



BUSINESS PAPER

Ordinary Meeting of Council

Council Chambers
20 December 2023

6.30pm

BROKEN HILL
CITY COUNCIL

**AUSTRALIA'S FIRST
HERITAGE LISTED CITY**

Notice is hereby given, in accordance with the provisions of the *Local Government Act 1993*, that an Ordinary Meeting of the Broken Hill City Council will be held in the Council Chambers on **Wednesday 20 December 2023** commencing at **6:30pm** to consider the following business:

AGENDA

1	Opening the Meeting
2	Apologies
3	Leave of Absence Applications
4	Prayer
5	Acknowledgement of Country
6	Acknowledgement of Broken Hill's Mining History
7	Public Forum Session
8	Minutes for Confirmation
9	Disclosure of Interest
10	Mayoral Minute(s)
11	Notice of Motion
12	Notices of Rescission
13	Reports from Delegates
14	Committee Reports a) Recommendations of the Works Committee meeting held Monday, 11 December 2023 b) Recommendations of Health and Building Committee meeting held Tuesday, 12 December 2023 c) Recommendations of Policy And General Committee meeting held Wednesday, 13 December 2023
15	Further Reports
16	Questions Taken on Notice from Previous Council Meeting
17	Questions for Next Meeting Arising from Items on this
18	Public Forum Session
19	Confidential Matters
20	Conclusion of the Meeting

STATEMENT OF ETHICAL OBLIGATIONS

All Councillors undertook an Oath or Affirmation at the beginning of their term of office and declared to undertake the duties of the office of Councillor in the best interests of the people of the Broken Hill Local Government Area and the City of Broken Hill; and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act 1993* or any other Act to the best of their ability and judgment.

LIVE STREAMING OF COUNCIL MEETINGS

This Council meeting is being streamed live, recorded, and broadcast online via Facebook. To those present in the gallery today, by attending or participating in this public meeting you are consenting to your image, voice and comments being recorded and published.

The Mayor and/or General Manager have the authority to pause or terminate the stream if comments or debate are considered defamatory or otherwise inappropriate for publishing.

Attendees are advised that they may be subject to legal action if they engage in unlawful behaviour or commentary.

JAY NANKIVELL
GENERAL MANAGER

MINUTES FOR CONFIRMATION

Minutes of the Ordinary Meeting of the Council meeting held Wednesday, November 29, 2023.

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
NOVEMBER 29, 2023

Meeting commenced at 6:30pm

PRESENT:

Councillor T. Kennedy (Mayor) Councillor J. Hickey (Deputy Mayor),
Councillors B. Algate, M. Boland, M. Browne, A. Chandler, D. Gallagher,
H. Jewitt, R. Page and D. Turley.

General Manager, Director Corporate and Community, Director Finance and
Commercial, Director Infrastructure and Environment, Manager
Communications and Marketing, Executive Officer and Executive Assistant.

Media (2), Members of the Public (4)

APOLOGIES:

Nil

LEAVE OF ABSENCE

APPLICATIONS:

Nil

PRAYER

Councillor Boland delivered the prayer.

ACKNOWLEDGEMENT OF COUNTRY

Councillor Gallagher delivered the Acknowledgment of Country.

ACKNOWLEDGEMENT OF BROKEN HILL'S MINING HISTORY

Councillor Chandler delivered the Acknowledgment of Broken Hill's Mining History.

PUBLIC FORUM

Williams Street Road Pavement

Mr Coulls thanked Council for fixing the raised road pavement in Williams Street; and commented that although it took some time to be fixed, a quality job had been done.

The Mayor advised Mr Coulls that approvals needed to be sought from the Roads and Maritime Service and Transport for NSW, as Williams Street is part of the Barrier Highway, prior to Council carrying out the work

MINUTES FOR CONFIRMATION

RESOLUTION

Minute No. 47379

Councillor R Algate moved
Councillor D Turley seconded

Resolved

) That the Minutes of the Ordinary Meeting of the
) Council of the City of Broken Hill held October
25, 2023 be confirmed.

CARRIED UNANIMOUSLY

Councillor Turley referred to last month's minutes and advised that Christine Adams had won an award in the 2023 Awards Australia. The Mayor advised that this matter could be raised later in the meeting.

DISCLOSURE OF INTEREST

Nil.

MAYORAL MINUTES

Nil.

NOTICES OF MOTION

Nil.

REPORTS FROM DELEGATES

At the Mayor's approval, Councillor Browne gave a verbal report on her attendance and Councillor Turley's attendance at an online meeting of the Murray Darling Association Region 4, advising that:

- *Extraction rates are growing in the Northern Basin.*
 - *Ownership of the water in the Northern Basin is being centralised to four or five owners who are large water users.*
 - *The Darling River is being affected by the overextraction in the Northern Basin, not by reduced rainfall and environmental factors.*
 - *The 'No metre-No pump' rule is not being policed by authorities.*
 - *The Darling River in a dire state and water resource sharing plans are not finalised.*
 - *Not sure whether the water buy-backs will be an issue for the Lower Darling.*
 - *Council needs an update on the status of the Murray Darling Basin Plan – Slattery and Johnson gave a presentation to the MDA Region 4 Meeting and maybe they could provide this presentation to Councillors.*
- The question was taken on notice by the Mayor.*

RESOLUTION

Minute No. 47380 - Council Resolution

Councillor M Browne moved)

Councillor D Turley seconded)

Resolved

That Councillor Browne's verbal report be received.

That a report be provided to Council on the newly released Murray Darling Basin Plan and its affect on the Menindee Lakes System.

CARRIED UNANIMOUSLY

COMMITTEE REPORTS

WORKS COMMITTEE

**ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 213/23 - DATED OCTOBER 03, 2023 -
ADOPTION OF THE DRAFT BROKEN HILL AIRPORT MASTER PLAN** D23/53662

RESOLUTION

Minute No. 47381

Deputy Mayor J Hickey moved)
Councillor R Algate seconded)

Resolved

1. That Broken Hill City Council Report No. 213/23 dated October 3, 2023, be received.
2. That Council notes the two (2) submissions received during the public consultation period.
3. That Council adopts the Draft Broken Hill Airport Master Plan, dated 18 September 2023, as a Strategic Plan of Council.
4. That Council notes the Broken Hill Airport Business Case that supports the implementation of the Broken Hill Airport Master Plan.
5. That a letter of appreciation be sent to the leaseholders of the Airport café, for re-opening the café and providing this service to travellers, visitors to the City, and businesses in the Airport precinct.

CARRIED UNANIMOUSLY

**ITEM 2 - BROKEN HILL CITY COUNCIL REPORT NO. 212/23 - DATED OCTOBER 25, 2023 -
MINUTES OF THE PICTON SPORTSGROUND COMMUNITY COMMITTEE MEETING HELD 16
OCTOBER 2023** D23/58205

RESOLUTION

Minute No. 47382

Councillor D Gallagher moved)
Councillor H Jewitt seconded)

Resolved

1. That Broken Hill City Council Report No. 212/23 dated October 25, 2023, be received.
2. That minutes of the Picton Sportsground Community Committee meeting held 16 October 2023 be received.

CARRIED UNANIMOUSLY

HEALTH AND BUILDING COMMITTEE

**ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 214/23 - DATED NOVEMBER 03, 2023 -
DRAFT ALBERT KERSTEN MINING & MINERALS MUSEUM (GEOCENTRE) COLLECTIONS
MANAGEMENT POLICY FOR PUBLIC EXHIBITION** D23/60103

RESOLUTION

Minute No. 47383

Deputy Mayor J Hickey moved)
Councillor H Jewitt seconded)

Resolved

1. That Broken Hill City Council Report No. 214/23 dated November 3, 2023, be received.
2. That Council endorse the draft Albert Kersten Mining and Minerals Museum (GeoCentre) Collection Management Policy for the purpose of public exhibition.
3. That the draft GeoCentre Collection Management Policy be placed on public exhibition for a period of 28 days for public comment.
4. That, at the conclusion of the public exhibition period, a report be presented to Council detailing submissions received and any recommended amendments arising, with a view to adopting the draft GeoCentre Collections Management Policy. If adopted the 1997 Management – GeoCentre Policy will be rendered obsolete.

CARRIED UNANIMOUSLY

**ITEM 4 - BROKEN HILL CITY COUNCIL REPORT NO. 215/23 - DATED OCTOBER 24, 2023 -
MINUTES OF THE FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGES
COMMUNITY COMMITTEE MEETING HELD 10 OCTOBER 2023** D23/57956

RESOLUTION

Minute No. 47384

Councillor M Browne moved)
Councillor D Turley seconded)

Resolved

1. That Broken Hill City Council Report No. 215/23 dated October 24, 2023, be received.
2. That the minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held 10 October 2023 be received.
3. That Mr and Mrs Spielvogel, who have recently resigned from the Committee, be sent a letter of acknowledgement expressing Council's gratitude for their contribution to the Committee for in excess of 10 years.

CARRIED UNANIMOUSLY

POLICY AND GENERAL COMMITTEE

**ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 216/23 - DATED NOVEMBER 01, 2023 -
DRAFT ANNUAL REPORT 2022/2023** D23/56384

RESOLUTION

Minute No. 47385

Deputy Mayor J Hickey moved)
Councillor R Algate seconded)

Resolved

1. That Broken Hill City Council Report No. 216/23 dated November 1, 2023, be received.
2. That the Draft Annual Report 2022/2023, inclusive of Delivery Program Achievements, Disability Inclusion Action Plan Achievements and audited Annual Financial Statements for the reporting period 1 July 2022 to 30 June 2023, be endorsed.
3. That the Annual Report 2022/2023, inclusive of Delivery Program Achievements, Disability Inclusion Action Plan Achievements, audited Annual Financial Statements for the reporting period 1 July 2022 to 30 June 2023, be posted on Council's website.
4. That Council's web link for the Annual Report 2022/2023 be provided to the Minister via the Office of Local Government and Minister for Disability Services.

CARRIED UNANIMOUSLY

**ITEM 6 - BROKEN HILL CITY COUNCIL REPORT NO. 217/23 - DATED NOVEMBER 10, 2023 -
SUBMISSION - LOCAL GOVERNMENT REMUNERATION TRIBUNAL REVIEW FOR 2024
ANNUAL DETERMINATION** D23/61303

RESOLUTION

Minute No. 47386

Councillor M Boland moved)
Councillor H Jewitt seconded)

Resolved

1. That Broken Hill City Council Report No. 217/23 dated November 10, 2023, be received.
2. That Council endorses the submission attached to this report to be forwarded to the Local Government Remuneration Tribunal by 21 December 2023 with the key points being that:
 - a) The Local Government Remuneration Tribunal should set one mandatory Councillor and Mayoral fee for each category of Councils and remove the minimum and maximum fee range for

which each Council must make their own determination, sometimes at the detriment of Council's relationship with its local community and essentially politicising an unnecessary item of local government machinery and the Tribunal's decision.

Just as the Tribunal makes the determination as to which category Councils fall into, it should also make the determination for one set mandatory fee for Councillors and Mayors for all Councils in each category to reflect the role, responsibilities and commitment required to perform their functions successfully, the workloads of Councillors and Mayors; and the complexity of the role.

- b) The Local Government Remuneration Tribunal should review the one mandatory fee for Councillors and Mayors in each category and determine if an increase is to be applied each year, which again, should be mandatory for all Councils.

CARRIED UNANIMOUSLY

**ITEM 7 - BROKEN HILL CITY COUNCIL REPORT NO. 218/23 - DATED NOVEMBER 09, 2023 -
DRAFT PUBLIC INTEREST DISCLOSURE POLICY FOR PUBLIC EXHIBITION** D23/61047

RESOLUTION

Minute No. 47387

Councillor A Chandler moved)
Councillor H Jewitt seconded)

Resolved

1. That Broken Hill City Council Report No. 218/23 dated November 9, 2023, be received.
2. That Council endorse the Draft Public Interest Disclosure Policy for the purpose of public exhibition.
3. That the Draft Public Interest Disclosure Policy be exhibited for public comment for a period of 28 days.
4. That a report be presented to Council at the conclusion of the public exhibition period, detailing submissions and any recommended amendments arising, with a view to adopting the Draft Public Interest Disclosure Policy. If adopted the current 'Reporting of Public Interest Disclosures Policy' will be rendered obsolete.
5. That on adoption of the Draft Public Interest Disclosure Policy authority be delegated to

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
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the General Manager to make amendments to the Public Interest Disclosure Policy in order to update the contact information in Annexure A and other minor updates as required.

CARRIED UNANIMOUSLY

**ITEM 8 - BROKEN HILL CITY COUNCIL REPORT NO. 219/23 - DATED NOVEMBER 01, 2023 -
QUARTERLY BUDGET REVIEW STATEMENT FOR THE PERIOD ENDED 30 SEPTEMBER 2023**
D23/59264

RESOLUTION

Minute No. 47388

Councillor M Boland moved)
Councillor R Algate seconded)

Resolved

1. That Broken Hill City Council Report No. 219/23 dated November 1, 2023, be received.
2. That the 1st Quarterly Budget Review Statement and recommendations be adopted.
3. That Council note the projected 2023/24 operating surplus (before capital) of \$129,000.
4. That Council note the 2023/24 projected net capital budget expenditure of \$30,416,000.

CARRIED UNANIMOUSLY

**ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 220/23 - DATED NOVEMBER 08, 2023 -
INVESTMENT REPORT FOR OCTOBER 2023**
D23/60723

RESOLUTION

Minute No. 47389

Councillor M Boland moved)
Councillor D Gallagher seconded)

Resolved

1. That Broken Hill City Council Report No. 220/23 dated November 8, 2023, be received.
2. That it be noted that Council is expected to have a net capital expenditure of \$30M (projects include the Library Development, O'Neil Park Redevelopment) and it has been projected that Council will have an operating surplus before capital expenditure, of \$139,000.00 in the current financial year, before operating capital.

CARRIED UNANIMOUSLY

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**ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 221/23 - DATED NOVEMBER 08, 2023 -
MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD 18
OCTOBER 2023** D23/60689

RESOLUTION

Minute No. 47390

Councillor R Algate moved)
Deputy Mayor J Hickey seconded)

Resolved

1. That Broken Hill City Council Report No. 221/23 dated November 8, 2023, be received.
2. That minutes of the Audit, Risk and Improvement Committee meeting held 18 October 2023 be received and noted.
3. That it be noted that Council's insurers rate Broken Hill City Council in the top 5% of the state for the maturity of its risk management operations; and that the Audit Risk and Improvement Committee members and Council's Risk Team be congratulated.

CARRIED UNANIMOUSLY

**ITEM 11 - BROKEN HILL CITY COUNCIL REPORT NO. 222/23 - DATED OCTOBER 18, 2023 -
RE-ESTABLISHMENT OF ALCOHOL-FREE ZONES** D23/51342

RESOLUTION

Minute No. 47391

Councillor H Jewitt moved)
Councillor D Gallagher seconded)

Resolved

1. That Broken Hill City Council Report No. 222/23 dated October 18, 2023, be received.
2. That Council notes that one submission was received during the public exhibition period from the Barrier Police District in support of the Re-establishment of the Alcohol-Free Zones known as Creedon Street zone, Shell Memorial zone, South Broken Hill zone and E.T. Lamb Memorial Oval zone.
3. That Council re-establish the Alcohol-Free Zone known as Creedon Street as per attached proposal, including public roads and laneways, public car parks and footpath area of Creedon Street bounded by Rakow and Wills Streets.
4. That Council re-establish the Alcohol-Free Zone known as Shell Memorial as per attached proposal, including all public roads and laneways, public car parks and footpaths in an area bounded by Iodide, Thomas, Bromide and Mica Streets; including Oxide Street from Thomas Street through to Morgan Street.

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5. That Council re-establish the Alcohol-Free Zone known as E.T. Lamb Memorial Oval as per attached proposal, including public roads and laneways, public car parks and footpath area surrounding the oval bounded by South, Boughtman, Comstock and Jamieson Streets.
6. That Council re-establish the Alcohol-Free Zone known as South Broken Hill as per attached proposal, including all public roads and laneways, public car parks and footpaths in an area bounded by Bonanza, Patton, Central and Hebbard Streets including South Street from Piper Street through to Wilson Street; with extension along Bonanza Street to Morish Street and off Bonanza Street from Wilson Street to Picton Street.
7. That the necessary signage be updated showing operation of Zones from 9 November 2023 to 9 November 2027.
8. That re-establishment of the Creedon Street, Shell Memorial, E.T. Lamb Oval and South Broken Hill Alcohol-Free Zones be advised to the public by way of media release and advertisement in the Barrier Daily Truth. That the advertisement also confirms that the existing CBD Alcohol-Free Zone remains in force.
9. Council note the late submission received by Maari Ma Health Aboriginal Corporation and remain open to further discussion with Maari Ma Health Aboriginal Corporation and the Barrier Police District.
10. That it be noted that Council staff contacted the CEO of Maari Ma Health Aboriginal Corporation to arrange a meeting to discuss their submission; and that Council has not yet received a reply. This invitation is open for Maari Ma Health Aboriginal Corporation to meet with Council staff at any time. Also, that the CEO of Maari Ma sent correspondence to Council, during the 2018 consultation period, advising that they were in support of the introduction of the subject Alcohol-Free Zone in Creedon Street.

CARRIED UNANIMOUSLY

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
NOVEMBER 29, 2023

**ITEM 12 - BROKEN HILL CITY COUNCIL REPORT NO. 223/23 - DATED NOVEMBER 09, 2023 -
NOMINATION FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES TO SECTION
355 RIDDIFORD ARBORETUM COMMUNITY COMMITTEE** D23/61043

RESOLUTION

Minute No. 47392

Councillor D Turley moved)
Councillor M Boland seconded)

Resolved

1. That Broken Hill City Council Report No. 223/23 dated November 9, 2023, be received.
2. That Council appoint Ms Mandy Nelson as community representative on the Riddiford Arboretum Community Committee.
3. That Ms Mandy Nelson be advised of her appointment and advice also be sent to the Councillor Delegate/ Secretary of the Committee.

CARRIED UNANIMOUSLY

**ITEM 13 - BROKEN HILL CITY COUNCIL REPORT NO. 224/23 - DATED NOVEMBER 09, 2023 -
NOMINATION FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES TO SECTION
355 FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGES COMMUNITY
COMMITTEE** D23/60809

RESOLUTION

Minute No. 47393

Councillor M Browne moved)
Councillor D Turley seconded)

Resolved

1. That Broken Hill City Council Report No. 224/23 dated November 9, 2023, be received.
2. That Council appoint Ms Narelle Tweedie and Mr Gregory Wayne Edwards as community representatives on the Friends of the Flora and Fauna of the Barrier Ranges Community Committee.
3. That Ms Narelle Tweedie and Mr Gregory Wayne Edwards be advised of their appointment and advice also be sent to the Secretary of the Committee.
4. That Mr and Mrs Spielvogel, who have recently resigned from the Committee, be sent a letter of acknowledgement expressing Council's gratitude for their contribution to the Committee for in excess of 10 years.

CARRIED UNANIMOUSLY

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
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**ITEM 14 - BROKEN HILL CITY COUNCIL REPORT NO. 225/23 - DATED NOVEMBER 10, 2023 -
NOMINATION FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES TO SECTION
355 E.T. LAMB MEMORIAL OVAL COMMUNITY COMMITTEE** D23/61125

RESOLUTION

Minute No. 47394

Councillor D Gallagher moved)
Councillor H Jewitt seconded)

Resolved

1. That Broken Hill City Council Report No. 225/23 dated November 10, 2023, be received.
2. That Council appoint Mr. Scott Liston as community representative on the E.T. Lamb Memorial Oval Community Committee.
3. That Mr. Scott Liston be advised of his appointment and advice also be sent to the Secretary of the Committee.
4. That per section 8.3 of the E.T. Lamb Memorial Oval Community Committee, Council resolves to increase the number of community representatives on the Committee above that currently specified in the E.T. Lamb Memorial Oval Community Committee Constitution.

CARRIED UNANIMOUSLY

**ITEM 15 - BROKEN HILL CITY COUNCIL REPORT NO. 226/23 - DATED NOVEMBER 10, 2023 -
MINUTES OF THE BROKEN HILL HERITAGE COMMITTEE MEETINGS HELD 26 SEPTEMBER
2023 AND 31 OCTOBER 2023** D23/61163

RESOLUTION

Minute No. 47395

Councillor D Turley moved)
Deputy Mayor J Hickey seconded)

Resolved

1. That Broken Hill City Council Report No. 226/23 dated November 10, 2023, be received.
2. That the minutes of the Broken Hill Heritage Committee Meetings held 26 September 2023 and 31 October 2023 be received.
3. That council endorses and acknowledges in writing the resignation of Mr Gary Cook from the Section 355 Heritage Advisory Committee and express its gratitude and appreciation for his contribution to the Committee and the community.

CARRIED UNANIMOUSLY

FURTHER REPORTS

**ITEM 16 - BROKEN HILL CITY COUNCIL REPORT NO. 228/23 - DATED OCTOBER 12, 2023 -
CORRESPONDENCE REPORT - RE-CLASSIFICATION OF BROKEN HILL'S AGED CARE
FACILITIES**

D23/56138

RESOLUTION

Minute No. 47396

Councillor R Algate moved)
Councillor H Jewitt seconded)

Resolved

1. That Broken Hill City Council Report No. 228/23 dated October 12, 2023, be received.
2. That correspondence dated 23 October 2023 from the Member for Parkes, the Hon Mark Coulton MP be received and noted.
3. That correspondence dated 6 November 2023 from the Office of the Minister for Health and Aged Care on behalf of the Minister for Health and Aged Care, The Hon Mark Butler MP and the Minister for Aged Care, The Hon Anika Wells MP, be received.
4. That the correspondence from the Office of the Minister for Health and Aged Care be forwarded to the local residential aged care services in Broken Hill for their attention regarding the "top up" grant opportunity (from MMM3 to MMM5 base care tariff funding) for 2024/2025 while the Independent Health and Aged Care Pricing Authority undertakes a costing study.
5. That Council sends correspondence to the Minister for Health and Aged Care stating that it is essential that Broken Hill residential aged care facilities receives the additional funding (from MMM3 to MMM5) during the period that the Independent Health and Aged Care Pricing Authority undertakes their review, and reiterating the impact of the introduction of the requirement that a Registered Nurse be on duty 24 hours per, 7 days per week at residential aged care facilities is having on hospital beds at the Broken Hill Base Hospital due to the lack of available nurses in Broken Hill.
6. That Council is active in providing a submission to the Federal Government's upcoming 'Working Better for Medicare Review', which will be looking at the critical shortage of Doctors in regional Australia and will also include reviewing the Modified Monash Model Policy, once the Government Review calls for submissions for the Review.

CARRIED UNANIMOUSLY

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
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**ITEM 17 - BROKEN HILL CITY COUNCIL REPORT NO. 227/23 - DATED OCTOBER 17, 2023 -
PUBLIC PRESENTATION OF 2022/2023 FINANCIAL STATEMENTS** D23/56732

RESOLUTION

Minute No. 47397

Councillor M Boland moved)
Councillor R Algate seconded)

Resolved

1. That Broken Hill City Council Report No. 227/23 dated October 17, 2023, be received.

2. That Council adopt the financial statements and present the Annual Financial Statements inclusive of the Auditor's Reports for 2022/23 to the public.

CARRIED UNANIMOUSLY

**ITEM 18 - BROKEN HILL CITY COUNCIL REPORT NO. 231/23 - DATED NOVEMBER 21, 2023 -
CRYSTAL STREET TREE PLANTING PROPOSAL** D23/63044

RESOLUTION

Minute No. 47398

Deputy Mayor J Hickey moved)
Councillor R Algate seconded)

Resolved

1. That Broken Hill City Council Report No. 231/23 dated November 21, 2023, be received.

2. That Council approve Option 1 for Tree Planting Proposal in Crystal Street on the Fabtech Pty Ltd Footpath:
 - (1) That London Plane trees (*Platanus xacerifolia*) be planted on the verge of Crystal Street from Iodide Street to Oxide Street

That the trees be planted where there is the required 2 metres from the underground water mains pipe and 1 metre from the back of kerbing; and 5 metres apart and also 5 metres from any power poles or accessible accesses into the property known as Fabtech and the Old Commonwealth Motors site (noting that the 3 driveways no longer in use due to the new Fabtech building are not classified as access driveways).

CARRIED

FOR: Mayor Tom Kennedy, Deputy Mayor Jim Hickey, Councillors Bob Algate, Michael Boland, Marion Browne, Alan Chandler, Dave Gallagher, Hayley Jewitt and Darria Turley

AGAINST: Councillor Ron Page

**ITEM 19 - BROKEN HILL CITY COUNCIL REPORT NO. 232/23 - DATED NOVEMBER 09, 2023 -
COMMUNITY ASSISTANCE GRANTS AWARDED FOR ROUND 2 OF 2023/2024** D23/60947

Recommendation

1. That Broken Hill City Council Report No. 232/23 dated November 9, 2023, be received.

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2. That Council notes the Community Assistance Grants awarded for Round Two of 2022/2023 which were recommended by the Panel on 22 November 2023, and approved by the General Manager under delegation on 22 November 2023.
3. That Council notes that the Community Assistance Grants budget for Round Two is fully expended.
4. That the Alma Soccer Club be requested to acknowledge Council's contribution to the Club as per the requirements of the Community Assistance Grants Policy.
5. That the Broken Hill Soccer Association and Broken Hill Junior Soccer Association acknowledge Council's contribution on a sign displayed in the plaza area of the Soccer Grounds.

ITEM 20 - BROKEN HILL CITY COUNCIL REPORT NO. 229/23 - DATED NOVEMBER 14, 2023 - MINUTES OF THE LOCAL TRAFFIC COMMITTEE - MEETING NO. 441, HELD ON WEDNESDAY, 8 NOVEMBER 2023 D23/61793

RESOLUTION

Minute No. 47399

Councillor M Browne moved)
Councillor H Jewitt seconded)

Resolved

1. That Broken Hill City Council Report No. 229/23 dated November 14, 2023, be received.
2. That the minutes of the Local Traffic Committee – Meeting No.441, held on Wednesday, 8 November 2023 be endorsed.
3. That Item No.423.8.3 recommendations be endorsed:
 - That the eight disability parking spaces at the Broken Hill Regional Aquatic Centre carpark remain unchanged, based on the number of current disability parking spaces, being 2% of the total parking spaces in the area, which indicates the total number of available disability parking spaces surpasses the mandated standards.
 - That a pedestrian crossing not to be installed, due to the data collected from the traffic counters, does not meet Transport for NSW requirements to warrant a pedestrian crossing, due to the low volume of traffic in this area; and that installation of a pedestrian crossing would also reduce the number of parking spaces.
 - That the current disability parking spaces adjacent to the amenities block at the North Family Play Centre remain unchanged and the request for relocation be denied, due to safety concerns.
 - That correspondence be forwarded to the complainant, advising of the Committee's determination.

4. That Item No.441.11.1 recommendation be endorsed:
 - That the organiser of the 16 Days of Activism event and protest march be requested to complete Council's application for a full road closure for the event, including a Traffic Control Plan for the closure of Chloride Street, between Cobalt Street and Argent Street, at the Town Square for the event.
5. That Item No.441.11.2 recommendation be endorsed:
 - That the Local Traffic Committee endorse the Traffic Control Plans for the Christmas Pageant, including closure of associated drop-off areas.
 - That additional 'Road Closed' signs be placed at the Beryl and Chloride Streets and the Blende and Chloride Streets intersection and the Traffic Control Plans be updated.
6. That Item No.441.11.3 recommendation be endorsed:
 - That the Local Traffic Committee endorse the Traffic Control Plan prepared for the temporary closure of Federation Way for the New Year's Eve Fireworks display on Sunday, 31 December 2023.
7. That Item No.441.11.5 recommendations be endorsed:
 - That 'No Stopping' signs be installed 20 meters on the approach to the pedestrian crossing on Comstock Street and Boughtman Streets, adjacent to the Alma Public School.
 - That the 45-degree angle parking on Cobalt Street, adjacent the YMCA Wellness Centre be changed to 60-degree angle parking, bringing the rear of parked vehicles closer to the kerb, to reduce the impact on the carriage way.
 - That the 'No Stopping' area between the angle parking and the disability parking spaces on Cobalt Street, be changed to 'No Parking' to allow a drop-off and pick-up area.
8. That Item No.439.8.2 recommendation be endorsed:

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
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- That correspondence be forwarded to the complainant advising of the Committee decision to change the angle parking spaces to two parallel parking spaces, adjacent to Hungry Jacks at 445 Argent Street.
9. That Item No.441.9.1 recommendation be endorsed:
- That the unrestricted parking space on Gawler Place adjacent to the RFDS Wellbeing Place gates, be removed and the businesses in the vicinity be notified of the Local Traffic Committee's determination.

CARRIED UNANIMOUSLY

ITEM 21 - BROKEN HILL CITY COUNCIL REPORT NO. 230/23 - DATED NOVEMBER 16, 2023 - ACTION LIST REPORT D23/62128

RESOLUTION

Minute No. 47400

Councillor D Gallagher moved)
Councillor M Browne seconded)

Resolved

1. That Broken Hill City Council Report No. 230/23 dated November 16, 2023, be received.

CARRIED UNANIMOUSLY

The Mayor accepted the following motion from Councillor Turley as a matter arising from the previous Council Meeting.

RESOLUTION

Minute No. 47401 - Matter Arising

Councillor D Turley moved)
Councillor M Browne seconded)

Resolved

That Council congratulates Mrs Christine Adams on receiving the 2023 Awards Australia – NSW Government Individual Excellence in Crown Land Management Award for her tireless work over many years at the Sulphide Street Railway and Historical Museum; and that a social media post be sent.

CARRIED UNANIMOUSLY

QUESTIONS TAKEN ON NOTICE FROM PREVIOUS COUNCIL MEETING

ITEM 22 - QUESTIONS ON NOTICE NO. 11/23 - DATED NOVEMBER 03, 2023 - COUNCILLOR QUESTIONS TAKEN ON NOTICE AT THE 25 OCTOBER 2023 COUNCIL MEETING D23/60075

RESOLUTION

Minute No. 47402

Councillor H Jewitt moved)
Councillor M Boland seconded)

Resolved

1. That Questions On Notice No. 11/23 dated November 3, 2023, be received.

CARRIED UNANIMOUSLY

QUESTIONS FOR NEXT MEETING ARISING FROM ITEMS ON THIS AGENDA

From Councillor Browne's Verbal Delegates Report – Murray Darling Association Region 4 Meeting

At the conclusion of Councillor Browne's Verbal Delegates Report Councillor Browne requested that Council needs an update on the status of the Murray Darling Basin Plan – Slattery and Johnson, who gave a presentation to the MDA Region 4 Meeting and maybe they could provide this presentation to Councillors.

From Item 8 – Budget Review Statement for the Period Ended 30 September 2023

Following discussions regarding Council's percentage of outstanding rates, and the approach that Council is now taking with regards to assisting ratepayers to meet their rates obligations, the General Manager took a question on notice from Deputy Mayor Hickey as to why some residents are still receiving multiple notices from Council's debt collection agency?

From Item 22 – Questions on Notice Report

The Mayor took a question on notice from Councillor Turley, for Councillors to be provided with all incoming and outgoing emails from 2016 between the then Mayor/General Manager and Councillor Turley/all Councillors regarding the sale of Shorty O'Neil Village.

From Item 1 – Adoption of Airport Master Plan

Councillor Turley asked for an update on the Expression of Interest for an Airport Shuttle Bus Service, to be provided to the next Council Meeting.

From Item 6 - Submission - Local Government Remuneration Tribunal Review for 2024 Annual Determination

The Mayor took a question on notice from Councillor Turley suggesting that Council enquires with the Local Government Remuneration Tribunal whether Council should also write to the Minister for Local Government (as well as sending in our submission) with the request that the Terms of Reference for the Local Government Remuneration Tribunal be reviewed in order that the Tribunal can set the remuneration for Councillors and Mayors of NSW Councils in accordance with their category classification.

PUBLIC FORUM

Council's Finances

Mr Bob Coulls congratulated Council on its financial management and asked if Council has given consideration to its finances should the CBH Mine close.

The Mayor advised that closure of the CBH Mine won't affect Council's budget, but will affect the mine workers and their families. The mine rates will be divided up and Council will decide whether these rates are passed onto the other mines. The Mayor advised that he hopes there will be a buyer for the CBH Mine. By the next meeting, correspondence will have been sent to the State and Federal Government to fast track Cobalt Blue and other manufacturing mining enterprises in the region to free up any regulatory red-tape in order that these enterprises can start operating and employing workers and the City doesn't lose too many mining families from the region.

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
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Murray Darling Basin Plan

Mr Bob Coulls referred to Councillor Browne's verbal report earlier in the meeting regarding the Murray Darling Basin Authority Region 4 Meeting and said that water buy-backs were mentioned. Mr Coulls asked for more information regarding water buy-backs.

Councillor Browne advised that water-buy backs were not discussed at the Murray Darling Basin Authority Region 4 Meeting, but that it is her understanding that they are voluntary Commonwealth buy-backs.

The Mayor advised they are Commonwealth buy-backs, and that if water licence holders are happy to hand in their licences they are paid (market value, or above) for these licences from the government. The Mayor stated that the buy-backs are not very effective as there is an overallocation of licences within the Basins and the government will need to buy-back a large number of licences to have a positive effect on the health of the Darling River System.

Mr Coulls referred to the government's policy for compulsory water metering and for the Water Authority to investigate and police water metering along the Darling River and asked if this has had a positive impact on the health of the river system?

Councillor Browne advised that it sounds good that water metering has become compulsory, but that in practice this has not happened, water is becoming centralised to the 3 or 4 large users.

The Mayor and Deputy Mayor advised that the government has put metering on small licence holders but has not happened to the large water users in the Northern Basin. The government states that 90% of licence holders have water meters, but this is 90% of the small licence holders and not the large licence holders in the Northern Basin.

Airport Gardens

Ms Margaret Pryor advised that herself and a group of ladies had lunch at the Airport kiosk earlier in the week and they all noticed that the garden beds in the car park area are in a very unkept state which does not give a good impression for tourists visiting the City. Ms Pryor asked for Council to carryout out work to beautify the gardens.

The Mayor advised that it is good for Council to receive grants to carry out infrastructure works in the City but that these work usually bring additional maintenance. Unfortunately, Council does not have enough Infrastructure staff to maintain all the gardens in town and the Mayor referred this matter to the General Manager.

Fred Jobson South Community Centre

Mr Don Mudie, on behalf of the Patton Village Committee and the Jobson family, thanked Council for recognising Fred Jobson's contribution to Broken Hill by re-naming the South Community Centre as the Fred Jobson South Community Centre and thanked Council's staff for organising the official re-naming event.

Council's Crest

The Mayor advised that Mr Mudie is also very passionate about changing Council's logo back to Council's Official Crest created in 1967, and that this would be investigated.

CONFIDENTIAL MATTERS

Nil.

There being no further business to consider, the Mayor closed the meeting at 8:16 p.m.

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
NOVEMBER 29, 2023

THE FOREGOING MINUTES WERE READ)
AND CONFIRMED AT THE ORDINARY)
MEETING OF THE BROKEN HILL CITY)
COUNCIL HELD ON 20 DECEMBER 2023.)

CHAIRPERSON

MAYORAL MINUTES

1. MAYORAL MINUTE NO. 25/23 - DATED DECEMBER 12, 2023 - PROJECT SUPPORT/CBH RESOURCES (D23/67427) 24

ORDINARY MEETING OF THE COUNCIL

December 12, 2023

ITEM 1MAYORAL MINUTE NO. 25/23SUBJECT: PROJECT SUPPORT/CBH RESOURCES D23/67427**Summary**

On November 13, 2023, Toho Zinc and CBH Resources announced the closure of the Rasp Mine in Broken Hill, and flagged a timeline of up to 12 months for the operation to cease entirely.

This closure equates to the loss of around 200 jobs for miners and mine contractors – many of which have already occurred - and will also have a significant impact on ancillary businesses in the city that are reliant on mining operations.

There is concern amongst the community that these job losses will result in an exodus of skilled tradespeople from our region. Local workers have already been targeted by external businesses who are holding local information sessions in the hope of luring local workers interstate.

The concern around the potential drain of local skilled workers is compounded given that Broken Hill is set to host a number of major mining and green energy projects in the near future, most notably Hawsons, Cobalt Blue, and the Hydrostor CAES project.

The Cobalt Blue project is of particular importance given Australia's partnership to supply critical minerals to the United States under the Climate, Critical Minerals and Clean Energy Transformation Compact.

Correspondence should be sent to the following Ministers and Members to request that actioning of any matters regarding these major projects are prioritised so project construction can begin as soon as possible: Minister for Resources Madeleine King, Shadow Minister for Resources Senator Susan McDonald, NSW Premier Chris Minns, NSW Opposition Leader Mark Speakman, Minister for Regional NSW Tara Moriarty, Shadow Minister for Regional NSW Sarah Mitchell, NSW Minister for Natural Resources Courtney Houssos, Member for Parkes Mark Coulton, and Member for Barwon Roy Butler.

Council understands that major projects of this nature are subject to a number of important regulatory requirements and processes, however any Government assistance to lessen 'red tape' and expedite these projects would be extremely beneficial and help ensure skilled workers can be retained in our region.

Recommendation

1. That Mayoral Minute No. 25/23 dated December 12, 2023, be received.
2. That Council write to relevant Government Ministers and Members to request that all reasonable Government measures be undertaken as a matter of urgency to expedite the Hawsons, Cobalt Blue, and Hydrostor CAES projects.

3. That the Cobalt Blue project be prioritised for any available assistance given Australia's participation in the Critical Minerals and Clean Energy Transformation Compact with the United States.

Attachments

There are no attachments for this report.

T. KENNEDY
MAYOR

RECOMMENDATIONS OF THE WORKS COMMITTEE MEETING HELD MONDAY, DECEMBER 11 2023

1. BROKEN HILL CITY COUNCIL REPORT NO. 238/23 - DATED DECEMBER 01, 2023 - BUDGET REVIEW - GROUND FLOOR REFURBISHMENT FOR THE TEMPORARY LIBRARY (D23/65661)..... 28

Recommendation

1. That Broken Hill City Council Report No. 238/23 dated December 1, 2023, be received.
2. That Council review the budget report which reflects original contracts, approved variations, and expected variations for each component of the Temporary Library Budget (Ground Floor Refurbishment, Logistics and Staff Movements, Car Park Upgrades, and New Library Construction).
3. That Council approve an additional amount of \$239,618.10 (ex GST) which equals a revised total budget of \$1,039,618.10 (ex GST) to complete the project works required.

2. BROKEN HILL CITY COUNCIL REPORT NO. 239/23 - DATED DECEMBER 04, 2023 - BUDGET REVIEW: CBD BANNER POLES - ARGENT STREET LIGHTING PROJECT (D23/66077)..... 32

Recommendation

1. That Broken Hill City Council Report No. 239/23 dated December 4, 2023, be received.
2. That Council considers a budget review for the CBD Banner Poles – Argent Street Lighting Project, for the project approved in the 2024/25 financial year, based on responses received from a public request for quotation in November 2023
3. That Council approve an increase in budget of \$41,820 (ex GST) to bring the total project budget for this project to \$94,835 (ex GST).

3. BROKEN HILL CITY COUNCIL REPORT NO. 240/23 - DATED DECEMBER 01, 2023 - MINUTES OF THE PROJECT CONSULTATIVE GROUP PROJECT STEERING GROUP MEETING HELD 8 NOVEMBER 2023 (D23/65635) 36

Recommendation

- 1. That Broken Hill City Council Report No. 240/23 dated December 1, 2023, be received.
- 2. That the minutes of the Project Consultative Group Project Steering Group from 8 November 2023 be noted.
- 3. That the PowerPoint Presentation of the Project Consultative Group Project Steering Group from 8 November 2023 be noted.

4. BROKEN HILL CITY COUNCIL REPORT NO. 241/23 - DATED NOVEMBER 24, 2023 - MINUTES OF THE E.T. LAMB MEMORIAL OVAL COMMUNITY COMMITTEE ANNUAL GENERAL MEETING HELD 11 OCTOBER 2023 (D23/64220) 69

Recommendation

- 1. That Broken Hill City Council Report No. 241/23 dated November 24, 2023, be received.
- 2. That the minutes of the E.T. Lamb Memorial Oval Community Committee Annual General Meeting held 11 October 2023 be received.

WORKS COMMITTEE

December 1, 2023

ITEM 1BROKEN HILL CITY COUNCIL REPORT NO. 238/23

SUBJECT: BUDGET REVIEW - GROUND FLOOR REFURBISHMENT FOR
THE TEMPORARY LIBRARY D23/65661

Recommendation

1. That Broken Hill City Council Report No. 238/23 dated December 1, 2023, be received.
2. That Council review the budget report which reflects original contracts, approved variations, and expected variations for each component of the Temporary Library Budget (Ground Floor Refurbishment, Logistics and Staff Movements, Car Park Upgrades, and New Library Construction).
3. That Council approve an additional amount of \$239,618.10 (ex GST) which equals a revised total budget of \$1,039,618.10 (ex GST) to complete the project works required.

Executive Summary:

Council required a suitable facility to temporarily accommodate Library Staff and Services throughout the construction of the new Library, due to commence in early 2024. Council identified the Ground Floor of the Council Administrative Building as a suitable location to provide this service in addition to providing a required renewal to Council's building as opposed to investing in infrastructure not owned by Council.

The Ground Floor will also accommodate the Customer Relations Team, the People & Culture Team, and the Corporate Risk and WHS Team. In the long term, once the temporary library has relocated to the new library, the ground floor will continue to locate Council staff, Customer Service and community space for meetings.

The building as it stands has several classifications assigned – basement is Class 7b Storage and the Ground Floor, First Floor and Second Floor are Class 5 Office. A combination of a change of building classification (Library services will alter the classification of the Ground Floor only to Class 9b Public Assembly [Library]), and the requirement to install a new accessible toilet for public use, required a Development Application and Construction Certificate.

Council approved a budget of \$800,000. The budget was intended to be utilised for costs relating to the Ground Floor Refurbishment, Car Park Upgrades, and Logistics and Staff Movements.

This report has been prepared specifically for a Council budget review of increased costs associated with the Ground Floor Refurbishment, with recommendation to approve an additional amount of \$239,618.10 (ex GST) which equals a revised total budget of \$1,039,618.10 (ex GST) to complete the project works required.

Report:

The original Ground Floor refurbishment scope of works included:

- Demolition works including existing temporary walls, doors, countertops.
- Construction of new walls, doors.
- Electrical and lighting works.
- Relocation of the library returns chute for after-hours use.
- A new accessible public amenity.
- Soundproofing of walls and doors.

It was identified at the beginning of the project that there may be unforeseen costs arising from the age of the building (officially opened on 25 November 1978) and the unknown condition of the building prior to the commencement of construction and refurbishment works.

North Construction commenced site establishment of the Ground Floor on Monday 31 July 2023, with approval from Council’s Accredited Certifier to carry out removal of temporary wall panels, frames, and doors, and commenced removal of carpet while awaiting issue of the Construction Certificate.

The Construction Certificate process triggered and identified further requirements prior to a Construction Certificate being issued, specifically:

- **Fire Services Design Drawing and Certification** (completed by an accredited Fire System Designer)
- **Mechanical Services Design Compliance Certification** (from a suitably qualified engineer) - The new accessible toilet requires mechanical exhaust ventilation. The Library Services changes the building classification from a Class 9b which requires the mechanical ventilation system to be configured to achieve compliance.

Additional costs were identified during inspections and investigations carried out to comply with the construction certificate requirements, as well construction costs once North commenced construction works upon issue of the Construction Certificate.

The following tables represents the original contract, and the requested variations for each component of the Temporary Library Budget (Ground Floor Refurbishment, Logistics and Staff Movements, Car Park Upgrades, and New Library Construction).

ORIGINAL CONTRACT AND WORKS	ex GST	inc GST
Ground Floor Refurbishment		
Building Compliance fees (Service Levy, Development Application, Construction Certificate), associated design fees, materials, signage	\$ 34,532.21	\$ 37,985.43
Original Contract - Ground Floor Refurbishment - North Construction	\$ 490,330.00	\$ 539,363.00
Lawyers - Contract advice	\$ 1,600.00	\$ 1,760.00
Sub Total - Ground Floor Refurbishment	\$ 526,462.21	\$ 579,108.43
Logistics / Staff Movements		
Removalist fees, staff wages, packing materials	\$ 34,008.04	\$ 37,408.84
Furniture including freight	\$ 6,000.00	\$ 6,600.00
Sub Total - Logistics / Staff Movements	\$ 40,008.04	\$ 44,008.84
Car Park Upgrades		
Original Contract - Car Park Upgrades - GTE	\$ 161,966.68	\$ 178,163.35
Sub Total - Car Park Upgrades	\$ 161,966.68	\$ 178,163.35
ORIGINAL CONTRACT AND WORKS TOTAL (Ground Floor, Logistics and Car Park)	\$ 728,436.93	\$ 801,280.62
Approved Budget	\$ 800,000.00	\$ 880,000.00

Remaining Budget		\$ 71,563.07	\$ 78,719.38
VARIATIONS		ex GST	inc GST
Ground Floor Refurbishment			
Variation 1 - Temporary Library Ground Floor Refurbishment - Costs to remove and dispose temporary partition walls, glass windows, doors, and all frames, in lieu of Council Officers completing this task.		\$ 15,609.00	\$ 17,169.90
Variation 2 - Temporary Library Ground Floor Refurbishment - Fire and Mechanical Design		\$ 34,501.50	\$ 37,951.65
Variation 3 - Temporary Library Ground Floor Refurbishment - Notice of Delay Costs per breakdown attached.		\$25,304.40	\$ 27,834.84
Variation 4 - Temporary Library Ground Floor Refurbishment - Mechanical and Fire Design works required for Construction Certificate compliance, per breakdown attached.		\$28,313.12	\$ 31,144.43
Variation 5 - Temporary Library Ground Floor Refurbishment - Supply and install of carpet tiles to addition 180m2 area of floor.		\$ 17,820.00	\$ 19,602.00
Variation 6 - Fibre upgrade between Ground Floor and Council Chambers.		\$ 17,666.55	\$ 19,433.21
Variation 8 - Temporary Library Ground Floor Refurbishment - Ceiling Works - Supply and Install Thermatex Ceiling to P&C and Library work areas.		\$ 45,145.76	\$ 49,660.34
Pending Variation - Additional tiling		\$ 4,000.00	\$ 4,400.00
Pending Variation - Additional walls & insulation		\$ 1,000.00	\$ 1,100.00
Pending Variation - Door relocation		\$ 1,000.00	\$ 1,100.00
Pending Variation - Electrical works		\$ 2,000.00	\$2,200.00
Pending Variation - Relocation of returns chute, glass & aluminum		\$ 4,500.00	\$ 4,950.00
Pending Variation - Upgrade of data rack		\$ 5,000.00	\$ 5,500.00
Pending Variation - Additional floor levelling & floor grinding		\$ 10,000.00	\$ 11,000.00
Sub Total - Ground Floor Refurbishment		\$ 211,860.33	\$ 233,046.37
Logistics / Staff Movements			
Pending Variation - Additional Removalist Costs		\$ 6,000.00	\$ 6,600.00
Sub Total - Logistics / Staff Movements		\$ 6,000.00	\$ 6,600.00
Car Park Upgrades			
Variation 1 - Price increase for materials		\$12,546.80	\$ 13,801.48
Variation 2 - Material change from Asphalt H to Asphalt A15E		\$ 3,611.00	\$ 3,972.10
Variation 3 - Additional concrete works		\$ 5,352.00	\$ 5,887.20
Sub Total - Car Park Upgrades		\$ 21,509.80	\$ 23,660.78
VARIATIONS SUB TOTAL (Ground Floor, Logistics and Car Park)		\$ 239,370.13	\$263,307.15
Contingencies			
Estimating Contingency (10% of Variation Costs)		\$ 23,937.01	\$ 26,330.72
Construction Contingency (20% of Variation Costs)		\$ 47,874.03	\$ 52,661.43
Total Contingencies		\$ 71,811.04	\$ 78,992.15
VARIATIONS TOTAL (Variations and Contingencies)		\$ 311,181.17	\$ 342,299.30

PROJECT BUDGET SUMMARY	ex GST.	inc GST.
ORIGINAL CONTRACT AND WORKS TOTAL (Ground Floor, Logistics and Car Park)	\$ 728,436.93	\$ 801,280.62
VARIATIONS TOTAL (Ground Floor, Logistics, Car Park and Contingencies)	\$ 311,181.17	\$ 342,299.30
TOTAL	\$ 1,039,618.10	\$ 1,143,579.92
APPROVED BUDGET	\$ 800,000.00	\$ 880,000.00
VARIATION REQUESTED	\$ 239,618.10	\$ 263,579.92

Community Engagement:

The Temporary Library Project is discussed and reported monthly at the Broken Hill Library Project Control Group, which includes Broken Hill City Council Officers from Infrastructure, Finance, Communications, Library, Corporate Services, People & Culture, Planning, ICT, Business Performance, Asset Management, and Risk.

Strategic Direction:

Key Direction:	1	Our Community
Objective:	1.5	Our built environment supports our quality of life
Strategy:	1.5.2	1.5.2 Manage ongoing delivery of the Central Business District (CBD) Masterplan
Action	1.5.2.1	Manage delivery of infrastructure projects associated with the Library and Archives project

Relevant Legislation:

Local Government Act 1993

Local Government (General) Regulation 2021

Financial Implications:

This report requests an increase in project budget of \$239,618.10 (ex GST) which equals a revised total budget of \$1,039,618.10 (ex GST).

Attachments

There are no attachments for this report.

CODIE HOWARD
DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

JAY NANKIVELL
GENERAL MANAGER

WORKS COMMITTEE

December 4, 2023

ITEM 2BROKEN HILL CITY COUNCIL REPORT NO. 239/23

SUBJECT: BUDGET REVIEW: CBD BANNER POLES - ARGENT STREET
LIGHTING PROJECT D23/66077

Recommendation

1. That Broken Hill City Council Report No. 239/23 dated December 4, 2023, be received.
2. That Council considers a budget review for the CBD Banner Poles – Argent Street Lighting Project, for the project approved in the 2024/25 financial year, based on responses received from a public request for quotation in November 2023
3. That Council approve an increase in budget of \$41,820 (ex GST) to bring the total project budget for this project to \$94,835 (ex GST).

Executive Summary:

Broken Hill City Council (Council) has recently completed the CBD Banner Poles Project that was part of the wider CBD Master Plan adopted on 30 June 2021. The new banner poles have been installed with capabilities for future implementation of several smart city infrastructure that includes, lighting, CCTV, Wi-Fi capabilities and public speakers.

Council approved for new lighting to be installed on the banner poles along Argent Street as a 2024/25 financial year project. The original approved budget stands at \$53,015 (ex GST).

Two (2) compliant responses were received from a public request for quotation with submissions accepted up to 28 November 2023. Both responses were over the approved budget.

This report has been prepared for a Council budget review to approve an increase in budget of \$41,820 (ex GST) and for the revised total budget for the project at \$94,835 (ex GST).

Report:**Road lighting design:**

A road lighting design was carried as part of the project to form part of the scope of works and technical specifications by which the works will get completed. Being a key council road with existing Essential Energy electrical lighting infrastructure, upgrades, adjustments, or enhancements to the street lighting requires design documentation developed by a suitably qualified and experienced electrical engineer in conjunction with an electrical Accredited Service Provider Level 3 (ASP Level 3).

The lighting design enabled the following:

- Review of the new banner poles and a determination of the subsequent lighting subcategory that could be achieved.
- Design and specification of luminance levels to select an appropriate light fitting.
- Work to remove as much of the existing Essential Energy lighting infrastructure as possible whilst having new streetlights on the banner poles.
- Liaison with Essential Energy
- Advice on public notifications by the engineering consultant

Specialist consulting firm JJ Ryan Consulting Pty Ltd was engaged in August 2022, through an open request for quotation, to carry out a road lighting design for the project. Council was provided with the final Essential Energy approved design documentation in August 2023.

This design formed part of the request for construction documentation.

A key design parameter was to carry out the design to a lighting sub-category of PR2 was based on table 2.1 in Australian standard AS 1158 for the lighting of roads and public spaces.

TABLE 2.1
LIGHTING SUBCATEGORIES FOR ROAD RESERVES IN LOCAL AREAS

1	2	3	4	5	6
Type of road or pathway		Selection criteria ^{a,b}			Applicable lighting subcategory ^{c,d}
General description	Basic operating characteristics	Pedestrian/cycle activity	Fear of crime	Need to enhance amenity	
Collector roads or non-arterial roads which collect and distribute traffic in an area, as well as serving abutting properties	Mixed vehicle and pedestrian traffic	N/A	High	N/A	PR1
		High	Medium	High	PR2
		Medium	Low	Medium	PR3 ^f or PR4 ^f
		Low	Low	Low	PR5
Local roads or streets used primarily for access to abutting properties, including residential, commercial and industrial precincts		N/A	High	N/A	PR1
		High	Medium	High	PR2
		Medium	Low	Medium	PR3 ^f or PR4 ^f
		Low	Low	Low	PR5
		N/A	N/A	N/A	PR6 ^e
Common area, forecourts of cluster housing		N/A	High	N/A	PR1
		High	Medium	High	PR2
		Medium	Low	Medium	PR3 ^f or PR4 ^f
	Low	Low	Low	PR5	

Reason for seeking additional budget:

The original budget proposal was based on an estimate by one of the respondents under the request for construction (One Wi-Fi). However, a budget review is sought for the following key reasons:

- Due to the lighting sub-category of PR2, the design specified 300-Watt LED streetlights which are of a much higher light rating than that specified in the original budget proposal, being 120-Watt light fittings.
- The lighting design consultant specified a model of light fitting that is of a higher specification and quality than that in the project submission.

The original budget proposal identified light fittings for aesthetic purposes, however the road lighting design has considered that a road lighting sub-category of PR2 will be achieved.

Submissions from the Request for Quotation:

A public request for quotation was advertised through Vendor Panel for this project from Tuesday 24 October 2023 with submissions accepted up to Tuesday 28 November 2023.

The request asked for two (2) costed prices:

- Price Option 1: new lighting to banner poles only using existing electrical provisions.
- Price option 2: removal of Essential Energy assets as per design for a future project budget submission.

A total of two (2) responses were received.

Description	Company 1	Company 2
Quoted price (option 1)	\$74,553.64	\$132,183

Summary of responses:

The below table summarises the three responses received under the request for quotation.

Price Comparison		
Description	Company 1	Company 2
Current Project Budget	\$53,015	\$53,015
Quoted Price (Stage 1)	\$74,554	\$132,183
Project management - 6%	\$0	\$0
Total cost to Council	\$74,554	\$132,183
Budget Savings or Loss	-\$21,539	-\$79,168
Profit or loss	-41%	-149%
Non-price comparison		
Key criteria	Company 1	Company 2
Price ranking	1	2
Lump sum price	Yes	Yes
Resource identification	Yes	Yes
Western NSW Experience	Yes	Yes
Project Specific Methodology	Yes	Yes
Local Content (/10)	10/10	9/10
Suitable skills & experience	Yes	Yes
Three referees	Yes	Yes
Insurances	Partial	Yes
ISO documentation	No	No

Revised project budget:

The revised total budget sought for the project is \$94,835 (ex GST).

It is based on the submission by Company 1

Item	Description	Qty	Unit	Rate	Cost
1	Trade costs	1	item	\$74,554	\$74,554

1.1	Company 1 response	1	item	\$74,554	\$74,554
3	Builder's costs	0	item	\$0	\$0
3.1	Builder's preliminaries - 12%	0	item	\$8,946	\$0
3.2	Builder's margin - 8%	0	item	\$5,964	\$0
4	Professional fees	0	item	\$0	\$0
4.1	Professional fees - 10%	0	item	\$7,455	\$0
5	BHCC costs	1	item	\$4,473	\$4,473
5.1	Project management - 6%	1	item	\$4,473	\$4,473
6	Contingencies	1	item	\$15,807	\$15,807
6.1	Estimating contingency - 10%	0	item	\$7,903	\$0
6.2	Construction contingency - 20%	1	item	\$15,807	\$15,807
7	Broken Hill regional factor -16%	0	item	\$0	\$0
8	Total costs (ex GST)	1	item	\$94,835	\$94,835

Builder's costs have been included in the submission by Company 1

Community Engagement:

Community consultation has been carried out as part of this project including a notice delivered to property owners in May 2023 and a letter specifically to The Astra Hotel in July 2023.

Strategic Direction:

Key Direction:	1	Our Community
Objective:	1.2	People in our community are in safe hands.
Strategy:	1.2.1	Prioritise actions within the Smart City Framework that support safer communities.
Action	1.2.1.1	Install new lighting on banner poles in Argent Street

Relevant Legislation:

Local Government Act 1993
Local Government (General) Regulation 2005

Financial Implications:

This report requests for a revised project budget of \$94,835 (ex GST) which is an increase of \$41,820 (ex GST) over the original approved budget.

Attachments

There are no attachments for this report

CODIE HOWARD
DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

JAY NANKIVELL
GENERAL MANAGER

WORKS COMMITTEE

December 1, 2023

ITEM 3**BROKEN HILL CITY COUNCIL REPORT NO. 240/23**

SUBJECT: **MINUTES OF THE PROJECT CONSULTATIVE GROUP PROJECT STEERING GROUP MEETING HELD 8 NOVEMBER 2023**
D23/65635

Recommendation

1. That Broken Hill City Council Report No. 240/23 dated December 1, 2023, be received.
2. That the minutes of the Project Consultative Group Project Steering Group from 8 November 2023 be noted.
3. That the PowerPoint Presentation of the Project Consultative Group Project Steering Group from 8 November 2023 be noted.

Executive Summary:

In accordance with the *Local Government Act 1993* and the Integrated Planning and Reporting Framework, Council is required to prepare several documents to facilitate the integration of long-term planning and implementation of Council activities. Core documents include the 4-year Delivery Program and the annual Operational Plan.

The Delivery Program is designed as the single point of reference for all principal activities undertaken by Council during its term of office. All plans, functions, projects, activities, and funding allocations must be directly linked to this Program. Supporting the Delivery Program is the annual Operational Plan, which identifies the projects and actions that will be undertaken during the year to achieve the commitments made in the Delivery Program. Councils Projects Delivery Team refer to this as the Annual Capital Works Program.

Report:

To ensure strong project governance throughout the duration of Council's Annual Capital Works Program, at the Ordinary Council meeting held on 23 February 2022, Council endorsed a Governance Framework for the creation of and appointment of members to the Project Consultative Group Project Steering Group (PSG), complete with a Terms of Reference for the PSG. Further at the Ordinary Council meeting held on 27 April 2022, nominations for membership were endorsed by Council.

Meetings have been held on the following dates:

- 29 September 2022.
- 9 February 2023
- 9 May 2023
- 8 August 2023
- 8 November 2023

This report is to provide the Works Committee with a copy of the minutes and presentation from the PSG meeting held on 8 November 2023.

It is important to note that for the presentation, some images and plans have been removed from what was presented at the meeting prior to being issued to the PSG, as these images and plans have not been approved for circulation at this time.

Community Engagement:

Membership of the PSG consists of:

- Minimum of two (2) Councillor Representatives – Mayor Kennedy and Deputy Mayor Hickey
- Six (6) External Stakeholders – Community Representatives

Non-voting Ex-officio members: (Will provide advice and information to the voting members):

- One (1) Project Director – General Manager
- One (1) Community Engagement representative – Manager Communications
- One (1) Project Management – Director Infrastructure and Environment
- One (1) Council Contact Officer – Project Officer
- One (1) Heritage Committee Member – Heritage Advisor

Council’s Projects Engineer and Leader Innovation and Business Improvement have been invited to each of the meetings to present on projects they are involved in.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.1	Foster relationships with key community sector leaders

Key Direction:	4	Our Leadership
Objective:	4.4	Our community is engaged and informed
Strategy:	4.4.2	Facilitate meetings between community and elected representatives

Relevant Legislation:

Local Government Act 1993

Financial Implications:

Nil financial implications of the administration of the PSG.

Attachments

1. [↓](#) Project Consultative Group PSG - Minutes - 08.11.2023
2. [↓](#) Project Consultative Group - PSG Issued Redacted Presentation - 08.11.2023

CODIE HOWARD
DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

JAY NANKIVELL
GENERAL MANAGER

MINUTES OF THE PROJECT CONSULTATIVE GROUP PSG – 08.11.2023 MEETING DETAILS

Facilitator	Mayor Tom Kennedy / General Manager
Minutes	Rebecca McLaughlin – Projects Officer
Meeting Venue	Council Administrative Building, Second Floor Meeting Room
Meeting Date	Wednesday, 8 November 2023
Meeting Start Time	4:15 pm
Meeting End Time	4:57 pm

ATTENDANCE REGISTER

Role	Section	Name
Chair	Mayor	Mayor Tom Kennedy
Council	Councillor	Deputy Mayor Hickey
Project Sponsor	BHCC General Manager	Jay Nankivell
Project Manager	BHCC Director Infrastructure & Environment	Codie Howard
Council Contact Officer	BHCC Projects Officer	Rebecca McLaughlin
Council Officer	BHCC Projects Engineer	Asad Nizamani
Council Officer	BHCC Leader Innovation and Business Improvement	Anne Johansson
Communications	BHCC Manager Communications & Marketing	Darrin Manuel
Project Steering Group	Community Representative	Bernard Williams
Project Steering Group	Community Representative	Paul Thomas

AGENDA

Item	Objective	Discussion Led By
1	Welcome	Chair
2	Apologies	Chair
3	Action Items from last meeting	Chair
4	Project Updates	General Manager, Project Team Members
5	Questions	Chair

1. Welcome

Mayor Kennedy and Jay Nankivell welcomed everyone to the meeting.

2. Apologies

Jay Nankivell and Rebecca McLaughlin confirmed apologies:

- Ashley Byrne, Community Representative
- Ghislaine Barbe, Community Representative
- Liz Vines, Heritage Advisor
- Matthew Handberg, Community Representative

3. Action Items from Previous Meetings

Action Items not discussed at meeting. Still current.

Meeting Date Raised	Action	Responsible Officer	Status
29.09.2022	Arrange a site tour for PSG at the Warnock Street Yard.	Projects Engineer	Pending
09.05.2023	Investigate the purchase of a laser pointer	Project Officer	Investigation commenced.

4. Project Updates

PowerPoint presentation displayed.

- **Changeroom Upgrades - Alma Oval and Norm Fox Oval (Rebecca McLaughlin)**
 - Council recently successful in obtaining grant funding through the Stronger Country Communities Fund Round 5
 - Alma Oval Changeroom Upgrades - \$471,000
 - Norm Fox Changeroom Upgrades - \$433,333
 - Amounts differ due to demolition of existing Alma Oval facility being included.
 - Norm Fox Oval consultation held to date confirmed existing building to be retained. New changeroom proposed to be installed between Norm Fox Oval and Soccer Ovals for shared use.
 - Upgrades will achieve:
 - Australian Standards
 - WHS requirements
 - Accessibility and Inclusion
 - Gender Inclusiveness
 - Between August and November, consultation sessions have been held and included the following representatives:
 - Elected Council
 - Council Staff
 - Norm Fox Oval S355 Committee
 - Broken Hill AFL
 - Broken Hill Cricket Association
 - Broken Hill Soccer Association
 - Alma Public School
 - South Football Club
 - Accessibility aspects and considerations - Social Futures / NDIS
 - The next step is to refine the scope of works based on consultation sessions, draft the Tender documents, and advertise the Tenders by end of 2023.
 - Council will source a modular building, which is 90-100% completed off site limiting disruptions to any sport matches, training, and events, and is cost

effective. An example was shown of a modular building at Glenelg Oval Sports Facility.

- **General Discussion / Questions**
 - Nil.
- **Library and Archives Project**
 - **Temporary Library and Car Park Works (Rebecca McLaughlin)**
 - Ground Floor Refurbishment:
 - The Development Application is approved.
 - The Construction Certificate is approved.
 - North Construction commenced their full program of works in October.
 - Works are expected to be completed by mid-January 2024.
 - Car Park Upgrades:
 - Majority of works have been completed and use of the car park approved by Group DLA following their inspection in October.
 - Outstanding works remain for the Loading Zone – Linemarking, signage, concrete pathway, and kerbing.
 - GTE will resume works once North Construction have completed their works and vacated site.
 - **General Discussion / Questions**
 - Nil.
 - **New Library Construction (Asad Nizamani)**
 - Cost Plan 1 at DA stage was within budget.
 - 70% Design drawings have been received.
 - Council is working with the lead consultant and North Construction throughout the redesign stage with Cost Plan 2 ETA in mid-December 2023
 - Estimated construction start: March 2024.
 - Works will be over three lots:
 - Existing Library site
 - Old Police Cottage site
 - Old Police Station site
 - New Library and carpark are in this project.
 - Minimal landscaping and external works.
 - Archives will be part of future stage(s).
 - No works to Town Hall, old Police Cottage or old Police Station Buildings.
 - Floor Plan and Elevation Plans shown.
 - **General Discussion / Questions**
 - Mayor Kennedy asked about previous indication from Family Day Care for a meeting space. Jay said that meeting space could happen through a booking system. Jay asked Anne Johansson if 24/7 access was available. Anne confirmed that this is not included but swipe card access has been included and could

- enable access this way. Mayor Kennedy said it would be good to have this from the start.
- Paul Thomas asked if how air conditioning and heating is included. Asad said that 70% design does included this. Paul asked solar panels are included. Jay said not at this stage as investigating the Solar Renewable Energy Program and investigating available land. Paul suggested the top section of Memorial Oval. Jay will investigate this.
 - Asad spoke of sustainability inclusions of project – external walls have deep footings and external cladding designed will add sustainability capability along with air conditioning.
- **CBD Redevelopment Project (Asad Nizamani)**
 - **Banner Poles**
 - The CBD Banner Poles Project was completed in July 2023.
 - A lighting design has been completed by JJ Ryan Consulting Pty Ltd in July 2023 for new road standard lights to the CBD Banner Poles along Argent Street.
 - The design considered new lights (Stage 1) and replacement of existing old Essential Energy infrastructure (Stage 2).
 - A Request for Quotation is currently advertised on Vendor Panel for Stage 1.
 - **General Discussion / Questions**
 - Deputy Mayor Hickey asked if Essential Energy pay back to Council. Jay explained that Council pays for the light poles, etc. and is part of the Southern Light Scheme. Paul gave an example of a roundabout light pole being knocked over, who is responsible. Jay confirmed Essential Energy is responsible for replacement and Council is responsible for the replacement cost.
 - Paul asked if a new banner pole is hit, is it still right that a whole circuit will be lost. Codie Howard and Asad confirmed that proactive planning in place and poles will be on hand for Council staff to reinstate as soon as possible.
 - Bernie Williams asked if vehicle insurance would cover the replacement costs of poles that are hit. Codie said it will depend on the situation – yes if due to poor driving, unsure of current Argent Street pole as this was caused by a medical episode.
 - **Wayfinding Project**
 - Heroes, Larkins & Visionaries (HLV) walking trail installed in July 2023.
 - Silver Vehicle Trail (119 signs) installed in September 2023.
 - 3 of 4 Park Sculptures installed.
 - CBD Wayfinding Signs installation underway.
 - Estimated completion: November 2023.
 - **General Discussion / Questions**
 - Bernie asked what material poles are made of. Asad said 16mm aluminum plates. Bernie mentioned a sign in South Broken Hill that he had worked on made from recycled rubber.
 - Asad explained the anti-vandalism element of the signs – images and text is on double sided tape and stuck on to steel signs. If

vandalised, can easy remove and replace. Paul mentioned this printing style will weather in full sun and asked if Council have the artwork files for future replacement if needed. Asad confirmed yes.

- **Town Square and Argent Street Paving Upgrades**
 - **Town Square:**
 - 70% design completed for the Town Square Redevelopment Project.
 - Preliminary pavers selected for Argent Street.
 - Tender for Paving Construction will be advertised in November 2023 and Town Square ETA on advertising December 2023.
 - Construction intended to commence from early 2024 on these projects.
 - Images and 70% Draft Design shown.
 - **General Discussion / Questions**
 - Bernie asked what design proceeding with. Asad showed floor plan slide and Codie advised through consultation, the final design is based on a mix of 3 concept designs.
 - Bernie asked about drainage and Asad said the design keeps the existing detention basin and further drainage is in design. Codie confirmed designer was looking at systems previously noted by Bernie.
 - Paul asked if all bollards are removable for safety aspect, particularly with incident covered in media recently. Codie confirmed removable bollards can be reviewed in risk assessment.
 - Paul asked height of planter boxes and if building up the dirt around the existing trees will cause any issues. Codie confirmed it will not.
 - **Paving:**
 - Size: 300 x 600 x 50mm or 300 x 300 x 50mm
 - Trafficable for light vehicles.
 - Light colour to allow for heat reflection.
 - Exposed aggregate feature.
 - Standard sizes.
 - Images of tile examples show.
 - **General Discussion / Questions**
 - Paul asked if tiles are engineered stone and Asad advised they are not.
 - Mayor Kennedy asked if engineered stone comes in 50mm, discussion held, no final answer reached.
 - Paul asked about slip resistance to Australian Standards and Asad confirmed they comply, and tiles have a pre sealer.
- **Airport Master Plan & Funding (Asad Nizamani)**
 - Planning works are well underway on the Airside Pavements Upgrade project:
 - Final scope of inclusions being assessed under 2023 prioritisations.

- Consultant team has been formed for design.
- Geotechnical tests – commencing November 2023
- Tonkin Consulting Pty Ltd has been appointed as the lead design consultant through an open tender process in Council's October 2023 General Meeting.
- Construction will commence in mid- 2024 over a period of 12 months.
- **General Discussion / Questions**
 - Nil
- **Warnock Street Yard (Asad Nizamani)**
 - 100% Technical Design Documentation was received from GHD Pty Ltd in September 2023.
 - Council endorsed the 100% Design in the October 2023 General Meeting.
 - DA was lodged in August 2023 with assessment underway with consultant planning firm Planning Ingenuity undertaking the assessment report.
 - Stage 1 of Construction: Garage & Utilities is currently in the procurement stage with RFT advertising in November 2023.
 - **Staging Plan – 2024 & 2025**
 - Stage 1 of Construction focusing on the Utilities and Garage will be completed over a period of approximately 18 months.
 - 2024 will also see an upgrade to the site's substation with trenching for utilities commencing.
 - **General Discussion / Questions**
 - Bernie asked if height of waste trucks has been considered for the garage door height as when having compactors up, they won't fit under existing doors, and this is why mechanics work on these trucks outside. Asad checked and confirmed height of ceiling (7.5m) and door height (6m) during meeting.

5. General Discussion

- **E.P. O'Neill Memorial Park Redevelopment Project** - Mayor Kennedy requested an update on E.P. O'Neill Memorial Park Redevelopment Project. Rebecca advised that electrical design had recently been certified by Essential Energy, finalisation of 100% design is in process, and a design presentation will be conducted to staff in December.
- **Library Project** - Bernie asked if front ramp will be removed from the existing Library building (Blende Street), as people know this as the current entry and may continue to try and enter through this way. Will look at including signage.
- **O'Neill Tennis Court Light Replacement Project** - Mayor Kennedy requested an update on the O'Neill Tennis Court Light Replacement. Rebecca advised that Request for Quotation is currently advertised and closes on Friday 10 November. There has been good interest and several questions asked throughout advertising.
- **Changeroom Upgrades Project** - Paul asked if the Changeroom Upgrades fit within the E.P. O'Neill upgrades. Codie confirmed deliberately left out of E.P. O'Neill project to ensure no hold ups due to funding, and confirmed yes fits in and does not interfere with other project. Mayor Kennedy mentioned that the South Football Club have enquired about a shipping container for Alma Oval. Will discuss with the group. Bernie mentioned sewer problems at Alma Oval, behind pine trees. Codie said will be investigated.

- **Argent Street Paving Upgrades** – Jay asked what everyone thought of the paver colour scheme – all happy. Paul asked if paving was only in Argent Street and asked if artists pavers will be removed. Artist pavers will be removed and relocated to a location yet to be determined. Mayor Kennedy mentioned Trades Hall or Council Chambers area has been considered.
- **Library Project** - Mayor Kennedy asked what is happening with the Police Station. Jay provided an update on Crown Lands process – sign off owner's consent, NSW Police to relinquish rights, back to Crown Lands. Wont be transferred over to Council until this process is completed.
- **Meeting frequency** - Bernie asked about meeting frequency and if they can be more frequent. Will be considered as needed.
- **Gateway Sign Project** – Paul asked if the timeframe of January 2024 was correct for Development Application processing. Rebecca explained this extended processing timeframe is due to requirement to liaise with NSW Transport.
- No Trespassing Signs – Bernie asked for some information about signs being installed on vacant land. These are No Trespassing Signs being erected by NSW Crown Land.

6. Next Steps

- Council's Project Officer will:
 - Issue the redacted Power Point presentation and minutes to all members of the PSG.
 - Issue a calendar invite for next meeting to be held in 2024 – date to be confirmed.

7. Meeting Close

- There being no further business the Chair closed the meeting at 4:57pm.

NEXT MEETING – confirmed.

Date	TBC
Venue	Second Floor Meeting Room, Council Administrative Building
Start Time	TBC
End Time	TBC



BROKEN HILL
CITY COUNCIL

Project Consultative Group

**Project Steering Group
Meeting No. 5
Wednesday, 8 November 2023**



Meeting Agenda

1. Welcome
2. Apologies
3. Project Updates
4. Questions
5. Next Meeting





Alma Oval and Norm Fox Oval Changeroom Upgrades - Rebecca McLaughlin, Projects Officer

- **Funding:** Council was successful in obtaining grant funding through the Stronger Country Communities Fund Round 5
 - Alma Oval Changeroom Upgrades - \$471,000
 - Norm Fox Changeroom Upgrades - \$433,333
- **Upgrades** are well overdue to both locations and are aimed to achieve the following:
 - Australian Standards
 - WHS requirements
 - Accessibility and Inclusion
 - Gender Inclusiveness



Alma Oval and Norm Fox Oval Changeroom Upgrades - Rebecca McLaughlin, Projects Officer

- **Consultation Sessions:** Held between August and November, consultation sessions have included the following representatives
 - Elected Council
 - Council Staff
 - Norm Fox Oval S355 Committee
 - Broken Hill AFL
 - Broken Hill Cricket Association
 - Broken Hill Soccer Association
 - Alma Public School
 - South Football Club
 - Accessibility aspects and considerations - Social Futures / NDIS
- **Next Steps:** Draft Tender documents and advertised prior to end of 2023.



Alma Oval and Norm Fox Oval Changeroom Upgrades

- Rebecca McLaughlin, Projects Officer





Library and Archive Project

Stage One: Temporary Library & Car Park Works

- Rebecca McLaughlin, Projects Officer

GROUND FLOOR REFURBISHMENT

- Development Application – **Approved**
- Construction Certificate (CC) - **Approved**
- Ground Floor Refurbishment – **In Progress**
 - Group DLA conducted the Pre Construction Certificate Site Inspection in early October and subsequently approved the Construction Certificate.
 - North Construction commenced their full program of works in October.
 - Works are expected to be finalised mid January 2024.





Library and Archive Project

Stage One: Temporary Library & Car Park Works

- Rebecca McLaughlin, Projects Officer

CAR PARK

- Development Application – **Approved**
- Construction Certificate (CC) – **Approved**
- Car Park Works – **On Hold**
 - Majority of works have been completed and use of the car park approved by Group DLA following their inspection in October
 - Outstanding works remain for the Loading Zone – Linemarking, signage, concrete pathway, and kerbing.
 - GTE will resume works once North Construction have completed their works and vacated site.





Library and Archive Project **Stage Two: New Library Construction** - Asad Nizamani, Projects Engineer

- DA was lodged in September 2023
- Cost Plan 1 at DA stage was within budget
- 70% Design drawings have been received
- Council is working with the lead consultant and North Construction throughout the redesign stage with Cost Plan 2 ETA in mid-December 2023
- Estimated construction start: March 2024.



3D Render – Main Foyer and Customer Service



Library and Archive Project **Stage Two: New Library Construction** - Asad Nizamani, Projects Engineer

- Works will be over three lots
 - Existing Library site
 - Old Police Cottage site
 - Old Police Station site
- New Library and carpark are in this project.
- Minimal landscaping and external works.
- Archives will be part of future stage(s).
- No works to Town Hall, old Police Cottage or old Police Station Buildings.



70% DD – Proposed Site Plan

70% DD – Proposed
 Ground Floor Plan



NO	REV	DATE	ISSUE FOR	DETAILS
1			FOR INFORMATION ONLY	

Broken Hill Library
 118-120, 250C Adelaide
 Broken Hill City Council

A2.101
 GA Ground

01

REV DATE
 3/11/2023
 PLOT DATE



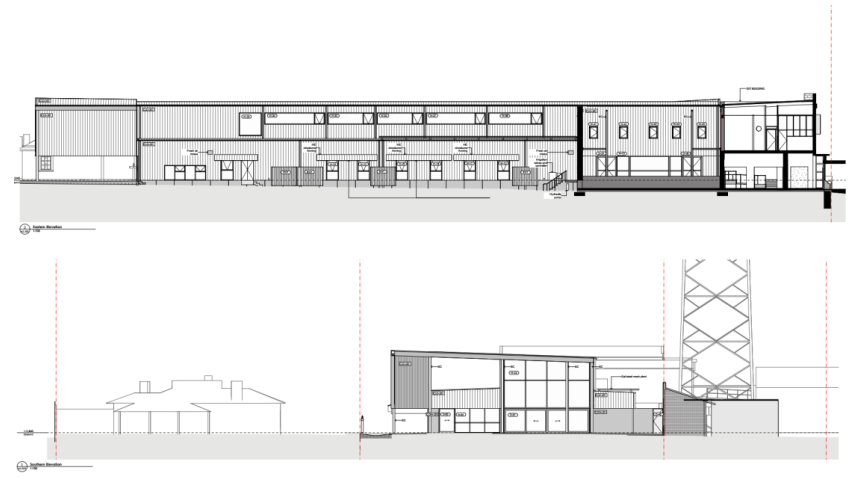
Library and Archive Project

Stage Two: New Library Construction

- Asad Nizamani, Projects Engineer



70% DD – Northern Elevation (Blende St)



70% DD – Eastern and Southern Elevations



Project Update – CDB Redevelopment Projects

- Asad Nizamani, Projects Engineer

Introduction

The CBD Redevelopment Projects form part of Council's strategy to revitalise the CBD for all demographic groups and promote the City of Broken Hill as a national heritage identity.

Key Projects

- CBD Banner Poles Project
- Wayfinding Stage 1
- Town Square Redevelopment

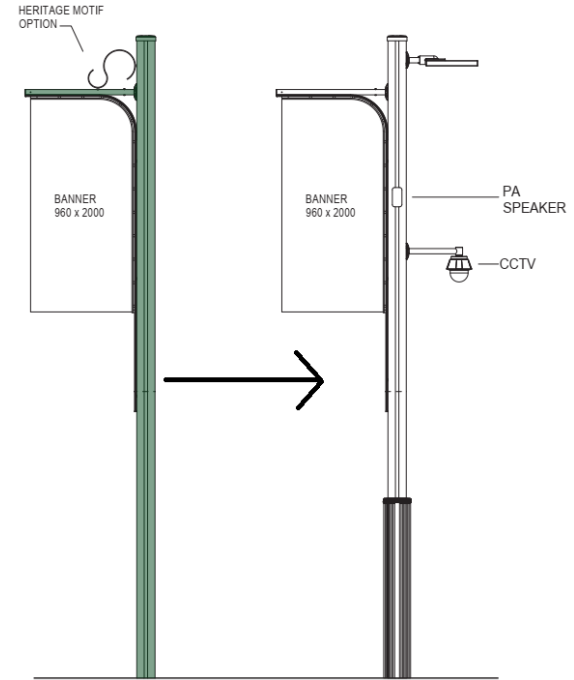




Banner Poles Project

- Asad Nizamani, Projects Engineer

- The CBD Banner Poles Project was completed in July 2023.
- A lighting design has been completed by JJ Ryan Consulting Pty Ltd in July 2023 for new road standard lights to the CBD Banner Poles along Argent Street.
- The design considered new lights (Stage 1) and replacement of existing old Essential Energy infrastructure (Stage 2).
- A Request for Quotation is currently advertised on Vendor Panel for Stage 1.



Schematic Illustration – Banner Poles



Wayfinding Project – Stage 1 - Asad Nizamani, Projects Engineer

- Heroes, Larkins & Visionaries (HLV) walking trail installed in July 2023.
- Silver Vehicle Trail (119 signs) installed in September 2023.
- 3 of 4 Park Sculptures installed.
- CBD Wayfinding Signs installation underway.
- Estimated completion: November 2023



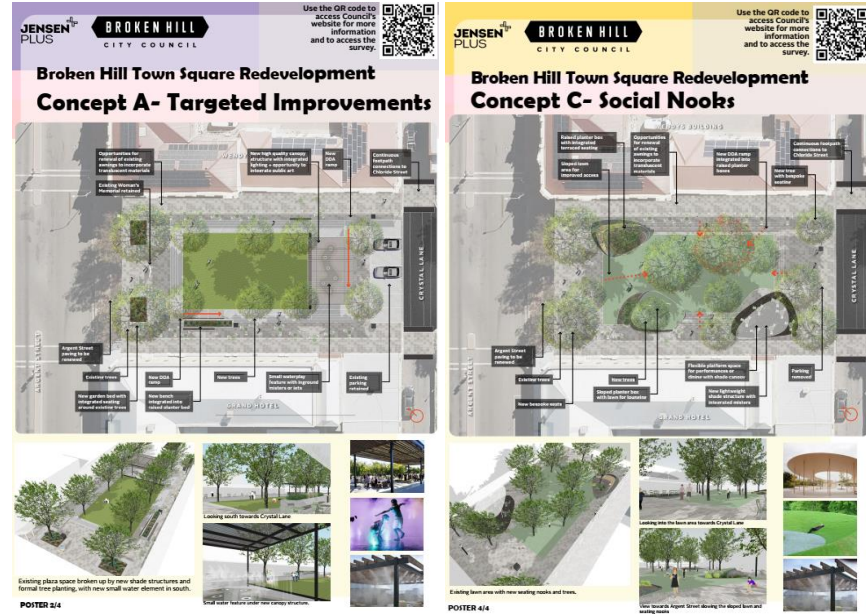
Parks Sculptures being installed



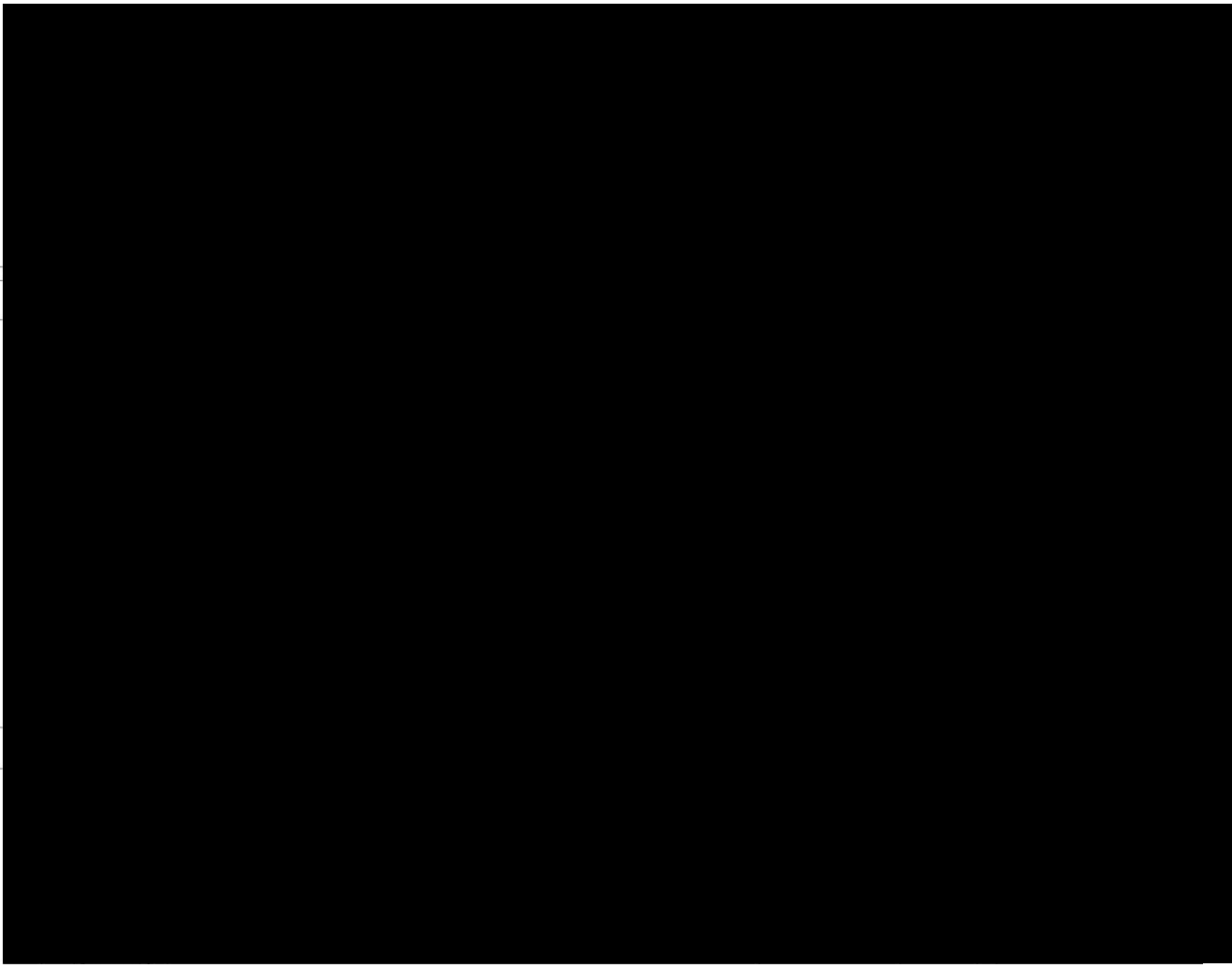
Town Square & Argent Street Paving Project

- Asad Nizamani, Projects Engineer

- 70% design completed for the Town Square Redevelopment Project.
- Preliminary pavers selected for Argent Street.
- Tender for Paving Construction will be advertised in November 2023 and Town Square ETA on advertising December 2023.
- Construction intended to commence from early 2024 on these projects.



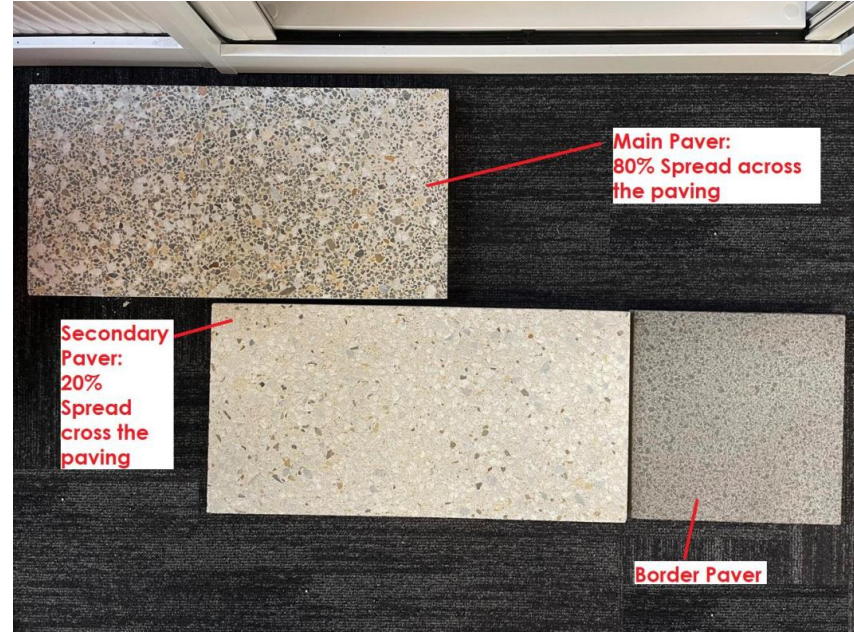
70% DD – Floor Plan - Landscape





Town Square & Argent Street Paving Project - Asad Nizamani, Projects Engineer

- Size: 300 x 600 x 50mm or 300 x 300 x 50mm
- Trafficable for light vehicles.
- Light colour to allow for heat reflection.
- Exposed aggregate feature.
- Standard sizes.

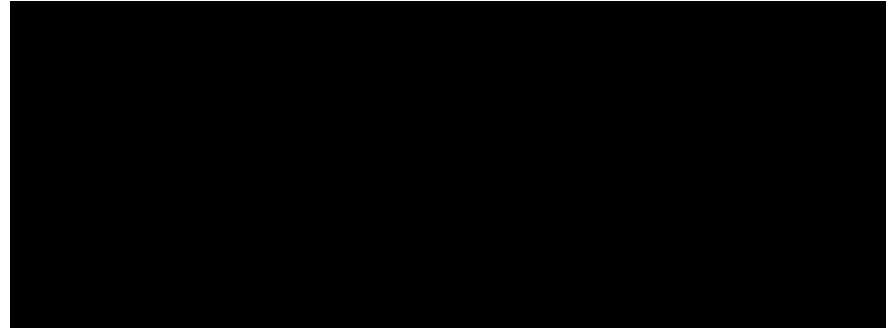
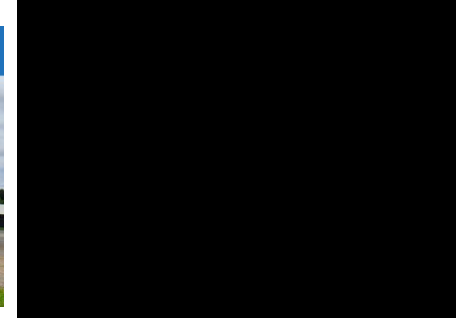


Pavers – Preferred Preliminary Selections



Airport Master Plan & Funding - Asad Nizamani, Projects Engineer

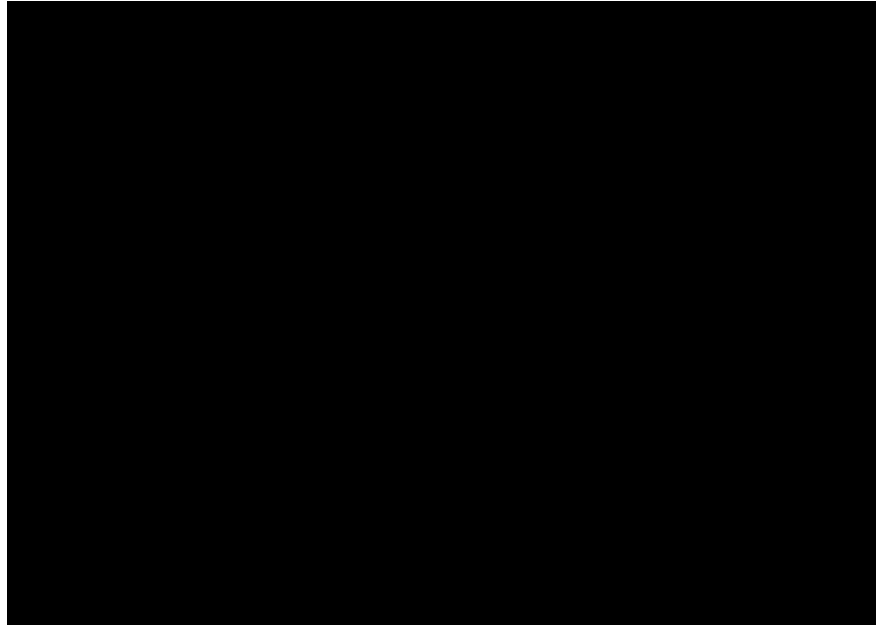
- Background: specialist Airport Planner Landrum & Brown Worldwide was engaged to carry out works the Airport Master Plan. The final Master Plan Report was received in September 2023.
- Council approved public exhibition of the Master Plan in the September 2023 General Meeting.
- Public exhibition closed on 5 November 2023 with a final report being prepared for Council's November 2023 Meeting for endorsement.





Airport Master Plan & Funding - Asad Nizamani, Projects Engineer

- Planning works are well underway on the Airside Pavements Upgrade project:
 - Final scope of inclusions being assessed under 2023 prioritisations
 - Consultant team has been formed for design
 - Geotechnical tests – commencing November 2023
- Tonkin Consulting Pty Ltd has been appointed as the lead design consultant through an open tender process in Council's October 2023 General Meeting.
- Construction will commence in mid- 2024 over a period of 12 months.

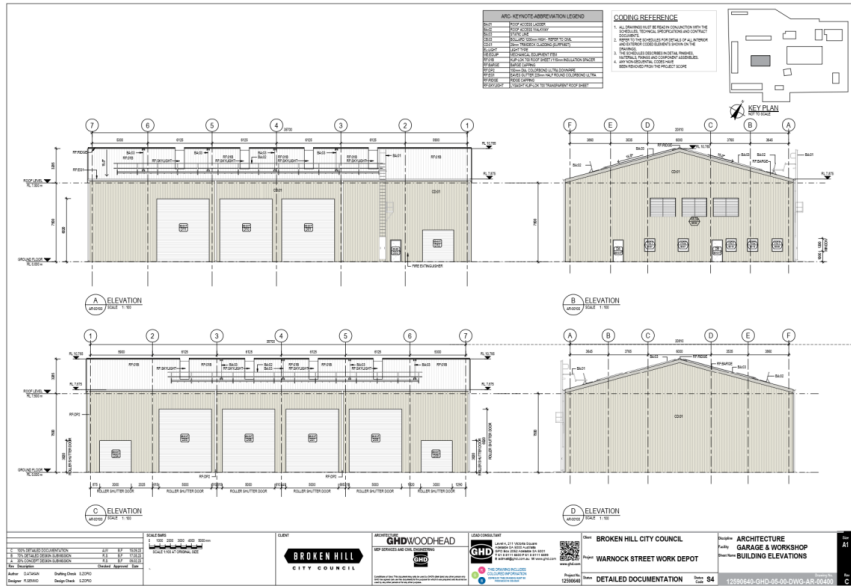


Preliminary Areas for Upgrades - 2023



Warnock Street Redevelopment - Asad Nizamani, Projects Engineer

- 100% Technical Design Documentation was received from GHD Pty Ltd in September 2023.
- Council endorsed the 100% Design in the October 2023 General Meeting.
- DA was lodged in August 2023 with assessment underway with consultant planning firm Planning Ingenuity undertaking the assessment report.
- Stage 1 of Construction: Garage & Utilities is currently in the procurement stage with RFT advertising in November 2023.



100% DD – Garage Workshop Elevations



Warnock Street Redevelopment

- Asad Nizamani, Projects Engineer

Staging Plan – 2024 & 2025

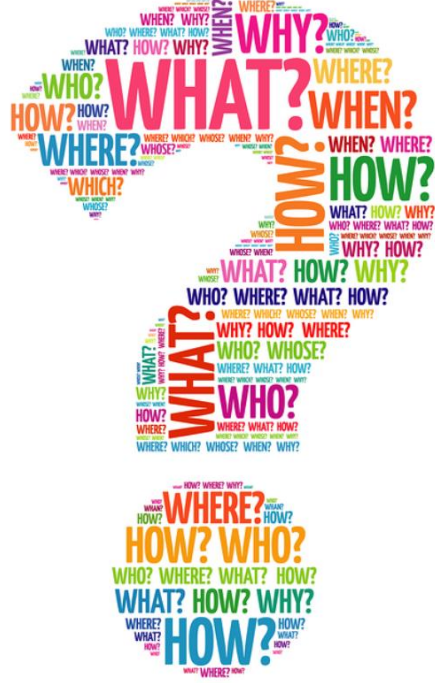
- Stage 1 of Construction focusing on the Utilities and Garage will be completed over a period of approximately 18 months.
- 2024 will also see an upgrade to the site's substation with trenching for utilities commencing.



Staging Plan to 2025/26



Questions?





Next PSG Meeting

The next meeting will be held
in 2024.

Date and Time to be
confirmed.



WORKS COMMITTEE

November 24, 2023

ITEM 4

BROKEN HILL CITY COUNCIL REPORT NO. 241/23

SUBJECT: MINUTES OF THE E.T. LAMB MEMORIAL OVAL COMMUNITY COMMITTEE ANNUAL GENERAL MEETING HELD 11 OCTOBER 2023 D23/64220

Recommendation

1. That Broken Hill City Council Report No. 241/23 dated November 24, 2023, be received.
2. That the minutes of the E.T. Lamb Memorial Oval Community Committee Annual General Meeting held 11 October 2023 be received.

Executive Summary:

Council has received minutes of the E.T. Lamb Memorial Oval Community Committee Annual General Meeting held 11 October 2023 be received. for endorsement by Council.

Report:

As per Council’s Section 355 Asset Committee Framework Manual and the Constitution of the E.T. Lamb Memorial Oval Community Committee (both adopted March 2022), the Committee is required to provide Council with a copy of their meeting minutes following each Committee meeting.

Accordingly, the E.T. Lamb Memorial Oval Community Committee has submitted minutes from its meeting held 11 October 2023 for Council’s endorsement.

Community Engagement:

Community representatives participate on the Section 355 E.T. Lamb Memorial Oval Community Committee.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.5	Support the organisation to operate its legal framework

Relevant Legislation:

Section 355 of the *Local Government Act 1993*.
 E.T. Lamb Memorial Oval Community Committee operates under Council’s Section 355 Asset Committee Framework which includes the Section 355 Asset Committee Manual and the E.T. Lamb Memorial Oval Community Committee Constitution (both adopted 30 March 2022).

Financial Implications:

Nil.

Attachments

1. Minutes of the Section 355 E.T. Lamb Memorial Oval Community Committee
[↓](#) Annual General Meeting held 11 October 2023

SIMON BROWN
DIRECTOR FINANCE AND COMMERCIAL

JAY NANKIVELL
GENERAL MANAGER

ANNUAL GENERAL MEETING MINUTES

Section 355 E.T. Lamb Memorial Oval Community Committee Annual General Meeting
Minutes

Date	11/10/2023	Time Meeting opened: 4.17pm	Time Meeting closed: 4.25pm
Location	Aged Persons Rest Centre		
Present	Councillor David Gallagher, Lyndon Pace, Bryan Williamson, Des Rumble (via phone), Luke Driscoll (via phone), Ross Morris (via phone)		
Apologies	Roderick Lamb		
Observer	Councils - Chief Financial Officer, Simon Brown; Asset Inspector, Chris Treloar; Corporate Support Officer, Lauren Blunden		
Next Meeting	Wednesday, 15 November 2023 4pm, E.T. Lamb Memorial Oval		

AGENDA	MOVED BY	SECONDED
Welcome and Apologies		
Appointment of Executive positions		
Chairperson – Councillor David Gallagher	Lyndon Pace	Ross Morris
Deputy Chairperson – Ross Morris	Lyndon Pace	Bryan Williamson
Secretary – Lyndon Pace	Councillor Gallagher	Bryan Williamson
Treasurer – Lyndon Pace	Bryan Williamson	Ross Morris
Financial Overview		
Council's Chief Financial Officer, Simon Brown offered his support across Assets and Finance		
Assets – contactable by email - assets@brokenhill.nsw.gov.au The committee currently has no finances		
General Business NIL		
Next Meeting Wednesday 15 November, 4pm At The E.T. Lamb Memorial Oval	Lyndon Pace	Councillor Gallagher
Meeting Closed There being no further business the Chairperson declared the meeting closed at 4.25pm.		

RECOMMENDATIONS OF HEALTH AND BUILDING COMMITTEE MEETING HELD TUESDAY, DECEMBER 12 2023

1. BROKEN HILL CITY COUNCIL REPORT NO. 242/23 - DATED NOVEMBER 22, 2023 - MINUTES OF THE FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGERS COMMUNITY COMMITTEE MEETING, HELD ON TUESDAY, 14 NOVEMBER 2023 (D23/63333)..... 73

Recommendation

1. That Broken Hill City Council Report No. 242/23 dated November 22, 2023, be received.
2. That the minutes of the Section 355 Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting, held on Tuesday, 14 November 2023 be received.
3. That Council endorses and acknowledges in writing the resignation of Mr David Spielvogel and Mrs Jill Spielvogel from the Section 355 Friends of the Flora and Fauna of the Barrier Ranges Community Committee and express its gratitude and appreciation for their contribution to the Committee and the Community.

HEALTH AND BUILDING COMMITTEE

November 22, 2023

ITEM 1

BROKEN HILL CITY COUNCIL REPORT NO. 242/23

SUBJECT: MINUTES OF THE FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGERS COMMUNITY COMMITTEE MEETING, HELD ON TUESDAY, 14 NOVEMBER 2023 D23/63333

Recommendation

1. That Broken Hill City Council Report No. 242/23 dated November 22, 2023, be received.
2. That the minutes of the Section 355 Friends of the Flora and Fauna of the Barrier Rangers Community Committee Meeting, held on Tuesday, 14 November 2023 be received.
3. That Council endorses and acknowledges in writing the resignation of Mr David Spielvogel and Mrs Jill Spielvogel from the Section 355 Friends of the Flora and Fauna of the Barrier Rangers Community Committee and express its gratitude and appreciation for their contribution to the Committee and the Community.

Executive Summary:

Council has received minutes of the Friends of the Flora and Fauna of the Barrier Rangers Community Committee Meeting held 14 November 2023 for endorsement by Council.

Report:

As per Council’s Section 355 Asset Committee Framework Manual and the Constitution of the Friends of the Flora and Fauna of the Barrier Ranger Community Committee (both adopted March 2022), the Committee is required to provide Council with a copy of their meeting minutes following each Committee meeting.

Accordingly, the Friends of the Flora and Fauna of the Barrier Ranger Community Committee has submitted minutes from its meeting held 14 November 2023, for Council’s endorsement.

Community Engagement:

Community representatives participate in the Section 355 Broken Hill Heritage Committee.

Strategic Direction:

Key Direction:	4.	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.5	Support the organisation to operate within its legal framework

Relevant Legislation:

Section 355 of the *Local Government Act 1993*.

The Friends of the Flora and Fauna of the Barrier Rangers Community Committee operates under Council’s Section 355 Asset Committee Framework which includes the Section 355 Asset committee Manual and the Friends of the Flora and Fauna of the Barrier Rangers Community Committee Constitution (both adopted 30 March 2022).

Financial Implications:

Nil

Attachments

1. Minutes of the Friends of the Flora and Fauna of the Barrier Rangers Community
[↓](#) Committee Meeting, held on Tuesday, 14 November 2023

RAZIJA NU'MAN
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL
GENERAL MANAGER

MINUTES OF THE FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGES COMMUNITY COMMITTEE, S355 MEETING 12/51

Meeting held on Tuesday, 14 November 2023

Meeting commenced at 6pm

Location: Council Chamber, Administrative Centre, 24 Blende Street.

1. Present

- | | |
|----------------------------|-----------------------------|
| • Darrell Ford | Living Desert Ranger (BHCC) |
| • Jasmin Fryer | Living Desert Ranger (BHCC) |
| • Councillor Marion Browne | Council Delegate |
| • Gaylene Ford | Community Representative |
| • Michael Ford | Community Representative |
| • Sue Spangler | Community Representative |
| • Geoffrey Hoare | Community Representative |
| • Jeff Crase | Community Representative |
| • Ann Evers | Community Representative |

2. Apologies

- | | |
|--------------------|-------------------------------------|
| • Nick King | Living Desert Ranger (BHCC) |
| • Patrick Kreitner | Visitor Services Coordinator (BHCC) |
| • Merran Coombe | Community Representative |
| • John Rogers | Community Representative |
| • Paul Reed | Community Representative |

3. Non-Attendance

- | | |
|----------------|--------------------------|
| • Karen Ford | Community Representative |
| • Emily Scott | Community Representative |
| • Kellie Scott | Community Representative |
| • Evan Scott | Community Representative |
| • Jamie Scott | Community Representative |

4. Confirmation of Minutes from Previous Meeting

Minutes from the meeting held on Tuesday, 10 October 2023 were confirmed at this meeting.

Moved: Michael Ford

Seconded: Marion Browne

5. Committee Nominations

New Committee Nominations received from the following:

- Richard Ball
- Narelle Tweedie
- Greg Edwards

6. Business arising from Previous Minutes

Nil

7. Correspondence:

- Resignation letter received from David and Jill Spielvogel.

8. Update on Action List Items

8.1 Cement Paths

No Update

8.2 Improve Roadworks

No Update

8.3 Infrastructure Improvements

Update: All infrastructure improvement projects currently awaiting funding.

- Boardwalk from information bay to shelter.
- Viewing platforms at the scenic lookout.
- Tables and chairs.
- Concrete the picnic area allowing for easy wheelchair access.
- Concrete two paths in Starview campsite to the star viewing seats.
- Sculptures path to be replaced to improve wheelchair accessibility.
- New ranger's office to be built before the pay bay.
- Working office to be built in the sanctuary.
- Aerial to be installed to improve internet access at the ranger's office.
- Sculptures carpark to be sealed.
- Bend to be removed from the Sculptures Road.
- S-Bend to be straightened on the picnic area road.
- Replacement of the large barbeque in the picnic area.
- Upgrades to the Bilby and Yellow footed rock wallaby enclosure.
- Paving paths on trail.
- