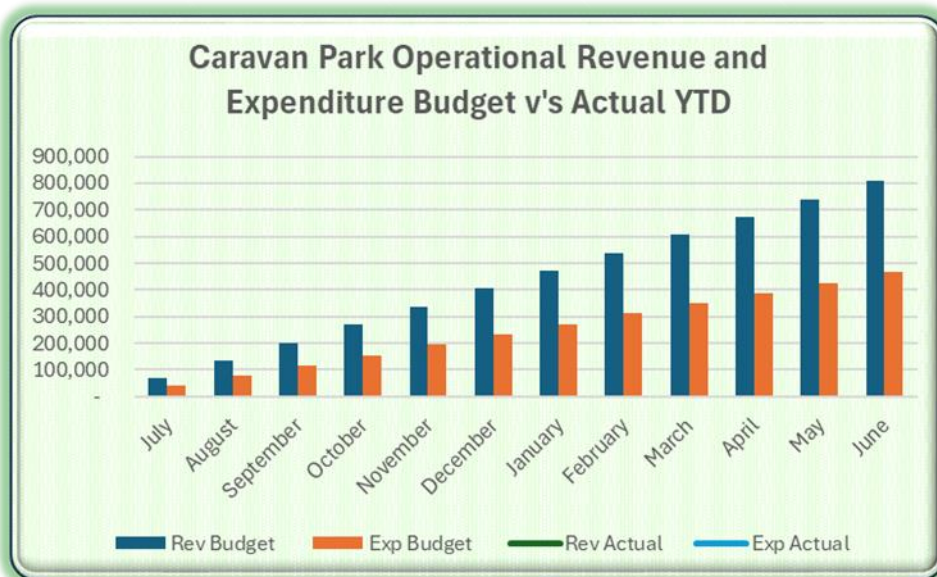
| Library                 | Original Budget July | Actual YTD July | Percentage |
|-------------------------|----------------------|-----------------|------------|
| Operational Income      | 9,016.67             | 747.00          | 0.69%      |
| Operational Expenditure | 14,089.17            | 11,210.91       | 6.63%      |



| Economic Development and Tourism | Original Budget July | Actual YTD July | Percentage |
|----------------------------------|----------------------|-----------------|------------|
| Operational Income               | 9,133.33             | 10,620.56       | 9.69%      |
| Operational Expenditure          | 50,029.08            | 54,814.67       | 9.13%      |



| Caravan Park            | Original Budget July | Actual YTD July | Percentage |
|-------------------------|----------------------|-----------------|------------|
| Operational Income      | 67,333.00            | 65,690.49       | 8.33%      |
| Operational Expenditure | 38,791.67            | 30,287.67       | 6.51%      |



**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**11.2 MONTHLY INVESTMENTS REPORT**

**File Number:** D25.112587  
**Author(s):** Kristy Cameron, Finance Officer  
**Approver:** Edna Mendes, Chief Financial Officer  
**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 31 July 2025.

**OFFICER RECOMMENDATION**

That Council note the information provided in this report.

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

Council's total cash and investments held as at 31 July 2025 is **\$30,663,134**.

This is a decrease of \$1,655,833 (5.12%) on the previous month's total of **\$32,318,967**.

The investments balance as at 31 July 2025 is **\$30m**.

A summary of Council's investments as at 31 July 2025 is detailed on the next page.

The table below also details the interest earned for July 2025 and the projected interest earnings for the Financial Year ending 30 June 2026.

