PRESENT:

APOLOGIES:

DISCLOSURE OF INTERESTS

CALENDAR OF EVENTS

Calendar of Events
September - October

SEPTEMBER	
20	Council @ 5PM
OCTOBER	
3	Retirement Hostel Meeting @ 5pm
4	Euston Beautification Meeting @ 9am
4	Tourism Meeting @ 5pm
5	Balranald Beautification Meeting @ 7pm
13	LEMC @ 10.30am
16-18	LG NSW Annual Conference in Woolongong
	Council Meeting @ 5pm (tentative Thursday 20th)
25	CSP @ 11am
26 - 27	Murray Darling Association National Conference in Dubbo

CONFIRMATION OF MINUTES

Recommendation:
That:

"The minutes of the Ordinary Meeting of Council held on Tuesday 16th August 2016 copies having previously been circulated to each Councillor be taken as read and confirmed."

"The minutes of the Confidential Meeting of Council held on Tuesday 16th August 2016 copies having previously been circulated to each Councillor be taken as read and confirmed."

PRESENTATION/DELEGATIONS

MAYORAL MINUTE/REPORT

COMMITTEE REPORTS FOR ADOPTION

DELEGATES REPORTS

NOTICES OF MOTION/RESCISSION

GENERAL MANAGER'S REPORTS (Incorporating all Staff Reports)

PART A - Items requiring decision

General Manager's Reports

Item G – 1 **OATH OR AFFIRMATION OF OFFICE BY COUNCILLORS**
File Number: 030

Reporting Officer: Elizabeth White, Director Corporate & Community Development

Operational Plan Objective: Pillar Six: Our Leadership – a community that values and fosters leadership, lifelong learning, innovation and good governance

Recommendation:

That each Councillor present takes an oath or affirmation of office in accordance with the Office of Local Government Circular No 16-32 dated 9 September 2016.

Purpose of Report

To advise Council of the requirement for all Councillors to take an oath or affirmation of office.

Report

As a result of the recent amendments to the Local Government Act 1993, councillors (including mayors) are now required to take an oath or affirmation of office.

Oaths or affirmations of office must be taken by each councillor at or before the first meeting of the council after being elected.

A copy of both the oath and affirmation is provided for each councillor. It is suggested that following the taking of the oath or affirmation that each Councillor sign the oath or affirmation to be recorded as part of the meeting minutes.

Financial Implication	N/A
Legislative Implication	Local Government Act 1993, Local Government Act (Governance and Planning) Act 2016
Policy Implication	N/A
Attachments	1/ Oath and Affirmation 2/ Office of Local Government Circular No 16-32 dated 9 September 2016

Attachment 1 – Oath and Affirmation

Oath

I ……..…… Swear that I will undertake the duties of the office of Councillor in the best interests of the people of Balranald Shire and the Balranald Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgement.

Signed: Cr ……

Affirmation

I …… solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of Balranald Shire and Balranald Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgement.

Signed: Cr ……

Attachment 2 – Office of Local Government Circular No. 16-32

Strengthening local government

NSW GOVERNMENT | Office of Local Government

Circular to Councils

Circular Details	Circular No 16-32 / 9 September 2016 / A511602
Previous Circular	16-30 *Local Government Amendment (Governance and Planning) Act 2016*
Who should read this	Councillors / General Managers
Contact	Council Governance | 02 4428 4100 | olg@olg.nsw.gov.au
Action required	Oaths and affirmations of office to be taken at the first meeting

Oath or affirmation of office by councillors

What's new or changing

- As a result of the recent amendments to the *Local Government Act 1993*, councillors (including mayors) are now required to take an oath or affirmation of office. The prescribed words of the oath and affirmation are contained in the attachment to this Circular.
- Oaths or affirmations of office must be taken by each councillor at or before the first meeting of the council after being elected.

What this will mean for your council

- Each council will need to make arrangements for the oath or affirmation to be taken by each councillor at the first meeting of a newly-elected council or at a newly-elected councillor's first meeting following a by-election.
- Councillors should be made aware of this requirement prior to the first meeting of a newly-elected council or the newly-elected councillor's first meeting following a by-election.
- An oath or affirmation should be taken by each councillor as the first item of business for the meeting.
- The general manager must ensure that a record is kept of the taking of the oath or affirmation. This can be done by way of a signed statement containing the oath or affirmation or by recording the taking of the oath or affirmation by each councillor in the minutes of the council meeting.
- If the councillor is unable to attend the first council meeting, he or she may take the oath or affirmation of office at another location in front of the general manager.
- The oath or affirmation of office may also be taken before an Australian legal practitioner or a Justice of the Peace.
- The taking of the oath or affirmation outside a council meeting must be publically recorded by the council.
- Where an oath or affirmation is taken outside a council meeting, a council staff member should also be present to ensure that an accurate record can be kept by the council.

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ITEM G - 2 ELECTION OF MAYOR AND DEPUTY MAYOR
File number: 027

Reporting Officer: Aaron Drenovski – General Manager

Operational Plan Objective: Pillar Six – Our Leadership

Officer Recommendation:

The office of mayor and deputy mayor be determined by ordinary ballot should more than one nomination be received for the position(s).

Purpose of Report
The election of mayor and deputy mayor is to take place at this meeting.

Report
The Local Government Act 1993 and the Local Government (General) Regulation 2005 determine the procedures relating to the election of mayor and deputy mayor. The relevant procedures are as follows –

- The election of the mayor by councillors is to be held during the month of September and is to be conducted in accordance with Schedule 7 of the Local Government (General) Regulation 2005.
- A mayor elected by councillors holds office for two years.
- The councillors may elect a deputy mayor
- The deputy mayor may hold office for two years or some shorter period determined by council.
- The general manager or a person appointed by the general manager is the returning officer.
- The nomination is to be made in writing by two or more councillors, one of whom may be the candidate.
- The nomination is not valid unless the nominee has consented to the nomination in writing.
- If more than one nomination is received, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting. Open voting means voting by a show of hands.
- The determination of the type of voting and the election are to be held at the same council meeting.
- The formality of a ballot paper is to be determined in the same manner as applies to an election for councillors.

Nomination forms have been included with the business paper. They need to be signed by two councillors and endorsed by the councillor being nominated and returned to me prior to the ballot.

I have elected to appoint Mr Aaron Flagg as the Returning Officer for the election of Mayor and Deputy Mayor. Mr Aaron Flagg will be assisted by the Captains of the Balranald Central School.

Financial Implication	N/A
Legislative Implication	Section 7 – Local Government (General) Regulation 2005 Local Government Act – Clause 394
Policy Implication	N/A
Attachments	Schedule 7 Local Government (General) Regulation 2005 OLG Circular 16-30/2

Attachment 1 – Schedule 7 Local Government (General) Regulation 2005

Schedule 7 Election of mayor by councillors

(Clause 394)

Part 1 Preliminary

1 Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

2 Nomination

(1) A councillor may be nominated without notice for election as mayor or deputy mayor.

(2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

(3) The nomination is to be delivered or sent to the returning officer.

(4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

3 Election

(1) If only one councillor is nominated, that councillor is elected.

(2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.

(3) The election is to be held at the council meeting at which the council resolves on the method of voting.

(4) In this clause:

ballot has its normal meaning of secret ballot.

open voting means voting by a show of hands or similar means.

Part 2 Ordinary ballot or open voting

4 Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

5 Marking of ballot-papers

(1) If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.

(2) The formality of a ballot-paper under this Part must be determined in accordance with clause 345 (1) (b) and (c) and (5) of this Regulation as if it were a ballot-paper referred to in that clause.

(3) An informal ballot-paper must be rejected at the count.

6 Count—2 candidates

(1) If there are only 2 candidates, the candidate with the higher number of votes is elected.

(2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.

7 Count—3 or more candidates

(1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.

(2) If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.

(3) If, after that, 3 or more candidates still remain, the procedure set out in subclause (2) is to be repeated until only 2 candidates remain.

(4) A further vote is to be taken of the 2 remaining candidates.

(5) Clause 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.

(6) If at any stage during a count under subclause (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

Part 3 Preferential ballot

8 Application of Part

This Part applies if the election proceeds by preferential ballot.

9 Ballot-papers and voting

(1) The ballot-papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the numbers "1", "2" and so on against the various names so as to indicate the order of their preference for all the candidates.

(2) The formality of a ballot-paper under this Part is to be determined in accordance with clause 345 (1) (b) and (c) and (5) of this Regulation as if it were a ballot-paper referred to in that clause.

(3) An informal ballot-paper must be rejected at the count.

10 Count

(1) If a candidate has an absolute majority of first preference votes, that candidate is elected.

(2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.

(3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter's preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.

(4) In this clause, ***absolute majority***, in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.

11 Tied candidates

(1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal—the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.

(2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes—the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

Part 4 General

12 Choosing by lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at

Attachment 2 - OLG Circular 16-30/2

Strengthening local government

NSW GOVERNMENT | Office of Local Government

Circular to Councils

Circular Details	Circular No 16-30 / 2 September 2016 / A512827
Previous Circular	16-01 New Local Government Act Development Consultation
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance Team - 02 4228 4100
Action required	Information

Local Government Amendment (Governance and Planning) Act

What's new or changing

- The NSW Parliament has passed amendments to the *Local Government Act 1993* (the LGA) known as the Phase 1 reforms, focussing mainly on improving council governance and strategic business planning.
- Some of the amendments are now in force. Other amendments will be put in place over time.

What this will mean for your council

The following relevant amendments are now in force:

- The term of office for a mayor elected by councillors will be **increased to two years** (section 230(1) LGA).
- All councillors, including mayors, are required to take an oath or affirmation of office (section 233A LGA).
- The organisational structure of a council is to be determined by:
  - The governing body of the council, in consultation with the general manager, for senior staff positions; and
  - The general manager, for the remainder of the positions in the organisation structure.
- Expenses and facilities policies are to be adopted by a council within 12 months of the term of a new council, instead of annually (section 252 LGA). Amendments to this policy are no longer required to be specifically notified to the Office of Local Government (section 253 LGA).
- The commencement of countback provisions has been deferred until a date prescribed for that purpose (section 291A). Any casual vacancies occurring in the office of a councillor following the 2016 ordinary elections will be required to be filled at a by-election held in accordance with section 291 of the LGA where otherwise required to be filled.

	Info	Reply	Report	Discuss GM
GM				
DID				

Received - 6 SEP 2016

DCCD

File No. 041

LETTER No. 35271

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Key points

- Mayors elected by councillors on or after 30 August 2016 will hold office for two years.
- All mayors and councillors are required to take an oath or affirmation of office before they can perform their functions and duties.
- Determination of the organisation structure of a council is by the governing body of the council, in consultation with the general manager for senior staff positions and by the general manager for the remainder of the structure.
- Expenses and facilities policies are to be adopted by a council within 12 months of the term of a new council and policy amendments are no longer required to be specifically notified to the Office of Local Government.
- Countback provisions will not be available to fill casual vacancies occurring in the office of a councillor following the 2016 ordinary elections.
- Further Phase 1 amendments will be put in place over time and will be the subject of separate guidance.

Where to go for further information

- Contact the Council Governance Team at the Office of Local Government on 02 4228 4100 if you would like any further information.

Tim Hurst
Acting Chief Executive
Office of Local Government

ITEM G - 3 ORDER OF BUSINESS
File number: 026

Reporting Officer: Aaron Drenovski – General Manager

Operational Plan Objective: Pillar Six – Our Leadership

Officer Recommendation:

That the order of business as detailed in the report be adopted.

Purpose of Report
To set the order of business by resolution of Council.

Report
The Council at the same meeting at which the Mayor is ordinarily elected, shall set by resolution, the order of business of meetings of Council.

The Order of Business fixed may be altered if a motion to that effect, is carried. Such a motion can be moved without notice.

Order of Business is proposed as follows:
1. **Prayer**
2. **Apologies**
3. **Disclosure of Interests**
4. **Calendar of Events**
5. **Confirmation of Minutes**
6. **Presentations/Delegations**
7. **Mayoral Minute/Report**
8. **Committee Reports for Adoption**
9. **Committee and Other Reports for Information**
10. **Delegates reports**
11. **Notices of Motion**
12. **General Manager & Staff Reports**
13. **Questions on Notice**
14. **Closed Meeting – Confidential Matters**

Financial Implication	Nil
Legislative Implication	Nil
Policy Implication	In accordance with Councils Meeting Code of Practice Clause 15.
Attachments	Nil

ITEM G - 4 DATE AND TIME FOR ORDINARY COUNCIL MEETINGS
File number: 026

Reporting Officer: Aaron Drenovski – General Manager

Operational Plan Objective: Pillar Six – Our Leadership

Officer Recommendation:
1. that the date and time for Ordinary Meetings remain the third Tuesday of each month commencing at 5pm with the exception of October Council Meeting being held on Thursday 20th October 2016 at 5pm.

Purpose of Report:
To set the date and time for Ordinary Meetings of Council.

Report:
Council is requested to set the date and time for Ordinary Meetings of Council. Meeting dates and time for the last Council term was the third Tuesday of each month commencing at 5.00pm with the exception of October. It is suggested that the October Meeting be postponed 2 days (to Thursday 20th October 2016) as the Local Government NSW Annual Conference is being held 16 – 18th October 2016.

Financial Implication	Nil
Legislative Implication	Nil
Policy Implication	Nil
Attachments	Nil

Item G – 5 FAR WEST INITIATIVE CONSULTATION PAPER
File Number: 044

Reporting Officer: Aaron Drenovski, General Manager

Operational Plan Objective: Pillar Six: Our Leadership – a community that values and fosters leadership, lifelong learning, innovation and good governance

Recommendation:

That Council determine the date, time and place to hold a Council Workshop to discuss Council's submission to the Far West Initiative Consultation Paper.

Purpose of Report

To provide Council with an update on the Far West Initiative Consultation process.

Report

The Far West Consultation paper was released for public consultation on Monday 29 August. Council received advice on Wednesday 14 September (as attached) of the consultation meetings that have been scheduled. The consultation meetings scheduled for Balranald Shire Council are as follows:

- Wednesday 21 September at the Euston Recreation Reserve 2.30pm-4.30pm
- Wednesday 21 September at the Theatre Royal in Balranald from 6pm-8pm
- Thursday 22 September at the Theatre Royal from 9am-11am.

Council has promoted the meetings via:

- A flyer being disturbed to all residents.
- Posters in shop fronts and notice boards as well as sandwich board signs in the main streets.
- Council's website, Facebook page and social media.
- Local Radio stations.
- The Guardian newspaper.

The deadline for providing written submissions to the Office of Local Government is 5pm on Friday 14 October 2016. It is suggested that following the consultation meetings Council hold a workshop to discuss the Far West Initiative proposal and Council's submission to the discussion paper.

