

PRESENT:

APOLOGIES:

DISCLOSURE OF INTERESTS

CALENDAR OF EVENTS

Calendar of Events February 2017 – March 2017	
FEBRUARY	
21	Council Meeting @ 5pm
26-28	Western Division Annual Conference @ Wentworth
MARCH	
6	Hostel Committee Meeting @ 5pm
7	Euston Beautification & Tourism Management Committee @ 9am
7	Tourism Committee Meeting @ 5pm
8	Balranald Beautification Committee @ 7pm

CONFIRMATION OF MINUTES

Recommendation:

That:

“The minutes of the Ordinary Meeting of Council held on Tuesday 20th December 2016 copies having previously been circulated to each Councillor be taken as read and confirmed.”

PRESENTATION/DELEGATIONS

Carl Millington - Auditors

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 DELEGATIONS

File number: 028(A)

Reporting Officer: Aaron Drenovski, General Manager

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

Officer Recommendation:

That Council appoint Kell Moore Lawyers of Albury to review Council's Delegations of Authority.

Purpose of Report

To review the Delegations of Authority to Mayor, Section 355 Committees and General Manager.

Report:

Section 380 of the Local Government Act 1993 requires Council to review its delegations of authority within the first twelve months of each term.

The current delegations to the Mayor, Section 355 Committees and the General Manager are attached for perusal and were adopted by Council in July 2014. The current delegations are based on the template developed by Kell Moore Lawyers following the previous Council elections.

Kell Moore Lawyers have provided the RAMROC Councils (under separate cover) a proposal. A conversation has been had with a representative from the Law firm who confirms that there are only minor changes to be made from the last template and that the fee would be in the \$1,000-\$2,000 range.

Council has two options:

- 1/ Appoint Kell Moore Lawyers to review the Delegations of Authority, or
- 2/ Direct the General Manager to make minor changes to the current Delegations of Authority taking in to consideration Albury City Council's recently updated Delegations of Authority.

As the Delegations of Authority apply for 4 years and is a critical document of Council's, it is suggested that Council appoint Kell Moore Lawyers to review the document.

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<u>Financial Implication</u>	\$1,000-\$2,000 subject to Council decision
<u>Legislative Implication</u>	In accordance with Local Government Act 1993
<u>Policy Implication</u>	Nil
<u>Attachments</u>	1/ Current Delegations of Authority 2/ Under Separate Cover – Kell Moore Lawyers proposal



DELEGATIONS OF AUTHORITY

PART 1

DELEGATIONS FROM COUNCIL

BALRANALD SHIRE COUNCIL

Balranald Shire Council
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PREAMBLE

Section 377 of the Local Government Act 1993 (**Act**) provides:

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 [of the Act] 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 [of the Act],*
 - (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 [of the Act],*
 - (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 [of the Act],*
 - (q) *a decision under section 356 [of the Act] to contribute money or otherwise grant financial assistance to persons,*
 - (r) *a decision under section 234 [of the Act] 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 Director-General except as provided by the instrument of delegation to the council.*

INTRODUCTION

In accordance with section 377 of the Act, the Council by resolution at its meeting on Tuesday 15 July 2014 delegated its powers, authorities, duties and functions as set out in this Part 1: Delegations of Authority register to the General Manager, the Mayor and Council Committees.

All Council delegations contained in Part 1 are subject to the following limitations:

1. The delegated power, authority, duty or function being performed in accordance with Council Policy;
2. The delegated power, authority, duty or function being performed in accordance with the Law;

The delegations of Council will remain in force until they are revoked or amended by a resolution of Council.

The Council notes that the General Manager may delegate his or her powers, authorities, duties and functions at his or her discretion. The General Manager's delegations to Staff will form Part 2: 'Delegations to Staff'.

DELEGATION TO COMMITTEES OF COUNCIL

Committees of Council have no delegations except for those provided by resolution of Council.

It is a common misconception with many community committees that they are responsible entities in their own right and their actions are independent of Council. This is not the situation. Council can delegate its authority to the committee to Act on Council's behalf and can withdraw its delegation at any time such action is deemed necessary. Council can also dissolve the committee at any stage.

A review of 5.355 committees of Council will be undertaken to align the functions and charter of each committee with the objectives of the Council CSP and its statutory obligations. The delegations of authority to each committee will subsequently be incorporated into this document following adoption by Council.

DELEGATION TO THE MAYOR

The Mayor, and in the absence of the Mayor, the Deputy Mayor for the period of the Mayor's absence, is delegated authority under section 377 of the Act to exercise and/or perform on behalf of the Council the following powers, authorities, duties and functions:

1. Powers or Duties under Local Government Act

To give effect to the Law, Council's adopted Policies, resolutions and directions, provided that such delegation is not sub-delegated without the specific approval of Council or as prescribed under the Local Government Act.

2. Powers or Duties under other legislation

If, under any other Act other than the Local Government Act, a function is conferred or imposed on the Mayor of Council, the function is taken to be conferred or imposed on the Council and the Mayor of the Council has delegated authority to exercise and/or perform on behalf of the Council the powers, authorities, duties and functions as prescribed under that other Act.

3. Preside at Meetings and Functions of Council

To preside at all meetings of the Council, Committees, Community Committees and Public Meetings convened by the Council at which the Mayor is present unless the Council otherwise appoints another Councillor or person to perform this function.

4. Negotiations on behalf of Council

In conjunction with the General Manager, to participate in negotiations on behalf of the Council with third parties and in connection with the sale, purchase and lease of land and buildings. This function is subject to the limitation that no contractual agreement is to be entered into without a resolution of Council.

5. Represent Council – Government and Other Forums

To represent the Council, in conjunction with the General Manager, in deputations to government, inquires and other forums where it is appropriate that the Mayor should present the Council's position.

6. Sign and Execute Documents

To sign correspondence and other documents. This function is subject to the limitation that execution of any documents under Council Seal must be carried out in compliance with Regulation 400 of the Local Government (General) Regulations 2005.

7. Media Releases

To make Media Statements and issue Press Releases in respect of Council Resolutions/Recommendations and decisions subject to prior consultation with the General Manager.

8. Leave

To approve applications of leave by the General Manager.

DELEGATION TO THE GENERAL MANAGER

The General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, is delegated authority under section 377 of the Act, to exercise and/or perform on behalf of Council the powers, authorities, duties and functions of the Council, subject to the following:

1. The General Manager is restrained from carrying out any of those functions of Council excluded from delegation by operation of section 377(1) of the Act;
2. The General Manager is entitled to carry out any functions delegated to the Council by the Director-General or the Minister, subject to any express limitations imposed by the Director General or Minister;

If a function is conferred or imposed on an employee of Council under any other legislation, the function is deemed to be conferred or imposed on the Council and is delegated to the General Manager.

For the avoidance of doubt, the delegated authority conferred or imposed upon the General Manager includes the delegated functions of Council as provided in the following table and is subject to any limitations contained therein. The following table is not intended to be an exhaustive list of all powers, authorities, duties and functions delegated to the General Manager. Rather it is to be relied upon as a manual providing guidance to those most commonly relied upon powers, authorities, duties and functions

PART A – FINANCIAL MATTERS	
1.	<u>Obtain Quotations and Authorise Purchase Orders</u> To obtain quotations, authorise the purchase of, and issue official orders for goods, works and services required for the functioning of the Council and to incur expenditure for such goods, works and services (excluding that for the purchase of major items or works plant, and/or motor vehicles) provided that due provision has been made in the approved budget for the incurring of such expenditure or the incurring of such expenditure is otherwise authorised by Council Policy or Council resolution.
2.	<u>Authorise Payment of Salaries and Wages</u> To authorise the payment of salaries and wages.
3.	<u>Payment of Contractors and Direct Creditors</u> To approve or refuse payment to contractors and direct creditors.
4.	<u>Sign Cheques on Council's Bank Account</u> To sign or countersign cheques drawn on Council's bank accounts.
5.	<u>Check and Certify the Annual Statutory Accounts</u> To check and certify statutory accounts against the Council records.
6.	<u>Authorise Expenditure for Urgent Works</u> To authorise expenditure outside the budget approved by Council in order to undertake urgent works to reduce or eliminate a significant health or safety hazard.
7.	<u>Lodgement of a Cash Bond or Bank Guarantee</u> The authority to require the lodgement of a cash bond or bank guarantee.
8.	<u>Overdraft Limit</u> To negotiate Council's overdraft limit.
9.	<u>Sale or Disposal of Materials or Equipment</u> To sell old materials, spoilt or obsolete equipment.
10.	<u>Debt Write Off</u> To authorise the writing off of uncollectible debts (for charges and sundry debtors) up to a maximum amount of \$500.

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11.	<u>Issue Accounts</u> To authorise the issue of accounts for services provided by Council.
12.	<u>Borrowings</u> To authorise application for borrowings from financial institutions at the direction of Council and subject to a resolution of Council to approve this application.
13.	<u>To Engage Consultants</u> To engage consultants to assist with Council projects, subject to compliance with the Act and the Law.
14.	<u>Investment of Money</u> Arrange the investment of money that is not presently required by the Council in a form of investments notified by order of the Minister and published in the Government Gazette.
15.	<u>Write off Accrued Interest</u> Write off accrued interest on rates and charges if the payment of the accrued interest would cause hardship
16.	<u>Accounts Receivable – Payment by Instalment</u> To make arrangements with any ratepayer or debtor for payment to be made by reasonable and satisfactory instalments.
17.	<u>Refund of Over-payments</u> To authorise the refund of all over-payments subject to appropriate certification.
18.	<u>Refund of DA/Construction Certificate Application Fees</u> To determine the refund of all or part of the fees paid for development or where the application is either not proceeded with or is withdrawn subsequent to assessment
19.	<u>Rebate of Rates</u> <u>To grant rebates of rates to qualified rateable persons in accordance with the provisions of the Act.</u>

PART B – STAFFING MATTERS	
1.	<u>Recruitment</u> <ul style="list-style-type: none">• Approve or refuse the appointment, engagement, or promotion of staff, subject to compliance with section 337 of the Act for Senior Staff• Approve or refuse the use of a recruitment consultant.• Employ casuals to fill short term vacancies.
2.	<u>Payment of Benefits and Allowances</u> <p>Approve or refuse payment of allowances and employment entitlements and benefits in accordance with the Local Government (State) Award 2010 and applicable employment contracts.</p>
3.	<u>Salary Step Progressions for Staff</u> <p>Approve or refuse salary step progression for staff under the Local Government (State) Award 2010</p>
4.	<u>Dismissal of Employees</u> <p>To dismiss employees or consultants/contractors on such terms that the General Manager deems appropriate, provided that prior to the dismissal of Senior Staff the General Manager consults with Council in accordance with section 337 of the Act.</p>
5.	<u>Education Assistance</u> <p>Approve or refuse education assistance for Council employees</p>
6.	<u>Flexible Work Arrangements</u> <p>Approve or refuse flexible work arrangements.</p>
7.	<u>Report of Injury</u> <p>Approve or refuse the employer's report of injury to Council's workers compensation insurer.</p>

8.	<p><u>Approve Leave</u></p> <p>Approve or refuse leave for Council employees having due regard to the proper functioning of the Council and maintenance of appropriate levels of service to the public</p> <p>To grant special leave with pay and reasonable out of pocket expenses, in the following cases:</p> <ul style="list-style-type: none">• Professional Body: where staff members are full members of a relevant professional body that is running a conference or meeting – a maximum of five days leave at any one time, with a maximum in any one year of 15 days;• Field Days: where it is considered that the machinery to be displayed is of some relevance to Council's operations, that Senior Staff directly associated with the purchase of Council's machinery be allowed to attend one day only;• Executive of a Professional Body: where an employee is elected to the Executive of a Professional body, special leave must fit within the parameters laid down under the Professional Body category;• Courses: Attendance at refresher courses (eg. Management courses) to be decided by Council in each particular case• Emergency Services Leave and Defence Force Reserve Leave at the discretion of the General Manager and in accordance with legislation.
9.	<p><u>Travelling and Subsistence Expenses</u></p> <p>To approve or refuse the payment of travelling and related expenses</p>
10.	<p><u>Replacement of Personal Property</u></p> <p>To approve or refuse claims for the loss of personal property provided that such property was required for the normal performance of the employee's duties</p>
11.	<p><u>Employment Outside of Council</u></p> <p>To approve or refuse employees to engage in private employment or contract work outside of their Council employment.</p>
12.	<p><u>Request for Use of Council Equipment by Employees</u></p> <p>To determine any requests for use of Council equipment by employees</p>
13.	<p><u>Use Intellectual Property created in the Course of Employment</u></p> <p>To refuse, approve or conditionally approve any request by an existing or previous employee of Council for the non-exclusive use of intellectual property of the Council created by the employee during the course of their employment with Council, providing there is no monetary or commercial benefit to the employee.</p>

PART C – GOVERNANCE	
1.	<u>Public and Media Statements</u> To make or authorise public statements and issue media releases on matters involving the Council.
2.	<u>Business Papers</u> To determine matters which are included in Council business papers and Committee papers.
3.	<u>Correspondence</u> <ul style="list-style-type: none">• To reply to all routine correspondence that does not require the prior consideration of Council.• To exercise discretion in regard to referring correspondence to various Council officers for attention.
4.	<u>Invitation to Address Council</u> To invite a group or individuals to address any Council or Council Committee.
5.	<u>Public Officer</u> To appoint Council's Public Officer and to direct the Public Officer in relation to functions contained within section 343 of the Act.
6.	<u>Destruction of Corporate Documentation</u> Authority to approve destruction of corporate documentation in accordance with the State Records Act 1998.
7.	<u>Signing of Contracts and Agreements</u> To sign contracts, deeds and agreements that do not require the Council seal
8.	<u>Enter into Leases, Licences and other legal transactions</u> Authority to negotiate and enter into any form of Lease or Licence or other transaction for use of land or assets, subject to compliance with the Act, and subject to the General Manager making reasonable enquiries into the appropriate payments to be made to Council and consulting with Council's solicitor to determine the appropriate format of the legal agreement.
9.	<u>Public Immunisation</u> To authorise and promote public immunisation campaigns and clinics

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10.	<u>Council Committees</u> <ul style="list-style-type: none">• Appoint employee representatives to Council Committees• Consider and determine matters arising from the Council Committees
11.	<u>Receive and investigate complaints</u> <p>To receive complaints and authorise investigation and action to be taken by the appropriate officer in regard to any complaints or requests received by Council.</p>
12.	<u>Respond to Minister and Department</u> <p>To respond and liaise with the Minister and his/her representatives and the Department in relation to correspondence, inquiries or requests for information.</p>
13.	<u>State Emergency and Rescue Management Act 1989</u> <p><u>The role of Chairperson of the Local Emergency Management Committee is the General Manager.</u></p>

PART D – OPERATIONAL	
1.	<p><u>Issue Proceedings</u></p> <ul style="list-style-type: none">• To initiate or carry on proceedings, to act on behalf of Council and to negotiate on matters in issue between parties, and to settle any proceedings in any Court or Tribunal, including but not limited to the Local, District or Supreme Courts of any State or Territory, any Industrial Relations Tribunal or Commission, and the Land and Environment Court;• To authorise the issue or withdrawal of any penalty infringement notices or complaint or the institution of any proceedings for the recovery of any penalty or the making of any order for or in respect of any offence, nuisance, or any other matter or thing whatsoever which the Council might be entitled to recover or seek under any Act or Regulation.• To instruct and engage Council’s Solicitors and Counsel.
2.	<p><u>Notice of Intention and Orders</u></p> <p>To issue Notices of Intention to Issue Orders and Orders in accordance with the requirements of the Act and Environmental Planning and Assessment Act and all other applicable legislation.</p>
3.	<p><u>Determination of Development Applications (including Modification Applications)</u></p> <p>To determine development applications, including modification applications, and all forms of applications for approvals and certificates under all applicable legislation.</p>
4.	<p><u>Issue of Permits, Certificates or Approvals</u></p> <p>To approve or refuse the issue of permits, certificates and approvals for activities that are required to be regulated under the provisions of the Act and the Environmental Planning and Assessment Act 1979 or related legislation; including, but not limited to:</p> <ul style="list-style-type: none">• all building certificates, construction certificates, certificates of classifications and occupation certificates;• applications for subdivision of land.
5.	<p><u>Ministerial delegation of Local Environmental Plan making Decisions</u></p> <p><u>Subject to the Minister delegating functions under section 59 of the Environmental Planning and Assessment Act, and subject to the Council resolving to accept the Ministerial delegation, only those functions identified in the Ministerial delegation may be carried out</u></p>

6.	<u>Storm water Drainage Works</u> Where the Council has approved a subdivision or development application subject to the construction of storm water drainage works that revert to the care, control and management of Council, to approve such works upon submission of all necessary plans and documentation.
7.	<u>Implementation of Adopted Operational Plan</u> To implement any work, service or action provided for in the adopted management plan without further reference to Council except for: <ul style="list-style-type: none">• the acceptance of tenders which are required under the Act to be invited by the Council, and• the determination of priorities where lump sum funding has been provided.
8.	<u>Funding Application</u> Authority to sign funding applications once approved by Council
9.	<u>Provision of Witnesses and Information</u> To determine the fee to be charged for the provision of Council's employees as witnesses and/or the supplying of information for Court cases.
10.	<u>Removal of Derelict Vehicles</u> Authority to engage contractors to remove derelict vehicles from roads, road reserves and public places.
11.	<u>Approve Applications for Street Activities and Busking Permits</u> Authority to approve or refuse: <ul style="list-style-type: none">• the issue of busking permits;• applications for street stalls or similar activity;• applications for the collection of money for charitable appeals or similar activity.
12.	<u>Filming/Photography in Parks, Reserves and Public Places</u> To approve applications to film/photograph in Council's parks, reserves and public places subject to the conditions and fees determined by Council.
13.	<u>Casual Use of Council Parks, Reserves or Council Property</u> To approve or refuse applications for the casual use of parks, reserves or property in accordance with Council Policy (if any) and subject to approved fees (if any).

14.	Government Information (Public Access) Act 2009 To act as Council’s “principal officer” or appoint Council officer(s) to determine applications and provide information to access information in compliance with the Government Information (Public Access) Act 2009.
15.	<u>To Enforce the Payment of Rates</u> To issue notices under the Act for the recovery of rates. To approve alternative options for the collection of outstanding rates, including collection of rent in lieu of rates, issuing of proceedings, accepting exchange of land and such other alternatives available to Council under the Act.
16.	<u>Rate Books</u> Authority to: <ul style="list-style-type: none">• amend the rate and valuation books/records where such amendment is necessary by reason of change of ownership, occupancy or address;• raise or reduce the sum rates owing due to error;• include any land which ought to have been rated;• to write off accrued interest to a maximum of \$50;• act in accordance with the Act to manage the rate books/records and recover rates and charges owing to the Council.
17.	<u>Insurance Claims - Policy Excess</u> To resolve claims on Council’s behalf up to the level of the excess applicable to each insurance policy.
18.	<u>Council Property – Notices to Quit</u> To authorise and sign notices to quit to tenants whose rent arrears exceed four weeks, or to take such alternative action necessary to manage tenants and recover outstanding rent or payments.
19.	<u>Use of Council Owned Properties</u> To approve or refuse to grant Council’s consent to a third party development application that may traverse or impact upon Council land.
20.	<u>Maintenance and Repair of Council Properties</u> To authorise repairs/maintenance of Council’s buildings, equipment and plant within the limits approved in the annual budget.

21.	<u>Maintenance of Council's Motor Vehicles and Plant</u> To authorise the expenditure of funds for the repair, maintenance and replacement of Council's plant, equipment and vehicles.
22.	<u>Hire of Council Plant</u> To authorise the letting or hire of any of the Council's public works plant, machinery and equipment in accordance with rates determined by Council.
23.	<u>Determination of Reserve Price and Disposal of Plant, Equipment and Vehicles by Public Auction, Tender or Trade-in</u> Authority to approve a sale price for Council plant, equipment or vehicles if: <ul style="list-style-type: none">• the best offer is more than 10% below the reserve price; and• the reserve price has been set by consulting either a valuer, auctioneer, or professional book (ie, Red Book); and• results from previous auctions for similar plant, equipment or vehicles has been considered
24.	<u>Caravan Park</u> To operate, manage and maintain the Balranald Caravan Park.
25.	<u>Dividing Fences</u> To authorise a contribution on behalf of Council for not more than one half the cost of fencing a boundary common to land owned by Council or under the Council's care, control and management subject to two quotations being obtained and subject to the Dividing Fences Act.
26.	<u>Aerodrome/Airport</u> To operate and maintain the Council aerodrome/ airport in accordance with all applicable legislative requirements
27.	<u>Impounding Officer</u> To exercise the powers of Council's Impounding Officer.
28.	<u>Pruning or Removal of Trees</u> To approve or refuse applications from residents to prune, top, lop or remove trees either on the applicant's property or Council's property subject to the payment of any required fee, if any, and in accordance with Council's Tree Policy.

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29.	<u>Waste Management Centre (Landfill)</u> To operate and maintain Council's Landfill in accordance with all applicable legislative requirements.
30.	<u>Cemetery/Crematorium</u> To operate and maintain Council's Cemetery/Crematorium in accordance with all applicable legislative requirements.

31. Administer Functions provided by other Legislation

To administer the provisions of the following legislation as they apply to Council:

- Community Land Development Act 1989
- Companion Animals Act 1998
- Conveyancing Act 1919
- Crown Lands Act 1989
- Government Information (Public Access) Act 2009
- Graffiti Control Act 2008
- Environmental Planning and Assessment Act 1979
- Fire Brigades Act 1989
- Fluoridation of Public Water Supplies Act 1957
- Food Act 2003
- Heritage Act 1977
- Impounding Act 1993
- Library Act 1939
- Liquor Act 2007
- Local Government Act 1993
- Protection of the Environment Operations Act 1997
- Public Health Act 2010
- Roads Act 1993
- Roads Transport (General) Act 2005
- Rural Fires Act 1997
- Privacy and Personal Information Protection Act 1998
- Rural Fires Act 1997
- State Emergency and Rescue Management Act 1989
- Swimming Pool Act 1997
- The Plumbing and Drainage Act 2011
- Unclaimed Money Act 1995
- Children (Education and Care Services National Law Application) Act 2010

32.	<u>Road Rules</u> To administer the provisions of the Road Rules 2008 and Australian Road Rules as they apply to Council, subject to any applicable standards, protocols and directions from State Government departments and/or NSW Police.
33.	<u>Parking Infringement Notices</u> To issue Parking Infringement Notices
34.	<u>Parking Permits</u> To determine applications for parking permits.
35.	<u>Temporary Road Closure</u> To approve temporary road closures where: <ul style="list-style-type: none">• The temporary road closure is not more than two consecutive days; and• The Road and Maritime Service approves the Traffic Management Plan and grants a road occupancy licence (as required); and• The NSW Police approve the closure; and• The application complies with Council's Policy.
36.	<u>Sign Adjustment</u> To undertake the following sign adjustments to: <ul style="list-style-type: none">• Change old "No Standing" signs to "No Parking" signs as per the Australian Road Rules• Change existing parking restriction times• Move existing signs to a more visible location (eg. Move a sign hidden behind a tree trunk)• Install "repeater"/additional signs (eg. Where there are existing parking restrictions signs, install an additional sign in the middle to emphasise the restrictions).

37.	<p><u>Special Use Zones</u></p> <p>Authority to approve and/or refuse an application for the following Special Use Zones:</p> <ul style="list-style-type: none">• Works Zones;• Loading Zones;• Mail Zones;• Motorcycle Parking;• Bus Zone;• Taxi Zone;• Police Vehicles Zone;• Disabled Parking;• Temporary Bus Zones (eg. for Railway Buses); <p>subject to consent being obtained from the NSW Police and in addition;</p> <ul style="list-style-type: none">• in the instance of Mail Zones, consent is obtained from Australia Post; and• in the instance of Bus Zones , consent is obtained from the State Transit Authority.
38.	<p><u>Traffic Facilities</u></p> <p>To approve the installation of individual traffic facilities projects, where:</p> <ul style="list-style-type: none">• the individual traffic facility project forms part of that financial year’s Traffic Facilities Program which has previously been approved; and• Subject to consultation of local residents.
39.	<p><u>Warning Signs</u></p> <p>To approve the installation of Warning Signs as defined in applicable Australian Standards, where</p> <ul style="list-style-type: none">• the proposed sign can be found in Section 3 Warning Signs of the Australian Standard 1742.1-1991 and• The NSW Police agree with the installation.
40.	<p><u>Signs across Driveways</u></p> <p>To approve or refuse an application for signs or line marking across a driveway, where the NSW Police agree with the approval or refusal.</p>

41.	<u>Traffic Bollards</u> To approve or refuse an application for the use of traffic bollards.
42.	<u>Vehicular Crossings and Footpath Restorations</u> To approve or refuse the construction of vehicular crossings and/or restoration works on Council land or over Council controlled road reserves.
43.	<u>Street Lighting</u> To approve the installation of additional street lighting facilities and associated charges.
44.	<u>Storm water Drainage Works</u> To approve or refuse all connections from private property to Council's storm water systems where those works are for the sole benefit of the development and do not revert to the control and management of the Council.
45.	<u>Variation of Working Hours</u> To authorise a one-off variation to the restricted hours of building works where: <ul style="list-style-type: none">• urgent building works are requires to be carried out;• large cranes have to stand on streets;• the loading/unloading of materials and pouring of the concrete would otherwise cause interference to traffic; and• the work requires the erection or removal of hoarding tower cranes, awnings and the like.
46.	<u>Positive Covenants, Easements and Section 88B instruments under the Conveyancing Act, 1919</u> To approve and sign the grant or removal of a positive covenant or restriction contained in any positive covenant, easement and/or section 88B instrument under the Conveyancing Act 1919, in accordance with section 28 of the Environmental Planning and Assessment Act and subject to any Council Policy and the Law.
47.	<u>Public Notification of Applications</u> <ul style="list-style-type: none">• To determine whether a development application should be exempt from notification, subject to any applicable Council Policy• To determine such persons who own land or who reside in properties that may be detrimentally affected by a development and to ensure such persons are notified in accordance with any Council Policy.

48.	<u>Professional Certifications</u> To approve or refuse professional certification from an Accredited Certifier in respect of Complying Development or Building Certification where that Certifier is accredited to undertake that particular type of work
49.	<u>Building Professionals Act</u> Authority under section 5 of the Building Professionals Act 2009 to make a recommendation on behalf of Council in support of an application to the Board for accreditation to carry out certification work (or the renewal of accreditation) on behalf of Council.
50.	<u>Work on Private Land by Agreement</u> To exercise Council's power to carry out work on private land.
51.	<u>Entering of Premises</u> To enter, and authorise Council employees (or other persons) to enter, any premises for the purposes of enabling the Council to exercise its functions under any Act.
52.	<u>Water Restrictions</u> Determine Water Restrictions in accordance with NSW State Government direction
53.	<u>Library Act</u> To exercise all powers of Council under the Library Act
54.	<u>Motor Vehicle Fleet</u> To manage Council's motor vehicle fleet

Glossary of Terms

Act	means <i>Local Government Act 1993</i>
Authority	means any government (state or federal), government department, statutory corporation or other body having power to legally direct the Council or its officers
Department	means the Department of Local Government, or any future department (or combined department) carrying out the functions of the present Department of Local Government for the State of New South Wales
Director-General	means the Director-General of the Department of Local Government or the Director-General of any other government department which has the carriage of the administrative functions of the Act and the portfolio of Local Government.
Law	means the requirements of all statutes, rules, ordinances, codes, regulations, proclamations, by-laws, environmental planning instruments, directions and consents of any Authority
Minister	means the Minister for Local Government or any future title given to a ministerial position of a future New South Wales State Government portfolio that includes governance of Local Government.

ITEM G - 2 MEMBERSHIP OF COUNCIL COMMITTEES

File number: **024**

Reporting Officer: Aaron Drenovski – General Manager

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

Officer Recommendation:

That Council:

1. Appoint all applicants for the respective committees as detailed in the report subject to the completion of Committee Members Code of conduct training.
2. Review committee memberships at the same time as the 2 year mayoral appointment.

Purpose of Report

To report the list for community members on Council Committees.

Report

At the October Ordinary meeting, Council resolved:

1. Each committee have a quorum of ½ plus 1,
2. That each committee consists of 2 councillors plus the mayor, and
3. Community members stay as they are currently in each committee, members be forwarded the new application form to fill out.

Council advertised on 25 January seeking expressions of interest for new committee members. Both the Community Safety Precinct & Hostel Committees have a greater number of members than the previously resolved membership number. It is suggested that Committee numbers be increased to reflect the additional number of expressions of interest.

It is proposed that council offices will provide a couple of Code of Conduct training sessions during the month of March for Committee members to attend.

<u>Financial Implication</u>	Nil to this report
<u>Legislative Implication</u>	Nil
<u>Policy Implication</u>	Nil
<u>Attachments</u>	Committees list for 2017

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<u>Committee</u>	<u>Member 2016/2017</u>	<u>Member 2015/2016</u>
<i>Australia Day</i>	Linda Nelson	Hutch Lawrie (resigned)
	Cecilia Davies	Cecilia Davies
		Linda Nelson
<i>Balranald Beautification</i>	Vicki Burke	Gaye Renfrey (resigned)
	Genevieve McConnell	Jill Bath
	Mary Grisdale	Karen Norfolk
	Karen Norfolk	Mary Grisdale
	Margie Vanzanten	Margie VanZanten
	Jill Bath	Vicki Burke
		Greg Camin (Deceased)
<i>Cultural</i>	Robyn Davis	Kathy Anderson (resigned)
	Doreen Greenham	Sue Balshaw (resigned)
	Margaret Butler	Linda Nelson
	Jan Lawler	Ema Serevi
	Linda Nelson	Robyn Davis
	Michelle Mannix	Jan Lawler
	Ema Serevi	Michelle Mannix
		Doreen Greenham
		Roslyn Eason (No Form)
		Marg Butler
<i>Community Safety Precinct</i>	Wally Johnson	Dylan Walsh (No Form)
	Robyn Johnson	Patricia Croft (No Form)
	John Jackson	
	Paul Hadlow	
<i>Euston Beautification</i>	Vicki Barnes	Faye Watts (No Form)
	Beverley Harbinson	Jim McMahon (No Form)
	Barry Watts	Vivienne McMahon (No Form)
	Ian Sutton	Edna Price
	Ken Barnes	Barry Watts
	Ian bolt	Vicki Barnes
	Edna Price	Bev Harbinson
	Robert Markl	Ron Mengler
		Ken Barnes

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<u>Committee</u>	<u>Member 2016/2017</u>	<u>Member 2015/2016</u>
<i>Hostel</i>	Simon Coelli	Helen Edmonds
	Cheryl McFarland	Katherine Ferguson (resigned)
	Beverly Purtill	Shirley Matarazzo
	Mia Zaffina	Cheryl McFarland
	Anthony Conway	
	Peter Lawler	
	Shirley Matarazzo	
	Helen Edmonds	
<i>Tourism</i>	Peter Lawler	Shirley Matarazzo
	Wayne Whitby	Simone Carmichael
	Ken Spinks	Dinitee Haskard
	Iain Lindsay-Field	Myrtle Matarazzo
	Linda Nelson	Jo Gorman
	Ken Barnes	Sue O'Halloran
	Bronwyn Brougham	Bronwyn Brougham
	Ema Serevi	Jo Pedler (left area)
	Shirley Matarazzo	Wayne Whitby
	Simone Carmichael	Silvana Keating
		Peter Lawler
		Linda Nelson
		Ken Spinks
		Sue O'Halloran
		Bronwyn Brougham
		Di Williams
		Ian Lindsay-Field
		Dylan Walsh
		Ema Serevi

Item G – 3 DONATION REQUESTS
File number: 56

Reporting Officer: Aaron Drenovski, General Manager

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

Officer Recommendation:

That Council provide the:

1. Robinvale/Euston 80 Ski Race with a donation of \$500.
2. Balranald Swimming Triathlon Club Inc with a donation of \$500.
3. Balranald Murrumbidgee Classic with a donation of \$500.
4. Balranald Motorcycle Club Inc. with a donation of \$500.
5. Euston P&C Association with a donation of \$500.

Purpose of Report

To seek Council's decision on the current round of donation requests.

Report

Council's Donations, Subsidies & Financial Assistance policy states that Council will consider donation requests twice per annum, in August and February. Council has recently received 5 completed donation application forms with the critical detail provided in the table below. As part of Council's privacy management the completed forms have been provided to Councillors under separate cover.

Community Group or Organisation	Project or Event Name	Project or Event total cost	Funds requested	Officer recommendation based on Council's Policy
Robinvale/Euston 80 Ski Race	Ski Race	\$15,422	\$700	\$500
Balranald Swimming Triathlon Club Inc	Purchase new aluminium seating	\$2174	\$1000	\$500
Balranald Murrumbidgee Classic	Fishing Competition – entry forms	\$37,393.70	\$500	\$500
Balranald Motorcycle Club Inc.	Install track watering system, install donated shed	\$26,000	\$500	\$500
Euston P & C Association	Hold an outdoor movie night – hire an outdoor cinema	\$1600	\$500	\$500

The policy allows for a maximum of \$500 per annum to be donated to an organisation. Currently there is \$2,622 remaining in the donations budget and it is suggested that each of the 5 applicants be donated \$500.

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For Council's information the table below lists the groups and the amounts they received as part of the last round of donations.

DATE PAID	TO	PURPOSE	COUNCIL RESOLUTION NUMBER	AMOUNT	IN-KIND
4/08/2016	NEW YEAR EVES COMMITTEE	DONATION - FIREWORKS	06.16.3723	\$3,500.00	
4/08/2016	BALRANALD LODGE	RATE DONATION	06.16.3725	\$900.00	
27/07/2016	CWA	RE-IMBURSE 3 WEEKS RENT		\$150.00	
17/08/2016	JOANNE GRIFFITHS	DONATION - STATION KIDS SWIMMING LESSONS	08.16.3791	\$300.00	
17/08/2016	BALRANALD BRANCH UHA	DONATION - ENGAGE SPONSORSHIP FOR WRITERS WORKSHOP	08.16.3791	\$500.00	
17/08/2016	BALRANALD MURRUMBIDGEE COLASSIC	DONATION - PRINTING COSTS	08.16.3791	\$500.00	
17/08/2016	BALRANALD INC.	DONATION - STYLE ME WORKSHOP	08.16.3793	\$500.00	
17/08/2016	AUSTRALIAN ARMY BAND KAPOOKA	DONATION - HALL HIRE	08.16.3793		\$ 395.00
31/08/2016	BALRANALD COMMUNITY ARTS & CRAFTS INC.	DONATION -PRINTING			80.00
20/10/2016	COMBINED CHURCHES	WAIVING OF THEATRE HALL	10.16.3863		\$ 373.00
22/11/2016	EUSTON PUBLIC SCHOOL	DONATION - PRESENTATION AWARDS	MAYOR/GM	\$80.00	
22/11/2016	BALRANALD CENTRAL SCHOOL	DONATION - PRESENTATION AWARDS	MAYOR/GM	\$100.00	

<u>Financial Implication</u>	2016-2017 Donation Budget is \$10,000 and \$7,378 is committed, both cash and in-kind
<u>Legislative Implication</u>	Nil
<u>Policy Implication</u>	In accordance with Council's Donations Policy
<u>Attachments</u>	Donation Application Forms provided under separate cover

ITEM G - 4 POLICY REVIEW - REPORT
File number: 150

Reporting Officer: 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:

- Adopt as policies, those documents as indicated in the attached table; and
- Rescind as policies, those documents as indicated in the attached table; and
- Introduce a program to regularly review all its policies every 4 years – the program to be implemented by the General Manager.

Purpose of Report

To advise Council of the review of Council's policy documents as required by the Notice of intention to issue a performance improvement order to Balranald Shire Council from the Minister for Local Government.

Report

One of the issues raised in the Notice of intention to issue a performance improvement order to Balranald Shire Council from the Minister for Local Government was the requirement for Council to *“undertake a comprehensive review of all its policies and ensure they are submitted to Council for adoption.”*

As Councillors are aware, I arranged for this task to be outsourced to Mr Ian Roberts, a consultant with more than 20 years' experience in the area of Governance.

Mr Roberts has now advised that he has completed a review of the many documents that were forwarded to him, and which were referred to as policies. After conducting that review, Mr Roberts has advised that many of these documents were not policies, but were of an operational nature, comprising either procedures or other things such as templates and, therefore are more appropriately for the attention of the General Manager.

In the attached table, Mr Roberts has indicated where these documents appear to have been last adopted (by Council or internally) and included a comment in relation to each touching on the currency of the subject document. Specifically, in relation to each of the policies he has indicated whether he considers they can be adopted in their current form or where amendment or replacement is required. He has also indicated in the table whether the document should be adopted as a policy or (in the case of those documents which are either out of date or not policies) should be rescinded.

Those documents which, after this review, are considered to be policies and should now be adopted by Council as indicated in the table are separately attached.

Mr Roberts has also suggested that, to ensure the currency of its policies, Balranald Shire Council introduce a program to regularly review its policies every four years. This program will be introduced by the General Manager, in consultation with relevant staff.

<u>Financial Implication</u>	Estimated \$15,000 for a temporary advisor to assist Council (as suggested in the letter)
<u>Legislative Implication</u>	Section 438A of the Local Government Act
<u>Policy Implication</u>	Review of Council's policies
<u>Attachments</u>	<ul style="list-style-type: none">• Table listing those Balranald Shire Council documents apparently referred to as policies• Separate attachment containing those Balranald Shire Council documents that need to be adopted as policies

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BALRANALD SHIRE COUNCIL – Ian Roberts review suggested actions

POLICIES				
DOCUMENT	DATE LAST ADOPTED	COMMENT	ACTION	Policy Number
Access to town water supply	17/5/2005	Policy appears OK. Suggest re-adoption.	Adopt as policy	1
Access to Information policy		Only a draft but looks OK to adopt.	Adopt as policy	2
Amended Flying of flags on Council buildings	20/12/2011	Policy appears OK. Suggest re-adoption.	Adopt as policy	3
Annual town clean-up	15/3/2005	Policy appears OK. Suggest re-adoption.	Adopt as policy	4
Asset disposal policy	21/4/2009	Policy appears OK. Suggest re-adoption.	Adopt as policy	5
Asset management policy	15/7/2012	Policy appears OK. Suggest re-adoption.	Adopt as policy	6
Balranald Footpath Policy	3/6/2004	This is quite old but it seems OK. Suggest re-adoption	Adopt as policy	7
Balranald Sports Safety policy	10/6/2004	Looks OK. Suggest re-adoption.	Adopt as policy	8
Building setback	19/7/2005	Policy appears OK. Suggest re-adoption.	Adopt as policy	9
Burials on private land	17/9/2013	Policy appears OK. Suggest re-adoption.	Adopt as policy	10
Child Protection policy	21/6/2005	While this document seems to be of an operational nature, because many of the services that councils auspice with funding from places like DOCS, which have strict requirements as regards the policies for the conduct of these services there is probably a compelling reason why this should be a policy. This policy appears OK. Suggest re-adoption.	Adopt as policy	11
Complaints management policy	16/8/2005	This is OK in the short term but, long term I would suggest adopting a broader policy	Adopt as policy	12

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DOCUMENT	DATE LAST ADOPTED	COMMENT	ACTION	Policy Number
Conferences and seminars Attendance by Councillors and Staff	20/4/2010	The Councillor component must be part of the policy on the Payment of Expenses and Provision of Facilities to the Mayor and Councillors while the staff part is for the GM. Suggest re-adoption in the short term and then incorporate the Councillor component in the next revision of the Expenses and Facilities policy.	Adopt as policy	13
Corporate Credit Card use	17/5/2005	Policy appears OK with amendments to take into considerations the recommendations from the OLG about sign-off of statements. Suggest re-adoption.	Adopt as policy	14
Customer Service Charter	20/6/2012 – not adopted by Council	OK but needs to be adopted by Council	Adopt as policy	15
Donations, subsidies and financial assistance	23/6/2016	OK and this has recently been to Council.	Adopt as policy	16
Fencing code	18/10/2005	Policy appears OK. Suggest re-adoption.	Adopt as policy	17
Fraud & Corruption Policy	New	Minister identified that Council require a policy.	Adopt as policy	18
Grids – Retention, Removal and Replacement	21/6/2005	Policy appears OK. Suggest re-adoption.	Adopt as policy	19
Harassment and bullying and discrimination		This is a more current version than the earlier one that I have suggested should be rescinded. Unfortunately, however, I cannot find if it has been presented to Council previously. As it stands, however, I consider it to be OK.	Adopt as policy	20
Housing policy for Staff	18/2/2014	Looks OK. Suggest re-adoption.	Adopt as policy	21
Information collection policy	21/2/2006	Policy appears OK. Suggest re-adoption.	Adopt as policy	22
Investment policy	15/11/2012	Policy appears OK. Suggest re-adoption.	Adopt as policy	23
Keeping of animals	24/6/2014	Looks OK – suggest re-adoption	Adopt as policy	24
lawn cemeteries Reservations	17/9/2013	Policy appears OK. Suggest re-adoption.	Adopt as policy	25

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DOCUMENT	DATE LAST ADOPTED	COMMENT	ACTION	Policy Number
Nature strip landscaping	18/9/2009	Policy has been amended to remove the following words in the last section “and must be reviewed at least every five years following its adoption (or latest amendment)”. Suggest re-adoption as amended.	Adopt as a policy	26
Noxious weeds	16/8/2005	Policy appears OK. Suggest re-adoption.	Adopt as policy	27
Pool inspection	20/8/2013	Policy appears OK. Suggest re-adoption.	Adopt as policy	28
Privacy Plan	20/5/2008	The Council’s Privacy Management Plan is displayed on Council’s website. I propose that Council re-adopt policy as a way of confirming its Privacy Management Plan.	Adopt as policy	29
Public Interest Disclosures Internal Reporting		This policy has been re-written to comply with legislative changes and the most recent version of the NSW Ombudsman’s Model Internal Reporting policy	Adopt as policy	30
Purchasing policy	23/9/2008	Policy has been amended to include correct name of the Public Interest Disclosures Act and with that change appears OK and should be re-adopted.	Adopt as a policy	31
Rates Recovery policy	18/3/2008	Policy appears OK. Suggest re-adoption.	Adopt as policy	32
Records Management policy	15/7/2008	Policy appears OK as amended and might be re-adopted.	Adopt as policy	33
Recreation Reserves Maintenance policy		Looks OK but not sure when this was adopted. Should be re-adopted.	Adopt as policy	34
Risk Management policy	16/8/2005	This policy has been amended and now appears in order so it may be re-adopted.	Adopt as policy	35
Signs for remote supervision	25/6/2013	Policy appears OK. Suggest re-adoption.	Adopt as policy	36
Street Raffles	19/5/2009	Policy appears OK. Suggest re-adoption.	Adopt as policy	37
Theatre Royal Fee policy	25/6/2013	Policy appears OK. Suggest re-adoption.	Adopt as policy	38
Volunteers	25/6/2013	Policy appears OK. Suggest re-adoption.	Adopt as policy	39
WHS policy	15/12/2015	OK. Suggest re-adoption.	Adopt as policy	40

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DOCUMENT	DATE LAST ADOPTED	COMMENT	ACTION
Payment of Expenses and provision of facilities for the Mayor and Councillors	27/8/2015	As a consequence of recent amendments to the Local Government Act, this policy now only needs to be adopted during the first year of the Council term. It will need to be amended to include information from the policy about attendance by councillors at conferences	No need to adopt at this time as this policy is still current.
Code of Meeting Practice	20/10/2016	OK. Recently adopted by Council.	No action required.
Code of Conduct	20/10/2016	OK as this was recently before Council.	Already adopted as policy. No action required.
Rural roads Policy		Policy appears OK, suggest re-adoption	To be reviewed at the next Infrastructure Committee Meeting
Urban Roads Policy		Looks OK and could be adopted	To be reviewed at the next Infrastructure Committee Meeting.
Interactions between Councillors and staff	20/10/2016	OK. Recently adopted by Council.	No action required.
OHS policy	19/7/2005	This would seem to have been superseded by the WHS policy adopted on 15/12/2015.	Rescind as a policy
Protected Disclosures Internal Reporting		This policy is out of date.	Rescind as policy
Interaction between Councillors and staff	19/12/2006	This has been superseded by the policy adopted on 20/10/2016.	Rescind as policy
Policy – procedure for consultation and adoption	17/5/2005	No longer Relevant	Rescind as Policy
Balranald Retirement Hostel – Statements, Procedures and Policies		This is a procedure and appears in order in its current form. Suggest review in due course	Rescind as a policy
Road class maintenance		Not a policy – just a list of BSC roads and seems to be incorporated in the rural roads policy. Appears to be more of a procedure	Rescind as a policy
Accident, Incident, Near Miss Report		Looks in order but this is a procedure	Rescind as a policy

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DOCUMENT	DATE LAST ADOPTED	COMMENT	ACTION
Risk Management Procedures Manual	16/8/2005	From what I can see this whole document was adopted by Council. While it is imperative that the policy be adopted by Council – how you go about implementing the strategies espoused in the policy – ie the procedures contained within the manual are operational in nature and are within the pervue of the GM. It is worth noting that the OHS Act was superseded by the Work Health and Safety Act in 2011. Accordingly, there would appear to be considerable amendments required to this document. This would be a matter for Council to review in consultation with Council’s insurers. The policy itself appears in order subject to the name of the legislation being altered to WHS and could be put to Council as is – leaving the procedures to be reviewed in due course.	Rescind as a policy
Camping out policy		This is not a policy, being operational in nature and therefore a procedure. It needs to be reviewed by the Executive and amended as necessary.	Rescind as a policy
EEO and EEO Management Plan	20/12/1996	This appears dated and is a procedure	Rescind as a policy
Fitness for duty policy	24/8/2010	This is a procedure. Need to change reference to WHS and review.	Rescind as a policy
Grievance and Dispute Procedures		As the name suggests this is a procedure. It appears OK but needs to be reviewed. Suggest examination by Executive and if still relevant, then reconfirm.	Rescind as a policy
Internet and Email usage policy	22/3/2007	This is a procedure to reference to the term “policy” should be deleted.	Rescind as a policy
Local Workpractice agreement		This is a procedure. It appears OK but needs to be reviewed. Suggest examination by Executive and if still relevant, reconfirm.	Rescind as a policy

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DOCUMENT	DATE LAST ADOPTED	COMMENT	ACTION
Needlestick, sharps injury practice		This is a procedure. It appears OK but needs to be reviewed. Suggest examination by Executive and if still relevant, reconfirm.	Rescind as a policy
OHS Manual combined 301105		This is out of date and needs to be deleted. It appears that the Council adopted the OHS Manual produced by the LGSA in 2005.	Rescind as a policy
Smoke Free workplace	20/4/2004	This appears OK but needs to be reviewed. It is a procedure. Change OHS to WHS.	Rescind as a policy
Occupational Rehabilitation Program		Procedure. Looks OK but needs review.	Rescind as a policy
Private Employment by Staff	29/3/200	This as a Procedure	Rescind as a policy
Provision of protective clothing and equipment		This is a Procedure. Looks OK	Rescind as a policy
Recruitment and selection		This is a Procedure	Rescind as a policy
Relocation expense and reimbursement		This is a Procedure. Not sure of currency.	Rescind as a policy
Salary System	2/6/2005	This is a Procedure. Not sure about currency.	Rescind as a policy
Sun safety	20/7/2004	This is a procedure	Rescind as a policy
Accommodation Bonds – Deductions	18/12/12	This is a procedure	Rescind as a policy
Register	18/12/12	This is a procedure	Rescind as a policy
Delegated Authority	18/12/12	This is a procedure	Rescind as a policy
Governance Review	18/12/12	This is a procedure	Rescind as a policy
Written Guarantee and Disclosure	18/12/12	This is a procedure	Rescind as a policy
Investment Management	18/12/12	This is a procedure	Rescind as a policy
Organisation Approval Process	18/12/12	This is a procedure	Rescind as a policy

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Training	18/12/12	Looks OK but this is a procedure	Rescind as a policy
Contractor Policy and procedure		This appears to be only a draft and the document is incomplete. Not a policy as it would seem to be more related to staff	Rescind as a policy
Drug and Alcohol Management Plan		Looks OK but unsure of currency. Should be a procedure linked to Council's Records Management policy.	Rescind as a policy
Office procedures Manual – Mail Handling		Looks OK but unsure of currency. Should be a procedure linked to Council's Records Management policy.	Rescind as a policy
Outgoing correspondence standards		Is this still current. Looks OK but this is a procedure.	Rescind as a policy
Recruitment and selection			Rescind as a policy

OTHER

DOCUMENT	DATE LAST ADOPTED	COMMENT	ACTION
Obstacle location surface – Balranald Aerodrome		This is not a policy. I would imagine that the limits would be imposed by CASA rather than Council	Rescind as a policy
Interview Questions		This is not a policy being operational in nature. I would expect that the Council's HR unit would have a series of questions for use during employment interviews.	Neither policy or procedure
Cover OHS Manual		This appears to be only a cover sheet.	Neither policy or procedure
Recruitment and selection policy – report		This appears to be just a report.	Neither policy or procedure
Policy pro forma		This appears to look like a template.	Neither policy or procedure
Secondary Employment application form		This is a form for use by staff and should form part of the Secondary employment procedure.	Neither policy or procedure

ITEM G - 5 INTERNAL AUDIT COMMITTEE

File number: 001

Reporting Officer: 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:

- Adopt the Draft Internal Audit Committee Charter.
- Appoint two local representative committee members.
- Seek expressions of Interest for the two independent external members.
- Negotiate the remuneration of the Chairperson when that person is appointed.
- Set the remuneration for the other independent Internal Audit Committee member at \$280 per meeting, increasing by the CPI index after 12 months.

