



AGENDA

Ordinary Council Meeting Tuesday, 21 October 2025

Date: Tuesday, 21 October 2025

Time: 5pm

Location: Council Chambers, Market Street Balranald

**Peter Bascomb
Interim Chief Executive Officer**

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 Mayor and/or Chief Executive Officer 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, 21 October 2025 at 5pm

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1 OPENING OF MEETING

CHAPTER 3. PRINCIPLES FOR LOCAL GOVERNMENT

8 OBJECT OF PRINCIPLES

THE OBJECT OF THE PRINCIPLES FOR COUNCILS SET OUT IN THIS CHAPTER IS TO PROVIDE GUIDANCE TO ENABLE COUNCILS TO CARRY OUT THEIR FUNCTIONS IN A WAY THAT FACILITATES LOCAL COMMUNITIES THAT ARE STRONG, HEALTHY AND PROSPEROUS.

8A GUIDING PRINCIPLES FOR COUNCILS

(1) EXERCISE OF FUNCTIONS GENERALLY.

THE FOLLOWING GENERAL PRINCIPLES APPLY TO THE EXERCISE OF FUNCTIONS BY COUNCILS--

- (A) COUNCILS SHOULD PROVIDE STRONG AND EFFECTIVE REPRESENTATION, LEADERSHIP, PLANNING AND DECISION-MAKING.
 - (B) COUNCILS SHOULD CARRY OUT FUNCTIONS IN A WAY THAT PROVIDES THE BEST POSSIBLE VALUE FOR RESIDENTS AND RATEPAYERS.
 - (C) COUNCILS SHOULD PLAN STRATEGICALLY, USING THE INTEGRATED PLANNING AND REPORTING FRAMEWORK, FOR THE PROVISION OF EFFECTIVE AND EFFICIENT SERVICES AND REGULATION TO MEET THE DIVERSE NEEDS OF THE LOCAL COMMUNITY.
 - (D) COUNCILS SHOULD APPLY THE INTEGRATED PLANNING AND REPORTING FRAMEWORK IN CARRYING OUT THEIR FUNCTIONS SO AS TO ACHIEVE DESIRED OUTCOMES AND CONTINUOUS IMPROVEMENTS.
 - (E) COUNCILS SHOULD WORK CO-OPERATIVELY WITH OTHER COUNCILS AND THE STATE GOVERNMENT TO ACHIEVE DESIRED OUTCOMES FOR THE LOCAL COMMUNITY.
 - (F) COUNCILS SHOULD MANAGE LANDS AND OTHER ASSETS SO THAT CURRENT AND FUTURE LOCAL COMMUNITY NEEDS CAN BE MET IN AN AFFORDABLE WAY.
 - (G) COUNCILS SHOULD WORK WITH OTHERS TO SECURE APPROPRIATE SERVICES FOR LOCAL COMMUNITY NEEDS.
 - (H) COUNCILS SHOULD ACT FAIRLY, ETHICALLY AND WITHOUT BIAS IN THE INTERESTS OF THE LOCAL COMMUNITY.
 - (I) COUNCILS SHOULD BE RESPONSIBLE EMPLOYERS AND PROVIDE A CONSULTATIVE AND SUPPORTIVE WORKING ENVIRONMENT FOR STAFF.
- (2) DECISION-MAKING THE FOLLOWING PRINCIPLES APPLY TO DECISION-MAKING BY COUNCILS (SUBJECT TO ANY OTHER APPLICABLE LAW)--
- (A) COUNCILS SHOULD RECOGNISE DIVERSE LOCAL COMMUNITY NEEDS AND INTERESTS.
 - (B) COUNCILS SHOULD CONSIDER SOCIAL JUSTICE PRINCIPLES.
 - (C) COUNCILS SHOULD CONSIDER THE LONG TERM AND CUMULATIVE EFFECTS OF ACTIONS ON FUTURE GENERATIONS.
 - (D) COUNCILS SHOULD CONSIDER THE PRINCIPLES OF ECOLOGICALLY SUSTAINABLE DEVELOPMENT.

- (E) COUNCIL DECISION-MAKING SHOULD BE TRANSPARENT AND DECISION-MAKERS ARE TO BE ACCOUNTABLE FOR DECISIONS AND OMISSIONS.
- (3) COMMUNITY PARTICIPATION COUNCILS SHOULD ACTIVELY ENGAGE WITH THEIR LOCAL COMMUNITIES, THROUGH THE USE OF THE INTEGRATED PLANNING AND REPORTING FRAMEWORK AND OTHER MEASURES.

PRINCIPLES OF SOUND FINANCIAL MANAGEMENT*8B PRINCIPLES OF SOUND FINANCIAL MANAGEMENT*

THE FOLLOWING PRINCIPLES OF SOUND FINANCIAL MANAGEMENT APPLY TO COUNCILS:

- (A) COUNCIL SPENDING SHOULD BE RESPONSIBLE AND SUSTAINABLE, ALIGNING GENERAL REVENUE AND EXPENSES.
- (B) COUNCILS SHOULD INVEST IN RESPONSIBLE AND SUSTAINABLE INFRASTRUCTURE FOR THE BENEFIT OF THE LOCAL COMMUNITY.
- (C) COUNCILS SHOULD HAVE EFFECTIVE FINANCIAL AND ASSET MANAGEMENT, INCLUDING SOUND POLICIES AND PROCESSES FOR THE FOLLOWING--
 - (I) PERFORMANCE MANAGEMENT AND REPORTING,
 - (II) ASSET MAINTENANCE AND ENHANCEMENT,
 - (III) FUNDING DECISIONS,
 - (IV) RISK MANAGEMENT PRACTICES.
- (D) COUNCILS SHOULD HAVE REGARD TO ACHIEVING INTERGENERATIONAL EQUITY, INCLUDING ENSURING THE FOLLOWING--
 - (I) POLICY DECISIONS ARE MADE AFTER CONSIDERING THEIR FINANCIAL EFFECTS ON FUTURE GENERATIONS,
 - (II) THE CURRENT GENERATION FUNDS THE COST OF ITS SERVICES.

INTEGRATED PLANNING AND REPORTING PRINCIPLES THAT APPLY TO COUNCILS*8C INTEGRATED PLANNING AND REPORTING PRINCIPLES THAT APPLY TO COUNCILS*

THE FOLLOWING PRINCIPLES FOR STRATEGIC PLANNING APPLY TO THE DEVELOPMENT OF THE INTEGRATED PLANNING AND REPORTING FRAMEWORK BY COUNCILS:

- (A) COUNCILS SHOULD IDENTIFY AND PRIORITISE KEY LOCAL COMMUNITY NEEDS AND ASPIRATIONS AND CONSIDER REGIONAL PRIORITIES.
- (B) COUNCILS SHOULD IDENTIFY STRATEGIC GOALS TO MEET THOSE NEEDS AND ASPIRATIONS.
- (C) COUNCILS SHOULD DEVELOP ACTIVITIES, AND PRIORITISE ACTIONS, TO WORK TOWARDS THE STRATEGIC GOALS.
- (D) COUNCILS SHOULD ENSURE THAT THE STRATEGIC GOALS AND ACTIVITIES TO WORK TOWARDS THEM MAY BE ACHIEVED WITHIN COUNCIL RESOURCES.
- (E) COUNCILS SHOULD REGULARLY REVIEW AND EVALUATE PROGRESS TOWARDS ACHIEVING STRATEGIC GOALS.
- (F) COUNCILS SHOULD MAINTAIN AN INTEGRATED APPROACH TO PLANNING, DELIVERING, MONITORING AND REPORTING ON STRATEGIC GOALS.
- (G) COUNCILS SHOULD COLLABORATE WITH OTHERS TO MAXIMISE ACHIEVEMENT OF STRATEGIC GOALS.
- (H) COUNCILS SHOULD MANAGE RISKS TO THE LOCAL COMMUNITY OR AREA OR TO THE COUNCIL EFFECTIVELY AND PROACTIVELY.
- (I) COUNCILS SHOULD MAKE APPROPRIATE EVIDENCE-BASED ADAPTATIONS TO MEET CHANGING NEEDS AND CIRCUMSTANCES.

2 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.

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**3 APOLOGIES**

**4 CONFIRMATION OF MINUTES****4.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 16 SEPTEMBER 2025**

**File Number:** D25.115263

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

**Responsible Officer:** Peter Bascomb, Interim Chief Executive Officer

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**OFFICER RECOMMENDATION**

**That Council confirms the Minutes of the Ordinary Council Meeting held on Tuesday 16 September as a true and accurate recording of that meeting.**

**REPORT**

Council held its Ordinary Council Meeting on Tuesday 16 September 2025. The Minutes of that meeting are now attached for 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, 16 September 2025 (under separate cover) **

**5 DISCLOSURE OF INTEREST****6 MAYORAL/COUNCILLOR REPORT****6.1 MAYORAL REPORT - UPDATE OCTOBER 2025**

**File Number:** D25.115442

**Reporting Officer:** Louie Zaffina, Mayor

**Responsible Officer:** Peter Bascomb, Interim Chief Executive Officer

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**OFFICER RECOMMENDATION**

That The Mayoral Update for October be received and noted.

**REPORT**

I have been very busy attending key meetings and advocating strongly for the rural communities while progress continues on local infrastructure projects.

**Civic Dinner:**

The Shire will host a Civic Dinner on Wednesday 22 October 2025 at the Balranald Services Club, with neighbouring council, federal and state members all invited.

**Balranald Health & Wellbeing Support Services Expo:**

Thursday 23 October 2025 Balranald Health and Wellbeing Support Services Expo will be held at the Theatre Royal from 11am – 3pm.

Sussan Ley, Helen Dalton and Mayors and General Managers from neighbouring councils including Swan Hill and Mildura from across the border have been invited to attend.

The Expo aims to connect residents with health services and discuss the challenges facing regional areas.

It's to make people aware and see if we can connect with those services and discuss our challenges, although I am sure it's the same challenges in every other regional shire.

**Minister Moriarty**

I travelled to Cobar to meet with Minister Tara Moriarty, who oversees the Western Division along with her agriculture portfolio.

The meeting allowed Mayors to have one-on-one discussions with the Minister about issues in their respective shires.

The Minister was thanked for the sustainable communities grant that was announced with the water buyback. "I think that was a very good opportunity for Council to apply".

However, concerns were raised about National Parks expansions. The governments put the carrot out for people to sell to national parks. People aren't forced to sell, but it was raised as a concern that is happening in certain areas.

**Murray Darling Association**

I attended the 81<sup>st</sup> Annual Conference, this year it was held in Griffith.

The Murray Darling Conference is an incredible opportunity for councils 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 featured keynote speakers and panel session 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.

**ATTACHMENTS**

**Nil**

**7 COMMITTEE REPORTS****7.1 TOURISM & ECONOMIC DEVELOPMENT ADVISORY COMMITTEE HELD ON WEDNESDAY 20 AUGUST 2025**

**File Number:** D25.114195

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

**Responsible Officer:** Peter Bascomb, Interim Chief Executive Officer

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**OFFICER RECOMMENDATION**

That Council

1. notes the Minutes of the Tourism & Economic Development Advisory Committee meeting held on Wednesday 20 August 2025;
2. explore options for the burnt building at Theatre Royal; and
3. send letters to Peter Lawler and Dianne Williams acknowledging their service to the Growing Business Industry & Tourism Advisory Committee.

**REPORT**

The Tourism & Economic Development Advisory Committee (**TED**) held its first meeting with the new committee on Wednesday 20 August 2025 in the Council Chambers.

There were two additional recommendations other than the Minutes of the TED Committee be received and noted.

**ATTACHMENTS**

1. Minutes - Tourism & Economic Development Advisory Committee - August 2025 (under separate cover) 

**7.2 EUSTON PROGRESSIVE ADVISORY COMMITTEE - MONDAY 25 AUGUST 2025**

**File Number:** D25.114307

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

**Responsible Officer:** Peter Bascomb, Interim Chief Executive Officer

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**OFFICER RECOMMENDATION**

**That Council note the Minutes of the Euston Progressive Advisory Committee meeting held on Monday 28 July 2025.**

**REPORT**

The Euston Progressive Advisory Committee (EPAC) held a meeting on Monday 25 August 2025 at the Euston Club.

There was no 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 - 25 August 2025 (under separate cover) 

**7.3 STRENGTHENING COMMUNITY ACCESS INCLUSION & WELLBEING ADVISORY COMMITTEE MEETING HELD ON THURSDAY 25 SEPTEMBER 2025**

**File Number:** D25.115001

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

**Responsible Officer:** Peter Bascomb, Interim Chief Executive Officer

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**OFFICER RECOMMENDATION**

**That Council**

- 1. Notes the Minutes of the Strengthening Community Access Inclusion & Wellbeing Advisory Committee (SCAIWAC) meeting held on Thursday 25 September 2025; and**
- 2. SCAIWAC draft a letter to transport NSW in support of LiveBetter services be extended and managed in Balranald and the Mayor to endorse and sign.**

**REPORT**

The Strengthening Community Access Inclusion & Wellbeing Advisory Committee (**SCAIWAC**) held their meeting on Thursday 25 September 2025 in the Council Chambers.

There was one additional recommendation other than the Minutes of SCAIWAC be received and noted.

**ATTACHMENTS**

- 1. Minutes - SCAIWAC - 25 September 2025 (under separate cover)** 

**8 NOTICE OF MOTION**

|                                                     |
|-----------------------------------------------------|
| <b>8.1 NOTICE OF MOTION - SELWYN STREET, EUSTON</b> |
|-----------------------------------------------------|

**Record Number: D25.115491**

I, Councillor Louie Zaffina, give notice that at the next Ordinary Meeting of Council to be held on 21 October 2025, I intend to move the following motion:

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**MOTION**

That the remainder of Selwyn Street Euston, to Broughton Street, be sealed.

**RATIONALE**

This street is used considerably with traffic entering the Euston Club RV Park and now to the Euston Multipurpose Court.

It is important that gravel roads in town are sealed.

I commend this Notice of Motion to Council.

**ATTACHMENTS**

**Nil**

**9 NOTICE OF RESCISSION**

**CHIEF EXECUTIVE OFFICERS REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****10 CHIEF EXECUTIVE OFFICER'S REPORTS****10.1 RESTRICTED FUNDS 2025**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.114992</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Edna Mendes, Chief Financial Officer</b>                                                                                          |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim Chief Executive Officer</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 endorse the level of Restricted Funds (Reserves) as at 30 June 2025.

**OFFICER RECOMMENDATION**

That Council:

1. Receives the report and notes the balances for Restricted Funds (Reserves).
2. Endorses the Internal Restrictions (Funds) balances as at 30 June 2025.

**REPORT**

Council has established reserves for various purposes, some of which are required to preserve the status of funds (externally restricted funds) held for utility services such as water, sewerage and waste management. Other reserves (internally restricted funds) have been established by Council to recognise pre-paid grants and reserves for future expenditure.

Council should be aware that funds that are externally restricted may only be used in accordance with the purpose for which they were collected. For example, it is only possible to use surpluses generated from water rates for water infrastructure and operations.

Internally restricted funds may be used in accordance with the resolutions of the Council. Therefore, Council is required on an annual basis to endorse the funds being held as Internally Restricted Funds.

New Internal Restrictions were introduced due to savings made from the 24/25 budget for future IT Infrastructure Development, Council Housing Development. Additional funds of \$500K have been added to the Plant and Vehicle Replacement Reserve, the Infrastructure Replacement and the Future Development Fund.

This year sees a reduction of \$1,627,855.47 in General Fund externally restricted funds, largely due to extensive work on finalising long running grant projects and sizable roadwork projects.

Internal Restrictions have increased over the 24/25 year which is a pleasing result and is due to careful monitoring of expenditure and maximising savings were possible.