Financial Implication	$2,000-$3,000 for advertising & flyers & provision of BBQ meals
Legislative Implication	N/A
Policy Implication	N/A
Attachments	1/ Far West media release 2/ FWI consultation schedule

Paul Toole
Minister for Local Government

MEDIA RELEASE

Wednesday 14, September 2016

FUTURE OF THE FAR WEST IN YOUR HANDS

Communities and councils across Far Western NSW are being encouraged to attend community consultation sessions to discuss the future of local government in the region, Minister for Local Government Paul Toole said today.

Mr Toole said the full details of the public consultation sessions have now been released.

"Input of Far West residents will play a vital role in determining the future of local government in the region," Mr Toole said.

"The Far West Initiative is designed to strengthen local communities by addressing the unique challenges of the region.

"These small communities separated by long distances – this is the fundamental challenge that confronts the Far West of NSW.

"I know the residents of Far Western NSW are passionate about ensuring the future of the region is strong and I am positive the turnout to the planned community consultation sessions will reflect this."

Further details on the consultation and background paper can be found here: www.fitforthefuture.nsw.gov.au/far-west-initiative or you can contact the Office of Local Government on: 02 4428 4100

Details on the community consultation sessions are attached.

MEDIA: Antonia Morrow 0419 468 235

14 September 2016

Far West Initiative

Community consultation schedule – September-October 2016

Public sessions

Week 1 – Wentworth and Balranald		
Date	**Location**	**Consultation sessions**
Tuesday 20 September	Dareton	1:00pm – 3:00pm –Coomealla Memorial Sporting Club – Harvest Room Silver City Highway
	Wentworth	5:30pm – 7:30pm – Wentworth Town Hall and Community Meeting Room, Adelaide Street, Wentworth
Wednesday 21 September	Wentworth	7:30am – 9:30am – Wentworth Town Hall and Community Meeting Room, Adelaide Street,
	Gol Gol	10:30am – 12:30pm – Gol Gol Alcheringa Pavilion, Sturt Highway
	Euston	2:30pm – 4:30pm – Euston Multipurpose Centre, Sturt Highway
	Balranald	6:00pm – 8:00pm – Theatre Royal, 88 Market Street
Thursday 22 September	Balranald	9:00am – 11:00am - Theatre Royal, 88 Market Street

Week 2 – Broken Hill, Central Darling and the Unincorporated Area		
Date	**Location**	**Consultation sessions**
Monday 26 September	Broken Hill	10:30am – 12:30pm – Broken Hill Shire Council Chambers 240 Blende Street
	Menindee	3:00pm – 5:00pm –Menindee Community Hall Cnr Yartla and Perry Streets, Menindee
Tuesday 27 September	Ivanhoe	11:00am – 1:00pm – Ivanhoe Community Hall 37 Columbus Street
	Broken Hill	6:00pm – 8:00pm – Broken Hill Shire Council Chambers 240 Blende Street
Wednesday 28 September	Wilcannia	10:00am – 12:00pm – Wilcannia Community Hall

14 September 2016

		22 Myers Street
	White Cliffs	3:30pm – 5:30pm –White Cliffs Community Hall, Johnston Street
Thursday 29 September	Wanaaring	1:00pm – 2:30pm – Wanaaring Community Hall Vickery Street
Friday 30 September	Tibooburra	8:00am – 9:30am – Tibooburra CWA Hall Briscoe Street

Week 3 – Walgett, Brewarrina, Bourke and Cobar		
Date	Location	Consultation sessions
Tuesday 4 October	Collarenebri	11:30am – 1:30pm – Collarenebri Bowling Club Walgett St
	Burren Junction	3:30pm – 5:30pm – Burren Junction RSL and Sporting Club, Waterloo Street
Wednesday 5 October	Lightning Ridge	11:00am – 1:00pm – Lightning Ridge District Bowling Club, Agate St, Lightning Ridge
	Louth	2:30pm – 4:30pm – Louth Tennis Club
	Grawin	3:00pm – 5:00pm –The Club in the Scrub, Grawin Opal Fields
	Walgett	7:30am – 9:30am – Walgett Shire Council Building 77 Fox Street
Thursday 6 October	Brewarrina	12:00pm – 2:00pm – Brewarrina Council Chambers 57 Bathurst Street,
	Walgett	6:00pm – 8:00pm – Walgett Shire Council Building 77 Fox Street
	Bourke	5:00pm – 7:00pm – Bourke Shire Council 29 Mitchell Street
	Bourke	7:30am – 9:30am – Bourke Shire Council 29 Mitchell Street
Friday 7 October	Cobar	11:30am – 1:30pm – Cobar Council Chambers 36 Linsley Street

DRAFT

Item G - 6 UPCOMING CONFERENCES
File Number:

Reporting Officer: Aaron Drenovski, General Manager

Operational Plan Objective: Pillar Six: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.

Officer Recommendation:

That Council determine the conferences to be represented at and the delegates who will attend.

Purpose of report

To advise Council of forthcoming Conferences which Council is usually represented at.

Report

The LGNSW Annual Conference is schedule for 16-18 October and is to be held at the Win Entertainment Centre, Wollongong. The Conference is the annual policy-making event for NSW Councils. The registration fee for the 3 day event is $999 per delegate.

The Murray Darling Association 2016 National Conference and Annual General meeting will be held on Wednesday 26 October in Dubbo. The theme for this year's conference is "Local Government- The Voice of the Basin". The conference registration fee is $450 per person.

The National Local Roads & Transport Congress is scheduled for 9-11 November in Toowoomba. The congress provides a platform to engage with the Federal Government and Opposition on road and infrastructure polices and initiatives.

Council has been represented at each of the mentioned conferences for the past several years. It is for Council to determine which conference is attended and those who will represent Council.

Financial Implication	Councils Conference/Delegates budget is $20,000 for 2016/2017
Legislative Implication	Nil
Policy Implication	In accordance with Council's Payment of Expenses and Provision of Facilities for Mayor and Councillors
Attachments	Conference programs provided under separate cover

ITEM G - 7 REVIEW OF COMMITTEES & DETERMINATION OF COMMITTEE FUNCTIONS & POWERS

File number: 026

Reporting Officer: Aaron Drenovski – General Manager

Operational Plan Objective: Pillar Six – Our Leadership

Officer Recommendation:

1. That Council hold a workshop to review Council Committees and discuss the membership and functions of its Committees for 2016/17.
2. That Council determine the date, time and place that the Workshop will be held.

Purpose of Report

To seek Council endorsement to hold a workshop to review the membership and functions of its Committees for 2016/17.

Report

Council has a total of 12 Council Committees as listed below.

Current Council Committees

1. Australia Day Committee
2. Balranald Beautification Committee
3. Balranald Retirement Hostel Committee
4. Infrastructure & Development Committee
5. Caravan Park Committee
6. Code of Conduct Committee
7. Tourism Committee
8. Economic Development & Grants Committee
9. Cultural Committee
10. Euston Beautification Committee
11. Community Safety Precinct Committee
12. Traffic Committee

Section 355 and 377 of the Local Government Act 1993 provides the means for Council to delegate functions of the Council to a committee. It is suggested that the Council hold a workshop to review the Council Committees and for the interim the Committees function in their current form. Currently each Committee is only an advisory Committee to Council and requires endorsement from Council for any action/s to be undertaken.

Financial Implication	Nil
Legislative Implication	Section 355 & Section 377 of the Local Government Act 1993
Policy Implication	Nil
Attachments	1/ Extract from the Local Government Act 2/ Office of Local Government Circular on Section 355 committees

Attachment 1A

New South Wales Consolidated Acts

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LOCAL GOVERNMENT ACT 1993 - SECT 355

How does a council exercise its functions?

355 How does a council exercise its functions?

A function of a council may, subject to this Chapter, be exercised:

(a) by the council by means of the councillors or employees, by its agents or contractors, by financial provision, by the provision of goods, equipment, services, amenities or facilities or by any other means, or
(b) by a committee of the council, or
(c) partly or jointly by the council and another person or persons, or
(d) jointly by the council and another council or councils (including by means of a Voluntary Regional Organisation of Councils of which the councils concerned are members), or
(e) by a delegate of the council (which may, for example, be a Voluntary Regional Organisation of Councils of which the council is a member).

Attachment 1B

LOCAL GOVERNMENT ACT 1993 - SECT 377

General power of the council to delegate

377 General power of the council to delegate

(1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:

(a) the appointment of a general manager,
(b) the making of a rate,
(c) a determination under section 549 as to the levying of a rate,
(d) the making of a charge,
(e) the fixing of a fee,
(f) the borrowing of money,
(g) the voting of money for expenditure on its works, services or operations,
(h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
(i) the acceptance of tenders which are required under this Act to be invited by the council,
(j) the adoption of an operational plan under section 405,
(k) the adoption of a financial statement included in an annual financial report,
(l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
(m) the fixing of an amount or rate for the carrying out by the council of work on private land,
(n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
(o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the *Environmental Planning and Assessment Act 1979* ,
(p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,
(q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
(r) a decision under section 234 to grant leave of absence to the holder of a civic office,
(s) the making of an application, or the giving of a notice, to the Governor or Minister,
(t) this power of delegation,
(u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.

(2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.

Attachment 3 – OLG Circular

Strengthening local government

NSW GOVERNMENT | Office of Local Government

Circular to Councils

Circular Details	16-24 / 15 August 2016 / A506736
Previous Circular	N/A
Who should read this	Councillors / General Managers / Council staff
Contact	Council Governance Team - 02 4428 4100 – olg@olg.nsw.gov.au
Action required	Information

Section 355 committees

What's new or changing

- Councils are encouraged to review the operations of committees established under section 355 of the *Local Government Act 1993* (the Act).

Key points

- There have been several recent cases of section 355 committees failing to meet basic governance and accounting standards. This creates significant and ongoing risks for councils.
- Where councils delegate functions to section 355 committees, including the expenditure of council funds, it is important that the activities of these committees remain transparent and subject to critical oversight.
- Committees should be able to demonstrate clear links with the goals of the council's Delivery Program, while meeting required standards of governance.
- Following the upcoming local government elections, councils are encouraged to review the operations of all section 355 committees to ensure they continue to be fit for purpose, and their functions and expenditures align with the goals of the incoming council's Delivery Program.

Where to go for further information

- For further information on the obligations of section 355 committees, contact the Office's Council Governance Team on 02 4428 4100.

Tim Hurst
Acting Chief Executive

Office of Local Government
5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
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E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 44 913 630 046

Corporate and Community Development Reports

Item C – 1 REVOTE OF EXPENDITURE FROM 2015/2016 TO 2016/2017
File number: 085

Reporting Officer: Elizabeth White Director of Corporate and Community Development

Operational Plan Objective: Pillar 6 Our Leadership

6.3.2 Provide good governance, prudent financial management and effective support services for all its activities.

Officer Recommendation:

That Council approve the revote of expenditure of $629,028 from the 2015/16 financial year to the 2016/17 financial year.

Purpose of Report

Revotes of Expenditure for year ending 30th June 2016

Report

Attached to this report is the list of carry forward Works in Progress as at 30/6/16.

The Carry forward amount requested is $629,028.

Financial Implication	Cary forward funds $629,028
Legislative Implication	Nil
Policy Implication	Nil
Attachments	List of carry forward works 30/6/2016

Project	15/16 Budget	Spent	Carry forward	Funding Source
ROADS & INFRASTRUCTURE				
Water Bores	$80,000	$ 1,018	$ 78,982	Internal
Heavy Patching - Aerodrome	$50,000	$14,050	$ 35,950	Internal
Mobile Blackspot	$20,000	$ -	$ 20,000	Internal
WATER & SEWER				
Balranald Filtered Scada/Data/Alarm System	$58,000	$ 4,376	$ 53,624	External
Balranald Raw Scada/Data/Alarm System	$58,000	$ 4,496	$ 53,504	External
Euston Sewer Scada Data/Alarm System	$59,000	$ 4,727	$ 54,273	External
Balranald Sewer Scada Data/Alarm System	$59,000	$ 4,377	$ 54,623	External
Euston Filtered Scada/Data/Alarm System	$58,000	$ 4,376	$ 53,624	External
Euston Raw Scada/Data/Alarm System	$58,000	$ 4,496	$ 53,504	External
Balranald Sewer Ponds - Investigate upgrade/repair	$40,000	nil	$ 40,000	External
SWIMMING POOL				
Paving from We street Hydrotherapy Pool	$ 4,000	nil	$ 4,000	Internal
Accrued Leave - Pool Manager	$ 8,624	nil	$ 8,624	Internal
TOURISM				
TED Committeee - Future Capital Works	$ 5,000	nil	$ 5,000	Internal
COMMUNITY FACILITIES				
Grand Piano Fundraising	$ 2,665	nil	$ 2,665	Restricted Asset
FINANCE & ADMIN				
Records Management System	$80,000	nil	$ 80,000	Internal
Finance System Upgrade	$25,000	nil	$ 25,000	Internal
IT Equipment	$15,000	$ 9,345	$ 5,655	Internal
TOTAL			**$ 629,028**	

Infrastructure and Development Reports

Item I – 1 BALRANALD ABORIGINAL CEMETERY EXTENSION

File number: 401

Reporting Officer: Director Infrastructure and Development – John Stevenson

Operational Plan Objective: Pillar 5 Our Infrastructure

Officer Recommendation:
1. That Council confirm its support, as landowner, to the Balranald Local Aboriginal Land Council's request to extend the cemetery as proposed, subject to:-
a. land being acquired at State Valuation, and
b. associated costs being met by the Balranald Local Aboriginal Land Council
c. the plan identifies the appropriate reserve over the current road alignment and extinguishes the current reserve

2. That the Balranald Local Aboriginal Land Council be invited to submit a Subdivision Certificate Application for the project.

Purpose of Report

To reconsider Council's consent towards the extension of the Balranald Aboriginal Cemetery.

Report

Council considered a request of the Balranald Local Aboriginal Land Council (BLALC) at the June meeting for the extension of this cemetery on three sides in accordance with the plan attached. This followed the review of outstanding projects by the current CEO, Mr David Kelly, upon his recent appointment to the position.

Council had considered the matter in 2007 and resolved to support the project.

1. *That Council indicate its support as landowner to the Land Council request to extend the cemetery as proposed, subject to:-*

    a. land being acquired at State Valuation, and
    b. association costs being met by the Lands Council

2. *That the Land Council be invited to lodge a development application for the project.*

Due to the passage of time, Mr Kelly, in consultation with Council staff, has requested that Council review the resolution of 2007 in order that a development application can be lodged.

