



# **AGENDA**

## **Ordinary Council Meeting Tuesday, 20 October 2026**

**Date: Tuesday, 20 October 2026**

**Time: 4PM**

**Location: Council Chambers, Market Street Balranald**

**Terry Dodds PSM  
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**

|                        |                                                                                                                                            |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Honesty:</b>        | We will be transparent, frank and truthful to ourselves, each other and with other people we deal with.                                    |
| <b>Respect:</b>        | 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. |
| <b>Enjoyment:</b>      | We will create a pleasant and enjoyable working environment with satisfying jobs.                                                          |
| <b>Teamwork:</b>       | We will cooperate and support each other to achieve common goals.                                                                          |
| <b>Openness:</b>       | We will collaborate openly and provide opportunities to communicate and network regularly with each other.                                 |
| <b>Leadership:</b>     | We will provide a clear strategy and direction and support all to achieve organisational and community goals.                              |
| <b>Customer Focus:</b> | 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, 20 October 2026 at 4PM

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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**

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**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.

**Condolence Message**

I would like to offer condolences to the families in our Shire that have lost loved ones  
recently.

**3 APOLOGIES**

**4 CONFIRMATION OF MINUTES****4.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 15 SEPTEMBER 2026**

**File Number:** D26.128716

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

**Responsible Officer:** Terry Dodds PSM, Chief Executive Officer

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**OFFICER RECOMMENDATION**

That Council confirms the Minutes of the Ordinary Council Meeting held on Tuesday 15 September 2026 as a true and accurate recording of that meeting.

**REPORT**

Council held its Ordinary Meeting on Tuesday, 15 September 2026, in the Council Chambers, Market Street, Balranald.

The minutes of that meeting are now attached for review and approval by Council as being a true and correct copy of that meeting

**ATTACHMENTS**

- 1. Minutes - Ordinary Council Meeting 15 September 2026**

**5 DISCLOSURE OF INTEREST**

**6 MAYORAL/COUNCILLOR REPORT****6.1 MAYORAL REPORT - MEETING WITH TRANSPORT FOR NSW**

**File Number:** D26.129050

**Reporting Officer:** Louie Zaffina, Mayor

**Responsible Officer:** Terry Dodds PSM, Chief Executive Officer

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**OFFICER RECOMMENDATION**

That the report be received and noted.

**REPORT**

On 7 October 2026, I met with representatives of Transport for NSW to discuss several matters affecting the Sturt Highway and the communities of Balranald Shire.

The Sturt Highway is one of the most important transport routes through our Shire, and its condition and upkeep have been matters of concern for residents, businesses and road users for some time. The meeting was an opportunity to raise these concerns directly with Transport for NSW, hear its views and discuss where improvements might be possible.

A number of issues were covered during the meeting.

**1. Weed Control and Roadside Maintenance**

One of the matters I raised was the general condition of roadside vegetation and weed growth along the Sturt Highway, particularly around town entrances, intersections and other prominent areas.

Apart from looking untidy, overgrown vegetation can create genuine safety concerns where visibility is restricted. I made the point that the appearance of our town entrances also matters, particularly for a community that relies on passing traffic and tourism.

Transport for NSW acknowledged the concerns, and we discussed its maintenance arrangements and whether there may be opportunities to improve the frequency and standard of roadside maintenance.

**2. Maintenance of Bridges**

We also discussed the ongoing maintenance of two important bridges, being the Euston–Robinvale Bridge over the Murray River and the Balranald Bridge over the Murrumbidgee River.

Both bridges are important to the movement of people and freight, and I was particularly interested in understanding how their maintenance is managed, what work may be needed in the future and how the relevant authorities coordinate their responsibilities.

The discussion was useful in identifying the importance of keeping these structures in good condition and ensuring that any future maintenance requirements are properly planned.

**3. Condition of the Sturt Highway**

I raised concerns about the condition of sections of the Sturt Highway within Balranald Shire. It is difficult not to notice the difference in road conditions when travelling through some neighbouring local government areas, and I believe our section of the highway deserves greater attention.

This is a major freight route, carrying substantial numbers of heavy vehicles as well as local traffic, tourists and other travellers. Its condition has a direct bearing on road safety, vehicle operating costs and the reliability of transport through our region.

I took the opportunity to emphasise the importance of continued investment in maintenance and improvements, particularly where sections of the road are showing signs of deterioration.

#### **4. Town Entrances**

Another matter discussed was whether there might be a more practical way of looking after the entrances to Balranald and Euston where they form part of the State road network.

At present, the standard and timing of roadside maintenance do not always reflect what the local community would like to see.

I raised the possibility of an arrangement whereby Council could undertake certain maintenance activities through locally engaged contractors, with the costs met by Transport for NSW under an agreed arrangement.

This was an initial discussion only, and no commitments were made. Any such proposal would need to be properly examined, including the responsibilities of each organisation, funding arrangements and the necessary approvals.

Nevertheless, I believe it is an idea worth exploring. Local contractors may be able to respond more quickly to maintenance needs, while Transport for NSW would retain an appropriate level of oversight of works within its road corridor.

#### **5. Rest Areas for Trucks and Caravans**

We also spoke about the need for additional or improved rest areas along the Sturt Highway, particularly in the vicinity of Balranald.

Truck drivers need suitable places to stop and manage fatigue, while caravan owners and other travellers also benefit from safe and convenient rest facilities.

There is an economic opportunity for Balranald as well. Encouraging travellers to stop, use our facilities and visit local businesses can make a worthwhile difference to the town.

I raised the importance of considering future rest area locations that provide for road safety while also recognising the benefits that passing traffic can bring to smaller regional communities.

#### **FUTURE ENGAGEMENT**

I appreciated the opportunity to meet with Transport for NSW and discuss these matters directly. While there are no immediate solutions to some of the issues raised, I believe it is important that our concerns continue to be heard and that Balranald Shire receives its fair share of attention when maintenance and infrastructure priorities are being considered.

The meeting also reinforced the value of maintaining a constructive relationship with Transport for NSW, particularly given the importance of the Sturt Highway to our community and the wider region.

Any proposals arising from these discussions that require Council's operational involvement, expenditure or a formal decision will need to be considered through the Chief Executive Officer and Council's normal administrative and decision-making processes.

I will continue to advocate for improvements to the highway and associated infrastructure and keep Council informed of any significant developments.

**ATTACHMENTS**

**Nil**

**7 COMMITTEE REPORTS****7.1 STRENGTHENING COMMUNITY ACCESS, INCLUSION & WELLBEING ADVISORY COMMITTEE MEETINGS**

**File Number:** D26.128006

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

**Responsible Officer:** Terry Dodds PSM, Chief Executive Officer

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**OFFICER RECOMMENDATION**

That Council;

1. receive and note the Minutes of the Strengthening Community Access, Inclusion & Wellbeing Advisory Committee (SCAIWAC) meetings held on Thursday 23 April, Thursday 2 July, Thursday 23 July, Thursday 27 August and Thursday 24 September 2026;
2. note SCAIWAC inviting BSC dance students to perform at Civic Dinner;
3. note the SCAIWAC's endorsement and adoption of the funding framework and application documents for Minutes and Funding documents for future use with distribution of funds through SCAIWAC (subject to approval by the council);
4. approves SCAIWAC's request to contribute \$6000 towards the Balranald Shire Civic Dinner with the opportunity to adjust if required.

**REPORT**

The Strengthening Community Access Inclusion & Wellbeing Advisory Committee (**SCAIWAC**) held their meetings on Thursday 23 April, 2 July, 23 July, 27 August and 24 September 2026, in the Council Chambers.

There were additional recommendations as detailed above, other than the Minutes be received and noted.

**ATTACHMENTS**

1. Minutes - SCAIWAC - 23 April 2026
2. Minutes - SCAIWAC - 2 July 2026
3. Minutes - SCAIWAC - 23 July 2026
4. Minutes - SCAIWAC - 27 August 2026
5. Minutes - SCAIWAC - 24 September 2026

|            |                                                                            |
|------------|----------------------------------------------------------------------------|
| <b>7.2</b> | <b>EUSTON PROGRESSIVE ADVISORY COMMITTEE HELD ON MONDAY 24 AUGUST 2026</b> |
|------------|----------------------------------------------------------------------------|

**File Number:** D26.128993

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

**Responsible Officer:** Terry Dodds PSM, Chief Executive Officer

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**OFFICER RECOMMENDATION**

That the Minutes of the Euston Progressive Advisory Committee meeting held on Monday 24 August 2026 be received and noted.

**REPORT**

The Euston Progressive Advisory Committee (EPAC) held meetings on Monday, 24 August 2026 at the Euston Club.

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

**ATTACHMENTS**

1. Minutes - EPAC - 24 August 2026

**7.3 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 22 JULY 2026**

**File Number:** D26.129116

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

**Responsible Officer:** Terry Dodds PSM, Chief Executive Officer

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**OFFICER RECOMMENDATION**

That Council receive and note the Minutes of the Audit Risk and Improvement Committee meeting held on Friday 11 September 2026.

**REPORT**

The Audit Risk & Improvement Committee met on Friday 11 September 2026 in the Council Chambers, and the Minutes of that meeting are attached.

**ATTACHMENTS**

Nil

**8 NOTICE OF MOTION****8.1 NOTICE OF MOTION - COUNCIL CONSIDER CONSTITUTIONAL REFERENDUM ON NUMBER OF COUNCILLORS**

**Record Number: D26.128602**

I, Councillor Leigh Byron, give notice that at the next Ordinary Meeting of Council to be held on 20 October 2026, I intend to move the following motion:

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**MOTION**

That Council:

1. Resolve to conduct a constitutional referendum, pursuant to sections 15, 16 and 19 of the *Local Government Act 1993*, in conjunction with the next ordinary Local Government election to be held on 9 September 2028, seeking the approval of electors to reduce the number of Councillors of Balranald Shire Council from eight (8) to seven (7).
2. Approve the following question to be submitted to electors at the constitutional referendum:  
*"Do you approve of reducing the number of Councillors of Balranald Shire Council from eight (8) to seven (7), with the reduction to take effect at the next ordinary election following this referendum?"*
3. Note that, if the referendum is carried, the decision will be binding on Council in accordance with section 17 of the *Local Government Act 1993* and the reduction will take effect from the ordinary election following the 2028 election, presently expected to be held in 2032.
4. Authorise the Chief Executive Officer to liaise with the NSW Electoral Commission and Office of Local Government and undertake all administrative and statutory steps necessary to give effect to this resolution, including confirming the final form of the referendum question and incorporating the referendum into Council's arrangements for the 2028 Local Government election.
5. Receive a further report, at the appropriate time following the referendum, dealing with any statutory determination required under section 224 of the *Local Government Act 1993* to give effect to the referendum result.

**RATIONALE**

Balranald Shire Council currently comprises eight elected Councillors.

Section 224 of the *Local Government Act 1993* provides that a council must have not fewer than five and not more than fifteen Councillors. A change to the number of Councillors requires the approval of the electors through a constitutional referendum.

The purpose of this motion is not to determine the matter on behalf of the community. It is to place the question directly before the electors of Balranald Shire and allow them to decide whether the number of Councillors should be reduced from eight to seven.

Holding the constitutional referendum in conjunction with the 2028 ordinary Local Government election provides an appropriate opportunity for the community to make that decision as part of the normal electoral process.

If supported by a majority of formal votes cast, the referendum result will be binding on Council, and the reduction would take effect from the following ordinary Local Government election.

I commend this Notice of Motion to Council.

**ATTACHMENTS**

Nil

**8.2 NOTICE OF MOTION - COUNCIL SEEK GRANT OPPORTUNITIES TO REPLACE THE IRRIGATION SYSTEM AT THE BALRANALD GOLF COURSE.****Record Number: D26.129029**

I, Councillor Dwaine Scott, give notice that at the next Ordinary Meeting of Council to be held on 20 October 2026, I intend to move the following motion:

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**MOTION**

That Council:

1. Add the renewal and upgrade of the Balranald Golf Club irrigation system to Council's 'Grants Being Sought' list.
2. Authorise the Chief Executive Officer to investigate suitable State and Federal Government grant programs and other external funding opportunities that may assist with the planning and replacement of the existing irrigation system.
3. Where appropriate, work with the Balranald Golf Club to establish the likely scope, priorities and indicative cost of the works so that Council can submit a funding application when a suitable grant program becomes available.

**RATIONALE**

The Balranald Golf Club is an important community and recreational facility and occupies land which is largely Crown reserve under the care, control and management of Balranald Shire Council.

The existing irrigation system is ageing and requires renewal. A reliable irrigation system is important to the ongoing presentation and usability of the golf course, particularly given Balranald's climate and the cost and difficulty associated with maintaining grassed recreational areas.

The proposed works are far beyond the reasonable financial capacity of the Golf Club to undertake without external assistance. Given Council's role in managing much of the underlying Crown reserve, it is appropriate that the project be identified amongst Council's future grant priorities.

At this stage, the motion does not commit Council to funding the project from its own resources. Its purpose is to ensure the irrigation renewal is formally identified as a project for which external funding should be pursued, and that sufficient preliminary work is undertaken so Council and the Golf Club can respond when a suitable funding opportunity arises.

The final extent of any works, Council contribution and ongoing maintenance responsibilities would be reported back to Council if and when a suitable funding program is identified.

I commend this Notice of Motion to Council.

**ATTACHMENTS**

**Nil**

**8.3 NOTICE OF MOTION - OLD HATFIELD CEMETERY**

**Record Number: D26.129030**

I, Councillor Dwaine Scott, give notice that at the next Ordinary Meeting of Council to be held on 20 October 2026, I intend to move the following motion:

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**MOTION**

That Council:

1. Investigate the location and access arrangements for the historic burial site commonly referred to as the Hatfield Cemetery and recorded in the Australian Cemeteries Index as the Hatfield Lone Grave.
2. Subject to confirming the location, land tenure and any approvals that may be required, install appropriate directional and historical signage identifying the site for its local historical significance and community interest.
3. Where practical, include brief interpretive information on the signage explaining the history of the site and the people known to be buried or associated with it.
4. Ensure any signage and access arrangements are undertaken in a way that respects the burial site and does not disturb or adversely affect the grave or surrounding area.
5. Fund the work from an existing appropriate signage, tourism or heritage allocation where sufficient funds are available, with any material additional expenditure to be reported back to Council.

**RATIONALE**

There are a number of small historic sites across Balranald Shire that are known locally but are very easy to drive past without ever knowing they are there. The old Hatfield burial site is one of them.

Information located by Council staff identifies the site as the Hatfield Lone Grave, although it has also been referred to locally as the Hatfield Cemetery. Council staff have also noted that it is not a registered cemetery.

The information available to Council includes an historic photograph identifying the site and an approximate location near the old wagon tracks, around 23 kilometres north of the former Hatfield hotel area. The location shown in the material is approximate rather than surveyed, which is why it makes sense to confirm the site before putting signs up.

This is not intended to turn the site into a tourist attraction or interfere with what is, first and foremost, a burial place. It is simply about recognising a small part of the Shire's history before that local knowledge disappears.

A modest road sign, together with some simple historical information at or near the site if appropriate, would give residents, descendants and visitors an opportunity to understand what was there and why it matters.

It would also fit well with Council's broader interest in recognising and preserving the history of the Shire, particularly the many smaller places and stories that do not necessarily appear in formal heritage registers.

I commend this Notice of Motion to Council.

**ATTACHMENTS**

- 1. Hatfield Lone Grave - picture**
- 2. Contact details of land owners - Hatfield Cemetery - Confidential**

**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 ADMINISTRATION OF THE 2028 LOCAL GOVERNMENT ELECTION**

|                                    |                                                                                                                                                                                                             |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128603</b>                                                                                                                                                                                           |
| <b>Author(s):</b>                  | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                                                                             |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                                                                             |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Council – Upholds the community's expectations of good governance, engages and ethical leadership, a skilled and effective workforce, and operational transparency and accountability.</b> |

**PURPOSE OF REPORT**

To determine the arrangements for the administration of Balranald Shire Council's 2028 Local Government election, council polls and constitutional referenda in accordance with section 296AA of the *Local Government Act 1993*.

**OFFICER RECOMMENDATION**

That Council:

1. Pursuant to sections 296(2) and 296(3) of the *Local Government Act 1993* (NSW), resolve that an election arrangement be entered into by contract for the NSW Electoral Commissioner to administer all elections of Balranald Shire Council.
2. Pursuant to sections 296(2) and 296(3) of the *Local Government Act 1993* (NSW), as applied and modified by section 18 of the Act, resolve that a council poll arrangement be entered into by contract for the NSW Electoral Commissioner to administer all council polls of Balranald Shire Council.
3. Pursuant to sections 296(2) and 296(3) of the *Local Government Act 1993* (NSW), as applied and modified by section 18 of the Act, resolve that a constitutional referendum arrangement be entered into by contract for the NSW Electoral Commissioner to administer all constitutional referenda of Balranald Shire Council.
4. Authorise the Chief Executive Officer to undertake all actions necessary to give effect to this resolution and finalise the required arrangements with the NSW Electoral Commission within the statutory timeframe.

**REPORT**

The next ordinary NSW Local Government election will be held on Saturday, 9 September 2028.

Section 296AA of the *Local Government Act 1993* requires every council, at least 18 months before the next ordinary election, to resolve either:

- To enter into an arrangement with the NSW Electoral Commissioner for the Electoral Commissioner to administer the Council's elections; or

- For the elections to be administered by another electoral services provider engaged by Council.

For the 2028 election, Council must therefore make this decision **no later than 9 March 2027**.

Where Council resolves to use the NSW Electoral Commissioner, section 296 requires the actual election arrangement to be entered into no later than 15 months before the ordinary election. For the 2028 election, this means the arrangement must be finalised **by 9 June 2027**.

There is no need for Council to wait until the statutory deadline. Making the decision now provides certainty for election planning, budgeting and the proposed constitutional referendum.

#### *Previous arrangements*

Balranald Shire Council has previously used the NSW Electoral Commission to administer its elections.

Council adopted the same general form of resolution in February 2015 for the 2016 Local Government election, including arrangements covering elections, council polls and constitutional referenda. The NSW Electoral Commission also conducted Balranald Shire Council's 2024 Local Government election.

Continuing with the NSW Electoral Commission provides continuity and avoids Council having to procure and oversee a separate electoral services provider.

Administration of a Local Government election involves a considerable range of specialised statutory functions, including:

- Preparation and management of electoral rolls
- Candidate nominations
- Ballot papers
- Pre-poll, postal and election day voting
- Appointment and training of election officials
- Polling places
- Vote counting and preference distribution
- Declaration of results
- Electoral compliance and reporting
- The administration of any associated constitutional referendum or council poll

For a small rural council, there is little practical benefit in Council assuming the additional administrative and governance risk associated with engaging and managing an alternative election services provider.

#### **CONSTITUTIONAL REFERENDUM**

A separate Notice of Motion before Council proposes that a constitutional referendum be conducted in conjunction with the 2028 Local Government election asking electors whether the number of Balranald Shire Councillors should be reduced from eight to seven.

Section 16 of the *Local Government Act 1993* requires elector approval by constitutional referendum before Council can increase or decrease its number of councillors.

Section 19 permits a constitutional referendum to be held on the same Saturday as an ordinary Council election. The Office of Local Government has also confirmed that councils proposing a

referendum in conjunction with an ordinary election should notify the NSW Electoral Commission and comply with the relevant notification requirements.

The recommendation in this report expressly provides for the NSW Electoral Commissioner to administer **all constitutional referenda of Council**. Accordingly, if Council separately resolves to proceed with the proposed referendum, the election administration arrangements recommended in this report will accommodate it.

The referendum itself will remain subject to the separate statutory requirements applying to its wording, notification and conduct.

### ALTERNATIVE OPTION

Council may resolve that its elections are to be administered by an electoral services provider other than the NSW Electoral Commission.

If Council chooses that option, section 296AA requires the resolution to state whether the Chief Executive Officer has identified an electoral services provider for the next ordinary election and, if so, the name of that provider. A copy of that resolution must also be published on Council's website as soon as practicable.

No alternative provider is recommended.

### FINANCIAL IMPLICATION

The final cost of the 2028 Local Government election is not yet known.

During 2026, the NSW Electoral Commission commenced consultation with councils on the principles to be used for recovering the costs of the 2028 Local Government elections. The Commission has advised that further information and guidance will be provided as planning progresses. (Council submitted a response, see attachment.)

Provision for the 2028 election will need to be incorporated into Council's Long Term Financial Plan and subsequent budgets once firmer estimates are available.

If Council proceeds with a constitutional referendum in conjunction with the 2028 election, any additional costs advised by the NSW Electoral Commission will also need to be included.

### LEGISLATIVE IMPLICATION

Section 296AA requires Council to make its election administration decision at least 18 months before the ordinary election.

If Council fails to comply with section 296AA, the Chief Executive Officer is required to publish notice of that failure on Council's website. The ability to subsequently engage the NSW Electoral Commissioner is also restricted, with section 296 providing for a late arrangement only where the Electoral Commissioner is satisfied that exceptional circumstances exist.

Adopting the recommendation in October 2026 will satisfy Council's statutory planning obligation well ahead of the March 2027 deadline and provide certainty for the planning of the 2028 election and any associated constitutional referendum.

### POLICY IMPLICATION

There are no specific Council policy implications arising from this report.

The recommendation is primarily a statutory and governance matter under the *Local Government Act 1993*. Any future election-related policies, procedures or administrative arrangements will be reviewed as required closer to the 2028 Local Government election.

**RISK RATING****Low**

The principal risk is legislative non-compliance if Council does not resolve how the 2028 Local Government election is to be administered within the timeframe prescribed by section 296AA of the *Local Government Act 1993*.

Adopting the recommendation in October 2026 will address this risk well in advance of the statutory deadline and provide sufficient time to finalise arrangements with the NSW Electoral Commission.

There is also a financial risk associated with the final cost of the 2028 election and any constitutional referendum. This risk will be managed through future budget provisions once confirmed cost estimates are provided.

**ATTACHMENTS**

1. **NSW Electoral Commission - Submission on Election Funding**

**10.2 FACADE REVITALISATION & GROWTH PROGRAM (FROG)**

|                                    |                                                                                                                                                     |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128905</b>                                                                                                                                   |
| <b>Author(s):</b>                  | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                     |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                     |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Infrastructure – Timely, sustainable and well-planned development and maintenance of fit for purpose community infrastructure.</b> |

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**PURPOSE OF REPORT**

To report back to Council on the Notice of Motion relating to the proposed Façade Revitalisation & Growth Program, or FROG, and to set out the practical, legal and financial issues that would need to be addressed before any such program could actually be introduced.

**OFFICER RECOMMENDATION**

That Council:

1. Receive and note the report.
2. Note that the April 2026 Notice of Motion asked staff to pursue funding opportunities for a FROG program but did not approve any Council expenditure or establish a grant program.
3. Continue to pursue suitable external funding opportunities for shopfront and main street improvements in Balranald and Euston.
4. Note that no Council funding is to be committed to individual businesses or private property owners unless the matter is separately reported back to Council.
5. Require any future FROG proposal to come back to Council with details of the funding source, any required Council contribution, eligibility criteria, maximum assistance per property, planning and building requirements, property owner consent, assessment arrangements and the likely impact on staff and Council's budget.

**REPORT**

Council considered a Notice of Motion in April 2026 from Cr German Ugarte proposing the establishment of a Façade Revitalisation & Growth Program.

The intent of the proposal is reasonable. Shopfronts in both Balranald and Euston would benefit from improvement, and better-presented commercial areas would improve the appearance of both towns and, to some extent, support local businesses and the visitor experience.

The difficulty is that the Notice of Motion, as originally drafted, is very broad. It refers to everything from painting and signage through to verandas, structural works, digital displays, large windows and even some internal improvements. That means the proposal ranges from relatively simple cosmetic works through to what could become significant building work on privately owned property.

Before Council goes any further, it needs to be much clearer about what it is proposing to fund, who would be eligible, how much assistance would be available and how those decisions would be made.

**A) Use of Public Money and Private Property**

The main issue for Council is that FROG could involve using public money to improve privately owned buildings and businesses.

Council can provide financial assistance in appropriate circumstances under section 356 of the Local Government Act 1993. That does not mean Council is prevented from helping private

businesses, but it does mean there needs to be a transparent and properly structured process around how that assistance is provided.

The original motion does not provide that framework. It does not set a funding cap, define the eligible area, set any assessment criteria or explain how one business would be selected over another. That is where Council could very quickly run into problems.

If one business receives assistance for a veranda, another receives funding for signage, and a third business misses out because the available money has been spent, Council needs to be able to clearly explain why those decisions were made. The easiest way to avoid those arguments is to establish the rules before applications are invited, rather than trying to work them out as applications come in.

At a minimum, any future FROG program should have:

- Defined geographic boundaries
- A maximum grant per property
- A clear application and assessment process
- Written owner consent where the applicant is a tenant
- Proper acquittal requirements once the work has been completed

### **B) Council Undertaking Works**

There is also an important difference between Council providing financial assistance and Council undertaking or arranging the work itself.

If Council starts carrying out subsidised works on private property, section 67 of the Local Government Act becomes relevant, and the arrangement becomes more complicated. Council also starts taking on additional issues around contractors, insurance, WHS, workmanship and responsibility if something goes wrong.

For that reason, I would not recommend Council becoming the builder or project manager for works on private commercial premises.

If the program proceeds, the cleaner model is for Council to approve a grant or reimbursement, with the business or property owner responsible for obtaining quotes, engaging contractors, managing the work and ensuring all approvals are in place.

Council's role should be to administer the funding, not manage the construction work.

### **C) Eligible Works**

If external funding becomes available, I suggest Council keeps the first round relatively simple:

- External painting
- Cleaning
- Replacement or removal of old signage
- Minor façade repairs
- Minor awning repairs
- Lighting
- Restoration of existing building features

I would be more cautious about:

- Major verandas,
- Structural alterations,

- Digital advertising displays,
- Large window changes,
- Complete business rebranding
- Internal renovation work.

In particular, I would remove the reference in the original motion to internal improvements that are visible from the street.

Once Council starts paying for works inside privately owned commercial premises, even where those works can be seen from outside, the connection to streetscape improvement becomes much less clear, and the private benefit becomes much greater.

#### **D) Council Owned Buildings**

**Council needs to remain cognisant that council-owned buildings could be easily described as the worst presented in Balranald.**

Perhaps the timing of any campaign would be misaligned until budget allocation to refresh our own buildings is determined and 92 Market Street is restored.

#### **E) Planning & Building Approvals**

Several of the works mentioned in the original Notice of Motion may also require planning or building approvals. A business receiving a grant does not avoid the normal planning system. New signage, awnings, verandas, structural changes, enlarged windows or anything affecting the footpath or road reserve may require separate approval before the work can start.

Any future FROG guidelines should therefore make it clear that approval for funding is not approval for the work itself. The applicant would still be responsible for obtaining whatever planning, building or road reserve approvals are required before work commences.

#### **F) Matched Funding**

If Council ultimately decides to contribute its own money to FROG, I recommend a matched-funding arrangement rather than Council paying the full cost. A 50/50 arrangement, or something similar, would be a sensible starting point, subject of course to whatever conditions came with any external funding.

This would stretch Council's contribution further and would also require the business or property owner to make a genuine contribution to the improvement. It is also a much easier position for Council to defend than paying 100 per cent of the cost of improvements to a privately owned commercial property.

#### **G) Budget**

There is currently no specific FROG budget. Staff can continue to look for grants and other funding opportunities, and there is no issue with having discussions with relevant agencies. What staff should not do is commit Council to a financial contribution or create an expectation with a business that Council will fund a project before Council has approved that expenditure.

If a future grant requires a Council contribution, that matter should come back to Council before any commitment is made.

Likewise, if Council decides it wants to fund FROG from its own resources, that should be considered through the Operational Plan and budget process so that Council can see what the program is expected to cost and, just as importantly, what other work may need to be deferred or not funded as a consequence.

Council has a limited amount of discretionary funding and a substantial existing work program. Adding another program is possible, but it should not happen without Council being clear about the cost and the trade-off involved.

#### **H) Staff Resources**

There is also a staff cost that comes with programs such as this, even where the grant pool itself is relatively small. Someone has to prepare the guidelines, advertise the program, answer enquiries from businesses, assess applications, check approvals, prepare agreements, inspect completed works, process payments and acquit the funding.