The table shown below details both Externally and Internally Restricted Funds (Reserves) as at 30 June 2025.

| <i>Details of Restrictions</i>                         | Balance as at 30<br>June 2023 | Balance as at 30<br>June 2024 | Balance as at<br>30 June 2025 |
|--------------------------------------------------------|-------------------------------|-------------------------------|-------------------------------|
| <b>External Restrictions - Included in Liabilities</b> |                               |                               |                               |
| Specific purpose unexpended grants - General Fund      | 4,504,335.00                  | 4,122,173.20                  | 2,808,132.00                  |
| Specific purpose unexpended grants - Water Fund        | 5,965.00                      | 0.00                          | 0.00                          |
|                                                        | <b>4,510,300.00</b>           | <b>4,122,173.20</b>           | <b>2,808,132.00</b>           |
| <b>External Restrictions - Other</b>                   |                               |                               |                               |
| Specific purpose unexpended grants - General Fund      | 6,121,803.00                  | 2,228,827.47                  | 600,972.00                    |
| Specific purpose unexpended grants - Water Fund        |                               |                               | 70,000.00                     |
| Water Supplies                                         | 3,664,000.00                  | 4,598,000.00                  | 4,934,000.00                  |
| Sewerage Services                                      | 1,715,000.00                  | 1,968,000.00                  | 1,569,000.00                  |
| Domestic Waste Management                              | 573,699.80                    | 585,810.80                    | 572,000.00                    |
| Stormwater Levy - Urban Drainage Improvements          | 19,600.24                     | 38,833.96                     | 58,000.00                     |
| Developer Contributions                                | 0.00                          | 0.00                          | 30,000.00                     |
|                                                        | <b>12,094,103.04</b>          | <b>9,419,472.23</b>           | <b>7,833,972.00</b>           |
| <b>Internal Restrictions</b>                           |                               |                               |                               |
| Plant and Vehicle replacement                          | 1,933,000.32                  | 2,048,418.32                  | 1,954,547.32                  |
| Infrastructure replacement                             | 1,514,399.51                  | 1,664,399.51                  | 1,474,399.51                  |
| Employee Leave Entitlements                            | 278,439.76                    | 252,439.76                    | 311,439.76                    |
| Caravan Park                                           | 499,500.11                    | 588,700.11                    | 553,250.72                    |
| Gravel pits rehabilitation                             | 242,200.34                    | 242,200.34                    | 242,200.34                    |
| Hostel bonds                                           | 1,813,377.00                  | 1,583,677.00                  | 1,560,299.51                  |
| Self Care Unit bonds                                   | 140,000.00                    | 300,000.00                    | 300,000.00                    |
| Self Care Unit Maintenance                             | 3,999.83                      | 16,165.83                     | 16,165.83                     |
| Financial Assistance Grant                             | 5,497,453.00                  | 5,123,000.00                  | 3,167,000.00                  |
| Future Development Fund                                | 1,074,100.42                  | 1,074,100.42                  | 1,574,100.42                  |
| Levy Bank Restoration                                  | 0.00                          | 160,000.00                    | 250,000.00                    |
| Asset Revaluation                                      | 0.00                          | 60,000.00                     | 80,000.00                     |
| Insurance                                              | 0.00                          | 20,000.00                     | 40,000.00                     |
| Council Properties (Rental Income)                     | 0.00                          | 70,000.00                     | 140,000.00                    |
| Elections                                              | 0.00                          | 20,000.00                     | 45,000.00                     |
| Noxious Plants                                         |                               |                               | 0.00                          |
| IT Infrastructure development                          |                               |                               | 500,000.00                    |
| Housing Funding Fund                                   |                               |                               | 500,000.00                    |
| <b>Water</b>                                           |                               |                               |                               |
| Infrastructure upgrades                                | 0.00                          | 361,197.00                    | 708,140.00                    |
| <b>Sewer</b>                                           |                               |                               |                               |
| Infrastructure upgrades                                | 0.00                          | 200,830.00                    | 391,986.00                    |
|                                                        | <b>12,996,470.30</b>          | <b>13,785,128.30</b>          | <b>13,808,529.42</b>          |
| <b>Summary</b>                                         |                               |                               |                               |
| <b>External Restrictions</b>                           | <b>16,604,403.04</b>          | <b>13,541,645.43</b>          | <b>10,642,104.00</b>          |
| <b>Internal Restrictions</b>                           | <b>12,996,470.30</b>          | <b>13,785,128.30</b>          | <b>13,808,529.42</b>          |
|                                                        | <b>29,600,873.34</b>          | <b>27,326,773.73</b>          | <b>24,450,633.42</b>          |

## FINANCIAL IMPLICATION

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Nil

**ATTACHMENTS**

Nil

**10.2 REVISED CODE OF MEETING PRACTICE**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.114755</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Peter Bascomb, Interim Chief Executive Officer</b>                                                                                |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim Chief Executive Officer</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> |

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**PURPOSE OF REPORT**

The Office of Local Government has issued a new model Code of Meeting Practice. Councils are required to have adopted their version in time for the code to be in operation from 1 January.

**OFFICER RECOMMENDATION**

That Council

1. Adopts, for the purposes of public exhibition, the Draft Code of Meeting Practice attached to this report
2. Considers any submissions at its December 2025 meeting with a view to adopting the Code of Meeting Practice with any modifications arising from community submissions.

**REPORT**

The new Code of Meeting Practice (CoMP) has been under development for some considerable time with two separate consultation periods. Council made a submission on the draft CoMP in February this year (attached).

In August, the Office of Local Government (OLG) released the new Model Code of Meeting via Circular 25-20 (attached) with few changes to the earlier draft. The OLG also released a set of frequently asked questions (FAQ) (attached).

Further detail is available on the OLG's website here: [Model Code of Meeting Practice for Local Councils in NSW – Office of Local Government NSW](#).

The 2025 Model Meeting Code has two elements:

1. mandatory provisions (indicated in black font), and
2. non-mandatory provisions (indicated in red font) covering areas of meeting practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what the Office of Local Government sees as best practice for the relevant area of practice.

Council is allowed to add additional clauses provided they're not contradictory to the model CoMP. The officer recommended additions are in green.

The 2025 Model Meeting Code also applies to meetings of the boards of joint organisations and county councils. The provisions that are specific to meetings of boards of joint organisations are indicated in blue font. These have been removed from the officer recommended draft CoMP

Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the 2025 Model Meeting Code no later than 31 December 2025. Councils are required to consult with their communities prior to adopting a code of meeting practice. More detailed guidance on adoption and implementation of the new code is provided in the FAQ below.

OLG have advised that they will be releasing three additional guidelines related to the conduct of meetings of Council and Committees of Council.

**FINANCIAL IMPLICATION**

Given the lack of pre-meeting briefings, it is anticipated that Council meeting will last longer consequently meaning additional overtime for non-contract staff.

The other administrative burden requiring additional resources is the determination of when confidential material is no longer confidential and the third-party consultation that will be required to meet that commitment.

**LEGISLATIVE IMPLICATION**

Council is obliged to have a CoMP consistent with the model code.

**POLICY IMPLICATION**

Once adopted, the new CoMP will supersede the current CoMP.

**RISK RATING**

Low

**ATTACHMENTS**

1. Submission - Draft Model Code of Meeting Practice (under separate cover) 
2. OLG Circular 25-20 (under separate cover) 
3. FAQ - Code of Meeting Practice (under separate cover) 
4. 2025 Model Code of Meeting Practice (under separate cover) 
5. Proposed Draft Code of Meeting Practice for Public Exhibition (under separate cover) 

**10.3 ADDITIONAL OFFICE ACCOMMODATION**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.113780</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>David McKinley, Director of Infrastructure and Planning Services</b>                                                              |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim Chief Executive Officer</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> |

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**PURPOSE OF REPORT**

This report revisits the emerging office shortage issue and recommends a medium/short-term solution while continuing its review of a long-term permanent solution.

**OFFICER RECOMMENDATION**

That Council

1. Reiterates its preference for a permanent solution that maximises the opportunities for staff interaction and the attraction of staff from nearby larger towns and cities
2. Endorses the use of the Theatre Royal building to meet immediate office needs and allocate \$77,000 from the Infrastructure Reserve.

**REPORT**

It is acknowledged that the August report simply addressed the short-term issue rather than the longer-term.

This follow-on report proposes the relocation of the Infrastructure Services Team to the Theatre Royal, a currently under-utilised Balranald Shire Council (BSC) facility in the town center. The move addresses critical health and wellbeing concerns, space limitations, and amenity deficiencies in the current office space.

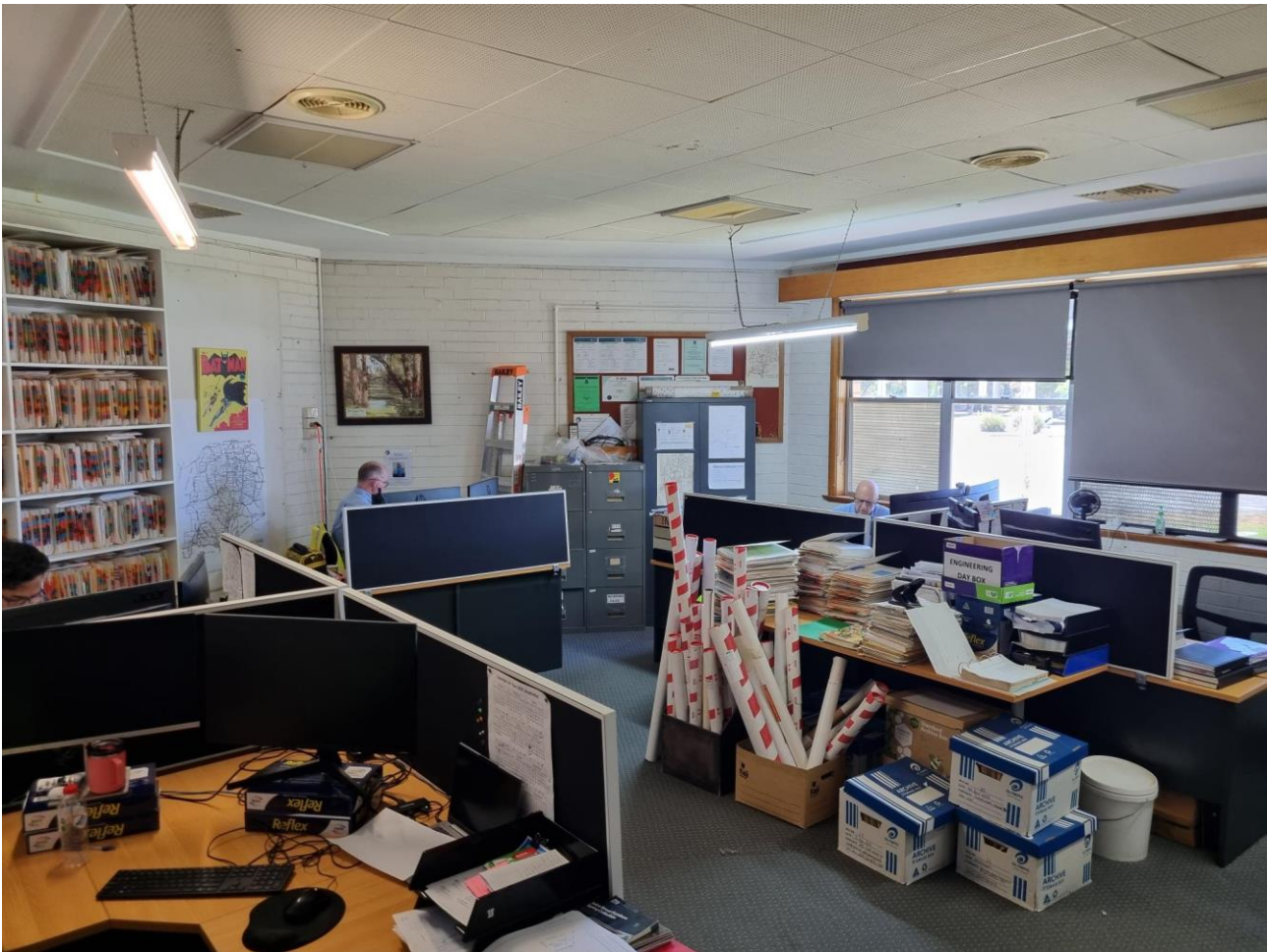
The proposal enables the Planning Team to relocate into the vacated Infrastructure office space, resolving the Planning workspace challenges as well. The proposal supports compliance, operational efficiency, staff wellbeing, and current & future service delivery.

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**1. Background and Context**

The Infrastructure and Planning Teams are essential to the delivery of infrastructure, development assessment (DA), and environmental management across the municipality. However, both teams are currently housed in office spaces that are severely inadequate.

The Infrastructure Team is in a cramped environment with insufficient space per person, obstructed passageways, and overflowing desks due to lack of storage.

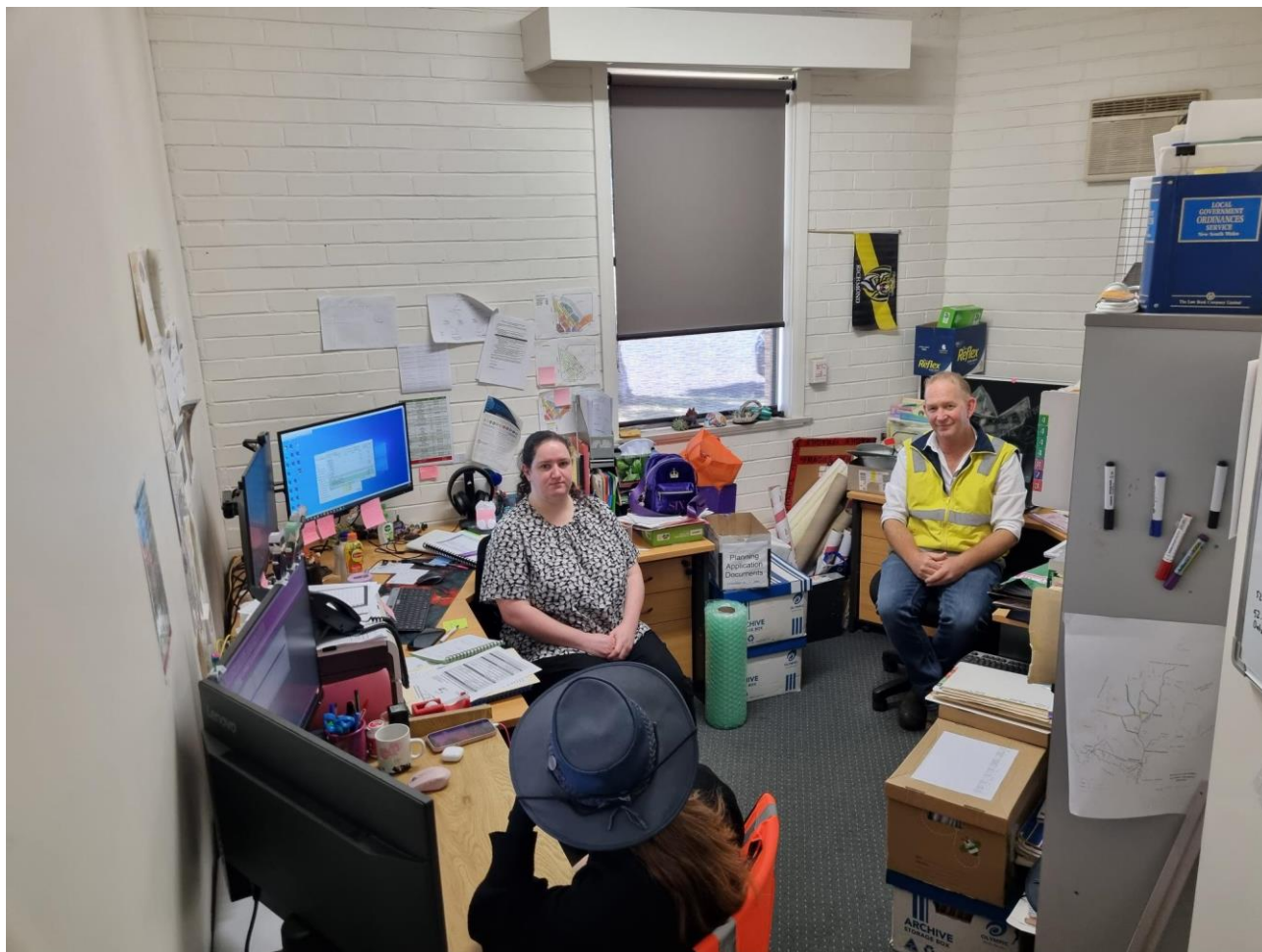


*The above picture is the Infrastructure office space October 2025*

The infrastructure office space comprises of the following desks:

- Trainee Engineer
- Design Engineer
- Assets Officer
- Infrastructure Coordinator
- Works Coordinator and
- Hot desk

The Planning team of three is housed in a room designed for one person, with no acoustic privacy, poor access, and desks used as storage due to lack of filing space.



*The above picture is the Planning office space October 2025*

The current Planning space comprises of the following desks:

- Planning Officer
- Trainee Planning Officer
- Building & Health Surveyor and
- Hot desk

In addition the Bio-security, Building and Animal Control Officers also frequent the Planning workspace.