To refresh Council's memory the project was to move the southern boundary 30m to the south and the rear boundary 20m to the east with a small area to the northwest being for a garden and a toilet possibly included in the project. The southern portion of the extension would envelop part of the disused road reserve, with the eastern and north western portions of the extension being into Council's freehold Lot 19 DP 848352 (see attachment).

As reported to Council in June, the proposal could be considered as exempt development in accordance with Clause 2.75(f) of State Environmental Planning Policy (Exempt & Complying Development Codes) 2008, as the land is to be used for a public purpose, necessitating the submission of a Subdivision Certificate Application only.

Councillors on the recent road inspection viewed the site where it was explained that this process will also involve dedicating the road reserve over the current road location to the northern side of the cemetery.

As advised at the June meeting, the current unimproved capital value of land associated with Lot 19, which includes the School Ag Plot, Motor X track and aerodrome land, Council might expect around $450 from the sale of the freehold land (approximately 2100m^2 at 21¢/m^2), this excludes the area of road reserve which would be managed as part of the subdivision process.

Council would appreciate that a substantial cost component of the subdivision to expand the cemetery would involve this road reserve dedication hence the BLALC's wish to undertake this project at their cost rectifies a road circumstance in the area.

It is also important to note that this proposal to expand the cemetery provides for the BLALC to embark on its improvement, beautification, and plan for its ongoing serviceability. The BLALC have an express wish for the present Shire Council management of this cemetery along with other Shire cemeteries to continue.

Financial Implication	$450 from the sale of land to the BLALC (based on average of School Ag Plot, Motor X track and aerodrome land values).
Legislative Implication	Application for Subdivision Certificate
Policy Implication	Nil.
Attachments	Site Plan

Attachment: Site Plan

Item I – 2 CONTAMINATED LAND MANAGEMENT PROJECT

File number: 460

Reporting Officer: Director Infrastructure and Development – John Stevenson

Operational Plan Objective: Pillar 5 Our Infrastructure

Officer Recommendation:
That Council adopt the Contaminated Land Management Policy.

Purpose of Report

For Council to adopt a Contaminated Land Management Policy.

Report

Council has certain responsibilities in relation to the management of contaminated land, to assist Council in achieving these responsibilities our Regional Organisation of Councils engaged a project officer in support of a Regional Capacity Building Program with the following objectives:

1. To improve the management of non-regulated contaminated sites in regional NSW.

2. To improve accessibility to contaminated sites expertise and increase the technical capacity of local government in regional areas.

A major aspect of the project is to assist Councils to adopt a regionally consistent policy for dealing with contaminated land matters.

The Draft Contaminated Land Management Policy was advertised for a period of 28 days from the 15th August 2016. No public submissions were received.

Financial Implication	N/A
Legislative Implication	Compliance with the Contaminated Land Management Act
Policy Implication	Adopt policy
Attachments	Draft Contaminated Land Management Policy (to be tabled)

Item I – 3 DA 07/2017 – PROPOSED BOUNDARY REALIGNMENT

File number: DA 07/2017

Reporting Officer: Director Infrastructure and Development – John Stevenson

Operational Plan Objective: Pillar 5 Our Infrastructure

Officer Recommendation:
Council consent to the boundary realignment of Lot 1 DP 1172603, Lot 1 DP 1139411 and Lot 2 DP 1190642 subject to the following conditions:

1) No alteration to approved plans and specifications is allowed unless separately approved by Council.

2) Driveway access to the reconfigured lots, or alteration to existing access, is to be to the satisfaction of Council or its delegate, and at the applicants full cost.

3) Any water supplies to the subject lands are the full responsibility of the applicant.

4) This approval does not constitute consent for the erection of any dwellings or other structures on the subject lands. Separate applications must be made for any buildings.

Purpose of Report

To seek Councils consent to a proposed boundary realignment.

Report

A Development Application has been lodged by Roy Costa Planning on behalf of Joseph Lanteri P/L to undertake a boundary realignment/consolidation between Lot 1 DP1172603, Lot 1 DP 1139411 and Lot 2 DP1190642 DP590794, Brett Rd Euston.

Description of Land:	Lot 1 DP1172603 Lot 1 DP1139411 Lot 2 DP1190642
Area:	Proposed Lot 1: 38.42ha Proposed Lot 2: 8309m^2
Zone:	Zone RU4 Rural Small Holdings

Planning Considerations:

The existing allotments carry dwelling entitlements.

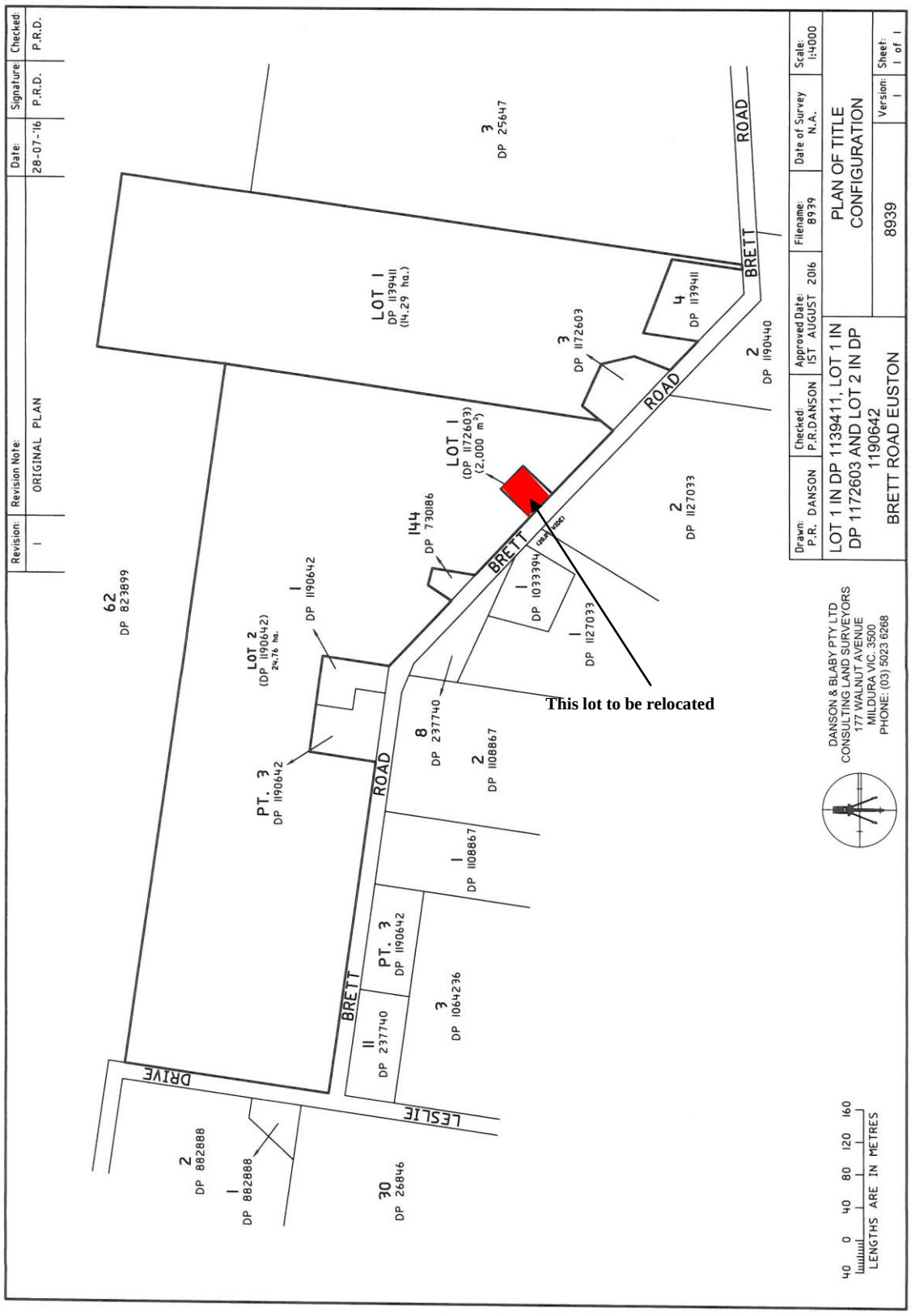
The boundary realignment/consolidation is consistent with the objectives of the Local Environmental Plan and Rural Lands State Environmental Planning Policy as no additional dwelling entitlements are being created and lots under the minimum lot size subject to the realignment are proposed to be greater in area.

This realignment facilitates farm management in conjunction with a major warehouse development reported elsewhere.

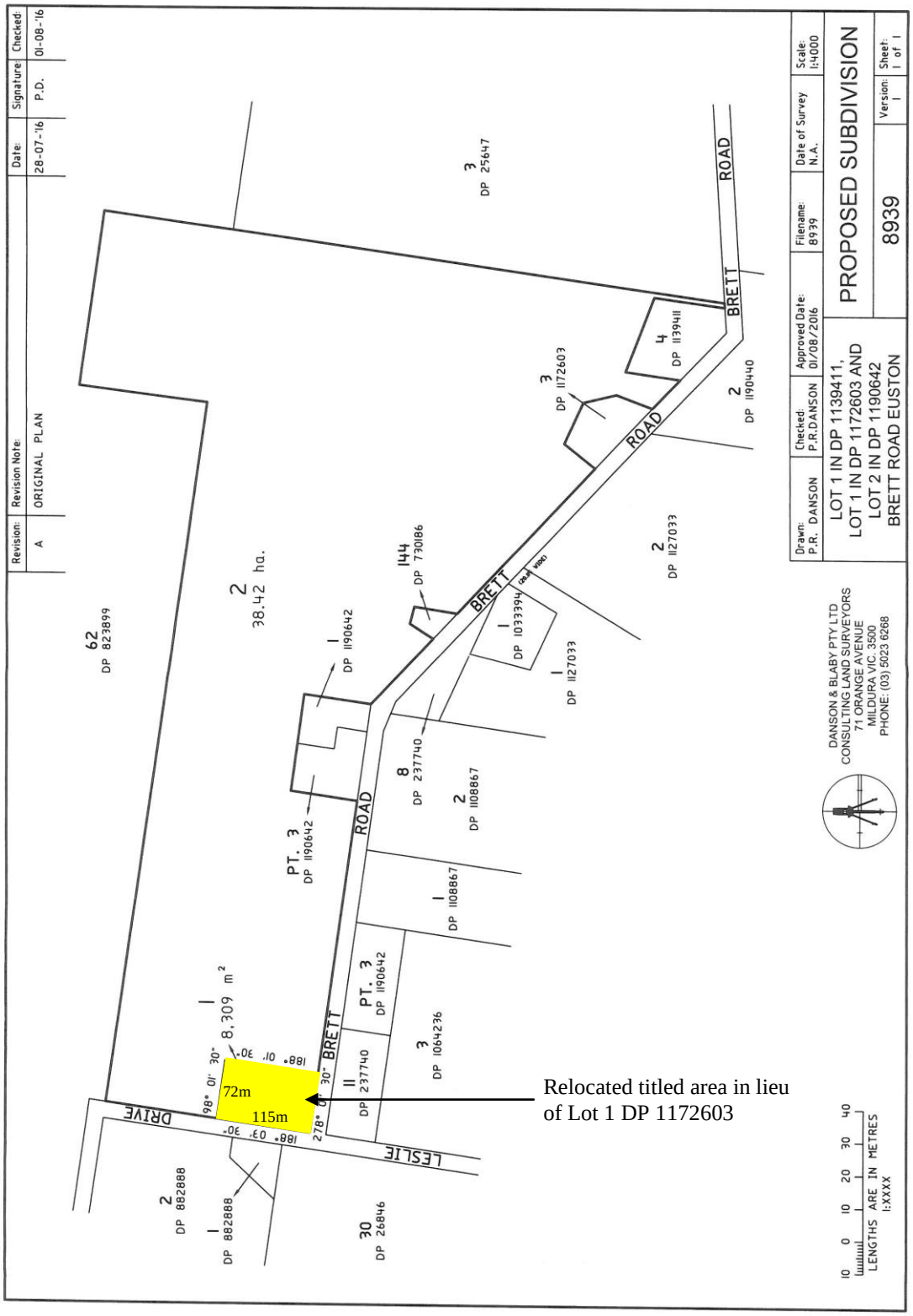
The adjoining property landholders have been notified in accordance with Section 88 of the Environmental Planning and Assessment Regulation 2000, and no submissions were received.

Financial Implication	Nil.
Legislative Implication	Nil.
Policy Implication	Nil.
Attachments	1: Plan of Existing Lot Configuration 2: Plan of Proposal

Attachment 1: Plan of Existing Lot Configuration



Attachment 2: Plan of Proposal



Item I – 4 **DA 09/2017 – PROPOSED BOUNDARY REALIGNMENT AND DWELLING RELOCATION**

File number: DA 09/2017

Reporting Officer: Director Infrastructure and Development – John Stevenson

Operational Plan Objective: Pillar 5 Our Infrastructure

Officer Recommendation:
Council consent to the boundary realignment of Lots 118, 120 and 121 DP 590794 subject to the following conditions;

1) No alteration to approved plans and specifications is allowed unless separately approved by Council
2) Driveway access to the reconfigured lots, or alteration to existing access, is to be to the satisfaction of Council or its delegate, and at the applicants full cost.
3) Any water supplies to the subject lands are the full responsibility of the applicant.
4) This approval provides for the relocation of an existing dwelling onto the newly created Lot 2 via a section 68 Local Government Act Approval.
5) Separate applications must be made for any other structures other than the dwelling referenced in condition 4 of this approval.

Purpose of Report

To seek Councils consent to a proposed boundary realignment and relocation of a dwelling from Brett Rd to McGinty Drive.

Report

A Development Application has been lodged by Roy Costa Planning on behalf of Joseph Lanteri P/L to undertake a boundary realignment between Lots 118, 120 and 121 DP590794, and to relocate a dwelling from Brett Rd to the *proposed* Lot 2, McGinty Drive Euston.

Description of Land: Lots 118, 120 and 121 DP590794

Area: 21.5ha

Zone: Zone RU4 Rural Small Holdings

Planning Considerations:

The existing allotments carry dwelling entitlements.

The boundary realignment does not trigger subdivision requirements of the Balranald Local Environmental Plan as the realignment does not constitute a subdivision.

The relocation of the dwelling to proposed Lot 2 would require a Section 68 Application under the Local Government Act 1993 to be assessed by Council prior to the relocation being undertaken.