None of those tasks are particularly difficult on their own, but collectively they can take a reasonable amount of staff time.

For a Council of our size, the program therefore needs to remain simple. There would be little value in setting up a complicated grant scheme that takes a large amount of staff time to administer for a relatively small amount of funding.

#### **I) Where to from here?**

There is merit in the idea behind FROG, and I can understand why Council would want to improve the appearance of the main commercial areas in Balranald and Euston. The issue is not the idea itself, but the amount of work that needs to sit behind it before Council can start handing out money, and **Point D**.

The sensible course at this stage is to continue looking for external funding and, if a suitable funding opportunity becomes available, bring a properly costed proposal back to Council. That proposal should set out exactly how much funding is available, what contribution Council is expected to make, what works will be eligible, who can apply and how applications will be assessed. Council can then decide with all that information in front of it.

#### **FINANCIAL IMPLICATION**

There is currently no specific budget allocation for the FROG program, and the original Notice of Motion did not approve any expenditure.

Staff can continue to look for suitable external funding opportunities; however, any grant requiring a Council contribution should be reported back to Council before a financial commitment is made.

If Council later decides to fund the program from its own resources, a specific budget allocation will need to be identified through the Operational Plan and budget process.

Council should also consider the staff time required to administer the program, as even a relatively small grant scheme will require applications to be assessed, approvals checked, agreements prepared, completed works inspected and payments acquitted.

#### **LEGISLATIVE**

The main legislative provisions are contained in the **Local Government Act 1993**, particularly sections 67, 356 and 377.

Section 356 allows Council to provide financial assistance, including in some circumstances to private businesses, but that assistance needs to be provided under a clear and transparent framework.

Section 67 becomes relevant if Council itself undertakes or subsidises works on private property, which is why a grant or reimbursement model is considered preferable.

Section 377 also needs to be considered if Council proposes to delegate approval of financial assistance to staff.

Depending on the type of work proposed, normal requirements under the Environmental Planning and Assessment Act 1979 and the Roads Act 1993 may also apply, particularly for signage, awnings, verandas, structural alterations or works affecting the footpath or road reserve.

Any future FROG program would therefore need to be established and administered in a way that meets these legislative requirements before any financial assistance is provided.

**POLICY IMPLICATION**

Council does not currently have a specific policy or adopted framework for the proposed FROG program.

If the program proceeds, Council will need clear guidelines covering eligibility, the amount of assistance available, assessment criteria, owner consent, statutory approvals, payment arrangements and acquittal requirements.

If Council proposes to fund the program from its own resources, it would also be preferable for the program and budget to be identified through the Operational Plan and budget process rather than established as an unplanned commitment during the financial year.

Existing Council policies relating to procurement, conflicts of interest, financial management and grants would also need to be considered when developing the program.

**RISK RATING****Medium**

The proposal is capable of being managed, but there are several risks if it is introduced without a clear framework.

The main risks are the use of public money on private property, inconsistent treatment of businesses, unbudgeted expenditure, works proceeding without the necessary approvals, and Council taking on unnecessary responsibility for private building works.

The other significant risk related to Point D.

These risks can be reduced considerably by waiting until 92 Market Street is reconciled, keeping the program simple, using clear eligibility rules, setting a maximum level of assistance, requiring all approvals to be in place and ensuring any Council contribution is separately budgeted and approved.

**ATTACHMENTS**

**Nil**

**10.3 WHOLE OF COUNCIL DELEGATIONS, INSTRUMENTS, AND FUNCTIONS**

|                                    |                                                                                                                                                                                                             |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128266</b>                                                                                                                                                                                           |
| <b>Author(s):</b>                  | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                                                                             |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                                                                             |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Council – Upholds the community's expectations of good governance, engages and ethical leadership, a skilled and effective workforce, and operational transparency and accountability.</b> |

**PURPOSE OF REPORT**

To amend Council's delegation to the Chief Executive Officer (the statutory General Manager) and confirm the framework under which the Chief Executive Officer delegates functions to Council staff.

**OFFICER RECOMMENDATION**

That Council

1. Revokes, from the commencement of the new instrument, any previous Council delegation to the General Manager / Chief Executive Officer, without affecting anything lawfully done under a previous delegation.
2. Pursuant to section 377(1) of the Local Government Act 1993, delegates to the Chief Executive Officer (General Manager), and any person lawfully acting in that position, all functions of Council that may lawfully be delegated, subject to Attachment 1.
3. Pursuant to section 377(2), sub-delegates to the Chief Executive Officer any function delegated to Council by the Departmental Chief Executive to the extent permitted by the originating instrument.
4. Notes that the Chief Executive Officer will maintain a controlled, position-based staff Delegations Register under section 378 and separate records for statutory appointments and authorisations.
5. Authorises the Mayor to execute the Instrument of Delegation on behalf of Council.

**REPORT****Current position**

Under the Local Government Act 1993, Council appoints the General Manager. Balranald Shire Council uses the title Chief Executive Officer for that statutory position. Council determines matters reserved to the elected governing body and may delegate other functions in accordance with the Act.

*Section 380 review*

Section 380 requires Council to review its delegations during the first 12 months of each Council term. This was completed at the time. Then, the original was reviewed again only last month (15 September Ordinary Council Meeting). However, since then the author has noticed some omissions, which, although not major, required another report to remain completely transparent.

*Proposed Council delegation*

The proposed instrument delegates to the Chief Executive Officer all Council functions that may lawfully be delegated. Functions reserved to Council under section 377(1), or under another Act, remain with Council. The instrument also expressly covers a person who is lawfully acting in the Chief Executive Officer position.

*Existing Balranald safeguard*

The existing Balranald instrument requires consultation with Council before a significant variation to an existing Council function or service where there are ongoing financial or service implications. That safeguard has been retained in the revised instrument.

*Tendering and procurement*

Section 55 and Part 7 of the Local Government (General) Regulation 2021 regulate tendering. The tendering threshold does not, by itself, make acceptance of every tender a Council-only decision. Section 377(1)(i) specifically prevents delegation of acceptance of a tender to provide services currently provided by Council staff. Other tender acceptance may be delegated, subject to legislation, adopted budget, Council procurement policy and the applicable financial delegation.

*Staff delegations*

The staff register has been rebuilt as a position-based register under section 378. It now distinguishes between delegated statutory functions, financial authority, administrative or contractual authority, operational responsibility and functions that require a separate statutory appointment or authorisation.

The final register also retains delegations for established positions that are currently vacant: Administration Trainee, Mechanic, and Water & Sewer Trainee. This ensures the authority remains attached to the position and can be issued when the role is substantively filled or formally acted in.

*Statutory appointments*

A delegation does not automatically appoint a person as an authorised officer, enforcement officer, certifier, disclosure officer or other statutory office. Where legislation requires a separate appointment, designation, registration or qualification, that requirement must be satisfied separately.

*WHS and principal officer duties*

The register no longer treats personal statutory duties as transferable delegations. Council's Person Conducting a Business or Undertaking (PCBU) duties and officer's personal due-diligence duties remain where the Work Health and Safety Act 2011 places them. The Chief Executive Officer also retains statutory duties imposed specifically on the principal officer or agency head, including the ICAC Act section 11 reporting duty.

*Financial delegations*

The revised register retains Balranald's intended financial limits. In particular: Executive Manager Community & Governance \$250,000; Works Superintendent \$100,000; Water & Sewer Coordinator \$75,000; Infrastructure Coordinator \$75,000; Community Projects/Tourism/Economic Development & Grants Coordinator \$75,000; Facility Nurse Manager - Bidgee Haven \$75,000; Works Overseer \$25,000; and Town Maintenance Overseer \$25,000. All financial delegations remain subject to adopted budget, procurement policy and statutory tendering requirements.

**FINANCIAL IMPLICATION**

No direct financial cost arises from adoption of the delegation instrument. Exercise of financial authority remains subject to Council's adopted budget, Long Term Financial Plan, Procurement and Disposal Policy, statutory tendering requirements and the limits recorded in the controlled Delegations Register.

**LEGISLATIVE IMPLICATION**

The principal provisions are sections 55, 334, 335 and 377-381 of the Local Government Act 1993 and Part 7 of the Local Government (General) Regulation 2021. Individual staff functions remain subject to the legislation under which each function arises and to any separate statutory appointment, designation, registration or qualification required by that legislation.

**POLICY IMPLICATION**

It is a requirement of the Act and is subsequently prescriptive.

**RISK RATING**

Implementation risk is assessed as Medium while the revised instruments and separate statutory appointments are being issued and checked, reducing to Low once the framework is fully issued and controlled. The principal risk is a staff member exercising regulatory or financial power without the correct delegation, appointment, qualification or limit.

**ATTACHMENTS**

- 1. Formal Instrument of Delegations to CEO**
- 2. Delegations Register Controlled Master**
- 3. Public Delegations Register**

**10.4 SMART GLASSES AND RECORDING DEVICES**

|                                    |                                                                                                                                                                                                             |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128577</b>                                                                                                                                                                                           |
| <b>Author(s):</b>                  | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                                                                             |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                                                                             |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Council – Upholds the community's expectations of good governance, engages and ethical leadership, a skilled and effective workforce, and operational transparency and accountability.</b> |

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**PURPOSE OF REPORT**

To present a draft policy covering photography, video, audio recording, livestreaming, smart glasses and other recording devices at Council facilities, services and activities. The policy is intended to protect children, older people, the public and staff, while still allowing legitimate recording, including accessibility uses and recording authorised by Council.

**OFFICER RECOMMENDATION**

That Council:

1. Receive and note the report on smart glasses and other recording devices.
2. Place the draft Smart Glasses and Recording Devices Policy at Attachment 1 on public exhibition for 28 days.
3. Invite specific feedback during the exhibition period from users of Council facilities, people with disability and relevant service managers, including the Balranald Swimming Pool, Library and Bidgee Haven.
4. Receive a further report following the exhibition detailing submissions and any proposed amendments before Council determines whether to adopt the Policy.
5. Note that, pending Council's final decision, the Chief Executive Officer may use existing management powers and conditions of entry to address immediate recording risks in toilets, showers, changing rooms, child-focused activities and other high-privacy areas.

**REPORT**

Smart glasses are no longer a niche product. Many now look much like ordinary glasses or sunglasses but can include cameras, microphones, artificial intelligence, internet access and livestreaming. Unlike a phone or camera, the wearer can record simply by looking at someone. The recording light may be small or easy to miss.

The real issue for Council is discreet recording in places where people reasonably expect more privacy; particularly change rooms, the Swimming Pool, children's activities, customer-service discussions and Bidgee Haven.

NSW law does not simply say that filming someone without consent is illegal. The proposed policy therefore relies on clear conditions of entry and conduct, with tighter controls in higher-risk areas and room for legitimate disability-related use.

The Australian eSafety Commissioner issued specific guidance on smart glasses in August 2026 and updated it on 1 September 2026. It identifies risks including covert recording, image-based abuse, cyberbullying, harassment and livestreaming. It also recognises that smart glasses can be useful for people who are blind, have low vision, or are deaf or hard of hearing.

Advice from the Office of the Children's Guardian, circulated through the NSW Local Government Child Safe Network on 22 September 2026, was similarly practical: treat smart glasses like other image-recording devices, review existing policies, undertake a risk assessment under Child Safe Standard 8, and check conditions of entry, procedures and signage.

Other councils have started tightening their rules. Brisbane City Council prohibits camera-enabled recording in changing rooms and requires prior consent for photography or video at pools, including smart glasses. In September 2026, Canterbury-Bankstown Council moved to prohibit smart glasses at leisure and aquatic centres, while Yarra City Council moved to restrict them in leisure, childcare and playground settings, with disability exceptions. They are useful examples, but Balranald's policy should fit Balranald's own facilities and risks.

Council manages very different types of facilities, including the Council office, Library, Swimming Pool, community facilities, Discovery Centre, Caravan Park and Bidgee Haven. The privacy risk is obviously not the same in each place. The Swimming Pool is used by children and families, while Bidgee Haven is people's home as well as an aged-care service, with particular privacy and dignity obligations.

Council's Child Protection Policy (March 2025) already commits Council to the NSW Child Safe Standards, including Standard 8 on safe physical and online environments. This policy gives Council a practical way to apply that obligation to modern recording devices.

### **FINANCIAL IMPLICATION**

Costs should be small and mainly limited to signage, website and booking-form changes, and a short staff briefing. No additional staffing is proposed.

### **LEGISLATIVE IMPLICATION**

There is no single rule in NSW that says, "you cannot film someone without consent". The position depends on where the recording occurs, whether audio is captured, what is being recorded and what happens to the material afterwards.

The main laws and standards are summarised below:

- Surveillance Devices Act 2007 (NSW): The Act regulates listening devices used to record private conversations, subject to exceptions. Its optical-surveillance provisions do not create a general ban on taking photographs in public. Staff should not tell people otherwise.
- Privacy and Personal Information Protection Act 1998 (NSW): Council must comply with the Information Protection Principles when it collects, stores, uses or discloses personal information. Images, video and audio can be personal information if a person can be identified. The Local Government Privacy Code of Practice also applies.
- Health Records and Information Privacy Act 2002 (NSW): Applies where Council collects, holds or uses health information. It is particularly relevant to Bidgee Haven and anywhere health or disability information may be discussed or visible.
- Children's Guardian Act / NSW Child Safe Standards: Child Safe Standard 8 requires Council to identify and manage risks in both physical and online environments. Council's Child Protection Policy already commits Council to the Standards.
- Aged Care Act 2024 (Cth) and Aged Care Rules 2025: Residents have rights to privacy and protection of personal information. Those rights must be balanced with the rights and safety of other residents and workers.

- Disability Discrimination Act 1992 (Cth): The Act prohibits disability discrimination in access to premises and services. Because some smart glasses are used as communication or vision aids, Council must consider reasonable adjustments and should not ask for unnecessary medical details.
- Work Health and Safety Act 2011 (NSW): Council must manage risks to workers and others at its workplaces. Persistent or aggressive filming can become a harassment, intimidation or occupational-violence issue and should be managed as a WHS and behaviour issue.
- Workplace Surveillance Act 2005 (NSW): Separate legal requirements apply if Council uses cameras or other surveillance to monitor employees. This Policy does not authorise employee surveillance or covert recording by Council staff.
- Local Government Act / Code of Meeting Practice: Council and committee meetings have separate legal requirements for webcasting, recording and meeting practice. Those requirements, and lawful directions of the chairperson, continue to apply.
- Enclosed Lands Protection Act 1901 (NSW): At relevant enclosed premises, refusing a lawful request to leave may have legal consequences. Staff must still follow Council procedures and must not use force, seize a device or try to delete recordings.

## POLICY IMPLICATION

A blanket ban on every Council-owned space would be unnecessary and difficult to enforce.

The policy instead uses different controls depending on the risk:

1. High-privacy areas: recording is tightly restricted in toilets, showers, changing rooms, resident care or clinical areas, confidential interview areas, child-focused programs and similar locations.
2. Controlled facilities: at the Swimming Pool, Library, Council office, Bidgee Haven, organised programs and indoor community facilities, recording is subject to the facility rules, consent and reasonable staff directions.
3. Open public areas: the policy leaves ordinary lawful photography in streets, reserves and open parks alone. Specific restrictions can still apply to a Council event, program or clearly signed sensitive area.
4. Smart glasses: in high-privacy areas, Council may restrict the wearing of camera-capable glasses because staff and patrons cannot reliably tell whether they are recording. In lower-risk areas, they can generally be worn, but recording must be off unless it is authorised or part of an accessibility adjustment.
5. Accessibility: people who use smart glasses as an accessibility aid can ask for a reasonable adjustment. Staff should focus on what function is needed, not on unnecessary medical details, and agree to practical safeguards where possible.
6. No device searches: Council staff do not search or seize personal devices, demand passwords or delete footage. If a person refuses to comply, the matter is dealt with through the conditions of entry, a direction to leave where lawful, incident reporting and, if necessary, Police or another appropriate authority.

### i) Council staff being recorded

The policy does not say Council staff can never be recorded. For face-to-face service inside a Council workplace, recording requires consent or prior approval. If a customer wants a record for accessibility, accuracy, a complaint or another legitimate reason, staff can agree to a recording or

use another practical option such as a support person, written notes or a follow-up email. This avoids staff incorrectly telling people that every recording is illegal.

ii) Children and young people

The aim is to stop discreet or targeted recording of other people's children in Council services and facilities without unnecessarily stopping parents and carers from taking ordinary photographs of their own children where the venue rules allow it. Particular events can have tighter rules where the risk justifies it.

iii) Bidgee Haven

Bidgee Haven needs a higher level of privacy because it is residents' home as well as a workplace and aged-care service. Residents retain their own rights to privacy, communication and choice. The policy therefore does not impose a blanket ban on residents recording their own lives, but it does require visitors and others to respect the rights of other residents and staff. More specific aged-care procedures can still apply where needed.

### Implementation

If Council adopts the policy, the practical work is straightforward:

- Standard conditions-of-entry signage at the Swimming Pool, Council office, Library, Bidgee Haven and other identified facilities
- Stronger no-recording signage at toilets, showers and change rooms
- Incorporating the policy into Council facility-hire conditions and event documentation
- A short staff briefing, including a simple script for frontline staff
- A risk assessment for each relevant facility under Child Safe Standard 8 and Council's WHS framework
- A simple process for accessibility requests involving smart glasses
- Cross-reference to Council's Privacy Management Plan and Data Breach Policy
- A 12-month review, or earlier review if NSW or Commonwealth law materially changes.

### RISK RATING

|                         |                                                                                                                              |                                                                                                                                 |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Child safety            | Covert or targeted recording of children and later online sharing or misuse.                                                 | High-privacy areas, program rules, signage, staff escalation and Child Safe Standard 8 risk assessments.                        |
| Privacy/confidentiality | Visitors may capture personal or health information, screens, documents or private conversations.                            | No recording in confidential areas, sensible desk and screen positioning, staff directions and privacy escalation where needed. |
| Aged care               | Recording may intrude on a resident's privacy and dignity, while an overly broad ban may also interfere with their autonomy. | Respect resident rights, restrict recording of other people and sensitive care areas, and deal with unusual cases individually. |

|                           |                                                                                                            |                                                                                                                                        |
|---------------------------|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| Disability discrimination | A blanket ban may disadvantage people who use smart glasses as an accessibility aid.                       | Reasonable adjustments, no unnecessary medical disclosure, and practical alternatives where needed.                                    |
| Staff safety              | Aggressive or persistent recording may escalate conflict or amount to harassment.                          | Manage the behaviour, involve a supervisor, use the WHS incident process and avoid physical confrontation over the device.             |
| Enforcement               | Smart glasses can look like ordinary glasses and their recording light may be hard to see or disabled.     | Clear conditions of entry and signage, tighter rules in high-risk areas, and no device searches by staff.                              |
| Information security      | Some devices may have weak security, increasing the risk that captured material is exposed or transmitted. | Prevent confidential Council information being captured where possible and treat suspected exposure as a privacy or security incident. |

**ATTACHMENTS****1. Smart Glasses and Recording Devices Policy**

**10.5 LOCAL PURCHASING POLICY**

|                                    |                                                                                                                                                                                                             |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128891</b>                                                                                                                                                                                           |
| <b>Author(s):</b>                  | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                                                                             |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                                                                             |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Council – Upholds the community's expectations of good governance, engages and ethical leadership, a skilled and effective workforce, and operational transparency and accountability.</b> |

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**PURPOSE OF REPORT**

To consider introducing a clearer local purchasing preference into Council's procurement processes, while making sure Council still complies with the Local Government Act, procurement rules and, importantly, the conditions attached to grant funding.

**OFFICER RECOMMENDATION**

That Council:

1. Receive and note the report.
2. Support, in principle, giving local and regional economic benefit a weighting of up to 5% in Council quotation and tender assessments where it is appropriate to do so.
3. Note that the 5% is an assessment weighting, not an automatic approval to pay a local supplier 5% more.
4. Note that there is no set percentage in the Local Government Act 1993 or Local Government (General) Regulation 2021 which Council must use for local purchasing.
5. Require any local preference weighting to be set before quotations or tenders are called and clearly shown in the assessment criteria.
6. Require grant conditions to be checked before procurement starts and, where a funding agreement conflicts with Council's local purchasing policy, the funding agreement is to take precedence.
7. Request the Chief Executive Officer to amend Council's Procurement and Disposal Policy and associated procedures to reflect the above.

**REPORT**

Council has previously discussed supporting local businesses through its purchasing. The principle is fairly simple. Where Council can sensibly spend money locally, it should. Money spent with local businesses helps keep people employed, supports other businesses and helps retain services within the Shire. That said, Council is spending public money and there still need to be some sensible rules around it.

Council cannot simply decide that a local business gets the work regardless of price, capacity, quality or risk. Our earlier procurement work allowed 5% for local and regional content/economic benefit as part of a tender assessment. I have reviewed that position again against the current legislation and the Office of Local Government's new Procurement Guidelines issued in July 2026.

I remain comfortable that 5% is a reasonable position.

**What does the legislation actually allow?**

There appears to be a bit of folklore around local government that councils are legally limited to a particular local preference percentage. I cannot find anything in the Local Government Act or Regulation that says that.

- There is no section saying Council can use 5%.
- There is no section saying Council can use 10%.
- There is also no section setting a maximum percentage.

What the legislation does require is that Council:

- Obtains value for money
- Acts fairly and without bias
- Manages public money responsibly
- Follows the tendering requirements under Section 55
- Can explain and defend how it reached a procurement decision

The new OLG Procurement Guidelines also recognise that councils may have local preference policies. The sting in the tail is that those policies still have to maintain proper competition, value for money, transparency and probity. In other words, councils can support local businesses. It just cannot rig the process to get there.

**Why 5%?**

Some councils use higher percentages. That does not automatically mean Balranald should. My view is that **5% is enough**. It gives a genuine local business an advantage without allowing the local preference to overpower the rest of the assessment.

The main considerations still need to be:

- Price
- Ability to do the job
- Experience
- WHS
- Quality
- Methodology
- Financial capacity
- Risk.

**Local benefit should matter, but it should not become the tail wagging the dog.** A typical tender assessment might therefore include:

- Price / whole-of-life cost -40%
- Capability and experience – 25%
- WHS and risk – 15%
- Methodology and resources – 10%
- Local and regional economic benefit – **5%**
- Other relevant criteria – 5%

The exact percentages can change depending on what Council is buying. The point is that local benefit would normally be capped at 5%.

### **A weighting is different to paying 5% more**

This distinction is important. I do **not** recommend a policy which simply says Council will pay up to 5% more to use a local business. That is too blunt. I would rather score the actual benefit being brought into the Shire.

For example:

- Are local people being employed?
- Are local subcontractors being used?
- Are materials being bought locally?
- Are apprentices or trainees being used?
- Is the business genuinely based here?
- Will Council get local backup and support?
- How much of the contract money will stay within the Shire?

That is a much better test than simply looking at the postcode on the letterhead. A contractor from outside the Shire might spend a large amount locally. A so-called local contractor might bring almost everything in from somewhere else. Council should score the actual benefit, not just the address.

### **The big issue for Balranald – grants**

This is where Balranald needs to be particularly careful. Circa **60% of Council's income relies on grant funding**. That is a very large number. It means a significant amount of money Council spends is, effectively, somebody else's money provided to us under funding agreements. Those agreements often come with strings attached.

They can dictate:

- How procurement is undertaken
- How many quotes are required
- Whether an open tender is required
- What expenditure is eligible
- How value for money is demonstrated
- What records Council must keep
- How the grant is eventually acquitted

For that reason, the local purchasing policy needs to be crystal clear. **If a grant agreement or funding guideline conflicts with Council's local purchasing preference, the grant conditions win.** Council should not risk losing or having to repay grant money because we tried to give somebody a local preference. That would be defeating the whole purpose.

With 60% of Council's income coming from grants, Council also has a reputation to protect with funding bodies. We need State and Commonwealth agencies to know that when they give Balranald money, we spend it properly, keep good records and can demonstrate value for money. That credibility is worth a lot more than winning an argument over one particular tender.

### **Probity**

Probity is really just a fancy word for doing things properly and being able to prove it afterwards.

In a town the size of Balranald;

- People know each other.
- Staff know contractors.
- Councillors know business owners.

That is normal. It also means Council needs to be particularly careful that procurement decisions cannot be seen as mates looking after mates. The answer is not to stop buying locally. The answer is to make the rules clear before the process starts.

The local weighting should therefore:

- Be decided before quotes or tenders are called
- Be included in the assessment criteria
- Be applied the same way to everybody
- Be properly scored
- Have conflicts of interest declared
- Be recorded so somebody can understand the decision six months or six years later
- **If we cannot explain the decision on paper, we probably should not be making it.**

## FINANCIAL IMPLICATION

There is no direct cost arising from adopting this position. A 5% local weighting does not mean Council automatically pays 5% more. Council still needs to determine which offer provides the best overall value.

- Where the recommended supplier is not the cheapest, the assessment should clearly explain why.
- For grant-funded works, officers must also confirm that Council's procurement approach complies with the funding agreement before the procurement starts.

Council cannot afford to discover afterwards that expenditure is ineligible and has to be funded from its own pocket.

## LEGISLATIVE IMPLICATION

The main legislation and requirements are:

- Local Government Act 1993;
- Local Government (General) Regulation 2021;
- section 55 tendering requirements;
- section 23A OLG Guidelines;
- OLG Procurement Guidelines for NSW Local Government – July 2026;
- Council's Code of Conduct;
- Council's Procurement and Disposal Policy; and
- Council's delegations.

There is no legislated local purchasing percentage. Council therefore has some discretion, but that discretion needs to be exercised sensibly.

**POLICY IMPLICATION**

Council's Procurement and Disposal Policy should be reviewed to provide for:

- A normal maximum weighting of 5% for local and regional economic benefit
- A clear definition of what Council means by local economic benefit
- Disclosure of the weighting before procurement starts
- Consistent scoring
- Conflict-of-interest declarations
- Checks against grant funding conditions
- Proper documentation of value for money

**The policy should also make it clear that local preference does not apply where it conflicts with legislation, funding conditions or another mandatory procurement requirement.**

**RISK RATING**

| Risk                   | Rating      | Comment                                                                             |
|------------------------|-------------|-------------------------------------------------------------------------------------|
| Procurement probity    | High        | Local preference needs to be disclosed and applied consistently.                    |
| Grant compliance       | High        | 59.4% of Council income relies on grants. Funding conditions must be checked first. |
| Financial              | Medium      | Local preference must not override value for money.                                 |
| Reputational           | Medium      | Poorly handled local preference could easily be portrayed as favouritism.           |
| Local economic benefit | Opportunity | Sensible local purchasing can keep more Council expenditure within the Shire.       |

**CONCLUSION**

Council should buy locally where it makes sense. That is good for Balranald and good for local businesses. But buying locally cannot mean buying locally at any cost. There is no magic percentage in the Local Government Act. The real tests are value for money, fairness, transparency and whether Council can defend the decision afterwards.

I consider a **5% local and regional economic benefit weighting** strikes the right balance.

It gives local businesses a genuine leg-up, without letting the local preference overwhelm price, ability, quality or risk. Most importantly, where grant money is involved, the funding conditions come first.

With **60% of Council's income reliant on grants**, that is not something Council can afford to get wrong.

**ATTACHMENTS**

Nil

**10.6 HISTORICAL RECOGNITION AND NAMING CONVENTION**

|                                    |                                                                                                                          |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128936</b>                                                                                                        |
| <b>Author(s):</b>                  | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                          |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                          |
| <b>Operational Plan Objective:</b> | <b>Pillar 2: Our Community – Sustaining and Nurturing our Communities as resilient, resourceful, safe and inclusive.</b> |

---

**PURPOSE OF REPORT**

This report is about getting some order around how Council recognises people who have made a real contribution to Balranald Shire. Presently we do not have one reliable record showing who has already been recognised, why some roads or facilities carry a particular name, or who may have been missed altogether. Before Council puts another person's name on a road, park, room or building, we should have a better basis than simply using the name that happens to be suggested at the time.

It started with a simple question about whether women had been properly represented in the names we see around the Shire. Once I started digging, it became obvious that the same question had to be asked about men as well. Some Aboriginal men, servicemen, workers, and other people who never held public office or owned a large property are not particularly visible either.

**OFFICER RECOMMENDATION**

That Council:

1. Receive and note the Historical Recognition and Future Naming Audit and the preliminary Women and Men of Significance Register.
2. Put the draft audit, candidate register and unresolved naming list on public exhibition for 42 days and ask the community to correct it, add to it and tell Council where we have got something wrong.
3. During the exhibition, write directly to local clubs, sporting bodies, associations, schools, the Balranald hospital, relevant health organisations, businesses on Council's database, Aboriginal organisations and other community bodies rather than relying only on a website notice.
4. Specifically ask long-established local families and residents for old photographs, cuttings, records and family history about road, street, park, reserve, building and facility names, particularly where this draft says the origin is not yet confirmed.
5. Make it clear that appearing in the draft register is not an endorsement. It does not mean Council has decided to name anything after that person. The exhibition should also give people a proper chance to raise credible information about a person's conduct or local reputation that may never have found its way into an official record.
6. Confirm that this is not a program to rename long-standing roads, parks or facilities just to make the numbers look better. Existing history should not be rubbed out simply to recognise another part of it.
7. Bring a further report back after exhibition with the submissions received, any new evidence, a revised register and recommendations on how the register should be used in future.
8. Once the final register is adopted, use it as a reference when Council has a genuine opportunity to name a new road, park, reserve, building, room, sporting facility, trail or other public asset, subject to whatever naming rules apply at the time.
9. Where a commemorative name already exists, use the full name consistently on Council's website, asset information, signage and publications where practical.

## REPORT

This started with what looked like a simple question: over the years, who has Balranald Shire chosen to remember in public names, and who has slipped through the cracks? The answer is not neat. The written record is naturally strongest for people who held office, owned property or ran prominent businesses. It is much weaker for nurses, midwives, teachers, Aboriginal people, station workers, volunteers and plenty of others who kept the district going without leaving much paperwork behind.

Women are clearly part of that story, but it would be a mistake to turn this into an exercise in replacing male names with female names. Some men have also been overlooked, including Aboriginal servicemen and people whose contribution was made quietly rather than through Council, business or a large pastoral holding. The same standard needs to apply to both.

The roads are a good example of why this needs more work. I checked the whole Roads Register, not just the streets in Balranald and Euston. A lot of rural roads carry surnames or property names that may have a family story behind them. Still, for many older roads the naming origin is simply not recorded in the material readily available. Old Council minutes, subdivision plans, road files and family history will be more useful than guessing from a surname.

Importantly, I am not recommending that Council rush out and rename anything. The next step is much simpler: put the draft out for 42 days and ask the people who know the district to pull it apart. If a family knows why a road has its name, if a club has a memorial that we have missed, or if somebody on the list is remembered very differently locally from the way they appear in an old record, now is the time to hear it.

## WHAT WAS REVIEWED

I have deliberately gone wider than street names. The review looked for personal naming and recognition across:

- All roads and streets in Council's Roads Register, including rural roads, lanes, courts, drives and station-access roads
- Parks, recreation reserves, sports grounds, courts, pools, trails and playgrounds
- Council buildings, community centres, halls, rooms and cultural facilities
- Schools and school facilities
- The hospital/health service and historic private maternity hospitals
- Clubs, sporting bodies, associations and memorial awards
- War memorials and military service records
- Pastoral properties and the people who owned or managed them
- Aboriginal history, including people whose work was poorly captured, or not captured at all, in European written records

## WHAT THE AUDIT HAS FOUND SO FAR

A few female commemorations are already clear and do not need much argument. Turandurey Street and Ballandella Street are confirmed in Council's Heritage Review as names of two Aboriginal women. The Janelle Masters Memorial Swimming Pool is another obvious example, although the shorter 'Balranald swimming pool' is often used. Council Chambers are dedicated to Norma Male BEM, and Balranald Central School has the Doreen Greenham Library.

The same applies to several men. Sydney Greenham, Uncle Kevin Coombs OAM, Bes Murray and Ben Scott already have substantial public recognition through named facilities or memorials. They are important people, but they should not be put forward as though Council has forgotten them simply to make a list longer.

The more useful part of the exercise is finding the people who are not already obvious. Among the women, the strongest gaps are in nursing, midwifery, education, pastoral ownership, Aboriginal cultural leadership and war service. Among the men, Aboriginal servicemen and community

figures, some early Balranald and Euston identities, transport workers and First World War casualties stand out for further consideration.

### EXISTING RECOGNITION – WOMEN

|   | Existing name/recognition              | Person              | What we know                                                                                                                                              | Where it stands                                                 |
|---|----------------------------------------|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| 1 | Turandurey Street                      | Turandurey          | Confirmed by Council Heritage Review as a street named for the Aboriginal widow and guide associated with Major Mitchell's 1836 expedition.               | Keep it; add interpretation where useful                        |
| 2 | Ballandella Street                     | Ballandella         | Confirmed by Council Heritage Review as named for Turandurey's daughter.                                                                                  | Keep it; add interpretation where useful                        |
| 3 | Janelle Masters Memorial Swimming Pool | Janelle Masters     | Longstanding memorial name for the Balranald swimming coach. Council material still uses the full title, although current web material often shortens it. | Use the full memorial name                                      |
| 4 | Council Chambers dedication            | Norma Male BEM      | Town/Shire Clerk and a major local-government figure; Chambers and memorabilia already recognise her.                                                     | Already well recognised                                         |
| 5 | Doreen Greenham Library                | Doreen Greenham OAM | Balranald Central School library; Greenham was also Council's first woman councillor and a major community contributor.                                   | Already recognised; better interpretation would help            |
| 6 | Mary Butler Memorial Book Award        | Mary Butler         | Memorial award through the Isolated Children's Parents' Association.                                                                                      | Existing local recognition                                      |
| 7 | Alice Kelly interpretation             | Alice Kelly         | Existing interpretation relating to Mungo / cultural heritage.                                                                                            | Already recognised; any further naming should be Aboriginal led |

### EXISTING RECOGNITION – MEN

|   | Existing name/ recognition     | Person              | What we know                                                                               | Where it stands         |
|---|--------------------------------|---------------------|--------------------------------------------------------------------------------------------|-------------------------|
| 1 | Sydney Greenham Memorial Gates | Sydney Leo Greenham | Gates at Anzac Park dedicated in 1925 by his parents after he died in the First World War. | Already well recognised |

|   | Existing name/ recognition                 | Person                       | What we know                                                                                                                                          | Where it stands                                                       |
|---|--------------------------------------------|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| 2 | Kevin Coombs<br>Netball/Basketball Courts  | Uncle Kevin<br>Coombs<br>OAM | Balranald-raised Aboriginal leader and Australia's first Indigenous Paralympian. Council planning material uses the Kevin Coombs name for the courts. | Already well recognised                                               |
| 3 | Bes Murray Community Centre                | Besley 'Bes' Murray          | Balranald Aboriginal Elder; Yanga overseer; widely recognised community leader.                                                                       | Already well recognised                                               |
| 4 | Ben Scott Memorial Bird Trail              | Ben Scott                    | Established memorial bird trail and tourism attraction.                                                                                               | Already recognised                                                    |
| 5 | Balranald / Euston / Kyalite war memorials | Many servicemen              | Collective war memorial recognition.                                                                                                                  | Check existing memorials before adding another individual recognition |

#### HOW THE DRAFT RATINGS WORK

| Rating   | What it means                                                                                                                                                                                 |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | The evidence is strong, and the local contribution is substantial. Worth putting to the community as a serious future naming option, subject to the normal legal, family and cultural checks. |
| B        | There is a good case, but there are still gaps. More primary records, family history or local checking is needed before Council relies on the name.                                           |
| C        | Important to the district's history, but on the evidence presently available, I would not recommend the name for future commemoration.                                                        |
| Existing | Already has substantial public recognition. There is no need to keep naming things after the same person just to lift a count.                                                                |

\*An asterisk means cultural consultation is required before any naming proposal proceeds.

## WOMEN OF SIGNIFICANCE - PRELIMINARY REGISTER

|   | Name                                        | Rating | Connection                         | Why the name is here                                                                                                                                                                            | Main sources                                             |
|---|---------------------------------------------|--------|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| 1 | Sister Fanny Isobel Catherine 'Topsy' Tyson | A      | Balranald district/nursing / WWI   | Balranald-born nurse; Australian Army Nursing Service; served overseas and died in England in April 1919 while still in service. Strong case for a health, garden, reserve or future road name. | Australian War Memorial / AIF records                    |
| 2 | Mary Amery                                  | A      | Balranald / community/ landholding | Fundraised for school, convent, hospital and other churches; personally, assisted the sick and distressed. NSW parliamentary land records show land held in her own name.                       | Sisters of Mercy history; NSW parliamentary land records |
| 3 | Caroline Elizabeth 'Bessie' Gallagher       | A      | Euston / nursing / WWI             | Appointed Bush Nursing Association nurse at Euston before serving overseas with the Australian Army Nursing Service.                                                                            | Bush nursing / military records                          |
| 4 | Christina Kilpatrick                        | A      | Euston / pastoral                  | Documented as owner of Euston Station and part-owner of Cornalla. Important because the record identifies her as an owner, not simply as a pastoralist's wife.                                  | ANU People Australia                                     |

|    | Name                      | Rating | Connection                                          | Why the name is here                                                                                                                                                                                            | Main sources                                        |
|----|---------------------------|--------|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| 5  | Alice Kelly               | A*     | Balranald/<br>Mutthi Mutthi/<br>cultural history    | Well-remembered local Aboriginal identity and custodian; associated with Dippo birthing history and later Mungo interpretation. Any new naming should be led with family and relevant Aboriginal organisations. | Council Heritage Review and Council records         |
| 6  | Mary June 'Tookie' Pappin | A*     | Balranald/<br>Mutthi Mutthi/<br>cultural leadership | Balranald Mutthi Mutthi Elder and cultural knowledge holder with a major connection to Mungo and Aboriginal women's voices.                                                                                     | ANU / NSW environment historical material           |
| 7  | Mrs Nina Grant            | A/B    | Euston /<br>education                               | Opened Euston Public School in 1865 as its first teacher, with 17 pupils. Full biography and service dates should be completed.                                                                                 | Transport for NSW Euston-Robinvale oral history     |
| 8  | Muriel Goldsbro           | B      | Euston / bush<br>nursing/<br>midwifery              | Remembered as a Euston bush nurse and midwife working across difficult rural conditions.                                                                                                                        | Regional historical reporting                       |
| 9  | Margaret Dunn             | B      | Balranald /<br>maternity care                       | Licensee of 'Sunnyside' private maternity hospital in River Street for about 15 years from 1911.                                                                                                                | Regional historical reporting/<br>maternity history |
| 10 | Marie Dalton              | B      | Balranald /<br>maternity care                       | Operated a small private lying-in hospital in Ballandella Street from 1911 to 1915.                                                                                                                             | Regional historical reporting/<br>maternity history |

|    | Name                               | Rating | Connection                                        | Why the name is here                                                                                                                                                                                                  | Main sources                                   |
|----|------------------------------------|--------|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| 11 | Aboriginal midwives of Dippo       | A*     | Balranald / Aboriginal women's health and culture | Council's Heritage Review records the Dippo tree as a birthing place where babies were delivered by Aboriginal midwives. The fact that written records did not preserve every name should not erase the contribution. | Council Heritage Review                        |
| 12 | Venda Barnes                       | B      | Mungo/ pastoral tourism/ research support         | Long connection with Mungo Station; hospitality and support during the period when archaeological research and visitation were expanding.                                                                             | NSW Women and Landscape project; Mungo history |
| 13 | Gladys Barnes                      | B/C    | Mungo / Leaghur/ pastoral                         | Part of the pastoral and family history around Leaghur; her own account appears in the NSW Women and Landscape research.                                                                                              | NSW Women and Landscape project                |
| 14 | Lorna 'Sissy' Mary Blake / Andrews | B      | Balranald / WWII / Hatfield                       | Balranald-born; served in the Australian Women's Army Service and later had district community and communications links.                                                                                              | Military and local history records             |
| 15 | Signalwoman Marie Sinclair         | B      | Euston district / WWII                            | Australian Women's Army Service member who died while serving in 1943; family address recorded at Ki Downs near Euston. Her own residential connection needs final proof.                                             | Military records                               |

|    | Name                                          | Rating         | Connection                                          | Why the name is here                                                                                                                                                                       | Main sources                         |
|----|-----------------------------------------------|----------------|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 16 | Theresa Adelaide 'Tess' Tyson                 | B              | Balranald family / WWI nursing                      | Sister of Fanny Tyson and also served in the Australian Army Nursing Service. Further local-biography work required.                                                                       | Military records                     |
| 17 | Amy Cohen (née Comitti), MBE                  | B/C            | Balranald-born / charitable service                 | Born at Balranald and later a substantial Red Cross and charitable worker; much of her service occurred outside the Shire.                                                                 | ANU obituary / biographical records  |
| 18 | Early Sisters of St Joseph / Sisters of Mercy | B (collective) | Balranald / education/ welfare                      | Religious sisters provided education, music, commercial skills and regular assistance to sick and poor families. A collective interpretation may be more accurate than selecting one name. | Catholic / Sisters of Mercy history  |
| 19 | Norma Male BEM                                | Existing       | Balranald / local government                        | First female Town/Shire Clerk; Council Chambers already dedicated to her.                                                                                                                  | Council records                      |
| 20 | Doreen Greenham OAM                           | Existing       | Balranald / education / local government/ community | First female councillor; teacher and extensive community service. School library already bears her name.                                                                                   | Council and school records           |
| 21 | Janelle Masters                               | Existing       | Balranald / swimming                                | Memorial pool already bears her name.                                                                                                                                                      | Council / Royal Life Saving material |

## MEN OF SIGNIFICANCE - PRELIMINARY REGISTER

|   | Name                                             | Rating | Connection                          | Why the name is here                                                                                                                                                                                                                        | Main sources                                  |
|---|--------------------------------------------------|--------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| 1 | Gunner John Leslie Clarke                        | A      | Balranald / Aboriginal / WWI        | Balranald-born Indigenous serviceman; attended Balranald Public School; served with Australian Field Artillery and died of broncho-pneumonia in England on 1 March 1919.                                                                    | Australian War Memorial; Virtual War Memorial |
| 2 | Trooper Reginald Hainsworth Musgrove             | A      | Balranald / WWI                     | Born at Balranald; served with the 6th Australian Light Horse and died at Gallipoli on 9 November 1915.                                                                                                                                     | Australian War Memorial                       |
| 3 | Trooper Michael Lewis Powell                     | A      | Kyalite / WWI                       | Son of Thomas and Catherine Powell of Wakool Crossing; died in Palestine on 19 July 1918. Council has previously told his story at the Kyalite Anzac service.                                                                               | Commonwealth war records; Council newsletter  |
| 4 | Billy House ('King Billy' in historical sources) | A/B*   | Euston / Aboriginal history         | Council Heritage Review records him living at Euston around 1900, making canoes from river trees and selling them as fishing boats. The historical title used in older records should not be repeated uncritically without community input. | Council Heritage Review                       |
| 5 | Alf Kelly                                        | A/B*   | Balranald / Aboriginal oral history | His childhood memory of the last traditional corroboree is one of the key oral-history strands behind recognition of the Dipipo Ceremonial Ground.                                                                                          | Council Heritage Review                       |

|    | Name                  | Rating | Connection                             | Why the name is here                                                                                                                                                                                              | Main sources                                         |
|----|-----------------------|--------|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| 6  | Edmund Morey          | A/B    | Euston / pastoral settlement           | At 17, travelled from Canally with an Aboriginal guide and stock to occupy land that became Euston Station in 1846. A major early Euston figure, although the broader colonial context needs to be told honestly. | Council Heritage Review; ANU station records         |
| 7  | Dennis Hannan         | B      | Balranald / early settlement/ policing | One of Balranald's earliest long-term residents and an active chief constable in the 1850s. More primary local evidence should be gathered before naming.                                                         | Contemporary historical accounts / ANU legal history |
| 8  | Leighton Robinson     | B      | Balranald / commerce                   | With Thomas Duggan established a general store at Balranald in 1848, part of the earliest European township economy.                                                                                              | Council Heritage Review                              |
| 9  | Thomas Duggan         | B      | Balranald/ commerce                    | With Leighton Robinson, established a general store at Balranald in 1848.                                                                                                                                         | Council Heritage Review                              |
| 10 | Charles McMahon       | B/C    | Euston / transport                     | Ran passenger and mail coach services through Euston to Wentworth and Broken Hill during the coach era.                                                                                                           | Council Heritage Review                              |
| 11 | William Edward Turner | B      | Balranald association / WWI            | Balranald-associated First World War serviceman; killed in Belgium in September 1917. Check existing local memorial recognition before any further proposal.                                                      | Australian War Memorial                              |

|    | Name                   | Rating                                 | Connection                                           | Why the name is here                                                                                                                                                                     | Main sources                                       |
|----|------------------------|----------------------------------------|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| 12 | George James MacDonald | C / already embedded in town history   | Balranald / township establishment                   | Commissioner who selected the site and named the settlement after Balranald in Scotland. The town name itself already carries the history, although it is not literally named after him. | Council Heritage Review                            |
| 13 | Francis MacCabe        | Unresolved - may already be recognised | Balranald / surveying                                | Surveyor involved in early layout of the district. McCabe Street may or may not be connected; naming provenance should be confirmed before treating him as unrecognised.                 | Early township histories/ road register            |
| 14 | Besley 'Bes' Murray    | Existing                               | Balranald / Aboriginal leadership/ Yanga             | Bes Murray Community Centre already provides substantial recognition.                                                                                                                    | Council / Maari Ma records                         |
| 15 | Uncle Kevin Coombs OAM | Existing                               | Balranald / Aboriginal leadership / Paralympic sport | Kevin Coombs Netball/Basketball Courts already carry his name.                                                                                                                           | Council settlement strategy / national biographies |
| 16 | Ben Scott              | Existing                               | Balranald/ natural history/ community                | Ben Scott Memorial Bird Trail already carries his name.                                                                                                                                  | Council and Destination NSW                        |
| 17 | Sydney Leo Greenham    | Existing                               | Balranald / WWI                                      | Sydney Greenham Memorial Gates at Anzac Park dedicated to him in 1925.                                                                                                                   | NSW War Memorials Register                         |

## ROADS AND STREETS - NOT JUST THE TOWN STREETS

I deliberately checked all six pages of Council's Roads Register. It would have been easy to look only at the Balranald and Euston street grids, but that would miss much of the older pastoral and family history sitting in rural roads, lanes, drives and property access roads.

At this stage I can prove two female personal road names from Council's own heritage material: Ballandella Street and Turandurey Street. A lot of the other names look as though they may relate to a person, family or property, but 'looks like' is not enough. Those names stay as origin not confirmed until Council files or local history give us something firmer.

| Road/street needing more checking | Where it stands                                                     |
|-----------------------------------|---------------------------------------------------------------------|
| Abbotts Tank Road                 | Origin not confirmed - check Council files and local/family history |
| Antonio Road                      | Origin not confirmed - check Council files and local/family history |
| Ballandella Street                | Confirmed female personal name - Ballandella                        |
| Bates Drive                       | Origin not confirmed - check Council files and local/family history |
| Bertram Road                      | Origin not confirmed - check Council files and local/family history |
| Bodinnar Court                    | Origin not confirmed - check Council files and local/family history |
| Bourke Road                       | Origin not confirmed - check Council files and local/family history |
| Boynton Street                    | Origin not confirmed - check Council files and local/family history |
| Brett Road                        | Origin not confirmed - check Council files and local/family history |
| Broughton Street                  | Origin not confirmed - check Council files and local/family history |
| Cally Street                      | Origin not confirmed - check Council files and local/family history |
| Carey Street                      | Origin not confirmed - check Council files and local/family history |
| Cole Street                       | Origin not confirmed - check Council files and local/family history |
| Cook Street                       | Origin not confirmed - check Council files and local/family history |
| Costa Road                        | Origin not confirmed - check Council files and local/family history |
| Courtney Drive                    | Origin not confirmed - check Council files and local/family history |
| Cowper Street                     | Origin not confirmed - check Council files and local/family history |
| Dargin Street                     | Origin not confirmed - check Council files and local/family history |
| Dowling Street                    | Origin not confirmed - check Council files and local/family history |
| Duryea Street                     | Origin not confirmed - check Council files and local/family history |
| Evans Street                      | Origin not confirmed - check Council files and local/family history |
| Forster Street                    | Origin not confirmed - check Council files and local/family history |
| Garreffa Parade                   | Origin not confirmed - check Council files and local/family history |
| Harben Street                     | Origin not confirmed - check Council files and local/family history |
| Harris Street                     | Origin not confirmed - check Council files and local/family history |
| Jones Lane                        | Origin not confirmed - check Council files and local/family history |
| Keogh Road                        | Origin not confirmed - check Council files and local/family history |
| Kilpatrick Road                   | Origin not confirmed - check Council files and local/family history |
| Leslie Drive                      | Origin not confirmed - check Council files and local/family history |
| Lily Street                       | May be a personal name, but the origin is not confirmed             |
| Luke Road                         | Origin not confirmed - check Council files and local/family history |
| Maher Street                      | Origin not confirmed - check Council files and local/family history |
| Malcolm Street                    | Origin not confirmed - check Council files and local/family history |
| McCabe Street                     | Origin not confirmed - check Council files and local/family history |
| McGinty Drive                     | Origin not confirmed - check Council files and local/family history |

| Road/street needing more checking | Where it stands                                                     |
|-----------------------------------|---------------------------------------------------------------------|
| Meilman Road                      | Origin not confirmed - check Council files and local/family history |
| Mengler Road                      | Origin not confirmed - check Council files and local/family history |
| Morgan Road                       | Origin not confirmed - check Council files and local/family history |
| Morris Road                       | Origin not confirmed - check Council files and local/family history |
| Murray Terrace                    | Origin not confirmed - check Council files and local/family history |
| Nixon Street                      | Origin not confirmed - check Council files and local/family history |
| O'Connor Street                   | Origin not confirmed - check Council files and local/family history |
| Perry Street                      | Origin not confirmed - check Council files and local/family history |
| Piper Street                      | Origin not confirmed - check Council files and local/family history |
| Purton Lane                       | Origin not confirmed - check Council files and local/family history |
| Rose Road                         | May be a personal name, but the origin is not confirmed             |
| Selwyn Street                     | Origin not confirmed - check Council files and local/family history |
| Shailer Terrace                   | Origin not confirmed - check Council files and local/family history |
| Soady Street                      | Origin not confirmed - check Council files and local/family history |
| Spittle Road                      | Origin not confirmed - check Council files and local/family history |
| Sydney Street                     | May be a personal name, but the origin is not confirmed             |
| Tayla Court                       | May be a personal name, but the origin is not confirmed             |
| Taylor Road                       | Origin not confirmed - check Council files and local/family history |
| Thomson Road                      | Origin not confirmed - check Council files and local/family history |
| Turandurey Street                 | Confirmed female personal name - Turandurey                         |
| Tyrell Street                     | Origin not confirmed - check Council files and local/family history |
| Watts Lane                        | Origin not confirmed - check Council files and local/family history |
| Whitnall Road                     | Origin not confirmed - check Council files and local/family history |
| Yuranigh Street                   | Origin not confirmed - check Council files and local/family history |

Names that are obviously descriptive or geographic, such as Aerodrome Drive, Balranald Weir Road, Clare School Road, Euston Prungle Road, Hatfield The Vale Road, Lock Road, Prungle Mail Road, Redbank Weir Road and The Rocks Road, have still been checked, but I have not treated them as personal commemorative names unless later evidence shows otherwise.

#### OTHER PUBLIC PLACES AND FACILITIES

| Category                      | What we know                                                                                                                                                                                                   |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Parks and recreation reserves | There are named parks and reserves, but no clear pattern of women being commonly commemorated. Greenham Park and Anderson Park still need their naming origins checked before we attribute either to a person. |

| Category           | What we know                                                                                                                                                                            |
|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Swimming pool      | Confirmed - Janelle Masters Memorial Swimming Pool. Council should use the full memorial name consistently.                                                                             |
| Sporting courts    | Confirmed - Kevin Coombs Netball/Basketball Courts. Other court and pavilion names are best checked locally.                                                                            |
| Hospital/wards     | No current male or female personal ward name has been identified in the public material reviewed. The old private maternity hospitals, however, tell an important women's health story. |
| Schools            | Doreen Greenham Library is a confirmed female commemoration. Euston Public School itself is not named after its first teacher, Nina Grant.                                              |
| Trails             | Ben Scott Memorial Bird Trail is a confirmed male commemoration.                                                                                                                        |
| Community health   | Bes Murray Community Centre is a confirmed male commemoration.                                                                                                                          |
| Civic buildings    | Council Chambers are dedicated to Norma Male BEM.                                                                                                                                       |
| War memorials      | There is already strong collective recognition through local war memorials. Check that before proposing another individual commemoration.                                               |
| Clubs/associations | There are likely to be more memorial awards and internal names than Council's records show. Ask the clubs directly.                                                                     |

### SOME GROUND RULES FOR FUTURE NAMING

As follows:

- Contribution comes before status. Wealth, land ownership, a well-known surname or a public title is not enough on its own
- Reputation counts. Before Council publicly honours somebody, we should be reasonably satisfied that no credible local or historical information would make the choice plainly inappropriate
- Do not rewrite history just to make the numbers look better. Long-standing names should not be removed simply to manufacture a balance
- Use new opportunities properly. New roads, parks, rooms, pavilions, trails and facilities let Council broaden recognition without erasing what is already there
- If we do not know who a road or park was named after, say we do not know. Do not guess
- Do not keep naming things after the same people. Existing recognition should count
- Tell people why a name matters. A surname on a sign means very little if the story disappears. A short plaque, interpretation panel or QR link can do more than the name alone

- Aboriginal names and Aboriginal people need proper consultation with families, the relevant Local Aboriginal Land Council and other appropriate Aboriginal representatives
- Talk to the family where a personal commemorative name is being considered. Apart from being courteous, they may have information the Council does not
- Take family history seriously but still check it. In a district like ours, a lot of useful history has been handed down around kitchen tables rather than filed in an archive. That can be extremely valuable, but where we can, it should be backed up before Council relies on it.

## WHY PUBLIC EXHIBITION MATTERS

This is probably the most important part of the exercise. Written records are patchy, especially for women, Aboriginal people, station workers, nurses, midwives, teachers and people who spent years doing unpaid community work. They are even patchier when it comes to what a person was like to deal with.

Balranald has plenty of old families with history passed from one generation to the next. That history may explain why a road has a certain name, who really ran a property or service, who delivered babies, who kept a club alive, or why somebody was highly respected; or was not. We should ask for that information instead of pretending the official record is complete.

My suggestion is to exhibit the draft register and unresolved naming list for 42 days and make it clear that Council wants corrections and additions, not just objections. In particular, ask people to tell us:

- Who we have missed
- Where a name, date or biographical detail is wrong
- Where somebody is already recognised, and we have missed it
- What sits behind an existing road, street, park, reserve, building or facility name
- Whether a family holds photographs, cuttings, service records, diaries or a handed-down story that may help explain a name or a person's contribution
- Whether a suggested name would be inappropriate for a cultural, family or historical reason
- Whether there is credible information about a person's conduct or local reputation that Council should know before considering a public honour, and where that information came from

I would not just put a notice on the website and call that consultation. During the same 42 days, Council should write directly to:

- All clubs and sporting bodies known to Council
- All local associations and community groups
- Balranald Central School, Euston Public School and other schools serving Shire families
- Balranald Hospital and relevant local health organisations
- All businesses held on Council's business database
- The Local Aboriginal Land Council and relevant Aboriginal organisations/families
- Other organisations with a long local history, including churches, emergency services and historical or heritage groups

After that, bring the work back to Council and change the register where the evidence justifies it. There is not much point in asking the community for its knowledge if we then treat this draft as untouchable.

## FINANCIAL IMPLICATION

The cost at this stage should be modest. Most of the exhibition and consultation can be done with existing staff, with some advertising, postage and staff time. There is no major signage or capital cost because this report is not asking Council to name or rename anything now.

If a future naming proposal needs signs, mapping changes, interpretation or physical works, put those costs in the report for that proposal rather than guessing them now.

**LEGISLATIVE IMPLICATION**

Nothing in this report names or renames a road or place. The 42-day exhibition is simply consultation on the historical register.

If Council later proposes a new road name or a road renaming, the Roads Act 1993, the applicable Roads Regulation and the NSW Address Policy and User Manual come into play. There are formal notice and submission requirements, and the Geographical Names Board must be notified through the NSW Place and Road Naming Proposal System.