## TERM DEPOSITS INVESTMENT REGISTER AND INTEREST EARNED 2025/26

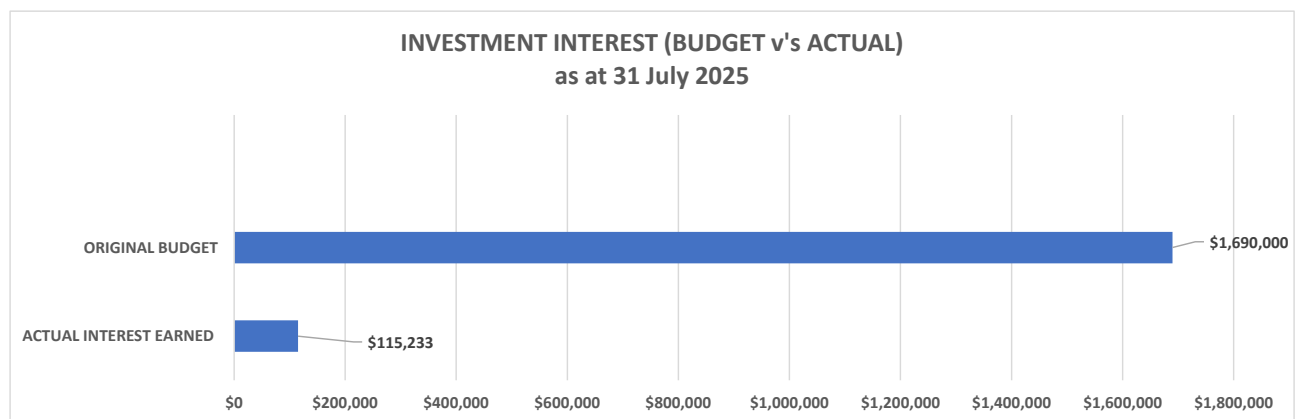
|                          |            |             |                  |               |               |                  |                | 31            |                                          |
|--------------------------|------------|-------------|------------------|---------------|---------------|------------------|----------------|---------------|------------------------------------------|
| Term Deposits            | S&P Rating | Term (Days) | Start Date       | Maturity Date | Interest Rate | Investment Value | Daily Interest | Jul-25        | Actual Interest Earnings to 30 June 2026 |
| Westpac Bank             | A-1+       | 334         | 11/11/2024       | 11/10/2025    | 4.75%         | 1,000,000        | \$ 130.14      | \$ 4,034.25   | \$ 13,404.11                             |
| Westpac Bank - 176576    | A-1+       | 243         | 22/01/2025       | 22/09/2025    | 4.80%         | 1,000,000        | \$ 131.51      | \$ 4,076.71   | \$ 11,046.58                             |
| AMP                      | A-2        | 273         | 3/12/2024        | 2/09/2025     | 5.10%         | 500,000          | \$ 69.86       | \$ 2,165.75   | \$ 4,471.23                              |
| AMP                      |            |             | matured          |               |               |                  | \$ 131.51      | \$ 1,841.14   | \$ 1,841.14                              |
| AMP                      |            |             | matured          |               |               |                  | \$ 62.33       | \$ 186.99     | \$ 186.99                                |
| AMP                      | A-2        | 153         | 15/05/2025       | 15/10/2025    | 4.50%         | 1,000,000        | \$ 123.29      | \$ 3,821.92   | \$ 13,191.78                             |
| AMP                      | A-2        | 153         | 28/05/2025       | 28/10/2025    | 4.50%         | 500,000          | \$ 61.64       | \$ 1,910.96   | \$ 7,397.26                              |
| AMP                      | A-2        | 150         | 10/06/2025       | 7/11/2025     | 4.50%         | 500,000          | \$ 61.64       | \$ 1,910.96   | \$ 8,013.70                              |
| AMP                      | A-2        | 152         | 18/06/2025       | 17/11/2025    | 4.30%         | 500,000          | \$ 58.90       | \$ 1,826.03   | \$ 8,246.58                              |
| AMP                      | A-2        | 150         | 24/06/2025       | 21/11/2025    | 4.30%         | 500,000          | \$ 58.90       | \$ 1,826.03   | \$ 8,482.19                              |
| AMP                      | A-2        | 151         | 26/06/2025       | 24/11/2025    | 4.30%         | 500,000          | \$ 58.90       | \$ 1,826.03   | \$ 8,658.90                              |
| AMP                      | A-2        | 151         | 3/07/2025        | 1/12/2025     | 4.30%         | 500,000          | \$ 58.90       | \$ 1,649.32   | \$ 8,953.42                              |
| AMP                      | A-2        | 154         | 14/07/2025       | 15/12/2025    | 4.30%         | 1,000,000        | \$ 117.81      | \$ 1,649.32   | \$ 17,789.04                             |
| NAB Bank                 |            |             | matured          |               |               |                  | \$ 147.95      | \$ 295.90     | \$ 295.90                                |
| NAB Bank                 | A-1+       | 365         | 19/08/2024       | 19/08/2025    | 4.95%         | 500,000          | \$ 67.81       | \$ 2,102.05   | \$ 3,390.41                              |
| NAB Bank                 |            |             | matured          |               |               |                  | \$ 135.62      | \$ 2,983.64   | \$ 2,983.64                              |
| NAB Bank                 | A-1+       | 182         | 3/03/2025        | 1/09/2025     | 4.65%         | 1,000,000        | \$ 127.40      | \$ 3,949.32   | \$ 8,026.03                              |
| NAB Bank                 | A-1+       | 150         | 11/03/2025       | 8/08/2025     | 4.65%         | 1,000,000        | \$ 127.40      | \$ 3,949.32   | \$ 4,968.49                              |
| NAB Bank                 |            |             | redeemed         |               |               |                  | \$ 61.65       | \$ 1,048.05   | \$ 1,048.05                              |
| NAB Bank                 |            |             | redeemed/matured |               |               |                  | \$ 121.92      | \$ 3,657.60   | \$ 3,657.60                              |
| NAB Bank                 | A-1+       | 92          | 5/05/2025        | 5/08/2025     | 4.44%         | 500,000          | \$ 60.82       | \$ 1,885.48   | \$ 2,189.59                              |
| NAB Bank                 | A-1+       | 91          | 27/05/2025       | 26/08/2025    | 4.25%         | 1,000,000        | \$ 116.44      | \$ 3,609.59   | \$ 6,636.99                              |
| NAB Bank                 | A-1+       | 90          | 4/06/2025        | 2/09/2025     | 4.25%         | 1,000,000        | \$ 116.44      | \$ 3,609.59   | \$ 7,452.05                              |
| NAB Bank                 | A-1+       | 153         | 12/06/2025       | 12/11/2025    | 4.25%         | 1,000,000        | \$ 116.44      | \$ 3,609.59   | \$ 15,719.18                             |
| NAB Bank                 | A-1+       | 122         | 27/06/2025       | 27/10/2025    | 4.20%         | 1,500,000        | \$ 172.60      | \$ 5,350.68   | \$ 20,539.73                             |
| NAB Bank                 | A-1+       | 90          | 2/07/2025        | 30/09/2025    | 4.20%         | 1,000,000        | \$ 115.07      | \$ 3,336.99   | \$ 10,356.16                             |
| NAB Bank                 | A-1+       | 150         | 22/07/2025       | 19/12/2025    | 4.10%         | 1,000,000        | \$ 112.33      | \$ 1,010.96   | \$ 16,849.32                             |
| NAB Bank                 | A-1+       | 120         | 30/07/2025       | 27/11/2025    | 4.20%         | 500,000          | \$ 57.53       | \$ 57.53      | \$ 6,904.11                              |
| Bank of Queensland       |            |             | matured          |               |               |                  | \$ 67.12       | \$ 1,946.48   | \$ 1,946.48                              |
| Bank of Queensland       |            |             | matured          |               |               |                  | \$ 135.62      | \$ 949.34     | \$ 949.34                                |
| Bank of Queensland       | A-2        | 181         | 25/02/2025       | 25/08/2025    | 4.60%         | 500,000          | \$ 63.01       | \$ 1,953.42   | \$ 3,528.77                              |
| Bank of Queensland       | A-2        | 181         | 18/03/2025       | 15/09/2025    | 4.65%         | 1,000,000        | \$ 127.40      | \$ 3,949.32   | \$ 9,809.59                              |
| Bank of Queensland       | A-2        | 181         | 25/03/2025       | 22/09/2025    | 4.70%         | 500,000          | \$ 64.38       | \$ 1,995.89   | \$ 5,408.22                              |
| Bank of Queensland       | A-2        | 182         | 31/03/2025       | 29/09/2025    | 4.73%         | 1,000,000        | \$ 129.59      | \$ 4,017.26   | \$ 11,792.60                             |
| Bank of Queensland       | A-2        | 183         | 7/04/2025        | 7/10/2025     | 4.60%         | 500,000          | \$ 63.01       | \$ 1,953.42   | \$ 7,057.53                              |
| Bank of Queensland       | A-2        | 180         | 23/04/2025       | 20/10/2025    | 4.55%         | 500,000          | \$ 62.33       | \$ 1,932.19   | \$ 6,980.82                              |
| Bank of Queensland       | A-2        | 189         | 7/07/2025        | 12/01/2026    | 4.20%         | 1,000,000        | \$ 115.07      | \$ 2,761.64   | \$ 21,747.95                             |
| Bank of Queensland       | A-2        | 182         | 29/07/2025       | 27/01/2026    | 4.10%         | 500,000          | \$ 56.16       | \$ 112.33     | \$ 10,221.92                             |
| Commonwealth Bank        |            |             | matured          |               |               |                  | \$ 61.78       | \$ 432.46     | \$ 432.46                                |
| Commonwealth Bank        |            |             | matured          |               |               |                  | \$ 61.51       | \$ 861.14     | \$ 861.14                                |
| Commonwealth Bank        | A-1+       | 90          | 4/06/2025        | 2/09/2025     | 4.15%         | 1,500,000        | \$ 170.55      | \$ 5,286.99   | \$ 10,915.07                             |
| Commonwealth Bank        | A-1+       | 60          | 5/06/2025        | 4/08/2025     | 4.14%         | 1,000,000        | \$ 113.42      | \$ 3,516.16   | \$ 3,969.86                              |
| Commonwealth Bank        | A-1+       | 90          | 25/06/2025       | 23/09/2025    | 4.08%         | 1,000,000        | \$ 111.78      | \$ 3,465.21   | \$ 9,501.37                              |
| Commonwealth Bank        | A-1+       | 120         | 25/06/2025       | 23/10/2025    | 4.07%         | 1,000,000        | \$ 111.51      | \$ 3,456.71   | \$ 12,823.29                             |
| Commonwealth Bank        | A-1+       | 90          | 26/06/2025       | 24/09/2025    | 4.05%         | 1,000,000        | \$ 110.96      | \$ 3,439.73   | \$ 9,542.47                              |
| Commonwealth Bank        | A-1+       | 60          | 30/06/2025       | 29/08/2025    | 4.01%         | 500,000          | \$ 54.93       | \$ 1,702.88   | \$ 3,295.89                              |
| Commonwealth Bank        | A-1+       | 120         | 7/07/2025        | 4/11/2025     | 4.07%         | 500,000          | \$ 55.75       | \$ 1,338.08   | \$ 8,140.00                              |
| Commonwealth Bank        | A-1+       | 120         | 14/07/2025       | 11/11/2025    | 4.21%         | 500,000          | \$ 57.67       | \$ 980.41     | \$ 6,775.74                              |
| Total Term Deposits      |            |             |                  |               | Avg Rate      | 4.39%            | \$ 30,000,000  | \$ 115,232.74 | \$ 368,400.67                            |
| Total At Call Accounts   |            |             |                  |               |               |                  | \$ 12,332      | \$ *          | \$ 8.17                                  |
| Total as at 31 July 2025 |            |             |                  |               |               |                  | \$ 30,012,332  | \$            | \$ 368,408.84                            |