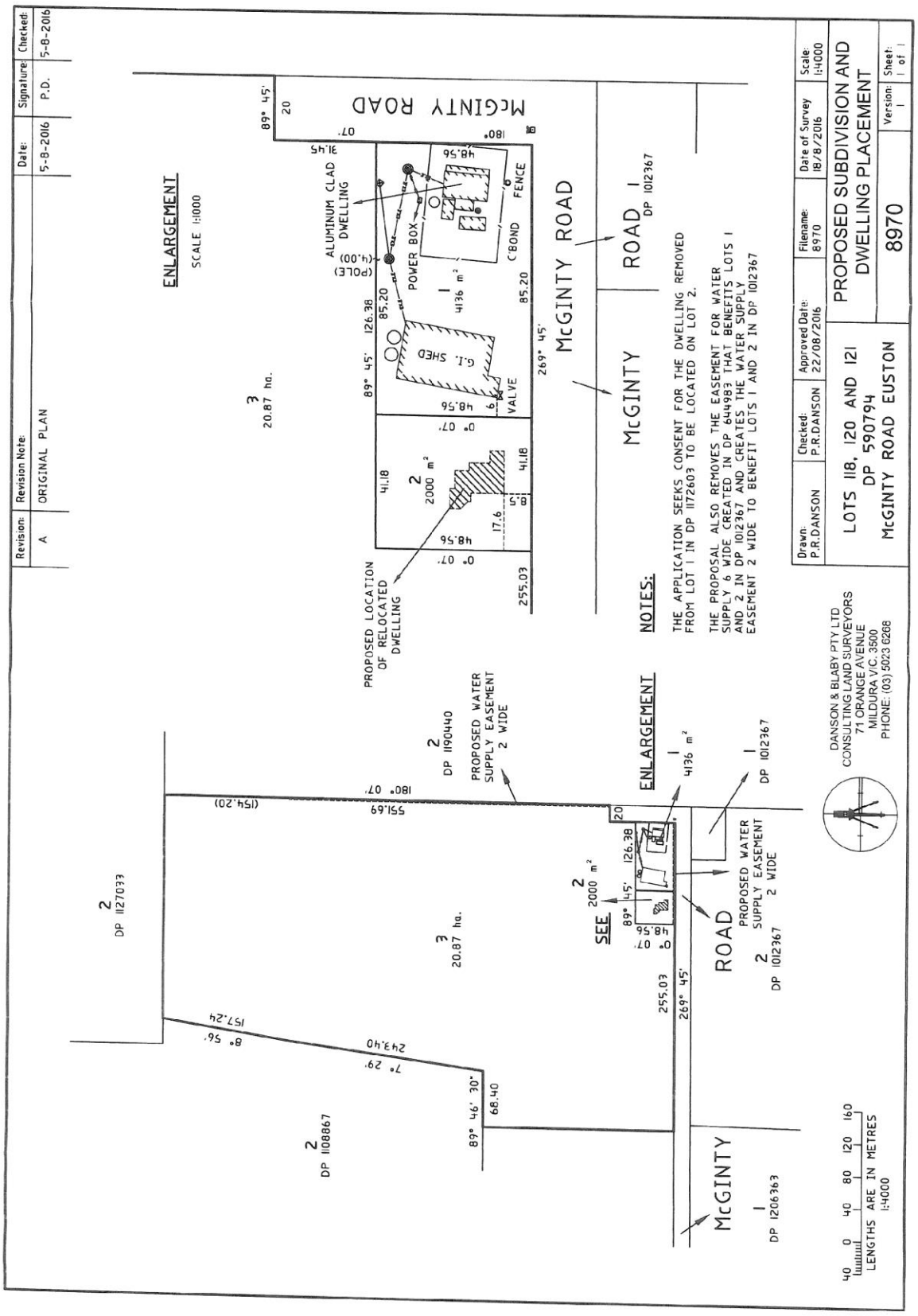
The boundary realignment and dwelling relocation are permissible with consent.

This approval is sought the relocate a dwelling from Brett Road to other lands owned by the applicant in preparation for a proposed warehouse and accommodation complex in Brett Road as reported elsewhere.

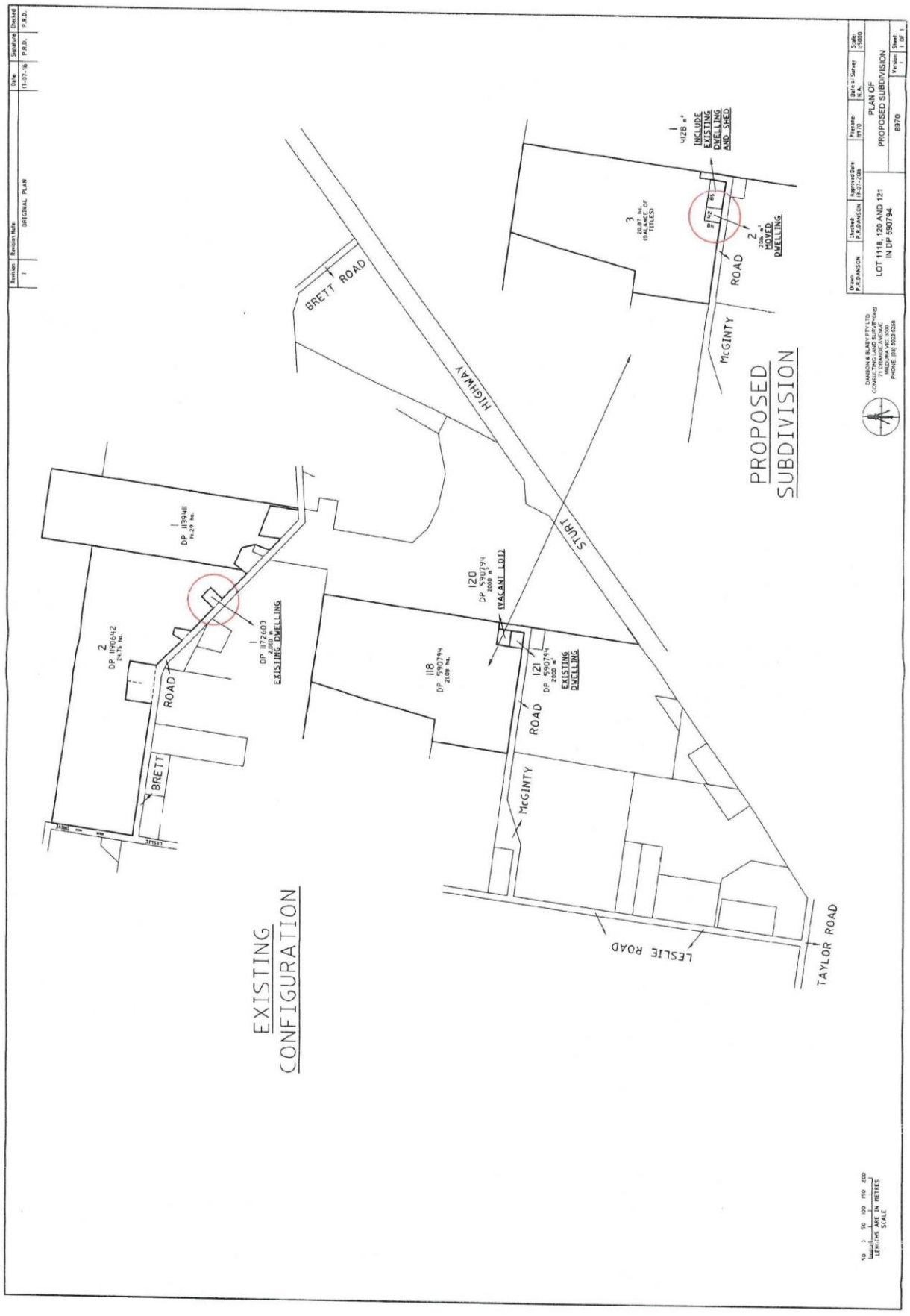
The adjoining property landholders have been notified in accordance with Section 88 of the Environmental Planning and Assessment Regulation 2000, and no submissions were received.

Financial Implication	Nil.
Legislative Implication	Nil.
Policy Implication	Nil.
Attachments	1: Plan of Proposal 2: Plan of existing lot configuration

Attachment 1: Plan of Proposal



Attachment 2: Plan of existing lot configuration



Item I – 5 DA 02/2017 – PROPOSED GRAPE PACKING / STORAGE FACILITY & ACCOMMODATION FACILITY

File number: DA 02/2017

Reporting Officer: Director Infrastructure and Development – John Stevenson

Operational Plan Objective: Pillar 5 Our Infrastructure

Officer Recommendation:
Council consent to the construction of a grape packing/storage facility on Lot 2 DP 1190642 and installation of an accommodation facility on Lot 1 DP 1172603 subject to the following conditions:

1) No alteration to approved plans and specifications is allowed unless separately approved by Council.
2) All building work shall be carried out in accordance with the provisions of the Local Government Act 1993, The Building Code of Australia, and The Environmental Planning & Assessment Act 1979, regardless of any omission in the documentation submitted for approval.
3) The applicant must ensure that a copy of the plans, specifications, Consultant Engineers Report and other documents approved by Council are available on the site during the 24 hours following any compulsory notification.
4) Suitable hoardings to ensure the protection of the public are to be erected prior to commencement of work.
5) No building materials shall be stored on the road reserve. All deliveries are to be placed immediately behind the property boundary.
6) All external metal cladding shall be colourbond, suitable colour and finish so as not to cause reflection or glare.
7) The applicant is responsible for the supply and maintenance of temporary toilet accommodation for use by persons working on the site.
8) Building work shall not commence on the site before 7.00 am Monday to Saturday and 8.00am on Sundays and Public Holidays and cease by 8.00 pm daily.
9) A sign must be erected in a prominent position on the work site showing:
   a) The name address and telephone number of the Principal Certifying Authority for the work
   b) The name of the principle contractor and a telephone number on which that person may be contacted on outside working hours.
   c) That unauthorised entry to the work site is prohibited.

   Any such sign must be maintained while the building work is being carried out, but must be removed when the work has been completed.
10) No work is to be carried out which would cause nuisance by way of emission of noise, vibration, smell, fumes, smoke vapour, steam, soot, ash, dust, grit, oil, waste-water, waste products or otherwise.
11) Any waste or excavated material removed from the site is to be taken to an authorised site for disposal. No fill is to be deposited on other land without the prior

consent of Council.

12) The applicant is responsible to ensure that the buildings are sited on the allotment as specified on the approved site plan and constructed to the design levels approved by Council.
13) The applicant is responsible to ensure that any covenant existing over the land is complied with.
14) The applicant is required to ensure that any easements registered over the title to the land are complied with.
15) All work must be carried out in accordance with the Building/ Development Approval and any connections required to any:-
    a) public electricity supply
    b) water supply
    c) septic tank and drainage system, or
    d) public telecommunications system,

    must be made in accordance with the requirements of the relevant authority.
16) No second hand materials are to be used unless separately approved by Council and then made available for inspection and prior to use.
17) The building shall NOT BE USED OR OCCUPIED for any purpose other than the building class approved, without the prior consent of Council.
18) A site drainage diagram is to be provided prior to an occupation certificate being issued. This diagram is to be to scale and include sub-floor or under slab drain layout, together with measurements for drains taken to permanent corners or lines.
19) Roof water drainage is to be disposed of onsite in a manner so as not to cause nuisance to neighbouring properties. This stormwater should be collected via the current onsite stormwater reticulation system.
20) The building shall NOT BE USED OR OCCUPIED until completed or until approval has been granted by Council to occupy an incomplete building.
21) Any damage to Councils services is the full responsibility of the builder.
22) Driveway access to the development, or alteration to existing access, is to be to the satisfaction of Council or its delegate, and at the applicants full cost.
23) Appropriate design details of the on-site sewage management system and disposal area/s must be submitted to Council for approval under Section 68 of the Local Government Act 1993 prior to commencement of installation.
24) A Section 68 Application under the Local Government Act 1993 for the accommodation facility must be submitted to Council for consideration prior to any works commencing in relation to the installation of the accommodation facility buildings.
25) A Construction Certificate must be issued in relation to the packing/warehouse facility prior to the commencement of construction.
26) Water supplied to the proposal for potable purposes must meet the requirements of the NSW Private Water Supply Guidelines.

Purpose of Report

To seek Councils consent to a proposed packing / storage facility and associated accommodation facility.

Report

A Development Application has been lodged by Mr P Robertson on behalf of Joseph Lanteri Pty Ltd to construct a grape packing/warehouse facility with an associated accommodation facility on the same site.

Description of Land: 1//1172603 and 2//1190642

Area: ≈ 25.05ha

Zone: Zone RU4 Rural Small Holdings

Planning Considerations

The land is zoned RU4, Rural Small Holdings pursuant to Balranald Local Environmental Plan 2010 and the use of the land for rural industry and moveable accommodation facilities are permissible with consent.

Site Analysis

The area is generally level with slight fall to the road frontage, there is no apparent landslip or creep due to the flat nature of the area of the proposal. There is no requirement for the removal of native trees to facilitate construction of either aspect of the proposal.

Access to the allotment is currently provided via an earthen vehicle crossing over existing earthen spoon drain off Brett Rd which is proposed to be upgraded and added to as part of the project.

Adjoining allotments are Zoned RU4, the common land use in the area is generally for agricultural purposes, with elements of rural residential and rural industry.

The proposal has ready access to a private reticulated water supply with sewage services to be provided for onsite accommodation and amenities.

The proposal is planned to be setback 8.8m for the accommodation facility and 15.4m for the packing/warehouse facility from Brett Rd. Council has no specific setback requirement in rural zones, however, these setbacks appear to consistent with other buildings in the general area.

DEVELOPMENT APPLICATION ASSESSMENT

Under Section 79C of the EPA Act 1979,

(1) Matters for consideration—general
In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application:

(a) the provisions of:

(i) any environmental planning instrument, and

(ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the 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 93F, or any draft planning agreement that a developer has offered to enter into under section 93F, and

(iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph), and

(v) any coastal zone management plan (within the meaning of the Coastal Protection Act 1979),

that apply to the land to which the development application relates,

(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,

(c) the suitability of the site for the development,

(d) any submissions made in accordance with this Act or the regulations,

(e) the public interest.

Impact of Development

Natural Environment:

The proposal is not likely to have significant impact on the natural environment of the area. The allotment has been cleared of endemic vegetation for a substantial period of time. With grape vines the dominate vegetation in the general area. The area is not likely to support threatened species due to the use of the area for agricultural purposes.

The proposal is not likely to contribute towards soil erosion, pollution or contamination of soil/water/air, due to landscaping and waste treatment measures. Additionally there are no wilderness areas, relevant recovery plans, critical habitat threatened species/habitat/communities adjoining the allotment.

Built Environment:

The proposal will not adversely impact on the built environment. The area is substantially developed for agricultural/rural industry purposes. The proposal will contribute to a minor increase in traffic volumes along Brett Rd, however will be well within the capacity of the road infrastructure.

The proposal is in keeping with character of the area and is within a reasonable bulk and scale as other land uses in the area.

Social Impacts:

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

Economic Impacts:

The economic impact of the development is considered to have positive impact on the area. The proposal will support agricultural activity in the immediate area and provide additional employment opportunities.

Site Suitability:

The proposal is suitable for this site. Council's planning instrument does not prohibit this proposal and the land is not subject to any know risk factors, ie flooding, subsidence, slip or bushfire.

The proposal is not likely to have any adverse effect on the landscape or scenic quality of the locality. The development is consistent with the characteristics of the area and the development will not adversely lead to increased pressure on public recreational areas.

Public Interest:

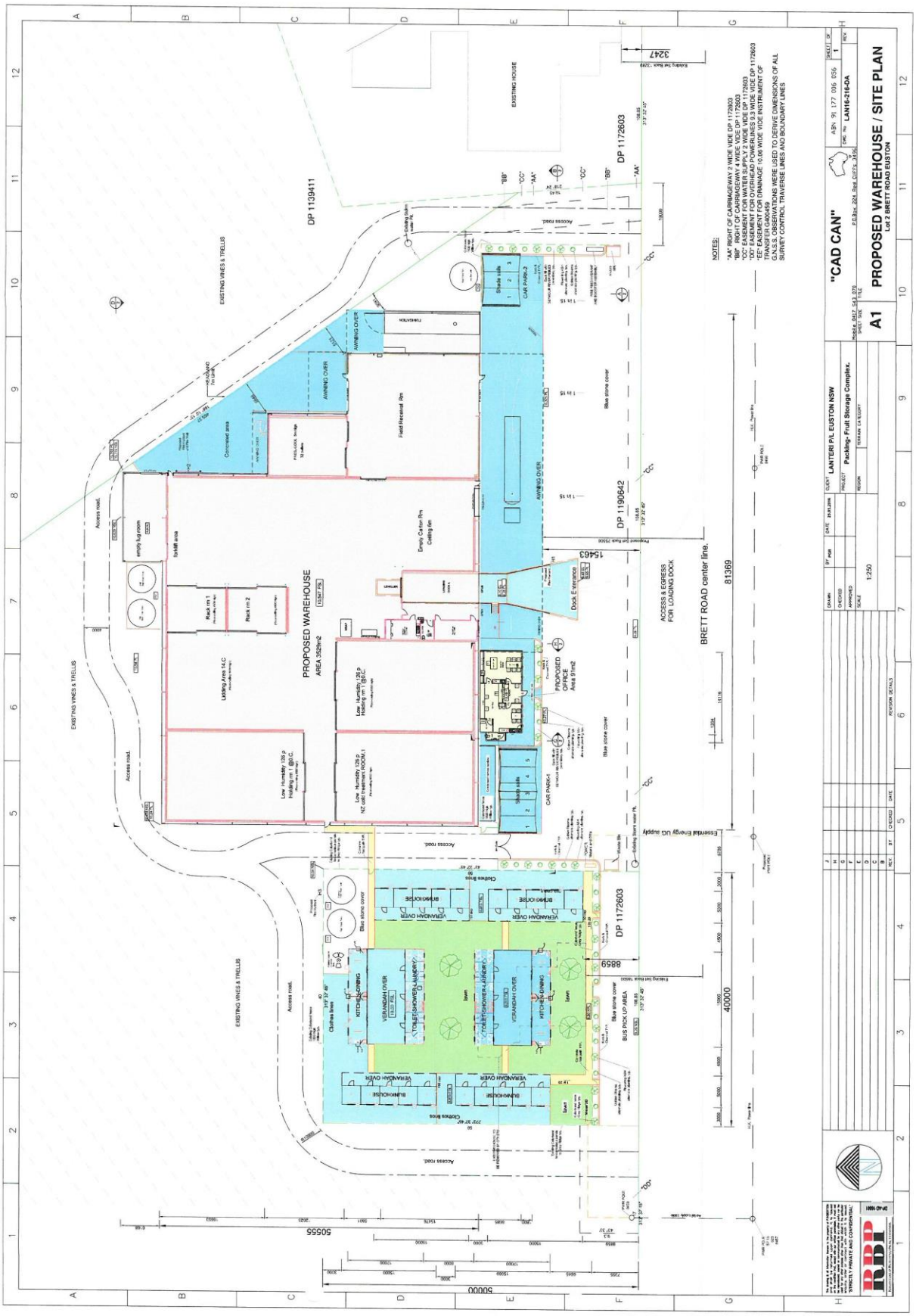
The proposal is not likely to have any adverse effect on the landscape or scenic quality of the locality. The development is consistent with the characteristics of the area and the development will not adversely lead to increased pressure on public recreational areas. The proposal will not adversely impact public infrastructure.

The proposal has been advertised to neighbours in the vicinity of the proposal with no submissions received.

The accommodation facility is proposed to consist of transportable buildings necessitating a Section 68 Application under the Local Government Act 1993 and the packing/storage being subject to a Construction Certificate issued by either Council or a Private Certifier.

Financial Implication	Nil.
Legislative Implication	Local Government Act and EP&A Act
Policy Implication	Nil.
Attachments	Site Plan of Proposal

Attachment 1: Plan of Proposal



Item I – 6 ALCOHOL FREE ZONES

File number: 350

Reporting Officer: Director Infrastructure and Development – John Stevenson

Operational Plan Objective: Pillar 1 – Our People

Officer Recommendation:
That Council extend the operation of the Alcohol Free Zones for Balranald and Euston to the extent of the urban areas as shown on the attached plans for the period to 30th June 2020.

Purpose of Report:
To consider increasing the zone size of the Alcohol Free Zone in the Balranald & Euston Townships and extending the operation for a further four years.

Report:
The Local Government Act 1993 provides for Council to implement and extend Alcohol Free Zones.

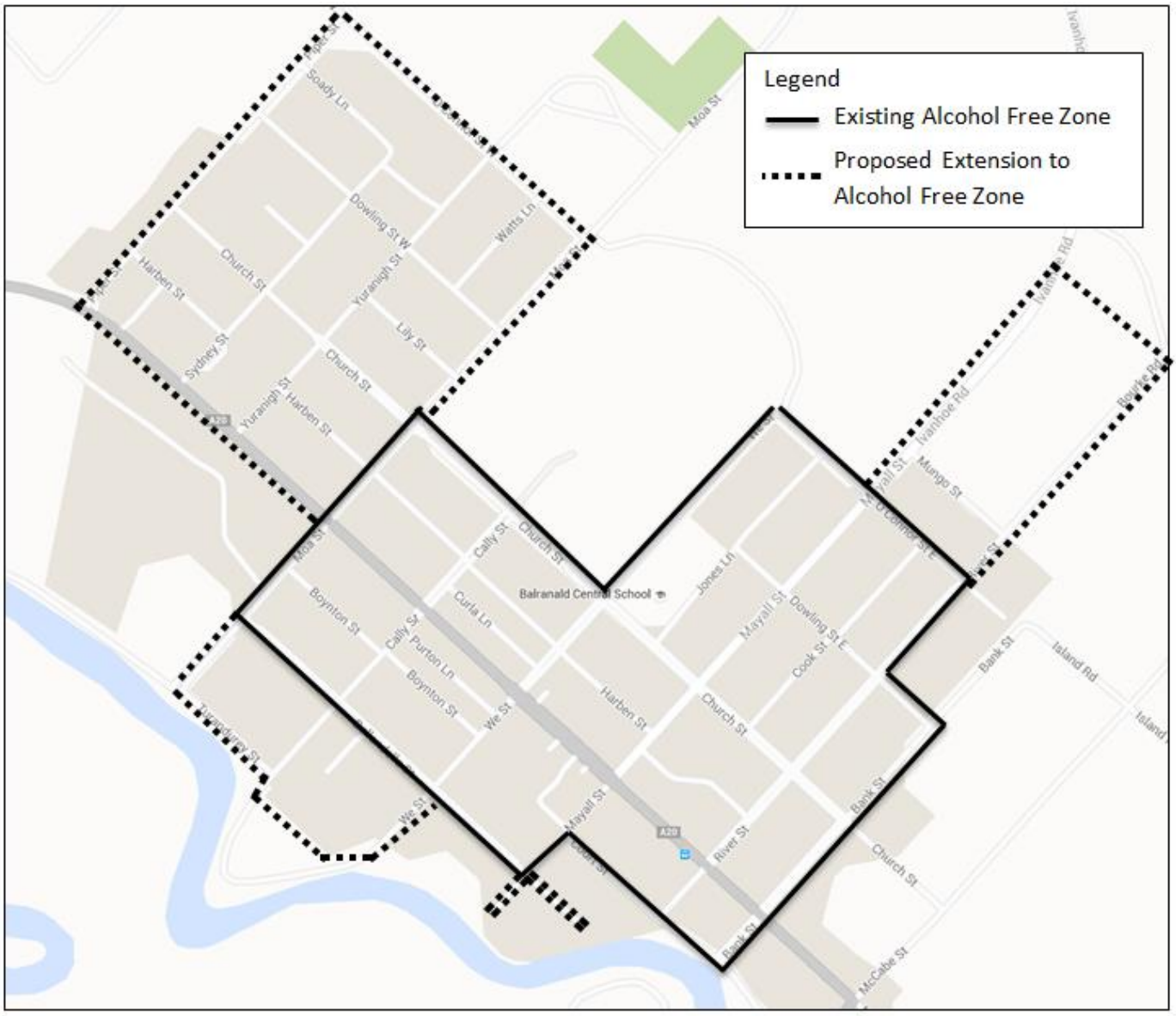
This matter was advertised in accordance with Section 644 of the Local Government Act following Councils resolution at the June 2016 meeting. No submissions were received.

Licensed premise in Balranald and Euston were also approached. No objections were raised.

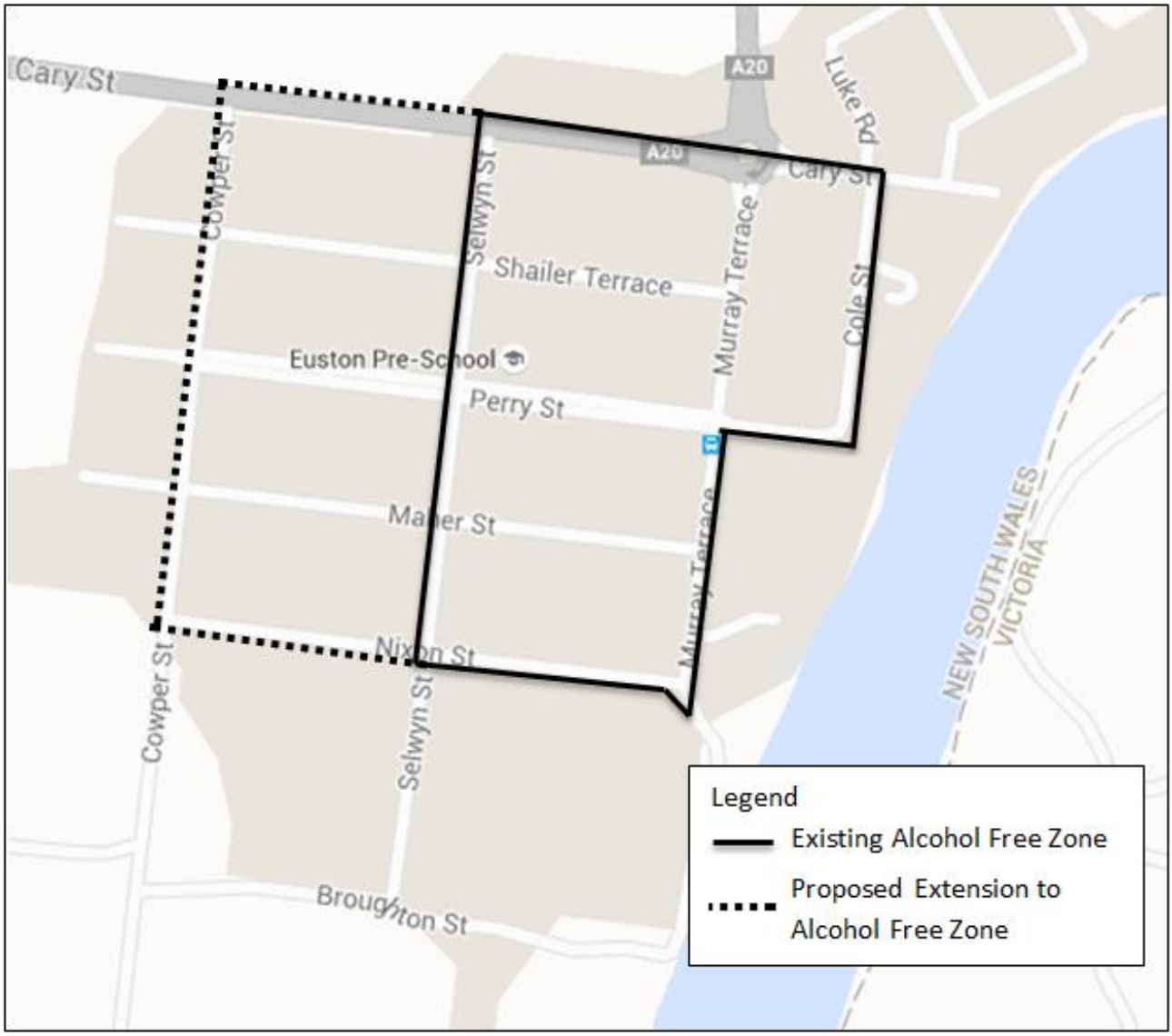
Council would appreciate the reasoning behind the extension of the zones in both town areas is to create a measure to assist towards curbing irresponsible behaviour.

Financial Implication	Nil.
Legislative Implication	Nil.
Policy Implication	Nil.
Attachments	1. Balranald Township Map 2. Euston Township Map

Attachment 1: Balranald Township Map



Attachment 2: Euston Township Map



PART B – ITEMS FOR INFORMATION

General Manager's Reports

Item G - 8 UNION PICNIC DAY
File number: 75

Reporting Officer: General Manager

Operational Plan Objective: Pillar Six: Our Leadership

Officer Recommendation:

That Council receive & note the report.

Purpose of Report

To invite Councillors to attend the Union Picnic Day.

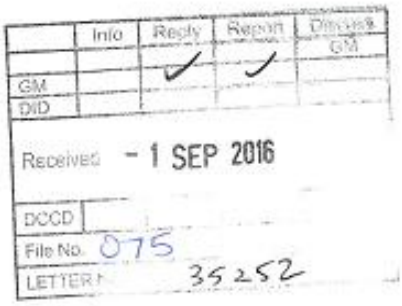
Report
Union Delegate David Unicomb would like to invite Councillors and office staff to the Union Picnic Day on Monday 31st October 2016.