Geographical place names have their own process under the Geographical Names Act 1966 and the Geographical Names Board. Current rules do not allow a commemorative geographical name for a living person and require the person to have been deceased for at least 12 months. Road-naming guidance also generally excludes living people and expects a genuine contribution. It encourages gender diversity and local Aboriginal names, but it does not impose a quota.

Council has more discretion with some buildings, rooms and facilities, although ownership still matters. Crown reserves, public roads and gazetted geographical features can involve other approvals. In short, when Council eventually has an actual name in front of it, that proposal will need its own legal and process check.

**POLICY IMPLICATION**

I do not see any need to write a 20-page policy before we have even finished the history. Get the register right first. Once the exhibition is complete, Council can decide whether a short Naming and Commemorative Recognition Policy or Procedure would be useful.

If Council does adopt one, it only needs to cover the basics: where the name came from, what the person contributed, whether they are already recognised, whether there is any character or suitability issue Council should know about, the NSW naming rules, family consultation where possible, Aboriginal consultation where relevant, and public consultation on the actual proposal.

**RISK RATING**

| Risk                              | Rating | What we do about it                                                                                                                                                                                                                                                                                  |
|-----------------------------------|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Desk-top data                     | High   | This is a desk-top report only. Where possible, information has been verified. However, the litmus test will be the feedback from community consultation.                                                                                                                                            |
| Historical accuracy               | Medium | The biggest risk is confidently publishing something that is wrong. Use primary sources where we can, clearly mark what is uncertain, record family and oral history without pretending it is automatically proven, and use the exhibition to flesh out local information the Council does not hold. |
| Reputation/<br>community division | Medium | Do not frame this as a criticism of earlier generations or as a quota exercise. Prominence in the old record does not automatically make somebody suitable for a public honour. Exhibition gives the community a chance to raise credible information before Council endorses a name.                |

| Risk            | Rating        | What we do about it                                                                                                                                                |
|-----------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cultural risk   | Medium        | Do not impose Aboriginal naming or commemoration. Work with the relevant families, Local Aboriginal Land Council and other appropriate Aboriginal representatives. |
| Legal / process | Low to Medium | The register itself carries little legal risk. Any actual road or place naming later on must follow the NSW process applying to that asset.                        |
| Financial       | Low           | Mostly staff time, advertising and consultation at this stage. Any later signage or works can be costed when there is an actual proposal.                          |

## CONCLUSION

The point of this work is not to manufacture a 50/50 list of men's and women's names. If that is where the debate ends up, we will have missed the point.

What we have at present is a patchwork. Some people are very well recognised, some people who did just as much are barely visible, and for a surprising number of roads and places we still do not know where the name came from. Council has never had one decent register that pulls all of that together.

The practical next step is to put the draft out for 42 days and ask the community to test it. I expect some names will be added, some details will be corrected, and some candidates may move up or down once local knowledge comes in.

The exhibition also gives Council a safeguard that no archive can provide on its own. Old records can tell us that somebody owned land, held a position or served on a committee; they may say very little about how that person treated others.

At the same time, an old family may know the story behind a road name or remember a nurse, teacher, worker or volunteer whose contribution never made the newspaper. Both sides of that local knowledge are worth hearing, provided we still check serious claims rather than repeat gossip as fact.

## ATTACHMENTS

Nil

**10.7 GENERAL PRACTICE SERVICES - REVIEW OF HOUSING SUBSIDY**

**File Number:** D26.129081  
**Author(s):** Terry Dodds PSM, Chief Executive Officer  
**Approver:** Terry Dodds PSM, Chief Executive Officer  
**Operational Plan Objective:** Pillar 1: Our Lifestyle – Encouraging and Enabling Residents "Way of Life".

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**PURPOSE OF REPORT**

To ask Council whether to proceed with its previously adopted reductions in assistance for Balranald's resident general practitioner or consider continuing the housing assistance, amended to remove electricity costs. The report follows a meeting between the Mayor, the Chief Executive Officer and Dr Vitalis Ihuarulam on 8 October 2026.

**OFFICER RECOMMENDATION**

That Council:

Adopt one of the following options. The figures in Option 2 are not the old \$45,000 amount: the doctor will pay for electricity, reducing the proposed annual ceiling to \$42,600.

**OPTION 1: Retain the staged reduction**

1. That Council confirm its resolution of 21 October 2025, item 13.1, assisting up to \$22,500 in 2026–27 and \$11,250 in 2027–28.
3. That the Chief Executive Officer implement the approved staged limits through the relevant housing arrangements, including a rental contribution where necessary.
4. That the Chief Financial Officer reflect the adopted assistance and any required adjustment in the next Quarterly Budget Review.

**OR**

**OPTION 2: Propose continuing amended housing assistance**

1. That Council endorse for 28 days' public notice a proposal to continue housing and approved grounds-maintenance assistance for Dr Ihuarulam until 30 June 2028, with a maximum value of \$42,600 per full financial year, prorated for any part year. This consists of the estimated \$36,000 housing benefit, \$1,800 grounds maintenance and up to \$4,800 contingency restricted to evidenced housing or grounds-maintenance costs. Electricity is excluded.
2. That the Chief Executive Officer publish a notice under section 356(2) of the Local Government Act 1993 identifying the proposed recipient, purpose, assistance, ceiling and end date, without publishing confidential commercial discussions.
3. That, after the notice period, Council receive a further report addressing submissions and determine whether to vary its 2025 resolution and approve the revised agreement. The final decision is to be made by Council, and no revised assistance is authorised by this notice resolution.
4. That the existing 2025 staged limits remain operative until Council decides otherwise and Dr Ihuarulam meet electricity costs from 1 November 2026, or the earliest practicable transfer date.

## REPORT

### Background: what Council has already decided

After Balranald had been without a resident general practitioner, Council provided establishment support, including accommodation, electricity, grounds maintenance and other initial costs. Dr Ihuarulam commenced in December 2024.

The October 2025 report estimated annual assistance at \$45,000. That figure included housing of \$36,000, electricity of \$2,400, lawns of \$1,800 and an unallocated contingency of \$4,800. Council resolved on 21 October 2025 to provide \$45,000 for the first year, 50% of that amount the following year and 25% the year after, together with a requirement for a five-year contractual commitment by the doctor.

The minutes establish the reduction but **do not establish that a five-year contract was signed**. The October 2025 report also explained that Iluka Resources voluntary planning agreement funds were no longer available, meaning any continuing assistance would be funded from Council's own revenue.

### What has changed

The Mayor and I met with Dr Ihuarulam on 8 October 2026. He explained that the original accommodation assistance had been a major factor in his decision to move to Balranald and was concerned about the planned reductions. He has agreed to pay electricity costs. He also indicated that he was not prepared to enter a new five-year agreement because the economics of the practice are difficult to predict.

- There is a practical problem with patient numbers.
- During the interval without a local doctor, residents found other doctors, including through online consultations, and some have kept those arrangements. (We have no reliable patient figures to quantify the effect.)
- The hospital is also considering a nurse practitioner role. That may be a benefit to local health care, although depending on the role it could affect some services that the practice currently provides.

The risk is that Dr Ihuarulam may decide that staying in Balranald is no longer workable. He has not issued an ultimatum, and continued assistance is no guarantee he will stay. Losing the doctor would nevertheless put the community back into another uncertain recruitment process.

### The two choices

Option 1 preserves the resolution already made and limits Council's financial exposure. It will require changes to the rent-free housing arrangement: the housing benefit was previously estimated at \$36,000 a year, which is greater than the new \$22,500 annual ceiling.

Option 2 keeps assistance in place for a defined period but removes the \$2,400 electricity allowance. It therefore proposes a maximum of \$42,600 per full year, not \$45,000. Only \$37,800 of that is the current estimated housing and lawn cost. The remaining \$4,800 would be available solely for evidenced variations to those two eligible costs; it is not a cash allowance for the doctor.

## FINANCIAL IMPLICATION

The revised calculation is taken directly from the estimates in the October 2025 report. Figures are indicative, not a valuation or evidence of actual expenditure. Council should record the actual rental concession and any approved grounds-maintenance expenditure against the agreed ceiling.

| Component                              | Annual amount            |
|----------------------------------------|--------------------------|
| Housing benefit (estimated)            | \$36,000                 |
| Lawns and grounds (estimated)          | \$1,800                  |
| Electricity – doctor pays              | \$0 (previously \$2,400) |
| Restricted housing/grounds contingency | \$4,800                  |
| <b>TOTAL REVISED ANNUAL CEILING</b>    | <b>\$42,600</b>          |

The contingency is not an automatic expenditure. Any unspent amount remains with Council; no practice operating expenses, relocation costs, utility bills or unrelated benefits are included.

| Financial year                | Option 1: staged reduction | Option 2: amended continuation (same less \$2400 electricity) |
|-------------------------------|----------------------------|---------------------------------------------------------------|
| 2026–27                       | \$22,500 maximum           | \$42,600 maximum (full-year comparison only)                  |
| 2027–28                       | \$11,250 maximum           | \$42,600 maximum                                              |
| Difference at annual ceilings | —                          | Up to \$20,100 / \$31,350 respectively                        |

The 2026–27 comparison is illustrative. Any new agreement would begin only after Council has lawfully approved it and both parties have signed; that year's ceiling would be prorated from the commencement date. Council would fund the assistance from its own revenue and reflect the decision in its budget.

### LEGISLATIVE IMPLICATION

Section 356(1) of the Local Government Act 1993 allows Council to provide financial assistance for the purposes of exercising its functions. A private practitioner can receive assistance, but section 356(2) ordinarily requires at least 28 days' public notice before the Council passes the resolution authorising it.

The October 2025 report suggested that notice could be avoided because the amount was less than 5% of ordinary rates. **That is not how section 356(3) works.** Paragraph (c) is only one of four tests. There must also be a specific program, its details must be in the draft Operational Plan for the relevant year, and the program must be available uniformly to everyone or to a significant group in the Council area. All four requirements must be met together.

This proposal concerns assistance for one named medical practitioner. There is no evidence that it forms part of a qualifying program. The fact that the revised amount is \$42,600 rather than \$45,000 does not create an exemption. The legally sound course for Option 2 is a 28-day public notice followed by Council's final decision. This report can be considered in open Council. Any genuinely confidential commercial information can be dealt with separately if the statutory tests are met.

The original decision remains relevant: this is a continuation of established support, not a new type of benefit. However, continuing it on different terms from those resolved in 2025 would require a fresh Council decision.

**POLICY IMPLICATION**

This is a specific response to keeping a local medical service available, not a general donation scheme. The proposed agreement gives it a clear purpose, a \$42,600 annual ceiling, limits on contingency spending, an end date of 30 June 2028 and written conditions. Electricity remains the doctor's responsibility.

**RISK RATING**

High: Losing Balranald's resident doctor would have a significant effect on local access to care. There is also a governance risk if Council changes the previously adopted assistance without the necessary decision and statutory notice.

**ATTACHMENTS**

1. Minutes of 21 October 2025 Meeting - General Practice Services Accommodation
2. 21 October 2025 Report - General Practice Service - Accommodation - Confidential
3. Section 356 of the Local Government Act
4. Housing Assistance Agreement

**10.8 DONATIONS, SUBSIDIES AND FINANCIAL ASSISTANCE POLICY - REVIEW**

|                                    |                                                                                                                          |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128994</b>                                                                                                        |
| <b>Author(s):</b>                  | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                          |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                          |
| <b>Operational Plan Objective:</b> | <b>Pillar 2: Our Community – Sustaining and Nurturing our Communities as resilient, resourceful, safe and inclusive.</b> |

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**PURPOSE OF REPORT**

To seek Council endorsement to place a revised Donations, Subsidies and Financial Assistance Policy on public exhibition. The review keeps the existing policy relatively simple but gives Council a clearer basis for deciding where limited assistance will do the most good across the whole Shire.

**OFFICER RECOMMENDATION**

That Council:

1. Endorse the draft revised Donations, Subsidies and Financial Assistance Policy at Attachment 1 for public exhibition for 28 days.
2. Note that the main changes are to embed a shire-wide perspective of community need, access and equity in the assessment of applications; make it clear that major event assistance is targeted at non-profit organisations; and increase the individual State or regional event assistance limit from \$150 to \$200.
3. If no significant submissions are received during the exhibition period, adopt the revised policy at the close of the exhibition period.
4. If significant submissions are received, receive a further report before the revised policy is adopted.
5. On adoption, the revised policy replaces the Donations, Subsidies and Financial Assistance Policy adopted on 17 December 2024 under Minute 2024-286.

**REPORT**

Council adopted the current Donations, Subsidies and Financial Assistance Policy on 17 December 2024 under Minute 2024-286. It is a short policy, and, in broad terms, it has worked. The weakness is that it mainly deals with an application one at a time and gives Council limited guidance when several worthwhile requests are competing for the same small pool of money.

That is more important in Balranald than it might be in a compact council area. Our communities are spread over a very large Shire, and they do not all have the same access to sponsors, fundraising, facilities or other grant programs. A decision can look reasonable when viewed on its own and still produce an uneven result when all of Council's donations for the year are looked at together.

The proposed policy therefore makes one principle much clearer: Council should take a shire-wide perspective of community need, access and equity. That wording is deliberately used throughout the policy rather than being left as a general statement at the front. It gives Council room to consider previous support, geographic spread, the number of people who benefit, access to other funding and whether one locality, organisation, event or activity has already received a significant share of the available assistance.

This does not mean every town, organisation or activity receives the same amount. Equity is not the same as equal dollars. It means Council can look at relative need and community benefit across the whole Shire before deciding how a limited budget is best shared.

### Comparison with other rural councils

As part of the review, the policy was checked against the Office of Local Government guidance on financial assistance and the approaches used by comparable rural councils including Wentworth, Carrathool and Central Darling.

- Wentworth expressly links its financial assistance program to fair and equitable distribution, community benefit and not-for-profit community organisations.
- Carrathool states that its grants and donations program is intended to assist non-profit community groups responding to local issues and needs, with separate grant and quick-response arrangements.
- Central Darling describes its program as a consistent, equitable and transparent way of assisting not-for-profit community organisations, groups and individuals where there is a community need and benefit.
- The Office of Local Government recommends clear eligibility and assessment criteria, transparent decision-making and a way of ensuring assistance is used for the purpose approved.

There is no need for Balranald to copy a larger grants scheme. The common thread from the comparison is simply that the policy should say more clearly who Council is trying to assist, what community benefit means, and how equity will be considered. (Those points are reflected in Attachment 1.)

### Main changes proposed

- A new shire-wide assessment principle is included and repeated through the policy so that community need, access and equity are considered across the whole funding program.
- Under 'Requests for Assistance for Major Events', the policy now states plainly that Council's major event assistance is targeted at non-profit organisations.
- The assistance limit for an individual competing at a State or regional event more than 350 kilometres away is increased from \$150 to \$200.
- The existing \$500 general limit for organisations is retained, together with the separate ability for Council to consider larger major-event requests.
- The existing February and August application rounds are retained. The policy still allows school students and eligible individuals competing at State or regional events to be considered throughout the year.
- References to the General Manager have been updated to Chief Executive Officer, and the procedures have been tightened so approvals remain subject to the Local Government Act, the adopted Operational Plan and Council's delegations.
- The policy includes a simple acquittal requirement for major-event assistance above \$500 so Council can show that public money was used for the purpose approved.

### FINANCIAL IMPLICATION

The only direct increase proposed is the individual State or regional event limit from \$150 to \$200. The financial impact is expected to be minor and can be managed within Council's annual donations and financial assistance budget. The policy does not create an entitlement to funding and all assistance remains subject to the amount Council has budgeted.

### LEGISLATIVE IMPLICATION

Section 356 of the Local Government Act 1993 allows Council, by resolution, to contribute money or otherwise grant financial assistance for the purpose of exercising its functions. The Act contains additional requirements where the recipient acts for private gain. Section 377 also limits delegation

of financial assistance decisions unless the statutory requirements for a specified program are met. Where assistance involves the waiver or reduction of a Council fee, section 610E may also apply.

The revised policy has been drafted around those requirements and the Office of Local Government guidance. It does not remove the need to consider any specific statutory requirement that applies to an individual application.

**POLICY IMPLICATION**

If adopted following exhibition, the revised policy will replace the Donations, Subsidies and Financial Assistance Policy adopted on 17 December 2024 under Minute 2024-286, File Reference D23.79550.

**RISK RATING**

Low. The revision reduces governance and reputational risk by making the eligibility and assessment criteria clearer and by giving Council a stronger basis for demonstrating that limited community assistance is distributed fairly across the Shire.

**ATTACHMENTS**

1. **Donations, Subsidies and Financial Assistance Policy - Draft for Exhibition**

**10.9 UNION PICNIC DAY**

|                                    |                                                                                                |
|------------------------------------|------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.129020</b>                                                                              |
| <b>Author(s):</b>                  | <b>Carol Holmes, Senior Executive Assistant</b>                                                |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, 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**

To notify Council that the Annual Union Picnic Day will be held on Monday, 2 November 2026 and to request approval to close the administration/depot building on this day.

**OFFICER RECOMMENDATION**

**That Council approve the closure of the administration/depot building on Monday 2 November 2026.**

**REPORT**

Council staff are requesting the council office and depot to be closed on Monday 2 November to enable staff to attend the annual Union Picnic.

*The Local Government Award 2023 states the following:*

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

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

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

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

Employees who are not financial members of the Union, along with Councillors, are invited to attend the Picnic Day. The cost of attendance will be determined by the Consultative Committee.

An invitation containing full event details will be circulated as soon as possible.

Arrangements will be put in place to ensure essential services are maintained.

**FINANCIAL IMPLICATIONS**

The 2026/2027 Budget allows for staff to be paid for Union Picnic Day.

**LEGISLATIVE IMPLICATIONS**

Local Government State Award 2023.

**POLICY IMPLICATIONS**

Nil.

**RISK RATING**

Low.

**ATTACHMENTS**

Nil

**10.10 PROPOSED CHRISTMAS AND NEW YEAR CLOSURE**

**File Number:** D26.124659  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Terry Dodds PSM, 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 2026 Christmas and New Year period.

**OFFICER RECOMMENDATION**

**That Council:**

- i) **Approve the closure of the Administration Office, Library and Depot over the Christmas and New Year period, commencing at 5 pm Tuesday 22 December 2026 until 9.00 am Monday, 4 January 2027;**
- ii) **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. Normally, it's taken with either Time in Lieu from staff who have not claimed overtime or staff take leave for the days not public holidays.

This normally results in the buildings being closed for three and a half (3.5) working days during the Christmas and New Year period. It is requested that Council staff have an extra day this year, giving four and a half (4.5) working days. This will enable any staff member who wishes to travel for Christmas time to arrive to their destination safely.

There are three public holidays during the proposed closure. Friday 25 December 2026, Monday 28 December 2026 and Friday 1 January 2027.

The closure of the administration office, library and depot this year is proposed to be from 5PM on Tuesday 22 December 2026 until Monday 4 January 2027. 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.

**FINANCIAL IMPLICATIONS**

Nil.

**LEGISLATIVE IMPLICATION**

Nil.

**POLICY IMPLICATION**

Nil.

**RISK RATING**

Nil.

**ATTACHMENTS**

Nil

**10.11 REQUEST FOR FINANCIAL ASSISTANCE - MEALS ON WHEELS**

|                                    |                                                                                                                          |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128992</b>                                                                                                        |
| <b>Author(s):</b>                  | <b>Carol Holmes, Senior Executive Assistant</b>                                                                          |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                          |
| <b>Operational Plan Objective:</b> | <b>Pillar 2: Our Community – Sustaining and Nurturing our Communities as resilient, resourceful, safe and inclusive.</b> |

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**PURPOSE OF REPORT**

To inform Council of a request received from Meals on Wheels Wentworth District requesting financial assistance to assist with hosting a Christmas Luncheon at the Balranald Club for the Meals on Wheels volunteers.

**OFFICER RECOMMENDATION**

That Council;

1. Receive and note the report
2. Consider providing \$500 towards a Christmas Luncheon to be held in Balranald for the Meals on Wheels volunteers.

**REPORT**

Meals on Wheels Wentworth District oversees the Balranald Meals on Wheels, along with Wentworth Meals on Wheels.

They have an office in Wentworth with a board of 9 volunteer members, 2 part-time staff members and 1 casual staff member. They have in total 38 volunteers working to deliver meals in Wentworth Shire, and 30 dedicated volunteers who deliver meals to Balranald Community.

They deliver meals to 9 clients in Balranald, 5 days per week. These meals are prepared and provided by the Balranald Hospital, which are then reimbursed by Meals on Wheels, Wentworth District organisation.

The organisation is requesting \$500 to help cover costs to hold a Christmas Luncheon for the volunteers as a thank you for their dedication and passionate work they have provided throughout the year.

While this organisation is based outside the Shire, it provides services that directly benefit residents of the Balranald community. As such, the application is considered eligible for consideration under Council's Donations, Subsidies and Financial Assistance Policy and is consistent with the policy guidelines outlined below.

*Council's Donations Subsidies & Financial Assistance Policy states when assessing such requests, the following guidelines will apply:*

*Council will consider requests for financial assistance to local schools, groups, organisations or individuals for educational, cultural, sporting and welfare where the request demonstrates a community need or benefit.*

*A limit of one (1) donation application per annum will apply, up to a maximum of \$500.*

- *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.*

*The Donations, Subsidies and Financial Assistance policy allows for a maximum of \$500 per annum to be donated to an organisation.*

**FINANCIAL IMPLICATION**

\$500 from the Donation budget, if approved will leave a balance of \$9048.00

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. Letter from Meals on Wheels Wentworth District

**10.12 BALRANALD MURRUMBIDGEE CLASSIC - CARAVAN PARK ENTRY WAIVER**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128969</b>                                                                                                   |
| <b>Author(s):</b>                  | <b>Edna Mendes, Chief Financial Officer</b>                                                                         |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                     |
| <b>Operational Plan Objective:</b> | <b>Pillar 3: Our Economy – Provide range of positive opportunities for working, studying, owning and investing.</b> |

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**PURPOSE OF REPORT**

Request from the Balranald Murrumbidgee Classic Committee seeking Council support through the waiver of caravan park camping fees for the 2027 fishing competition weekend and consideration of an extended Sunday checkout time.

**OFFICER RECOMMENDATION**

That Council

1. Thank the Balranald Murrumbidgee Classic Committee for its proposal and ongoing contribution to tourism and community development within the Shire.
2. Maintain the adopted caravan park Fees and Charges Schedule for the 2027 fishing competition weekend.
3. Note that providing a fee waiver for a specific event may establish a precedent for future requests from other organisations and event organisers, potentially affecting Council's ability to apply its Fees and Charges Schedule consistently and equitably.

**REPORT**

Council has received correspondence from the Balranald Murrumbidgee Classic Committee requesting that Council waive caravan park camping fees for visitors participating in the 2027 fishing competition weekend and consider extending Sunday checkout times to accommodate the event's closing activities. The Committee has advised that the event attracts visitors to Balranald and contributes to the local economy through spending at local businesses.

The Committee submits that free camping may encourage greater participation and visitation and further promote Balranald as a tourism destination.

Council acknowledges the economic and community benefits associated with the event and the contribution made by the Balranald Murrumbidgee Classic Committee. However, Council must also consider the financial and governance implications of providing fee waivers and operational concessions.

Providing free camping for this event would result in a loss of caravan park revenue and may establish a precedent for future requests from community groups, sporting organisations and event organisers seeking similar concessions. Approval of one request may make it difficult for Council to apply its adopted Fees and Charges Schedule consistently and equitably across future events.

The request to extend Sunday checkout times may also result in additional operational costs associated with staffing, cleaning and site preparation. Depending on roster arrangements and staffing availability, overtime or additional staff hours may be required to maintain service standards and prepare the caravan park for incoming guests.

It is considered appropriate that Council continue to support local events through existing mechanisms while maintaining consistency in the application of Council's adopted Fees and Charges Schedule.

**FINANCIAL IMPLICATION**

Maintaining the current fees and charges schedule would result in no direct financial impact on Council's adopted budget.

Should Council waive caravan park fees, revenue otherwise generated from camping fees would be forgone. In addition, extending checkout times may result in additional staffing and operational costs, including overtime, associated with the management and preparation of the caravan park facilities.

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

**LOW TO MEDIUM**

**ATTACHMENTS**

1. **Letter from Balranald Murrumbidgee Classic Committee - requesting Caravan Park Fees be waived**

**10.13 CARAVAN PARK - ASSET RENEWAL AND SAFETY WORKS**

|                                    |                                                                                                                                                     |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128966</b>                                                                                                                                   |
| <b>Author(s):</b>                  | <b>Edna Mendes, Chief Financial Officer</b>                                                                                                         |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                     |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Infrastructure – Timely, sustainable and well-planned development and maintenance of fit for purpose community infrastructure.</b> |

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**PURPOSE OF REPORT**

To seek Council approval to undertake essential asset replacement, maintenance works and safety improvements at the Balranald Caravan Park, funded from the Caravan Park Reserve in the first quarter budget review.

**OFFICER RECOMMENDATION**

That Council

1. Approve expenditure of up to \$55,000 for the replacement and renewal of furnishings, fixtures and minor assets at the Balranald Caravan Park, including mattresses, lounges, curtains, plumbing fixtures and outdoor furniture.
2. Approve expenditure of up to \$10,000 for repairs and improvements to cabin steps, handrails and associated access areas identified as presenting a safety risk.
3. Approve a transfer of up to \$65,000 from the Caravan Park Reserve to fund the works, with the necessary budget adjustment incorporated into the first quarter budget review.
4. Note that quotations will be obtained before expenditure is committed and all purchases and works will be undertaken in accordance with Council's normal procurement requirements and delegations.

**REPORT**

The Balranald Caravan Park is an important Council asset and provides accommodation for tourists, contractors, workers and other visitors to Balranald. It also generates income for Council and supports the broader local visitor economy.

Like any accommodation business, the standard and presentation of the cabins has a direct bearing on the experience of visitors and the reputation of the park. A recent review of the cabins has identified a number of smaller renewal and maintenance items which, individually, are relatively minor, but collectively are now affecting the standard and presentation of the accommodation.

A number of mattresses and lounges are worn and at or beyond a reasonable serviceable life. Curtains in some cabins are also aged, stained, damaged or no longer of a reasonable standard. Plumbing fittings require attention in several cabins, and there is also a need to replace or provide some outdoor furniture to improve the amenity of the park.

The proposed works include:

- Replacement of worn and ageing mattresses
- Replacement of lounges that have deteriorated through regular use
- Replacement of curtains that are aged, stained, damaged or no longer of an acceptable standard
- Repair and replacement of plumbing fixtures where required
- Purchase of two outdoor settings for guest use

There is also a more immediate safety issue associated with access to two cabins. The steps and handrails at these cabins are showing signs of deterioration and require repair or replacement. Issues identified include uneven or deteriorated steps, handrails requiring repair or upgrading and potential trip and fall hazards. These safety works should not be deferred. Council continues to operate and manage the park and has an obligation to keep the facility reasonably safe for visitors. Leaving identified defects unaddressed also increases Council's exposure should an incident occur.

Council is separately considering the longer-term operating model for the Caravan Park, including the possible leasing of the facility to a private operator, subject to the required approvals. That process does not remove Council's current responsibility to maintain the facility while it remains under Council management. It would not be sensible to defer known safety issues while a future lease is being considered.

The broader renewal works are also relatively modest and are intended to maintain the existing facility rather than undertake any significant redevelopment. Allowing the cabins to deteriorate in the meantime is likely to affect customer satisfaction, occupancy and the general presentation of the park, and could simply result in a larger backlog of work prior to any future handover.

There is also some commercial common sense to the proposal. The Caravan Park competes with other accommodation providers, and the condition of the cabins affects visitor reviews, repeat business and the overall value of the operation. Keeping the facility at a reasonable standard is therefore more than simply a maintenance issue.

## **FINANCIAL IMPLICATION**

A maximum allocation of \$65,000 is proposed, comprising:

- Up to \$55,000 for cabin furnishings, fixtures and minor asset renewal
- Up to \$10,000 for cabin access and safety works

The expenditure is proposed to be funded from the Caravan Park Reserve rather than from Council's General Fund. The current balance of the Caravan Park Reserve is \$553,250. If the full \$65,000 allocation is required, the remaining reserve balance will be approximately \$488,250.