Two newly appointed managers — Manager Engineering Services and Manager Environment & Planning Services currently have no dedicated desks or offices, undermining their ability to work effectively.

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## 2. Services Statement

- Insufficient m<sup>2</sup> per person.
- Overcrowding, lack of natural light, and poor air circulation and
- Unattractive work environment deters potential hires.
- Three staff in a room suitable for one.
- No acoustic privacy, Confidential DA conversations are compromised.
- Inadequate storage, desks piled high with files and maps.
- The room is unfit for professional use.

**Managerial Oversight Deficiencies**

- **Manager Planning and Environment:** No desk or proximity to team; housed in administration area.
  - **Manager Engineering Services:** No workspace or office; faces same risks as planning manager.
  - **Leadership impact:** Both managers are unable to perform oversight, collaboration, or confidential work effectively.
- 

**3. Proposed Solution****Engineering Team**

Move the Engineering Services team to the Theatre Royal. A preliminary layout and cost estimate have been developed, showing:

- Accommodation for 9 staff, including a dedicated office for the Director of Infrastructure & Planning Services
- Additional capacity for future staff growth.
- Meeting rooms, toilets, and kitchen facilities.
- Improved lighting, air circulation, and spatial layout.

**Planning Team**

Once the Infrastructure Team relocates, the Planning team will move into the vacated Infrastructure office. This space offers:

- Improved space allocation for three staff.
  - Better access and circulation.
  - Potential for acoustic privacy enhancements.
  - Sufficient room for proper desk and storage configuration.
  - Dedicated desk for the Manager Planning and Environment.
- 

**4. Benefits to Council****Safety and Compliance**

- Overcrowding.

**Operational Efficiency**

- Organized workstations and storage reduce time lost to clutter.
- Dedicated spaces improve focus and collaboration.

**Staff Wellbeing**

- Enhanced lighting, ventilation, and space improve comfort and morale.
- Reduced stress.

**Leadership Enablement**

- Managers gain proximity to their teams and dedicated offices.
- Supports effective oversight, mentoring, and decision-making.

**Recruitment and Retention**

- Professional environment supports recruitment efforts.

- Demonstrates commitment to staff welfare and growth.

**Asset Optimization**

- Repurposes the Theatre Royal or part of.
  - Maximizes value from existing infrastructure.
  - Improves street frontage
  - If longer-term there's a alternate solution, the refurbished space would become available for lease.
- 

**5. Cost Considerations**

Estimated costs include:

- Fit-out of the Royal Theatre (desks, partitions, lighting, HVAC, storage).
- IT infrastructure and relocation services.
- Minor refurbishment of the vacated Infrastructure office for the Planning team.

**FINANCIAL IMPLICATION**

Not an approved budget item either in the Annual Operational Plan 2025/26 or Delivery Program 2025/29

Money to come from Infrastructure Reserve

**LEGISLATIVE IMPLICATION**

Local Government Act 1993

Work Health and Safety Act 2011

Work Health and Safety Regulations 2011

Safe Work Australia Act 2008

**POLICY IMPLICATION**

Office of Local Government Guidelines

AS/NZS 1668.2: Ventilation and air-conditioning in buildings

AS/NZS 4442 & 4443: Standards for office desks and panel systems

Safe Work Australia – Code of Practice: Managing the Work Environment and Facilities

Procurement & Disposal Policy

Theatre Royal Conservation Management Plan

Workforce Management Plan

**RISK RATING**

The risk rating of inadequate office space under Australia's Work Health and Safety (WHS) framework depends on a formal risk assessment, which evaluates:

1. Likelihood of harm occurring.
2. Severity of the potential harm.
3. Effectiveness of existing controls.

While there's no fixed numerical rating universally applied, here's how inadequate office space is typically assessed:

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- Ergonomic injuries (e.g. musculoskeletal disorders)
- Slips, trips, and falls due to clutter or poor layout
- Psychological stress from overcrowding or lack of privacy
- Reduced productivity and morale
- Increased absenteeism

These hazards are considered **moderate to high risk**, especially if left unaddressed over time.

#### ATTACHMENTS

1. Indicative Layout (under separate cover) 
2. Budget for Additional Offices (under separate cover) 

**10.4 CONSTRUCTION OF GARAGE**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.114744</b>                                                                                                   |
| <b>Author(s):</b>                  | <b>David McKinley, Director of Infrastructure and Planning Services</b>                                             |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim Chief Executive Officer</b>                                                               |
| <b>Operational Plan Objective:</b> | <b>Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.</b> |

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**PURPOSE OF REPORT**

To get Council Endorsement for procurement and construction of a new lockable two-car garage at the Council owned domicile 83 Court Street Balranald, that will support the relocation of Councils newly appointed Chief Executive Officer and any future appointments to this location.

**OFFICER RECOMMENDATION**

That Council

1. Accept the Red Ross Rural Balranald as preferred supplier for the procurement and construction of a new lockable two-car garage at 83 Court Street and
2. Allocate \$35,000 (GST Incl.) plus 10% contingency from the Infrastructure Reserve for the procurement and installation of a new lockable two-car garage at 83 Court Street Balranald.

**REPORT**

83 Court Street is owned outright by Council and has previously been the address of Senior Executive Council employees such as the General Manager and recently as the residence of the former Interim Chief Executive Officer.

The residence in question is a 2009-10 three-bedroom one-bathroom brick-veneer two-car carport modern home within walking distance of the Shire offices and central business amenity.



83 Court Street Balranald October 2025



83 Court Street Balranald Carport October 2025

Council recently went to the open market (*see attached Request for Quote: 2 Car garage, 83 Court St, Balranald*) in response; Council has received 2 x quotations for procurement and installation of a new lockable two-car garage, furthermore Council was unable to obtain more market interest than the 2 quotes received to date.

#### **FINANCIAL IMPLICATION**

Not an approved budget item either in the Annual Operational Plan 2025/26 or Delivery Program 2025/29

Money to come from Infrastructure Reserve

Overall cost is \$35,000 Incl. GST plus contingency 10%

### LEGISLATIVE IMPLICATION

Local Government Act 1993

### POLICY IMPLICATION

Procurement & Disposal Policy

Councils Procurement Policy under Purchase of Goods and Services there is a requirement to for Council to “*At least three quotations have been obtained (sole supplier situations accepted)*” while this was not achievable even though Council did go to public advertising.

### RISK RATING

Moderate to High for security reasons, the lockable garage will reduce the risk of unlawful property removal.

### ATTACHMENTS

1. Request for Quote: 2 Car garage, 83 Court St, Balranald (under separate cover) 
2. RedRoss Rural Balranald quotation for works - Confidential (under separate cover)
3. Murphy Builders Balranald quotation for works - Confidential (under separate cover)

**10.5 DONATION REQUEST - SPORTING PARTICIPANT**

|                                    |                                                                                                                  |
|------------------------------------|------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.115266</b>                                                                                                |
| <b>Reporting Officer(s):</b>       | <b>Carol Holmes, Senior Executive Assistant</b>                                                                  |
| <b>Responsible Officer:</b>        | <b>Peter Bascomb, Interim Chief Executive Officer</b>                                                            |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Culture – A community that respects and celebrates its diverse cultures, heritage and arts.</b> |

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**PURPOSE OF REPORT**

To advise Council of a donation application received (**Attachment 1**). The request from Ashlea Bodinnar seeking reimbursement of travel costs for Leslie Noah Bodinnar to participate in a sporting event outside our Local Government Area.

**OFFICER RECOMMENDATION**

**That Council donates \$150.00 to Ashlea Bodinnar as Leslie Noah Bodinnar meets the guidelines of the Donations, Subsidies & Financial Assistance Policy for his participation in this event.**

**REPORT**

Council has received a donation request seeking assistance with travelling and accommodation costs from Ashlea Bodinnar for Leslie Noah Bodinnar to participate in GWS Super 24 AFL Carnival in Coffs Harbour from Monday 6 October to Thursday 9 October 2025. This is a State based carnival where both Sydney Swans and Giants play. From a carnival in Canberra Noah was selected in the top 24 for under 13-year-old boys.

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.

Coffs Harbour is 1367.9 km from Balranald, so this is within our policy guidelines.

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

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 \$7,770.00.

**LEGISLATIVE IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

Donations, Subsidies & Financial Assistance Policy

**RISK RATING**

Low.

**ATTACHMENTS**

1. Donation Application - Noah Bodinnar (under separate cover) 

**10.6 PROPOSED CHRISTMAS AND NEW YEAR CLOSURE**

**File Number:** D25.113834  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Peter Bascomb, Interim Chief Executive Officer  
**Operational Plan Objective:** Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.

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**PURPOSE OF REPORT**

To request for Council to review and endorse the proposed closure arrangements for all Council Offices and Staff over the 2054 Christmas and New Year period.

**OFFICER RECOMMENDATION**

**That Council:**

- i) Approves of the closure of all of its office and Depot over the Christmas and New Year period, commencing at 12 noon on Wednesday, 24 December 2025 until 9.00am Monday, 5 January 2026;
- ii) Approves the closure of the library from 5.30pm Friday 19 December until Monday 12 January; and
- iii) Maintains staffing for essential services and emergency call outs over the Christmas and New Year period.

**REPORT**

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

This normally results in the buildings being closed for three (3) working days during the Christmas and New Year period. There are three public holidays during the proposed closure. Thursday, 25 December 2025, Friday 26 December 2025 and Thursday, 1 January 2026.

The closure of the administration office and depot this year is proposed to be from 12 noon on Wednesday 24 December 2025 until Monday 5 January 2026. Essential services staff will remain available to attend to parks watering (or potential maintenance issues if wet), water and sewerage monitoring and other essential services. Staff will be required to take leave days or make alternate arrangements with their manager for the working days that Council office and depots are closed.

The Bidgee Haven Hostel will not be impacted as the Hostel must remain open during this period.

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

The library will close at 5.30pm on Friday 19 December and will reopen on Monday 12 January, this time will allow Janaya to take leave for the extra timed accrued whilst working at the Early Learning Centre. The library is normally quite at this time and will not impact the community too much.

**FINANCIAL IMPLICATIONS**

Nil.

**LEGISLATIVE IMPLICATION**

Nil.

**POLICY IMPLICATION**

Nil.

**RISK RATING**

Nil.

**ATTACHMENTS**

Nil

**10.7 BALRANALD LIBRARY PEDESTRIAN CONNECTIVITY IMPROVEMENT PROPOSAL**

|                                    |                                                                                                                  |
|------------------------------------|------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.115282</b>                                                                                                |
| <b>Author(s):</b>                  | <b>Carol Holmes, Senior Executive Assistant</b>                                                                  |
| <b>Approver:</b>                   | <b>David McKinley, Director of Infrastructure and Planning Services</b>                                          |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Culture – A community that respects and celebrates its diverse cultures, heritage and arts.</b> |

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**PURPOSE OF REPORT**

To advise Council of the funding being sourced from NSW Government to construct a raised pedestrian crossing in We Street directly in front of the Balranald Library.

**OFFICER RECOMMENDATION**

That Council authorises an application for funding from the NSW Government to construct a raised pedestrian crossing on We Street, Balranald directly in front of the Balranald Library.

**REPORT**

The Infrastructure Services proposes the construction of a raised pedestrian crossing in front of the Balranald Library on We Street to improve public safety and accessibility in the township's civic precinct.

The Balranald Library is a key community facility regularly accessed by school children, families, and elderly residents. The current streetscape lacks formal crossing infrastructure to safely support these users. The proposed upgrade seeks to address this gap by creating a safe and accessible pedestrian connection across We Street, linking with the existing High Pedestrian Activity Area (HPAA) and complementing future active transport links, such as the upcoming Endeavour Drive to Balranald High School Shared Path.

This project aligns with Council's adopted strategic planning documents and broader objectives to create a safer, more walkable town centre. Endorsement of this proposal is sought to enable progression of a grant application under the NSW Government's Towards Zero Safer Roads Program – High Pedestrian Activity Area Sub-Program (2025). If successful, the grant will assist with funding design and rollout of construction works.

The proposed crossing will deliver a range of benefits for both residents and visitors by improving safety, accessibility, and connectivity in the township's civic precinct. Key community and transport outcomes include:

- Safer access for library visitors, especially seniors and children;
- Increased attractiveness and use of the town centre;
- Supports the upcoming Endeavour Drive – Balranald Central School active transport connection;
- Enhances Balranald's image as a walkable, welcoming regional town; and
- Facilitates cross-street access between We Street, Sturt Highway and surrounding parking areas for library users and township visitors.

The proposed project is considered low-risk and readily deliverable within the existing local infrastructure framework. Preliminary assessments indicate the following;

- The site has been preliminarily assessed for queuing and design feasibility;
- All proposed works are located entirely within the Council—controlled Road reserve; and
- The project is flexible and can be delivered as a stand-alone work package or integrated into future HPAA or Active Transport upgrades.

#### **FINANCIAL IMPLICATION**

*Grant application under the NSW Government's Towards Zero Safer Roads Program – High Pedestrian Activity Area Sub-Program (2025).*

#### **LEGISLATIVE IMPLICATION**

Nil

#### **POLICY IMPLICATION**

Nil

#### **RISK RATING**

Low

#### **ATTACHMENTS**

1. **Balranald Library Pedestrian Connectivity Improvement Proposal (under separate cover)** 

**10.8 ACQUISITION OF LAND FOR HOUSING**

|                                    |                                                                                                                                        |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.114745</b>                                                                                                                      |
| <b>Author(s):</b>                  | <b>Ray Mitchell, Health, Environmental and Development Coordinator</b>                                                                 |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim Chief Executive Officer</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> |

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**PURPOSE OF REPORT**

To authorise the purchase of land for housing.

**OFFICER RECOMMENDATION**

That Council:

1. acquire land identified in the confidential attachment for the purpose of construction of a mix of suitable housing to assist in the attraction of staff; and
2. that land so acquired be classified as operational.

**REPORT**

Council currently maintains a stock of housing utilised for staff accommodation. These dwellings form part of employment packaging arrangements designed to assist in the attraction and retention of skilled and senior staff.

In recent years, however, changes in workforce demographics, family structures, and expectations around housing quality have highlighted that Council's existing housing stock is no longer adequately meeting the accommodation needs of staff. The limited availability and suitability of Council-owned dwellings has, in some cases, constrained Council's ability to attract and retain key personnel, particularly in specialised or leadership positions.

To address these emerging challenges, it is recommended that Council consider the strategic acquisition of suitable land to enable the future development of a range of modern, fit-for-purpose housing options. This approach would allow Council to respond more effectively to changing staff accommodation needs, improve its competitiveness in the employment market, and support long-term workforce stability.

Such investment would align with Council's broader strategic objectives of building organisational capacity, improving employee attraction and retention, and ensuring the sustainable management of Council's asset portfolio.

**FINANCIAL IMPLICATION**

Costs have been indicated in the confidential attachments. Indicative pricing is the estimated land value to which transaction costs, such as conveyancing, needs to be added.

**LEGISLATIVE IMPLICATION**

Local Government Act 1993

**POLICY IMPLICATION**

Staff Housing Policy

**RISK RATING**

High

**ATTACHMENTS**

1. Land and Cost Information - Confidential (under separate cover)

**10.9 TEMPORARY REDUCTION IN OPERATIONAL HOURS - DISCOVERY CENTRE CAFE**

**File Number:** D25.115471  
**Author(s):** Hodi Beauliv, Executive Manager: Community and Governance  
**Approver:** Peter Bascomb, Interim Chief Executive Officer  
**Operational Plan Objective:** Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.

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**PURPOSE OF REPORT**

To approve a temporary reduction in operating hours for the Discovery Centre Café following the birth of the operators second child.

**OFFICER RECOMMENDATION**

That Council approve the Discovery Centre Café to reduce its operational hours to 7am-2:30pm for two weeks following the birth of the operators' second child.

**REPORT**

Council has a current lease agreement in place with Mikayla and Connor Wescombe for the operation of the Discovery Centre Café.

Under the current lease the operating hours are 6am-4pm. There is a separate Council report to advise Council they are exercising their rights to the option on the lease and to consider a permanent variation to the opening hours.

As Mikayla and Connor are due to have their second child before this may or may not come into effect, they have requested approval to reduce the operating hours following the birth. The reduced operating hours would be 7am-2:30pm for 2 weeks following the birth.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

N/A

**POLICY IMPLICATION**

N/A

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**10.10 DISCOVERY CENTRE CAFE LEASE AGREEMENT**

|                                    |                                                                                                |
|------------------------------------|------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.114979</b>                                                                              |
| <b>Author(s):</b>                  | <b>Hodi Beauliv, Executive Manager: Community and Governance</b>                               |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim Chief Executive Officer</b>                                          |
| <b>Operational Plan Objective:</b> | <b>Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.</b> |

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**PURPOSE OF REPORT**

The operators of the Discovery Centre Café have advised they would like to exercise their option on the lease and have requested a variation to the operating hours.