\* at call interest earned - 1 July 2025 - 30 June 2026

The graph below details the monthly balance of investments from 1 July 2025 until 30 June 2026:



The graph below details the actual interest earned as at 31 July 2025 (\$115,233) and the original budget amount (\$1,690,000), for the 2025/2026 Financial Year:



The table below details the composition of investments with financial institutions as at 31 July 2025:

| Financial Institutions | Ratings | Composition % | Amount ('000) |
|------------------------|---------|---------------|---------------|
| Westpac                | A-1+    | 6.71          | 2,012         |
| AMP                    | A-2     | 18.33         | 5,500         |
| CBA                    | A-1+    | 23.32         | 7,000         |
| BOQ                    | A-2     | 18.33         | 5,500         |
| NAB                    | A-1+    | 33.31         | 10,000        |
| <b>Total</b>           |         | <b>100.00</b> | <b>30,012</b> |



Council is compliant with the Investment Policy.

The table below details the balances of external and internal restrictions as at, 31 July 2025.

The table also details the balance of unrestricted cash investments as at, 31 July 2025:

### **Details of Restrictions**

#### **External Restrictions**

|                                                           |                         |
|-----------------------------------------------------------|-------------------------|
| Specific Purpose Unexpended Capital Grants - Gen Fund     | \$ 4,122,173.20         |
| Specific Purpose Unexpended Operational Grants - Gen Fund | \$ 2,228,827.47         |
| Other - Water Fund                                        | \$ 4,598,000.00         |
| Other - Sewer Fund                                        | \$ 1,968,000.00         |
| Other - Domestic Waste Management                         | \$ 585,810.80           |
| Other - Stormwater Levy - Urban Drainage Improvements     | \$ 38,833.96            |
| <b>Total External Restrictions</b>                        | <b>\$ 13,541,645.43</b> |