The amounts proposed in this report are upper limits. Quotations will be obtained before purchases or works are undertaken, and normal Council procurement requirements will apply. Any amount not required will remain in the Caravan Park Reserve.

The necessary budget adjustment will be incorporated into the first quarter budget review.

The proposed expenditure is considered an appropriate use of funds held within the Caravan Park Reserve. The reserve exists to support the maintenance, renewal and improvement of caravan park assets and infrastructure. Utilising reserve funds for these works will ensure that essential asset renewal and safety improvements can be completed without adversely impacting Council's operational budget. A final budget allocation will be confirmed following the obtaining of final quotations for the required works and purchases.

**LEGISLATIVE IMPLICATION**

The Balranald Caravan Park is located on Crown reserve land managed by Council. The proposed expenditure relates to maintenance, renewal and safety works associated with the existing use of the Caravan Park and does not alter the use of the reserve.

Council will continue to manage the reserve consistently with its obligations under the Crown Land Management Act 2016, the Local Government Act 1993 and the applicable Plan of Management arrangements.

Procurement of goods and engagement of contractors will be undertaken in accordance with the Local Government Act 1993, Council's procurement requirements and relevant delegations.

**POLICY IMPLICATION**

Council's procurement, financial management and asset management requirements will apply to the expenditure and works proposed in this report.

**RISK RATING****Medium**

The most immediate risk is the deterioration of steps and handrails associated with two cabins, which presents a potential risk of injury to visitors and associated liability for Council. There is also an operational and reputational risk in allowing cabin furnishings and facilities to continue to deteriorate, particularly where the Caravan Park is competing with other accommodation providers.

Undertaking the proposed works will reduce these risks and assist in maintaining the Caravan Park at a reasonable standard during the implementation of the longer-term operating model.

**ATTACHMENTS**

**Nil**

**10.14 ROAD ASSET MANAGEMENT PLAN (RAMP)**

|                                    |                                                                                                                                                     |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128995</b>                                                                                                                                   |
| <b>Author(s):</b>                  | <b>Raju Ranjit, Manager of Technical and Project Services</b>                                                                                       |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                     |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Infrastructure – Timely, sustainable and well-planned development and maintenance of fit for purpose community infrastructure.</b> |

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**PURPOSE OF REPORT**

To provide Council with a proposed strategic framework for the Road Asset Management Plan (RAMP), aimed at improving the condition, safety, resilience and sustainability of Council's sealed and unsealed road network.

**OFFICER RECOMMENDATION**

That Council:

1. Endorse the proposed Road Asset Management Plan strategic framework contained in this report for public exhibition for 28 days, with submissions to be considered by Council before final endorsement.
2. Support the prioritisation of drainage improvement works, including table drains, mitre drains, catch drains, batter drains and pipe/box culverts within future road programs.
3. Support the progressive remediation of identified road low points to improve safety and network resilience.
4. Support the further investigation and trial of contemporary pavement stabilisation technologies, including TerraPave, PolyCom and PolyTar, as part of future road rehabilitation and renewal projects.
5. Support the development of a comprehensive Gravel Pit and Quarry Management Program, commencing with an inventory of all existing pits, material testing, resource assessments, extraction planning, environmental and safety management, and cost-benefit analysis to ensure Council's natural resources are managed responsibly and economically.

**REPORT**

This report sets out a proposed strategic framework to guide the long-term management of Council's sealed and unsealed road network. The aim is to improve road safety, drainage, flood resilience and pavement life while getting better value from the money Council spends maintaining its roads.

The framework concentrates on first principles: keeping water out of pavements, fixing drainage problems, using suitable construction materials, preserving existing roads and making sensible decisions about where Council spends its limited funds.

It also proposes a much more disciplined approach to managing Council's gravel pits and quarries, together with properly assessing new pavement stabilisation technologies before committing to their wider use.

The framework will guide the subsequent development and refinement of Council's detailed Road Asset Management Plan, including service standards, asset condition information, maintenance and renewal programs, and long-term financial forecasts.

**What is a Road Asset Management Plan (RAMP)?**

A Road Asset Management Plan (RAMP) is a strategic document that defines how road assets will be managed throughout their lifecycle to achieve agreed service levels in a financially sustainable manner within allocated budget parameters.

The RAMP incorporates:

- Asset inventory and condition assessment.
- Risk management principles.
- Defined levels of service.
- Maintenance and renewal planning.
- Capital improvement programs.
- Long-term financial forecasting.
- Performance monitoring and reporting.

The objective is to ensure that road assets continue to provide safe, reliable and cost-effective services to the community while minimising whole-of-life asset expenditure.

**A) OVERALL STRATEGIC OBJECTIVES****i) Network Safety**

To provide a safe and accessible road network by:

- Reducing pavement defects and hazards.
- Improving road geometry and visibility.
- Enhancing signage and delineation.
- Reducing flooding impacts on road users.
- Improving travel reliability.

**ii) Asset Sustainability**

- To maximise the useful life of road infrastructure through:
- Preventative maintenance.
- Effective drainage management.
- Pavement preservation strategies.
- Targeted rehabilitation programs.
- Innovative stabilisation technologies.
- Optimisation of natural resources (pits and quarries)

**iii) Financial Sustainability**

- To minimise lifecycle costs by:
- Prioritising investment based on risk and condition.
- Reducing reactive maintenance expenditure.
- Extending pavement service life.
- Optimising maintenance resources.

**B) SEALED ROAD MANAGEMENT OBJECTIVES**

The primary objective for sealed roads is the preservation of pavement conditions and serviceability.

**i) Key Objectives**

- Maintain safe and smooth riding surfaces.
- Reduce cracking, rutting and potholes.

- Improve skid resistance.
- Prevent water infiltration into pavement layers.
- Extend asset life through timely interventions.

#### **ii) Management Strategies**

- Crack sealing programs.
- Heavy patching and pavement repairs.
- Resealing programs.
- Asphalt overlays.
- Shoulder rehabilitation.
- Drainage improvements.
- Pavement strengthening works.

### **C) UNSEALED ROAD MANAGEMENT OBJECTIVES**

Unsealed roads form a significant component of the rural transport network and require ongoing maintenance to maintain accessibility.

#### **Key Objectives**

- Provide reliable all-weather access.
- Reduce corrugations and potholes.
- Improve road user comfort.
- Minimise dust generation.
- Reduce gravel loss and maintenance frequency.
- Improve wet-weather performance.

#### **Management Strategies**

- Gravel re-sheeting.
- Road reformation works.
- Scheduled grading programs.
- Drainage upgrades.
- Pavement stabilisation treatments.
- Pit and quarry optimisation (select fill, sub-base and base course materials).

#### **Road Safety Improvements**

The RAMP prioritises safety improvements through:

- Repair of pavement defects and road edge failures.
- Improved road delineation, signage and guideposts.
- Widening of narrow sections where practical.
- Improved flood immunity and road reliability.
- Elimination of hazardous water ponding locations.

### **D) EXISTING ISSUES**

Many roads contain low points where stormwater accumulates or overtops the road formation during rainfall events. These areas are susceptible to premature pavement failures, road closures and increased maintenance costs.

Council should progressively identify and prioritise low points across the network and implement remediation measures including:

- Raising road formation levels.
- Installation of additional drainage infrastructure.
- Improvement of drainage outfalls.

#### **i) Drainage Improvement Strategy**

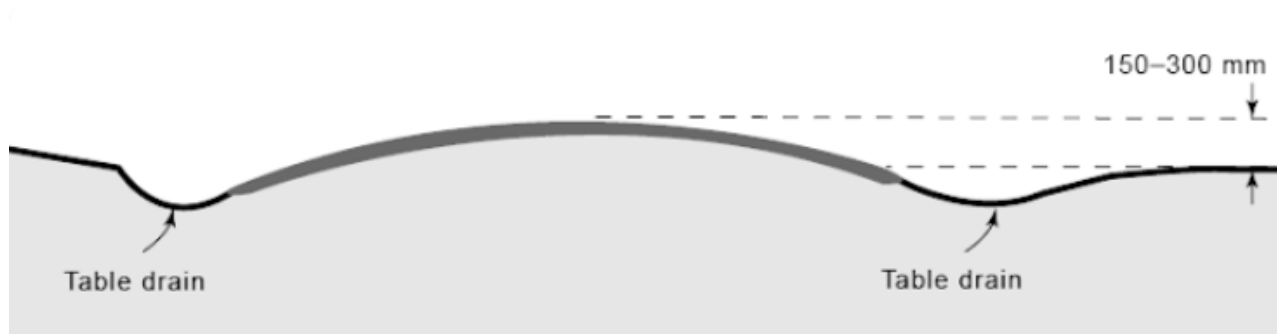
Effective drainage is recognised as the most important factor in protecting pavement performance and extending the life of road assets.

##### **Table Drains**

Table drains collect runoff from the pavement and road reserve and convey water away from the road formation.

Benefits are as follows:

- Prevent pavement saturation.
- Reduce shoulder erosion.
- Improve pavement longevity.
- Reduce maintenance costs.

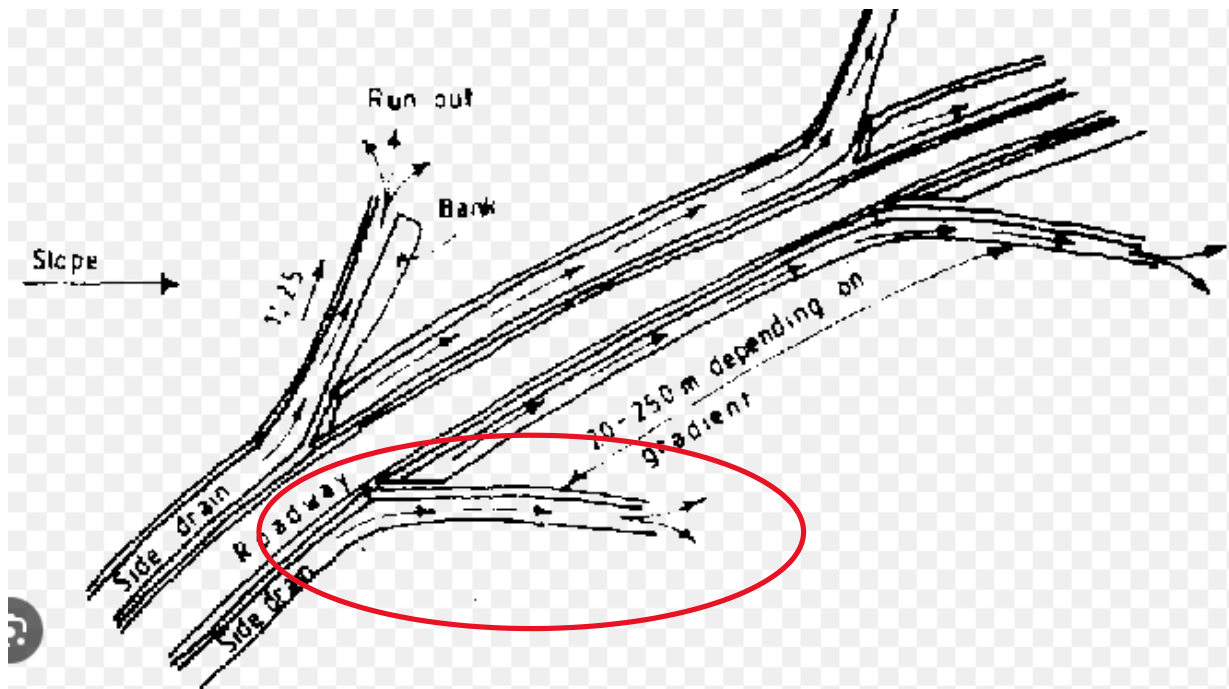


##### **Mitre Drains**

Mitre drains transfer water from table drains into adjoining land and prevent the concentration of flows within the road corridor. Many mitre drains that take water from the drains running beside a road have been graded past. Meaning that they are no longer taking water from the edge of a road and dispersing away from the table drain running parallel to the pavement.

The benefits of ensuring there are adequate and operational mitre drains are as follows:

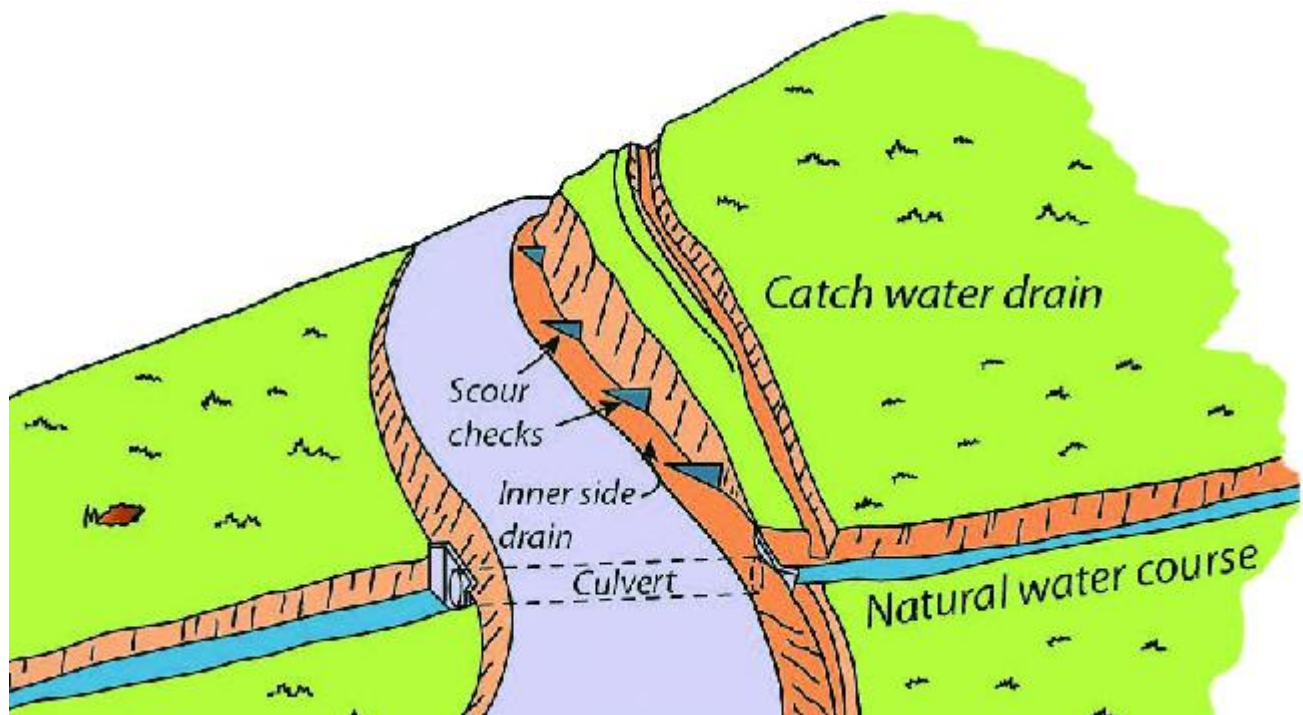
- Improve drainage efficiency.
- Reduce erosion.
- Minimise water retention.



### Catch Drains

Catch drains intercept upslope runoff before it reaches the road formation to:

- Reduce water infiltration.
- Protect embankments.
- Improve pavement performance.



### Pipe Culverts

Pipe culverts facilitate the movement of water beneath the roadway and maintain natural drainage pathways and:

- Reduce overtopping.

- Improve flood resilience.
- Protect pavement structures.
- Lower maintenance requirements.

### E) PAVEMENT LIFE EXTENSION TECHNOLOGIES

To maximise asset life and reduce maintenance costs, Council should evaluate (whole-of-life business case) innovative pavement stabilisation and preservation technologies.



There are many products available on the market, such as:

#### i) TerraPave

TerraPave is a soil and pavement stabilisation technology designed to improve pavement strength and moisture resistance.

##### Benefits

- Increased load-bearing capacity.
- Improved moisture resistance.
- Reduced pavement deformation.
- Reduced gravel consumption.
- Extended pavement life.

#### ii) PolyCom

PolyCom is a polymer-based stabilisation treatment designed to improve gravel binding and pavement durability.

##### Benefits

- Reduced dust generation.
- Improved surface stability.
- Reduced grading frequency.
- Reduced gravel loss.
- Improved erosion resistance.

**iii) PolyTar**

PolyTar is a polymer-modified bituminous treatment used to preserve and waterproof pavement surfaces.

**Benefits**

- Improved waterproofing.
- Enhanced crack resistance.
- Reduced oxidation.
- Extended seal life.
- Improved ride quality.

**F) GRAVEL PIT AND QUARRY MANAGEMENT**

Council's gravel pits and quarries are valuable but finite natural resources, providing select fill, sub-base and base course materials for the construction and maintenance of sealed and unsealed roads.

Council's current information identifies 38 pits recorded as licensed and a further 47 historic pits that have not been licensed or rehabilitated. The legal status, available material, remaining quantities and rehabilitation obligations associated with these sites require proper verification.

Historically, Council has not managed these resources particularly well. We need to start with the basics, establish what we have, determine what is usable, confirm what can legally be extracted and put proper management arrangements in place.

The objective is to make better use of our available resources while managing extraction costs, environmental responsibilities, workplace safety and eventual pit rehabilitation.

**i) Key Objectives and Management Strategies**

- Pit Register: Identify, locate, map and establish a register of all existing, disused, registered and unregistered gravel pits.
- Legal Status: Confirm land ownership, extraction rights, approvals, licences and environmental obligations before further extraction.
- Material Testing: Undertake geotechnical testing to establish material quality, suitability and compliance with pavement specifications.
- Resource Quantities: Survey and estimate available gravel reserves, extraction volumes and the expected working life of each pit.
- Pit Signage: Provide suitable identification, access, warning and safety signage at each location.
- Extraction Plans: Prepare individual pit management plans, including extraction limits, staging, stockpiling and access arrangements.
- Environmental Management: Establish dust suppression, erosion, sediment control, drainage and vegetation management plans.
- Workplace Safety: Prepare site-specific safety plans addressing excavation faces, plant movements, public access and operational hazards.
- Cost-Benefit Analysis: Assess extraction, processing, testing and cartage costs against alternative material sources.
- Cartage Distances: Determine the economically viable haulage distance for each pit, considering road conditions, material quality and transport costs.

- Resource Optimisation: Match material quality to its intended use, avoiding the unnecessary consumption of higher-quality pavement materials.
- Extraction Records: Record material quantities extracted, stockpiled and used, including the projects receiving the material.
- Rehabilitation: Develop progressive rehabilitation and eventual closure plans for each pit, including appropriate financial provisions.
- Ongoing Monitoring: Regularly review material quality, remaining reserves, extraction costs, environmental compliance and pit performance.

#### **ii) Expected Benefits**

- Better use and conservation of Council's finite natural resources.
- Improved pavement quality and longer road service life.
- Reduced material wastage, unnecessary cartage and construction costs.
- Improved environmental compliance and workplace safety.
- Reliable information for future road construction and maintenance programs.
- Greater financial accountability for gravel extraction and use.

### **CONCLUSION**

Balranald Shire Council manages approximately 1,593 kilometres of roads, the majority of which are unsealed.

For a rural and remote council with a limited income base, managing this extensive road network efficiently is critical.

The approach proposed in this framework is deliberately straightforward. Look after drainage, protect existing pavements, use the right materials, manage our gravel resources properly and spend money where it will make the greatest difference.

Some may consider this approach overly simplistic. If that is the case, that is probably a good thing. Too often, complicated solutions are developed for problems that can be addressed by getting the basics right.

The framework provides direction. The detailed Road Asset Management Plan will progressively build on this through better asset information, condition assessments, service standards, costed maintenance and renewal programs, and long-term financial planning.

The objective is not another complicated document sitting on a shelf. It is a practical management system that helps Council make better decisions, stretch its available funding further and provide safer, more reliable roads for our communities.

### **FINANCIAL IMPLICATION**

Implementation of the Road Asset Management Plan will require ongoing investment through Council's Operational Plan, Capital Works Program and Long-Term Financial Plan.

The proposed drainage improvements, pavement rehabilitation works and stabilisation initiatives are intended to reduce future maintenance costs and extend pavement life. Any new technologies will be assessed on their demonstrated benefits and whole-of-life costs before wider implementation.

The Gravel Pit and Quarry Management Program will also require initial expenditure on pit identification, surveying, material testing, planning and license reviews, environmental and safety management, and rehabilitation assessments.

The extent of these costs, including any existing rehabilitation liabilities, is not yet known. They will need to be established, prioritised and progressively incorporated into Council's future budgets and Long-Term Financial Plan.

The overall objective is to spend Council's limited funds more effectively, make better use of existing natural resources and reduce avoidable expenditure over the longer term.

### LEGISLATIVE IMPLICATION

The Road Asset Management Plan supports Council's statutory responsibilities for the safe, effective and financially sustainable management of its road network.

Of particular importance is ensuring that Council's gravel pits and quarries operate lawfully, with appropriate planning approvals, environmental controls, workplace safety arrangements and rehabilitation provisions.

The principal legislation includes:

1. Local Government Act 1993: Sections 8B, 403 and 406, dealing with sound financial and asset management, long-term resourcing and integrated planning and reporting.
2. Local Government (General) Regulation 2021: Compliance with the Integrated Planning and Reporting Guidelines, including asset management planning requirements.
3. Roads Act 1993: Council's powers and responsibilities as a roads authority.
4. Environmental Planning and Assessment Act 1979: Environmental assessment and planning approval requirements for roadworks, gravel extraction and associated activities.
5. State Environmental Planning Policy (Transport and Infrastructure) 2021: Planning provisions for road construction and associated works, including certain gravel extraction and stockpiling activities.
6. Protection of the Environment Operations Act 1997: Pollution prevention, environmental controls and licensing requirements for prescribed extractive activities.
7. Work Health and Safety Act 2011 and Work Health and Safety Regulation 2025: Management of workplace hazards, plant, equipment, excavation and construction activities.
8. Work Health and Safety (Mines and Petroleum Sites) Act 2013 and Regulation 2022: Additional safety management, supervision and notification requirements applicable to quarry and extractive operations.
9. Crown Land Management Act 2016: Land tenure, licensing and permissions for gravel extraction on Crown land.
10. Local Land Services Act 2013 and Biodiversity Conservation Act 2016: Native vegetation clearing, biodiversity protection and rehabilitation requirements where applicable.
11. National Parks and Wildlife Act 1974: Protection of Aboriginal cultural heritage, including appropriate checks before excavation.
12. Water Management Act 2000: Approvals relating to water use and works affecting watercourses, where applicable.
13. Civil Liability Act 2002: Relevant public liability provisions affecting the management and maintenance of public roads.

Not every gravel pit will require the same approval. These will depend on the location, land tenure, extraction activities and scale of operations.

Council will need to verify the legal status of each pit, including the nature and currency of existing licenses, landowner permissions and planning approvals. A previous license or history of extraction does not, by itself, establish compliance with all current requirements.

A systematic review of Council's gravel pits is therefore an important part of the proposed Road Asset Management Plan framework. It will allow Council to identify compliance gaps, establish appropriate controls and manage its natural resources responsibly.

**POLICY IMPLICATION**

- Asset Management Policy
- Risk Management Policy
- Work Health and Safety Policy

**RISK RATING****Current Risk Rating (Without Updated RAMP): HIGH**

The principal risks include premature pavement failures, inadequate drainage, increasing maintenance costs, road safety hazards and the potential for non-compliance associated with gravel pit and quarry operations.

The proposed framework and Gravel Pit and Quarry Management Program are intended to progressively reduce these risks through improved planning, documented controls, better information and more effective management of Council's resources.

The risk rating will be reviewed as the proposed measures are implemented.

**ATTACHMENTS**

**Nil**

**10.15 CONTRACT MANAGEMENT POLICY**

|                                    |                                                                                                                                                     |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.129027</b>                                                                                                                                   |
| <b>Author(s):</b>                  | <b>Raju Ranjit, Manager of Technical and Project Services</b>                                                                                       |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                     |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Infrastructure – Timely, sustainable and well-planned development and maintenance of fit for purpose community infrastructure.</b> |

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**PURPOSE OF REPORT**

**To formally adopt the Contract Management Policy (CMP).**

**OFFICER RECOMMENDATION**

That Council formally adopt the Contract Management Policy.

**REPORT**

The Contract Management Policy establishes a comprehensive risk based framework governing the full lifecycle of contracts, from procurement planning through to post contract review , for all goods, services and works procured by Council. Adoption of this policy will strengthen Council's probity and accountability obligations, ensure compliance with the Local Government Act 1993 (NSW) and the associated legislation, and deliver improved value for money outcomes across Council's capital works and operational expenditure programs.

At the May 2026 Ordinary Council Meeting, the Council approved to place the Draft Contract Management Policy on public exhibition for a period of 28 days.

The policy was advertisement in the Guardian on 16<sup>th</sup> June 2026 and on Council's website.

Council did not receive any community feedback regarding the Contract Management Policy.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Local Government Act 1993

Local Government (General) Regulation 2021

Procurement Guidelines for NSW Local Government (2026)

Government Information (Public Access) Act 2009 (GIPA)

Roads Act 1993

**POLICY IMPLICATION**

Procurement Policy

Risk Management Policy

**RISK RATING**

Low

The proposed Policy strengthens Council's governance framework by introducing consistent contract management practices and reducing the risks associated with ineffective contract administration, inadequate performance monitoring and uncontrolled contract variations

**ATTACHMENTS**

1. **Policy - Contract Management Policy**

**10.16 PROJECT MANAGEMENT POLICY**

|                                    |                                                                                                                                                     |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.129044</b>                                                                                                                                   |
| <b>Author(s):</b>                  | <b>Raju Ranjit, Manager of Technical and Project Services</b>                                                                                       |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                     |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Infrastructure – Timely, sustainable and well-planned development and maintenance of fit for purpose community infrastructure.</b> |

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**PURPOSE OF REPORT**

To formally adopt the Project Management Policy (PMP).

**OFFICER RECOMMENDATION**

That Council formally adopt the Project Management Policy.

**REPORT**

This Policy establishes the framework, principles, and minimum standards for the management of projects undertaken by Balranald Shire Council. It ensures that projects are planned, approved, delivered, and closed in a consistent, transparent, and accountable manner that delivers value for ratepayers and aligns with Council's strategic objectives.

The Policy applies to all capital works, infrastructure renewal, grant-funded programs, service improvement initiatives, and other significant projects managed by or on behalf of the Council, regardless of funding source

At the May 2026 Ordinary Council Meeting, the Council approved to place the Draft Project Management Policy on public exhibition for a period of 28 days.

The policy was advertisement in the Guardian on 16<sup>th</sup> June 2026 and on Council's website.

Council did not receive any community feedback regarding the Project Management Policy.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Local Government Act 1993

Local Government (General) Regulation 2021 (NSW)

Work Health and Safety Act 2011 (NSW)

Environmental Planning and Assessment Act 1979 (NSW)

**POLICY IMPLICATION**

Procurement Policy

Risk Management Policy

**RISK RATING**

Medium

**ATTACHMENTS**

1. Project Management Policy

**10.17 DA 01/2027 - SECTION 4.6 VARIATION - DWELLING ON RIVERFRONT AREA - 57 WEIMBY KYALITE ROAD KYALITE**

|                                    |                                                                                                                                                     |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128282</b>                                                                                                                                   |
| <b>Author(s):</b>                  | <b>Nikkita Manning-Rayner, Planning Officer</b><br><b>Ray Mitchell, Health &amp; Building Surveyor</b>                                              |
| <b>Approver:</b>                   | <b>Cathy Brady-Overington, Manager of Planning and Environment</b>                                                                                  |
| <b>Applicant:</b>                  | <b>The Trustee for R&amp;A Standen Family Trust</b>                                                                                                 |
| <b>Owner:</b>                      | <b>J.B. &amp; M.L. Standen</b>                                                                                                                      |
| <b>Proposal:</b>                   | <b>Demolition of Existing Dwelling and Construction of New Dwelling involving a Section 4.6 Variation Request</b>                                   |
| <b>Location:</b>                   | <b>Lot 2 DP 1323535, 57 Weimby Kyalite Road, Kyalite</b>                                                                                            |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Infrastructure – Timely, sustainable and well-planned development and maintenance of fit for purpose community infrastructure.</b> |

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**PURPOSE OF REPORT**

To seek Council consent under Part 4 of the *Environmental Planning & Assessment Act 1979* (**EP&A Act**) for a Section 4.6 Variation to Clause 6.5 of the Balranald Local Environmental Plan 2010 to permit the demolition of an existing dwelling and construction of a new dwelling on Lot 2 DP 1323535, 57 Weimby Kyalite Road Kyalite.