**OFFICER RECOMMENDATION**

That Council:

- note the tenants are exercising their option on the Discovery Centre Café lease and
- authorise the Interim CEO to vary the operating hours of the lease to 6am-3pm.

**REPORT**

Council entered into a lease with the current operators of the Discovery Centre café commencing on 18 December 2023. The original lease term was for 2 years with the option to extend for a further 3 years.

Since they commenced operations, they have found the number of customers after 3pm does not warrant the costs of remaining open until 4pm.

In February 2025 the operators asked Council for approval to vary the operating hours of the lease. Council approved the Interim General Manager to vary the Discovery Centre Café lease, subject to the lessee reimbursing Council for any legal costs incurred in altering the lease or alternatively waiting until the original lease is renewed in December 2025 to vary the lease. At the time, the lessee chose not to exercise this option and decided to wait until now.

**FINANCIAL IMPLICATION**

It is in the long-term interests of Council that its lessees remain confident of their ability to successfully operate their business

The change imposes no additional obligation on Council nor does it vary Council's income as the tenants have advised they will pay any costs incurred to vary the lease.

**LEGISLATIVE IMPLICATION**

N/A

**POLICY IMPLICATION**

N/A

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**10.11 ENTERPRISE RISK MANAGEMENT POLICY, FRAMEWORK AND STRATEGIC RISK REGISTER**

**File Number:** D25.115443  
**Author(s):** Hodi Beauliv, Executive Manager: Community and Governance  
**Approver:** Peter Bascomb, Interim Chief Executive Officer  
**Operational Plan Objective:** Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.

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**PURPOSE OF REPORT**

To seek approval from Council to publicly exhibit Council's new Enterprise Risk Management Policy, Framework, Strategic Risk Register and Work Health and Safety Policy and to invite the public to make submissions on the draft policies.

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

- **approve the new Enterprise Risk Management Policy, Framework, Strategic Risk Register and Work Health and Safety Policy to be publicly exhibited for a period of 28 days to seek public comment and**
- **approve the policies, framework and register without significant public submissions to be adopted immediately by Council following the exhibition period and**
- **note that any policies with significant public submissions will be reported back to the December 2025 Ordinary Council meeting.**

**REPORT**

The Enterprise Risk Management (ERM) Policy, Framework and Strategic Risk Register, outlines the organisational requirements and expectations for how Council manages risks, both internally and externally. The last significant review of the Framework and associated policies was conducted in 2019.

Council appointed Scott Howe from Regional Business and Risk Solutions in December 2024 to review Council's ERM. Extensive consultation has been undertaken since then with Councillors, Executive leadership, key staff. It was also presented to the Audit Risk and Improvement Committee (ARIC) at their meeting last week.

The attached Enterprise Risk Management (ERM) Policy, Framework and Strategic Risk Register were developed following this consultation to provide a structured, consistent and holistic approach to the management of risk at all levels and for all business activities of Council. It also integrates business, work health and safety and environmental risk management into a common framework.

Also attached is a copy of the Work Health and Safety Policy that forms part of the Framework. The Work Health and Safety Framework is also under development and will be presented to a future Council meeting for adoption.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Council is committed to incorporating risk management into critical processes and to managing risk consistent with AS/NZS ISO 31000:2018 Risk Management – Principles and guidelines; AS/NZS 4801:2001 Occupational Health and Safety Management Systems; HB221-2004: Business Continuity Management and AS/NZS ISO 14001:2015 Environmental Management Standards.

**POLICY IMPLICATION**

If approved the draft Enterprise Risk Management Framework Policy, Framework, Strategic Risk Register and Work Health and Safety Policy will become policy if no comments are received during the 28 day public exhibition period.

**RISK RATING**

Low –If adopted by Council, this framework will help minimise Council's risk.

**ATTACHMENTS**

1. Enterprise Risk Management Policy - Draft (under separate cover) 
2. Enterprise Risk Management Framework - Draft (under separate cover) 
3. Strategic Risk Register - Draft (under separate cover) 
4. Work Health and Safety Policy - Draft (under separate cover) 

**10.12 BIDGEE HAVEN RETIREMENT HOSTEL REDEVELOPMENT**

|                                    |                                                                                                                                        |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.115472</b>                                                                                                                      |
| <b>Author(s):</b>                  | <b>Hodi Beauliv, Executive Manager: Community and Governance</b>                                                                       |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim Chief Executive Officer</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> |

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**PURPOSE OF REPORT**

To provide an update to Council on the Bidgee Haven Retirement Hostel Redevelopment

**OFFICER RECOMMENDATION**

That Council note the current status of the Bidgee Haven Retirement Hostel Redevelopment, and that tenders will be presented to the December 2025 meeting for approval

**REPORT**

In May 2025 Council received an update on the progress of the Bidgee Haven Extension and Refurbishment project. As advised at that meeting, the scope was finalised as follows:

1. New 6-bedroom extension (the expansion by 5 high-dependency rooms plus a room to replace one lost to the internal modifications of the existing facility)
2. New Kitchen works to the existing building
3. New Dining Room extension to the existing building
4. Landscaping
5. Fire protection upgrade (pump house and tanks)
6. Power upgrade
7. Loose furniture fittings and equipment
8. Activity Room Extension
9. New Unit 15 works
10. Laundry and pan room refurbishment
11. Store and Consulting room reworks
12. Refurbishment of existing resident rooms
13. External works and infrastructure

Attached for Council's information are high level concept drawings of the redevelopment as at 15 October 2025.

The funding agency requires that an accredited builder be engaged for any project \$6million and above. By keeping the project under the budget amount, Council can avoid this requirement, so that local builders will also be able to apply.

Detailed tender documents are currently being finalised to select the builder. It is anticipated tenders for the project will open on 3 November 2025. Following a four-week period, tenders will close in early December to allow time for the tenders to be assessed and presented to the December Council meeting for approval.

If the tender is signed off at the December Council meeting, it is hoped construction will be able to commence in January 2026. Works are expected to take 12 months, with an anticipated completion date of January 2027.

Early indications show there is strong interest in the project by builders in the region. As a result, Council is confident a suitable contractor will tender for the works.

#### **FINANCIAL IMPLICATION**

This project is fully funded through the Australian Government's Aged Care Approvals Round for capital projects. There is no financial contribution required from Council.

To ensure the project fits within the required budget, the tender documents have been prepared so the project can easily be de-scoped if required.

#### **LEGISLATIVE IMPLICATION**

The new design is consistent with the National Aged Care Guidelines.

#### **POLICY IMPLICATION**

N/A

#### **RISK RATING**

Low as project is fully funded and tender documents have been developed to downscope if required to stay within budget.

#### **ATTACHMENTS**

1. **Bidgee Haven Redevelopment high level plans as at 15 October 2025 (under separate cover)** 

**10.13 SUPPORT TO BALRANALD EARLY LEARNING CENTRE****File Number: D25.115441****Reporting Officer: Hodi Beauliv, Executive Manager: Community and Governance****Responsible Officer: Peter Bascomb, Interim Chief Executive Officer**

For Council to approve the short-term extension of Council staff, to provide the role of nominated supervisor, up to 10 hours per week until 19 December 2025, for the Balranald Early Learning Centre to operate until the end of the year and to note the BELC's gratitude of Council's support and the contribution made by Janaya Gaston.

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

- **approve the short-term extension of Council staff, to provide the role of a nominated supervisor up to 10 hours per week until 19 December 2025, so the Balranald Early Learning Centre can continue to operate until the end of the year**
- **note the BELC's gratitude to Council and Janaya Gaston to allow the Balranald Early Learning Centre to continue to operate**

**POTENTIAL CLOSURE OF THE BALRANALD EARLY LEARNING CENTRE**

The Balranald Early Learning Centre (BELC) is the only provider of early learning services in Balranald. They provide a vital service to our local families. Without this service, many parents would be unable to work, placing even further pressure on our local economy and workforce.

In mid-August the BELC advised parents that due to critical staffing shortages, the service would cease to operate from Thursday 28 August 2025 if they could not find a nominated supervisor,

**COUNCIL SUPPORT**

At the September Council meeting Council approved the short-term provision of Council staff, to provide the role of a nominated supervisor up to 10 hours per week for a period of 2 months, until 24 October 2025. This was provided as a donation, to allow the Balranald Early Learning Centre to continue to operate until a longer-term solution could be identified.

**ADDITIONAL REQUEST FOR SUPPORT**

On 9 October the BELC wrote to Council seeking an extension of the current arrangement until Friday 19 December 2025.

The letter acknowledges that Janaya Gaston's contribution has been instrumental in ensuring continuity of care for the children and their families. The letter also states: "Janaya's knowledge of the sector and her professionalism towards staff, children and parents has been felt deeply across the Centre".

The BELC Committee are in discussions with a childcare provider to take on the management of the Centre. The Committee also has its Annual General Meeting on 27 October 2025. At this time, the BELC will discuss a more permanent solution for the service from 2026 onward.

The Librarian has advised she is happy to continue to fulfil this role on a short-term basis, to allow the Centre to stay open.

**FINANCIAL IMPLICATIONS**

The BELC have advised they will assume responsibility for the cost of this arrangement during the extended period.

**LEGISLATIVE IMPLICATION**

In NSW the [National Quality Framework](#) for children's education and care services is applied through the *Children (Education and Care Services) National Law (NSW) Act 2010*.

**POLICY IMPLICATION**

Nil.

**RISK RATING**

Moderate – It is possible that a moderate risk event may occur while Council is providing this service on behalf of the BELC. To minimise this risk a review of appropriate policies has been undertaken during the first 8 weeks in the role to ensure the Centre is compliant and appropriate policies and procedures have been developed and adopted. Council staff will continue to work with the BELC and any potential childcare provider to ensure a smooth transition of the service to the new nominated supervisor.

**ATTACHMENTS**

Nil

**PART B – ITEMS FOR INFORMATION****11 CHIEF EXECUTIVE OFFICER'S REPORTS****11.1 REPORT OF FINANCIAL INFORMATION**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.115239</b>                                                                                                                    |
| <b>Author(s):</b>                  | <b>Edna Mendes, Chief Financial Officer</b>                                                                                          |
| <b>Approver:</b>                   | <b>Peter Bascomb, Interim Chief Executive Officer</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, 30 September 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 Tourism.

**OFFICER RECOMMENDATION**

That Council notes the financial information contained in this report for the period ending, 30 September 2025.

**REPORT****BIDGEE HAVEN HOSTEL**

- **Current Status:** Small surplus.
- **Key Factors:**
  - Increased income from respite services exceeding expected fees.
  - Continued careful management of operational expenditures.
- **Performance:**
  - Income is currently above the budgeted amount, primarily due to the additional respite income.
  - Expenditures are aligned with budget expectations.

**LIBRARY**

- **Current Status:** Deficit.

- **Key Factors:**
  - Delay in receiving priority grant payment.
- **Performance:**
  - Income is below budget due to the pending grant payment.
  - Expenditures are in line with the budget.

**CARAVAN PARK**

- **Current Status:** Surplus.
- **Key Factors:**
  - Focused efforts on controlling expenditures over the past three months.
- **Performance:**
  - Income is within acceptable limits of the budget.
  - Although expenditures are currently higher than budgeted, ongoing controls are expected to align expenditures with the budget in the near future.

**TOURISM**

- **Current Status:** Deficit.
- **Performance:**
  - Both revenue and expenditure are aligned with budget expectations.

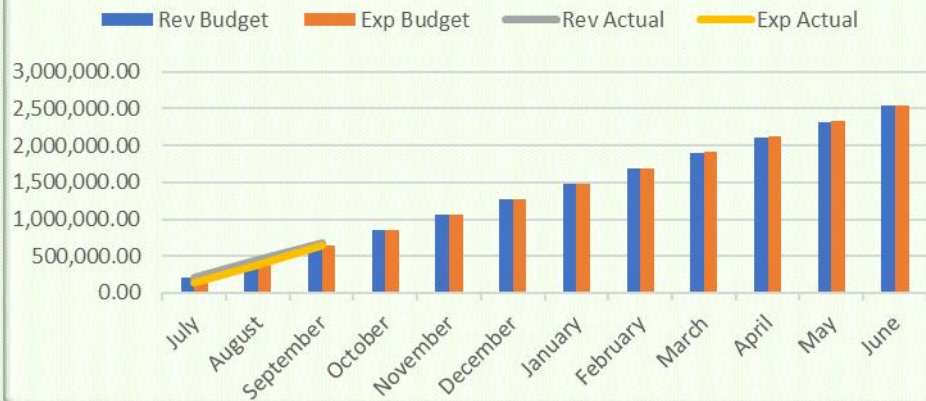
| Bidgee Haven Revenue/Expenditure 30 September 2025                |                    |                     |                 |                |
|-------------------------------------------------------------------|--------------------|---------------------|-----------------|----------------|
| Description                                                       | Actual 30 Sep 2025 | Budget 30 Sept 2025 | Original Budget | % Budget spent |
| <b>INCOME</b>                                                     |                    |                     |                 |                |
| Resident Accommodation Fees                                       | 13,516             | 5,549               | 22,194          | 61%            |
| Resident Care Basic Daily Fees                                    | 58,970             | 53,063              | 212,250         | 28%            |
| Respite Care Fees                                                 | 14,615             | -                   |                 |                |
| Resident Care Subsidy (Cw lth)                                    | 395,002            | 375,000             | 1,500,000       | 26%            |
| R/N Supplement (Cw lth)                                           | 163,338            | 170,000             | 680,000         | 24%            |
| Interest on Investments                                           | 21,250             | 21,250              | 85,000          | 25%            |
|                                                                   | 666,691            | 624,861             | 2,499,444       |                |
| <b>EXPENDITURE</b>                                                |                    |                     |                 |                |
| Hostel Salaries                                                   | 543,248            | 524,668             | 2,098,673       | 26%            |
| Hostel Travelling Expenses                                        | -                  | 625                 | 2,500           | 0%             |
| Hostel Training Expenses                                          | -                  | 2,000               | 8,000           | 0%             |
| Hostel Recruitment Expenses                                       | -                  | 2,500               | 10,000          | 0%             |
| RAD Interest Return                                               | -                  | 250                 | 1,000           | 0%             |
| Hostel Electricity Charges                                        | 14,889             | 12,500              | 50,000          | 30%            |
| Gas Expenses                                                      | -                  | 250                 | 1,000           | 0%             |
| Hostel Telephone Charges                                          | 1,094              | 1,125               | 4,500           | 24%            |
| Hostel Rates & Charges                                            | 6,790              | 1,800               | 7,200           | 94%            |
| Hostel Advertising Expenses                                       | -                  | 250                 | 1,000           | 0%             |
| Hostel Printing & Stationery                                      | 702                | 625                 | 2,500           | 28%            |
| Hostel General Expenses                                           | 569                | 625                 | 2,500           | 23%            |
| Hostel Vehicle Expenses                                           | 2,500              | 2,500               | 10,000          |                |
| Hostel IT & Office Equipment Exps                                 | 300                | 250                 | 1,000           | 30%            |
| Hostel Maintenance & Repairs                                      | 6,640              | 15,000              | 60,000          | 11%            |
| Hostel Cleaning Expenses                                          | 2,221              | 3,750               | 15,000          | 15%            |
| Hostel Subs & Membership Fees                                     | 4,227              | 2,125               | 8,500           | 50%            |
| Hostel Audit Fees                                                 | 360                | 1,375               | 5,500           | 7%             |
| Hostel - Activities Officer                                       | -                  | 2,000               | 8,000           | 0%             |
| Hostel - Medical Supplies                                         | 1,951              | 1,875               | 7,500           | 26%            |
| Hostel Chemist Expenses                                           | 499                | 3,250               | 13,000          | 4%             |
| Hostel Food Supplies                                              | 9,735              | 13,750              | 55,000          | 18%            |
| Contribution of Administration                                    | 23,733             | 23,733              | 94,930          | 25%            |
| Depreciation                                                      | 14,875             | 14,750              | 59,000          | 25%            |
| Hostel-Physio                                                     | -                  | 4,250               | 17,000          | 0%             |
|                                                                   | 634,334            | 635,826             | 2,543,303       |                |
| <b>Surplus/Deficit</b>                                            | <b>32,357</b>      | <b>(10,965)</b>     | <b>(43,859)</b> |                |
| <b>Self Contained Units Revenue/Expenditure 30 September 2025</b> |                    |                     |                 |                |
| Description                                                       | Actual 30 Sep 2025 | Budget 30 Sept 2025 | Original Budget | % Budget spent |
| <b>INCOME</b>                                                     |                    |                     |                 |                |
| SC Units Lease Rental                                             | 5,601.97           | 8,750.00            | 35,000.00       | 16%            |
|                                                                   | 5,601.97           | 8,750.00            | 35,000.00       |                |
| <b>EXPENDITURE</b>                                                |                    |                     |                 |                |
| SC Units Electricity Charges                                      | 34.35              | 750.00              | 3,000.00        | 1%             |
| SC Units Rates & Charges                                          | 6,596.37           | 1,750.00            | 7,000.00        | 94%            |
| SC Units Maintenance & Repairs                                    | 1,156.81           | 1,250.00            | 5,000.00        | 23%            |
| SCU Insurance                                                     | -                  | 375.00              | 1,500.00        | 0%             |
|                                                                   | 7,787.53           | 4,125.00            | 16,500.00       |                |
| <b>Surplus/Deficit</b>                                            | <b>(2,186)</b>     | <b>4,625</b>        | <b>18,500</b>   |                |