The day will be held at Greenham Park Hall commencing at 11am and the cost will be $25 a head to cover food and drinks.

For the week beginning Monday 31 October the outdoor staff rostered day off will be Tuesday 1st November 2016 instead of Friday 4th November 2016.

The Council office will be closed on Monday 31st October 2016.

Financial Implication	Nil
Legislative Implication	Nil
Policy Implication	Nil
Attachments	Letter from Union Delegate



1st September 2016

David Unicomb
Union Delegate
Balranald Shire Council
Balranald NSW 2715

Mr Aaron Drenovski
General Manager
Balranald Shire Council
PO Box 120
BALRANALD NSW 2715

Dear Aaron

We are applying for a day for the union picnic to be held on Monday 31st October 2016 and moving our RDO to Tuesday 1st November 2016

We will therefore work Friday 4th November 2016. Hope this meets your approval.

We would also like to invite office, Councillors and contractors to attend with a cost of $25.00 per head.

Yours faithfully

David Unicomb
Union Delegate

Item G - 9 COUNCILLOR TRAINING
File Number: 030

Reporting Officer: Aaron Drenovski, General Manager

Operational Plan Objective: Pillar Six: Our Leadership – a community that values and fosters leadership, lifelong learning, innovation and good governance

Recommendation:

That Council receive and note the report.

Purpose of Report

To provide Council with an update on training available to Councillors.

Report

The Office of Local Government has released a Circular (as attached) on the upcoming round of - Hit the Ground Running Councillor Workshops.

A workshop has been organised to take place at the Euston Club on Wednesday 2 November 2016. Councillors are encourage to set this day aside to attend the workshop which will be based on the "5 Key Things" all Councillors need to know in order for them to be effective in their roles.

It is suggested that at one of the upcoming Council Workshops, Councillors discuss what additional training should be organised in addition to the upcoming OLG Councillor Workshop.

Financial Implication	The budget for Councillor training is $5,000
Legislative Implication	N/A
Policy Implication	N/A
Attachments	1/ Office of Local Government Circular 16-33 dated 12 September 2016 2/ LG NSW Professional Development for Councillors 3/ Learning Solutions for Councillors

Attachment 1 – OLG Circular

Strengthening local government

NSW GOVERNMENT Office of Local Government

Circular to Councils

Circular Details	Circular No 16-33 / 12 September 2016 / A512313
Previous Circular	N/A
Who should read this	General Managers/Councillors
Contact	Development Team on (02) 4428 4100 or onestopshop@fitforthefuture.nsw.gov.au
Action required	Information

2016 Local Government Elections - Hit the Ground Running Councillor Workshops

What's new or changing

- In collaboration with Local Government NSW, OLG will again be providing support to councils and councillors to help them in their roles by conducting *Hit the Ground Running* councillor workshops following local government elections on Saturday 10 September, 2016.
- The workshop dates and locations are as follows:

Nowra	**Monday 24 October 2016**
Moruya	**Wednesday 26 October 2016**
Glen Innes	**Wednesday 26 October 2016**
Tamworth	**Thursday 27 October 2016**
Goulburn	**Thursday 27 October 2016**
Camden	**Wednesday 2 November 2016**
Euston	**Wednesday 2 November 2016**
Blacktown	**Thursday 3 November 2016**
Broken Hill	**Thursday 3 November 2016**
Parkes	**Tuesday 8 November 2016**
Gilgandra	**Wednesday 9 November 2016**
Singleton	**Wednesday 9 November 2016**
Sydney 1	**Thursday 10 November 2016**
Ballina	**Tuesday 15 November 2016**
Griffith	**Tuesday 15 November 2016**
Coffs Harbour	**Wednesday 16 November 2016**
Wagga Wagga	**Wednesday 16 November 2016**
Sydney 2	**Tuesday 22 November 2016**
Lithgow	**Wednesday 23 November 2016**
Moree	**Wednesday 23 November 2016**
Cobar	**Tuesday 29 November 2016**

Office of Local Government
5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 44 913 630 046

Attachment 2 – LG NSW Professional Development for Councillors

Learning
Professional Development for Councillors – Post-Election 2016

LGNSW Learning Solutions is offering training for councillors to review responsibilities and discuss successes and lessons learned with peers from other councils (BOTH INHOUSE & PUBLIC WORKSHOPS)

Dates and location
Various
Cost
$660 inclusive of GST
Online information and registration
http://www.lgnsw.org.au/events-training/upcoming-courses
Contact
LGNSW Learning Solutions
02 9242 4081
learning@lgnsw.org.au
Ref: I98/0012 SA

Code of Conduct for Councillors - Sydney - 26 September 2016
The standards of behaviour are described in detail in the Model Code of Conduct. The Code is a legal document that all officials are obliged to understand and follow. The Model Code forms the basis of each council's code of conduct.

Chairing and Meeting Procedures - Sydney – 11 October 2014
A practical workshop designed to better equip you to deal with business at council meetings.

Community and Stakeholder Engagement - Sydney - 27 October
With a specific local government focus, the program addresses key aspects of the engagement process, drawing on participant and presenter experience to provide context in operational areas such as corporate strategy, community development, service delivery and land use planning.

Know Your Planning - Sydney - 9 November 2016
This workshop will focus on the current role of councillors in planning decisions –both plan making and development assessment. It will cover the wider strategic plan making issues, together with current practice such as community engagement, density, development and the consent process.

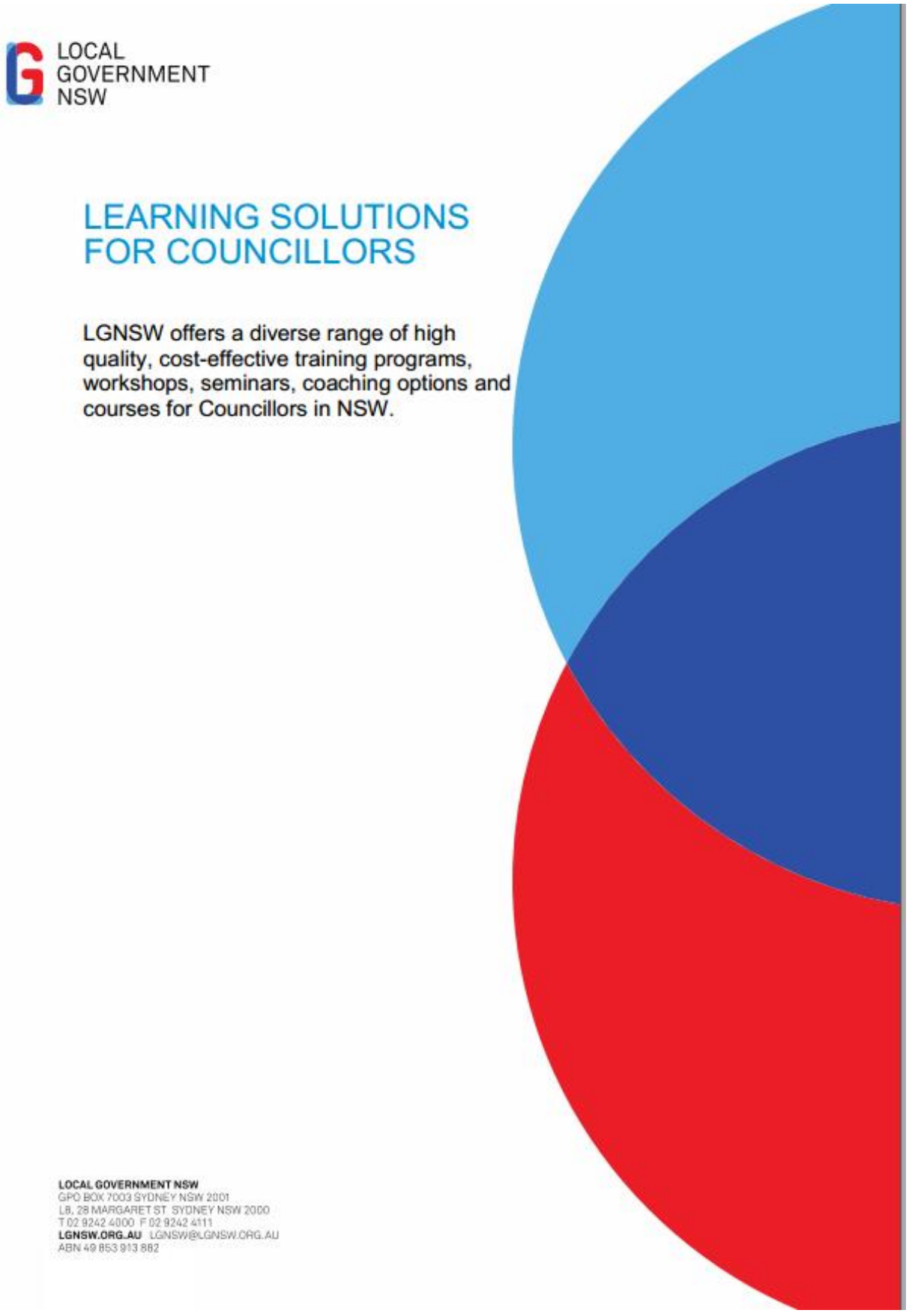
Financial Issues in Local Government - Sydney – 29 November 2016
This workshop will assist councillors to understand how council budgets work and to make informed decisions about financial issues. On completion participants will:

- Know the responsibilities of councillors in regard to council finances
- Understand basic accounting procedures
- Know how to read quarterly reviews
- Know how to interpret council balance sheets
- Know what depreciation is and how it affects council's finances
- Understand how financial information fits into council planning
- Understand the concept of risk and how it fits into financial management issues
- Know what is expected of councillors during council audits
- Explore how probing questions can assist to make more informed decisions.

Participants will also have the opportunity to network with other councils.

Councils outside the metropolitan area considering running any of these programs LOCALLY should contact LGNSW Learning Solutions on learning@lgnsw.org.au

Attachment 3 - Learning Solutions for Councillors



LOCAL GOVERNMENT NSW

Councillors' Weekend Seminar:

On request and following on from the success of the Mayor's Weekend Seminar, this year we are offering a weekend event for Councillors to review the events of 2015 and discuss successes and lessons learned with peers from other councils. The weekend will have a practical focus on key skills and knowledge that Councillors have acquired, as well as discussions for 2016 and preparing for an election year.

Dates and location
Saturday 3 and
Sunday 4 December 2016
Sydney

Cost
$1,320 inclusive of GST

The program has a strong practical focus with workshop sessions and ample time for exchanges of views and networking. Topics include:

- The changing role of a local government Councillor
- Thinking strategically with IP&R
- Working with your GM and staff
- Engaging with your community
- Principles of good governance
- Understanding the planning system; and
- Preparing for elections.

Executive Certificate for Elected Members:

LGNSW Learning Solutions, in partnership with the UTS Australian Centre of Excellence for Local Government and TAFE NSW, is offering this high-quality accredited program for NSW elected members. Conducted over three stages, the five-day program includes:

Dates and location
Stage 1 and 2: Friday 11 – Sunday 13 November 2016

Stage 3: Saturday 9 – Sunday 10 December 2016

Sydney CBD

Cost
$3500 (GST exempt)

- A focus on good governance, local democracy, credibility and effectiveness for NSW elected members
- Access to high-level and well-respected Local Government practitioners and researchers sharing their insights and experiences
- High-level theory and analysis regarding leadership, governance and the role of the councillor
- Information regarding common practice and good practice on a diverse range of topics
- Opportunities to share aspirations and challenges with a cohort of peers
- Deep conversations about the role of the councillor and Local Government in NSW
- Perspectives and opinions about key Local Government issues
- Designing and sharing of practical and complex solutions to common issues
- Opportunities for both new and experienced councillors to access current information about Local Government practice and research.

On successful completion of the program, participants will receive a Statement of Attainment for the National Elected Members Skills Set, as well as a UTS Executive Certificate for Elected Members.

Learning Solutions for NSW Councillors
December 2015

LOCAL GOVERNMENT NSW

Public or In-house Workshops

Local Government NSW has a longstanding commitment to providing professional development opportunities which support Elected Members in acquiring and maintaining the skills and knowledge needed to govern in today's complex and diverse local government environment. LGNSW Learning Solutions has developed a number of workshops which we would like to bring to your attention:

Community and Stakeholder Engagement

With a specific local government focus, the program addresses key aspects of the engagement process, drawing on participant and presenter experience to provide context in areas such as planning and strategy, community development, service delivery and land use planning.

Chairing and Meeting Procedures

Meetings play an important role in the management of all organisations and are an essential part of good corporate governance. This workshop is designed to assist Councillors in gaining the skills and confidence required to effectively chair, participate in and contribute to council meetings.

Financial Issues in Local Government

Whether it be reading council's budget, or contributing or questioning the Operational Plan, Councillors are having to make many decisions about financial issues in Local Government. This course will assist Councillors to make informed decisions about financial issues.

Know Your Planning

This workshop will focus on the current role of councillors in planning decisions –both plan making and development assessment. It will cover the wider strategic plan making issues, together with current practice such as community engagement, density, development and the consent process.

Lobbying for Success

This training workshop has been developed to assist Councillors, staff, members of council advisory committees, and representatives of community groups to be better able to lobby for extra resources for your area. It is a chance for you to talk about the issues that concern you, and to develop appropriate lobbying strategies.

Media Skills

This practical workshop has been designed to provide councillors and relevant professional staff with practical techniques to enable them to be more comfortable, confident and effective in dealing with the media.

Model Code of Conduct

Council officials play a vital role in serving local communities. To do this effectively, they need to uphold the highest standards of behaviour to ensure communities have trust and confidence in local government. This workshop will give participants a better understanding of the principles and processes in the Model Code.

Learning Solutions for NSW Councillors
December 2015

LOCAL GOVERNMENT NSW

Public Workshops

LGNSW Learning Solutions offers a rolling program of public workshops in both CBD and regional locations. Public workshops enable you to network and learn together with colleagues from other councils. To find out about upcoming courses go to the Events Calendar on the LGNSW website.

In-House Service

If you are interested in running any of the programs in this calendar in-house at your council please contact LGNSW Learning Solutions. In-house programs often offer significant savings, promote a collective and team-based approach in your council, and can be tailored to the unique requirements of your workplace and your area.

eLearning

LGNSW Learning Solutions has a wide range of eLearning programs to help councils with cost and time effective training. These standard or customised programs can support your council's annual compliance training requirements.

About our Presenters

Our team of experienced presenters have been selected for their expertise in specialist areas as well as their understanding of the Local Government environment.