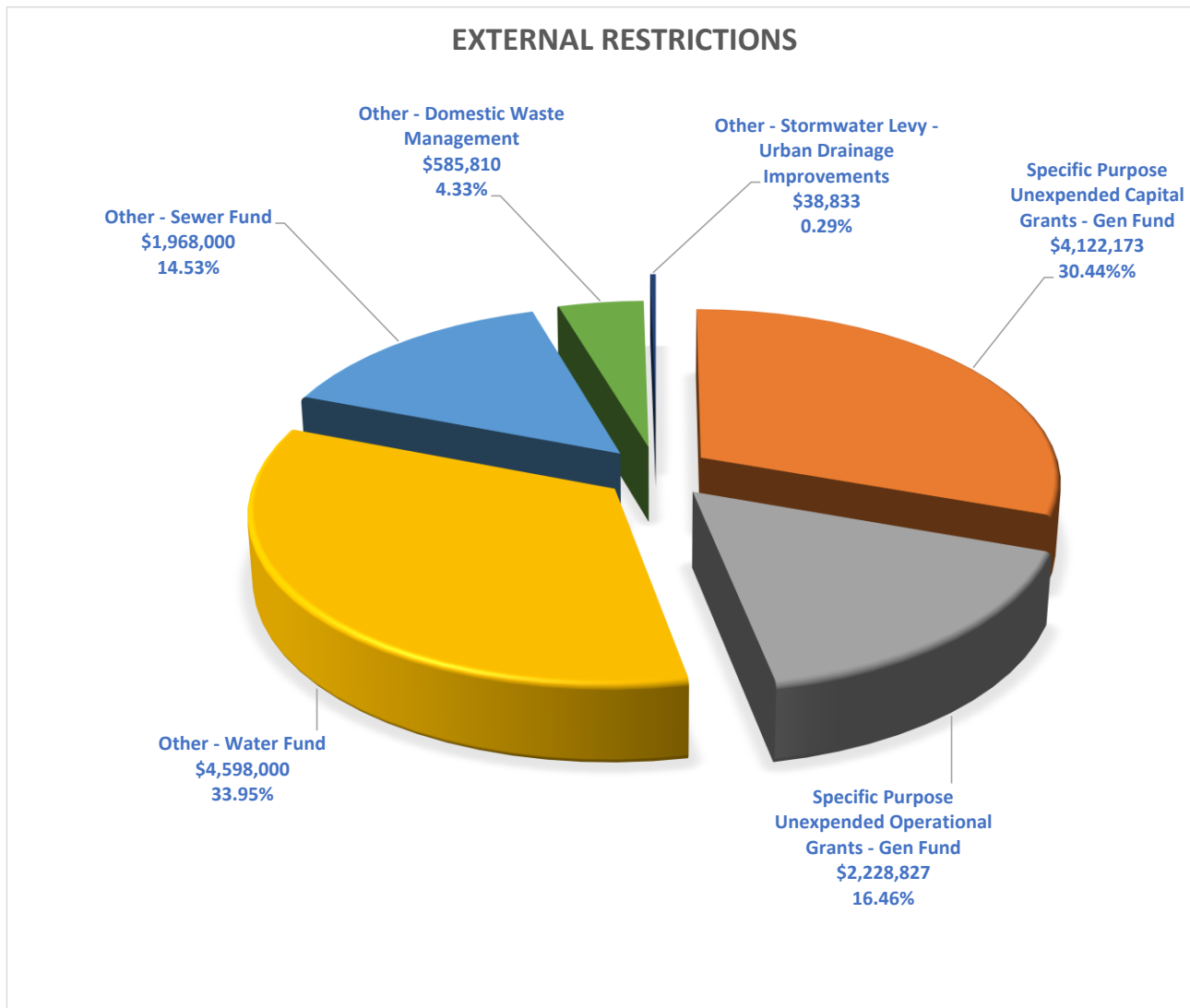
#### **Internal Restrictions**

|                                             |                         |
|---------------------------------------------|-------------------------|
| Plant and Vehicle replacement               | \$ 2,048,418.32         |
| Infrastructure replacement                  | \$ 1,664,399.51         |
| Employee Leave Entitlements                 | \$ 252,439.76           |
| Caravan Park                                | \$ 588,700.11           |
| Gravel pits rehabilitation                  | \$ 242,200.34           |
| Hostel bonds                                | \$ 1,560,000.00         |
| Self Care Unit bonds                        | \$ 300,000.00           |
| Self Care Unit Maintenance                  | \$ 16,165.83            |
| Financial Assistance Grant                  | \$ 5,123,000.00         |
| Future Development Fund                     | \$ 1,074,100.43         |
| Levy Bank Restoration                       | \$ 160,000.00           |
| Asset Revaluation                           | \$ 60,000.00            |
| Insurance Premium                           | \$ 20,000.00            |
| Council Properties (rental Income)          | \$ 70,000.00            |
| Elections                                   | \$ 20,000.00            |
| Water Supply Funds - Infrastructure upgrade | \$ 361,197.00           |
| Sewer Fund - Infrastructure Upgrade         | \$ 200,830.00           |
| <b>Total Internal Restrictions</b>          | <b>\$ 13,761,451.30</b> |

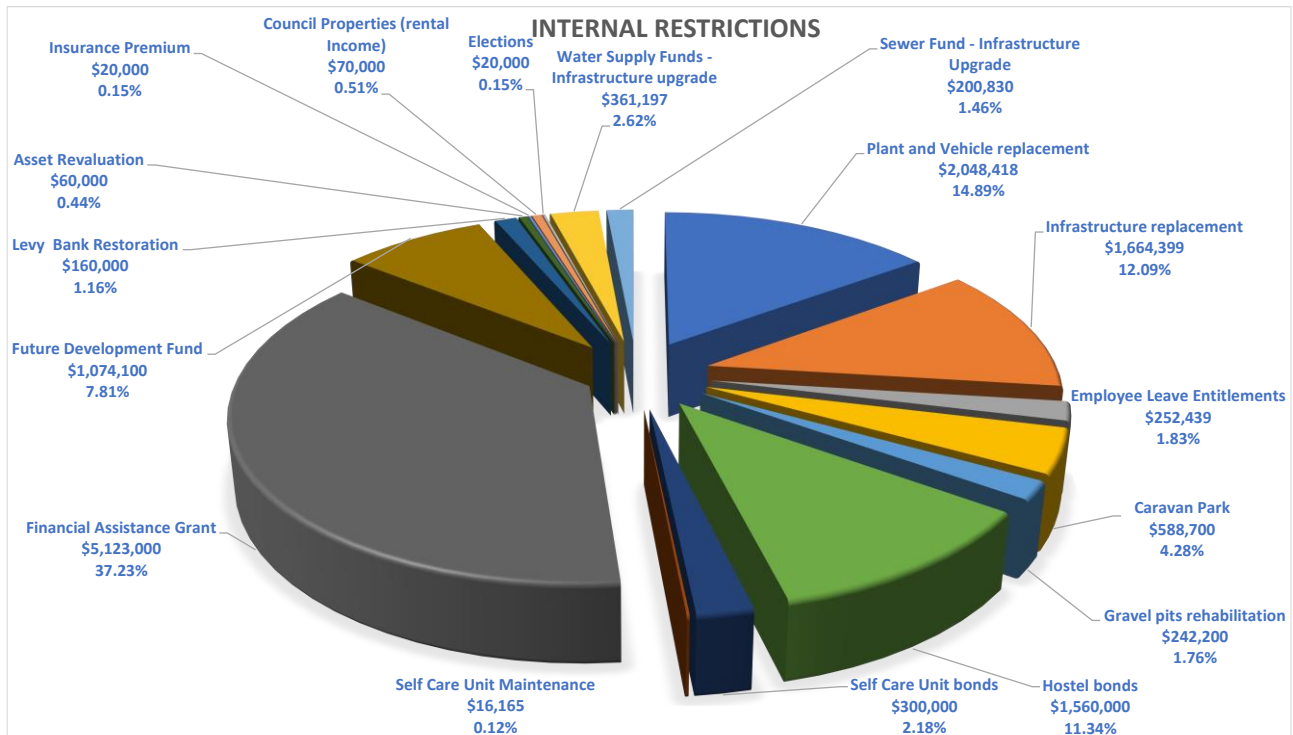
|                           |                         |
|---------------------------|-------------------------|
| <b>Total Restrictions</b> | <b>\$ 27,303,096.73</b> |
|---------------------------|-------------------------|

|                                      |                         |
|--------------------------------------|-------------------------|
| <b>Unrestricted Cash Investments</b> | <b>\$ 3,360,037.27</b>  |
| <b>Total Cash and Investments</b>    | <b>\$ 30,663,134.00</b> |

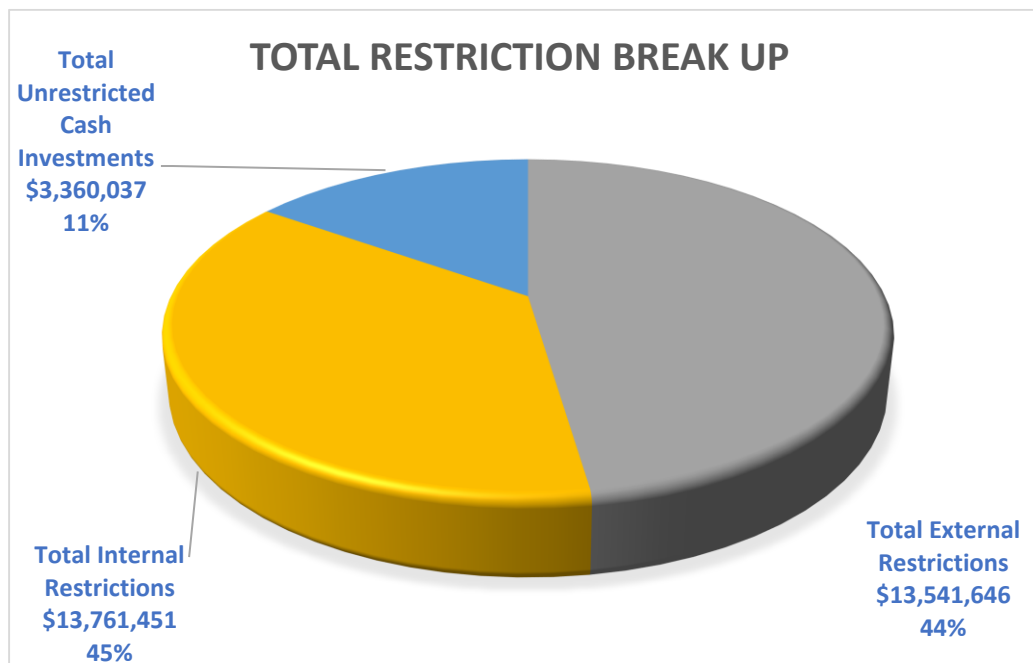
The chart below details the breakup of External Restrictions, detailing dollar value and percentage of each restriction as at 31 July 2025:



The chart below details the breakup of Internal Restrictions, detailing dollar value and percentage of each restriction as at 31 July 2025:



The chart below details an overall view of restricted cash as at 31 July 2025:



**SUMMARY**

Council currently holds \$30,663,134 in Cash and Investments. The average interest rate for July 2025 is 4.39%. The average interest rate has decreased since last month which was 4.53%.