| Library Revenue/Expenditure 30 September 2025 |                    |                     |                  |                |
|-----------------------------------------------|--------------------|---------------------|------------------|----------------|
| Description                                   | Actual 30 Sep 2025 | Budget 30 Sept 2025 | Original Budget  | % Budget spent |
| <b>INCOME</b>                                 |                    |                     |                  |                |
| Library Hire Fees                             | 2,100              | 1,750               | 7,000            | 30%            |
| Library Sundry Sales                          | 64                 | 300                 | 1,200            | 5%             |
| Library Per Capita Subsidy                    | -                  | 13,125              | 52,500           | 0%             |
| Grants - Other Library Services               | -                  | 11,875              | 47,500           | 0%             |
|                                               | 2,164              | 27,050              | 108,200          |                |
| <b>EXPENDITURE</b>                            |                    |                     |                  |                |
| Library Salaries                              | 21,010             | 22,500              | 90,000           | 23%            |
| Library Training Expenses                     | -                  | 1,050               | 4,200            | 0%             |
| Library Conference Expenses                   | 3,266              | 950                 | 3,800            | 86%            |
| Library Electricity Charges                   | 1,945              | 1,950               | 7,800            | 25%            |
| Library Telephone Charges                     | 447                | 800                 | 3,200            | 14%            |
| Library Rates & Charges                       | 2,354              | 650                 | 2,600            | 91%            |
| Library Printing & Stationery                 | 31                 | 125                 | 500              | 6%             |
| Library General Expenses                      | -                  | 250                 | 1,000            | 0%             |
| Library Maintenance & Repairs                 | 1,270              | 2,250               | 9,000            | 14%            |
| Library Cleaning Expenses                     | 260                | 1,125               | 4,500            | 6%             |
| Library Security Expenses                     | 178                | 250                 | 1,000            | 18%            |
| Library Subs & Membership Fees                | 1,734              | 1,075               | 4,300            | 40%            |
| Library Purchase of Periodicals               | 1,208              | 1,750               | 7,000            | 17%            |
| Library Website & Internet Services           | -                  | 1,000               | 4,000            | 0%             |
| Grant Expenditure (Non Capital)               | 230                | 3,000               | 12,000           | 2%             |
| Contribution to Administration                | 4,193              | 4,193               | 16,770           | 25%            |
| Library Buildings Depreciation                | 12,564             | 12,564              | 50,255           | 25%            |
|                                               | 50,691             | 55,481              | 221,925          |                |
| <b>Surplus/Deficit</b>                        | <b>(48,527)</b>    | <b>(28,431)</b>     | <b>(113,725)</b> |                |

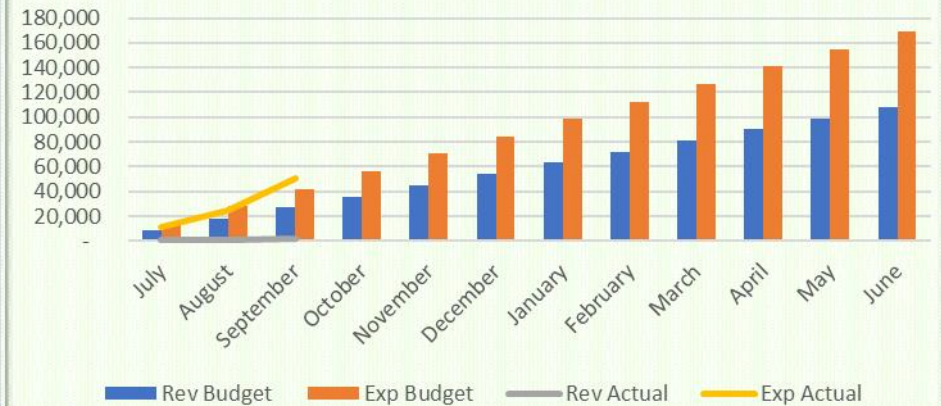
| Caravan Park Revenue/Expenditure 30 September 2025 |                    |                     |                 |                |
|----------------------------------------------------|--------------------|---------------------|-----------------|----------------|
| Description                                        | Actual 30 Sep 2025 | Budget 30 Sept 2025 | Original Budget | % Budget spent |
| <b>INCOME</b>                                      |                    |                     |                 |                |
| Caravan Park Fees                                  | 186,962            | 200,000             | 800,000         | 23%            |
| Washing Machine Takings                            | 1,636              | 1,250               | 5,000           | 33%            |
| Caravan Park Sundry Sales                          | 455                | 750                 | 3,000           | 15%            |
|                                                    | 189,053            | 202,000             | 808,000         |                |
| <b>EXPENDITURE</b>                                 |                    |                     |                 |                |
| Caravan Park Salaries                              | 62,906             | 62,500              | 250,000         | 25%            |
| Caravan Park Bank Fees & Charges                   | 1,320              | 1,625               | 6,500           | 20%            |
| Caravan Park Electricity Charges                   | 26,060             | 23,000              | 92,000          | 28%            |
| Caravan Park Telephone Charges                     | 449                | 750                 | 3,000           | 15%            |
| Caravan Park Rates & Charges                       | 16,964             | 6,500               | 26,000          | 65%            |
| Caravan Park General Expenses                      | 4,926              | 6,500               | 26,000          | 19%            |
| Caravan Park Maintenance & Repairs                 | 22,575             | 11,250              | 45,000          | 50%            |
| Caravan Park Cleaning Expenses                     | 1,055              | 2,250               | 9,000           | 12%            |
| Caravan Pk Softw are Licence Charges               | 1,530              | 2,000               | 8,000           | 19%            |
| Administration Fees                                | 15,000             | 15,000              | 60,000          | 25%            |
| Cvan Park Depreciation                             | 15,000             | 15,000              | 60,000          | 25%            |
|                                                    | 167,785            | 146,375             | 585,500         |                |
| <b>Surplus/Deficit</b>                             | <b>21,268</b>      | <b>55,625</b>       | <b>222,500</b>  |                |

| Tourism Revenue/Expenditure 30 September 2025 |                    |                     |                     |                |
|-----------------------------------------------|--------------------|---------------------|---------------------|----------------|
| Description                                   | Actual 30 Sep 2025 | Budget 30 Sept 2025 | Original Budget     | % Budget spent |
| <b>INCOME</b>                                 |                    |                     |                     |                |
| Tourism Fees                                  | -                  | 125                 | 500                 | 0%             |
| Tourism Donations                             | 658                | 1,000               | 4,000               | 16%            |
| Visitor Centre Cafe Lease Rental              | 8,322              | 5,250               | 21,000              | 40%            |
| Outback Adventure Commissions                 | 23                 | 6                   | 25                  | 91%            |
| Other Tourism Commissions                     | 236                | 19                  | 75                  | 314%           |
| Souvenir Sales                                | 17,806             | 17,625              | 70,500              | 25%            |
| Refreshment Sales                             | 63                 | 125                 | 500                 | 13%            |
| Yanga Guide Sales                             | 526                | 500                 | 2,000               | 26%            |
| Tourism Sundry Income                         | -                  | 250                 | 1,000               | 0%             |
|                                               | <b>27,634</b>      | <b>24,900</b>       | <b>99,600</b>       |                |
| <b>EXPENDITURE</b>                            |                    |                     |                     |                |
| Tourism Salaries                              | 48,225.98          | 47,000.00           | 188,000.00          | 26%            |
| Tourism Staff Uniforms                        |                    | 100.00              | 400.00              | 0%             |
| Tourism Travelling Expenses                   | 573.18             | 1,500.00            | 6,000.00            | 10%            |
| Tourism Training Expenses                     |                    | 625.00              | 2,500.00            | 0%             |
| Bank Fees & Charges                           |                    | 300.00              | 1,200.00            | 0%             |
| Interest Expense                              | 7,486.80           | 7,204.75            | 28,819.00           | 26%            |
| Tourism Electricity Charges                   | 534.24             | 10,000.00           | 40,000.00           | 1%             |
| Tourism Telephone Charges                     | 606.89             | 500.00              | 2,000.00            | 30%            |
| Tourism Rates & Charges                       | 6,195.00           | 1,550.00            | 6,200.00            | 100%           |
| Tourism Advertising Expenses                  | 3,032.59           | 12,500.00           | 50,000.00           | 6%             |
| Tourism Printing & Stationery                 | 1,405.60           | 875.00              | 3,500.00            | 40%            |
| Tourism Postage Charges                       | -                  | 125.00              | 500.00              | 0%             |
| Tourism General Expenses                      | -                  | 500.00              | 2,000.00            | 0%             |
| Tourism Maintenance & Repairs                 | 10,801.81          | 2,500.00            | 10,000.00           | 108%           |
| Tourism Cleaning Expenses                     | -                  | 1,750.00            | 7,000.00            | 0%             |
| Tourism Security Expenses                     | 146.80             | 175.00              | 700.00              | 21%            |
| Tourism Subs & Membership Fees                | 800.00             | 1,000.00            | 4,000.00            | 20%            |
| Tourism Software Licence Charges              | -                  | 1,250.00            | 5,000.00            | 0%             |
| Tourism Website & Internet Services           | -                  | 625.00              | 2,500.00            | 0%             |
| Tourism Merchandise & Souvenirs Exp           | 10,466.20          | 12,500.00           | 50,000.00           | 21%            |
| Events & Marketing Expenses                   | 900.00             | 5,000.00            | 20,000.00           | 5%             |
| Contribution to Administration                | 20,507.50          | 20,507.50           | 82,030.00           | 25%            |
| Contribution to SW Arts                       |                    | 1,500.00            | 6,000.00            | 0%             |
|                                               | 13,500.00          | 13,500.00           | 54,000.00           | 25%            |
|                                               | <b>125,182.59</b>  | <b>143,087.25</b>   | <b>572,349.00</b>   |                |
| <b>Surplus/Deficit</b>                        | <b>(97,548.92)</b> | <b>(118,187.25)</b> | <b>(472,749.00)</b> |                |

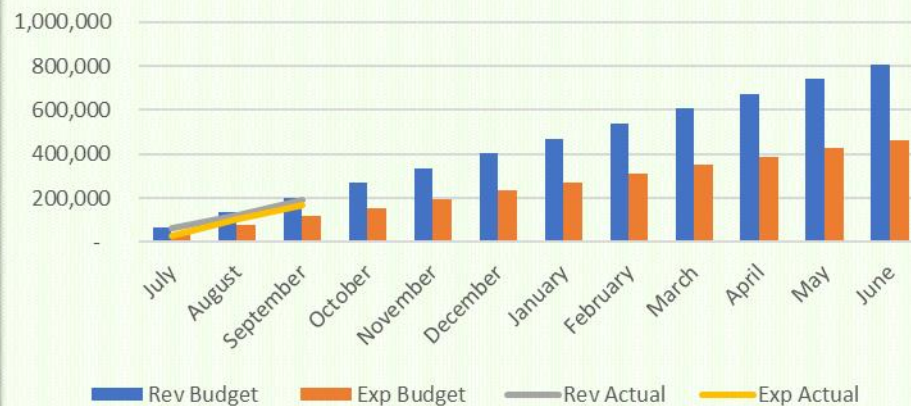
**Bidgee Haven & SCU Operational Revenue and Expenditure Budget v's Actual YTD**



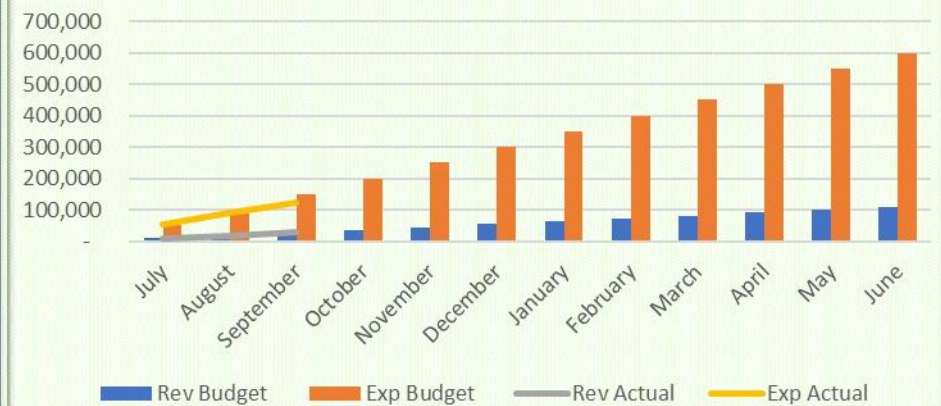
**Library Operational Revenue and Expenditure Budget v's Actual YTD**



**Caravan Park Operational Revenue and Expenditure Budget v's Actual YTD**



**Tourism Operational Revenue and Expenditure Budget v's Actual YTD**



**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**11.2 MONTHLY INVESTMENTS REPORT**

**File Number:** D25.115108  
**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.

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**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 30 September 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 30 September 2025 is **\$32,823,609**.

This is a decrease of \$1,558,985 (4.5%) on the previous month's total of **\$34,382,594**.

The decrease in funds for this month is due to the following large projects happening:

MR67 Widening - Hatfield  
Water Tower Upgrade

The investments balance as at 30 September 2025 is **\$31.5m**.

A summary of Council's investments as at 30 September 2025 is detailed on the next page.

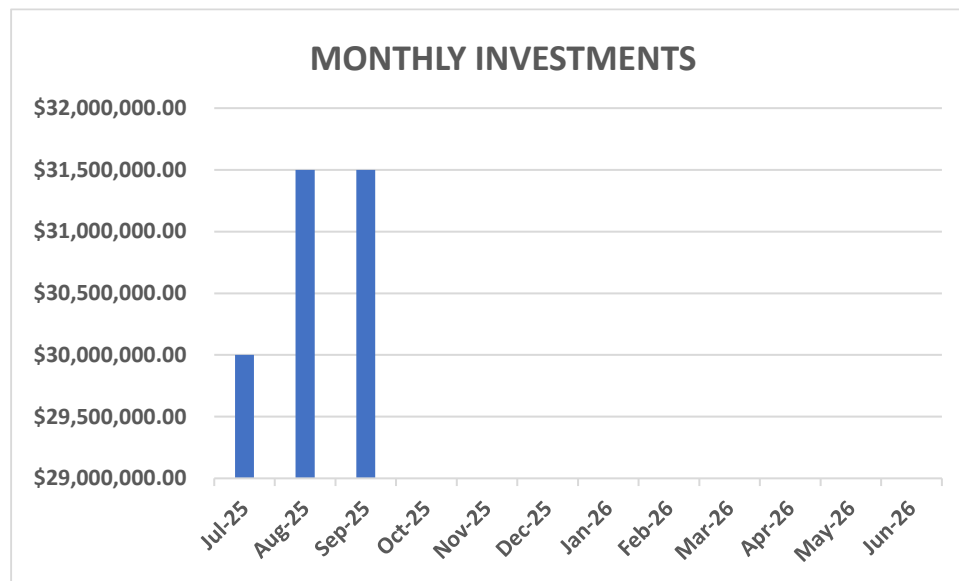
The table below also details the interest earned for September 2025 and the projected interest earnings for the Financial Year ending 30 June 2026.