**OFFICER RECOMMENDATION**

That:

1. Development Application 01/2027 for the demolition of an existing dwelling and construction of a new dwelling on Lot 2 DP 1323535, 57 Weimby Kyalite Road Kyalite, be granted consent subject to the conditions attached, and
2. The request submitted under Section 4.6 of the Balranald Local Environmental Plan 2010 (**the LEP**) to vary the non-numerical development standard in Clause 6.5 of the LEP to permit a dwelling on river front area is supported.

(Division)

**REPORT****Summary**

The following report provides an assessment of the development application submitted for the demolition of an existing dwelling and construction of a new dwelling on Lot 2 DP 1323535, 57 Weimby Kyalite Road Kyalite.

The application has been referred to council for determination as it includes a request to vary a non-numerical development standard relating to development on river front areas under clause 6.5 of the Balranald Local Environmental Plan 2010 (**the LEP**).

The clause 4.6 variation seeks a variation to the permitted development purposes allowed on land in river front areas specified in clause 6.5(2) to permit the demolition of an existing dwelling and construction of a new dwelling. It is considered that the written request provides sufficient justification for the variation and it is recommended that it be supported.

Public advertising was undertaken in accordance with Council's Community Participation Plan 2019 with no submissions being received.

It is recommended that the application be approved subject to conditions of consent.

## **Planning Assessment**

### Proposed Development

The location of the project is proposed on the Riverview farm in the Kyalite suburb with the site being approximately 3.6km north of Kyalite village. The land is zoned RU1 Primary Production and contains dwelling houses, broadacre cropping, and associated farm buildings. The land is surrounded by agricultural uses such as broadacre cropping and pistachios plantings, and the Murray Valley Regional Park at the southern border. The land is held in freehold.

The application for development has been assessed in accordance with Section 4.15 of the EP&A Act and relevant local and state environmental planning instruments. The application was notified in accordance with Council's Community Participation Plan 2019 with no submissions being received.

A Statement of Environmental Effects, which includes the Section 4.6 Variation Request, has been submitted as part of the development application.

### Site Analysis

There is no apparent landslip, creep or requirement for native or significant vegetation removal to facilitate the proposal. The site is identified as bushfire prone.

The site is not identified as flood prone on the Flood Planning Maps of the Balranald Local Environmental Plan 2010 (LEP) however, site conditions indicate that the site requires protection from the 1% Annual Exceedance Probability or 1% AEP flood event (historically known as the 1 in a 100-year flood).

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

Access to the allotment is currently provided off the Weimby Kyalite Road with existing rural access. The existing arrangements are not likely to require adjustment to service the proposal.

Adjoining allotments are Zoned RU1 Primary Production and are of agricultural use with multiple dwellings fronting the river.

The application requires consideration by Council due to a Section 4.6 request to vary a non-numerical development standard in the LEP.

## **DEVELOPMENT APPLICATION ASSESSMENT**

Under Section 4.15 of the EP&A Act 1979,

### **(1) Matters for consideration—general**

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

#### **(a) the provisions of:**

- (i) any environmental planning instrument, and**
- (ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Planning Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and**

- (iii) any development control plan, and
  - (iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter under section 7.4, and
  - (iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph),
- that apply to the land to which the development application relates,
- (b) the significant likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,
  - (c) the suitability of the site for the development,
  - (d) any submissions made in accordance with this Act or the regulations,
  - (e) the public interest.

### Planning Instruments

#### *Balranald Local Environmental Plan 2010*

This type of activity is specifically listed in the land use table for RU1 zoned land as permitted with consent in accordance with the Balranald Local Environmental Plan 2010.

Additionally, the proposal is not likely to impact on biodiversity values or impact on other sensitive land overlays under the LEP due to the residential nature of the immediate site, being the original homestead area from around 1910.

While the land subject to the proposal is not identified as flood prone on the Flood Planning overlay of the LEP, the documentation and site inspection indicates that protection from the 1% AEP is required. Draft Condition 27 addresses the floor level of the dwelling and has been included to mitigate this risk; additionally, erosion & sediment controls are required in Draft Conditions 33 & 34 to prevent sediment impacts to neighbouring waterways.

#### *State Environmental Planning Policy (Resilience and Hazards) 2021*

Historic potentially contaminating uses have not been identified as being carried out on the area of land subject to the proposal.

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

#### *State Environmental Planning Policy (Biodiversity and Conservation) 2021*

Historically the LEP aligned with the Murray Regional Environmental Plan (Murray REP), restricting development on river front land, defined by a 40m threshold from a watercourse in the Village Zone and 100m in rural zones. However, around the time of the consolidation of the Murray REP into the State Environmental Planning Policy (Biodiversity and Conservation) 2021 the distance-based restriction of development on river front land was removed and assessment shifted to a merits-based approach.

#### *Biodiversity Conservation Act 2016*

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

### *Development Control Plans*

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

### *Designated Development*

The proposed development is not designated development.

### *Impact of Development*

#### *Natural Environment*

The proposal is not likely to have significant impact on the natural environment of the area. The immediate area has been utilised for a residential dwelling and has been cleared of endemic vegetation for a substantial period of time (since around 1910). The proposal is not likely to impact threatened species due to the small area of the activity and the building is setback at the same distance as the existing dwelling.

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

#### *Built Environment*

The surrounding area is developed for agricultural purposes and includes a number of rural dwellings associated with the agricultural nature of these uses. The proposal is considered in keeping with the characteristics of the area. Additionally, the use of the site is not likely to impede the use of the surrounding activities due to the residential nature of the proposal.

The location of the proposal is not likely to cause slumping of the bank due to footings not impacting the zone of influence of the bank. The proposed dwelling shall be no closer than the existing dwelling to the river and is generally in keeping with dwelling setbacks in the area.

While the proposal sits within the river front area which ordinarily restricts the development of dwelling houses, it is in keeping with the existing dwelling and other dwellings in the area.

#### *Waste, Air and Noise*

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

#### *Cumulative Impacts*

Subject to operation in accordance with the conditions of consent, it is considered that the subject land is suitably located, capable of supporting the development as proposed and is not likely to significantly increase environmental impacts. The proposal is simply replacing like for like with the new dwelling having no greater effects than the existing land use.

#### *Social Impacts*

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

#### *Economic Impacts*

It is likely that the proposal will create demand for local goods and services during the construction of the proposal.

### *Site Suitability*

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

- The proposal is permissible with consent under the LEP 2010.
- Known environmental hazards are mitigated with draft conditions of consent; specifically, Draft Conditions 27, 33 & 34.
- Any identified negative externalities are considered capable of being managed and appropriate conditions have been applied as has been deemed necessary.

### *Public Interest*

The proposal is not likely to have any adverse effect on the landscape or scenic quality of the locality due to the low rise of the building, landscaping and the proposal simply replacing a dwelling with a dwelling. The proposal will not likely adversely impact public infrastructure.

The immediate site is currently utilised for rural dwelling purpose for a private household with the proposal seeking to replace the existing dwelling. As such, the proposal does not seek to create additional restrictions on the ability for the public to access riverfront areas.

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

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

The proposal has been notified to adjoining landowners in accordance with Council's Community Participation Plan 2019 with no submissions received.

### Section 4.6 Variation

The proposal is supported by a written request to vary the development standard in clause 6.5 relating to the permitted development purposes allowed on land in river front areas.

Clause 4.6 of the LEP provides for a variation to a development standard under certain circumstances. The objectives of clause 4.6 are:

- (a) to provide an appropriate degree of flexibility in applying certain development standards to particular development,
- (b) to achieve better outcomes for and from development by allowing flexibility in particular circumstances.

In the variation request, the applicant has demonstrated that, in this case, compliance with the permitted development purposes in clause 6.5 is unreasonable and unnecessary in these circumstances due to the existing use of the immediate site for a rural dwelling, the proposed building being no closer to the waterway than the existing dwelling, established use of the area for other rural dwellings not meeting the setback requirement, no additional impacts to the natural & built environments, and no additional restrictions or impacts on existing access to the riverfront.



### **Conclusion**

The application has been assessed under the provisions of the Environmental Planning and Assessment Act 1979. The evaluation of this development has concluded that the proposed development application is consistent with the legislative requirements for this type of proposal, and it is recommended that DA 01/2027 be approved subject to conditions.

### **FINANCIAL IMPLICATION**

Nil.

### **LEGISLATIVE IMPLICATION**

Environmental Planning & Assessment Act 1979

Balranald Local Environmental Plan 2010

State Environmental Planning Policy (Resilience and Hazards) 2021

State Environmental Planning Policy (Biodiversity and Conservation) 2021

Biodiversity Conservation Act 2016

### **POLICY IMPLICATION**

Nil.

### **ATTACHMENTS**

1. Draft Conditions of Consent
2. DA 01/2027 Plans Extract
3. DA 01/2027 Statement of Environmental Effects, includes 4.6 Variation request

**10.18 DRAFT BALRANALD CARAVAN PARK RESERVE PLAN OF MANAGEMENT**

|                                    |                                                                                                                                                     |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.129105</b>                                                                                                                                   |
| <b>Author(s):</b>                  | <b>Ray Mitchell, Health &amp; Building Surveyor</b>                                                                                                 |
| <b>Approver:</b>                   | <b>Cathy Brady-Overington, Manager of Planning and Environment</b>                                                                                  |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Infrastructure – Timely, sustainable and well-planned development and maintenance of fit for purpose community infrastructure.</b> |

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**PURPOSE OF REPORT**

To adopt the draft Plan of Management, Balranald Caravan Park Reserve, Reserve No. 68009.

**OFFICER RECOMMENDATION**

That Council

1. Adopts the Draft Plan of Management, Balranald Caravan Park Reserve, Reserve No. 68009, Version 3.2.1; and
2. Notes that adoption of the Plan of Management establishes the statutory framework necessary for Council to consider, at a future time and through a separate decision-making process, a proposal to lease the operational caravan park area to a suitably qualified operator.

**REPORT****Summary**

Balranald Shire Council manages the Balranald Caravan Park Reserve, Crown Reserve No. 68009, as Crown Land Manager. The land is classified as community land for the purposes of the *Local Government Act 1993* and must be managed in accordance with an adopted Plan of Management and other applicable legislation.

The purpose of the current process is to finalise the Plan of Management for the reserve.

An earlier draft Plan of Management was endorsed for public exhibition by Council in February 2022 under Resolution 2022/19. No submissions were received. Council subsequently resolved in April 2022, under Resolution 2022/75, to seek the necessary Ministerial approval.

The Plan has since been substantially refined through discussions with the Department of Planning, Housing and Infrastructure, Crown Lands and Public Spaces. The amendments include updated legislative references, clarification of permissible uses, more detailed provisions relating to leases and licences, native title considerations and several administrative and editorial changes.

The Department advised Council on 29 July 2026 that it supports the updated Draft Plan of Management being placed on public exhibition, subject to inclusion of a statement confirming that there are presently no leases or licences over Reserve 68009. The Department also provided conditional Ministerial consent for Council to subsequently adopt the Plan if no substantive amendments are made following public exhibition.

That requested statement has now been incorporated into Version 3.2.1 of the Plan, which records that, as of 7 August 2026, there are no current leases or licences over Reserve 68009.

The updated Plan of Management is also important to Council's longer-term strategic consideration of the operation of the Balranald Caravan Park.

The Plan expressly authorises leases, licences and other estates over the relevant parts of the reserve, subject to the requirements of the *Local Government Act 1993*, the land categorisation, reserve purpose, native title requirements and other applicable legislation. In particular, Table 5 specifically includes ‘**caravan parks and camping grounds**’ as an authorised purpose for which a lease may be granted over land categorised as General Community Use.

Section 5.8 of the Draft Plan goes further and specifically anticipates that Council may in the future seek to lease the caravan park to a private operator.

This is strategically useful. It ensures that once the Plan is adopted, Council is not unnecessarily constrained should it subsequently decide that operation of the caravan park through a private-sector lease provides better operational, financial, tourism or asset-management outcomes.

However, the adoption of the Plan of Management should not be confused with a decision to lease the caravan park. **No decision to lease the caravan park is being sought through this report.**

Any future leasing proposal would require a separate assessment and report to Council dealing with matters including the proposed lease area, term, commercial structure, market process, asset condition, maintenance and capital responsibilities, service standards, public access, financial implications and all relevant statutory approvals.

Accordingly, adoption of the Plan of Management should be regarded as establishing an enabling framework and preserving Council's future options rather than predetermining the eventual operating model for the caravan park.

### Background

Council is undertaking a program to prepare and adopt Plans of Management for Crown reserves for which Council has been appointed Crown Land Manager under the *Crown Land Management Act 2016*.

Balranald Caravan Park is situated within Crown Reserve No. 68009. The reserve was gazetted on 25 November 1938 for the purposes of **Public Recreation and Resting Place** and is managed by Balranald Shire Council as Crown Land Manager.

The land is classified as community land under the *Local Government Act 1993*. Community land is required to be managed consistently with the applicable Plan of Management and other legislation regulating the use of the land.

The reserve has been categorised as a combination of:

- General Community Use; and
- Park

This is consistent with the purposes for which the Crown reserve was established. The Draft Plan records that these categories have been approved by the Minister administering the *Crown Land Management Act 2016*.

The distinction between these areas is important to future management of the reserve. Appendix B identifies the developed caravan park area predominantly within the General Community Use category, while the southern portion of the reserve adjoining the river is categorised ‘Park’.

The Draft Plan records the existing use of the reserve for tourist and visitor accommodation, water recreation, public amenities and festivals. Approximately 3.5 hectares is described as being used for caravan park operations, including cabins, powered and unpowered sites, amenities, internal roads and associated infrastructure.

The Plan also records that the caravan park infrastructure is presently assessed at condition rating 4, on a scale where 1 is good, and 5 is unserviceable. Water, power, sewer, roads and several other associated assets are generally rated 3.

This reinforces the importance of Council maintaining flexibility about how the park is operated, maintained and developed in future.

The Draft Plan provides that infrastructure may be improved where consistent with the reserve purposes and applicable legislation and recommends that larger projects be supported by a comprehensive site development plan and landscape management plan.

### **Future leasing**

One of the more significant amendments to the Draft Plan is its treatment of leases and licences.

Section 5.7 expressly recognises that commercial organisations and individuals may occupy community land under appropriate tenure arrangements to provide facilities and services for public use. A lease is identified as the normal form of tenure where exclusive control of all or part of an area is proposed.

The Draft Plan then expressly authorises the issue of leases, licences and other estates, provided they:

- Are consistent with the core objectives applying to the relevant land category;
- Are for a permitted purpose;
- Can be validated under the *Native Title Act 1993*;
- Comply with the relevant statutory notification and approval requirements; and
- Do not materially harm the use of the land for the purpose for which it was dedicated or reserved.

For the General Community Use portion of the reserve, Table 5 expressly identifies caravan parks and camping grounds as a purpose for which a lease may be granted.

Section 5.8 specifically provides for the possibility of Council leasing the caravan park to a private operator in the future.

The Draft Plan therefore preserves Council's ability to consider transitioning from direct Council operation to a private leasing arrangement at some future point, should Council determine that this is in the best interests of the community.

It does not, however, prescribe that outcome. Council would remain able to continue direct operation, pursue a management arrangement, enter into a lease, or consider another lawful operating model subject to a separate decision and assessment at the relevant time.

### **Community consultation**

Section 38 of the *Local Government Act 1993* requires a draft Plan of Management to be publicly exhibited for at least 28 days and requires the public notice to allow a period of at least 42 days from commencement of exhibition during which submissions may be made.

Accordingly, the Draft Plan was placed on public exhibition for the required minimum of 28 days, with submissions being accepted for not less than 42 days from the commencement of exhibition.

No submissions were received during the public exhibition period.

No submissions were received and no substantive amendments have been made to the Draft Plan following exhibition. Consistent with the Department's correspondence dated 31 July 2026, which confirmed that Council's existing Ministerial consent enables adoption of the Plan, Council may now resolve to adopt the Plan.

### **Strategic implications**

Finalisation of the Plan of Management is strategically important as it provides certainty regarding the lawful use and management of the reserve while affording Council greater flexibility in determining the most appropriate future operating model for the caravan park.

The Plan's objectives include progressively improving the land, minimising Council's long-term maintenance costs, and making provision for appropriate leases, licences and other tenure arrangements.

Adoption of the Plan is consistent with the objectives of Council's Community Strategic Plan, particularly those relating to sustainable infrastructure management, economic development, tourism and community wellbeing.

The Plan therefore supports Council's broader objective of ensuring community infrastructure is managed sustainably while preserving Council's ability to consider alternative service delivery and operating models where they may provide improved outcomes for the community.

### FINANCIAL IMPLICATION

Council has received funding from the Department of Planning, Housing and Infrastructure – Crown Lands and Public Spaces to assist with preparation of Plans of Management for Crown reserves under Council's management.

There are no material additional financial implications associated with adopting the Draft Plan.

The Draft Plan notes that income generated from the reserve is to be retained within and reinvested in the Crown Reserve.

Any future proposal to lease the Balranald Caravan Park would therefore require a separate financial and commercial assessment. This should include consideration of:

- Market rental and lease structure;
- Responsibility for maintenance and renewal of Council assets;
- Capital investment obligations;
- Utility and operating costs;
- Treatment of revenue generated from the Crown reserve;
- Residual financial exposure to Council; and
- The comparative whole-of-life cost and benefit of Council operation versus private operation.

Those matters are outside the scope of this report and would be addressed should Council subsequently resolve to investigate a leasing proposal.

### LEGISLATIVE IMPLICATION

The principal legislation relevant to the Draft Plan of Management includes:

- *Crown Land Management Act 2016*;
- *Crown Land Management Regulation 2018*;
- *Local Government Act 1993*;
- *Local Government (General) Regulation 2021*;
- *Native Title Act 1993* (Commonwealth);
- *Aboriginal Land Rights Act 1983*; and
- *Environmental Planning and Assessment Act 1979*.

The Department has specifically reminded Council that an adopted Plan of Management authorises the lawful use and occupation of Crown land and that activities undertaken on the reserve must be expressly authorised under the adopted Plan and satisfy applicable native title obligations.

Appendix A of the Draft Plan also provides that activities potentially constituting future acts require assessment and validation by Council's Native Title Manager before approval or commencement.

A future lease of the caravan park would therefore require further statutory assessment and would not be authorised merely by Council adopting this Plan of Management.

**POLICY IMPLICATION**

Adoption of the Plan of Management will establish the policy and management framework applying specifically to Balranald Caravan Park Reserve No. 68009.

The Plan is intended to operate alongside Council's existing and future adopted strategies, policies and procedures applying to community land and the management of Council assets.

**RISK RATING**

Low. The proposal relates solely to adoption of a statutory land management framework and does not involve any commitment to future leasing, disposal of land, capital expenditure or changes to operational arrangements.

The principal risks are procedural and can be appropriately managed by complying with the statutory exhibition and submission periods, accurately identifying the reserve and land categorisation, completing the required native title processes and obtaining the necessary Ministerial consent.

No decision to dispose of, lease or transfer operational control of the caravan park is proposed by this report.

Any future lease proposal would carry a different and more substantial risk profile and should be separately assessed at that time, including legal, financial, procurement, commercial, asset-management, community-access and reputational risks.

**ATTACHMENTS**

1. **Draft Plan of Management - Balranald Caravan Park Reserve - 68009 (v3.2.1)**
2. **Approval to progress to public exhibition and Minister's consent to adopt - 31 July 2026**

**PART B – ITEMS FOR INFORMATION****11 CHIEF EXECUTIVE OFFICER'S REPORTS****11.1 E-BIKES AND MICRO MOBILITY (PERSONAL MOBILITY DEVICES)**

|                                    |                                                                                    |
|------------------------------------|------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128883</b>                                                                  |
| <b>Author(s):</b>                  | <b>Terry Dodds PSM, Chief Executive Officer</b>                                    |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                    |
| <b>Operational Plan Objective:</b> | <b>Pillar 1: Our Lifestyle – Encouraging and Enabling Residents "Way of Life".</b> |

**PURPOSE OF REPORT**

To update Council on the September 2026 Notice of Motion regarding e-bikes and micro-mobility, what has changed at State level since then, and what further action Council should take.

**OFFICER RECOMMENDATION**

That Council:

1. Receive and note the report.
2. Note the changes made by the NSW Government during 2026 to the laws and enforcement arrangements for e-bikes and other micro-mobility devices.
3. Note that Council will write to the Ministers for Roads and Regional Transport and Transport seeking clarification on the issues that remain unclear, particularly minimum rider age and Council's powers over privately owned e-bikes.
4. Note that Council will also write to the Minister for Police and Counterterrorism seeking advice on how the new enforcement arrangements will work in regional NSW.
5. Note that staff will progress the education and community engagement parts of Council's September resolution while the remaining State Government issues are clarified.

**REPORT**

At its September 2026 meeting, Council considered a Notice of Motion from Councillor Tracy O'Halloran regarding the increasing use of e-bikes and other micro-mobility devices.

The motion was essentially about four things:

- Developing a local Council policy
- Working with schools, young people and the wider community on safety
- Using the Northern Beaches Council safety message as a starting point
- Pushing the NSW Government for clearer rules, particularly around rider age and what councils can regulate.

Since September, staff have reviewed the current NSW position. The short version is that the State Government has moved quite quickly on this issue during 2026. Some of the concerns raised in the Notice of Motion have now been addressed, but there are still a few important gaps.

**WHAT HAS CHANGED**

On 14 August 2026, the NSW Government introduced a new statewide framework for shared e-bike schemes.

Operators now need State approval as well as local approval. Councils can also place conditions on shared schemes, including where bikes can be parked and where they can or cannot operate.

The State has also strengthened its laws dealing with illegal, modified and high-powered e-bikes.

From 21 August 2026, NSW Police and Transport for NSW were given stronger powers to seize illegal devices. The first reported joint Police and Transport operation under the new laws resulted in 36 e-bikes being seized on the Northern Beaches in September.

NSW is also moving towards the European EN15194 standard for e-bikes.

Existing otherwise-legal e-bikes up to 500 watts are covered by transitional arrangements, with the 250-watt standard to fully apply from 1 March 2029. Legal e-bikes must stop providing motor assistance at 25 km/h.

Privately owned e-scooters remain illegal on NSW public roads and paths, other than shared scooters operating in approved trial areas.

## WHAT IS STILL NOT CLEAR

There are two main issues that Council still needs a straight answer on.

### A) Minimum age

In February 2026, the NSW Government announced that it intended to introduce a minimum age for e-bike riders.

Transport for NSW was to provide advice to the Government by June on an age somewhere between 12 and 16.

At the time of writing this report, staff have not been able to identify a final published decision.

Government information still refers to an age limit being introduced, without actually saying what the age will be.

This is important locally because riders under 16 can currently ride legal bicycles and e-bikes on footpaths under the NSW Road Rules.

Council therefore needs to know what the Government has decided and, if it has not decided, when it intends to.

### B) Council powers over privately owned e-bikes

This part is less clear than it should be.

The NSW Government announced on 30 June 2026 that councils would be able to establish no-go and go-slow zones for both shared and privately owned e-bikes.

However, the more detailed Transport for NSW guidance that followed largely talks about those powers in the context of shared commercial e-bike schemes.

Transport's current information also says councils can prohibit bicycles and e-bikes from particular roads or paths through 'No Bicycles' signage.

Those are not quite the same thing.

What Council needs to know is simple:

- Can Council set a lower speed limit or prohibit privately owned e-bikes from a particular Council-managed path or area while still allowing ordinary bicycles?
- If the answer is yes, under what law, what approvals are needed and who enforces it?

**Until those questions are answered, Council should be careful about putting provisions into a local policy that sound good but cannot be enforced.**

## LOCAL APPROACH

While the State sorts out the remaining legal issues, there is still plenty Council can do locally.

The Northern Beaches Council 'Know the Code' campaign provides a sensible starting point:

- Slow down to walking pace when others are on the path.
- Ring your bell and let people know you are approaching.
- Be ready for sudden changes around people, pets and prams.

It is simple, easy to understand and aimed at changing behaviour rather than simply threatening people with fines. That fits well with Council's September resolution.

Staff can start working with local schools, parents, young people and NSW Police now. We do not need to wait for another round of State legislation before doing that. However, whether this represents a value for money exercise is debatable.

Any future Balranald policy should also clearly separate:

- Legal privately owned e-bikes
- Illegal or modified high-powered devices
- Privately owned e-scooters, which are currently illegal in public places
- Any future shared commercial e-bike or e-scooter scheme
- Council's responsibilities for education, signage, paths and public spaces

The aim should be a policy people can understand, and Council can enforce, not a document full of rules that look impressive but **have no legal teeth**.

## FURTHER ADVOCACY

Two letters have been prepared. The first is to the Minister for Roads and Regional Transport and the Minister for Transport.

That letter seeks a clear answer on:

- The proposed minimum rider age
- Council's powers over privately owned e-bikes
- Whether Council can establish genuine go-slow or no-go areas for privately owned e-bikes
- What approvals would be needed
- Who would be responsible for enforcement

The second letter is to the Minister for Police and Counterterrorism. That letter asks how the new seizure and enforcement powers will actually work in regional NSW, including whether regional Police have access to the training, Transport for NSW support and testing equipment needed to deal with illegal or modified e-bikes. (Balranald Police Station forms part of the Barrier Police District.)

The point of these letters is not to ask the State Government to start again. A fair bit has already been done. What Council needs now are clear answers to the bits that remain uncertain and some confidence that the new enforcement arrangements will work outside Sydney.

## FINANCIAL IMPLICATION

There are no significant immediate financial implications arising from this report.

Initial school and community engagement can be undertaken within existing staff resources. Any proposal involving substantial signage, infrastructure or a dedicated education campaign would be costed and reported separately if required.

## LEGISLATIVE IMPLICATION

Relevant legislation and regulations include:

- Road Transport Act 2013
- Road Rules 2014
- Road Transport (General) Regulation 2021
- Public Spaces (Unattended Property) Act 2021
- Local Government Act 1993

Council does have powers under the Local Government Act to regulate behaviour in public places. However, those powers are not a substitute for the State's road transport laws, particularly where roads and road-related areas are concerned.

**That is why Council needs clarification from Transport for NSW before trying to create local restrictions on privately owned e-bikes.**

## POLICY IMPLICATION

Council does not currently have a specific E-Bike and Micro-Mobility Policy.

Work on a policy should continue, but the parts dealing with restrictions, offences or enforcement should not be finalised until Transport for NSW confirms what powers Council actually has.

The education and community engagement parts can proceed now.

## RISK RATING

### **Moderate.**

There is a safety risk where fast-moving e-bikes, pedestrians and younger riders are all using the same paths and public spaces.

There is also a legal and governance risk if Council tries to regulate something that is properly dealt with under State road law or by NSW Police.

The sensible approach is therefore to get on with education and community engagement now, while getting a clear answer from the State before Council creates any local restrictions.

## CONCLUSION

Council's September Notice of Motion was timely. Since then, the NSW Government has moved on several of the issues Council was concerned about.

**The problem now is not that there are no rules. The problem is that some of the new rules and responsibilities are still not particularly clear from a local government's point of view.**

Council should therefore get on with the education side locally, seek clear answers from the State on the remaining gaps, and then finalise a Balranald policy based on the powers Council has.

## ATTACHMENTS

1. **The Hon Yasmin Catley MP Letter to Minister for Police and Counterterrorism - E Bikes and Micro Mobility**
2. **The Hon Jenny Aitchison MP Minister for Roads, Letter to Minister for Regional Transport - E Bikes and Micro Mobility**

**11.2 WESTERN DIVISION OF COUNCILS FINANCIAL SUSTAINABILITY - PROJECT MANAGEMENT PLAN AND UPDATE**

**File Number:** D26.128937  
**Author(s):** Terry Dodds PSM, Chief Executive Officer  
**Approver:** Terry Dodds PSM, Chief Executive Officer  
**Operational Plan Objective:** Pillar 2: Our Community – Sustaining and Nurturing our Communities as resilient, resourceful, safe and inclusive.

**PURPOSE OF REPORT**

To update Council on the Western Division of Councils Local Government Sustainability Project, following the earlier report to Council in June 2026, and to provide Council with the Project Management Plan prepared after the Western Division meeting held in Broken Hill on 11 September 2026.

