MINUTES

Ordinary Council Meeting
Tuesday, 17 March 2020

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MINUTES OF BALRANALD SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD
ON TUESDAY, 17 MARCH 2020 AT 5PM

1 OPENING OF MEETING

The meeting was declared opened by Mike Colreavy at 5pm on 17 March 2020.

2 ACKNOWLEDGMENT OF COUNTRY

An acknowledgement of the traditional custodians of the land was delivered by the Administrator, Mr Mike Colreavy.

PRESENT:

Mike Colreavy

IN ATTENDANCE:

Ray Davy (Director Infrastructure & Development), Michael Kitzelmann (General Manager), Carol Holmes (Senior Executive Officer)

3 APOLOGIES

RESOLUTION 2020/31

Moved: Mike Colreavy

That apologies from Terri Bilske (Director Corporate & Community Services) be received and accepted with leave of absence granted.

CARRIED

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE COUNCIL MEETING HELD ON 18 FEBRUARY 2020

RESOLUTION 2020/32

Moved: Mike Colreavy

That the minutes of council meeting held on 18 February 2020 as presented with the amendments to 2020/9, 2020/11, 2020/13, 2020/14, 2020/15, 2020/16, 2020/17, 2020/19, 2020/20, 2020/21, 2020/22, 2020/29 and changes referring to DA 26/2020 resolution number 2020/17 be taken as read and confirmed.

CARRIED

5 DISCLOSURE OF INTEREST

There were No Disclosure of Interests.

6 ADMINISTRATOR MINUTE/REPORT

There were No Administrator Minutes/Reports

7 COMMITTEE REPORTS FOR ADOPTION

7.1 BALRANALD TOURISM MANAGEMENT COMMITTEE – 20TH FEBRUARY 2020

RESOLUTION 2020/33

Moved: Mike Colreavy

That the Minutes of the Balranald Tourism Committee meeting held on 20th February 2020 be received and noted for information.

CARRIED

7.2 EUSTON BEAUTIFICATION & TOURISM COMMITTEE MEETING 3RD MARCH 2020

RESOLUTION 2020/34

Moved: Mike Colreavy

1. That the Minutes of the Euston Beautification & Tourism Management Committee meeting held on Tuesday 3rd March 2020 be received noted, and
2. That Council re-engage with National Parks and Wildlife Service advocating for the installation of a Boat Ramp on the lower side of the Euston/Robinvale Weir for the purposes of pleasure boating and emergency access to the western lower Murray River.

CARRIED

7.3 LEMC - MINUTES FEBRUARY 2020

RESOLUTION 2020/35

Moved: Mike Colreavy

That the Draft Minutes of the LEMC meeting held on 13th February 2020 be received and noted.

CARRIED

GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)

PART A – ITEMS REQUIRING DECISION

8 GENERAL MANAGER'S REPORTS

8.1 REVIEW OF COMMITTEES & DETERMINATION OF COMMITTEE FUNCTIONS & POWERS

PURPOSE OF REPORT

To advise Council on the current situation with Advisory Committees and propose a restructure of the current committees.

Our Advisory Committees serve as one of the few mechanisms for sustained input into local decision making[1]. In the scheme of Council's Community Engagement Strategy, Advisory Committees offer Council a unique opportunity to collaborate with our communities to reach the strategic objectives of our Community Strategic Plan. This is especially critical having regard to the current period of Administration and the need to provide the Community with direct feedback loops into Council operations into the future.

RESOLUTION 2020/36

Moved: Mike Colreavy

1. That this report be received and noted.
2. That the Administrator and the Executive hold a workshop to review the structure and function of current Council Committees and establish a revised draft structure of Advisory Committees for establishment in FY2020-21.
3. That the workshops be conducted between Monday 30 March and Friday 3 April covering Balranald, Euston, Clare, Homebush and Oxley
4. That Council actively participate in a Community Engagement process to ensure that the proposed Committee structure reflects community aspirations and to ensure a higher level of Community participation.
5. That Advisory Committees currently active be allowed to continue in their function until such time as a new structure of Advisory Committees is adopted.

CARRIED

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[1] "The Role and Future of Citizen Committees in Australian Local Government", Australian Centre of Excellence for Local Government, 2013

8.2 UPCOMING CONFERENCES FOR 2020

PURPOSE OF REPORT

To advise Council of the forthcoming conferences which council is usually represented at.