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

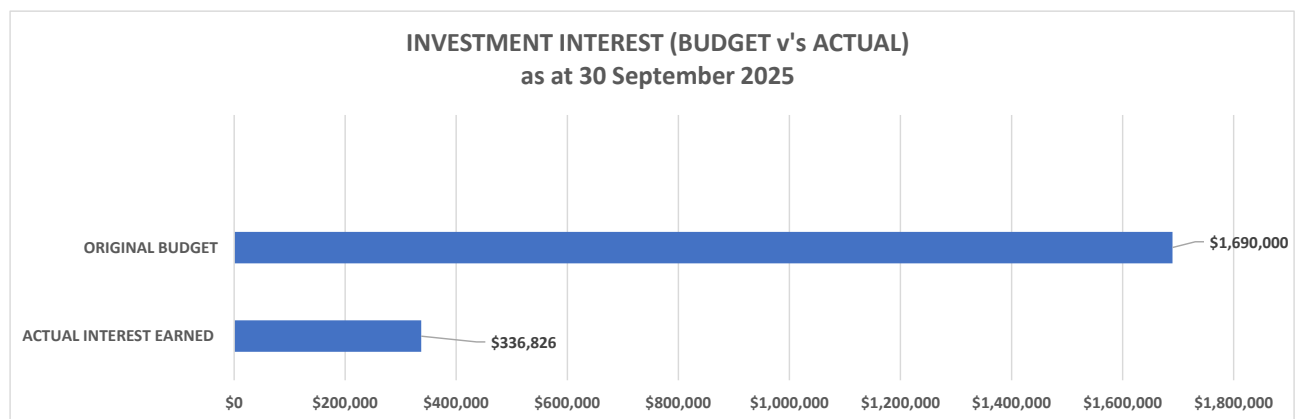
|                               |            |             |                  |               |                |                  | 30             |                                          |
|-------------------------------|------------|-------------|------------------|---------------|----------------|------------------|----------------|------------------------------------------|
| Term Deposits                 | S&P Rating | Term (Days) | Start Date       | Maturity Date | Interest Rate  | Investment Value | Daily Interest | Actual Interest Earnings to 30 June 2026 |
|                               |            |             |                  |               |                |                  |                | 30                                       |
|                               |            |             |                  |               |                |                  |                | Sep-25                                   |
| Westpac Bank                  | A-1+       | 334         | 11/11/2024       | 11/10/2025    | 4.75%          | 1,000,000        | \$ 130.14      | \$ 3,904.11                              |
| Westpac Bank - 176576         |            |             | matured          |               |                |                  | \$ 131.51      | \$ 2,893.22                              |
| Westpac Bank                  | A-1+       | 365         | 22/09/2025       | 22/09/2026    | 4.02%          | 1,000,000        | \$ 110.14      | \$ 770.96                                |
| AMP                           |            |             | matured          |               |                |                  | \$ 69.86       | \$ 139.72                                |
| AMP                           |            |             | matured          |               |                |                  | \$ 131.51      | \$ 1,841.14                              |
| AMP                           |            |             | matured          |               |                |                  | \$ 62.33       | \$ 186.99                                |
| AMP                           | A-2        | 153         | 15/05/2025       | 15/10/2025    | 4.50%          | 1,000,000        | \$ 123.29      | \$ 3,698.63                              |
| AMP                           | A-2        | 153         | 28/05/2025       | 28/10/2025    | 4.50%          | 500,000          | \$ 61.64       | \$ 1,849.32                              |
| AMP                           | A-2        | 150         | 10/06/2025       | 7/11/2025     | 4.50%          | 500,000          | \$ 61.64       | \$ 1,849.32                              |
| AMP                           | A-2        | 152         | 18/06/2025       | 17/11/2025    | 4.30%          | 500,000          | \$ 58.90       | \$ 1,767.12                              |
| AMP                           | A-2        | 150         | 24/06/2025       | 21/11/2025    | 4.30%          | 500,000          | \$ 58.90       | \$ 1,767.12                              |
| AMP                           | A-2        | 151         | 26/06/2025       | 24/11/2025    | 4.30%          | 500,000          | \$ 58.90       | \$ 1,767.12                              |
| AMP                           | A-2        | 151         | 3/07/2025        | 1/12/2025     | 4.30%          | 500,000          | \$ 58.90       | \$ 1,767.12                              |
| AMP                           | A-2        | 154         | 14/07/2025       | 15/12/2025    | 4.30%          | 1,000,000        | \$ 117.81      | \$ 3,534.25                              |
| AMP                           | A-2        | 187         | 28/08/2025       | 3/03/2026     | 4.10%          | 500,000          | \$ 56.16       | \$ 1,684.93                              |
| AMP                           | A-2        | 182         | 2/09/2025        | 3/03/2026     | 4.00%          | 500,000          | \$ 54.79       | \$ 1,479.45                              |
| NAB Bank                      |            |             | matured          |               |                |                  | \$ 147.95      | \$ 295.90                                |
| NAB Bank                      |            |             | matured          |               |                |                  | \$ 67.81       | \$ 3,390.50                              |
| NAB Bank                      |            |             | matured          |               |                |                  | \$ 135.62      | \$ 2,983.64                              |
| NAB Bank                      |            |             | matured          |               |                |                  | \$ 127.40      | \$ 8,026.20                              |
| NAB Bank                      |            |             | matured          |               |                |                  | \$ 127.40      | \$ 4,968.60                              |
| NAB Bank                      |            |             | redeemed         |               |                |                  | \$ 61.65       | \$ 1,048.05                              |
| NAB Bank                      |            |             | redeemed/matured |               |                |                  | \$ 121.92      | \$ 3,657.60                              |
| NAB Bank                      |            |             | redeemed         |               |                |                  | \$ 60.82       | \$ 2,189.52                              |
| NAB Bank                      |            |             | matured          |               |                |                  | \$ 116.44      | \$ 6,637.08                              |
| NAB Bank                      |            |             | matured          |               |                |                  | \$ 116.44      | \$ 232.88                                |
| NAB Bank                      | A-1+       | 153         | 12/06/2025       | 12/11/2025    | 4.25%          | 1,000,000        | \$ 116.44      | \$ 3,493.15                              |
| NAB Bank                      | A-1+       | 122         | 27/06/2025       | 27/10/2025    | 4.20%          | 1,500,000        | \$ 172.60      | \$ 5,178.08                              |
| NAB Bank                      |            |             | matured          |               |                |                  | \$ 115.07      | \$ 3,452.10                              |
| NAB Bank                      | A-1+       | 150         | 22/07/2025       | 19/12/2025    | 4.10%          | 1,000,000        | \$ 112.33      | \$ 3,369.86                              |
| NAB Bank                      | A-1+       | 120         | 30/07/2025       | 27/11/2025    | 4.20%          | 500,000          | \$ 57.53       | \$ 1,726.03                              |
| NAB Bank                      | A-1+       | 120         | 5/08/2025        | 3/12/2025     | 4.15%          | 500,000          | \$ 56.85       | \$ 1,705.48                              |
| NAB Bank                      | A-1+       | 122         | 8/08/2025        | 8/12/2025     | 4.15%          | 1,000,000        | \$ 113.70      | \$ 3,410.96                              |
| NAB Bank                      | A-1+       | 120         | 19/08/2025       | 17/12/2025    | 4.05%          | 500,000          | \$ 55.48       | \$ 1,664.38                              |
| NAB Bank                      | A-1+       | 120         | 20/08/2025       | 18/12/2025    | 4.05%          | 500,000          | \$ 55.48       | \$ 1,664.38                              |
| NAB Bank                      | A-1+       | 150         | 26/08/2025       | 23/01/2026    | 4.05%          | 1,000,000        | \$ 110.96      | \$ 3,328.77                              |
| NAB Bank                      | A-1+       | 182         | 1/09/2025        | 2/03/2026     | 4.05%          | 1,000,000        | \$ 110.96      | \$ 3,217.81                              |
| NAB Bank                      | A-1+       | 91          | 2/09/2025        | 2/12/2025     | 4.05%          | 1,000,000        | \$ 110.96      | \$ 3,106.85                              |
| NAB Bank                      | A-1+       | 303         | 30/09/2025       | 30/07/2026    | 4.20%          | 1,000,000        | \$ 115.07      | \$ 115.07                                |
| Bank of Queensland            |            |             | matured          |               |                |                  | \$ 67.12       | \$ 1,946.48                              |
| Bank of Queensland            |            |             | matured          |               |                |                  | \$ 135.62      | \$ 949.34                                |
| Bank of Queensland            |            |             | matured          |               |                |                  | \$ 63.01       | \$ 3,528.56                              |
| Bank of Queensland            |            |             | matured          |               |                |                  | \$ 127.40      | \$ 1,911.00                              |
| Bank of Queensland            |            |             | matured          |               |                |                  | \$ 64.38       | \$ 1,416.36                              |
| Bank of Queensland            |            |             | matured          |               |                |                  | \$ 129.59      | \$ 3,758.11                              |
| Bank of Queensland            | A-2        | 183         | 7/04/2025        | 7/10/2025     | 4.60%          | 500,000          | \$ 63.01       | \$ 1,890.41                              |
| Bank of Queensland            | A-2        | 180         | 23/04/2025       | 20/10/2025    | 4.55%          | 500,000          | \$ 62.33       | \$ 1,869.86                              |
| Bank of Queensland            | A-2        | 189         | 7/07/2025        | 12/01/2026    | 4.20%          | 1,000,000        | \$ 115.07      | \$ 3,452.05                              |
| Bank of Queensland            | A-2        | 182         | 29/07/2025       | 27/01/2026    | 4.10%          | 500,000          | \$ 56.16       | \$ 1,684.93                              |
| Bank of Queensland            | A-2        | 182         | 25/08/2025       | 23/02/2026    | 4.05%          | 500,000          | \$ 55.48       | \$ 1,664.38                              |
| Bank of Queensland            | A-2        | 180         | 28/08/2025       | 24/02/2026    | 4.10%          | 500,000          | \$ 56.16       | \$ 1,684.93                              |
| Bank of Queensland            | A-2        | 182         | 15/09/2025       | 16/03/2026    | 4.15%          | 1,000,000        | \$ 113.70      | \$ 1,705.48                              |
| Bank of Queensland            | A-2        | 182         | 22/09/2025       | 23/03/2026    | 4.10%          | 500,000          | \$ 56.16       | \$ 449.32                                |
| Bank of Queensland            | A-2        | 182         | 29/09/2025       | 30/03/2026    | 4.20%          | 1,000,000        | \$ 115.07      | \$ 230.14                                |
| Commonwealth Bank             |            |             | matured          |               |                |                  | \$ 61.78       | \$ 432.46                                |
| Commonwealth Bank             |            |             | matured          |               |                |                  | \$ 61.51       | \$ 861.14                                |
| Commonwealth Bank             |            |             | matured          |               |                |                  | \$ 170.55      | \$ 341.10                                |
| Commonwealth Bank             |            |             | matured          |               |                |                  | \$ 113.42      | \$ 3,969.70                              |
| Commonwealth Bank             |            |             | matured          |               |                |                  | \$ 111.78      | \$ 2,570.94                              |
| Commonwealth Bank             | A-1+       | 120         | 25/06/2025       | 23/10/2025    | 4.07%          | 1,000,000        | \$ 111.51      | \$ 3,345.21                              |
| Commonwealth Bank             |            |             | matured          |               |                |                  | \$ 110.96      | \$ 2,663.04                              |
| Commonwealth Bank             |            |             | matured          |               |                |                  | \$ 54.93       | \$ 3,295.80                              |
| Commonwealth Bank             | A-1+       | 120         | 7/07/2025        | 4/11/2025     | 4.07%          | 500,000          | \$ 55.75       | \$ 1,672.60                              |
| Commonwealth Bank             | A-1+       | 120         | 14/07/2025       | 11/11/2025    | 4.21%          | 500,000          | \$ 57.67       | \$ 1,730.14                              |
| Commonwealth Bank             | A-1+       | 91          | 4/08/2025        | 3/11/2025     | 4.20%          | 1,000,000        | \$ 115.07      | \$ 3,452.05                              |
| Commonwealth Bank             | A-1+       | 122         | 29/08/2025       | 29/12/2025    | 4.08%          | 500,000          | \$ 55.89       | \$ 1,676.71                              |
| Commonwealth Bank             | A-1+       | 181         | 2/09/2025        | 2/03/2026     | 4.08%          | 1,500,000        | \$ 167.67      | \$ 4,694.79                              |
| Commonwealth Bank             | A-1+       | 120         | 23/09/2025       | 21/01/2026    | 4.05%          | 1,000,000        | \$ 110.96      | \$ 776.71                                |
| Commonwealth Bank             | A-1+       | 120         | 24/09/2025       | 22/01/2026    | 4.04%          | 1,000,000        | \$ 110.68      | \$ 664.11                                |
| Total Term Deposits           |            |             |                  |               | Avg Rate 4.20% | \$ 31,500,000    |                | \$ 109,969.98                            |
| Total At Call Accounts        |            |             |                  |               |                | \$ 12,341        |                | \$ 18.72                                 |
| Total as at 30 September 2025 |            |             |                  |               |                | \$ 31,512,341    |                | \$ 672,643.91                            |

\* 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 30 September 2025 (\$336,826) 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 30 September 2025:

| Financial Institutions | Ratings | Composition % | Amount ('000) |
|------------------------|---------|---------------|---------------|
| Westpac                | A-1+    | 6.40          | 2,012         |
| AMP                    | A-2     | 19.04         | 6,000         |
| CBA                    | A-1+    | 22.21         | 7,000         |
| BOQ                    | A-2     | 19.04         | 6,000         |
| NAB                    | A-1+    | 33.31         | 10,500        |
|                        |         |               |               |
| <b>Total</b>           |         | <b>100.00</b> | <b>31,512</b> |

Council is compliant with the Investment Policy.

The table below details the balances of external and internal restrictions as at, 30 September 2025.

The table also details the balance of unrestricted cash investments as at, 30 September 2025:

#### **Details of Restrictions**

##### **External Restrictions**

|                                                             |                         |
|-------------------------------------------------------------|-------------------------|
| Water Supplies                                              | \$ 4,934,000.00         |
| Sewerage Services                                           | \$ 1,569,000.00         |
| Domestic Waste Management                                   | \$ 572,000.00           |
| Developer Contributions                                     | \$ 30,000.00            |
| Specific Purpose Unexpended Capital Grants - Gen Fund       | \$ 2,808,132.00         |
| Specific Purpose Unexpended Operational Grants - Gen Fund   | \$ 600,972.00           |
| Specific Purpose Unexpended Operational Grants - Water Fund | \$ 70,000.00            |
| Stormwater Levy - Urban Drainage Improvements               | \$ 58,000.00            |
| <b>Total External Restrictions</b>                          | <b>\$ 10,642,104.00</b> |