For More Information

Visit lgnsw.org.au/learning for details and monitor the LGNSW Weekly for specific information on all of our programs. If you have any questions, please contact the LGNSW Learning Solutions team:

(02) 9242 4181 or (02) 9242 4081 learning@lgnsw.org.au

LGNSW.ORG.AU

ITEM G – 10 CORRESPONDENCE

File Number: 712

Reporting Officer: Aaron Drenovski, General Manager

Operational Plan Objective: Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected

Officer Recommendation:
For information.

Purpose of Report

To advise Council of recent correspondence of interest.

Report

1. Letter from Rob Stokes, Minister for Planning.
2. Circular from Local Government.
3. Email from David Finlayson.
4. Media Release from Adrian Piccoli
5. Email from LGNSW
6. Email from Kim Groves

Rob Stokes

NSW GOVERNMENT

Mr Aaron Drenovski
General Manager Balranald Shire
Council council@balranald.nsw.gov.au

16/05929

Dear Mr Drenovski,

Joint Regional Planning Panel appointments

I am pleased to advise of the appointments of State members and alternates to the Western Joint Regional Planning Panels for a period of three years, ending 30 June 2019.

I have appointed Gordon Kirkby, Ruth Fagan and Mark Grayson as State members to the Western Joint Regional Planning Panel (planning panel). Local Government NSW has endorsed the appointment of Gordon Kirkby as the Chair of the planning panel. A table outlining all State members and alternates of the planning panel is attached as Annexure A.

The appointment of Council nominated members to planning panels and the remuneration of those members remains a matter for Council to determine. However, you are reminded that, consistent with the Department of Premier and Cabinet **Guidelines for NSW Board and Committee Members: Appointment and Remuneration,** payments should not be made to council staff or Public Sector employees.

The **NSW Government Boards and Committees Guidelines** require that all members complete an annual Pecuniary Interests Declaration and Undertaking.

The Planning Panels Secretariat manages this process for State appointed panel members. Councillors and council staff members who are required to complete these same annual declarations under the **Local Government Act 1993** need not complete additional declarations for their role on the planning panel. However Council should ensure that the required declarations are obtained for all Council nominated panel members who are not subject to these requirements, such as community members.

In recognition of the importance of maintaining the reputation and integrity of the planning panels it would be appreciated if Council could provide written acknowledgement from its members that they will comply with the requirements of the **Joint Regional Planning Panels Code of Conduct,** as is currently required of the State appointed members.

I would like to take this opportunity to thank you for your Council's ongoing co-operation with, and support for the planning panels.

Level 15, 52 Martin Place, Sydney NSW 2000 GPO Box 5341 Sydney NSW 2001
Phone: (61 2) 8574 6707 Fax: (61 2) 9339 5554

Should you have any enquiries about this matter, please contact Mr Stuart Withington, Manager, Planning Panels Secretariat at the Department of Planning and Environment, on (02) 9228 2061.

Yours sincerely

Rob Stokes
Minister for Planning

Membership of Western Joint Regional Planning Panel

Chair	Members	Pool of Alternates
Gordon Kirkby	Ruth Fagan Mark Grayson	Peter Brennan Clare Brown Susan Budd Louise Camenzuli Lindsay Fletcher Abigail Goldberg Dr John Griffin Dr Andrew Kelly Stuart McDonald Julie Savet Ward

Strengthening local government

NSW GOVERNMENT | Office of Local Government

Circular to Councils

Circular Details	Circular No 16-25 / 19 August 2016 / A511590
Previous Circular	*16-03*
Who should read this	Councillors / General Managers / All council staff
Contact	Policy Team – (02) 4428 4100
Action required	Information

Preparing for new Joint Organisations in each region

What's new or changing

- The NSW Government is pleased to have received 63 submissions and heard from local councils, regional bodies, peak sector bodies and agencies at 10 consultation sessions across the State, on the way forward for Joint Organisations (JOs).
- The Office of Local Government is leading this work in collaboration with the Department of Premier and Cabinet, local government sector and State agencies to build on lessons from the JO Pilot process, and deliver practical tools to make each JO a success.

What this will mean for your council

- JOs will foster closer, more productive engagement between councils and the State Government to find new ways to work together to build a better future for communities in each region.
- JOs will provide the opportunity for a fresh start. This will require new relationships, new ways of working together and a real commitment to change from everyone involved.
- Councils are asked to talk to their communities about the benefits and opportunities of JOs and to keep working together to prepare the groundwork for their own JO. Proposed boundaries for JOs will be released for consultation in the coming weeks.

Key points

- The NSW Government is strongly committed to JOs as an essential part of its plan to strengthen local government and communities in regional NSW.
- Councils and agencies have told us they view the establishment of JOs as a critical opportunity to transform their relationship by forming a shared vision for each region and collaborating to deliver it together as part of a new partnership.
- The vast majority of councils have expressed their support for the proposed JOs model and believe it will strengthen regional collaboration, give councils a seat at the table with agencies and remove the barriers of the past.
- Councils have also raised some queries and concerns about how JOs will work in practice and have offered their ideas for the tools, resources and support needed to help them be as effective as possible right from the start.
- The Office of Local Government is working through this feedback and will support each region to create an effective, sustainable Joint Organisation.

Office of Local Government
5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 44 913 630 046

Where to go for further information

- Further information on the Joint Organisation model and the consultation process so far is available on the Office of Local Government's *Fit for the Future* website at www.fitforthefuture.nsw.gov.au/joint-organisations.

Tim Hurst
Acting Chief Executive

From: David Finlayson [mailto:David.Finlayson@service.nsw.gov.au]
Sent: Tuesday, 23 August 2016 6:05 PM
To: Aaron Drenovski
Subject: RE: RSA Cards & Passport photos - Balranald Council Agency

Hi Aaron

The Federal Government is responsible for passport applications and photos etc. State government agencies such as Service NSW may be contracted to provide these services in the future.

Service NSW issues RSA and RCG cards at those locations requested by Liquor & Gaming NSW (the government authority that has overall responsibility for this licensing scheme) – rural locations such as Barham, Hay and Moulamein were chosen because the service was previously available at Australia Post outlets either in or near those locations. We currently have a request with Liquor & Gaming to extend the issue of RSA and RCG cards to many of our Council Agencies including Balranald. Hopefully this will be approved soon but as it requires additional hardware, access and training it will only be rolled out as funding is available.

I'll be in touch as this matter progresses.

Regards

David Finlayson | Service NSW
Manager Alternate Channels
122-124 Kite Street Orange NSW 2800

Media Release

Adrian Piccoli MP
Member for Murray
Deputy Leader NSW Nationals
Minister for Education

THE NATIONALS for Regional NSW

23 August 2016

VOCATIONAL STUDENT IN BALRANALD AMONG THE BEST IN THE STATE

Member for Murray Adrian Piccoli has congratulated Tearra Charles of Balranald Central School for being named as a finalist in the 2016 NSW State Training Awards to be held in Sydney on 8 September, 2016.

Tearra is a finalist in the School Based Apprentice/ Trainee of the Year Category and has demonstrated exceptional passion and commitment to vocational education and training in the Vocation of Health Services – Health Services Assistance Certificate III.

"The NSW economy is growing strongly, and we need to make sure we set our young people up with the right skills and training to get a job," Mr Piccoli said.

"The NSW Government is offering 550,000 subsidised places in vocational education and training so people like Tearra have the best start to getting a job and building a career.

"Being named as a finalist in the NSW State Training Awards is a fantastic achievement and I wish Tearra well at the awards," Mr Piccoli said.

Minister for Skills John Barilaro also congratulated the finalist on joining the ranks of the best VET students in the State.

"The NSW Training Awards is an annual showcase of the world class vocational education and training offered in NSW," Mr Barilaro said.

"NSW continues to have the strongest economy of any state in the country and the highest jobs growth confirming the position as the economic powerhouse of the nation.

"To ensure that our economic advantage is supported and sustained, we need to continue to strengthen our skills base by providing vocational education and training options that connect everyone with jobs," Mr Barilaro said.

More:
NSW Training Awards: www.training.nsw.gov.au/training_awards/
Smart and Skilled: www.smartandskilled.nsw.gov.au

ENDS

Media contact: Murray Electorate Office 02 6962 6644

104-110 Banna Avenue
GRIFFITH NSW 2680
Telephone: 02 6962 6644
Facsimile: 02 6962 7725

murray@parliament.nsw.gov.au
www.adrianpiccoli.com.au

228 Cressy Street
DENILIQUIN NSW 2710
Telephone: 03 5881 7034
Facsimile: 03 5881 7839

From: LGNSW [mailto:lgnsw@lgnsw.org.au]
Sent: Thursday, 25 August 2016 10:35 AM
Cc: Shaun McBride
Subject: New RFFF Contributions Methodology
Importance: High

Dear Mayors, Administrators, General Managers, and Interim General Managers

I have written to RFS Commissioner, Shane Fitzsimmons AFSM, to express my strong objection to the RFS's misrepresentation of LGNSW's position on the new Rural Fire Fighting Fund (RFFF) contribution methodology.

I understand that senior RFS officers have been advising councils that the new methodology has the unqualified support of LGNSW. This is not correct and I take this opportunity to clarify our position.

LGNSW supports the objectives of the change in principle – specifically, eliminating the periodic spikes in council allocations and providing greater budget predictability on future allocations. However, in supporting that objective, LGNSW had not been made aware of the extent of the negative impacts on specific councils in the year of introduction. The modelling presented to LGNSW at the NSWRFS and Local Government Liaison Committee meeting on 6 April 2016 indicated only moderate adjustments.

Supposedly, the financial data was unavailable to us at the time of the Liaison Committee meeting because of State Budget confidentiality provisions. If LGNSW had been aware that individual councils would be faced with increases of up to 51.5% (Hay), we would have stated that this was unacceptable and that a moderated transition mechanism would be required if the change was to proceed at all.

The data was not available to us until late July, well after the introduction of the changes and even then, that data was incomplete with the figures for many councils being 'not available'. LGNSW has requested comprehensive time series data and projections for analysis.

LGNSW was also of the impression that councils were to be consulted prior to implementation not delivered with a fait accompli. Correspondence between the LGNSW and the RFS provides evidence of that expectation.

The budgetary and operational practices of the RFS have been a perennial source of problems for councils and LGNSW is advocating that the RFS reduces the overall complexity of the budgeting process and make the system more transparent and equitable. As part of this, we are also conducting a review of emergency services funding overall so we can identify and advocate for improvements at the broader policy level. LGNSW will be consulting closely with councils on that review.

I hope this letter helps to set the record straight. That is, while we support the principle of smoothing spikes in council contributions to the RFFF, the RFS has a responsibility to ensure the implementation does not cause further or undue hardship.

If you would like to discuss the matter further, please feel free to contact me or Shaun McBride, Senior Strategy Manager on telephone 9242 4072 or shaun.mcbride@lgnsw.org.au.

Yours sincerely

Cr Keith Rhoades AFSM
LGNSW.ORG.AU

LOCAL
GOVERNMENT
NSW

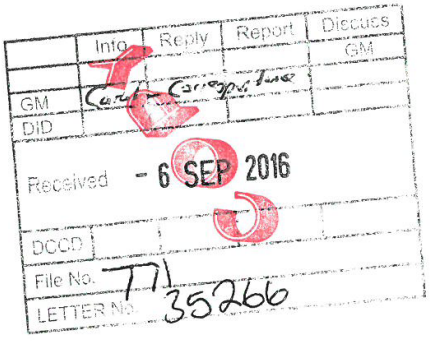
Council

From: Kym Groves <tuff44@gmail.com>
Sent: Saturday, 3 September 2016 1:21 PM
To: Council
Subject: 24 Hour Stop

Hi
We recently stayed at the 24 hour stop at the rear of the Discovery Centre and the Council are to be congratulated on the concept.
This is the second time that we have stayed there and we had planned our stop over around this.
It is so handy to the shops and Serviceman's Club and on the two occasions that we have stayed here we have refuelled our 4WD, shopped at the Bakery and Butchers and had a meal at the Club, this is money that ordinarily we would have spent in another town if we had not decided to stay in Balranald.
Once again Thankyou

Regards
Kym Groves
Mobile 0400737350
Email tuff44@gmail.com

Sent from my iPad



ITEM G - 11 ACTION SHEET

Reporting Officer: Aaron Drenovski, General Manager

File Number: 120

Officer Recommendation:
For information.

Purpose of Report
To bring forward for Councillors information the Action Report with actions taken on previous council resolutions.

BALRANALD SHIRE COUNCIL
ACTION SHEET
AUGUST 2016

MIINUTE	DIRECTOR / FILE NO	SUBJECT	DATE COMPLETED	COMMENTS CURRENT STATUS
04.16.3676	DID	**Euston Beautification:** Liaise with contractor re Euston Courthouse refurbishment. Follow up the pavement repair works at the end of Shailer Terrace.		In Progress In Progress.
05.16.3697	DID	**Balranald Beautification Committee;** Purchase of trees and provision of extra seating at lawn cemetery.		In Progress
	DCCD	**Tourism Committee –** - Write to Minister re; consider BSC as part of the funding for Regional Development of Roads.		In Progress
	DID	**Balranald Beautification** - Liaise with Garden Staff re; trees adjacent to MPS in Court Street.		In Progress
06.16.3731	DID	Apply to make Chinese Cemetery reserve Freehold.		In Progress
06.16.3733	DID	Investigate Aboriginal Cemetery and report back to Council.	20.09.2016	Reported
07.16.3755	DID	**Euston Beautification & Tourism** Approach Leon Follett re; storyboard stop points. Advertise in Sentinel re; photos or history notes.		In Progress Advertised
07.16.3765	DID	Advertise the draft contaminated lands policy and report back to September Meeting.		In Progress
07.16.3776	GM	Seek Legal advice.		In Progress
08.16.3780	GM	Allocate a further $10,000 from Caravan Park Reserve fund for the new sewer system.		Completed

08.16.3785	GM	Provide a report regarding ACFI to Council		Awaiting Response
08.16.3791	DID	Seek public comment on naming roads with naming discrepancies. Report any public comments in October Meeting.		Advertised
08.16.3791	GM	Arrange donations for Station Kids, Balranald Multi-Purpose Health Service and Balranald Murrumbidgee Classic	19.08.2016	Letter Sent with Cheque
08.16.3793	GM	Arrange donations for Balranald Inc, notify Australian Army Band Kapooka of Councils donation.	19.08.2016	Notified Kapooka Band
08.16.3799	DID	Notify owners of modification of DA 63/2016 conditions	20.08.2016	Completed

Corporate and Community Development Division

Item C - 2 **MONTHLY INVESTMENT REPORT – AUGUST 2016**
File number: **085**

Reporting Officer: Elizabeth White Director of Corporate and Community Development

Operational Plan Objective: Pillar Six: Our Leadership – a community that values and fosters leadership, lifelong learning, innovation and good governance

Officer Recommendation:

That Council receive and note the report.

Purpose of Report
Investment Report for August 2016.

In accordance with Section 212 of the Local Government (General) Regulation, 2005 the following funds are invested under Section 625 of the Local Government Act, 1993 as at 31st August 2016.

Portfolio Holding as at 31st August 2016	Investment value $	Interest Rate %	Maturity Date
CASH			
Westpac Bank	911,606.00	0.32%	At Call
TERM DEPOSITS			
Bank-West	500,000.00	2.70%	19/10/2016
Bank West	500,000.00	2.55%	24/10/2016
National Australia Bank	503,780.83	2.78%	10/11/2016
National Australia Bank	500,000.00	2.41%	11/10/2016
National Australia Bank	500,000.00	2.96%	3/09/2016
National Australia Bank	500,000.00	2.12%	31/08/2016
Westpac Bank	500,000.00	2.65%	23/11/2016
Westpac Bank	500,000.00	2.65%	23/11/2016
Westpac Bank	500,000.00	2.65%	21/11/2016
Total Portfolio	**5,415,386.83**	**2.35%**	

Restricted Funds	Internal $	External $	Total Restricted
Specific Purpose Unexpended Grants		634,000.00	634,000.00
Water Supplies		152,000.00	152,000.00
Sewerage Services		1,939,000.00	1,939,000.00
Domestic Waste Management		67,000.00	67,000.00
Employee Leave Entitlements	250,000.00		250,000.00
Plant & Vehicle Replacement	299,000.00		299,000.00
Infrastructure Replacement	325,000.00		325,000.00
Deposits, Retentions/Bonds	250,000.00		250,000.00
Caravan Park Reserve	114,000.00		114,000.00
Euston Cemetery	38,000.00		38,000.00
Health Reserve	3,000.00		3,000.00
Heritage Trail	3,000.00		3,000.00
Hostel Bonds	385,000.00		385,000.00
Hostel Reserve	26,000.00		26,000.00
Town Clock	3,000.00		3,000.00
Other	123,000.00		123,000.00
TOTALS	**1,819,000.00**	**2,792,000.00**	**4,611,000.00**

The table above is subject to amendments, as Council reconciles and prepares its annual financial report for 30th June 2016.

Certification by the Responsible Accounting Officer:

In accordance with paragraph 212(1)(b) of the Local Government (general) Regulation, the investments listed in this report have been made in accordance with:

(i) The Local Government Act,1993
(ii) The Regulations, and
(iii) Councils Investment Policy

Elizabeth White
Director of Corporate & Community Development

Item C – 3 TOURISM REPORT – August 2016

File number: 771B

Reporting Officer: Director of Corporate & Community Development

Operational Plan Objective: Pillar 3: Our Economy – 3.2.1 Tourism

Officer Recommendation:

That Council accept the August Tourism report for information

Purpose of Report

To provide Council with a progress report on Tourism activities.

Report

Attached to this report is the Tourism Monthly Reporting Dashboard for the month of August 2016.

The following is a summary of the Statistics provided in this report:

Following on from our good form of last month, August has also been a very active and successful month. We continued our "Balranald Business Online" Project with now having 8 websites under construction. Once again we received record results with our social media campaign on Facebook and visitors to our tourism website soared to 3,188 a massive 538% increase from last month due to a very successful digital campaign designed to drive visitors to the website and to generate enquiries.

Walk-In increased by 24% compared to August 2015 and an increase of 13% compared to last month. Sales were down slightly by 8% compared to August 2015 and a slight increase of 0.44% compared to sales last month. It was encouraging to see that the largest percentage of visitors in August came from interstate visitors at 49% in the following order VIC, SA, QLD, TAS, WA & NT and intrastate visitors at 41%. International visitors were at 2%, coming from China, France, Germany, Ireland and Italy. Coaches/Groups accounted for 8% of visitors with 104 visitors. Note that we also recorded 13 groups of visitors that the VIC team encouraged to stay an extra night.

Most popular merchandise this month: Pistachios, Postcards, Robinvale Estates products, Magnets and Frog figurines.

The "Discover Balranald & Surrounds" performed exceptionally well and has quickly reached 2066 LIKES which is a 54% increase on last month and has had a huge record reach of 218,065 people and record engagement (likes, comments, clicks & shares) of 16,174 people from 9 posts. The post with the most engagement was our promotion on Rivers & Lakes which recorded a huge reach of 55,212 people and direct engagement of 5,772 people.

Our integrated "Discover Balranald & Surrounds" campaign will continue in September with digital and social media activities along with print media adverts. TV, radio and other print media booked in for the pursuing months. The new Visitor Guide is currently in print with delivery in mid-September.

Financial Implication	Nil
Legislative Implication	Nil
Policy Implication	Nil
Attachments	Tourism Monthly Reporting Dashboard

TOURISM MONTHLY REPORTING DASHBOARD: FOR THE MONTH OF: AUGUST 2016

VISITOR WALK-INS

Walk-in Figures

Date	Numbers	%Change
Current Month	**1260**	
Previous Month	1113	**13%↑**
Same time Last Year	1015	**24%↑**

Visitor Breakdown Figures

From Where	Breakdown	% of Total
Intra-State	Within NSW	41%
Interstate	1. VIC 4. TAS 2. SA 5. WA 3. QLD 6. NT	49%
International	1. China 4. Ireland 2. France 5. Italy 3. Germany 6. Sweden	2%
No. of Coaches/ Groups	**No of Visitors: 104**	8%

SALES

Sales Figures

Date	Numbers	%Change
Current Month	**$5,212.05**	
Previous Month	$5,189.80	**.44%↑**
Same time Last Year	$5,705.40	**8%↓**

Merchandise – Top Sellers

Top 5	Products
1	Pistachios
2	Postcards
3	Robinvale Estates
4	Magnets
5	Frog Figurines

MARKETING ACTIVITIES

Medium	This Month's Activities
Discover Balranald & Surrounds Facebook Page – This page has replaced the Council Page for Tourism promotions	Current Likes: 2066 (54% ↑ from last month) Number of Posts: 9 Total Reach: 218,065 Number Engaging with Posts: 16,174 Post with most engagement (likes, comments, clicks & shares): The Magic of Balranald – RIVERS & LAKES Top 8 Cities: 1.Melb 2.Adelaide 3.Balranald 4.Mildura 5.Albury 6.Swan Hill 7.Ballarat 8.Bris Top Countries: 1.Aust 2.Malaysia 3.USA 4.Bangladesh 5.Germany 6.Singapore 7. NZ
Discover Balranald & Surrounds Website – Google Analytics is attached to the website for statistics & trends (Since 25th July 2016)	No of Visitors: 3,188 (538%↑ from last month) %New Visitors: 85% %Return Visitors: 15% Total Page Views: 10,165 (420%↑ from last month) Average No of Pages viewed per visit: 4 (good indication that they are staying on the site) Top 10 Pages (out of 61 pages): 1.See&Do 2.Road Conditions 3.Events 4.Top Stays 5. The 5 Rivers 6.Top Easts 7.Balranald Discovery Centre 8.Photo Gallery 9.Motels 10.Yanga NP Top Countries: 1.Aust 2.UK 3. USA 4.Iraq 5.Philippines 6.Germany 7.Brazil 8. Canada Top Cities: 1.Melb 2.Syd 3.Bris 4.Adelaide 5.Canberra 6.Central Coast 7. Perth 8. Newcastle
Publications – Newspaper	Media Releases re "Vietnam Framed" Exhibition

TOURISM MONTHLY REPORTING DASHBOARD: FOR THE MONTH OF: AUGUST 2016

Medium	Activity
Publications – Magazines	Full Page Ad in the "Wanderer" Magazine
Digital Media & Website	• Specific digital campaign to drive traffic to the website as part of "Discover Balranald & Surrounds" campaign • For an investment of $550 and for a period of 12 days **RESULTS = 2,100 people** directly clicked onto the website and averaged **4 pages per session**
Tourism Collateral (Brochures, flyers, signage etc.)	• Visitor Guide went to print with delivery expected mid-September • Design of flyers have begun
Events	• Promotion of Craft Weekend • Promotion of "Vietnam Framed" • Promotion of MotoX Events • Promotion of Threads of our Communities
Social Media Activities	Promotions on social media included: Rivers & Lakes; Top Eats; GPO 3rd in NSW for service; Full Moon Tour comp; Craft Weekend; "Vietnam Framed" exhibition; Heritage & History
Direct Marketing & Campaigns	Development of database for upcoming activities
Media Releases & PR	Media Releases re Regional Tourism Awards & the "Balranald Business Online Project" Grant

REVIEWS

Review Medium	Reviews/Activities
Trip Advisor (Balranald Discovery Centre)	Number of Reviews to Date: **38** Average Rating out of 5 Stars: **4.5**
WiKiCamps Discovery Centre & RV Facility	Number of Reviews to Date: **91** Average Rating out of 5 Stars: **4.5**
Facebook & Google Reviews	Number of Reviews to Date for **Discovery Centre** Page: **19** Average Rating of 5 Stars: **4.9** Number of Reviews to Date for **Discover Balranald** Page: **2** Average Rating of 5 Stars: **5**
Visitor Book Reviews	Number of Reviews this Month: **80** **%Number** of Very Good/Excellent Reviews: **100%**

DEVELOPMENT & MANAGEMENT

Medium	Reviews/Activities
Conferences/Meetings/Workshops (Attended by Tourism Coordinator)	August Tourism Committee Meeting | Meeting with National Parks re Mungo to Balranald route & package | 5 Rivers Outback Festival Meeting | Meeting with BEC re online workshops
Capacity Building , Strategic Alliances & Planning	• National Parks collaboration for Sydney Weekender coming to Balranald • National Parks collaboration for Mungo to Balranald/ Yanga route/package
Submissions/Grants/Applications	• Series of meetings with operators for "Balranald Business Online Project" Grant with 10 websites currently under construction
Research & Data for this Month	**Top Attractions for the Month:** **1. Interp. Pavilion 2.Mungo NP 3.Museum 4.Old Gaol 5. Yanga NP 7.Heritage Sites/Trail 8.RV Site 9. Outback Geo Adventure Tours** **The VIC team encouraged 13 groups of Visitors to stay the extra night**

Item C - 4 DISCLOSURE OF INTEREST RETURNS
File Number: Disclosure of interest register

Reporting Officer: Elizabeth White, Director of Corporate and Community Development

Operational Plan Objective: Pillar 6: Our Leadership – 6.3.2 Organisational Management – Provide good governance, prudent financial management and effective support services for all its activities

Officer Recommendation:

That Councillors note the disclosure of interest return requirements and accept the disclosure of interest register as tabled.

Purpose of Report

In accordance with Section 449 (3) of the Local Government Act 1993, to advise of the required disclosure of interest returns.

Report

Pecuniary interest returns for the period 1 July 2015 to 30 June 2016 are due for submission to Council by 30th September 2016 for Councillors and relevant staff that held office at 30 June 2016.

At time of writing this report there was 2 outstanding returns. The disclosure of interest register is tabled for Council's information.

Under Section 449(3) of the Local Government Act 1993 a Councillor or designated person holding that position at 30 June in any year must complete and lodge with the General Manager within 3 months after that date a return in the form prescribed by the regulations.

Financial Implication	Nil
Legislative Implication	Sec. 449 (3) Local Government Act 1993
Policy Implication	Nil
Attachments	Nil

Infrastructure and Development Reports

Item I - 7 CONSTRUCTION CERTIFICATES

File number: 600

Reporting Officer: Director Infrastructure and Development – John Stevenson

Operational Plan Objective: Pillar 6

Officer Recommendation:
That the report be noted.

Purpose of Report

To advise Council of Certificates issued under delegated authority.

Report

The following Construction Certificates, Complying Development Certificates, Section 68 Certificates and / or Notices of Determinations have been issued since the August 2016 meeting of Council.

Application	Owner/Applicant	Locality	Description
DA 06/2017	P. Natale	Opposite Bank Murray River to Lot 49 DP 756112	Mooring
DA 08/2017	Statewide Demolition Pty Ltd	94 Leslie Drive, Euston	Demolition of fire damaged dwelling
DA 10/2017	N. Tolley	Opposite Bank Murray River to Lot 49 DP 756112	Mooring
DA 11/2017	L.R. Follett	Lot 714 Murray Valley Hway, Euston	Mooring

Financial Implication	Nil.
Legislative Implication	The approvals process.
Policy Implication	Nil.
Attachments	Nil.

Item I – 8 MAINTENANCE AND CONSTRUCTION PROGRAM

File number: 726

Reporting Officer: Director of Infrastructure – John Stevenson

Operational Plan Objective: Pillar 5 – Our Infrastructure

Officer Recommendation:
That the report be noted and accepted.

Purpose of Report
To provide Council with a progress report on works, since the August meeting.

Report

1. Road Maintenance

Council has continued its unsealed roads maintenance due to the favourable weather conditions, as well as sealed road maintenance. Works have been undertaken in the following areas:

- The Vale Loop Road maintenance grading
- Prungle mail Road maintenance grading
- General sign repair and maintenance
- Patching of various roads in preparation for resealing
- Grid maintenance on various roads

2. Roads to Recovery Program

Works have commenced on a 1km section of the Prungle Mail road at the Sturt Highway end. Clearing and earthworks are complete and the section will be prepared for sealing.

3. Miscellaneous Works

a) The water and sewerage telemetry contract has experienced some delays due to supply of components from overseas. The contract is now scheduled for completion in November, a six week extension of time.
b) The Resealing Tender has closed and a report recommending a contract has been submitted. Works under this contract are expected to commence in November.
c) Asset investigation, sewer camera work and associated condition reporting has commenced in a part of the Balranald sewer network. Work should be complete in 2 weeks.
d) Works have also commenced on repairs to the Balranald sewerage ponds due to severe erosion. Works will extend over a 8 to 12 month

timeframe due to the requirement to drain and dry the 4 ponds in sequence whilst still maintaining the functionality of the treatment works. The ponds will also be brought up to current day standards to ensure the banks are adequately protected.

e) The Switchboard at the Main Sewerage pump station in Balranald is being renewed due to its age and condition.
f) Trimming of Street trees as part of Country Energy maintenance
g) New tree plantings in various areas
h) Better Boating program – Installation of a Toilet Facility near Balranald caravan Park

Financial Implication	As per budgeted works program.
Legislative Implication	Nil.
Policy Implication	Rural Roads Policy.
Attachments	Nil.

Balranald –Ivanhoe Road Grid Installation

Prungle Mail Road Construction

Church Street Median

Caravan Park Boat Ramp Toilet

Race Track Fence

QUESTIONS ON NOTICE

CLOSED MEETING - CONFIDENTIAL MATTERS