**OFFICER RECOMMENDATION**

That Council:

1. Note the progress made with the Western Division of Councils Local Government Sustainability Project.
2. Note that the Western Division of Councils supported the motion put to its meeting in Broken Hill on 11 September 2026 and that the project has now moved into the next stage.
3. Note the attached Western Division Sustainability Project Management Plan dated 5 October 2026.

**REPORT**

Earlier this year I started putting together a fairly detailed piece of work on the financial and operational sustainability of councils in Western New South Wales. The work grew out of what most western councils have been saying for years: we have enormous areas and infrastructure networks to look after, small populations to fund them, increasing compliance and reporting requirements and, in many cases, real difficulty recruiting and retaining the people needed to do the work.

The problem is not new. What I was trying to do was pull the various arguments and evidence together and, more importantly, move past simply describing the problem.

The final paper, 'Western Division Local Government Sustainability Strategy', was completed on 29 May 2026.

A report was subsequently presented to Council at the Ordinary Meeting held on 16 June 2026 as Item 11.6, 'Western Region of Councils Sustainability Project – Advocacy Paper and Project Plan'.

Council resolved:

**2026/143**

***'That Council notes the report.'***

Those Minutes were subsequently confirmed by Council at its July 2026 Ordinary Meeting. Since then, the work has continued through the Western Division of Councils.

**Western Division: Broken Hill**

The matter was discussed further at the Western Division of Councils meeting held in Broken Hill on 11 September 2026.

The motion put to that meeting was supported and, in practical terms, that gave the project the go-ahead to move from the earlier research and discussion into doing the work. That is probably the most important part of the update.

**RESOLVED: Western Division Local Government Sustainability Strategy**

That the Western Division of Councils endorse the Western Division Local Government Sustainability Strategy as the basis for a coordinated advocacy campaign on the long-term sustainability of rural and remote councils.

That the Western Division of Councils authorise the Chair, along with Delegates from Central Darling Shire Council, Wentworth Shire Council and Broken Hill City Council to seek a meeting with the NSW Minister for Local Government to present the Strategy and seek agreement on practical reforms to address the structural, financial and infrastructure sustainability challenges facing Western Division of Councils, noting that these issues have been extensively examined over many decades and now require implementation rather than further diagnosis.

**Balranald Shire Council/Broken Hill City Council**

**CARRIED**

There is no point producing another 100-page report telling everybody that western councils have too many roads, not enough people, not enough money and trouble getting engineers, planners and other specialist staff. We all know that, the Office of Local Government knows it, and the State Government knows it.

What we need to do now is narrow the work to a smaller number of things that we can put in front of government with evidence behind them and, ideally, an answer attached.

Following the Broken Hill meeting, I agreed to coordinate the project and prepare a Project Management Plan showing how the work would be split up and how we could get it finished without nine councils all disappearing off and doing the same work separately. That Plan is attached to this report.

**How the Work Has Been Split**

The larger pieces of work have been divided between several councils.

- Broken Hill City Council will lead on infrastructure renewal, infrastructure funding, and who ultimately bears the cost of assets and services that often provide a much wider State or regional benefit.
- Wentworth Shire Council will look at rate pegging, Special Rate Variations and Financial Assistance Grants. That work needs to get to the heart of what small rural councils can realistically raise themselves before somebody simply says 'increase rates'.
- Central Darling Shire Council will look at rural and remote sustainability and the growing problem of councils being expected to do more, report more and comply with more without the money or people necessarily following the responsibility.
- Balranald will coordinate the overall project and investigate alternative delivery models and whether there are some functions that western councils could sensibly share, jointly procure or deliver differently.

That does not mean another push for amalgamations or creating a large regional bureaucracy. It means having a sensible look at the functions that are becoming difficult for individual councils to recruit, retain or afford and asking whether there is a better way of doing some of them.

The other Western Division Councils will be asked to contribute local information and examples where it is useful. They are not being asked to write another report each. If, for example, a council

has had a specialist position vacant for 18 months, is paying heavily for consultants because it cannot recruit, or has a good example of a State requirement that costs a disproportionate amount for a small council to administer, that is the sort of information that will help.

### **Project Management Plan**

The attached Project Management Plan sets out who is doing what and the timetable for the work. The first proper workstream drafts are due in February 2027. There will then be a period of checking and comparing the work between councils and making sure that what is being suggested is realistic.

The New South Wales State election also falls in the middle of the project. For that reason, the intention is to have a short factual brief completed before the election period and then continue the detailed technical work afterwards. I do not think there is much value in trying to build a serious long-term local government reform project around election promises that may or may not survive the election.

The main body of work is expected to come together during May and June 2027. The Western Division of Councils would then consider the completed package before anything is formally taken to government.

That is also important. The purpose of the Project Management Plan is not to predetermine what the Western Division will ultimately support. It is to get the work into a shape where the member councils can make that decision with something concrete in front of them.

### **Balranald's Role**

Balranald has taken the *Project Lead* because the original work started here. That is not necessarily a bad thing, as for a council our size, it gives us an opportunity to help shape a much wider discussion about the way small rural and remote councils are funded and expected to operate.

My role will be to keep the various pieces moving, make sure we are not duplicating work, investigate alternate business models, and pull the final material together and try to keep the whole project practical.

There is no authority being sought through this report for Council to enter into any new service arrangement, spend money or make any structural change. If something comes out of this work that would involve Balranald financially, change the way a Council service is delivered or otherwise require a decision of Council, it will come back to Council separately.

### **FINANCIAL IMPLICATION**

There is no new financial commitment arising from this report. The work to date is being undertaken within existing resources.

If a future proposal requires expenditure by Council, it will need to come back to Council before any commitment is made.

### **LEGISLATIVE IMPLICATION**

There is no direct legislative implication from this report.

Some of the work being undertaken will obviously touch on legislation, regulation, rate pegging, funding arrangements and the responsibilities placed on councils. Any specific proposal requiring legislative or regulatory change will be dealt with as part of the wider project.

### **POLICY IMPLICATION**

There is no immediate policy change arising from this report. The project is consistent with Council continuing to advocate for a more realistic and sustainable approach to rural and remote local government.

**RISK RATING**

This is an information report. The project itself may eventually produce proposals with financial, staffing, governance or service-delivery implications. Once the Project is completed, it will be reported to Council.

**ATTACHMENTS**

1. **Western Division of Councils Financial Sustainability Project Management Plan**

**11.3 MONTHLY OPERATIONAL REPORT**

|                                    |                                                                                                                                                                                                             |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.128996</b>                                                                                                                                                                                           |
| <b>Author(s):</b>                  | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                                                                                             |
| <b>Approver:</b>                   | <b>Terry Dodds PSM, Chief Executive Officer</b>                                                                                                                                                             |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Council – Upholds the community's expectations of good governance, engages and ethical leadership, a skilled and effective workforce, and operational transparency and accountability.</b> |

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**PURPOSE OF REPORT**

To provide a monthly update of Council's operations.

**OFFICER RECOMMENDATION**

That the report be received and noted.

**REPORT**

This is the fourth Monthly Operational Report (MOR) presented to the Balranald Shire Council. The MOR is being implemented in stages and has replaced a number of reports that were previously provided separately by individual departments, including Engineering and Planning.

This month, staff have been empowered to take greater ownership of their areas of responsibility, resulting in more detailed reporting and improved performance metrics to assist Council in monitoring operational outcomes. Outstanding actions have also been incorporated into the report on a departmental basis, providing greater visibility of progress and priorities.

At this stage, the Grants Update will continue to be provided as a separate attachment.

**FINANCIAL IMPLICATION**

Actions from the 2026-2027 Operational Plan are included in the 2026-2027 Budget adopted by Council in June 2026. Funding to implement the Delivery Program is based on the Long-Term Financial Plan that was adopted in June 2025.

**LEGISLATIVE IMPLICATION**

Section 406 of the *Local Government Act 1993* requires councils to comply with the Integrated Planning and Reporting (IP&R) Guidelines prescribed by the *Local Government (General) Regulation 2021*.

In accordance with Essential Element 4.9 of the Integrated Planning and Reporting Guidelines, the General Manager is required to provide Council with progress reports on the principal activities outlined in the Delivery Program at least every six months. This report satisfies that requirement.

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

- 1. Monthly Operational Report - September**
- 2. Accountabilities - MOR**
- 3. Grants Update as at 7 October 2026**

**11.4 MONTHLY INVESTMENTS REPORT**

**File Number:** D26.129042  
**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 2026.

**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 of 30 September 2026 is **\$37,053,686**.

This is a decrease of \$198,011 (0.53%) on the previous month's total of **\$36,146,276**.

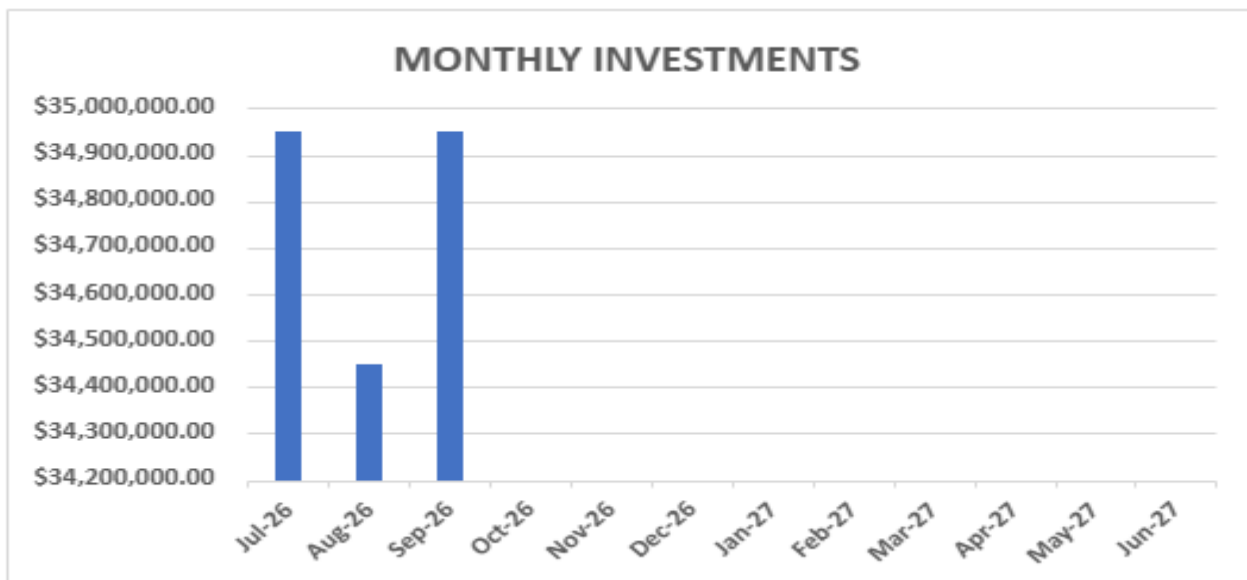
The investment balance as of 30 September 2026 is **\$34.95m**.

A summary of Council's investments as of 30 September 2026 is detailed on the next page.

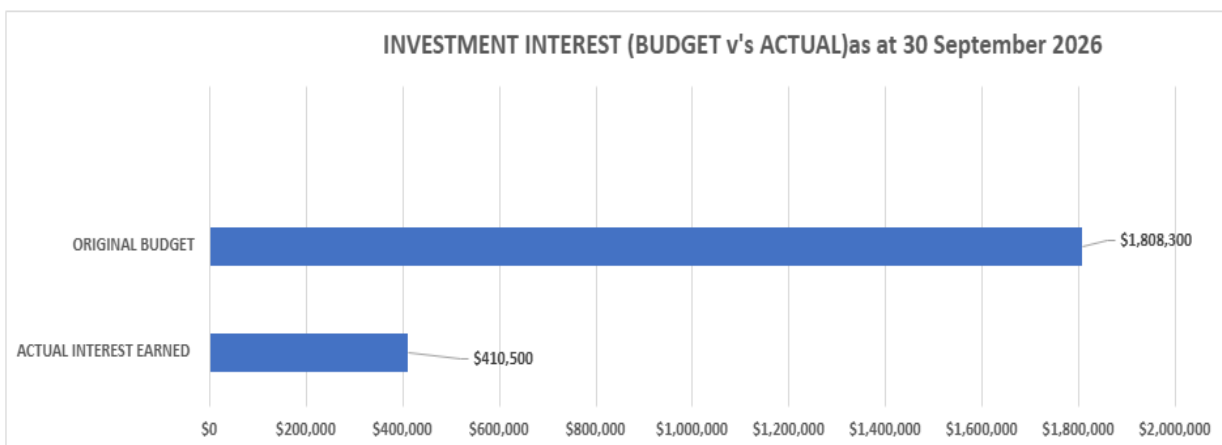
The table below also details the interest earned for September 2026 and the projected interest earnings for the Financial Year ending 30 June 2027.

| TERM DEPOSITS INVESTMENT REGISTER AND INTEREST EARNED 2026/27 |            |             |            |                 |               |                      |                |  | 30                   |                                          |
|---------------------------------------------------------------|------------|-------------|------------|-----------------|---------------|----------------------|----------------|--|----------------------|------------------------------------------|
| Term Deposits                                                 | S&P Rating | Term (Days) | Start Date | Maturity Date   | Interest Rate | Investment Value     | Daily Interest |  | Sep-26               | Actual Interest Earnings to 30 June 2027 |
| <a href="#">Westpac Bank</a>                                  |            |             |            |                 |               |                      | \$ 110.14      |  | \$ 2,423.08          | \$ 9,251.76                              |
| <a href="#">Westpac Bank</a>                                  | A-1+       | 365         | 10/11/2025 | 10/11/2026      | 4.14%         | 1,000,000            | \$ 113.42      |  | \$ 3,402.74          | \$ 11,682.74                             |
| <a href="#">Westpac Bank</a>                                  | A-1+       | 365         | 9/22/2026  | 9/22/2027       | 5.56%         | 1,000,000            | \$ 152.33      |  | \$ 1,218.63          | \$ 42,804.38                             |
| <a href="#">AMP</a>                                           | A-2        | 365         | 3/3/2026   | 3/3/2027        | 4.80%         | 500,000              | \$ 65.75       |  | \$ 1,972.60          | \$ 16,175.34                             |
| <a href="#">AMP</a>                                           |            |             | redeemed   |                 |               |                      | \$ 63.70       |  | \$ 191.10            | \$ 4,140.50                              |
| <a href="#">AMP</a>                                           | A-2        | 183         | 4/15/2026  | 10/15/2026      | 5.10%         | 1,000,000            | \$ 139.73      |  | \$ 4,191.78          | \$ 14,950.68                             |
| <a href="#">AMP</a>                                           | A-2        | 276         | 5/25/2026  | 2/25/2027       | 5.25%         | 500,000              | \$ 71.92       |  | \$ 2,157.53          | \$ 16,109.59                             |
| <a href="#">AMP</a>                                           | A-2        | 273         | 6/15/2026  | 3/15/2027       | 5.25%         | 1,000,000            | \$ 143.84      |  | \$ 4,315.07          | \$ 37,109.59                             |
| <a href="#">AMP</a>                                           | A-2        | 364         | 6/26/2026  | 6/25/2027       | 5.35%         | 1,000,000            | \$ 146.58      |  | \$ 4,397.26          | \$ 52,767.12                             |
| <a href="#">AMP</a>                                           | A-2        | 274         | 6/29/2026  | 3/30/2027       | 5.25%         | 1,000,000            | \$ 143.84      |  | \$ 4,315.07          | \$ 39,267.12                             |
| <a href="#">AMP</a>                                           | A-2        | 365         | 6/29/2026  | 6/29/2027       | 5.35%         | 1,000,000            | \$ 146.58      |  | \$ 4,397.26          | \$ 53,353.42                             |
| <a href="#">NAB Bank</a>                                      |            |             | matured    |                 |               |                      | \$ 115.07      |  |                      | \$ 3,452.10                              |
| <a href="#">NAB Bank</a>                                      | A-1+       | 365         | 10/27/2025 | 10/27/2026      | 4.10%         | 500,000              | \$ 56.16       |  | \$ 1,684.93          | \$ 6,683.56                              |
| <a href="#">NAB Bank</a>                                      | A-1+       | 365         | 11/12/2025 | 11/12/2026      | 4.20%         | 1,000,000            | \$ 115.07      |  | \$ 3,452.05          | \$ 15,534.25                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 365         | 11/27/2025 | 11/27/2026      | 4.20%         | 500,000              | \$ 57.53       |  | \$ 1,726.03          | \$ 8,630.14                              |
| <a href="#">NAB Bank</a>                                      | A-1+       | 365         | 12/2/2025  | 12/2/2026       | 4.30%         | 1,000,000            | \$ 117.81      |  | \$ 3,534.25          | \$ 18,260.27                             |
| <a href="#">NAB Bank</a>                                      |            |             | matured    |                 |               |                      | \$ 58.22       |  | \$ 174.66            | \$ 3,784.30                              |
| <a href="#">NAB Bank</a>                                      | A-1+       | 365         | 12/8/2025  | 12/8/2026       | 4.40%         | 1,000,000            | \$ 120.55      |  | \$ 3,616.44          | \$ 19,408.22                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 365         | 12/17/2025 | 12/17/2026      | 4.45%         | 500,000              | \$ 60.96       |  | \$ 1,828.77          | \$ 10,363.01                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 365         | 12/18/2025 | 12/18/2026      | 4.45%         | 500,000              | \$ 60.96       |  | \$ 1,828.77          | \$ 10,423.97                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 336         | 1/19/2026  | 12/21/2026      | 4.50%         | 1,000,000            | \$ 123.29      |  | \$ 3,698.63          | \$ 21,452.05                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 273         | 1/23/2026  | 10/23/2026      | 4.50%         | 1,000,000            | \$ 123.29      |  | \$ 3,698.63          | \$ 14,178.08                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 214         | 3/2/2026   | 10/2/2026       | 4.65%         | 1,000,000            | \$ 127.40      |  | \$ 3,821.92          | \$ 11,975.34                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 273         | 6/23/2026  | 3/23/2027       | 5.20%         | 1,000,000            | \$ 142.47      |  | \$ 4,273.97          | \$ 37,895.89                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 307         | 6/24/2026  | 4/27/2027       | 5.20%         | 1,000,000            | \$ 142.47      |  | \$ 4,273.97          | \$ 42,882.19                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 244         | 7/1/2026   | 3/2/2027        | 5.20%         | 950,000              | \$ 135.34      |  | \$ 135.34            | \$ 17,594.52                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 302         | 7/30/2026  | 5/28/2027       | 5.25%         | 1,000,000            | \$ 143.84      |  | \$ 4,315.07          | \$ 43,582.19                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 242         | 8/31/2026  | 4/30/2027       | 5.25%         | 500,000              | \$ 71.92       |  | \$ 2,157.53          | \$ 17,476.03                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 273         | 9/3/2026   | 6/3/2027        | 5.35%         | 500,000              | \$ 73.29       |  | \$ 1,978.77          | \$ 20,007.53                             |
| <a href="#">NAB Bank</a>                                      | A-1+       | 365         | 9/3/2026   | 9/3/2027        | 5.45%         | 500,000              | \$ 74.66       |  | \$ 2,015.75          | \$ 22,397.26                             |
| <a href="#">Bank of Queensland</a>                            |            |             | matured    |                 |               |                      | \$ 121.92      |  |                      | \$ 1,584.96                              |
| <a href="#">Bank of Queensland</a>                            |            |             | redeemed   |                 |               |                      | \$ 61.64       |  |                      | \$ 1,664.28                              |
| <a href="#">Bank of Queensland</a>                            |            |             | matured    |                 |               |                      | \$ 63.70       |  |                      | \$ 3,503.50                              |
| <a href="#">Bank of Queensland</a>                            |            |             | matured    |                 |               |                      | \$ 63.70       |  |                      | \$ 3,503.50                              |
| <a href="#">Bank of Queensland</a>                            |            |             | matured    |                 |               |                      | \$ 138.36      |  | \$ 2,213.76          | \$ 10,792.08                             |
| <a href="#">Bank of Queensland</a>                            |            |             | matured    |                 |               |                      | \$ 141.10      |  | \$ 4,233.00          | \$ 12,981.20                             |
| <a href="#">Bank of Queensland</a>                            | A-2        | 182         | 4/7/2026   | 10/6/2026       | 5.30%         | 500,000              | \$ 72.60       |  | \$ 2,178.08          | \$ 7,115.07                              |
| <a href="#">Bank of Queensland</a>                            | A-2        | 183         | 4/20/2026  | 10/20/2026      | 5.15%         | 500,000              | \$ 70.55       |  | \$ 2,116.44          | \$ 7,901.37                              |
| <a href="#">Bank of Queensland</a>                            | A-2        | 215         | 6/24/2026  | 1/25/2027       | 5.25%         | 1,000,000            | \$ 143.84      |  | \$ 4,315.07          | \$ 30,061.64                             |
| <a href="#">Bank of Queensland</a>                            | A-2        | 217         | 7/13/2026  | 2/15/2027       | 5.15%         | 1,000,000            | \$ 141.10      |  | \$ 4,232.88          | \$ 30,335.62                             |
| <a href="#">Bank of Queensland</a>                            | A-2        | 182         | 8/24/2026  | 2/22/2027       | 5.15%         | 500,000              | \$ 70.55       |  | \$ 2,116.44          | \$ 12,839.73                             |
| <a href="#">Bank of Queensland</a>                            | A-2        | 273         | 8/24/2026  | 5/24/2027       | 5.20%         | 500,000              | \$ 71.23       |  | \$ 2,136.99          | \$ 19,446.58                             |
| <a href="#">Bank of Queensland</a>                            | A-2        | 273         | 8/31/2026  | 5/31/2027       | 5.22%         | 500,000              | \$ 71.51       |  | \$ 2,145.21          | \$ 19,592.88                             |
| <a href="#">Bank of Queensland</a>                            | A-2        | 273         | 9/16/2026  | 6/16/2027       | 5.40%         | 1,000,000            | \$ 147.95      |  | \$ 2,071.23          | \$ 40,389.04                             |
| <a href="#">Bank of Queensland</a>                            | A-2        | 365         | 9/30/2026  | 9/30/2027       | 5.60%         | 1,000,000            | \$ 153.42      |  | \$ 153.42            | \$ 42,038.36                             |
| <a href="#">Commonwealth Bank</a>                             | A-1+       |             | redemeeed  |                 |               |                      | \$ 115.34      |  |                      | \$ 3,921.56                              |
| <a href="#">Commonwealth Bank</a>                             | A-1+       |             | redemeeed  |                 |               |                      | \$ 57.81       |  |                      | \$ 2,023.35                              |
| <a href="#">Commonwealth Bank</a>                             | A-1+       | 365         | 12/23/2025 | 12/23/2026      | 4.55%         | 1,000,000            | \$ 124.66      |  | \$ 3,739.73          | \$ 21,939.73                             |
| <a href="#">Commonwealth Bank</a>                             | A-1+       | 331         | 12/29/2025 | 11/25/2026      | 4.51%         | 500,000              | \$ 61.78       |  | \$ 1,853.42          | \$ 9,143.56                              |
| <a href="#">Commonwealth Bank</a>                             | A-1+       | 365         | 1/21/2026  | 1/21/2027       | 4.55%         | 1,000,000            | \$ 124.66      |  | \$ 3,739.73          | \$ 25,554.79                             |
| <a href="#">Commonwealth Bank</a>                             | A-1+       | 365         | 1/22/2026  | 1/22/2027       | 4.55%         | 1,000,000            | \$ 124.66      |  | \$ 3,739.73          | \$ 25,679.45                             |
| <a href="#">Commonwealth Bank</a>                             |            |             | redemeeed  |                 |               |                      | \$ 127.67      |  |                      | \$ 6,511.17                              |
| <a href="#">Commonwealth Bank</a>                             | A-1+       | 245         | 3/2/2026   | 11/2/2026       | 4.69%         | 1,500,000            | \$ 192.74      |  | \$ 5,782.19          | \$ 24,092.47                             |
| <a href="#">Commonwealth Bank</a>                             | A-1+       | 364         | 6/26/2026  | 6/25/2027       | 5.28%         | 500,000              | \$ 72.33       |  | \$ 2,169.86          | \$ 1,808.22                              |
| <a href="#">Commonwealth Bank</a>                             | A-1+       | 273         | 8/20/2026  | 5/20/2027       | 5.18%         | 1,000,000            | \$ 141.92      |  | \$ 4,257.53          | \$ 38,743.56                             |
| <a href="#">Commonwealth Bank</a>                             | A-1+       | 270         | 9/7/2026   | 6/4/2027        | 5.37%         | 500,000              | \$ 73.56       |  | \$ 1,691.92          | \$ 19,861.64                             |
| <b>Total Term Deposits</b>                                    |            |             |            | <b>Avg Rate</b> | <b>4.95%</b>  | <b>\$ 34,950,000</b> |                |  | <b>\$ 136,084.23</b> | <b>\$ 1,066,622.48</b>                   |
| <b>Total At Call Accounts</b>                                 |            |             |            |                 |               | <b>\$ 12,322</b>     |                |  |                      | <b>\$ 9.44</b>                           |
| <b>Total as at 30 September 2026</b>                          |            |             |            |                 |               | <b>\$ 34,962,322</b> |                |  |                      | <b>\$ 1,066,631.92</b>                   |
| * at call interest earned - 1 July 2026 - 30 June 2027        |            |             |            |                 |               |                      |                |  |                      |                                          |

The graph below details the monthly balance of investments from 1 July 2026 until 30 June 2027:



The graph below details the actual interest earned as at 30 September 2026 (\$410,500) and the original budget amount (\$1,808,300), for the 2026/2027 Financial Year:



The table below details the composition of investments with financial institutions as at 30 September 2026:

| Financial Institutions | Ratings | Composition % | Amount ('000) |
|------------------------|---------|---------------|---------------|
| Westpac                | A-1+    | 5.76          | 2,012         |
| AMP                    | A-2     | 17.16         | 6,000         |
| CBA                    | A-1+    | 20.02         | 7,000         |
| BOQ                    | A-2     | 18.59         | 6,500         |
| NAB                    | A-1+    | 38.47         | 13,450        |
|                        |         |               |               |
| <b>Total</b>           |         | <b>100.00</b> | <b>34,962</b> |

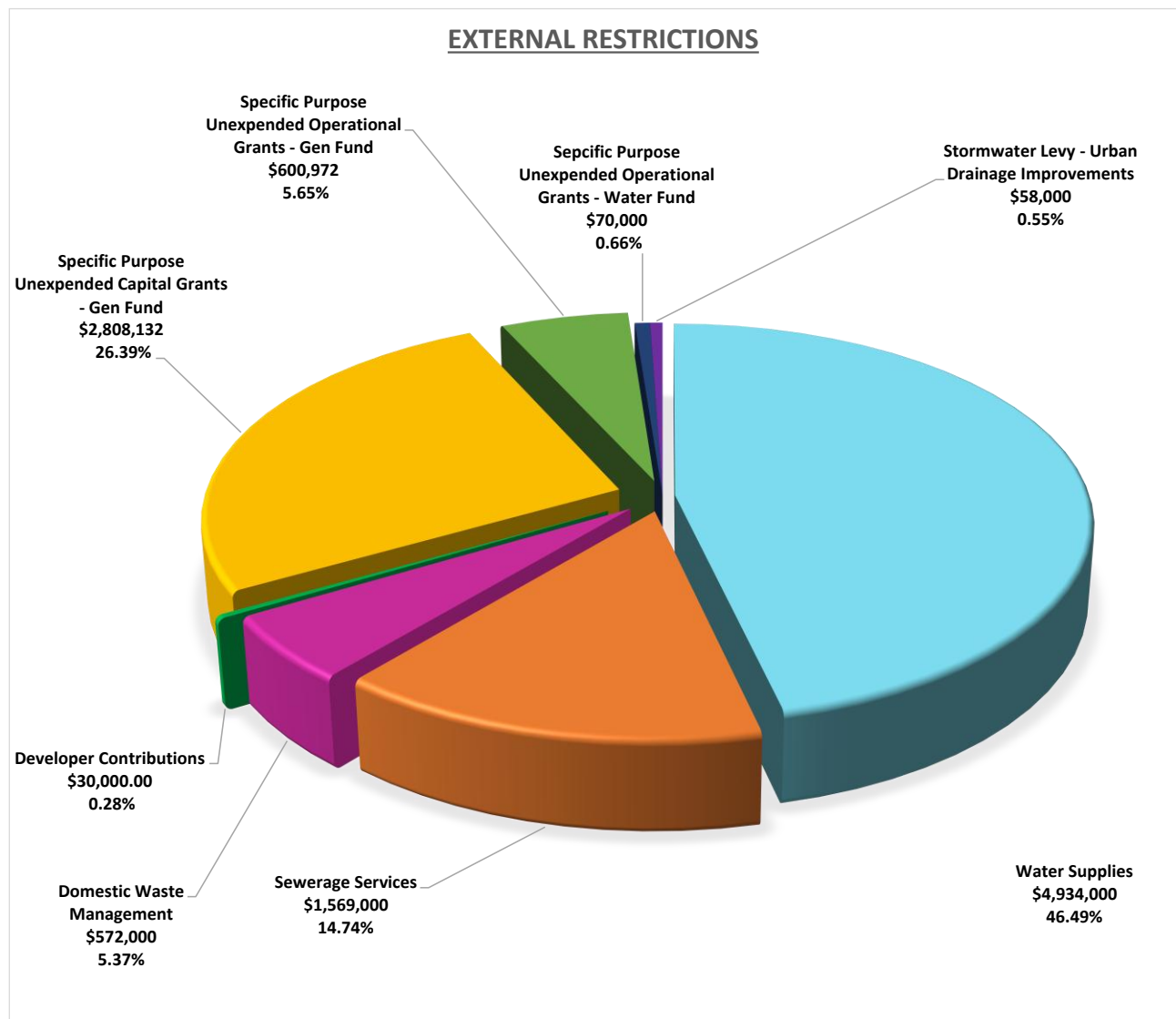
Council is compliant with the Investment Policy.