RESOLUTION 2020/37

Moved: Mike Colreavy

That council be represented by the Administrator and relevant staff person at each of the conferences listed in the report subject to suitable arrangements flowing on from the difficulties faced from the results of Convid-19 virus.

CARRIED

8.3 ENDORSEMENT OF THE DRAFT COMMUNITY ENGAGEMENT STRATEGY

PURPOSE OF REPORT

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

The Community Engagement Strategy 2020–2024 aims to help Balranald Shire citizens understand how and when Council will engage with them, and how they can have a real say on issues that affect their future.

It also reflects the growing demands being placed on small regional Councils – through both legislative changes and growing community expectations – to ensure that the community and other key stakeholders can influence decision-making processes.

The Strategy draws on the enthusiasm of both the Council Administrator and his Executive Leadership Team, who are determined to deliver better community engagement by applying the latest ideas and techniques. Empowering our people through community engagement is one of Council's top priorities. We welcome the experience, imagination and know-how the various Balranald Shire communities can contribute to Council's work.

RESOLUTION 2020/38

Moved: Mike Colreavy

1. That this report be received and noted.
2. That Council endorse the Draft Community Engagement Strategy (Attachment 1) for public exhibition.
3. That Council actively participate in a Community Engagement process to ensure that the proposed Community Engagement Strategy reflects community expectations on how Council will engage.
4. That public workshops be held in Balranald, Euston, Clare, Homebush and Oxley in mid-April.

CARRIED

9 CORPORATE & COMMUNITY SERVICES REPORTS

9.1 TOURISM MONTHLY FINANCIAL REPORT

PURPOSE OF REPORT

The purpose of the Tourism Financial Review report is to provide Council with accurate and timely reporting of Revenue, Expenditure and Capital Works against the adopted Operational and Capital Works budget in relation to the Tourism Department of Council.

RESOLUTION 2020/39

Moved: Mike Colreavy

1. That Council Receives and Notes the Tourism Monthly Financial Report to 29 February 2020.
2. That the Tourism Financial Report be presented quarterly incorporated in the Quarterly Budget Review process presented in December, March, June and September of each calendar year.

CARRIED

9.2 BIDGEE HAVEN HOSTEL FINANCIAL REPORT

PURPOSE OF REPORT

The purpose of the Financial Review Report is to provide Council with accurate and timely reporting of revenue and expenditure against the adopted Operational and Capital Works budget in relation to the Bidgee Haven Retirement Hostel.

RESOLUTION 2020/40

Moved: Mike Colreavy

1. That Council Receives and Notes the February 2020 Financial Report for the Bidgee Haven Retirement Hostel.
2. That the Bidgee Haven Financial Report be presented quarterly incorporated in the Quarterly Budget Review process presented in December, March, June and September of each calendar year.

CARRIED

9.3 DROUGHT COMMUNITIES GRANT OPPORTUNITIES PROCEDURE

PURPOSE OF REPORT

The purpose of this report is to seek Council adoption of the Drought Communities Grant Opportunities Procedure.

Under the round 2 Drought Communities Grant Program administered by the Federal Government, Balranald Shire Council submitted a project plan and Grant Application for $100,000 towards Community Events and $150,000 towards the upgrade of Community Facilities. These funding allocations were established to allow for the upgrade of Community Halls and Facilities such as Shade Shelters, Children's Playgrounds and for the repair and maintenance on built assets.

Recent activities within the Shire around Community Events have focused on the need to provide support for mental wellbeing. The funding allocation has been developed to allow for the continuation of these events in conjunction with the financial support of events that will provide respite from the impacts of drought.

RESOLUTION 2020/41

Moved: Mike Colreavy

1. That Council adopts the proposed Drought Communities Grant Opportunities Procedure;
2. That Council requests the General Manager to engage with community groups in the rural areas of the Balranald Shire to encourage participation in the Drought Communities Grant Program.

CARRIED

9.4 WATER LEAK POLICY

PURPOSE OF REPORT

Council has received several applications for the write-off of fees and charges or relief from fees and charges associated with charges relating to the provision of water services to both residential and commercial properties. As a result of these requests, Council conducted research into the management procedures adopted by other rural Councils in NSW. Subsequent to this research Council has developed a draft policy for consideration. As such, the Draft Policy is presented for endorsement and approval to place the Policy on public exhibition for public comment.