##### **Internal Restrictions**

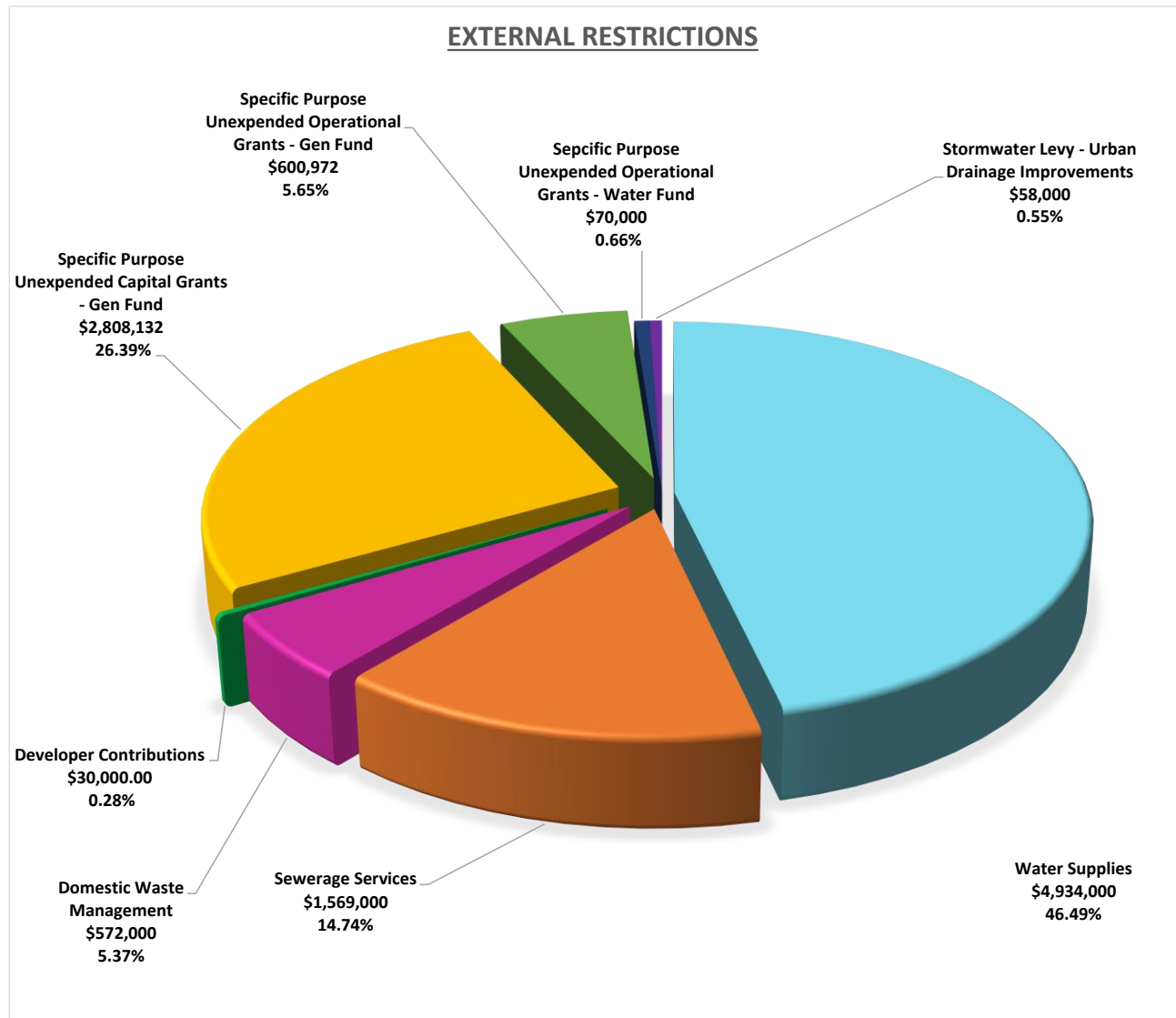
|                                    |                         |
|------------------------------------|-------------------------|
| Plant and Vehicle replacement      | \$ 1,954,547.32         |
| Infrastructure replacement         | \$ 1,474,399.51         |
| Employee Leave Entitlements        | \$ 311,439.76           |
| Caravan Park                       | \$ 553,250.72           |
| Gravel pits rehabilitation         | \$ 242,200.34           |
| Hostel bonds                       | \$ 1,560,299.51         |
| Self Care Unit bonds               | \$ 300,000.00           |
| Self Care Unit Maintenance         | \$ 16,165.83            |
| Financial Assistance Grant         | \$ 3,167,000.00         |
| Future Development Fund            | \$ 1,574,100.42         |
| Levy Bank Restoration              | \$ 250,000.00           |
| Asset Revaluation                  | \$ 80,000.00            |
| Insurance Premium                  | \$ 40,000.00            |
| Council Properties (rental Income) | \$ 140,000.00           |
| Elections                          | \$ 45,000.00            |
| IT Infrastructure Development      | \$ 500,000.00           |
| Housing Development Fund           | \$ 500,000.00           |
| Water - Infrastructure upgrade     | \$ 708,140.00           |
| Sewer - Infrastructure Upgrade     | \$ 391,986.00           |
| <b>Total Internal Restrictions</b> | <b>\$ 13,808,529.41</b> |

|                           |                         |
|---------------------------|-------------------------|
| <b>Total Restrictions</b> | <b>\$ 24,450,633.41</b> |
|---------------------------|-------------------------|

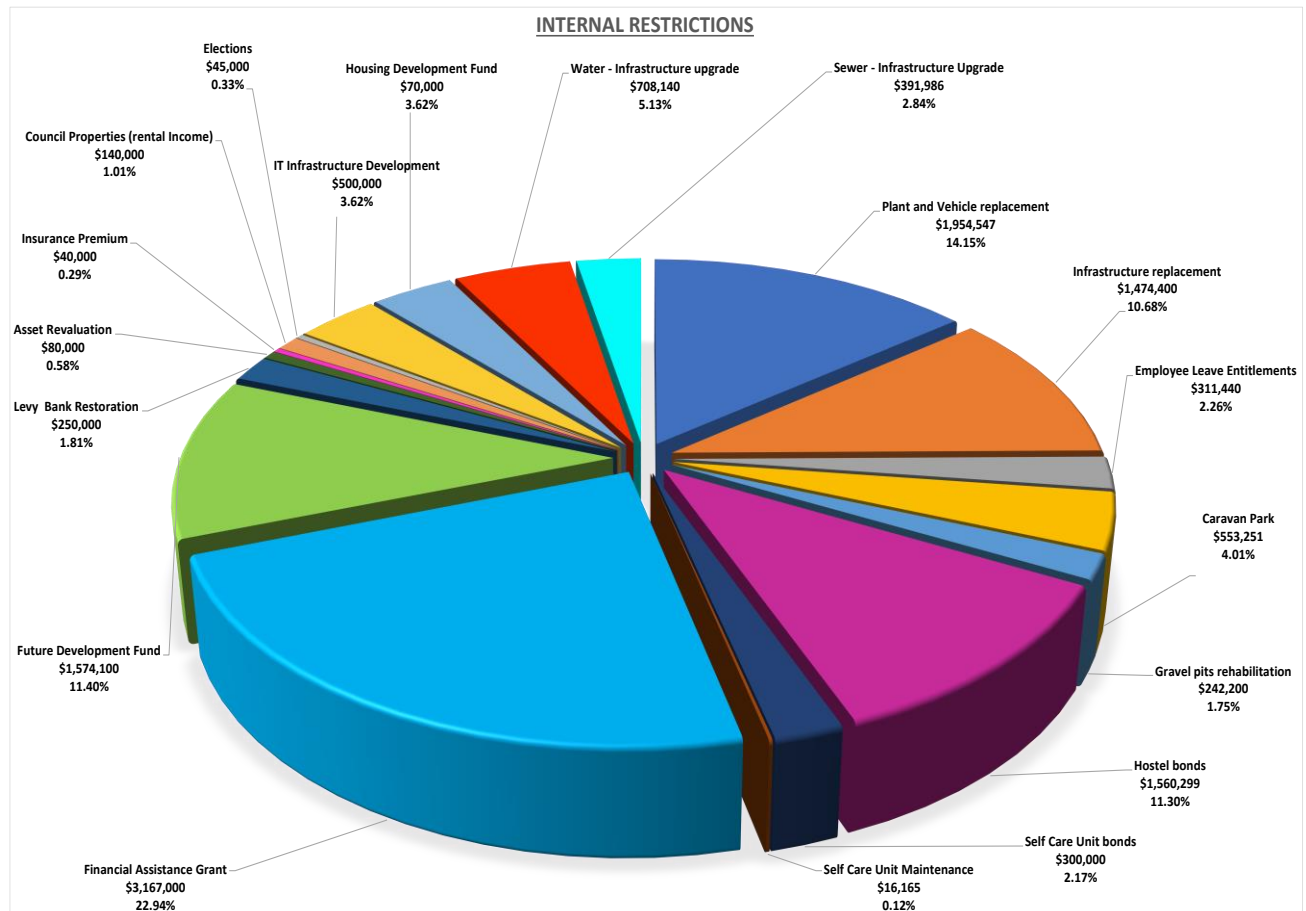
##### **Unrestricted Cash Investments**

|                                   |                         |
|-----------------------------------|-------------------------|
|                                   | \$ 8,372,975.59         |
| <b>Total Cash and Investments</b> | <b>\$ 32,823,609.00</b> |

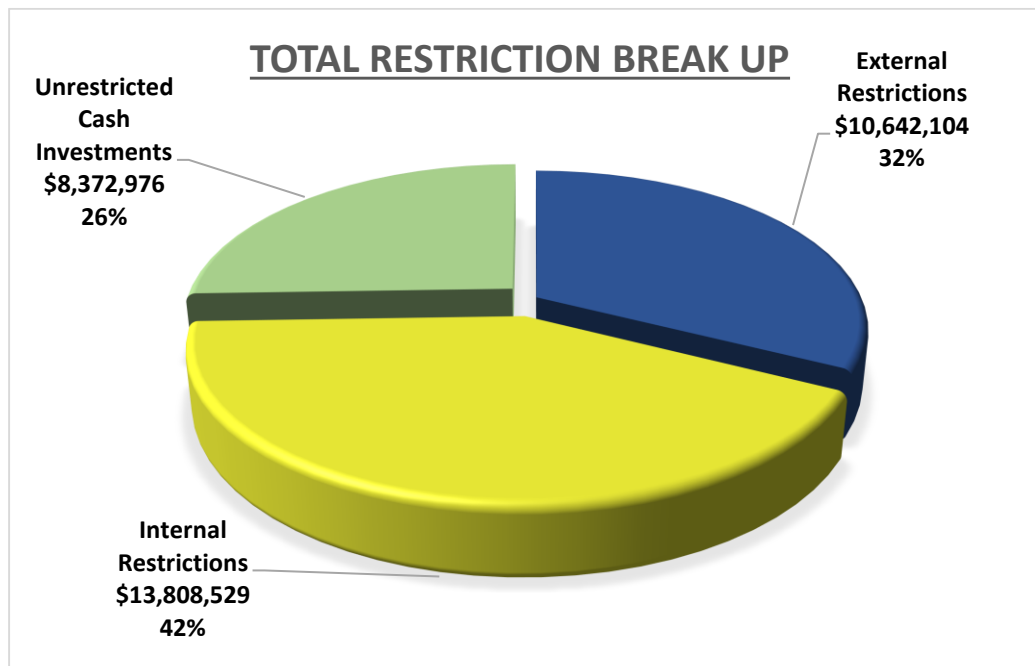
The chart below details the breakup of External Restrictions, detailing dollar value and percentage of each restriction as at 30 September 2025:



The chart below details the breakup of Internal Restrictions, detailing dollar value and percentage of each restriction as at 30 September 2025:



The chart below details an overall view of restricted cash as at 30 September 2025:

**SUMMARY**

Council currently holds \$32,823,609 in Cash and Investments. The average interest rate for September 2025 is 4.20%. The average interest rate has decreased since last month which was 4.31%.

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**

10 October 2025

**2. Bank Reconciliation as at 30 September 2025**

The bank reconciliation on the Westpac cash account, or operating account, has been reconciled as at, 30 September 2025 and is detailed below:

|                                              |                  |
|----------------------------------------------|------------------|
|                                              |                  |
| Opening Cashbook Balance                     | 2,870,256        |
| Plus Receipts                                | 1,344,346        |
| Less Payments                                | (2,903,333)      |
| <b>Cashbook Balance at 30 September 2025</b> | <b>1,311,269</b> |

|                                                    |                  |
|----------------------------------------------------|------------------|
| <b>Statement Summary</b>                           |                  |
| Opening Statement Balance                          | 2,838,450        |
| Plus Receipts                                      | 1,378,074        |
| Less Payments                                      | (2,901,984)      |
| <b>Bank Statement Balance at 30 September 2025</b> | <b>1,314,540</b> |
| Plus Unpresented Receipts                          | 1,065            |
| Less Unpresented Payments                          | (4,336)          |
| <b>Reconciliation Balance at 30 September 2025</b> | <b>1,311,269</b> |

E. Mendes

**Responsible Accounting Officer**

10 October 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 30 SEPTEMBER 2025**

**File Number:** D25.114799  
**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 30 September 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 30 September 2025.

|                             | <b>Balance Outstanding as at 30 September 2025</b> |
|-----------------------------|----------------------------------------------------|
| Rates & Charges             | \$3,658,276.85                                     |
| Water & Sewer Usage Charges | \$131,220.20                                       |
| <b>TOTAL</b>                | <b><u>\$3,789,497.05</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 30 September 2025.

The 2025/2026 Net Levy of \$6,448,693.72, 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 2 (30 November 2025), instalment 3 (28 February 2026) and Instalment 4 (30 May 2026).

The balance outstanding for rates and annual charges is 51.28 % (56.32% as at 31 August 25) of the total receivable as at 30 September, 2025.

The balance outstanding for water and sewer usage charges is 44.79 % (50.57% as at 31 August 25) of the total receivable as at 30 September 2025.

| Balranald Shire Council - Statement of Rates and Charges |                                                                                                                      |                       |                       |                                                |                                             |                       |                                                       |                                             |  |
|----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------|------------------------------------------------|---------------------------------------------|-----------------------|-------------------------------------------------------|---------------------------------------------|--|
| As at 30-Sep-25                                          |                                                                                                                      |                       |                       |                                                |                                             |                       |                                                       |                                             |  |
| Income Category                                          | Arrears<br>30 June 2025                                                                                              | 2025/26<br>Net Levy   | Total<br>Receivable   | Amount Collected<br>as at<br>30 September 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>30-Sep-25 |  |
| General Fund Rates incl Interest / Legal charges         | \$460,720.39                                                                                                         | \$3,992,340.72        | \$4,453,061.11        | \$2,278,000.80                                 | 51.16%                                      | \$2,175,060.31        | 48.84%                                                | 10.66%                                      |  |
| Waste Management Charges                                 | \$49,024.98                                                                                                          | \$568,974.16          | \$617,999.14          | \$267,923.85                                   | 43.35%                                      | \$350,075.29          | 56.65%                                                | 7.73%                                       |  |
| Stormwater Levy Charges                                  | \$2,483.33                                                                                                           | \$19,534.27           | \$22,017.60           | \$8,123.24                                     | 36.89%                                      | \$13,894.36           | 63.11%                                                | 11.10%                                      |  |
| Water Fund - Access Charges                              | \$96,463.61                                                                                                          | \$1,029,572.95        | \$1,126,036.56        | \$504,363.11                                   | 44.79%                                      | \$621,673.45          | 55.21%                                                | 8.45%                                       |  |
| Sewerage Fund - Annual Charges                           | \$76,986.99                                                                                                          | \$838,271.62          | \$915,258.61          | \$417,685.17                                   | 45.64%                                      | \$497,573.44          | 54.36%                                                | 8.33%                                       |  |
| <b>Subtotal</b>                                          | <b>\$685,679.30</b>                                                                                                  | <b>\$6,448,693.72</b> | <b>\$7,134,373.02</b> | <b>\$3,476,096.17</b>                          | <b>48.72%</b>                               | <b>\$3,658,276.85</b> | <b>51.28%</b>                                         | <b>10.63%</b>                               |  |
| Water Fund - Consumption Charges                         | \$138,712.47                                                                                                         | \$135,211.41          | \$273,923.88          | \$149,896.23                                   | 54.72%                                      | \$124,027.65          | 45.28%                                                | 85.28%                                      |  |
| Sewerage Fund - Usage Charges Non Residential            | \$8,526.13                                                                                                           | \$10,521.31           | \$19,047.44           | \$11,854.89                                    | 62.24%                                      | \$7,192.55            | 37.76%                                                | 70.49%                                      |  |
| <b>Subtotal</b>                                          | <b>\$147,238.60</b>                                                                                                  | <b>\$145,732.72</b>   | <b>\$292,971.32</b>   | <b>\$161,751.12</b>                            | <b>55.21%</b>                               | <b>\$131,220.20</b>   | <b>44.79%</b>                                         | <b>84.21%</b>                               |  |
|                                                          | <b>\$832,917.90</b>                                                                                                  | <b>\$6,594,426.44</b> | <b>\$7,427,344.34</b> | <b>\$3,637,847.29</b>                          | <b>48.98%</b>                               | <b>\$3,789,497.05</b> | <b>51.02%</b>                                         | <b>11.39%</b>                               |  |
| 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                      |                       |                       |                                                |                                             |                       |                                                       |                                             |  |

| Arrears as 30 September 2025 |              |              |             |                |                |
|------------------------------|--------------|--------------|-------------|----------------|----------------|
| 366+ DAYS                    | 181-365 DAYS | 31-180 DAYS  | 1-30 DAYS   | CURRENT        |                |
| ARREARS                      | ARREARS      | ARREARS      | ARREARS     | NOT DUE        | TOTAL          |
| \$227,837.12                 | \$115,971.25 | \$339,762.93 | \$10,526.30 | \$2,964,179.25 | \$3,658,276.85 |

## FINANCIAL IMPLICATIONS

Nil.

## LEGISLATIVE IMPLICATIONS

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

## POLICY IMPLICATIONS

Nil.

## RISK RATING

Low.