The table below details the balances of external and internal restrictions as at, 30 September 2026.

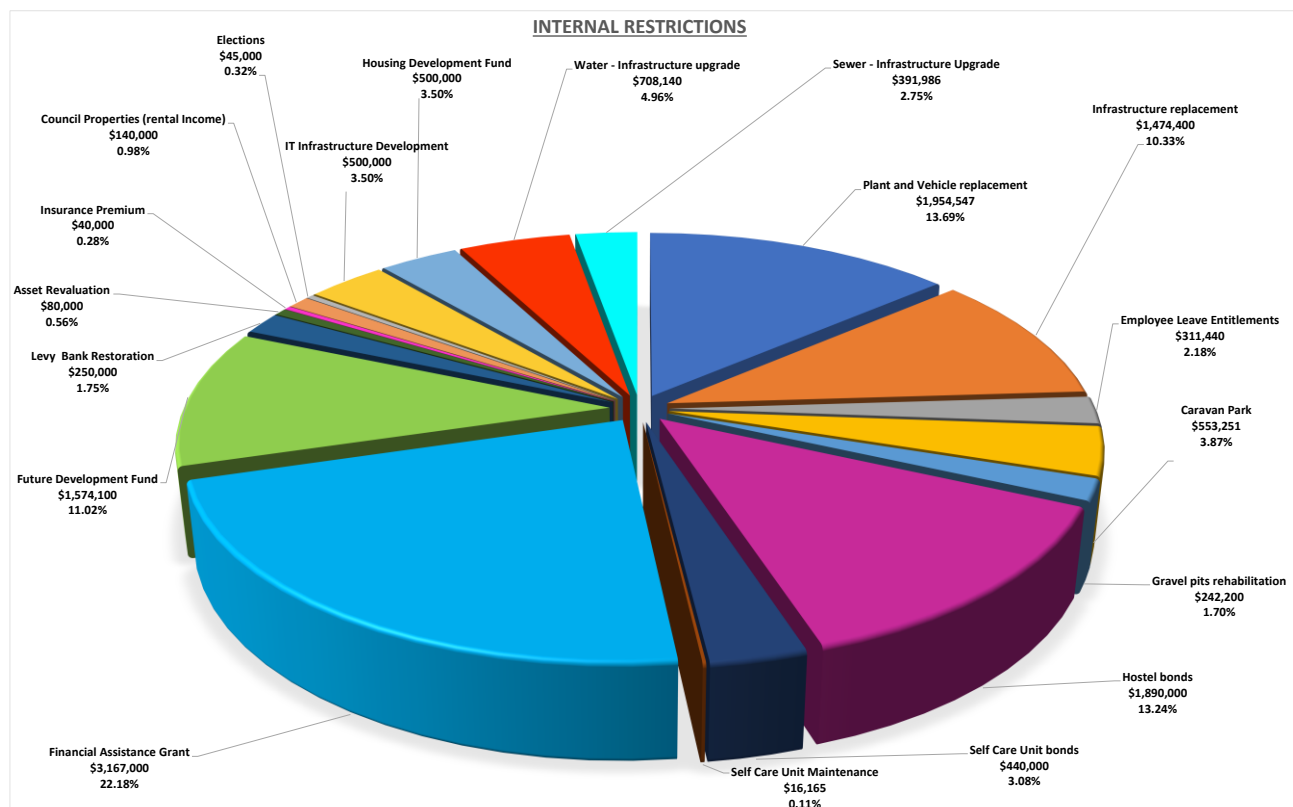
The table also details the balance of unrestricted cash investments as at, 30 September 2026:

|                                                             |                                                                           |                         |
|-------------------------------------------------------------|---------------------------------------------------------------------------|-------------------------|
| <b>External Restrictions</b>                                |                                                                           |                         |
| 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> |
| <b>Internal Restrictions</b>                                |                                                                           |                         |
|                                                             | <b>Restricted Funds held for</b>                                          |                         |
| Plant and Vehicle replacement                               | Future renewal of Council's plant machinery and vehicles                  | \$ 1,954,547.32         |
| Infrastructure replacement                                  | Renewal and replacement of Council's core infrastructure assets           | \$ 1,474,399.51         |
| Employee Leave Entitlements                                 | To meet Council's liability for staff leave balances                      | \$ 311,439.76           |
| Caravan Park                                                | Maintenance, upgrades and future works                                    | \$ 553,250.72           |
| Gravel pits rehabilitation                                  | Rehabilitation and restoration of gravel pit sites                        | \$ 242,200.34           |
| Hostel bonds                                                | Bond monies held on behalf of residents, payable when residents exit      | \$ 2,160,000.00         |
| Self Care Unit bonds                                        | Bond monies held on behalf of residents, payable when residents exit      | \$ 440,000.00           |
| Self Care Unit Maintenance                                  | Maintenance and upkeep of selfcare units                                  | \$ 16,165.83            |
| Financial Assistance Grant                                  | Unspent portion of the FAG held for future operation needs                | \$ 3,167,000.00         |
| Future Development Fund                                     | No specific projects - strategic development or future community projects | \$ 1,574,100.42         |
| Levy Bank Restoration                                       | Restoration and strengthening of levy bank infrastructure                 | \$ 250,000.00           |
| Asset Revaluation                                           | Support costs associated with asset revaluation processes                 | \$ 80,000.00            |
| Insurance Premium                                           | Smooth fluctuations in annual insurance premium costs                     | \$ 40,000.00            |
| Council Properties (rental Income)                          | Maintenance or improvements to Council-owned properties                   | \$ 140,000.00           |
| Elections                                                   | Meet Costs of future Council elections                                    | \$ 45,000.00            |
| IT Infrastructure Development                               | Upgrades and development of Council's IT systems and infrastructure       | \$ 500,000.00           |
| Housing Development Fund                                    | Support future housing development initiatives                            | \$ 500,000.00           |
| Water - Infrastructure upgrade                              | Upgrades and renewal of water network infrastructure                      | \$ 708,140.00           |
| Sewer - Infrastructure Upgrade                              | Upgrades and renewal of water network infrastructure                      | \$ 391,986.00           |
|                                                             | <b>Total Internal Restrictions</b>                                        | <b>\$ 14,548,229.90</b> |
|                                                             | <b>Total Restrictions</b>                                                 | <b>\$ 25,190,333.90</b> |
| <b>Unrestricted Cash Investments</b>                        |                                                                           | \$ 11,863,352.10        |
|                                                             | <b>Total Cash and Investments</b>                                         | <b>\$ 37,053,686.00</b> |

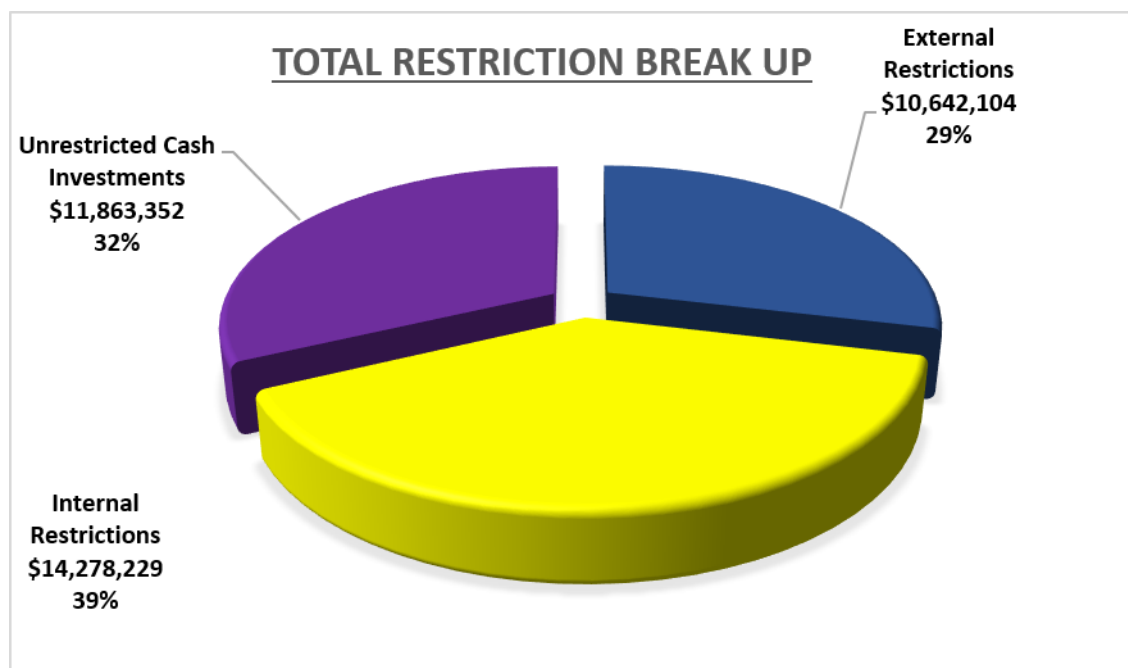
The chart below details the breakup of External Restrictions, detailing dollar value and percentage of each restriction as at 30 September 2026:



The chart below details the breakup of Internal Restrictions, detailing dollar value and percentage of each restriction as at 30 September 2026:



The chart below details an overall view of restricted cash as at 30 September 2026:



**SUMMARY**

Council currently holds \$37,053,686 in Cash and Investments. The average interest rate for September 2026 is 4.95%. The average interest rate has increased since last month which was 4.84%.

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**

6 October 2026

**2. Bank Reconciliation as at 30 September 2026**

The bank reconciliation on the Westpac cash account, or operating account, has been reconciled as at, 30 September 2026 and is detailed below:

| <b>Cashbook Summary</b>                            |                  |
|----------------------------------------------------|------------------|
| Opening Cashbook Balance                           | 2,800,181        |
| Plus Receipts                                      | 2,310,298        |
| Less Payments                                      | (3,017,508)      |
| <b>Cashbook Balance at 30 September 2026</b>       | <b>2,092,972</b> |
| <b>Statement Summary</b>                           |                  |
| Opening Statement Balance                          | 2,800,702        |
| Plus Receipts                                      | 2,351,772        |
| Less Payments                                      | (3,061,109)      |
| <b>Bank Statement Balance at 30 September 2026</b> | <b>2,091,364</b> |
| Plus Unpresented Receipts                          | 8,410            |
| Less Unpresented Payments                          | (6,802)          |
| <b>Reconciliation Balance at 30 September 2026</b> | <b>2,092,972</b> |

**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

**11.5 NSW STATEWIDE COMMUNITY PARTICIPATION PLAN**

|                                    |                                                                                                                                               |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D26.129108</b>                                                                                                                             |
| <b>Author(s):</b>                  | <b>Ray Mitchell, Health &amp; Building Surveyor</b>                                                                                           |
| <b>Approver:</b>                   | <b>Cathy Brady-Overington, Manager of Planning and Environment</b>                                                                            |
| <b>Operational Plan Objective:</b> | <b>Pillar 5: Our Environment – Unique natural aspects of our community are preserved while recognise the need for growth and development.</b> |

**PURPOSE OF REPORT**

To advise Council of changes introduced through the new statewide Community Participation Plan 2026, which commenced on 1 September 2026. This Plan establishes consistent public exhibition requirements for strategic planning documents and development applications across New South Wales.

The Plan also specifies requirements relating to neighbour notification and community participation in development assessment processes.

**OFFICER RECOMMENDATION**

That the report be received and noted.

**REPORT**

The NSW Government, through the Department of Planning, Housing and Infrastructure, has introduced the statewide Community Participation Plan 2026 (**CPP**) which commenced on 1 September 2026 and replaces Council's existing community participation plan.

The purpose of the CPP is to establish a consistent and proportionate framework for community engagement across NSW. The CPP standardises public exhibition periods and sets mandatory requirements for strategic planning, development assessment, and other planning functions undertaken by councils and planning authorities.

Of relevance to Council are changes to the exhibition requirements applying to strategic planning documents. The CPP establishes the following minimum public exhibition periods:

- Community Participation Plans: 28 days
- Development Control Plans: 28 days
- Contributions Plans: 28 days
- Planning Proposals (LEP amendments): 28 days, unless otherwise specified
- Local Strategic Planning Statements: 60 days
- Regional and District Strategic Plans: 60 days

The CPP also introduces consistent public exhibition requirements for development applications throughout NSW.

Minimum exhibition periods now include:

- Local Development Applications: 14 days
- Regionally Significant Development: 14 days
- Council-related Development Applications: 28 days
- Designated Development: 28 days
- Nominated Integrated Development: 28 days

- Threatened Species Development: 28 days
- State Significant Development: generally 28 days

A significant change for Council to note is the introduction of a prescribed list of development types that are exempt from public exhibition, provided the proposal does not involve a variation to building height or floor space ratio standards. These development types are shown in the extract from the CPP below:

## Development types excluded from public exhibition

Applications for development consent listed in Table 6 (other than applications for complying development certificates, designated development, nominated integrated development, threatened species development or for State significant development), are excluded from public exhibition, where the development:

- Does not require a variation to height of building or floor space ratio, under clause 4.6 of the Standard Instrument LEP (or an equivalent provision of any other environmental planning instrument).

Table 6: Development types excluded from public exhibition

| Development types excluded from public exhibition <sup>9</sup>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Ancillary development to existing residential accommodation (such as but not limited to pools, sheds, pergolas and carports)</li> <li>• Bed and breakfast accommodation</li> <li>• Change of use (excluding a change of use to a registered club or pub, and excluding any development that adjoins, or is located on, land in a residential zone)</li> <li>• Demolition</li> <li>• Dual occupancy (up to two storeys)</li> <li>• Attached dwelling (up to 5 dwellings)</li> <li>• Dwelling house (up to two storeys)</li> <li>• Multi dwelling housing (up to 5 dwellings)</li> <li>• Secondary dwelling</li> <li>• Exhibition home</li> <li>• Extensive agriculture</li> <li>• Farm building</li> <li>• Home business</li> <li>• Home industry</li> <li>• Home occupation</li> <li>• Industrial retail outlet</li> <li>• Infrastructure facility in the Alpine region<sup>10</sup></li> <li>• Internal and external alterations and additions (excluding residential accommodation)</li> <li>• Internal and external alterations and additions to existing residential accommodation resulting in no more than two storeys</li> <li>• Kiosk</li> <li>• Repair and maintenance of recreation infrastructure, lifting facility, or snow-making infrastructure in the Alpine region</li> <li>• Roadside stall</li> <li>• Rural worker's dwelling</li> <li>• Signage (excluding where it adjoins or is in a residential zone)</li> <li>• Subdivision of land resulting in no more than 5 new lots</li> <li>• Subdivision of land that is subject to an existing development consent for its current use.</li> <li>• Temporary structure</li> <li>• Tree removal on private land</li> <li>• Applications to modify a development consent made under section 4.55(1) of the EP&amp;A Act</li> <li>• Applications to modify a development consent made under section 4.55(1A) of the EP&amp;A Act</li> <li>• Applications to modify a development consent made under section 4.56(1) of the EP&amp;A Act with minimal environmental impact</li> <li>• Applications to modify a development consent made under section 4.55(2) of the EP&amp;A Act where the development the subject of the consent is specified in this Table</li> </ul> |

<sup>9</sup> Where a word or expression used in the Table is defined in the Dictionary to the standard instrument set out in the Standard Instrument (Local Environmental Plans) Order 2006, that definition applies to the word or expression as used in the Table.

<sup>10</sup> As defined in Schedule 4A to State Environmental Planning Policy (Precincts – Regional) 2021.

Figure 1: Extract from Community Participation Plan 2026 indicating development types excluded from public exhibition.

The CPP continues to provide for neighbour notification of development proposals. The assessment process anticipates notification of adjoining landowners where required and enables submissions to be received and considered during the assessment process. Councils are also able to apply extended exhibition periods where a proposal is likely to generate significant public interest due to its scale, location or nature.

The CPP confirms that councils may continue to maintain local engagement strategies that identify appropriate consultation methods, including letters, emails, public notices, workshops, public meetings, surveys and online engagement. However, councils can no longer establish alternative exhibition periods that are inconsistent with the mandatory timeframes prescribed under the statewide CPP.

Overall, the changes are intended to improve consistency, certainty and transparency throughout the NSW planning system while retaining opportunities for community participation in planning decisions.

Accordingly, no action is required from Council at this time. The purpose of this report is to inform Councillors of the new statutory requirements that will apply to future strategic planning and development assessment processes undertaken by Council.

### **FINANCIAL IMPLICATION**

There are no direct financial implications arising from this report.

The introduction of a statewide Community Participation Plan may result in minor administrative changes to Council's community engagement and development assessment procedures, however, these are not expected to impact existing operational budgets.

### **LEGISLATIVE IMPLICATION**

The Community Participation Plan has been prepared under Division 2.6 of the Environmental Planning and Assessment Act 1979 and establishes mandatory community participation requirements applying to councils and other planning authorities throughout New South Wales.

Council will be required to ensure that future exhibition periods and notification processes associated with planning proposals, development control plans, development applications and other planning functions are consistent with the requirements of the statewide CPP.

### **POLICY IMPLICATION**

The statewide CPP replaces previous locally adopted community participation plans and establishes a consistent framework for community engagement across NSW. Council's internal procedures and community engagement practices may require review to ensure consistency with the new requirements.

### **RISK RATING**

Low

The adoption of standardised exhibition and notification requirements across NSW provides increased certainty and reduces the risk of procedural inconsistencies in development assessment and strategic planning processes. The principal risk to Council would arise from any failure to comply with the mandatory exhibition requirements prescribed by the CPP.

### **ATTACHMENTS**

#### **1. Statewide Community Participation Plan**

**11.6 STATUS UPDATE ON ACTIONS TO ADDRESS THE FIRE DAMAGE TO THE ROYAL THEATRE**

**File Number:** D26.129176  
**Author(s):** Clare Baker, WHS & Risk Officer  
**Approver:** Terry Dodds PSM, Chief Executive Officer  
**Operational Plan Objective:** Pillar 4: Our Infrastructure – Timely, sustainable and well-planned development and maintenance of fit for purpose community infrastructure.

**PURPOSE OF REPORT**

To give the Council a brief update on the outstanding restoration, insurance and property risks arising from the fire affecting the Royal Theatre complex.

**OFFICER RECOMMENDATION**

That the report be received and noted.

**REPORT**

Council has received several updates on this matter, most recently at its September 2026 meeting. Rather than repeat the background to the 2022 fire, the current position is:

- Fire-damaged Council premises (92A and 92B Market Street): A temporary wall is in place, and further cleaning was undertaken on 15–17 September. The insurer has approved additional cleaning and remediation, separate from the main reinstatement works. John Lyng Group is managing the reinstatement. November 2026 remains the indicative start, but a firm date has not been confirmed.

- Adjoining property (92C Market Street): Council has been advised that the property is under contract to a purchaser who intends to repair it. This may help resolve the ongoing exposure and pigeon problems, but Council will continue to manage the footpath nuisance and liaise with the prospective owner until the repairs take place.
- Water and mould at 90 Market Street: Water has accumulated beneath the Council-owned shopfront, with substantial mould damage. Forenx Consulting Engineers completed further investigations on 30 September, and its report is awaited. The cause has not yet been confirmed. Council has lodged an insurance claim, but coverage remains unresolved.

For the Committee, the main outstanding matters are confirmation of the reinstatement start date, the engineer's findings at 90 Market Street and the insurer's decision on the extent of its liability. These will determine how much, if anything, Council must fund itself.

### **FINANCIAL IMPLICATION**

Insurance arrangements for the fire-related reinstatement and additional remediation are progressing. However, Council could face costs for the water and mould damage at 90 Market Street if the claim is not accepted. The potential cost cannot yet be reliably stated. Any uninsured works will need to be assessed and reported for budget consideration.

### **LEGISLATIVE IMPLICATION**

No new legislative matter is identified in this update.

### **POLICY IMPLICATION**

Nil

### **RISK RATING**

High: continued building deterioration and contamination, delays to reinstatement and possible uninsured costs. The Committee has also previously raised the need to consider the building's carrying value; this will be reviewed when the condition and insurance assessments are available.

### **ATTACHMENTS**

Nil

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

**File Number:** D26.128997  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Terry Dodds PSM, 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 are relevant to 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**

- 26-19 Completion of Evacuation – Public Spaces (Unattended Property) Laws  
*The Office of Local Government (OLG) has completed an evaluation of the Public Spaces (Unattended Property) Act 2022 and the Public Spaces (Unattended Property) Regulation 2022 (the PSUP laws).*
- 26-20 2026 Updated Pensioner Concession Application Forms for Council Rate Rebates  
*Pensioner Concession Application Forms across all 3 formats have been revised to align with current legislative, privacy and consent requirements, including Services Australia's Centrelink Confirmation eServices (CCeS) procedural guide and Department of Veterans' Affairs (DVA) requirements.*

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

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

**File Number:** D26.129023  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Terry Dodds PSM, Chief Executive Officer  
**Operational Plan Objective:** Pillar 6: Our Council – Upholds the community's expectations of good governance, engages and ethical leadership, a skilled and effective workforce, and operational transparency and accountability.

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**PURPOSE OF REPORT**

To advise Council of the meetings undertaken on behalf of Council by the Mayor, the Chief Executive Officer and the Executive Team since the previous Council Meeting.

**OFFICER RECOMMENDATION**

That the report be received and noted.

**REPORT**

**Attachment 1** details the meetings that the Mayor, the Chief Executive Officer, and the Executive Team have had since the Council Meeting held on Tuesday, 15 September 2026.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. Meetings Attended by the Mayor, Chief Executive Officer and the Executive Team

**11.9 CORRESPONDENCE**

**File Number:** D26.128105  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Terry Dodds PSM, Chief Executive Officer  
**Operational Plan Objective:** Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.

**PURPOSE OF REPORT**

To advise Council of some recent correspondence received and/or forwarded, which may be of interest.

**OFFICER RECOMMENDATION**

That the report be received and noted.

**REPORT**

1. Email from OLG Compliance – Brooke Aldous
2. Compliance & Interventions Spotlight Series – What happens if a Written Disclosure of Interest is not lodged
3. Email – Yanco Delta Wind Farm meeting follow up.
4. Correspondence sent to The Hon. Mark Butler – AN-ACC Funding
5. Correspondence received from Tara Grant – Director, Residential Care and Hotelling
6. Correspondence sent to The Hon. Sam Rae in response
7. Email – RAMJO Energy Subcommittee – September 2026
8. Sturt Highway Taskforce Action List
9. CMA Minutes – 28 August 2026
10. RAMJO NEM Review Regional Submission
11. JONZA Net Zero Commission Response Regional FOGO
12. Email – RAMJO NEM Market Settings Review
13. Correspondence from The Hon Penny Sharpe (response to SWREZ)
14. Correspondence to Helen Dalton - Sturt Highway Taskforce Corridor Plan
15. Correspondence to The Hon. Paul Hamer MP - Sturt Highway Taskforce Corridor Plan
16. Correspondence to Josh Murray - Sturt Highway Taskforce Corridor Plan
17. Correspondence to David Farley - Sturt Highway Taskforce Corridor Plan
18. Correspondence to The Hon. Catherine King - Sturt Highway Taskforce Corridor Plan
19. Correspondence to Jim Betts - Sturt Highway Taskforce Corridor Plan
20. Correspondence to The Hon. Joe Szakacs MP - Sturt Highway Taskforce Corridor Plan
21. Correspondence to Minister Jenny Aitchison - Sturt Highway Taskforce Corridor Plan
22. Designated Area Migration Agreement – Submission; Ramifications for Bidgee Haven

23. Correspondence to The Hon Tara Moriarty – Future Support Arrangements for Dried Vine Fruit Producers
24. Correspondence to The Hon Julie Collins - Future Support Arrangements for Dried Vine Fruit Producers
25. Media Release from Shadow Minister - Steph Cooke
26. CEO's response email to the Shadow Minister - Steph Cooke
27. Rural Fires Amendment (Fire Fighting Fleet) Bill 2026
28. Ministers Speech – Rural Fires Amendment (Fire Fighting Fleet) Bill 2026
29. Response to NSW Parliament (Fire Fighting Fleet) Bill 2026

#### **FINANCIAL IMPLICATION**

Nil

#### **LEGISLATIVE IMPLICATION**

Nil

#### **POLICY IMPLICATION**

Nil

#### **RISK RATING**

Low

#### **ATTACHMENTS**

1. Email - Brooke Aldous - Interventions Officer - OLG
2. Compliance and Interventions Spotlight Series - What happens if a Written Disclosure of Interest is not lodged.
3. Yanco Delta Wind Farm - Meeting follow up
4. Correspondence to The Hon. Mark Butler - AN-ACC Funding
5. Correspondence from Tara Grant -- response regarding AN-ACC Funding
6. Correspondence to The Hon Sam Rae
7. Email - RAMJO Energy Subcommittee - September 2026
8. Sturt Highway Taskforce Actions List
9. Minutes - CMA - 28 August 2026
10. RAMJO NEM Review Regional Submission
11. JONZA Net Zero Commission Supplementary Response Regional FOGO
12. Email - RAMJO NEM Market Settings Review
13. The Hon Penny Sharpe MLC - SWREZ
14. Correspondence to Helen Dalton - Sturt Highway Taskforce Corridor Plan
15. Correspondence to The Hon Paul Hamer - Sturt Highway Taskforce Corridor Plan
16. Correspondence to Josh Murray - Sturt Highway Taskforce Corridor Plan
17. Correspondence to David Farley - Sturt Highway Taskforce Corridor Plan
18. Correspondence to The Hon. Catherine King - Sturt Highway Taskforce Corridor Plan
19. Correspondence to Jim Betts - Sturt Highway Taskforce Corridor Plan
20. Correspondence to The Hon Joe Szakacs MP - Sturt Highway Taskforce Corridor Plan
21. Correspondence to Minister Jenny Aitchison MP - Sturt Highway Taskforce Corridor Plan
22. Designated Area Migration Agreement (DAMA) - Submission
23. Correspondence to The Hon Tara Moriarty
24. Correspondence to the Hon Julie Collins

- 25. Media Release from the Shadow Minister - Steph Cooke**
- 26. CEO's response to Shadow Minister - Steph Cooke's Media Release**
- 27. Rural Fire Amendment (Fire Fighting Fleet) Bill 2026**
- 28. Ministers Speech - Rural Fire Amendment (Fire Fighting Fleet) Bill 2026**
- 29. Councils response to NSW Parliament - Rural Fire Amendment (Fire Fighting Fleet) Bill 2026**
- 30. MDA 2026 National Conference Summary**

**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:

**36.1 Tender VP523113 - RFT-BSC-2026-005 Shared Concrete Footpath Project**

This matter is considered to be confidential under Section 10A(2) - d(ii) 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 competitor of the council.

**7 CLOSURE OF MEETING**