RESOLUTION 2020/42

Moved: Mike Colreavy

1. That Council endorses the Draft Water Leak Policy,
2. The Draft Water Leak Policy be placed on exhibition and advertised for a period of 28 days for public comment and any public comments be reported back to the May Ordinary Council Meeting.

CARRIED

9.5 FINANCIAL ASSISTANCE - HOMEBUSH RESERVE MANAGEMENT COMMITTEE

PURPOSE OF REPORT

To seek approval of Council for the provision of Drought Communities Grant funding to the Homebush Reserve Management Committee. The Homebush Reserve Management Committee requested funding from Council. At the Council meeting held on 18 February 2020, Council resolved to consider the $25,000 donation request once the Drought Communities Assistance funding policy had been adopted. The Procedure has subsequently been developed and has been presented as part of this business paper for approval. As such, Council is seeking approval to provide $10,000 in grant funding in accordance with the guidelines contained within the procedure.

Homebush Reserve Management Committee with the support of Balranald Field and Game Club, Homebush Recreation Club, Homebush Landcare Group and NSW RFS Homebush Brigade are seeking funding via a grant with Federal Government drought support. The grant would enable the Homebush Reserve Committee to upgrade the reserve hall.

The hall is in need of repair works and upgrading/maintenance to enable the already committed events in the hall to occur throughout this year. This will include, insulating and lining of the main hall, upgrade and relocating of electrical fittings and the installation of an air conditioner and the purchase of a shipping container for storage purposes.

RESOLUTION 2020/43

Moved: Mike Colreavy

1. That Council accepts the application dated 6 January 2020 as a compliant application under Drought Communities Grant funding, and
2. That Council approves the donation of $10,000 to the Homebush Reserve Management Committee for the purposes of upgrading the Homebush Recreation Reserve Trust Hall.

CARRIED

9.6 FINANCIAL ASSISTANCE - HOMEBUSH RODEO COMMITTEE

PURPOSE OF REPORT

To seek approval of Council for the provision of Drought Communities Grant funding to the Homebush Recreation Reserve Rodeo Committee. The Homebush Rodeo Committee requested funding from Council. At the Council meeting held on 18 February 2020, Council resolved to assist with in-kind usage of water trucks and barrier fencing. Council decided to consider the $20,000 donation request once the Drought Communities Assistance funding policy had been adopted. The Procedure has subsequently been developed and has been presented as part of this business paper for approval. As such, Council is seeking approval to provide $10,000 in grant funding in accordance with the guidelines contained within the procedure.

RESOLUTION 2020/44

Moved: Mike Colreavy

1. That Council accepts the application dated 4 January 2020 as a compliant application under Drought Communities Grant funding, and
2. Council approves the donation of $10,000 to the Homebush Rodeo Committee for the 2020 Rodeo Event.

CARRIED

9.7 BALRANALD CARAVAN PARK FINANCIAL REPORT

PURPOSE OF REPORT

The purpose of this report is to present accurate and transparent financial information pertaining to the Balranald Caravan Park from financial year 2013/14 to February 2020.

The report highlights the previous operating results and the current operating tempo post Council's current management structure being implemented. The data demonstrates significant variances over time including increases in revenue and expenses over the reporting period. Although the reporting demonstrates significant increases in revenue and expenses for the 2019/20 financial year, these need to be considered in line with the transition from a Lessee management structure to a Council management structure. It is expected that the reporting results will normalise over the next twelve months with a forecast net positive increase result and subsequent increase in the Caravan Park Reserve.

RESOLUTION 2020/45

Moved: Mike Colreavy

1. That Council Receives and Notes the Balranald Caravan Park Financial Report from 2013/14 to February 2020 Inclusive,
2. That the Balranald Caravan Park Financial Report be presented quarterly incorporated in the Quarterly Budget Review process presented in December, March, June and September of each calendar year.

CARRIED

10 INFRASTRUCTURE & DEVELOPMENT REPORTS

10.1 DA 23/2020 PROPOSED EIGHT (8) ACCOMMODATION UNITS

PURPOSE OF REPORT

To seek Council consent under Part 4 of the Environmental Planning & Assessment Act 1979 for eight (8) detached accommodation units on Lot 9 Section 2 DP 758402, 36 Cowper St, Euston.