Purpose of Report

To establish an internal audit committee.

Report

Council at the December meeting resolved that an Audit Committee be formed and finalise the structure at the February Ordinary Council meeting.

Audit Committees play a vital role in facilitating two way communication between Council and their independent external auditors, and also in ensuring, on Council's behalf, that business processes and practices contribute to more reliable financial reporting, accountability, transparency and good governance. Internal Audit does not get involved in day-to-day operations as this is a management responsibility, but it has a direct functional relationship with the General Manager and the Council.

The Office of Local Government provides an Internal Audit Guidelines (September 2010) document which is attached for information. The following Internal Audit Committee Charter is based on one sourced from another NSW rural Council.

<u>Financial Implication</u>	Estimated \$6,000 annual cost for an external chairperson
<u>Legislative Implication</u>	Guidelines under Section 23a of the Local Government Act have been issued for Internal Audit.
<u>Policy Implication</u>	Review of Council's policies
<u>Attachments</u>	<ul style="list-style-type: none">• Internal Audit Committee guidelines• Draft Internal Audit Committee Charter

BALRANALD SHIRE COUNCIL AUDIT COMMITTEE CHARTER

1. Objective

The objective of the Audit Committee (Committee) is to provide independent assurance and assistance to the Balranald Shire Council on risk management, control, governance, and external accountability

2. Authority

The Council authorises the Committee, within the scope of its role and responsibilities, to:

- Obtain any information it needs from any employee or external party (subject to their legal obligations to protect information).
- Discuss any matters with the external auditor or other external parties (subject to confidentiality considerations).
- Request the attendance of any employee or councillor at Committee meetings.
- Request Council authorisation for external legal or other professional advice considered necessary to meet its responsibilities.

3. Composition and Tenure

The Committee will consist of:

3.1 Chair

Chair has direct reporting line to the mayor and may bring forward any matters that he/she considers will impact on Council's ability to comply with legislation requirements or constitute a major risk to the ongoing operations of Council.

3.2 Members (voting)

- Two Local Representative committee members
- Two Independent external members

The independent external members will be appointed for the interim term of the council, after which they will be eligible for extension or re-appointment following a formal review of their performance by Council.

3.3 Attendee (non-voting)

- General Manager
- Director of Corporate & Community Development
 - Director of Infrastructure & Development

3.4 Invitees (non-voting) for specific Agenda items

- Representatives of the external auditor.
- Other officers may attend by invitation as requested by the Committee.

The members of the Committee, taken collectively, will have a broad range of skills and experience relevant to the operations of Balranald Shire Council. At least one member of

the Committee shall have accounting or related financial management experience, with understanding of accounting and auditing standards in a public sector environment.

4. Role and Responsibilities

The Committee has no executive powers, except those expressly provided by the Council.

In carrying out its responsibilities, the Committee must at all times recognise that primary responsibility for management of Council rests with the Council and the General Manager as defined by the Local Government Act.

The responsibilities of the Committee may be revised or expanded by the Council from time to time. The Committee's responsibilities are:

4.1 Risk Management

- Review whether management has in place a current and comprehensive risk management framework, and associated procedures for effective identification and management of business and financial risks, including fraud.
- Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings;
- Review the impact of the risk management framework on its control environment and insurance arrangements; and
- Review whether a sound and effective approach has been followed in establishing business continuity planning arrangements, including whether plans have been tested periodically.

4.2 Control Framework

- Review whether management has adequate internal controls in place, including over external parties such as contractors and advisors;
- Review whether management has in place relevant policies and procedures, and these are periodically reviewed and updated;
- Progressively review whether appropriate processes are in place to assess whether policies and procedures are complied with;
- Review whether appropriate policies and procedures are in place for the management and exercise of delegations; and
- Review whether management has taken steps to embed a culture which is committed to ethical and lawful behaviour.

4.3 External Accountability

- Satisfy itself the annual financial reports comply with applicable Australian Accounting Standards and supported by appropriate management sign-off on the statements and the adequacy of internal controls.
- Review the external audit opinion, including whether appropriate action has been taken in response to audit recommendations and adjustments.
- To consider contentious financial reporting matters in conjunction with council's management and external auditors.
- Review the processes in place designed to ensure financial information included in the annual report is consistent with the signed financial statements.
- Satisfy itself there are appropriate mechanisms in place to review and implement, where appropriate, relevant State Government reports and recommendations.

- Satisfy itself there is a performance management framework linked to organisational objectives and outcomes.

4.4 Legislative Compliance

- Determine whether management has appropriately considered legal and compliance risks as part of risk assessment and management arrangements.
- Review the effectiveness of the system for monitoring compliance with relevant laws, regulations and associated government policies.

4.5 External Audit

Act to facilitate communication between the Council, General Manager, senior management, and external audit.

Provide input and feedback on the financial statement and performance audit coverage proposed by external audit, and provide feedback on the external audit services.

Review all external plans and reports in respect of planned or completed external audits, and monitor the implementation of audit recommendations by management.

Consider significant issues raised in relevant external audit reports and better practices guides, and ensure appropriate action is taken.

4.6 Responsibilities of Members

Members of the Committee are expected to:

- Understand the relevant legislative and regulatory requirements appropriate to Balranald Shire Council
- Contribute the time needed to study and understand the papers provided.
- Apply good analytical skills, objectivity and good judgment.
- Express opinions frankly, ask questions that go to the fundamental core of issues, and pursue independent lines of enquiry.

5. Reporting

- At the first Council meeting after 30 June each year, Chair of the Audit Committee Audit will provide a performance report of:
- Internal reviews conducted and the outcome of those for the prior year, a program of work proposed for the forthcoming year and details of major risks identified and proposed mitigating actions.
- The Committee may, at any time, consider any other matter it deems of sufficient importance to do so. In addition, at any time an individual Committee member may request a meeting with the Chair of the Committee.
- The committee will report regularly, and at least annually, to the governing body of council on the management of risk and internal controls.

6. Administrative arrangements

6.1 Meetings

The Committee will meet at least four times per year, with one of these meetings to include review and endorsement of the annual audited financial reports and external audit opinion.

The need for any additional meetings will be decided by the Chair of the Committee, though other Committee members may make requests to the Chair for additional meetings.

A forward meeting plan, including meeting dates and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in this Audit Committee Charter.

6.2 Attendance at Meetings and Quorums

A quorum will consist of a majority of Committee members, including at least one independent member. Meetings can be held in person, by telephone or by video conference.

If for any reason a vote is required at a meeting of the Audit Committee and the votes become deadlocked (considering there is an even number of Committee members), the Chairperson shall have the casting vote.

6.3 Termination of Committee Membership

Committee membership can be terminated in accordance with the adopted Audit Committee Charter which may include the following conditions:

- a. The term of the appointment of the member expires; or
- b. The member resigns in writing to the Chair or the Mayor in the case of the Chair; or
- c. The member is removed by a resolution of Council; or
- d. The member misses two consecutive meetings, without an apology.

6.4 Secretariat

The chairman shall determine the agenda for each meeting and the supporting papers are circulated; Council shall provide secretariat services and ensure the agenda for each meeting and supporting papers are circulated at least one week before the meeting, and ensure minutes of the meetings are prepared and maintained. Minutes shall be approved by the Chair and circulated to each member within three weeks of the meeting being held.

6.5 Conflicts of Interest

Committee members must comply with the provisions of Council's Code of Conduct, and must declare any conflicts of interest at the start of each meeting or before discussion of a relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist. The final arbiter of such a decision is the Chair of the Committee.

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

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6.6 Induction

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

6.7 Review of Audit Committee Charter

At least once every two years the Audit Committee will review the Audit Committee Charter, The Audit Committee will approve any changes to this Audit Committee Charter.

History tables

Version Control No	Development /Amendment	Approval date	Resolution number	Activity log

Approved by BSC Internal Audit Committee:	Confirmed by Balranald Shire Council:

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Corporate and Community Development Reports

Item C - 1 QUARTERLY BUDGET REVIEW – DECEMBER 2016

File number: 085

Reporting Officer: Director of Corporate & 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:

1. That the Officers Report be received and noted.
2. That the proposed budget adjustments be endorsed.
3. That the Council endorses the Statement acknowledging the financial position is considered satisfactory.

Purpose of Report

To advise Council of the Quarterly budget review and financial position as at 31st December 2016.

Report

The Local Government (General) Regulation 2005 requires the Council to prepare and consider a budget review statement each quarter which shows:

- Estimates of Income and Expenditure
- Appropriate revision of these estimates

The statement must also include a report indicating changes in estimates for income and expenditure. This is completed in consultation with the responsible Director or Manager of the relevant department. The statement must comply with the Local Government Code of Accounting Practice and be considered by the Council no later than 2 months past the conclusion of the quarter.

The attached financial reports comply with the Councils statutory responsibilities and are presented using the organisational structure approved by the Council.

The Operational Plan and Budget Review Statement have been prepared on an Accrual Basis as required.

The Statement includes:

- Budget Review Summary, including actuals to date, original budget, revised estimates, if applicable and remaining balance.
- Summary of significant variations and budget adjustments.

Information regarding cash holdings and restricted assets is reported separately at Item C- 3

Overall Position

Water and sewer funds are performing close to budget with only one budget variation being recommended at this time. This variation relates to higher than budgeted maintenance costs and can be funded from existing reserves for the water fund.

The projected general fund outcome shows a projected decline on budgeted outcome, with recommended adjustments to Council's operating budget being detailed on pages 4 to 6 of the attached report. The major functional area which is impacting on this expected result relates to operation of the Bidgee Haven Hostel. As a result of lower than budgeted occupancy rates for beds and a decline in the level of income support received, combined with higher staff costs as a result of staff changeover, it is forecast the hostel will make an operating loss in 2016-17 of around \$600,000 against a budgeted loss of \$148,000. This projected loss will reduce if bed occupancy rates increase prior to 30 June 2017; however it is recommended that Council consider its future role in the operations of this hostel and how any operating loss from this facility can be minimised over time.

Budgeted capital expenditure is proposed to increase in this quarter to enable Council to meet its financial contributions required to meet Roads to Recovery grant funding. It is recommended that Council approve the transfer of funds from the internally restricted Infrastructure Reserve account to offset this additional expenditure.

Council's cash reserves, as detailed in Item C-3 show general fund cash currently exceeds internally restricted reserves. This relates to a timing difference between cash paid out and receipt of additional rates and grant funding revenue. It is expected cash reserves will increase over the next five months as revenue from outstanding rates levied and grant funding is received to offset expenditure year to date. Cashflow modelling undertaken indicates that, at this time, it is forecast Council will have sufficient cash reserves in General Fund to cover its internally restricted reserves.

Summary

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

As Council's Responsible Accounting Officer, it is my opinion that the Quarterly Budget Review Statement for Balranald Shire Council for the quarter ended 31st December 2016 indicates that Council's financial position as at 31st December 2016 is considered satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed
Charmaine Mufet, Principal Accounting Officer

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

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<u>Financial Implication</u>	NIL To this report
<u>Legislative Implication</u>	Local Government (General) Regulations 2005
<u>Policy Implication</u>	Nil
<u>Attachments</u>	Budget Review Statement

Attachment A to Item XX February 2017 Council Papers

BALRANALD SHIRE COUNCIL


DECEMBER 2016 QUARTERLY BUDGET REVIEW

For the Period 1/7/2016 to 31/12/2016

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for Balranald Shire Council for the quarter ended 31/12/16 indicates that Council's projected financial position at 30/6/17 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed 
Charmaine Muffet
Responsible Accounting Officer

Date 16/2/17

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBRs report

Quarterly Budget Review Statement
for the period 01/10/16 to 31/12/16

Balranald Shire Council

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2016

Income & Expenses - Council Consolidated

(\$'000's)	Original Budget 2016/17	Approved Changes		Revised Budget 2016/17	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Other than by a QBR	Sep : QBR					
Income								
Organisation Management	42			42			42	19
Civic Services	24			24			24	14
Finance & Administration	4,657	119	162	4,938	83	1	5,021	3,134
Retirement Hostel	1,041			1,041	(280)	2	761	284
Cultural & Community Development	21	3		24			24	
Economic & Community Development	608		25	633	(50)	3	633	292
Transport Infrastructure	4,947	556		5,503			5,453	1,491
Emergency Services	206			206	56	4	262	198
Plant & Depot Management	1,570			1,570			1,570	546
Parks, Sporting & Recreation	39	4	64	107			107	60
Planning & Development	51			51			51	33
Community Facilities	103			103			103	50
Environment & Health	44			44			44	8
Waste Services	328			328			328	344
Water Services	1,140	214		1,354	19	5	1,373	584
Sewer Services	972	149		1,121			1,121	299
Total Income from Continuing Operations	15,793	1,046	251	17,090	(172)		16,918	7,356
Expenses								
Organisation Management	341			341	48	1	389	210
Civic Services	258			258	3	2	261	125
Finance & Administration	2,146	119	65	2,330	167	3	2,497	1,244
Retirement Hostel	1,189		4	1,193	180	4	1,373	624
Cultural & Community Development	209			209			209	117
Economic & Community Development	920		25	945	35	5	980	435
Transport Infrastructure	9,070	691		9,761	(50)	6	9,711	4,610
Emergency Services	386			386	17	7	403	171
Plant & Depot Management	1,570			1,570			1,570	779

This statement forms part of Council's Quarterly Budget Review Statement (QBR) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBR report

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

(\$000's)	Original Budget 2016/17	Approved Changes		Revised Budget 2016/17	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Other than by a QBRS	Sep : QBRS					
(Continued from previous page.)								
Parks, Sporting & Recreation	882	4		886			886	263
Planning & Development	102			102			102	49
Community Facilities	562			562			562	328
Environment & Health	129			129			129	46
Waste Services	270			270			270	116
Water Services	1,140	214		1,354	19	8	1,373	472
Sewer Services	1,141	149		1,290			1,290	397
Total Expenses from Continuing Operations	20,315	1,178	94	21,587	419		22,006	9,986
Net Operating Result from Continuing Operations	(4,522)	(132)	157	(4,497)	(591)		(5,088)	(2,630)
Net Operating Result from Capital Items								
Net Operating Result from All Operations	(4,522)	(132)	157	(4,497)	(591)		(5,088)	(2,630)
Net Operating Result before Capital Items	144	(132)	157		(591)		(422)	

Note: Approved changes other than by QBRS relates to Carry-forward works from 2015-16.

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBRS report

Balranald Shire Council

Quarterly Budget Review Statement
for the period 01/10/16 to 31/12/16

Income & Expenses Budget Review Statement

Recommended changes to revised budget (operational expenditure)

Budget Variations being recommended include the following material items:

Notes Details	Amount	Amount
REVENUE		
1 FINANCE & ADMINISTRATION		
Funding to be provided by NSW Government to reimburse Council for costs associated with implementation work for the collection of the Emergency Services Property Levy.	52,000	
Transfer from Internally Restricted Reserve to offset costs of leave paid out to staff members.	31,000	83,000
2 HOSTEL		
Expected reduction in Hostel Subsidy	-230,000	
Expected reduction in Resident fees	-50,000	-280,000
3 TRANSPORT INFRASTRUCTURE		
SH 14 - Funding on Heavy Patch Works - withdrawn by RMCC		-50,000
4 EMERGENCY SERVICES		
Additional grant funding from NSW Government to offset increased costs of NSW Rural Fire Service.		56,000
5 WATER		
Transfer from Externally Restricted Asset - Water		19,000
Total Revenue Changes		-172,000

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBRS report

EXPENDITURE		
1 ORGANISATION MANAGEMENT		
This additional expenditure relates to resolutions passed by Council to engage consultants to assist it with the sale of property and to implement recommendations from the recent review of its operations by Office of Local Government. Resolutions 09.16.3843, 11.16.3885 and 11.16.3887 refer.		48,000
2 CIVIC SERVICES		
This additional expenditure relates to resolution 12.16.3902 passed by Council to undertake additional Councilor training as part of implementing recommendations from the recent review of its operations by Office of Local Government.		3,000
2 FINANCE & ADMINISTRATION		
This relates to employee leave entitlements which have been paid to former employees but for which funding has not been set aside in the Employee Provision Internally Restricted Asset.	110,000	
This additional expenditure relates to work to be undertaken to implement the collection of the Emergency Services Property Level by Council on behalf of the NSW Government. These costs will be reimbursed and the offsetting revenue appears above.	52,000	
It is proposed to move savings from funds allocated for the implementation of a Special Rate Variation, and the decision not to proceed at this time, to general salaries to offset costs associated with a contractor employed to assist Council with development of its long term financial plan. This proposal will not add additional costs to Council's 2016-17 budgeted result.	39,000	
It is proposed to move savings from funds allocated for the implementation of a Special Rate Variation, and the decision not to proceed at this time, to general salaries to offset costs associated with a contractor employed to assist Council with development of its long term financial plan. This proposal will not add additional costs to Council's 2016-17 budgeted result.	(39,000)	

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBRs report

This additional expenditure was required for the replacement of ageing IT infrastructure which was continuing to fail and resulted in a loss of connectivity for Council operations.		5,000	167,000
4 RETIREMENT HOSTEL			
This additional expenditure relates to the use of agency nursing staff and payments made to the previous Hostel Coordinator. This expenditure was necessary as a result of changes in staff and the need to ensure nursing staff were available for the care of the residents in line with the Retirement Hostels accreditation requirements.		100,000	
This additional expenditure relates to a decision to engage consultants to investigate options for increasing the revenue streams for the Retirement Hostel, in particular to review subsidies obtained from Government towards the costs of caring for residents. This was reported to the October Council meeting and the costs of the Consultants is to be offset against additional fees received. Council resolution 10.16.3875 refers.			
5 ECONOMIC AND COMMUNITY DEVELOPMENT		80,000	180,000
Carry forward of 2015-16 Tourism advertising budget. This funding was committed and invoiced in 2015-16 but, as a result of an administrative error, was not paid until 2016-17.			35,000
6 EMERGENCY SERVICES			
This amount relates to the additional levy required to fund Council's contribution to the NSW Rural Fire Service Fire Fighting Fund. Council resolution 08.16.3795 resolved to allocated an additional \$17k in its budget for this purpose. Council will receive additional funding to offset this costs and this is reflected in revenue below.			17,000
7 TRANSPORT INFRASTRUCTURE			
SH 14 - Heavy Patch Works - funding withdrawn by RMCC			-50,000
8 WATER			
Additional costs for maintenance contract on Endeavour Drive. These costs will be offset from funding in the Externally Restricted Water Fund asset.			19,000
Total Expenditure Changes			419,000
Proposed unfavourable adjustment to Budgeted Operating Results			-591,000

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBRS report

Balranald Shire Council		Quarterly Budget Review Statement					for the period 01/10/16 to 31/12/16		
Capital Budget Review Statement		Capital Budget – Council Consolidated							
Budget review for the quarter ended 31 December 2016									
(\$'000's)		Original Budget 2016/17	Approved Changes Other than by a QBRS	Sep QBRS	Revised Budget 2016/17	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
Capital Expenditure									
New Assets									
- Plant & Equipment		230	80	10	320			320	29
- Land & Buildings		28		30	58			58	20
- Roads, Bridges, Footpaths		1,421	556		1,977			1,977	668
- Water & Sewer		165	-		165			165	91
- Other		33	4	64	101			101	59
Renewal Assets (Replacement)									
- Plant & Equipment		320	31		351			351	249
- Land & Buildings		57		3	60	8	1	68	21
- Roads, Bridges, Footpaths		1,566	56		1,622	442	2	2,064	844
- Water & Sewer		555	363	30	948			948	134
Loan Repayments (Principal)		241			241			241	118
Other Expenditure		50	79	8	137			137	46
Total Capital Expenditure		4,666	1,169	145	5,980	450		6,430	2,279
Capital Funding									
Rates & Other Untied Funding		1,709		60	1,769			1,769	299
Capital Grants & Contributions		2,768	234	64	3,066	8	3	3,074	1,407
Reserves:									
- External Restrictions/Reserves		-	363		363			363	225
- Internal Restrictions/Reserves		-		21	21	442	4	463	26
New Loans		-			-			-	-
Receipts from Sale of Assets									
- Plant & Equipment		189			189			189	233
- Land & Buildings					-			-	-
- Carry Forwards - Internal Restrictions					-			-	-
Total Capital Funding		4,666	1,169	145	5,980	450		6,430	2,279
Net Capital Funding		-	-	-	-	-		-	-

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBRS report

Balranald Shire Council

Quarterly Budget Review Statement
for the period 01/10/16 to 31/12/16

Capital Budget Review Statement

Budget Variations being recommended include the following material items:

Notes	Details	Amount	Amount
	NEW ASSETS		
1	- PLANT & EQUIPMENTS		
	CULTURAL & COMMUNITY		
	Euston Court House Internal Restoration		8,000
2	- ROADS, BRIDGES & FOOTPATHS		
	TRANSPORT & INFRASTRUCTURE		
	Emergency road repairs on MR 431 - Arumpo Road. (Funded by savings in gravel re-sheeting costs MR 514.	47,000	
	Reallocation of savings from MR 514 gravel re-sheeting to undertake emergency road repairs on MR 431 Arumpo Road.	-47,000	
	Reallocation of savings from resealing of MR 67 to do additional works on MR 514	65,000	
	Savings in re-seal work on MR67 as a result of lower than anticipated contractor costs.	-65,000	
	<i>Additional works to be undertaken to meet Council's required contribution for 2016-17 Roads to Recovery funding:</i>		
	Drainage works on Market Street, Balranald	37,000	
	Urgent Re-seal work not previously	35,000	
	Gravel re-sheeting ch 1.7 to 3.7 from MR67	200,000	
	Gravel re-sheeting programme	170,000	442,000
	TOTAL CAPITAL EXPENDITURE		450,000
	CAPITAL FUNDING:		
3	Capital grants and contributions		
	Grant - Euston Court House Restoration		8,000
4	- ROADS, BRIDGES & FOOTPATHS		
	TRANSPORT & INFRASTRUCTURE		
	Transfer from Infrastructure Reserve for additional R2R work		442,000
	TOTAL CAPITAL FUNDING		450,000
	NET CAPITAL FUNDING		-

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/2016 and should be read in conjunction with the total QBRs report

ITEM C – 2

**PAYMENT OF EXPENSES AND PROVISION OF
FACILITIES FOR MAYOR AND COUNCILLORS POLICY**

File number: 80

Reporting Officer: Director Corporate and Community Development

Operational Plan Objective: Our Leadership 6.3.2 (a) Provide good governance, prudent financial management and effective support services for all its activities.

Officer Recommendation:

That the draft policy be advertised for 28 days to allow any public submissions.
That the policy be considered for adoption at the March meeting.

Purpose of Report

To advise Council of the requirement to adopt the policy on payment of expenses and provision of facilities for Mayor & Councillors Policy.

Report

Section 252 (1) of the Local Government Act 1993 requires that within the first 12 months of each term of a council, the council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the mayor, and the other councillors in relation to discharging their functions. Section 253 (1) of this Act further requires that Council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities, allowing at least 28 days for the making of public submissions.

A draft policy is attached for Council consideration, which subject to Council agreement will be advertised for public comment prior to being brought forward for further consideration at the March 2017 meeting.

<u>Financial Implication</u>	Nil to this report
<u>Legislative Implication</u>	Local Government Act Sec 253 (1) – (5)
<u>Policy Implication</u>	Updated Policy
<u>Attachments</u>	Policy – Payment of Expenses and provision of facilities for Mayor & Councillors Policy

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**POLICY TITLE: PAYMENT OF EXPENSES AND PROVISION OF FACILITIES
FOR MAYOR AND COUNCILLORS**

PART 1 INTRODUCTION

COMMENCEMENT OF THE POLICY

This policy will take effect from 26th August 2015

PURPOSE OF THE POLICY

The purpose of the policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors. The policy also ensures that the facilities provided to assist Councillors to carry out their civic duties are reasonable.

OBJECTIVES AND COVERAGE OF THE POLICY

To define, in conformity with the requirements of Section 252 of the Local Government Act 1993, the Council's policy on the payment of expenses and provision of facilities for Mayor and Councillors in discharging the functions of civic office and when attending on Council business.

MAKING, ADOPTION AND REVIEW OF THE POLICY

The policy was considered by Council at its Meeting held in October 09, when it was endorsed for public exhibition. The policy which was advertised and placed on exhibition for 28 days was developed taking into account legislative and other government policy provisions and guidelines. No submissions were received and the policy was adopted by Council in November 2009.

Council is required each year prior to 30 November to review and submit its policy to the Director-General of the Department of Local Government within 28 days of adoption by Council, even if the policy is unchanged.

REPORTING REQUIREMENTS

In accordance with Section 428 of the *Local Government Act 1993* and Clause 217 of the *Local Government (General) Regulation 2005*, Council is required to include in its Annual Report the following information regarding the payment of expenses and provision of facilities to the Mayor and Councillors:

Expenses

- the cost of phone calls including mobiles, home located landlines, facsimile and internet services
- spouse/ partner/ accompanying person expenses
- conference and seminar expenses
- training and skill development expenses
- interstate travel expenses
- overseas travel expenses
- care and other related expenses

.....
Provision of facilities

- The cost of the provision, including rental, of dedicated office equipment allocated to councillors on a personal basis such as laptop computers, mobile phones, telephones and facsimile machines and internet installed in the councillors' homes. This item does not include the costs of using this equipment, such as calls.

LEGISLATIVE AND OTHER GOVERNMENT POLICY PROVISIONS

The policy was developed and will operate in accordance with Sections 252, 253, 254 & 428 of the *Local Government Act 1993*, Clause 217 of the *Local Government (General) Regulation 2005*, Model Code of Conduct, relevant Department of Local Government Circulars, Guidelines and ICAC publications.

APPROVAL ARRANGEMENTS FOR COUNCIL BUSINESS

Council will only meet travel, accommodation and other expenses for approved Council business as follows:

Council Business	Required Approval
Council Meetings	Attendance at meeting
Council Committee Meetings	Attendance by Committee Member
Workshops, briefings or inspections	Authorised by Council, or jointly by Mayor and General Manager
Conferences, seminars or training	Authorised by Council, or jointly by the Mayor and General Manager if it is a matter of urgency or when it may be appropriate to take advantage of early bird registration discounts. Any approval by Mayor and General Manager to be advised to Council at next Meeting.
Meetings of other organisations	Attendance by Council's appointed delegate
Meetings or functions attended by the Mayor, or the Mayor's nominee	Attendance by Mayor or the Mayor's nominee and reported to or endorsed by Council via Mayoral Minute or General Manager's report.

PART 2 PAYMENT OF EXPENSES

TRAVEL EXPENSES

Within Council's Area

Where Councillors are required to use their own vehicle for travel to and from home on authorised Council business, reimbursement will be in accordance with the kilometre rate as prescribed in the Local Government (State) Award and will be paid monthly in arrears.

Outside Council's Area

The Mayor and General Manager be authorised to determine the appropriate mode of travel having regard to economy, time and safety factors. Travel by air within Australia to be economy class, unless otherwise specified by Council.

When travelling by vehicle, a suitable Council vehicle will be provided. If a Council vehicle is not available or it is not feasible to use a Council vehicle, Councillors will be paid the prescribed kilometre rate for using their own vehicle.

Should a Councillor decide to use their own vehicle, when a Council provided vehicle is available, they will be reimbursed on the basis of fuel and lubricant costs only.

When travelling in private or Council vehicles on Council business, the driver is personally responsible for all traffic or parking fines.

OTHER EXPENSES

Expenses such as conference registration fees, accommodation costs, reasonable meal and out-of-pocket costs incurred in attendance on authorised Council business, shall be paid by Council or reimbursed to Councillors on production of receipts. Receipts will not be required for items less than \$20 such as tolls, parking refreshments, taxi fares, internet fees, laundry, newspapers but the claimant will be required to itemise and certify the expenditure. The following meal rates have been determined by reference to Taxation Determination TD 2014/19 Table 1. The travelling allowances overnight rates have been indexed by 5% on last year's figures.

Limits for expenses shall be as follows

Meal expenses Capital Cities

\$121.25

Meal Expenses Tier 2 Country Centres

\$112.10

Meal Expenses Other Country Centres

\$112.10

Travelling allowances overnight (per night away)

Canberra \$268

Sydney \$309

Melbourne \$298

Adelaide \$281

Brisbane \$328

High cost country centres

\$252

Tier 2 country centres

\$219

SPOUSE AND PARTNER EXPENSES

Council will meet the reasonable costs of spouses and partners for attendance at official Council functions that are of a formal and ceremonial nature, when accompanying Councillors within Council's area.

Council will also meet the reasonable meal costs of spouses or partners when accompanying Councillors at conferences and seminars, not exceeding the one day journey limits. Any registration fees, reception costs, official dinner costs, additional travel, additional accommodation and conference tour costs associated with a spouse or partners attendance at conferences, seminars, etc. will be the personal responsibility of individual councillors.

TELEPHONE COSTS AND EXPENSES

Council will reimburse costs of telephone, fax and mobile phone calls on Council business to a maximum of \$600 per annum. Councillors will need to maintain a record of calls for claim purposes.

LIABILITY INSURANCE

Council shall take out Public Liability and Professional Indemnity insurance cover which shall extend to actions taken against Councillors in relation to the exercise of their duties as Councillors.

PERSONAL ACCIDENT INSURANCE

.....
Council shall take out Personal Accident insurance for Councillors whilst engaged in activities connected with the Council business including travelling directly to and from such business.

LEGAL EXPENSES AND OBLIGATIONS

Council will determine by resolution the reimbursement of reasonable legal expenses of:

- a) A Councillor defending an action arising from the performance, in good faith, of a function under the Local Government Act; or
- b) A Councillor defending an action in defamation provided the statements complained of were made in good faith while exercising a function under the Act; or
- c) A Councillor for proceedings before the Local Government Pecuniary Interest Tribunal, or an investigation body, provided the subject of the proceedings arises from the performance in good faith of a function under the Act, and the Tribunal or investigation body makes a finding favourable to the Councillor.

Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her function under the Act are distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term of office.

REIMBURSEMENT AND RECONCILIATION OF EXPENSES

Reimbursement of costs and expenses to Councillors will only be made upon the production of appropriate receipts and tax invoices, and the completion of the required claim forms. Expenses and costs incurred must be in accordance with the requirements of this policy.

Claims for costs and expenses must be submitted within three (3) months of incurring the cost or expense.

DISPUTE RESOLUTION

In the event of any disputes that arise about the provision of expenses and facilities, the matter shall be resolved by Corporate Service Committee recommendation to Council.

PART 3 PROVISION OF FACILITIES

The following facilities will be provided to allow the Mayor and Councillors to discharge the functions of civic office

Councillors

Council will provide Councillors with the following facilities:-

- a) Secretarial and basic photocopy facilities in upon request.
- b) Where appropriate, prior to, during or following Council and Committee meetings, a light meal, supper and refreshments.
- c) Where Council resolves to approve the electronic form of delivery of Council agendas and business papers, Council will provide for the issue of a laptop/notebook computer with email capacity and other support equipment such as printers.
- d) Council will pay for the cost of providing and connecting equipment and the operating costs and costs associated with any of the disposable items related to the

.....
use of any of the equipment. Council provided equipment will remain the property of the Council and is to be used for Council purposes only and is to be returned to Council offices at the time the Councillor ceases to hold office.

Mayor

In addition to facilities provided for Councillors, Council will provide the Mayor with the following additional facilities:-

- a) An Executive standard motor vehicle for official and private use. Where the vehicle is used privately the fuel cost will be the personal responsibility of the Mayor. Receipts for such fuel will be submitted with the monthly reimbursement claim.
- b) An office in the Council's administration building.
- c) Secretarial support as required.

No General Expenses

Council will not meet any general expenses.

RETURN OF FACILITIES AND EQUIPMENT

Any facilities and equipment provided to the Mayor and Councillors will be returned to Council immediately following the completion of their term of office, extended leave of absence or at the cessation of their civic duties.

Adopted by Council – 15th October 2013
Refer Minute No – 10.13.3635

Updated by Council 28th October 2014
Minute No. 10.14.3416

Updated by Council 26th August 2015
Minute No. 08.15.3546

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Infrastructure and Development Reports

Item I - 1 COMMUNITY ENGAGEMENT STRATEGY

File number: 155(b)

Reporting Officer: Acting Director Infrastructure and Development – Robert Stewart

Operational Plan Objective: Pillar One – Our People

Officer Recommendation:

That Council adopt the Draft Community Engagement Strategy.

Purpose of Report

To present to Council a Draft Community Engagement Strategy for adoption.

Report

Community engagement is undertaken when the council engages with the community to obtain input into the development of the community strategic plan, policy development and decision making.

Effective community engagement results from a strong partnership between Council and the community. The community is involved in each stage of the strategic planning process, including in the development of alternative strategies, identification of preferred solutions, and prioritization.

It is important to base decisions on evidence-based information and the representative views of the community, rather than for engagement to be dominated by a few vocal community advocates.

Section 404 (4) of the *Local Government Act 1993* requires

(4) The council must establish and implement a strategy (its community engagement strategy), based on social justice principles, for engagement with the local community when developing the community strategic plan.

The strategy has been prepared on the basis of fit for purpose given the circumstances of the Balranald Shire Community.

The Draft Community Engagement Strategy is provided as an attachment.

<u>Financial Implication</u>	Nil.
<u>Legislative Implication</u>	Compliance with LG Act
<u>Policy Implication</u>	Nil.
<u>Attachments</u>	Draft Community Engagement Strategy

Balranald Shire Council



Balranald

Community Engagement Strategy

2017





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Prepared – January 2017
Adopted – _____



Purpose

The Community Engagement Strategy sets out the process to be used to encourage the Balranald Shire Community and its stakeholders, whether they live, work or play to get involved, to be part of the decision making process and help Council to develop a long-term vision for our dynamic area.

This engagement strategy outlines the principles that Council will adopt in engaging with the community to develop the Community's Community Strategic Plan as well as Council's Delivery Program, Annual Operational Plan and Resourcing Strategy. It is also used for guiding community participation in the development, implementation and review of policy, plans, projects, programs and issues (decisions) of importance including council's corporate, strategic, land use and financial planning and determining service levels as well as day to day business activities.

This Community Engagement Strategy addresses Council's legislative obligations, raises awareness of and establishes a collaborative environment for the development and implementation of the Balranald Shire Community Strategic Plan.

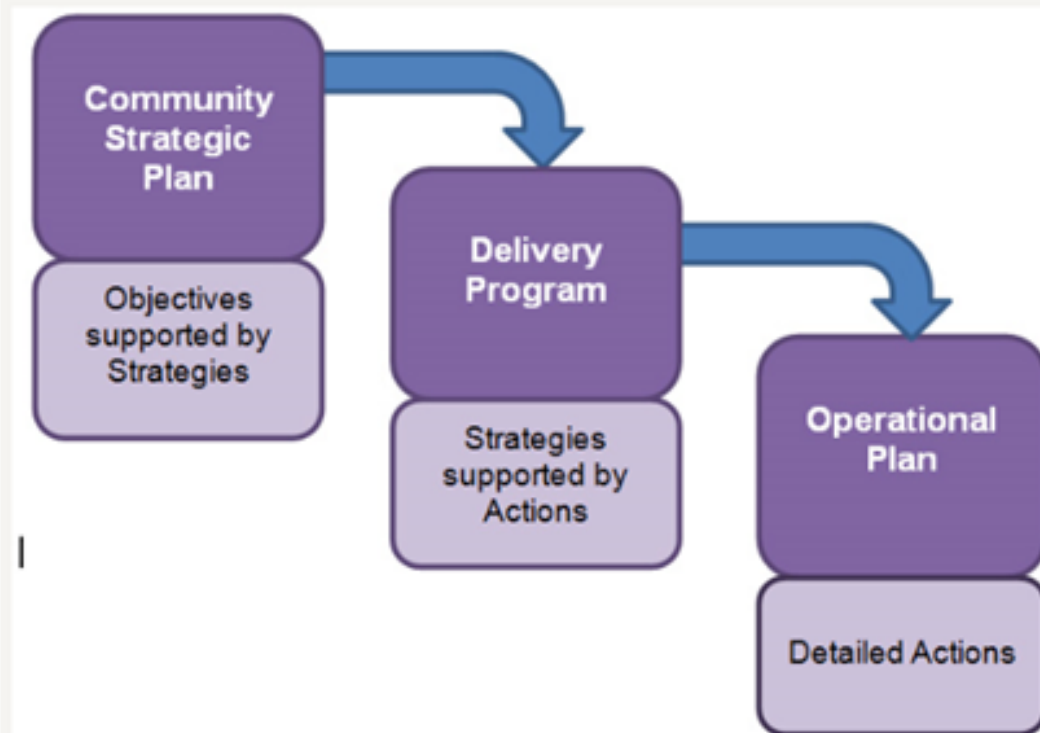
Background

The *Local Government Amendment (Planning and Reporting) Act 2009* (the Act) was assented to by the Governor on 9 October 2009 and commenced on and from that date. The amendments to the Act give effect to the Integrated Planning and Reporting framework which includes a Long Term Community Plan, a Delivery Plan, a Long Term Resourcing Strategy, as well as an Annual Operational Plan.

The legislation is supported by Planning and Reporting Guidelines and a Planning and Reporting Manual which details the methodology to be used by each council in preparation of a Community Strategic Plan. Compliance with the guidelines is mandatory for all NSW councils.

Community Strategic Plans have a minimum life of 10 years, and at the council level be implemented through a four year delivery program and an annual operating plan. This differs significantly from the previous legislative regime where planning was confined to a three-year term within the Council Management Plan.

Community Strategic Plan



The success, effectiveness and community ownership of the Community Strategic Planning relies on effective community engagement – and in particular the way that information on issues, impacts and possible solutions is presented to the community.

This Community Engagement Strategy provides a framework for how Balranald Shire Council will engage with the community. In addition to providing a framework for engagement, it identifies key stakeholders and outlines broad-level tools and tactics

that Council will use to engage with different stakeholder groups on matters of concern to the community. In developing this engagement strategy Council has considered how to engage with sectors of the community whose voice has not been 'easy to hear' in traditionally run consultation processes.

The figure below shows the relationship between plans.



Key Messages

- Balranald Community Strategic Plan is to be planned by the community for the community. It will be the result of consultation and partnership between the community, business, Council and other agencies.
- The Community Strategic Plan is the community's chance to be involved in the decision making and future direction of our area. Council wants individuals to think about our community needs and contribute.
- Many of the challenges facing Balranald Shire are not the sole responsibility of Council, any one agency or level of government. Accordingly the Strategic Plan proposes to identify opportunities, partners and solutions to meet the social, economic and environmental challenges to ensure a sustainable future.
- The Community Strategic Plan is a high level long-term plan, which will be flexible to adopt new opportunities and respond to unanticipated changes. Councils cannot do everything, or implement every action but the Community Strategic Plan provides a way forward.



Aims of Community Engagement

The Community engagement strategy for Balaranald Shire is designed to:

- involve the Balaranald Community in the development, implementation and review of the Community Strategic Plan and operations;
- establish a set of guiding principles and a framework for decision-making for Council's community engagement activities;
- provide a framework for a coordinated, well planned approach to engagement that is genuine and inclusive and meets the needs of each stakeholder group (not one-size-fits all);
- provide a framework for monitoring and evaluating Council's engagement activities to incorporate feedback to improve and/or enhance engagement experiences; and
- Comply with the legislative requirements of the Local Government Act.

Community Engagement

Council defines community engagement as;

“ an ongoing dialogue with the community to provide inclusive opportunities to problem solve, inform decision making on issues and policy, ensuring those impacted by a decision has had the opportunity to input into the decision making process ”

Engagement with the community is a regular and important part of Council activities. Engagement is simply the interaction between Council and its stakeholders and it occurs in a variety of settings and circumstances. It can be as simple as a telephone enquiry, an over the counter discussion, a letter or a formal meeting with a Council representative. Engagement occurs in a one on one situation as well as in groups.

Under the *Local Government Act 1993* only the elected body (councillors) are 'empowered' to make decisions and implement actions by formal resolution.

Key Stakeholder Identification

The basis of the Community engagement relies on consultations and knowledge, as well as information from our stakeholders. There are a wide range of stakeholders across the Balranald Shire community, these include the following (but are not limited to).

- Residents
- Business/industry Groups/investors
- Land Owners
- Youth
- Infrastructure & Service providers (Including Schools, Service NSW and Communication networks)
- Adjoining Local Government Areas
- Local organisations, committees and interest groups
- Local Councillors and Balranald Shire Council Staff
- Government and Non-Government Agencies.



Engagement Methods

This section outlines various methods of engagement which can be used by council dependent upon the target audience, topics under consideration, and potential accessibility concerns of the target audience.

We undertake to:

- **Inform**

AIM- To keep the community informed and up to date by;

- Factsheets
- Social media
- Council Website
- Letterbox drop
- Emails
- Staff Networks
- Local Committees/ Working/Consultative and User Groups
- Exhibitions
- Community Notice Boards
- Council Newsletter
- Target stakeholder letters
- Street signs and shop front window displays
- Media releases in Newspaper and electronic media
- Personal Briefings

- **Consult**

AIM- To obtain community input into strategic plans, directions, priorities and projects by;

- Public submissions
- Suggestion boxes
- Focus groups/workshops/public meetings
- Surveys
- Face-to-face
- Letterbox drop

- **Involve**

AIM- To work with our community to ensure community ideas, concerns and aspirations are listened to and understood so that community knowledge is captured in our decision making and provide feedback and updates by;

- Open meetings
- Forums
- Online discussion boards
- Public participation
- Networks and community group coordination
- Partnerships
- Involve community in final decision making
- Use the community's ideas and solutions

Our promise to the community is that we will:

- Inform you on issues,
- Consult, listen and acknowledge your opinion,
- Involve the community throughout the process to understand concerns and aspirations,
- Partner to develop outcomes and options,
- Report on outcomes





Summary

Community engagement is a key component of Councils Integrated Planning and Reporting framework and is essential if communities are to plan and deliver a sustainable future.

This strategy seeks to provide a consistent, whole of Council approach to community engagement. Community engagement is one of the most challenging activities a council will undertake but it is important for long term success.

The effectiveness of community engagement will ultimately be measured by the quality of the decisions, the efficient and effective use of resources leading to better service provision and outcomes for the community.

For further information the General Manager can be contacted by post to PO Box 120 Balranald NSW 2715, by phone on 03 5020 1300, by fax on 03 5020 1620 or by email to council@balranald.nsw.gov.au.

ITEM I – 2

**DA 25/2017 – S96 MODIFICATION OF CONSENT
SUBDIVISION 65 MAYALL ST, BALRANALD**

File number: DA 25/2017

Reporting Officer: Acting Director Infrastructure and Development – Robert Stewart

Operational Plan Objective: Pillar 5 Our Infrastructure
5.3 Undertake key infrastructure improvements.

Officer Recommendation:

Council consent to the modification of the consent for subdivision of Lot 8 Section 41 DP 758048, 65 Mayall St Balranald, creating two (2) allotments subject to the following conditions;

- 1) The subdivision complies strictly with the sketch plan as submitted.
- 2) Any new driveway to the newly created vacant lot, or alteration of existing driveways is to be to the satisfaction of Council or its delegate, and at the applicants full cost.
- 3) The newly created vacant lot is to be connected to the sewerage line located in Cook Street and is to be to the satisfaction of Council or its delegate, and at the applicants full cost.
- 4) 100mm raw water main is to be extended from Church Street to the newly created vacant lot boundary and is to be to the satisfaction of Council or its delegate, and at the applicants full cost.
- 5) The newly created vacant lot is to be connected to the filtered water line located in Cook Street and is to be to the satisfaction of Council or its delegate, and at the applicants full cost.
- 6) Separate application must be made for any development consent for any new structures on the newly created lots.
- 7) Plans will not be released before payment of appropriate services fees and charges is made.
- 8) That the lot is created on the basis of the purchaser or occupier
 - Providing for non-reticulated electricity by the purchaser
 - Providing for non-fixed telecommunication services

Reason/s: Statutory Compliance and Service Provision

Purpose of Report

To seek Council's consent to modify a development approval for a 2 lot subdivision of 65 Mayall St, Balranald.

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Report

Council will recall resolving to approve DA 25/2017 from BV O'Haire on behalf of F Fitzgerald at the December 2016 meeting of Council. Mrs Fitzgerald has lodged an application to modify the development consent, requesting reconsideration of Conditions 3 and 7 of the consent, these conditions are:

- 3) Subject to the concurrence of Telstra and Essential Energy.
- 7) The newly created vacant lot is to be connected to power prior to the release of registration plans and at the applicants full cost.

In relation to Condition 3, the proponent contends that the likely buyer of the allotment is not keen to pursue fixed telecommunication lines. There is significant potential for mobile technology to be used as an alternative to fixed line telecommunications. There is merit for this condition to be waived in this case in relation to requiring the concurrence of Telstra.

In relation to Condition 7, the proponent contends that the likely buyer of the allotment is keen to pursue alternate means of energy supply. Given the supplied indicative pricing of these types of systems, listed at Attachment 2, there is merit for this condition to be waived in this case.

Waiving Condition 7 would negate the need for Essential Energy concurrence, thus allowing the removal of Condition 3 as a whole.

<u>Financial Implication</u>	Nil.
<u>Legislative Implication</u>	Nil.
<u>Policy Implication</u>	Nil.
<u>Attachments</u>	Attachment 1: Modification Request Notations Attachment 2: Indicative Alternative Energy Options

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Attachment 1: Modification Request Notations

CONDITION #3

3) CONCURRENCY DOES EXIST BETWEEN VENDOR AND PURCHASER IN REGARD TO TELSTRA.

PURCHASER DOES NOT REQUIRE THE CONNECTION OF A TELSTRA LAND LINE AS HE WILL BE RESIDING IN AN AREA THAT HAS FULL MOBILE PHONE COVERAGE.

A LAND LINE WOULD BE A SUBSTANTIAL-ADDITIONAL UNWANTED-ONGOING COST TO THE RESIDENT.

CONDITION #7

7) PURCHASER DOES NOT REQUIRE POWER CONNECTED FROM THE GRID. HE IS A VERY STAUNCH ADVOCATE FOR GREEN ENERGY IN THIS CURRENT ENVIRONMENT, AND IS LOOKING TO EXPLORE A SUITABLE AND SUSTAINABLE RENEWABLE ENERGY SOURCE, ONE OF SEVERAL THAT ARE AVAILABLE ON THE MARKET TODAY.

POWER CONNECTED TO THE GRID WOULD ALSO BE A SUBSTANTIAL-ADDITIONAL-UNWANTED-ONGOING COST TO THE RESIDENT

Attachment 2: Indicative Alternative Energy Options



1800 47 88 26

9:00 - 17:00

Delivery AUSTRALIA WIDE

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SALE

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\$14,000.00

ADD TO CART

PRODUCT BRAND



Description

Whether you live in a rural location without reliable grid access, or simply want a more sustainable lifestyle, Off Grid SMA Solar Systems can provide the perfect power solution.

- ✓ Provided as an all-in-one unit, our Off Grid systems are self-contained in a durable steel cabinet.
- ✓ All aspects of the system have been created for the harsh Australian environment.
- ✓ The complete cabinet solution uses a sophisticated design that houses all the core components.

Our cabinet solution is uniquely designed to provide longevity and functionality to your off-grid system and the enclosure is an essential part of our off-grid solar systems superior design. Not only do our off-grid systems look great, all our Off Grid SMA Solar Systems are also built in Australia with top quality components.

Additional Information

Sku: sm-off-grid
Category: Off Grid Solar Systems
Tags: Off Grid, Selectronic Solar System, Selectronic, Selectronic
SP-Pro stand alone solar

Off Grid SMA Solar Systems

Our systems are built in Australia in our workshop and all equipment is tested prior to dispatch for your on-site installation. This ensures that our off-grid systems give seamless, long-lasting results for your stand-alone power needs.

Each system is precisely designed to meet your specific off-grid needs:

- Installation is backed with the experience and knowledge of our industry leading Off Grid experts.
- All systems are designed for ultimate reliability and all components in our systems have a proven history of performance.
- The core system components are tested prior to being sent, ensuring faulty components upon delivery.
- All our Off Grid Systems are backed by Australian warranties and support, you can rest assured your off-grid system will last the distance.
- See Our Price Guarantee For Off Grid Solar.

Before you purchase from our Off Grid SMA Solar Systems range, get in contact with our professional off grid experts, and discover how to ensure you get the best system for your power needs.

Get an obligation free all-inclusive consultation, quote and analysis of your load profile from our BCSE accredited RAPS / SAPS designers and installers.

Get the perfect solution for your situation and location anywhere in Australia.

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Australia Wide Delivery

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BATTERIES
Storage for all applications, chargers, battery boxes

Off Grid System - Large Residential 43.2kWh AGM

Home Off Grid Solar Off Grid Power Systems Off Grid System - Large Residential 43.2kWh AGM

Large Residential



SKU: OFFG-PS432A

\$24,099.00

Availability: ✓ In Stock (available)

System Specifications

Solar Array	4.5-7.5 kW
Battery Bank	43.2 kWh
Battery Life	7-10 years
Daily Usage	8-16 kWh
Autonomy	3 days

ENQUIRE ONLINE

1800 853 315

ADD TO CART

ITEM I – 3

**DA 26/2017 – PROPOSED 2 BAY MANUAL CARWASH &
COVER**

File number: DA 26/2017

Reporting Officer: Acting Director Infrastructure and Development – Robert Stewart

Operational Plan Objective: Pillar 5 Our Infrastructure

Officer Recommendation:

Council consent to the installation of a two (2) bay manual carwash facility on Lot 9 Section 13 DP 758048 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 to the street drainage 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 Council's services is the full responsibility of the proponent.
 - 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 applicant's full cost.
 - 23) A Construction Certificate must be issued in relation to the car wash cover structure prior to the commencement of construction.
 - 24) An approval under Section 68 of the Local Government Act 1993 to discharge trade waste into Council's sewer must be obtained.
 - 25) The hours of operation are restricted to between the hours of 7.00am and 6.00pm Monday - Friday and 8.00am to 6.00pm on Sunday and public holidays.
 - 26) The use of the premises and the operation of all plant and equipment shall not give rise to an 'offensive noise' as defined in the Protection of the

Environment Operations Act 1997 and Regulations.

Reasons for the imposition of conditions:

- 1) To ensure statutory compliance
- 2) To minimise impacts on public infrastructure
- 3) Neighbour amenity

Purpose of Report

To seek Councils consent to a proposed two (2) bay manual carwash facility.

Report

A Development Application has been lodged by Mr S Ross to install a two (2) bay manual carwash facility on the old Shell service station site, 80 Market St Balranald.

Description of Land: Lot 9 Section 13 DP 758048

Area: 2024m²

Zone: Zone RU5 Village

Planning Considerations

The land is zoned RU5, Village pursuant to Balranald Local Environmental Plan 2010 and the use of the land for a carwash facility is permissible with consent.

Site Analysis

The land is the site of the old Shell service station site that was closed to allow site remediation. 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 concrete vehicle crossings from River and Market St, the documentation indicates that primary access to the wash bays is via River St. Access is not proposed to be upgraded and added to as part of the project.

Adjoining allotments are Zoned RU5, the common land use in the area is generally for commercial purposes, with elements of residential and public administration.

The proposal is planned to be setback 20m from the Market St boundary and 0.9m from the River St boundary. Council has no specific setback requirement for commercial proposals, however, these setbacks would not appear to adversely impact on traffic sight lines due to the depth of nature strip, distance from Market St intersection and slow speed nature of the short section of River St adjacent to the proposal.

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

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Natural Environment:

The proposal is not likely to have significant impact on the natural environment of the area. The allotment has been used as a service station site for a substantial period of time and the site is not likely to support threatened species due to the urbanisation of the area.

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

Built Environment:

The proposal will not adversely impact on the built environment. The area is substantially developed for urban purposes. The proposal will contribute to a minor increase in traffic volumes along River St, however will be 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.

The proposal would be subject to Council's trade waste policy.

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 such as parks and gardens.

The washer units are not expected to generate excessive noise due to the construction of the units and distance to residential receptors. It is expected that the units would generate in the order of 60 dB(A), with attenuation over distance to the nearest sensitive receptor reducing the noise level to around 33 dB(A). Daytime background noise levels in a quiet residential street are in the order of 35-40 dB(A), indicating that the carwash noise generation would not be of significant impact.

Restrictions on the operational hours of the site would ensure noise impacts are mitigated.

Economic Impacts:

The economic impact of the development is not considered to have a detrimental impact on the area. The proposal augments the services currently available in the wider commercial precinct.

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

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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, i.e. 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 therefore is not considered likely to adversely impact the public interest.

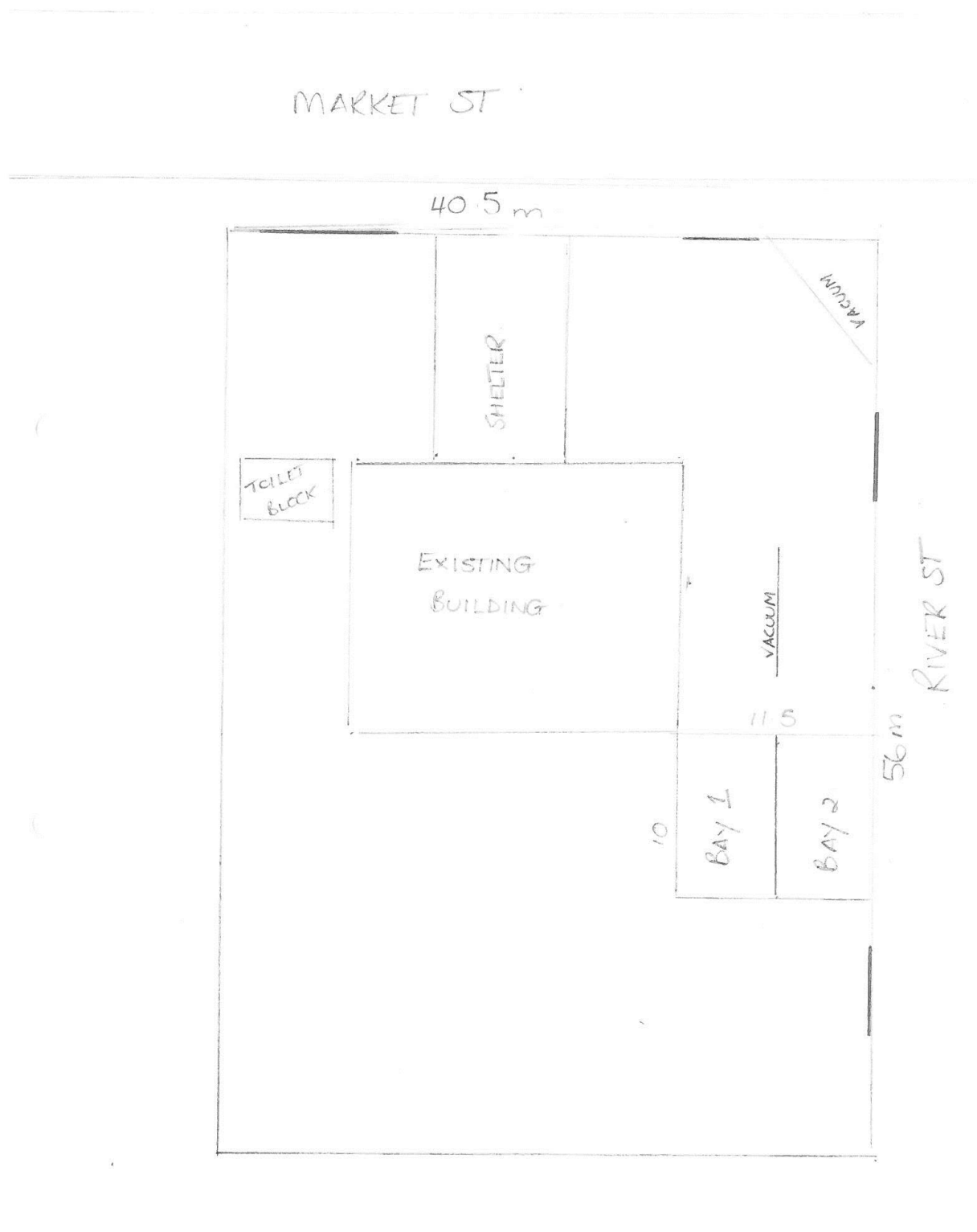
The proposal has been advertised to neighbours in the vicinity of the proposal on the 9 of December 2016, with no submissions received.

<u>Financial Implication</u>	Nil.
<u>Legislative Implication</u>	Nil.
<u>Policy Implication</u>	Nil.
<u>Attachments</u>	Site Plans of Proposal

Attachment: Plans of Proposal



Plan 1: Aerial Image



Plan 2: Site Drawing



Plan 3: Side Elevation

ITEM I - 4 DEVELOPMENT APPLICATION 89/2008 DENARO

File number: DA 89/2008

Reporting Officer: Acting Director Infrastructure and Development – Robert Stewart

Operational Plan Objective: Pillar 5 Our Infrastructure

Officer Recommendation:

That Council

1. Close part McGinty Drive and dispose of it to Mr Denaro as per Council resolution 16 December 2008.
2. Complete the necessary documentation to close the part McGinty Drive and lodge it with Land and Property Information.
3. Resolve that the Seal of Council be affixed to relevant documentation to finalise closure of the road.
4. That the applicant be advised that he shall meet all fees associated with closure.

Purpose of Report

To finalise an outstanding Development Application 89/2008 by closing part of McGinty Drive, Euston.

Report

In 2008 Mr Denaro lodged a Development Application to:

1. Close and purchase part of McGinty Road, Euston (0.5ha)
2. Having closed the road, realign the boundaries between three allotments

The application was reported to Council at its meeting of the 16 December 2008. Council resolved to:

‘support the application to close and purchase part unused road reserve on McGinty Drive Euston subject to the applicant bearing all costs, and that the statutory processes be commenced.’

In accordance with Councils instructions the applicant obtained a valuation and was valued at \$2,500 GST exclusive.

A further report was presented at Councils meeting on December 2009 where it was resolved that:

‘Council accept the offer of \$2,500 for 4,809m² part McGinty Drive unused road reserve’.

Council required that all costs associated with the part closure and purchase be borne by the applicant.

Further that Mr Denaro be advised that:

Balranald Shire Council
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‘the subsequent consolidation of this part Road with Lot 2 DP 811365 does not create any more than one dwelling entitlement on the lands’.

A request was made to review the determination and this was done at the Ordinary Meeting on 16 February 2010. The matter was deferred and legal advice sought.

On the 7th May 2010 a cheque was sent to Council for the purchase of the 4809m² of McGinty Drive.

On the 25th May 2010, Council signed the subdivision certificate.

On the 21st October 2016, Council advised the applicants solicitor that it considered the “process to remain active” and affixed a certificate for eventual registration of the plans.

Closure Council Public Roads

Only a council (or other public authority) may apply to close a public road.

Council must now prepare a plan for registration with Land Property Information.

Council must complete the required applications to close a public road and lodge it with the regional office of Crown Land.

To enable finalisation of this matter Council needs to formally resolve to close the road and dispose of it to Mr Denaro.

There are relevant fees which will be met by the applicant to comply with Councils December 2009 resolution.

Following discussions with the applicants solicitor the matter is now ready to be finalized.

<u>Financial Implication</u>	Nil.
<u>Legislative Implication</u>	Compliance with relevant legislation.
<u>Policy Implication</u>	Nil.
<u>Attachments</u>	Plan of Road Closure

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Attachment: Plan of Road Closure



This is Page 94 of the Business Paper of the Ordinary Monthly Meeting of Balranald Shire Council held in the Council Chambers, Market Street Balranald on Tuesday 21st February 2017.

ITEM I - 5

FAR WEST REGIONAL PLAN 2036

File number: 621

Reporting Officer: Acting Director Infrastructure and Development – Robert Stewart

Operational Plan Objective: The plan falls under the following Pillars of the Balranald 2024 Community Strategic Plan. Pillar 1- Our People, Pillar 2 -Our Place, Pillar 3- Our Economy, Pillar 5 -Our Infrastructure.

Officer Recommendation:

That Council support the finalisation of the plan and that the Mayor & General Manager be delegated authority to lodge a submission detailing the issues raised in this report.

Purpose of Report

To develop Councils response to enable a submission to be made by the 13 March 2017 to the Draft Far West Regional Plan as prepared by the Department of Planning.

Report

The *Draft Far West Regional Plan* has three goals for the region:

- A diverse economy with efficient transport and infrastructure networks
- An exceptional and distinctive natural environment
- Strong and connected communities.

Councillors have previously been distributed a copy of the plan and were invited to attend a workshop in Balranald on Tuesday the 7 February from Department of Planning Regional staff.

The Plan outlines the Vision for the region over the next 20 years to enable stakeholders to work together to achieve a sustainable future by setting goals and directions.

Goal 1: A diverse economy with efficient transport and infrastructure networks

Direction 1: Grow the economic potential of the agribusiness sector

Direction 2: Increase value-adding opportunities

Direction 3: Sustainably manage mineral resources

Direction 4: Diversify energy supply through renewable energy generation

Direction 5: Promote tourism opportunities

Direction 6: Unlock economic potential through improved freight transport and other enabling infrastructure

Direction 7: Improve regional airport connections

Direction 8: Enhance access to telecommunications

Direction 9: Sustainably manage water resources for economic opportunities

.....
Direction 10: Enhance the productivity of employment lands
Direction 11: Enhance the self-determination of Aboriginal communities
Direction 12: Support new planning and land management arrangements

Goal 2: An exceptional and distinctive natural environment

Direction 13: Protect the region's environmental assets
Direction 14: Manage and conserve water resources for the environment
Direction 15: Increase resilience to natural hazards and climate change

Goal 3: Strong and connected communities

Direction 16: Manage change in the region's settlements
Direction 17: Improve access to local health and aged care
Direction 18: Enhance access to skills and training
Direction 19: Improve public and community transport services
Direction 20: Manage and conserve water resources for communities
Direction 21: Increase housing choice
Direction 22: Improve the availability of affordable housing and worker accommodation options
Direction 23: Manage rural residential development
Direction 24: Create healthy built environments
Direction 25: Protect cultural heritage
Direction 26: Enhance planning between cross-border communities

For the Balranald Shire the identified Priorities are:

- Capture economic benefits from mining.
- Support the growth of renewable energy industries.
- Support the growth and diversification of agribusiness.
- Support the establishment of value-added manufacturing industries.
- Promote tourism opportunities.
- Sustainably manage water resources, including the Murray and Darling rivers.
- Build community resilience to population and demographic change.
- Resolve skilled worker shortages.
- Build resilience to climate change and natural hazards.
- Foster strong cross-border networks and connections with neighbouring Victorian settlements, including Mildura.
- Capitalise on key freight corridors, including the Silver City and Sturt highways.

For Centres and employment

Priorities:

- Support industrial land development and protect industrial areas from incompatible land uses.
- Reinforce existing centres and commercial precincts as the primary locations for retail and commercial activities, including the revitalisation of main street areas.
- Identify opportunities to expand tourism activities and enhance visitor experiences.
- Support the delivery of increased housing choice, including seniors housing, aged care, and social and affordable housing.
- Appropriately locate future rural residential development.

-
- Support the continued provision of health and education services.
 - Support improvements to public and community transport services to connect smaller towns and villages to local centres, and to connect to Mildura, Sydney, Melbourne and Adelaide to access higher order services.
 - Improve telecommunications to support business activities and service delivery such as e-health and education services.

Economic opportunities

Priorities:

- Establish new mining operations in areas of mineral potential.
- Diversify agribusiness and capitalise on value-added manufacturing opportunities for agricultural produce.
- Develop renewable energy industries, including solar.
- Expand tourism opportunities and experiences.
- Establish new businesses linked to improvements in telecommunication services.
- Support the growth of irrigated agriculture

COMMENTS

This plan is a step in the right direction in that it takes a strategic whole of Government approach to regional development and Balranald Shire Council should acknowledge support this approach.

Council should support finalisation of the plan noting:

1. The plan captures the major issues and Council supports the directions.
2. The plan takes a whole of government strategic approach to regional land use but the key to success will be the need for a centralised coordination unit within Premier and Cabinet to ensure delivery.
3. The plan underestimates the ongoing importance of water and associated policy to the long term sustainability of the region particularly surety and quality of supply.
4. The urgent need to review Crown Land Management to streamline approval processes to facilitate development.
5. Consideration of the Riverine corridor and impacts from flooding such as fallen trees and erosion.
6. The need to show MR67 link to Ivanhoe.

<u>Financial Implication</u>	Nil.
<u>Legislative Implication</u>	Nil.
<u>Policy Implication</u>	Nil.
<u>Attachments</u>	Nil.

ITEM I - 6 INTEGRATED WATER CYCLE MANAGEMENT

File number: 850

Reporting Officer: Acting Director Infrastructure and Development – Robert Stewart

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

Officer Recommendation:

That Council;

1. consider in the 17/18 Budget funding to undertake the preparation of an Integrated Water Cycle Management Strategy.
2. Write to the Minister seeking a special case to fund the Strategy on a 50% basis with Council.

Purpose of Report

This report seeks to introduce Council to the NSW Governments Best Practice Management of Water Supply and Sewage Framework with a view to implement the process across Balranald Shire.

The Framework requires local water utilities such as Council to prepare and implement a sound 30 year integrated Water Cycle Management (IWCM) Strategy, which includes a Financial Plan (FP).

The report in this agenda on the CCTV work undertaken on the Balranald Sewer System highlights the need for strong strategic asset management and financial planning.

Report

The 30 year strategy addresses the complex linkages between all elements of the urban water cycle (water supply, sewage, and stormwater) and community expectations.

This is done within the urban area and between the urban area and its water related physical and legislative operating environment. This multilevel and systematic approach encourages cost effective integration of these urban water systems in consultation with the community.

The 30 year strategy seeks to “right size” any necessary capital works projects and is essential for the provision of appropriate, affordable, cost effective urban water services that meet community needs and protect public health and the environment.

In addition the strategy is developed using evidence based analysis that provides the best value for money on the triple bottom line (TBL) basis of social, environmental, and economic considerations.

The adopted scenario from the final IWCM Strategy defines the local water Utility's (LWU) Total Asset Management Plan (TAMP) and includes a 30 year Financial Plan (FP).

A LWU peak planning documents for its water supply and sewerage businesses are its current IWCM Strategy and a Strategic Business Plan (SBP).

IWCM outcomes are:

- Right sizes any projects and identifies the best value IWCM Scenario and Strategy on a TAMP basis. It includes a 30 year TAMP and FP.
- Identifies the lowest uniform level of stable typical residential bills (TRBs) to meet the levels of service negotiated with the community and the price path for the next 4 years in current dollars.
- The adopted IWCM includes an update of the existing 30 year renewals plan, with only proven evidenced based renewals included for the first 5 years. The renewals plan takes into account any avoided, resized, abandoned or reprioritized works.
- An IWCM strategy is prepared every 8 years.
- NSW Office of Water concurrence is required to the IWCM Issue paper, final IWCM Strategy and Scenario and the Financial Plan prior to LWU implementation of the scenario.

The Strategic Business Plan

- Reviews and updates the LWUs existing 30 years TAMP, identifies any opportunities to downsize or defer significant projects and includes a FP.
- Analyses the renewals component of the TAMP to develop a sound 30 year renewals plan, the first 5 years only include evidence based renewals that provide value for money.
- Identifies the lowest uniform level of stable TRBs to meet the level of service negotiated with the community and the price path for the next 4 years in current dollars.
- A SBP is prepared every 8 years, i.e. 4 years after preparing the ICWM Strategy.
- Provide the NSW Office of Water for registration, your final SBP and FP.

The NSW Office of Local Government and IPART in their assessment of local Councils under Fit for the Future considered if a Council had achieved Best Practice Management of its Water and Sewage systems.

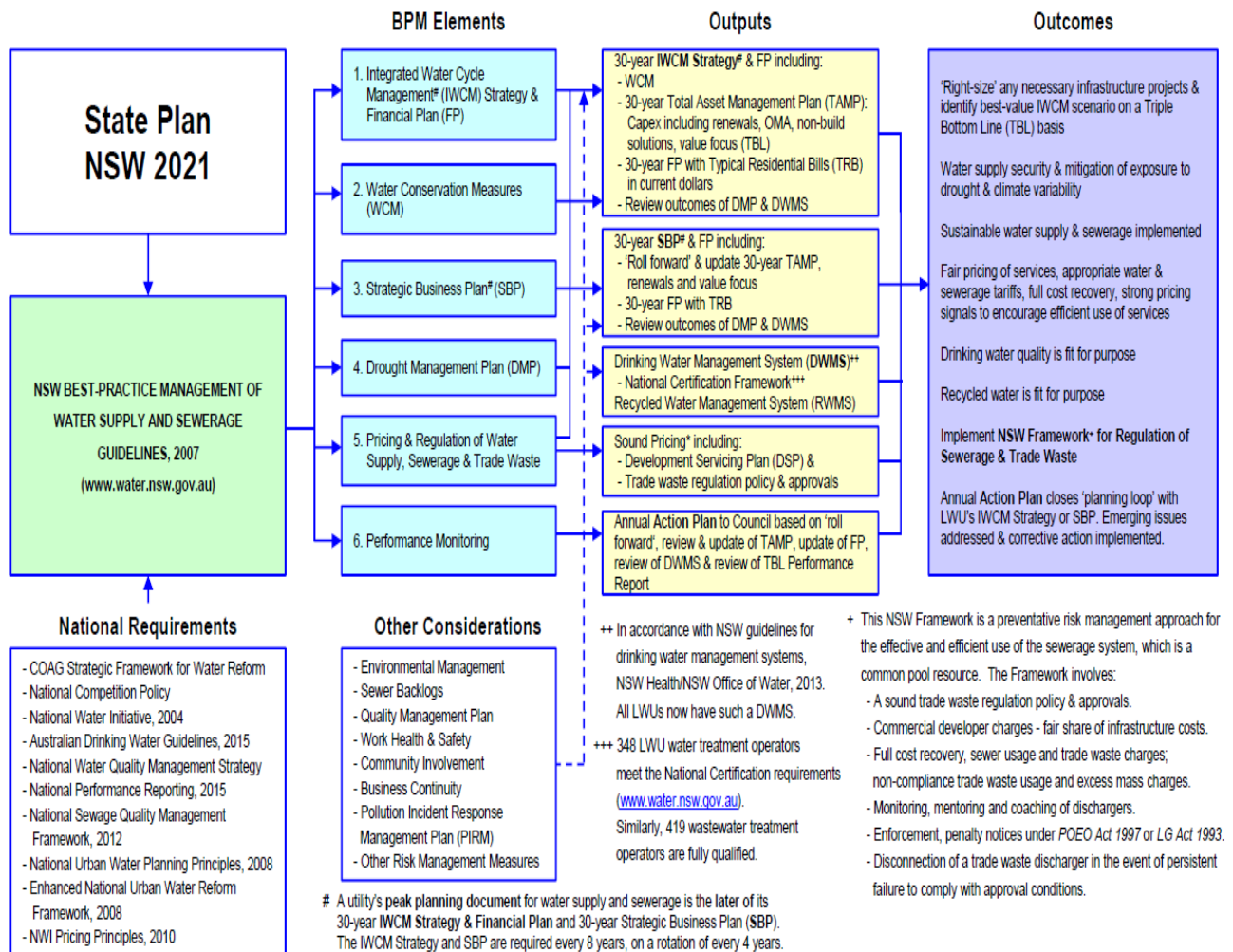
The IWCM process certainly provides a council in its decision making process evidence and factual basis to underpin major investment and pricing determinations to ensure sustainability.

Council considered a report on this issue on the 16th February 2016 and resolved not to take any action. At that time 50% funding was available to eligible Councils. Balranald would have been eligible as it has never had a strategy prepared.

Unfortunately the program for assistance comes to an end in June 2017. However if Council wishes to pursue Best Practice it is suggested we write to the Minister seeking 50% funding in the 17/18 budget year. Typical Strategy preparation is in the cost order of \$90,000.

Governments, if they are to consider funding for future upgrades of local utilities assets, will insist them undertaking this type of planning, management and level of planning. Council has Water and Sewer assets valued at \$13.06m.

NSW Best-Practice Management (BPM) of Water Supply and Sewerage Framework



Note that the NSW Government's Best-Practice Management of Water Supply and Sewerage Framework is the practical means of implementing Goal 21 of the State Plan NSW 2021 by the regional NSW local water utilities (LWUs). The BPM Framework assures sound long-term planning, asset management, operation & maintenance, appropriate levels of service and community involvement, fair pricing of services, with strong pricing signals, full cost recovery and affordable water and sewerage services, without wasteful 'gold plating'. Each utility needs to closely involve its community in the utility's implementation of the following **nineteen (19) outcomes** required by the NSW BPM Framework:

IWCM Strategy & Financial Plan (2) - this is a required outcome for each of water supply and sewerage, Strategic Business Plan (**SBP - 2**), Water Conservation Measures (**WCM**), Drought Management Plan (**DMP**) and Performance Monitoring (2) and the following 11 Pricing* Outcomes - Full Cost Recovery (2), appropriate residential charges (2), appropriate non-residential charges (2), Development Servicing Plan (DSP) with commercial developer charges (2), strong pricing signals, with at least 75% of residential revenue from usage charges, appropriate trade waste regulation policy and approvals, and appropriate trade waste fees and charges.

Directly supports achievement of GOALS 21, 22 and 5 of NSW 2021:

21 Secure potable water supplies – secure long term potable water supplies for towns and cities supported by effective effluent management.

22 Protect our natural environment. 5 Place downward pressure on the cost of living.

DPI Water | July 2016

Financial Support

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Funding support is available to local water utilities undertaking their first IWCM Strategy under the NSW Government's Country Towns Water Supply and Sewerage Program. Financial support is available for:

- evaluation study (only if contract already awarded for its preparation)
- demand analysis and water use forecasts
- supply analysis of options (including secure yield)
- distribution analysis of new options
- scenario development and comparison on a triple bottom line basis
- economic assessment, impact on the Typical Residential Bill (TRB) and preparation of a Financial Plan for the adopted IWCM Scenario
- community involvement
- IWCM report preparation

Local water utilities are required to seek funding approval prior to engaging a consultant. Funds will be paid at the completion of the first satisfactory 30-year IWCM Strategy.

The cost will be similar to other detailed planning studies undertaken by the utility, and will vary depending on size, complexity of the system, works required and availability of relevant information. Office of Water funding is provided towards the following IWCM process components:

- IWCM Evaluation – including analytical methods employed
- IWCM Strategy – including development and analysis
- Community consultation
- IWCM Evaluation and Strategy document production.

Funding is not available for data collection that is considered part of normal utility business. Other non-funded activities include:

- accurate assessment of non-revenue water
- bulk water meter accuracy assessment
- customer use analysis
- daily water and effluent production
- amendments or revisions of Local Environmental Plans (LEPs)
- security/reliability of supply (safe yield) of existing sources
- development plans
- asset management plans
- population projections in line with Australian Bureau of Statistics (to 30 years)
- preparing historical water use records
- drought management plans
- strategic business plans
- trade waste policies
- plans of existing water supply and sewerage infrastructure
- collection of other existing data and plans from external sources, e.g. soil maps, vegetation plans, hazard area maps, land use maps, water quality and

Balranald Shire Council
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flow data, acid soil and salinity plans, and Catchment Management Authority action plans

- collating data for use in the IWCM studies

Council needs to pursue and obtain Best Practice for the management of its water and sewer assets and preparation of an IWCM Strategy will give the basis for investment, pricing and ongoing management.

<u>Financial Implication</u>	\$70,000 - \$100,000 subject to support funding available.
<u>Legislative Implication</u>	Compliance with State Legislation and best practice (Australian drinking water guidelines)
<u>Policy Implication</u>	No policy in place at this time.
<u>Attachments</u>	Nil.

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ITEM I - 7 SUNRAYSIA SOLAR FARM

File number: 626

Reporting Officer: Acting Director Infrastructure and Development – Robert Stewart

Operational Plan Objective: Pillar 5 – Our Infrastructure

Officer Recommendation:

That;

1. The General Manager makes a submission on the Balranald Sunraysia Solar Farm Development Application detailing the issues identified in this report.
2. The Mayor and General Manager be authorised to negotiate with Sunraysia Solar Farm to maximise opportunities for the local community.

Purpose of Report

To report on the Development Application and Environmental Impact Statement currently on exhibition to construct a 200MW Solar Farm 17km south of Balranald and seek Councils views on any submission.

Report

Proponent

Sunraysia Solar Farm 2 Pty Ltd a subsidiary of Maoneng Australia Pty Ltd

Consent Authority

Minister for Planning

Proposal

200MW Solar Farm covering 800 hectares of a 1000 hectare proposal site with the following elements:

- Photovoltaic (PV) Modules
- Energy Storage
- A site office and maintenance building
- An access from Balranald –Tooleybuc Road to the site
- Internal roads
- Perimeter security fencing
- Grid connection to the substation to the north via an overhead power line (220kV)
- Native vegetation screening if required to break up views of the infrastructure

The development is proposed to be undertaken in stages. Stage 1 would be 100MAC and Stage 2 100MAC. The energy storage may also be undertaken as a separate stage. In total, the construction phase of the proposal is expected to take 7 to 12 months.

Development cost would be \$275m.

The Solar Farm is expected to have an operating life of 30 years.

Employment numbers are expected to be in the order of:

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- Construction 150 persons peaking at 250
 - Operations 10 persons

At the end of its operating life, the Solar Farm would be either decommissioned returning the site to its existing land use capability or, retrofitted with new equipment.

Need for Project

The central objective of the project is to generate renewable energy using PV technology which will assist Australia to meet the Renewable Energy Target and the NSW Governments Renewable Energy Action Plan (2013).

Environmental Assessment

The development is State Significant and required the preparation of an Environmental Impact Statement to assess the environmental issues associated with construction, operation, upgrade and decommissioning in accordance with the Directors Requirements as issued 17 June 2016.

The application and EIS are currently on exhibition with written submissions closing 5 March.

The EIS may be viewed at:

http://majorprojects.planning.nsw.gov.au/index.pl?action=view_job&job_id=7680.

Balranald Shire Assessment

The Draft Far West Regional Plan identifies opportunities in Balranald Shire for investment in renewable energy given the regions electricity network connections. This application delivers on the Plans **Direction 4 – Diversify energy supply through renewable energy production.**

The major issue identified relates to potential interaction with other major projects such as the Iluka Balranald Mineral Sands project in the local area as cumulative impacts could occur concurrently or sequentially.

The major concern centres on construction worker accommodation and there is no clear strategy or plan in the EIS to address this issue. The EIS flags temporary accommodation by way of demountables. From a Council and community perspective this accommodation should be located in the Balranald urban area to deliver maximum local economic benefit.

Balranald Shire Council
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Council welcomes the proposed support mechanisms such as expansion of the Discovery Centre with elements to showcase the renewable energy story, scholarships for local student support, and training and skill development.

It is believed the EIS adequately addresses all other impacts and proposes reasonable mitigation actions.

<u>Financial Implication</u>	Nil.
<u>Legislative Implication</u>	Nil.
<u>Policy Implication</u>	Nil.
<u>Attachments</u>	Nil.

**ITEM 1 - 8 BALRANALD SEWER LINES CONDITION AND
RESTORATION OPTIONS**

File number: 801

Reporting Officer: Acting Director Infrastructure and Development – Robert Stewart

Operational Plan Objective: Pillar 5 Our Infrastructure

Officer Recommendation:

That Council note the report and refer to future budget discussions.

Purpose of Report

To inform Council as to the current status of Balranald sewer line system and outline options for repair, renewal and restoration.

Background

Council has commissioned Interflow Pty Ltd to clean, view and provide a condition report for the Balranald underground sewer system. A Closed Circuit Television (CCTV) system was utilised to identify faults and provide a running view and locations of defects. Balranald system was constructed in 1982 and has had little maintenance carried out in that time. The system lifespan estimate is 60 to 80 years so it is close to half way through its life. Euston system is much younger (1992/93) and camera reporting is not recommended at this point in time. Euston does not have a history of problems, whereas Balranald has had some issues.

Catchments 1 and 2 in Balranald were initially identified for investigation as 1 is the main catchment and 2 has had problems, and both catchments cover the southern half of the town which includes the CBD, Greenham Park and the Hospital. Close to 11 km of mains were cleaned and inspected out of a total of 17km for the whole of Balranald. It is intended to carry out the cleaning, inspection and condition reporting of the balance of Balranald later this financial year. Expenditure to date for Interflow has been \$89,906, with a further \$43,000 scheduled to complete the work. Budget for 2016/17 is \$160,000.

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Condition of the System

All assets have a finite lifespan and will require renewal at some point in time. Balranald sewerage system is about half way through its life and this is reflected in the existing asset condition.

Various treatments are available to restore the asset to a working condition and prolong its life. In the case of underground sewers, the treatments range from excavation and replacement, relining where possible and boring and renewal. The current technology of relining seems to be giving the best value, being about 50% of the cost of other technology as well as giving a similar new lifespan, ie 50 to 60 years.

Of the 11381m identified, 1169m require excavation, 4568m require or is suitable for relining and needs urgent treatment, 4314m shows defects and longer term treatment will be required (say 5 years), and 823m shows no defects. 507 m could not be inspected because of access issues ie covered manholes.

Excavations

The 1169m requiring excavation and repair due to its deteriorated condition is mostly minor lines and dead ends and the defects are generally at one end of the line and one repair may lift the condition and life of the line considerably. Alternatively no action may be taken due to location of defect in comparison to any connected users. Further detailed investigation is required of the 44 sections of 150mm dia line. Initial estimate to do all repairs is \$132,000.

Relining

The 4568m identified as suitable for relining contains multiple defects of breaks, displacement, cracking and root intrusion. The difference between needing excavation and relining is essentially the amount of displacement in the line. A large displacement is not suitable for relining. Cost estimate to reline is approximately \$510,000.

Relining (future)

The 4314m identified has defects which range from a single crack displacement, or root intrusion to a number of similar defects, and suggested treatment is to inspect the lines in 5 years time and determine the increase in severity of defects and determine a relining program at that point in time. Costs to clean, inspect and report is about \$7.70/m or \$35,000 for the 4314m.

No Defects

This category (823m) could be reinspected in 10 years time, and the 507m that could not be inspected included in the camera work to be completed later this financial year after manholes are located and opened.

Remainder of system (Balranald)

Assuming there is about 6000m still to be inspected, based on the previous results about 2520m will be suitable for relining and 645m will require excavation. Estimates to complete all of Balranald are contained in Budget Implications below.

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Asset Strategy

The reports produced from the camera investigation and cleaning work contain a lot of data which can be used to formulate asset strategies such as the Integrated Water Catchment Management plans and Strategic Business Plans which form part of the NSW governments Best Practice strategy for Water and Sewer Authorities. Balranald would be well placed to gain grants of up to 50% for the cost of producing these strategies which may cost \$90,000. Once in place these asset strategies give long term budgets and assurance of best practice in the operation of water and sewerage functions, and may lead to further grants when carrying out improvement works.

Asset Strategies are a key component when Governments are assessing Financial Sustainability.

Budget Implications

- A relining program of approximately \$800,000, over the next 2 years
- An excavation program of \$210,000 over the next 2 years
- A camera/cleaning program of \$50,000 in 5 years' time
- Provision for a consultancy of \$90,000 (less \$45,000 grant) to produce Integrated Water Catchment Management Plans for Balranald and Euston.

This would bring Balranald's sewer condition back to an acceptable standard, and provide best practice compliance and budgets in its water and sewerage functions.

<u>Financial Implication</u>	Proposed expenditure would need to be provided for in Councils future Management Plan.
<u>Legislative Implication</u>	Will assist in Council meeting its legislative requirements for its sewerage asset network.
<u>Policy Implication</u>	Nil.
<u>Attachments</u>	In Line Photo Reports

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Attachment: In Line Photo Reports

<small>Interflow Pty Ltd</small>				
<small>Tel: Website: Email:</small>				
Inspection Pictures				
Location/Street Court St	Town or suburb:	Date : 8/10/2016	Section number: 18	Sewer Ref.: SABMV150




Photo: 19_19_325_A.JPG
0.81m, Multiple or complex fracturing, width 3mm , from 2 to 8 o'clock

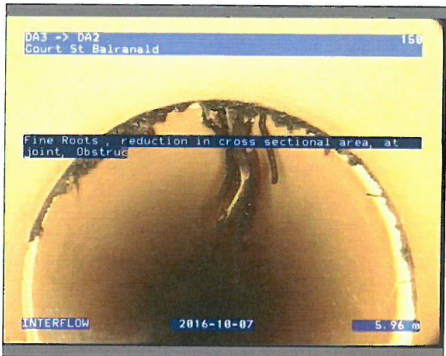


Photo: 19_19_326_A.JPG
5.96m, Fine Roots , reduction in cross sectional area, at joint, Obstruction: <5% , from 9 to 3 o'clock




Photo: 19_19_327_A.JPG
9.06m, Multiple or complex fracturing, width 2mm , from 12 to 5 o'clock

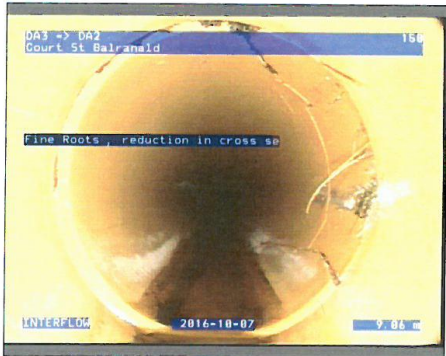


Photo: 19_19_328_A.JPG
9.06m, Fine Roots , reduction in cross sectional area, at joint, Obstruction: <5% , from 2 to 4 o'clock

Balranald Shire Council
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<small>Interflow Pty Ltd</small>				
<small>Tel: Website: Email:</small>				
Inspection Pictures				
Location/Street Court St	Town or suburb:	Date : 8/10/2016	Section number: 18	Sewer Ref.: SABMV150

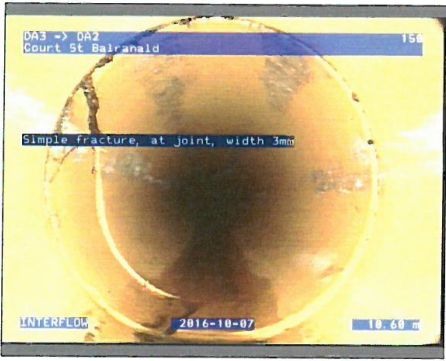


Photo: 19_19_329_A.JPG
10.6m, Simple fracture, at joint, width 3mm , from 6 to 10 o'clock

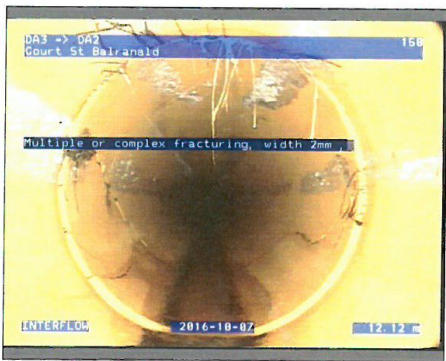


Photo: 19_19_330_A.JPG
12.12m, Multiple or complex fracturing, width 2mm , from 4 to 9 o'clock




Photo: 19_19_331_A.JPG
12.12m, Fine Roots , reduction in cross sectional area, at joint, Obstruction: <5% , from 10 to 3 o'clock




Photo: 19_19_332_A.JPG
13.73m, Multiple or complex fracturing, width 2mm , from 5 to 11 o'clock

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<small>Interflow Pty Ltd</small>				
<small>Tel: Website: Email:</small>				
Inspection Pictures				
Location/Street Court St	Town or suburb:	Date : 8/10/2016	Section number: 18	Sewer Ref.: SABMV150

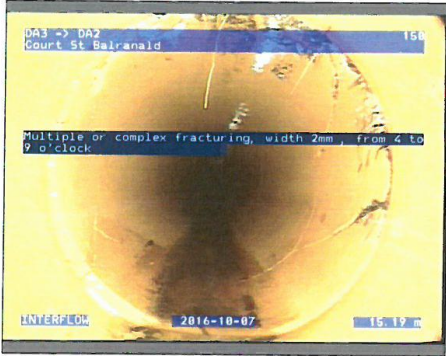


Photo: 19_19_333_A.JPG
15.19m, Multiple or complex fracturing, width 2mm , from 4 to 9 o'clock

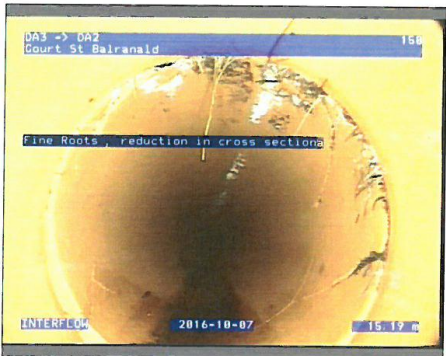


Photo: 19_19_334_A.JPG
15.19m, Fine Roots , reduction in cross sectional area, at joint, Obstruction: <5% , from 11 to 3 o'clock

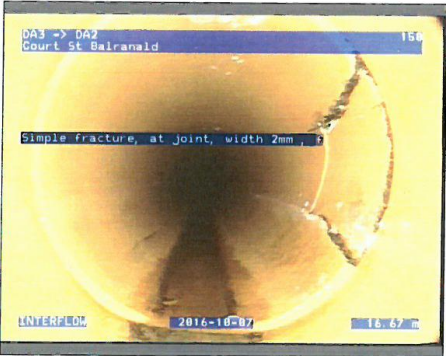


Photo: 19_19_335_A.JPG
16.66m, Simple fracture, at joint, width 2mm , from 2 to 4 o'clock

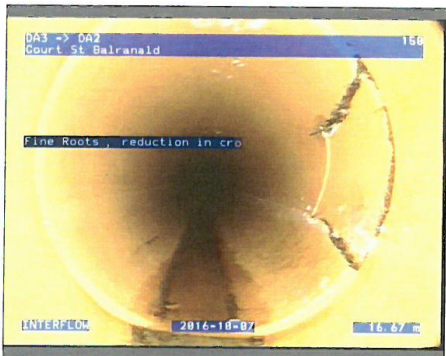


Photo: 19_19_336_A.JPG
16.66m, Fine Roots , reduction in cross sectional area, at joint, Obstruction: <5% , from 2 to 4 o'clock

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

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<small>Interflow Pty Ltd</small>				
<small>Tel: Website: Email:</small>				
Inspection Pictures				
Location/Street Court St	Town or suburb:	Date : 8/10/2016	Section number: 18	Sewer Ref.: SABMV150

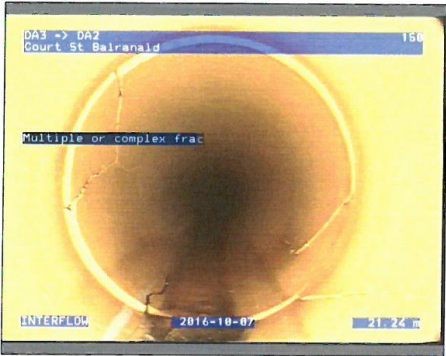


Photo: 19_19_341_A.JPG
21.24m, Multiple or complex fracturing, width 2mm , from 4 to 10 o'clock




Photo: 19_19_342_A.JPG
22.8m, Multiple or complex fracturing, width 3mm , from 3 to 7 o'clock

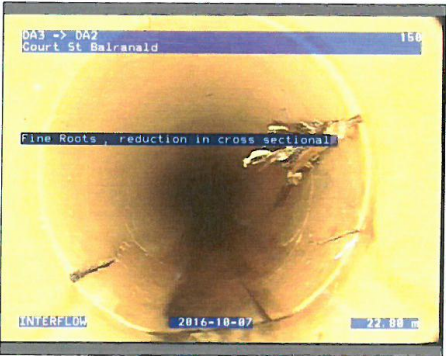


Photo: 19_19_343_A.JPG
22.8m, Fine Roots , reduction in cross sectional area, at joint, Obstruction: <5% , at 3 o'clock

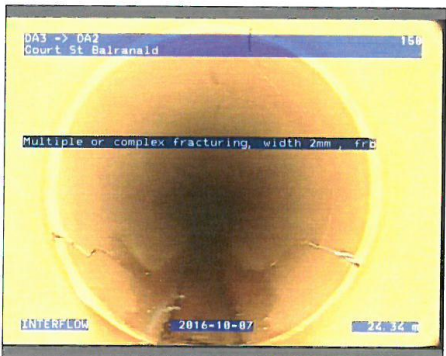


Photo: 19_19_344_A.JPG
24.34m, Multiple or complex fracturing, width 2mm , from 1 to 8 o'clock

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

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Interflow Pty Ltd Tel: Website: Email:				
Inspection Pictures				
Location/Street Court St	Town or suburb: 	Date : 8/10/2016	Section number: 16	Sewer Ref.: SBMV150




Photo: 17_17_289_A.JPG
 0.69m, Multiple or complex fracturing, width 3mm , from 4 to 6 o'clock

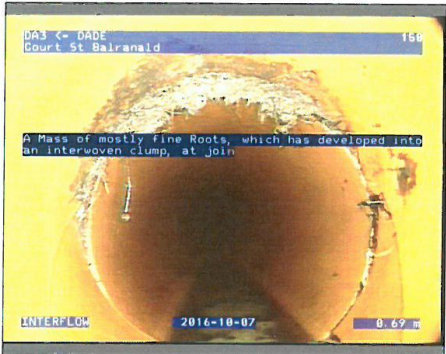


Photo: 17_17_290_A.JPG
 0.69m, A Mass of mostly fine Roots, which has developed into an interwoven clump, at joint, Obstruction: <5% , from 9 to 4 o'clock

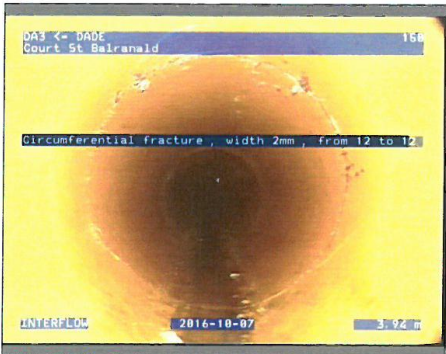


Photo: 17_17_291_A.JPG
 3.94m, Circumferential fracture , width 2mm , from 12 to 12 o'clock




Photo: 17_17_292_A.JPG
 4.42m, Multiple or complex fracturing, width 2mm , from 5 to 7 o'clock

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

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<small>Interflow Pty Ltd</small>				
<small>Tel: Website: Email:</small>				
Inspection Pictures				
Location/Street Court St	Town or suburb:	Date : 8/10/2016	Section number: 16	Sewer Ref.: SBMV150

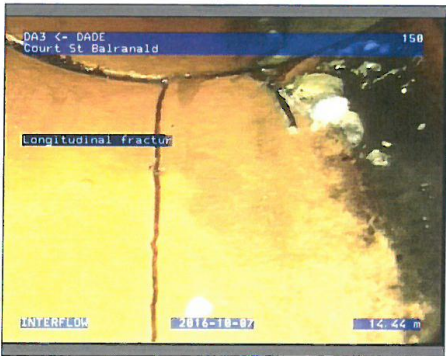


Photo: 17_17_301_A.JPG
14.44m, Longitudinal fracture, at joint, width 1mm , at 7 o'clock

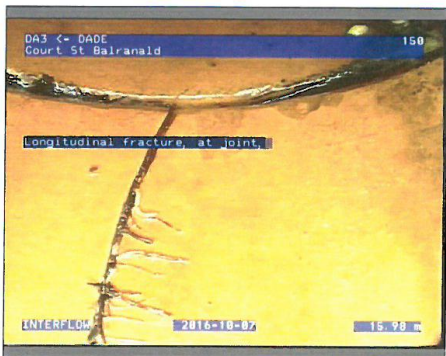


Photo: 17_17_302_A.JPG
15.98m, Longitudinal fracture, at joint, width 1mm , at 7 o'clock

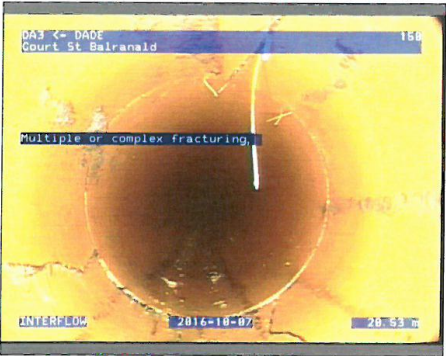


Photo: 17_17_303_A.JPG
20.53m, Multiple or complex fracturing, width 2mm , from 12 to 8 o'clock

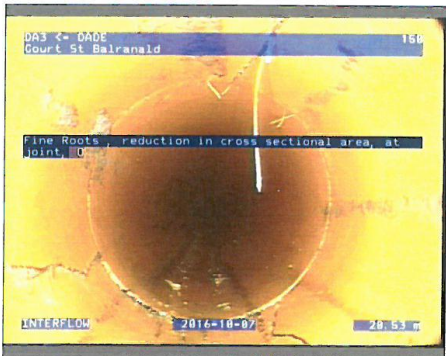


Photo: 17_17_304_A.JPG
20.53m, Fine Roots , reduction in cross sectional area, at joint,
Obstruction: <5% , from 12 to 2 o'clock

BALRANALD SHIRE COUNCIL DOCUMENT 2 - Page 9

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

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<small>Interflow Pty Ltd</small>				
<small>Tel: Website: Email:</small>				
Inspection Pictures				
Location/Street Court St	Town or suburb:	Date : 8/10/2016	Section number: 16	Sewer Ref.: SBMV150




Photo: 17_17_309_A.JPG
28.15m, A Mass of mostly fine Roots, which has developed into an interwoven clump , Obstruction: 51-75% , from 2 to 10 o'clock

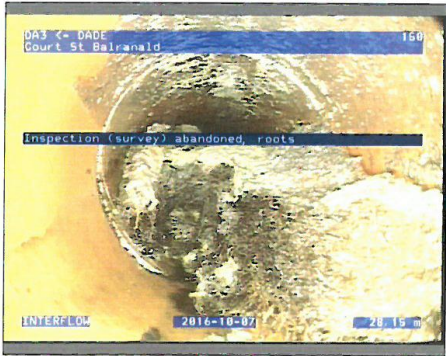


Photo: 17_17_310_A.JPG
28.15m, Inspection (survey) abandoned, roots

<small>Interflow Pty Ltd</small>				
<small>Tel: Website: Email:</small>				
Inspection Pictures				
Location/Street Court St	Town or suburb:	Date : 8/10/2016	Section number: 16	Sewer Ref.: SBMV150




Photo: 17_17_297_A.JPG
12.44m, Longitudinal fracture, at joint, width 2mm , at 5 o'clock




Photo: 17_17_298_A.JPG
12.44m, A Mass of mostly fine Roots, which has developed into an interwoven clump, at joint, Obstruction: <5% , from 9 to 2 o'clock




Photo: 17_17_299_A.JPG
12.82m, Defective junction, roots are growing into and/or down the connecting conduit, magnitude of obstruction 21-50% , at 3 o'clock

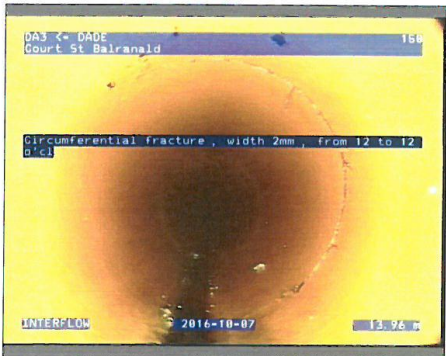


Photo: 17_17_300_A.JPG
13.96m, Circumferential fracture , width 2mm , from 12 to 12 o'clock

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PART B – ITEMS FOR INFORMATION

General Manager's Reports

ITEM G - 6 PROGRESS REPORT ON COUNCIL'S IMPLEMENTATION PLAN

File number:

Reporting Officer: 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 receive and note the report.

Purpose of Report

To provide Council with an update on the Implementation Plan progress.

Report

At the November Council meeting Council resolved to address the Local Government Ministers letter via the attached Implementation Plan. The Council responded to the Ministers letter on 18 November 2016 and is yet to receive a response.

Attached is the progress report Table showing the status of each of the recommendations being addressed.

<u>Financial Implication</u>	Nil
<u>Legislative Implication</u>	Nil
<u>Policy Implication</u>	Nil
<u>Attachments</u>	Implementation Plan Progress Report Table

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

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RECOMMENDATIONS	PROPOSED OUTCOMES	ACTION BY	STATUS AT 15 NOV 2016	STATUS AT 16 FEB 2017
1 That Council finalise and resolve to adopt a LTFP that has clear links to Council's asset management plans.	Draft LTFP Reported to the December Council meeting. Quotes are currently being sourced to revalue all asset classes, update asset management plans and update of special schedule 7 reporting with a contractor to be appointed.	LTFP by DCCD, Asset Management Plans by GM	Draft long term financial plan is 95% complete. A reputable firm has provided a proposal to review Council's asset management and provide an ongoing service within Council's current budget	Draft LTFP adopted at December Council meeting and available on Council Website
2 That Council review its Quarterly Budget Review Statement with Councillors to ensure accuracy and relevance for decision-making at a strategic level.	Reported to the November Council meeting	DCCD		Reviewed at the November Council meeting
3 That all elected councillors undertake financial and code of conduct training directly after the next Council election.	That a one day training course be sourced and provided in January 2017	GM		All Councillors attended the Code of Conduct training held on 19 January 2017. Finance Training has been organised for 10 March 2017

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

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4 That Council undertake a comprehensive review of all its policies and ensure they are submitted to Council for adoption.	Sweet of Draft Polices reported to December Council meeting		A consultant with 20+years' experience in governance will provide a proposal on 16/11 regarding a complete review	Reported to the December 2016 meeting and deferred to February 2017 meeting
5 That Council develop a plan to improve its document management processes and system which will meet the requirements of the <i>State Records Act 1998</i> .	Electronic Management System installed and operational by June 2017	DCCD	Council has provided \$80,000 in the budget for the system and 2 potential providers will present their systems to staff in the next month	Both providers have presented their systems to staff.
6 That until Council has an audit committee, councillors review responses to the issues raised in the external auditor's management letters on an annual basis at a Council meeting.	Reported to the February 2017 Council Meeting	DCCD	it is anticipated that the audit management letter will be received in January 2017	Report provided to the Feb 2017 Council meeting
7 That Council's progress in implementing the recommendations from the external auditor's management letter is reported to Council each month.	Reported to each Council meeting commencing in December	DCCD	Prior audit management letters will be reported to the December Council meeting	Reported to Dec 2016 & Feb 2017 Council meetings
8 Council should establish an audit committee and an internal audit framework pursuant to OLG's <i>Internal Audit Guidelines</i> .	Reported to the December Council meeting	GM	Quarterly meetings, external chairperson anticipated to cost \$1,500 per meeting	At the Dec 2016 meeting Council resolved to form an audit committee & finalise the structure at the Feb 2017 meeting. Further report provided to the Feb 2017 meeting.

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

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9 That Council develop a fraud and corruption policy and conduct a fraud risk assessment.	Reported to the December Council meeting	GM	A policy will be sought from another Council. It is anticipated to cost \$10k for an independent fraud risk assessment	Report provided to the Dec 2016 & Feb 2017 Council meeting on the matter (Policy Report).
10 That in addition to the current arrangements, credit card statements for the Mayor and General Manager be reviewed, approved and signed off by another councillor in line with expenditure that has been approved within Council's budget.	Implemented 15 November	GM	All relevant staff have been informed of the process & DCCD will audit	Process in place as implemented in Nov 2016
11 That for any staff provided with a credit card, their transactions are signed off and approved by the General Manager and the Finance Coordinator.	Implemented 15 November	GM	All relevant staff have been informed of the process & DCCD will audit	Process in place as implemented in Nov 2016
12 That Council develop an end of year plan to complete and finalise Council's audited financial statements each year and report regularly to a Council meeting on its progress.	Reported to February Council meeting	DCCD		Report to Feb 2017 Council meeting
13 That Council pursue unresented payments including several EFT payments and cheques dating back to August 2014 and February 2014, respectively.	Reported to December Council meeting	DCCD	4 Cheques have been cancelled and will be reissued 15/11/16. Council's financial system provider will rectify the EFT payments	As per previous comment

ITEM G – 7 CORRESPONDENCE

File Number:

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. Copy of letter to June Spinks
2. Email from Neighbourhood Watch Australasia
3. Letter from Mark Speakman – NSW Government
4. Letter to Paul Lindwall – Telecommunications Universal Service Obligation
5. Thank you note from New Year's Eve Committee

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

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87 Dowling Street

Balranald 2715

7/2/2017

Mr Aaron Drevonski
General Manager
Balranald Shire Council
Balranald 2715

Dear Aaron,

Please would you kindly give a copy of the following to the Council members *(Mr. Piccoli's letter & Petition Procedure)*
Re Petitions

I am sending you a copy of the letter received from Adrian Piccoli MP in relation to the submitting of the petitions against fluoridation, and information on the preferred alternative program to prevent tooth decay.

As Parliament resumes next week, the procedure for lodging the petitions is described in Mr Piccoli's notes, and information on the tracking of the petitions in Parliament should you wish to check.

It would add further weight to the petition if people or organisations could write or email Mr Piccoli to say they are looking forward to a favourable response from Parliament as it would indicate that politicians are listening to people's wishes on this issue.

Kind Regards

June Spinks
June Spinks

*Feb - for info Mark
Information Only*

	Info	Reply	Report	Discuss
G/M				
D/D		✓		
Received	8 FEB 2017			
DOCN				
File No.	210			
LETTER No.	3584p			

Adrian Piccoli MP

Member for Murray

Minister for Education

6th December, 2016

Mrs June Spinks
87 Dowling Street
BALRANALD NSW 2715

Dear Mrs Spinks,

I write to acknowledge the receipt of your letter and petitions regarding fluoridation of your water supplies.

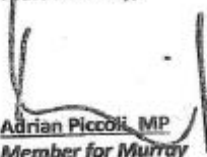
The next step is for me to lodge the petitions with the Clerk of the Legislative Assembly for presentation to the House.

Given that the House has risen for 2015, I will be unable to present the petitions until the 2016 Sitting year recommences. The first week of Parliament is scheduled for the 14th February so I will ensure that it is lodged with the Clerk prior to this date.

Given you have recorded more than 500 signatures, I enclose the procedure that will be followed once the petition is presented.

I will send you a letter to confirm the presentation once done.

Yours sincerely,


Adrian Piccoli MP
Member for Murray
Minister for Education



The office will close on Friday, 23rd December, 2016
and will re-open on Monday, 9th January, 2017.
My staff and I wish you a happy and safe Christmas.

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

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

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



THE NATIONALS for Regional NSW



Ride to Connect – keeping Australia Safe

Combining a passion for cycling and a passion for community safety is what has driven Bernie Durkin to undertake the biggest personal challenge of his life. Cycling solo across Australia to promote the importance of keeping Australia safe.

Bernie, 55, married, a father of two, is the Executive Manager of Community Engagement for Western Australia Police and Director of the state-wide Neighbourhood Watch program. Bernie is the President of Neighbourhood Watch Australasia, a collaboration of all member Neighbourhood Watch programs across Australia and New Zealand.

NHWA believes that getting to know your neighbours, those who live around you is one of the simplest and easiest ways to keep yourself and your community safe. Being aware of who lives in your apartment block, house next door or in your street, can enable the identification of unusual activities or traffic movements that may seem suspicious. Joining a NHW Group and working with policing agencies, is an easy way to contribute to ensuring everyone is safe.

Bernie plans to connect as many people as possible through the NHWConnect App (on line NHW group) on his 4,000 km ride from the west to east coasts of Australia. Leaving

from Scarborough Beach, WA, on Saturday 25th February, Bernie plans to arrive at Bondi Beach, NSW by Saturday 8th April 2017. Bernie believes by promoting the simple actions of one individual connecting to another he can raise awareness that community safety is everyone's responsibility.

Bernie is riding solo, with no support vehicle and only a small bike trailer of supplies. He is hoping that friendly road users will assist him by providing him with some water or supplies if he finds himself short of either. Sleeping in a tent, Bernie plans to be as self-sufficient as possible, but hopes the goodwill and community spirit of fellow Aussie's will help him across the country.

Bernie will be tracked and have his daily safety monitored by NHTWA. A blog will be updated three times a week and regular updates will be posted on NHTWA Facebook, so that his progress and adventures can be tracked and viewed by you.

Federal Minister for Justice, the Hon Michael Keenan, WA Police Assistant Commissioner Duane Bell and other officials will be farewelling Bernie at 8.00am at Scarborough Beach, on Saturday 25th February.

For further information contact: Ingrid Stonhill, CEO NHTWA Ingrid.stonhill@nhtwa.com.au
m 0415927526.



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Our mailing address is:
Neighbourhood Watch Australasia
PO Box 5513
Maroochydore BC QLD 4558



Mark Speakman
Minister for Heritage

DOC16/402165

Mr John Stevenson
Balranald Shire Council
70 Market Street
BALRANALD NSW 2715

	Info	Reply	Report	Discuss
GM				GM
DID				
Received 12 DEC 2016				
DCCD				
File No.				
LETTER No.				35589

Dear Mr Stevenson

Heritage Near Me Activation Grant

I am pleased to advise that a grant of \$58,632 for your project entitled *Balranald Discovery Centre Precinct and Heritage Trail Project* under the Heritage Near Me Activation Grants program was approved.

Following an assessment of 147 applications by an independent panel, 38 projects worth a total of \$2.606 million were approved for funding. Your project, along with all grant recipients, will be listed on the Heritage Near Me website at www.environment.nsw.gov.au/Heritage/heritage-support.htm.

A Heritage Near Me representative will contact you shortly to discuss any conditions and make arrangements for the uptake of your grant. In the interim, if you have any questions about your grant, please contact the Heritage Near Me program on 9873 8544.

Congratulations on your successful application. I wish you well with your project and am sure that it will assist in protecting, sharing and celebrating your local heritage.

Yours sincerely

01 DEC 2016

Mark Speakman
Minister for Heritage



BALRANALD SHIRE COUNCIL

FROM THE OFFICE OF MAYOR

ALL COMMUNICATIONS
MUST BE ADDRESSED TO
THE GENERAL MANAGER
LB:CH:413

Contact:

70 Market Street, Balranald NSW 2715
PO Box 120, Balranald NSW 2715

Tel: 03 5020 1300

Fax: 03 5020 1620

Email: council@balranald.nsw.gov.au

Web: www.visitbalranald.com.au

20th January 2017

Mr Paul Lindwall
Presiding Commissioner
Telecommunications Universal Service Obligation
Productivity Commission
GPO Box 1428
CANBERRA ACT 3601

Dear Mr Lindwall

Re: Productivity Commission Inquiry into the Telecommunications Universal Service Obligation 2016

Balranald Shire Council is situated in Western NSW and covers an area of 21,346 square kilometres with a population of around 2,400 (1 person per 38 square kilometres outside Balranald and Euston). Access to reliable telecommunication is critical to our community and those visiting our region. Council understands that there have been major improvements to telecommunications in Australia in the past decade and as improvements in telecommunications continue there has been a shift away from fixed line services to mobile telephone and increasing use of data services for communicating. Despite these outcomes, it should be noted that a large percentage of our Shire does not have any mobile phone coverage.

It is therefore essential that access to an existing landline service continues to be provided for critical and day to day communication. As noted in your draft report Overview the telecommunications universal service obligation (USO) is designed to ensure all Australians have access to basic telephone services by affording them a 'provider of last resort' for voice telephone. The vastness of our Shire and distances between key population centres means in the absence of some form of Government support it would be uneconomical for a service provider to operate telephone services within the Shire. The USO helps to ensure people living in remote areas of Australia receive the same level of telephone services as other Australians living in capital cities.

While Council accepts that provision of this USO in major population centres may no longer be necessary, it believes removal of this for our Shire would have negative economic and social benefits for residents living in both this Shire and other shires outside key population centres.

It is our understanding that as Australia's population increases, Governments are increasingly encouraging people to move outside the major cities to ease housing and traffic congestion in these areas. To make it attractive to people to come to the more remote areas such as our Shire reliable telecommunication services going forward will continue to be essential.

Balranald Shire Council recommends that should the Productivity Commission recommend removal of the USO, an alternative form of community service obligation be put in place to ensure remote areas continue to have access to reliable telecommunication services at an affordable cost.

Regards



Leigh Byron
MAYOR



The Balranald New Years Eve Committee

would like to

Thank you

for your support or donation in making this annual
community event possible.

It was a wonderful night for all who attended and we
look forward to your continued support with our
on-going fundraising throughout the year.

Info	Review	Report	Disburse
DID	Carol - council report		CM
Received	- 9 JAN 2017		
DCOD			
File No.	056		
Lot No.			35698

ITEM G - 8 ACTION SHEET

Reporting Officer: Aaron Drenovski, General Manager

File Number: 120

Purpose of Report

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



BALRANALD SHIRE COUNCIL
ACTION SHEET

DECEMBER 2016

MIINUTE	DIRECTOR / FILE NO	SUBJECT	DATE COMPLETED	COMMENTS CURRENT STATUS
	DCCD	Tourism Committee – - Write to Minister re; consider BSC as part of the funding for Regional Development of Roads.		In Progress
06.16.3731	DID	Apply to make Chinese Cemetery reserve Freehold.		In Progress
10.16.3855	DID	Euston Beautification Erect “No Truck” signs at Lake Benanee picnic area Arrange Accessible Filtered Water signage for Caravans. Design & Cost a raised shared pathway.		In Progress In Progress Budget Consideration
11.16.3885	GM	Comply with Notice from Minister and Councils resolution		In Progress
11.16.3886	GM	Appoint Leo Conway Agencies for auction of Caltex Notify the tenant in writing of council's intention. Set the Auction Date Affix Councils seal to appropriate documentation	12.01.2017	In Progress Date set for 17.2.2017
11.16.3887	DCCD	Arrange enrolment for GM attendance for Company Directors Course	12.01.2017	Completed
12.16.3900	GM	Report Policy Review – February Council Meeting	21.02.2017	Reported
12.16.3901	GM/DCCD	Note \$15,000 to be added to 2017/2018 budget for RedBull Event		Noted
12.16.3902	GM	Arrange the Finance & Code of Conduct Training for Councillors on 19/1/2017 & 8 or 9/2/2017	12.01.2017	Completed
12.16.3903	DCCD	Report for Auditors presentation in February Council Meeting	21.02.2017	Auditors presenting

Balranald Shire Council
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12.16.3905	DID	Affix Councils Seal to a Section 88B Instrument for subdivision of Lot 3 and boundary realignment with Lot 3 Sturt Hwy Euston	21.12.2016	Completed
12.16.3906	DID	Affix Councils seal to licence document LI 569665 offered by DPI: Lands	21.12.2016	Completed
12.16.3907	GM	Finalise DA 18/2017 for installation of new pump station and delivery pipeline	23.12.2016	Completed
12.16.3908	DID	Consent to subdivision of lot 8 section 41, 65 Mayall Street as per councils conditions	21.12.2016	Completed

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Corporate and Community Development Division

ITEM C - 3 STATEMENT OF FUNDS: JANUARY 2017

File number: 085

Reporting Officer 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

To advise Council of Funds and Investment held for the Month Ending 31st January 2017.

INVESTMENT WITH	TERM (DAYS)	MATURITY DATE	INTEREST RATE	INVESTMENT VALUE
Westpac Cash Res	AT CALL	AT CALL	0.700%	930,986
NAB	90	8/02/17	2.760%	500,000
Westpac Bank	92	21/02/17	2.600%	500,000
Westpac Bank	92	23/02/17	2.600%	500,000
Westpac Bank	92	23/02/17	2.600%	500,000
NAB	85	4/04/17	2.700%	500,000
Bendigo Bank	178	6/04/17	2.700%	500,000
TOTAL INVESTMENT PORTFOLIO			2.380%	3,930,986
Westpac Bank		CASH AT BANK		40,969
TOTAL INVESTMENTS plus CASH AT BANK				3,971,956

Balranald Shire Council
Agenda – Ordinary Meeting – 21st February 2017

RESTRICTED FUNDS	EXTERNAL	INTERNAL	June 16 Total	QBR1 Transfers	QBR2 Transfers	Jan 17 Total
Specific Purpose Unexpended Grant	386,000		386,000			386,000
Domestic Waste Management	67,000		67,000			67,000
Water Supplies	562,000		562,000	- 214,000		348,000
Sewerage Service	1,740,000		1,740,000	- 149,000		1,591,000
Plant & Vehicle Replacement		276,000	276,000			276,000
Infrastructure Replacement		656,000	656,000			656,000
Employee Leave Entitlements		300,000	300,000		- 31,000	269,000
Deposits, Retentions & Bonds		106,000	106,000			106,000
Carry Over Works		264,000	264,000	- 259,000		5,000
Caravan Park		108,000	108,000	- 11,000		97,000
Euston Cemetery		38,000	38,000			38,000
Health Reserve		3,000	3,000			3,000
Hostel Bonds		388,000	388,000			388,000
Hostel Reserve		10,000	10,000	- 10,000		-
Market Street Improvements		20,000	20,000			20,000
Town Clock		3,000	3,000			3,000
Gravel Pite Rehabilitation		170,000	170,000			170,000
Other Assets Replacement		300,000	300,000			300,000
Other	94,000		94,000			94,000
TOTAL RESTRICTED FUNDS	2,849,000	2,642,000	5,491,000	- 643,000	- 31,000	4,817,000

FUNDS HELD		Investment	Bank	Combined	Restricted	Jan 17 Total
General Fund		1,830,986	-705,737	1,125,250	2,811,000	-1,685,750
Domestic Waste Management		0	116,105	116,105	67,000	49,105
Water Supplies		600,000	289,564	889,564	348,000	541,564
Sewerage Service		1,500,000	341,036	1,841,036	1,591,000	250,036
TOTAL FUNDS HELD		3,930,986	40,969	3,971,956	4,817,000	-845,044

Balranald Shire Council
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BANK RECONCILIATION				
	Cashbook Summary			
Opening cashbook Balance				436,606.85
Plus Receipts				945,324.96
Less Payments				1,340,962.47
Cashbook Balance at 31 January 2017				40,969.34

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



Charmaine Murfet
Director of Corporate & Community Development

ITEM C - 4 **OUTSTANDING COUNCIL RATES**

File number: 130

Reporting Officer: Charmaine Murfet

Operational Plan Objective: General Rates & Charges

Officer Recommendation:

That the report be received.

Purpose of Report

To update Council of the status of outstanding rates to Balranald Shire Council.

Report

The total amount of rates outstanding as at 15 February 2017 (excluding instalments not yet due) was \$241,193.74 or 9.71% of rates collectable year to date and including outstanding water consumption charges of \$91,776.51.

A list of assessments with arrears greater than \$5,000 and the action Council has taken to recover the debts is as follows:

Assessment	Outstanding Balance	Action Taken
2604790	\$8,482.22	Payment Agreement in place
2604793	\$6,090.67	Payment Agreement in place
2605297	\$8,331.13	Payment Agreement in place
2605333	\$7,220.50	Payment Agreement in place
2605615	\$20,023.13	Legal action commenced via Debt Collection Agency
2605737	\$7,059.62	Payment Agreement in place
2605756	\$6,198.37	Payment Agreement in place
2605188	\$5,260.10	Payment Agreement in place
2604903	\$6,141.11	Payment Agreement in place
2605137	\$14,383.76	Payment Agreement in place
2605299	\$7,949.42	Legal action commenced via Debt Collection Agency
2605190	\$5,099.67	Payment Agreement in place
2605728	\$5,869.01	Payment Agreement in place

Outstanding Total **\$108,108.71**

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Rate Debt	Amount
Less than 12 months	\$90,571.05
Greater than 12 months	\$81,078.97

Water Consumption Debt	Amount
Less than 12 months	\$49,074.65
Greater than 12 months	\$42,701.86

<u>Financial Implication</u>	Nil
<u>Legislative Implication</u>	Yes
<u>Policy Implication</u>	Yes
<u>Attachments</u>	Nil

ITEM C - 5

2015-16 FINANCIAL STATEMENTS AUDIT MANAGEMENT LETTER

File number: 001

Reporting Officer: Director of Corporate & Community Development

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

Officer Recommendation:

That Council receive and note the report.

Purpose of Report

To provide Council with an outline of matters arising from the 2015-16 financial statements audit.

Report

Council has now received the final 2015-16 Financial Statements Audit Management Letter, which is included for information of Councillors. Council management has reviewed this report and provided responses to the recommendations raised in this report, which are also included as part of this final report. The recommendations raised relate predominantly to administrative issues and Council staff will be working to improve procedures to address the identified risks.

Mr Carl Millington, partner with Pitcher Partners will address Council at this meeting regarding this report and the outcomes of the 2015-16 financial statement audit.

<u>Financial Implication</u>	Nil
<u>Legislative Implication</u>	Nil
<u>Policy Implication</u>	Nil
<u>Attachments</u>	Management Letter – Audit 30 June 2016 (Pitcher Partners) Under separate cover

ITEM C - 6 PREPARATION OF COUNCIL'S 2016-17 FINANCIAL STATEMENTS AND AUDIT

File number: 001

Reporting Officer: Director of Corporate & Community Development

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

Officer Recommendation:

That Council note the information contained in this report.

Purpose of Report

This report provides Council with an update of planning for completion of Council's 2016-17 financial statements to meet statutory deadlines.

Report

As part of its recommendations for business improvements Office of Local Government recommended Council develop an end of year plan to complete and finalise Council's audited financial statements each year and report regularly to a Council meeting on its progress. The Director, Corporate and Community Development has been in touch with both the NSW Audit Office and also Robert Craig of Pitcher Partners (contracted auditors) to discuss timings for the completion of the 2016-17 financial statements audit. The process for auditing of Council statements this financial year has changed, with the Audit Office of NSW taking a lead role in this process. Council has indicated a preferred date for audit of early October but is waiting on further advice from its auditors prior to finalising a detailed end of year plan to complete the financial statements by the due date.

<u>Financial Implication</u>	Nil
<u>Legislative Implication</u>	Nil
<u>Policy Implication</u>	Nil
<u>Attachments</u>	Nil

ITEM C - 7 TOURISM REPORT - DECEMBER 2016 /JANUARY 2017

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 Dec 2016/January 2017 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 months of December 2016 & January 2017 combined.

The following is a summary of the statistics & activities provided in this report:

December and January were busy months for our tourism marketing function with a successful Christmas promotion designed to drive visitors and locals to shop in Balranald & Euston. The promotion succeeded in receiving over 2000 entries to the competition while providing great media exposure for our retail operators.

We also ran an **integrated media campaign** over the Christmas and holiday period with **radio, TV, social media** and **print media advertising** with a “call to action” and objective of driving the audience to the website and to then download the digital Visitor Guide (or to call the VIC for a Visitor Guide). As you will see by the report, this was a successful campaign with traffic to the website peaking during December and January and **increasing traffic to the website by 38%** from the November 2016 statistics. The website statistics also shows that social media (Facebook) accounts for **54%** of the traffic driven to the website with **34%** of the traffic being from organic search, i.e. putting key words such as “Discover Balranald” into their search engine after hearing about the brand via other mediums. The number of enquiries generated by the website or promotions was **71**.

Two key projects on the go in January has been the ongoing **Balranald Business Online** Project with now around 18 websites under development and workshops set for February & March. We also commenced work on the **Heritage Near Me** project.

As the report will show, social media promotions have once again produced strong results with a total audience reach (those who saw the post) of **495,350** people (from 8 posts) and **12,927** people directly engaging/reacting/responding to the posts, along with the increased number of visitors who clicked on the links directly to the website. The average spend per post during this period was approximately \$113.00.

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Walk-In at the Visitor Information Centre increased by **5%** compared to the same time/period last year and visitors to the **Interpretive Pavilion** continues to be impressive with **2789** walk-ins recorded for December 2016 - January 2017. Sales were also steady with an increase of **3%** compared to same time last year. Visitors from **interstate** accounted for **43%** of walk-ins with **intrastate** visitors accounting for 48% and international visitors **4%**. **Coaches/Groups** accounted for **5%** of visitors.

During January we commenced recording how visitors have heard about Balranald & Surrounds and/or their reason for the visit. The Visitor Information personnel are now making this a part of their daily tasks and a spreadsheet has been developed. You will find the first set of findings in the report.

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

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TOURISM MONTHLY REPORTING DASHBOARD: FOR THE MONTHS OF: DEC 16 & JAN 17

TOURISM WEBSITE (Discover Balranald & Surrounds)

Total Number of Visitors to the website (in 6 months)	<ul style="list-style-type: none"> 13,273 38%↑ from previous report 	Total page views	<ul style="list-style-type: none"> 39,544 40%↑ from previous report
Percentage New Visitors Percentage Return Visitors	<ul style="list-style-type: none"> 81% 19% 	Average No. of pages viewed per visit	<ul style="list-style-type: none"> 3-4 pages per visit
Top 10 Pages (out of 61) for the reporting period	<ul style="list-style-type: none"> 1. Home/Visitor Guide 2. Road Conditions 3. See & Do 4. The 5 Rivers 5. Top Stays 6. Balranald Discovery Centre 7. Balranald Races 8. Top Eats 9. Free Camping/RV Stops 10. Tours 	Audience – Top 6 Cities for the period Audience – Top 6 Countries for the period DEMOGRAPHICS SOURCE OF TRAFFIC	<ul style="list-style-type: none"> Melbourne, Sydney, Adelaide, Brisbane, Canberra, Central Coast Australia, USA, UK, Russia, Germany, Italy 67% between 45yrs – 65+ 54% Social Media, 32% Organic, 8% Direct, 6% Referral sites

OTHER MARKETING MEDIUMS & ACTIVITIES

PRINT MEDIA Advertising (newspapers, mags, etc.)	<ul style="list-style-type: none"> Christmas Promo in local papers Holiday in Balranald & Surrounds Advert in local/regional papers Advert in Caravanning Australia Advert in Cartoscope 	PR & MEDIA RELEASES	<ul style="list-style-type: none"> Media Release re digital Visitor Guide on website Media Release re Christmas in Balranald – Shop Big in Balranald campaign
RADIO/TV	<ul style="list-style-type: none"> Radio & Television Commercials during Christmas & holiday period (Mid Dec – Mid Feb 2017) 	DIGITAL MEDIA	<ul style="list-style-type: none"> Social media campaign to drive visitors to website to download digital Visitor Guide
DIRECT MARKETING/MAIL	<ul style="list-style-type: none"> None for this period 	TOURISM COLLATORAL & SIGNAGE	<ul style="list-style-type: none"> Delivery & Installation of the Nimmie Cairn Sign Delivery of new "Selfie" sign

MANAGEMENT/CAPACITY BUILDING/COLLABORATIONS

Conferences/Meetings / Workshops attended	<ul style="list-style-type: none"> February Tourism Meeting Meetings with Arboriculture Meeting with Bland Council Meeting with Hostel re development of new website 	Grant Submissions Grant Results	<ul style="list-style-type: none"> Reviewing potential grants
Capacity Building with Local Operators	<ul style="list-style-type: none"> Development of websites for operators as part of the Balranald Business Online project 	Current Projects Plans	<ul style="list-style-type: none"> Balranald Business Online Heritage Near Me Back to Business
Collaborations/ Alliances/ Industry Networks/ Local Government Networks	<ul style="list-style-type: none"> None for this period 	EVENTS (planning/staged and/or promoted)	<ul style="list-style-type: none"> Back to Business – Keep it Local Easter in Balranald Promotion of upcoming events

REVIEWS/TESTIMONIALS/RATINGS – Highlights

"FREE ENTRY"
 5.0/5.0 Reviewed December 20, 2016

Balranald is RV Friendly with a 24 Hour stopover and water right at the Visitor Centre. The whole Discovery Centre; Visitor Info; Cafe is only 2 years young. Who wouldn't stop for a good coffee; a chat to find out what is on in and around the area; and enjoy the audio/visual displays of the Discovery Centre all in...

More ▾

Helpful? Thank Jagg-RealizeUrDreamz Respond Report

"WELL WORTH THE STOP"
 5.0/5.0 Reviewed December 20, 2016

Very interesting displays of history amazing collection of historical treasures from the times gone by even a real jail!!! Good on the community this place is an asset to your town

Helpful? Thank T0seaside Respond Report



MONTHLY REPORT: DEC 2016 & JAN 2017

2

TOURISM MONTHLY REPORTING DASHBOARD: FOR THE MONTHS OF: DEC 16 & JAN 17

"World famous human heritage site"
 Reviewed December 27, 2016 via mobile

After seeing a BBC human science documentary it was so thrilling to visit the Discovery Centre in the place of the world famous Mungo Man discovery. Unfortunately the Mungo area is hard to access, but be sure to ask the Discovery Centre staff about the history of the Mungo finding and latest information. They have a wealth of knowledge about this place of human heritage and are keen to tell visitors all about Mungo Man and Mungo Lady.

Visited December 2016

Less

Helpful? ☒ Thank Jay P ☐ Report

Ask Jay P about Balranald Discovery Centre

This review is the subjective opinion of a TripAdvisor member and not of TripAdvisor LLC.

Christine Browne reviewed Discover Balranald & Surrounds — 5.0

Brilliant.

Like Comment Share

Catherine Ross reviewed Discover Balranald & Surrounds — 5.0

What a marvelous beautiful place pure nature at its best wonderful

Like Comment Share

PROMOTIONS/AVERTS – Highlights

DISCOVER BALRANALD & surrounds
 where the wetlands meet the outback


Visit the award winning Discovery Centre, tour & explore World Heritage Mungo NP & the beauty of Pinge NP

Bank in the beauty of the free rivers, the lakes & wetlands... fish, boat, kayak, camp or just chill out

Be captivated by the rich history & culture. Visit the Old Gal, Museum, The Gallery, Military Trail & Heritage Trail

Take in the atmosphere & scenery of the villages of Eucaly, Eucaly, Pangea, Oaks, Hatfield & Daisy

A wonderful array of accommodation options, caravan parks, cafes & restaurants... shop, shop, eat & drink

RV  Balranald Visitor Information Centre
 123 Market Street Balranald, NSW
 1800 444 043 Open daily 10am - 4pm
www.visitbalranald.com.au

Full page advert for Caravanning Australia

Why is BALRANALD & surrounds the perfect place to visit during the holidays?
 Here's why...


Visit the award winning Discovery Centre, tour & explore World Heritage Mungo NP & the beauty of Pinge NP

Bank in the beauty of the free rivers, the lakes & wetlands... fish, boat, kayak, camp or just chill out

Be captivated by the rich history & culture. Visit the Old Gal, Museum, Military Trail & The Gallery

Take in the atmosphere & scenery of the villages of Eucaly, Eucaly, Pangea, Oaks, Hatfield & Daisy

A wonderful array of accommodation options, caravan parks, cafes & restaurants... shop, shop, eat & drink

RV  **DOWNLOAD our VISITOR GUIDE**
 from www.visitbalranald.com.au
 Balranald Visitor Information & Discovery Centre
 123 Market Street Balranald, NSW | 1800 444 043
 Open daily 10am - 4pm | Find us on Facebook

Full page advert for local/regional papers during holiday period

Advert for "Shop Big in Balranald" promo and competition

SHOP BIG in BALRANALD & surrounds and WIN!



Shop in any of the fabulous local businesses between now & Dec 22 & go in a draw to win a \$200 voucher to spend across any number of businesses in Balranald & surrounds!


For more details contact the Balranald Information Centre on 1800 444 043
visitbalranald.com.au | Find us on Facebook



DISCOVER BALRANALD & surrounds
 1800 444 043
 where the wetlands meet the outback

Discover Balranald & surrounds
 Visit our tourism website & download our new Visitor Guide
 You'll be surprised how much there is to see & do!

visitbalranald.com.au
 Find us on Facebook
 @DiscoverBalranald&Surrounds

RV 

Advert to drive traffic to the website to download digital Visitor Guide

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Infrastructure and Development Reports

ITEM I - 9 CONSTRUCTION CERTIFICATES

File number: 600

Reporting Officer: Acting Director Infrastructure and Development – Robert Stewart

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 December 2016 meeting of Council.

Application	Owner/Applicant	Locality	Description
DA 24/2017	Mr Peter Murphy	35 Mayall Street, Balranald	Shade Area
DA 28/2017	Mr J. Barrett	103 Mayall Street, Balranald	Carport
DA 29/2017	Josh Perryman	130 Church Street, Balranald	Dwelling
CDC 02/2017	Robyn Davis	150 Boynton Street, Balranald	Pool

<u>Financial Implication</u>	Nil.
<u>Legislative Implication</u>	The approvals process.
<u>Policy Implication</u>	Nil.
<u>Attachments</u>	Nil.

ITEM I - 10 MAINTENANCE AND CONSTRUCTION PROGRAM

File number: 726

Reporting Officer: Acting Director of Infrastructure and Development –
Robert Stewart

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 December meeting.

Report

1. Roads Program

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

- Boree Plains-Gol Gol Road – dozer work for fire break 20km
- General sign repair and maintenance
- Traffic accident Call Out Yanga Way
- Grid Maintenance
- Reinstatement of footpaths after NBN works
- Councils resealing program is complete apart from the primersealing of new work.

2. Roads to Recovery Program

Works on the Prungle Mail Road at the Sturt Highway end, Marma Box Creek Road and a section of the Tilara Road at the Sturt Highway end are complete and are waiting on sealing. Some preparation work will be required prior to the sealing work. Final sealing is planned to occur with the sealing of the Balranald Ivanhoe section in an effort to minimise establishment costs. The Roads to recovery program for this year is about 40% complete with the balance of major projects scheduled to start in March.

3. RMS Capital Works Program

Works have continued on a 3km section of the Balranald Ivanhoe Road just South of Clare. Clearing is complete with earthworks, grid installation and gravel delivery progressing. The section is scheduled for sealing. This program is 80% complete.

4. Water Supply and Sewerage Program

The water supply and sewerage program is progressing with major capital works complete and maintenance being carried out

- The water and sewerage telemetry contract is complete.
- Balranald Sewerage Treatment Farm – works are complete for the first stage (pond 2) and ponds 3 and 4 are being emptied and dried prior to start of work for Stage 2
- Balranald water intake structures lengthened in order to access water during the recent low water levels in the river

5. Miscellaneous Works

- a) Applications for Flood Restoration (Disaster Relief) have been submitted and waiting on works approval. The value of this work is \$508,000, less than that advised at time of disaster declaration, due to less damage than anticipated and some items being ineligible for relief.
- b) Australia Day Preparations
- c) Clean up after floods - boat ramps and recreational areas
- d) Firebreaks in urban areas
- e) Parks and Gardens Maintenance
- f) Balranald Swimming Pool Pump Maintenance
- g) Road Manager Consent – National Heavy Vehicle Regulator

Balranald Shire Council
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HEAVY VEHICLE OPERATIONS

APPLICANT	DETAILS	CONSENT / DENIAL	CONDITIONS
Pickering Transport Euston Taylor, Morris and Kilpatrick	PBS Quad Tri B Double	Consent until 15/2/2017 and then amended to 3yrs	
Lexsant Kyalite Road	Oversize Wide Barge	Consent Feb to May 2017	3.5 to 4.5 standard Pilot vehicle
Exact Mining Windomal Rd, Yanga Way	Overmass/Oversize Equipment	Consent Jan to Feb 2017, 4 trips	100 tonne plus /4.5 standard Pilot vehicle
Wishart Contracting Moa, Mayall, Ivanhoe and Oxley Roads	PBS 5 axle dog trailer	Consent Feb 2017 to Feb 2020	No travel on unsealed roads following a rain event
Murray River Council Kyalite road	Oversize/Overmass	Consent	Standard Pilot vehicle if required
Ahrens Group Pty Ltd around Balranald and Windomal Road	Oversize Silo	Consent	Standard Pilot and escort requirements

<u>Financial Implication</u>	As per budgeted works program.
<u>Legislative Implication</u>	Nil.
<u>Policy Implication</u>	Rural Roads Policy.
<u>Attachments</u>	Nil.

Balranald Ivanhoe Road



Flood Damage-Wooranbara Corrong Rd



Balranald Sewer Pond 2



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QUESTIONS ON NOTICE

CLOSED MEETING - CONFIDENTIAL MATTERS