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.

E. Mendes

**Responsible Accounting Officer**

11 August 2025

**2. Bank Reconciliation as at 31 July 2025**

The bank reconciliation on the Westpac cash account, or operating account, has been reconciled as at, 31 July 2025 and is detailed below:

|                                         |                |
|-----------------------------------------|----------------|
|                                         |                |
| Opening Cashbook Balance                | 1,306,643      |
| Plus Receipts                           | 2,182,786      |
| Less Payments                           | (2,838,626)    |
| <b>Cashbook Balance at 31 July 2025</b> | <b>650,802</b> |

|                                               |                |
|-----------------------------------------------|----------------|
| <b>Statement Summary</b>                      |                |
| Opening Statement Balance                     | 1,304,825      |
| Plus Receipts                                 | 2,186,648      |
| Less Payments                                 | (2,838,990)    |
| <b>Bank Statement Balance at 31 July 2025</b> | <b>652,483</b> |
| Plus Unpresented Receipts                     | 1,307          |
| Less Unpresented Payments                     | (2,988)        |
| <b>Reconciliation Balance at 31 July 2025</b> | <b>650,802</b> |

E. Mendes

**Responsible Accounting Officer**

11 August 2025

**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

**11.3 OUTSTANDING RATES AND USAGE CHARGES AS AT 31 JULY 2025**

**File Number:** D25.112579  
**Author(s):** Danika Dunstone, Rates & Debtors Officer  
**Approver:** Edna Mendes, Chief Financial Officer  
**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 31 July 2025.

**OFFICER RECOMMENDATION**

That Council 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 July 2025.

|                             | <b>Balance Outstanding as at 31 July 2025</b> |
|-----------------------------|-----------------------------------------------|
| Rates & Charges             | \$6,680,358.94                                |
| Water & Sewer Usage Charges | \$203,076.22                                  |
| <b>TOTAL</b>                | <b><u>\$6,883,435.16</u></b>                  |

**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 31 July 2025.

The 2025/2026 Net Levy of \$6,461,044.90, 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 total amount outstanding includes amounts due for instalment 1 (31 August 2025) instalment 2 (30 November 2025), instalment 3 (28 February 2026) and Instalment 4 (30 May 2026).

The balance outstanding for rates and annual charges is 93.47% of the total receivable as at 31 July, 2025.

The balance outstanding for water and sewer usage charges is 69.30% of the total receivable as at 31 July 2025.

| Balranald Shire Council - Statement of Rates and Charges |                                                                                                                      |                     |                     |                                           |                                             |                      |                                                       |                                             |  |
|----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|---------------------|---------------------|-------------------------------------------|---------------------------------------------|----------------------|-------------------------------------------------------|---------------------------------------------|--|
| As at 31-Jul-25                                          |                                                                                                                      |                     |                     |                                           |                                             |                      |                                                       |                                             |  |
| Income Category                                          | Arrears<br>30 June 2025                                                                                              | 2025/26<br>Net Levy | Total<br>Receivable | Amount Collected<br>as at<br>31 July 2025 | Collection as a<br>% of Total<br>Receivable | Total Balance<br>Due | Total Balance<br>Due as a % of<br>Total<br>Receivable | Net Arrears a<br>% of Net Levy<br>31-Jul-25 |  |
| General Fund Rates incl Interest / Legal charges         | \$460,720.39                                                                                                         | \$4,015,964.00      | \$4,476,684.39      | \$151,399.76                              | 3.38%                                       | \$4,325,284.63       | 96.62%                                                | 10.59%                                      |  |
| Waste Management Charges                                 | \$49,024.98                                                                                                          | \$566,215.01        | \$615,239.99        | \$54,702.12                               | 8.89%                                       | \$560,537.87         | 91.11%                                                | 7.76%                                       |  |
| Stormwater Levy Charges                                  | \$2,483.33                                                                                                           | \$19,452.22         | \$21,935.55         | \$2,029.83                                | 9.25%                                       | \$19,905.72          | 90.75%                                                | 11.14%                                      |  |
| Water Fund - Access Charges                              | \$96,463.61                                                                                                          | \$1,025,877.56      | \$1,122,341.17      | \$96,596.80                               | 8.61%                                       | \$1,025,744.37       | 91.39%                                                | 8.48%                                       |  |
| Sewerage Fund - Annual Charges                           | \$76,986.99                                                                                                          | \$833,536.11        | \$910,523.10        | \$161,636.75                              | 17.75%                                      | \$748,886.35         | 82.25%                                                | 8.37%                                       |  |
| Subtotal                                                 | \$685,679.30                                                                                                         | \$6,461,044.90      | \$7,146,724.20      | \$466,365.26                              | 6.53%                                       | \$6,680,358.94       | 93.47%                                                | 10.61%                                      |  |
| Water Fund - Consumption Charges                         | \$138,712.47                                                                                                         | \$135,385.71        | \$274,098.18        | \$86,881.39                               | 31.70%                                      | \$187,216.79         | 68.30%                                                | 85.17%                                      |  |
| Sewerage Fund - Usage Charges Non Residential            | \$8,526.13                                                                                                           | \$10,410.40         | \$18,936.53         | \$3,077.10                                | 16.25%                                      | \$15,859.43          | 83.75%                                                | 71.24%                                      |  |
| Subtotal                                                 | \$147,238.60                                                                                                         | \$145,796.11        | \$293,034.71        | \$89,958.49                               | 30.70%                                      | \$203,076.22         | 69.30%                                                | 84.17%                                      |  |
|                                                          | \$832,917.90                                                                                                         | \$6,606,841.01      | \$7,439,758.91      | \$556,323.75                              | 7.48%                                       | \$6,883,435.16       | 92.52%                                                | 11.37%                                      |  |
| Notes                                                    | Arrears is rates overdue from previous years levies                                                                  |                     |                     |                                           |                                             |                      |                                                       |                                             |  |
|                                                          | Net Levy includes any DR & CR levy adjustments, interest charged and pensioner rebates                               |                     |                     |                                           |                                             |                      |                                                       |                                             |  |
|                                                          | Total Receivable includes arrears at 30 June 2025 plus the current net levy                                          |                     |                     |                                           |                                             |                      |                                                       |                                             |  |
|                                                          | Amount collected includes payments towards arrears and current net levy                                              |                     |                     |                                           |                                             |                      |                                                       |                                             |  |
|                                                          | Total Balance Due includes the arrears balance, as reduced by payments in this financial year, plus current net levy |                     |                     |                                           |                                             |                      |                                                       |                                             |  |
|                                                          | Net Arrears as a % of net levy, takes into account receivables for arrears and current net levy                      |                     |                     |                                           |                                             |                      |                                                       |                                             |  |

## FINANCIAL IMPLICATIONS

Nil.