## ATTACHMENTS

Nil

**11.4 OUTSTANDING DEBTORS AS AT 30 SEPTEMBER 2025**

**File Number:** D25.114805  
**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 30 September 2025.

**OFFICER RECOMMENDATION**

**That Council note the report.**

**REPORT**

The table below details the total amount of outstanding debtors as at 30 September 2025. As can be seen from the table below there are thirty-five (35) accounts, that make up the debtors' balance of \$125,870.

There are Eighteen (18) accounts, that make up the current debtors' balance of \$27,808.

There are eight (8) debtors that makes up the thirty (30) days debtors' amount of \$33,558.

There are two (2) accounts that make up the sixty (60) days debtors' amount of \$6,353

Finally, there are Seven (7) accounts that make up the ninety (90) days debtors' amount of \$58,151.

| Number of Accounts | Current                | 30 days                | 60 days               | 90 days                | TOTALS                  |
|--------------------|------------------------|------------------------|-----------------------|------------------------|-------------------------|
| 18                 | \$27,808               |                        |                       |                        | <b>\$27,808</b>         |
| 8                  |                        | \$33,558               |                       |                        | <b>\$33,558</b>         |
| 2                  |                        |                        | \$6,353               |                        | <b>\$6,353</b>          |
| 7                  |                        |                        |                       | \$58,151               | <b>\$58,151</b>         |
| <b>TOTALS</b>      | <b><u>\$27,808</u></b> | <b><u>\$33,558</u></b> | <b><u>\$6,353</u></b> | <b><u>\$58,151</u></b> | <b><u>\$125,870</u></b> |

The balance of the outstanding debtors as of 31 August 2025 was \$211,379 There has therefore been a decrease of \$85,509 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:

- \$7,090 – Debtor has payment plan in place.
- \$17,160 – Debt collection in progress.
- \$30,846 – Debtor has entered into a long-term payment plan.

**TOTAL            \$55,096**

**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 BALRANALD SHIRE COUNCIL 2023/2024 ANNUAL REPORT**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.115529</b>                                                                                                                    |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                      |
| <b>Responsible Officer:</b>        | <b>Peter Bascomb, Interim Chief Executive Officer</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> |

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**PURPOSE OF REPORT**

To present Council with the Annual Report for the 2024/2025 financial year which has been prepared and ready to be lodged with the Minister for Local Government by the 30 November, 2025 as required by section 428(5) of the Local Government Act 1993 (*the Act*).

**OFFICER RECOMMENDATION**

**That Council receives and notes the Annual Report.**

**REPORT**

The *Local Government Act 1993* (the Act) and *Local Government (General) Regulation 2005* (the Regulation) require all Council's within NSW to prepare an annual report within five months after the end of the financial year. Section 428(1) of the Act and clause 413H of the Regulation requires Council to place a copy of the annual report on the Council website and provide the link to the Minister for Local Government (section 428(5) of the Act).

This report includes an overview of the services delivered and achievements of the Council over the past year and concludes with the Annual Financial Statements and auditors report.

The Annual Report reflects the Council's continuing transformation over recent years to an organisation that is financially sound with effective capacity and reserve funding to address long term challenges. There are undoubtedly challenges ahead in terms of financial and operational reforms, policy changes and addressing long term backlogs in infrastructure. However, as the Annual Report indicates, there have been significant achievements over the past financial year.

The Annual Report is provided for Council's information. A copy of the Annual Report will be published on Council's website and the link will be sent to the Minister for Local Government, as required by the Act.

A copy of the Annual Report will be distributed to Councillors prior to the meeting.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

*Local Government Act 1993 (the Act) and Local Government (General) Regulation 2005 (the Regulation).*

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**11.6 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT**

**File Number:** D25.115002

**Author(s):** Ray Mitchell, Health & Building Surveyor  
Nikkita Manning-Rayner, Planning Officer

**Approver:** David McKinley, Director of Infrastructure and Planning Services

**Operational Plan Objective:** Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.

**PURPOSE OF REPORT**

To advise Council of activities undertaken within the Planning Department in the month of September 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 September 2025:

| <b>Application</b>       | <b>Applicant</b>                                           | <b>Location</b>                     | <b>Description</b>              |
|--------------------------|------------------------------------------------------------|-------------------------------------|---------------------------------|
| DA 02/2026<br>(Approved) | Broden Connell                                             | 36 Maher Street,<br>Euston          | Shed                            |
| DA 07/2026<br>(Approved) | Homer Charalambous                                         | Tol Tol Mooring Zone,<br>Tol Tol    | Single Vessel Mooring           |
| CC 05/2026               | Andrew Curphey for Ellen Tracey                            | 23 Moa Street,<br>Balranald         | Garage Extension                |
| CC 07/2026               | Garraway Earthmoving Pty Ltd for Basin Properties Pty Ltd  | 2031 Burke Wills Road,<br>Balranald | Shed                            |
| CC 08/2026               | Murphy Builders for Maari Ma Health Aboriginal Corporation | 95 Court Street,<br>Balranald       | Shed                            |
| S68 02/2026              | John Standen                                               | 57 Weimby Kyalite Road,<br>Kyalite  | Onsite Sewage Management System |

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

|                                                                                                     |    |
|-----------------------------------------------------------------------------------------------------|----|
| <b>Environmental Planning &amp; Assessment Act 1979</b><br>Planning Information Certificates (10.7) | 10 |
| <b>Environmental Planning &amp; Assessment Act 1979</b><br>Building Certificates (6.24)             | 2  |
| <b>Local Government Act 1993</b><br>Outstanding Orders (735A)                                       | 0  |
| <b>Local Government Act 1993</b><br>Drainage Diagram                                                | 10 |
| <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

**11.7 INFRASTRUCTURE UPDATE FOR SEPTEMBER 2025**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.115137</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> |

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**PURPOSE OF REPORT**

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

**OFFICER RECOMMENDATION**

That Council notes the report.

**REPORT****1. ROAD CONSTRUCTION AND MAINTENANCE**

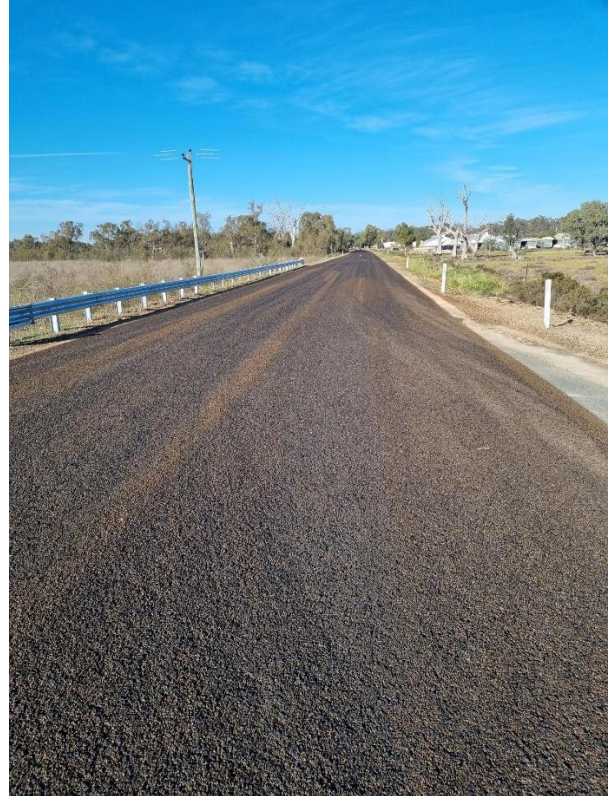
- MR 67 widening works engaged prior to commencing Homebush widening.
- Pipe installation to widen existing culverts to assist in pavement widening project.
- Lay down area and turn around areas installed ready for construction in November.
- Turlea Leaghur Rd 20km on chemical additive applied plus re-sheeting of corrugated location all graded and drainage restored where possible.
- Mildura Ivanhoe Rd 8km Western end graded and chemical additive applied on the eastern end, 50km of maintenance grading is in progress.
- Carinya Rd maintenance grading for 14km
- Hatfield the Vale Rd 50% completed for maintenance grading and still in progress.
- Line marking has been completed in Euston Township.
- Patching in progress on MR 514 Oxley Rd prior to resealing
- Slashing in progress on MR 67 Balranald/Ivanhoe Rd this will be followed up by chemical to assist in control of growth.
- Watering of Racetrack in Balranald taking place via watercart ready for upcoming Race Meeting 25-10-25.

### Urban Roads – McCabe Street Widening Update

Month of September, local contractor Potter Excavations working on behalf of Iluka Mineral Sands in consultation with Council continued with Road widening along the alignment of McCabe Street, the works are now complete in so much as having now moved into a maintenance phase.



*September 2025 asphalt crews at work McCabe Street*



*September 2025 new asphalt to 2 coat spray seal driving surface finish McCabe Street*

## 2. WATER & SEWER

### 2.1 Balranald Team Water Operations

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

- Filter water repairs at the Caravan Park.

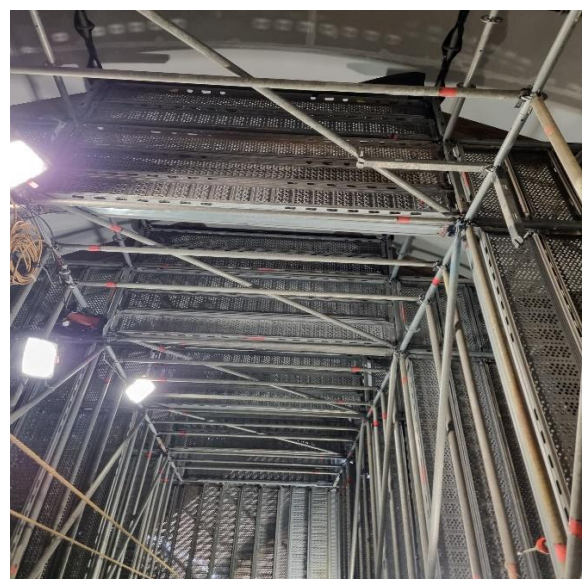
- Replacement of the 100mm raw water main valve on Yuranigh Street.
- Modification and installation of a pipe at the raw water pumps.
- Filtered water service for Endeavour Drive, Ballandella, Church, and River Streets.
- Raw water service for Dowling Street, Market Street, River Street, and O'Connor Street.
- Sewer service unlocking completed in Court Street and Dowling Street.
- Assisting with the chlorine gas installation at Balranald Water Treatment Plant.



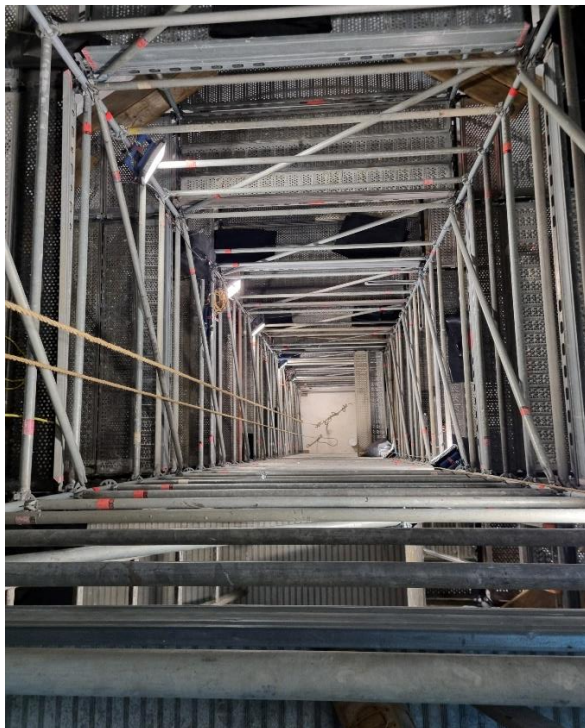
*September 2025 new chlorine gas monitoring equipment*

- Standard weekly and daily operational duties at the water treatment plant, aerodrome, and Endeavour Drive.

Potable Water Reservoir Remediation works run into supply delays which has culminated in time delays as advertised through Council media notifications.



September 2025 Potable Water Reservoir photos show (i) roof inside and scaffold platform and (ii) view looking up under scaffold platform



September 2025 Potable Water Reservoir photos show (i) from roof looking down to floor and (ii) freshly coated inner surface wall

## 2.2 Euston Team

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

- 3 Water Main Repairs
- Getting water plant ready for chlorine gas
- Assisting with works on the Recreation Reserve
- General Maintenance on the median strips, parks and cemetery.

## 3. PLANNING AND DEVELOPMENT

### 3.1 Biosecurity

September has been occupied controlling African boxthorn, Council considering introducing a bio-control that has been trailed in NSW for more than 12 months which is showing some positive effects.

Through research information gathered from attending the Western Regional Strategic Weeds Management forum held at Hilston, Council sourced information on the Indian Myna Bird, (as this species of bird is an identified pest within the municipality) and how it's being controlled in other areas of the Region & State.

Found a devil's rope cholla (*Cylindropuntia Imbricata*) cactus, located just off Mungo Street. It is the hope it is a one off, perhaps the remnants of a discarded pot plant. This is quite nasty in the wild and can grow into a small tree.

Council have also started a clean-up of the Devils Levee bank running along Moa and behind Market Streets.

Ongoing cactus bio-security control in Balranald and Euston areas, removing affected cactoblastis plants.

Operations have sent off a sample of what looks to be a type of acacia or relation of the NSW Herbarium yet to be identified. This plant is starting to get a little invasive in a couple of areas on the Oxley and Ivanhoe roads.



*September 2025 Devils Rope*



*September 2025 Acacia*

### 3.2 Animal Control

- 3 Feral Cats trapped
- 2 Dogs Impounded
- 1 dog rehoused
- 1 dog attack – followed up
- 2 dogs at large followed up
- 3 illegal rubbish – followed up

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. Animal Control Officer has followed up with the dog attack, dogs at large and the illegal rubbish being dumped.



*September*



*2025*

*illegal*



dump sites

### 3.3 Strategy Documents in Draft

- Integrated Water Cycle Management Strategy (IWCMS)

The IWCM 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 before the calendar year end.

- 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 5 now.

- 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 with the State Government for scrutiny before coming back to Council for comment and later endorsement.

**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 Grants Update (under separate cover) 
2. Infrastructure Developments Update (under separate cover) 

**11.8 GRANT FUNDED PROJECTS STATUS UPDATE**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D25.115412</b>                                                                                                                    |
| <b>Reporting Officer(s):</b>       | <b>Connie Mallet, Community Projects, Events and Grants Officer</b>                                                                  |
| <b>Responsible Officer:</b>        | <b>Hodi Beauliv, Executive Manager: Community and Governance</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> |

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**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 13 October 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, actively being pursued or in the process of being or have recently been acquitted.

There are currently 3 roads and 4 non-roads grant applications pending, 1 successful non-roads application and 0 applications in the process of being submitted.

**FINANCIAL IMPLICATIONS**

Nil.

**LEGISLATIVE IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

Nil.

**RISK RATING**

Low.

**ATTACHMENTS**

- 1. BSC Grants Projects Update as at 13-10-2025 (under separate cover)** 

**11.9 MEETINGS ATTENDED BY THE MAYOR, THE CHIEF EXECUTIVE OFFICER AND THE EXECUTIVE TEAM**

**File Number:** D25.115270  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Peter Bascomb, Interim Chief Executive Officer  
**Operational Plan Objective:** Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.

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**PURPOSE OF REPORT**

To advise Council of the meetings undertaken on behalf of Council by the Mayor, the Interim Chief Executive Officer and the Executive Team since Wednesday 10 September 2025.

**OFFICER RECOMMENDATION**

**That Council notes the report.**

**REPORT**

**Attachment 1** details the meetings which the Mayor, the Interim Chief Executive Officer, and the Executive Team since Wednesday 10 September 2025.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. Meetings attended by the Mayor, Interim Chief Executive Officer and the Executive Team (under separate cover) 

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

**File Number:** D25.115268  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Peter Bascomb, Interim Chief Executive Officer  
**Operational Plan Objective:** Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.

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**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**

25-22 Release of the Quarterly Budget Review Statement Data Return Templates

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

**11.11 OUTSTANDING ACTIONS OCTOBER 2025**

**File Number:** D25.115269  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Peter Bascomb, Interim Chief Executive Officer  
**Operational Plan Objective:** Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.

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**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 - October 2025 (under separate cover) 

**5 QUESTIONS ON NOTICE**

Nil

**6 CONFIDENTIAL MATTERS**

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**RECOMMENDATION**

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

**31.1 Balranald Shire General Practice (GP) Services**

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**32.2 Acquisition of Land for Balranald Airstrip Extension**

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**7 CLOSURE OF MEETING**