RESOLUTION 2020/46

Moved: Mike Colreavy

That consideration of DA 23/2020 be postponed to be determined at an Extraordinary Meeting of Council to be held on 24 March 2020 with a public forum to commence at 2pm with the extraordinary meeting to follow at 2.30pm.

CARRIED

10.2 BALRANALD WATER TREATMENT PLANT

PURPOSE OF REPORT

This report sets out the steps taken to date and now proposed in order to enable a new water treatment plant (WTP) for Balranald to be commissioned ahead of the 2020-21 summer. This involves the implementation of an approach endorsed by Council in late 2019 to accelerate the procurement of a new plant in parallel with negotiations over grant funding for the facility.

RESOLUTION 2020/47

Moved: Mike Colreavy

1. That Microfloc Pty Ltd be selected as preferred contractor for the design of a new water treatment plant for Balranald; and
2. Council approves the expenditure of up to $200,000 for design development works, funded through the Water Reserve, ahead of any commitment to proceed with construction;
3. That Microfloc Pty Ltd be appointed to construct a new water treatment plant subject to design and funding approval by NSW Water.

CARRIED

10.3 INFRASTRUCTURE UPDATE

PURPOSE OF REPORT

This is a monthly report to update Council on infrastructure works currently in hand and in planning.

RESOLUTION 2020/48

Moved: Mike Colreavy

That the monthly update of infrastructure projects be received and noted.

CARRIED

PART B – ITEMS FOR INFORMATION

11 GENERAL MANAGER'S REPORTS

11.1 OUTSTANDING ACTIONS

PURPOSE OF REPORT

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

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RESOLUTION 2020/49

Moved: Mike Colreavy

That the report be received and noted.

CARRIED

12 CORPORATE & COMMUNITY SERVICES REPORTS

12.1 TOURISM REPORT

PURPOSE OF REPORT

To provide Council with an update on Tourism Activity for the month of February 2020.

Tourism Monthly Statistics Reporting for the month of February 2020 details the reduction to visitor numbers over this period, similar to years dating back to 2017. February is historically the quietest month for visitation.

Discovery Centre – Interpretive Pavilion

The Interpretive Pavilion remains closed due to ongoing problems with various pieces of equipment. The water feature has had leakages dating back to the opening of the building and the electrical faults affecting the touch screen and the back cinema have continued to be a challenge for the technicians over some years. The projectors in the round cinema constantly lose alignment and we have been advised that the cost to repair is greater than the value of the equipment.

Planning on the future of the Discovery Centre Precinct development is still in its early discussions stage, with community consultation to be a high priority moving forward.

RESOLUTION 2020/50

Moved: Mike Colreavy

That the report be received and noted.

CARRIED

12.2 STATEMENT OF FUNDS: 29 FEBRUARY 2020

PURPOSE OF REPORT

The purpose of this report is to:

1. To advise Council of the balance of funds and investments held for the month ending 29 February 2020;

2. Certify that Council's investments have been made in accordance with the *Local Government Act 1993 (Section 625)*, the Local Government (General) Regulation 2005 (Section 212) and Council's Investment Policy, which was adopted by Council on the 17 October 2017

RESOLUTION 2020/51

Moved: Cr Mike Colreavy

That Council receives and notes the Statement of Funds for the period ending 29 February 2020.

CARRIED

12.3 COUNCIL FINANCIAL REPORT - FEBRUARY 2020

PURPOSE OF REPORT

The purpose of the Financial Review report is to provide Council with accurate and timely reporting of income and expenditure against the adopted 2019-20 Operational and Capital Works budget.

RESOLUTION 2020/52

Moved: Mike Colreavy

1. That the report on the Financial Review against Councils Operation Plan to 29 February 2020 be received and noted.
2. That the Financial Review Report be presented quarterly incorporated in the Quarterly Budget Review process presented in December, March, June and September of each calendar year.

CARRIED

13 INFRASTRUCTURE & DEVELOPMENT REPORTS

13.1 PLANNING ADMINISTRATION

PURPOSE OF REPORT

To advise Council of activities in the Planning area

RESOLUTION 2020/53

Moved: Mike Colreavy

That the report be noted

CARRIED

14 NOTICE OF MOTION / QUESTIONS ON NOTICE

Nil

15 CONFIDENTIAL MATTERS

Nil

The Meeting closed at 6.38pm.

The minutes of this meeting were confirmed at the Council Meeting held on 21 April 2020.

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CHAIRPERSON

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GENERAL MANAGER