## LEGISLATIVE IMPLICATIONS

NSW LOCAL GOVERNMENT ACT (1993) AND ASSOCIATED REGULATIONS AND GUIDELINES.

## POLICY IMPLICATIONS

Nil.

## RISK RATING

Low.

## ATTACHMENTS

Nil

## ATTACHMENTS

Nil

**11.4 OUTSTANDING DEBTORS AS AT 31 JULY 2025**

**File Number:** D25.112511  
**Author(s):** Danika Dunstone, Rates & Debtors Officer  
**Approver:** Edna Mendes, Chief Financial Officer  
**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 31 July 2025.

**OFFICER RECOMMENDATION**

**That Council note the report.**

**REPORT**

The table below details the total amount of outstanding debtors as at 31 July 2025. As can be seen from the table below there are thirty-nine (39) accounts, one (1) grant funding account that make up the debtors' balance of \$287,636.

There are Seventeen (17) accounts, that make up the current debtors' balance of \$24,249.

There are eleven (11) debtors that makes up the thirty (30) days debtors' amount of \$61,447.

There are four (4) accounts that make up the sixty (60) days debtors' amount of \$106,180 and one (1) grant funding debtor to the amount of \$30,116.

Finally, there are Seven (7) accounts that make up the ninety (90) days debtors' amount of \$65,644.

| Number of Accounts | Current                | 30 days                | 60 days                 | 90 days                | TOTALS                  |
|--------------------|------------------------|------------------------|-------------------------|------------------------|-------------------------|
| 17                 | \$24,249               |                        |                         |                        | <b>\$24,249</b>         |
| 11                 |                        | \$61,447               |                         |                        | <b>\$61,447</b>         |
| 4                  |                        |                        | \$106,180               |                        | <b>\$106,180</b>        |
| 7                  |                        |                        |                         | \$65,644               | <b>\$65,644</b>         |
| Grant Funding (1)  |                        |                        | \$30,116                |                        | <b>\$30,116</b>         |
| <b>TOTALS</b>      | <b><u>\$24,249</u></b> | <b><u>\$61,447</u></b> | <b><u>\$136,296</u></b> | <b><u>\$65,644</u></b> | <b><u>\$287,636</u></b> |

The balance of the outstanding debtors as of 30 June 2025 was \$571,348 There has therefore been a decrease of \$283,712 in outstanding debtors over the past month.

**Analysis of 90 days debtors**

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

- \$17,160 – Currently being reviewed. Payment plan failed; letter of demand sent. Debt collection to follow.
- \$31,846 – Debtor has entered into a payment plan.

**TOTAL            \$49,006**

**FINANCIAL IMPLICATIONS**

It is vitally important that outstanding debtors are monitored and pursued 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**

Debt Recovery Policy

**RISK RATING**

Low.

**ATTACHMENTS**

Nil



**11.5 GRANT FUNDED PROJECTS STATUS UPDATE**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112711</b>                                                                                                                    |
| <b>Reporting Officer(s):</b>       | <b>Connie Mallet, Community Projects, Events and Grants Officer</b>                                                                  |
| <b>Responsible Officer:</b>        | <b>Peter Bascomb, Interim General Manager</b>                                                                                        |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

---

**PURPOSE OF REPORT**

To provide Council with an updated summary of the current and active roads infrastructure, non-roads infrastructure and non-infrastructure grant funded projects as at the 11 August 2025.  
(*Attachment 1*).

**OFFICER RECOMMENDATION**

**That Council notes the report.**

**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 4 roads and 5 non-roads grant applications pending and 1 application in the process of being submitted.

**FINANCIAL IMPLICATIONS**

Nil.

**LEGISLATIVE IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

Nil.

**RISK RATING**

Low.

**ATTACHMENTS**

- 1. BSC Grants Projects Update Report as at 11-08-2025 (under separate cover)**

**11.6 INFRASTRUCTURE UPDATE FOR JULY 2025**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.112637</b>                                                                                                   |
| <b>Author(s):</b>                  | <b>Mandy Haley, Executive Assistant</b>                                                                             |
| <b>Approver:</b>                   | <b>David McKinley, Director of Infrastructure and Planning Services</b>                                             |
| <b>Operational Plan Objective:</b> | <b>Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.</b> |

---

**PURPOSE OF REPORT**

To provide Council with an update on the Infrastructure Activities to the end of July 2025.

**OFFICER RECOMMENDATION**

That Council notes the report.

**REPORT****1. ROAD CONSTRUCTION AND MAINTENANCE*****Regional Roads – MR67 Balranald Ivanhoe Road Hatfield Road Widening Update***

Month of July, Council continued work on the shoulder widening of MR67 Balranald Ivanhoe Road at Hatfield. Weather permitting, the project is scheduled to be fully sealed by August 2025.

The contractors engaged on the project have delivered excellent work. The shoulder widening will significantly improve safety and accessibility for motorists along this section of the MR67.

***Urban Roads – McCabe Street Widening Update***

Month of July, local contractor Potter Excavations working on behalf of Iluka Mineral Sands in consultation with Council continue with Road widening along the alignment of McCabe Street, the works involved will be deep excavation sealing and asphaltting, it is expected that the works will reach practical completion first week of October 2025, in the meantime while this work is underway:

- A detour will be in place via Market Street and Myall Street
- Access will be maintained to Island Road and Bourke Road
- Oversize vehicles can be directed under escort through McCabe St Alignment, as required
- Access will be maintained to properties and businesses
- Access will be maintained to the Aboriginal Cemetery and Motorcycle Track.



*Pictures McCabe Street Road widening construction works July 2025*

## 2. FOOTPATHS

### **Balranald Footpath Replacement - *Market Street Footpath Replacement Update***

Footpath replacement works have continued along Market Street, between Yuranigh Street and Moa Street in Balranald. The first half of this section was completed in the previous financial year and the remaining portion is scheduled for completion in the first week of August. This upgrade will improve pedestrian safety and accessibility in the area, and Council appreciates the community's patience during the works.



*Market Street Footpath July 2025*

## 3. KERB AND GUTTER REPLACEMENT

No construction works for the month of July

## 4. WATER & SEWER

### **4.1 Balranald Team Water Operations**

The Balranald team were kept engaged with general maintenance and operations around the Balranald Township. These works included;

- Raw Water Mains Repairs on Church, River, and O'Connor Streets.
- Raw Water Service repairs were performed on Moa, Church, Market, Dowling, Mayall and Ballandella Streets.
- A 40mm filtered water service was repaired in Church Street.
- Filtered Services in Boynton and Cally Streets
- Boring under the road in Euston for a new Filtered Water Service
- Valve replacements and modifications to the reservoir pipework.
- 2 hydrants replaced on Moa Street, Balranald
- Repairs were made to filtered pipes at the Balranald Caravan Park along with a 50mm raw pipe repair under a footpath.
- Additionally, a sewer service was excavated and repaired on Dowling Street.

Water Team are still working on the installation of the contact tank at the Balranald water treatment plant. The contact tank will add efficiencies to the filtration process, when introduced will reflect common industry practice for water treatment facilities globally.





*Contact tank & plinth July 2025*

Other tasks undertaken by the Water Team included the installation of two gates at the aerodrome, a new fence around sewer pump station 1 and the completion of regular duties.



*Balranald raw & potable reservoirs July 2025*

Potable Water Reservoir Remediation works is well under way and progressing well and works still on target to reach practical completion late September 2025.

#### **4.2 Euston Team Water Operations**

The Euston team kept busy with general maintenance and operations around the Euston Township. These works included;

- Water main repairs.
- General lawn care of median strips and oval areas.
- Lawn mowing of playgrounds.
- Install new water connection in Garreffa Parade for median strip irrigation.

- Sewer pond maintenance.
- Roadside slashing on Euston Prungle Road

## 5. **PLANNING AND DEVELOPMENT**

### 5.1 **Biosecurity**

Councils Biosecurity officer has been involved in activities such as finishing off weed spraying at the Balranald Cemetery, spraying for weeds at the Balranald Depot.

Inspected some pre-existing priority sights (Mesquite and Mimosa Bush) at Clare and Claremont Stations.

Inspections at Kyalite Boat ramp and river reserve frontage for Aquatic Weeds.

Cut, Sprayed and removed Boxthorn, Prickly Pear and Prickly Acacia at various areas.

BIS reporting, Biosecurity Information Industries, Reporting to Department of Primary Industries.

Reporting on any assets (signs, grids etc that are in need of repair or replacement) to Works Coordinator or the Works Overseer.



*Weed infestation July 2025*





Weed infestation July 2025 (Cont)

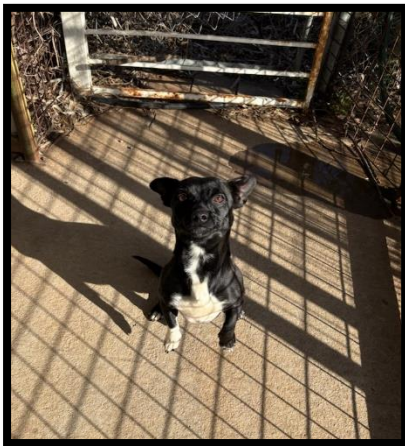


## 5.2 Animal Control

- Council's Ranger rehomed 3 kittens and 1 cat
- 4 feral cats were trapped
- 2 dogs were impounded, with 1 dog being rehomed and 1 dog was returned to its grateful owner.
- Followed up on one illegal dumping in Euston

Set up a camera in the bush in the high illegal dumping areas in Euston area.

Animal Control Officer continues to follow up on dog barking complaints in Balranald and Euston while maintaining a high profile through liaising with the public and Council.



### 5.3 Strategy Documents in Draft

- Integrated Water Cycle Management Strategy (IWCMS)

The IWCMS strategy is a process where Council prepares its peak planning documents for its Water Supply and Sewerage Services.

The documents include its 30-year IWCMS and its 30-year Strategic Business Plans and guidelines for the preparation of the documents are contained in the NSW Governments Best Practice framework for Local Water Utilities.

The IWCMS is a 30 year, transparent, evidence-based analysis, for the provision of appropriate, affordable, cost effective and sustainable urban water services that meet the communities needs and protects public health and the environment. The documents also meet a Shire Council's requirements to provide Financial and Asset Management Plans in accordance with the NSW Department of Local Government Guidelines. The draft will come to Council for comment and later endorsement soon.

- Waste Management Strategy

The development of the Waste Management Strategy is to ensure the long-term sustainability of Council waste management through improved environmental practice, whilst achieving financial and legislative target requirements. This document is in draft form now and will come back to Council for comment and later endorsement over the next month or so.

- Balranald & Euston Flood Studies

This project involves conducting a flood study, which is a comprehensive technical investigation of flood behaviour that provides the main technical foundation for the development of a robust flood risk management plan. It aims to provide an understanding of the full range of flood behaviour and consequences in the study area. It involves consideration of the local flood history, available collected flood data, and the development of hydrologic and hydraulic models. Council will be kept up to date on the progress, currently the consultant as part of the reconnaissance has already undertaken 2 x community drop-in sessions (i) Euston and (ii) Balranald. The project program is 18 months from start to finish and in month 3.

- Housing Strategy

The Balranald Housing Strategy is a significant project for the Shire, to set an agreed strategy for Housing needs of the community. It will seek to understand the current and future housing and economic context of the Shire, and project the future changes and growth, and ultimately provide a blueprint to meet these needs. The draft is firstly on its way to the State Government for scrutiny before coming back to Council for comment and later endorsement.



**5. INFRASTRUCTURE ROAD GRANTS****6.1 Roads to Recovery (RTR / R2R) 2024-2029**

**Funding Body:** Department of Infrastructure, Transport, Regional Development, Communications and the Arts (DITRDCA)

**Purpose of Funding:** For rural and local roads

**Funding Amount:** \$ 1,465,945 annually for five years (2024-2025 to 2029-2030)

| RTR Work Schedule for 2024-2025                   | Estimated Cost        | Status as at 30 July 2025 |               |                                   |
|---------------------------------------------------|-----------------------|---------------------------|---------------|-----------------------------------|
|                                                   |                       | % Completion              | % Expenditure | Comments                          |
| Shailer Terrace, Euston - Reinstate kerb & gutter | \$150,000.00          | 100                       | 100           | Completed                         |
| Marma Box Creek Road - Seal construction 3.9km    | \$1,315,945.00        | 100                       | 100           | Completed                         |
| <b>Total Planned Expenditure for 2024-2025</b>    | <b>\$1,465,945.00</b> |                           |               | <b>Funding received \$475,510</b> |

**6.2 Transport for NSW – Road Safety Program 2023/24 to 2025/26**

**Funding Body:** Transport for NSW - Commonwealth Government

**Purpose of Funding:** For Ivanhoe Road Shoulder Widening and Shared Footpath from Endeavour Drive to Balranald Central School

**Funding Amount:** \$ 5,843,000

| Road Safety Program Work Schedule for 2023/24 – 2025/26                                   | Estimated Cost        | Status as at 30 July 2025 |               |                                   |
|-------------------------------------------------------------------------------------------|-----------------------|---------------------------|---------------|-----------------------------------|
|                                                                                           |                       | % Completion              | % Expenditure | Comments                          |
| Ivanhoe Road Shoulder Widening and Edge Line marking for 3.68km (Hatfield) – Project 9277 | \$1,350,000.00        | 85                        | 51            | In process                        |
| Ivanhoe Road Shoulder Widening and Edge Line marking for 7.87km (Homebush) – Project 9278 | \$2,763,000.00        | 2                         | 2             | Planning Stage                    |
| Shared Footpath from Endeavour Drive to BCS – Project 8872                                | \$1,730,000.00        | 1                         | 1             | Planning Stage                    |
| <b>Total Planned Expenditure for 2024-2025</b>                                            | <b>\$5,843,000.00</b> |                           |               | <b>Funding received \$675,000</b> |

**6.3 Grants Applied For**

| Grant/Project                                                 | Description                                                                                                     | Funding Value | Council Co-contribution | Date Submitted | Status                                      |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|---------------|-------------------------|----------------|---------------------------------------------|
| <b>Safer Local Roads and Infrastructure Program – Round 4</b> | Tapalin Mail Road 7.7km Seal Construction                                                                       | \$2,640,000   | \$660,000               | June 2025      | Pending. Outcome expected in September 2025 |
| <b>Disaster Ready Fund – Round 3</b>                          | Upgrade Oxley Road (MR514) on two flood-affected low-lying sections by raising the road and installing culverts | \$2,452,000   | \$613,000               | 15 Apr 2025    | Pending. Outcome expected in September 2025 |
| <b>Disaster Ready Fund – Round 3</b>                          | Upgrade Morris Road by raising the road and installing culverts                                                 | \$1,256,800   | \$314,200               | 15 Apr 2025    | Pending. Outcome expected in September 2025 |
| <b>Disaster Ready Fund – Round 3</b>                          | Upgrade Cowper Street, the road to the cemetery, by raising the road and installing culverts                    | \$928,000     | \$232,000               | 15 Apr 2025    | Pending. Outcome expected in September 2025 |
| <b>TfNSW Natural Disaster AGRN1034</b>                        | Repair Oxley Road Section 1                                                                                     | \$1,087,515   | 0                       | 27 Jun 2024    | Awaiting Deed                               |
| <b>TfNSW Natural Disaster AGRN1034</b>                        | Repair Island Road Culverts                                                                                     | \$192,335     | 0                       | 27 Jun 2024    | Awaiting Deed                               |
| <b>Public Works - Natural Disaster Non-Roads Assets</b>       | Levee Bank Emergency Works                                                                                      | \$16,008      | 0                       | 5 Aug 2024     | Funded. Awaiting Payment                    |

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Local Government Act 1993

Biosecurity Act 2015

Companion Animals Act 1998

Roads Act 1993

Waste Minimisation and Management Act 1995

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. **Infrastructure Updates - July 2025 (under separate cover)**

**11.7 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT**

**File Number:** D25.111046

**Author(s):** Nikkita Manning-Rayner, Planning Officer  
Ray Mitchell, Health, Environmental and Development Coordinator

**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 advise Council of activities undertaken within the Planning Department in the month of July 2025.

**OFFICER RECOMMENDATION**

**That Council notes the report.**

**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 in the month of July 2025:

| <b>Application</b>       | <b>Applicant</b>                                      | <b>Location</b>                               | <b>Description</b>                                    |
|--------------------------|-------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------|
| DA 22/2025<br>(Approved) | Andrew Curphey for Ellen Tracey                       | 23 Moa Street, Balranald                      | Garage Extension                                      |
| DA 26/2025<br>(Approved) | The Trustee for Standen Family Trust for John Standen | 57 Weimby Kyalite Road, Kyalite               | Dwelling, Two Sheds & Onsite Sewage Management System |
| DA 29/2025<br>(Approved) | MJJR Pty Ltd for P. & D.L. Chirchiglia                | 27 Taylor Road, Euston                        | Dwelling                                              |
| CC 01/2026               | P.J. & S.G. Murphy for Kenneth & Wendy Griffiths      | 95 Mayall Street, Balranald                   | Dwelling Additions                                    |
| CC 02/2026               | Iluka Resources Limited                               | Iluka Mine Site, 1067 Ivanhoe Road, Balranald | Warehouse                                             |
| CC 03/2026               | Iluka Resources Limited                               | Iluka Mine Site, 1067 Ivanhoe Road, Balranald | Workshop                                              |
| CC 04/2026               | Iluka Resources Limited                               | Iluka Mine Site, 1067 Ivanhoe Road, Balranald | Control Room                                          |
| S68 05/2025              | David Mitchell for Tronox Mining Australia Limited    | 2342 Magenta Wampo Road, Balranald            | Waste Water Sprayfield                                |

|             |                                                    |                                        |                                 |
|-------------|----------------------------------------------------|----------------------------------------|---------------------------------|
| SDC 01/2026 | Howard Hillerman for Hillerman and Butler & Achmad | 155 & 157 Turandurey Street, Balranald | Boundary Realignment            |
| OC 02/2026  | Cody Williams for Tronox                           | 2342 Magenta Wampo Road, Balranald     | Onsite Sewage Management System |
| OC 03/2026  | GJ Gardner Homes Mildura                           | 31 Garreffa Parade, Euston             | Sanitary Drainage               |

The following numbers of certificates relating to conveyancing have been issued in the month of July 2025:

|                                                                                                     |   |
|-----------------------------------------------------------------------------------------------------|---|
| <b>Environmental Planning &amp; Assessment Act 1979</b><br>Planning Information Certificates (10.7) | 5 |
| <b>Environmental Planning &amp; Assessment Act 1979</b><br>Building Certificates (6.24)             | 0 |
| <b>Local Government Act 1993</b><br>Outstanding Orders (735A)                                       | 2 |
| <b>Local Government Act 1993</b><br>Drainage Diagram                                                | 4 |
| <b>Biosecurity Act 2015</b><br>Outstanding Orders (Noxious Weeds)                                   | 0 |

#### 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

**11.8 OUTSTANDING ACTIONS AUGUST 2025**

**File Number:** D25.112680  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Peter Bascomb, Interim 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 updated Action Sheets Report (**Attachment 1**), which details all outstanding actions from previous Council Meetings.

**OFFICER RECOMMENDATION**

That Council notes the report.

**REPORT**

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

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. Outstanding Actions - August 2025 (under separate cover)

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

**File Number:** D25.112679  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Peter Bascomb, Interim 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 Council notes the report.

**REPORT**

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

While 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**

- 25-15 Annual Reporting of Labour Statistics
- 25-16 End of Year Reporting Requirements
- 25-17 25-17 Quarterly Budget Review Statement Guidelines

All circulars can be found on the OLG's website at [Circulars – Office of Local Government NSW](#)

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**11.10 MEETINGS ATTENDED BY THE MAYOR, THE INTERIM GENERAL MANAGER AND DIRECTORS**

**File Number:** D25.112683  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Peter Bascomb, Interim 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 Mayor, the Interim General Manager and the Director of Infrastructure & Planning Services since Tuesday 15 July 2025.

**OFFICER RECOMMENDATION**

**That Council notes the report.**

**REPORT**

**Attachment 1** details the meetings which the Mayor, the Interim General Manager and the Director of Infrastructure & Planning Services since Tuesday 15 July 2025.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. Meetings attended by the Mayor, Interim General Manager and Executive Staff (under separate cover)



**12 QUESTIONS ON NOTICE**

Nil

**13 CONFIDENTIAL MATTERS**

Nil

**14 CLOSURE OF MEETING**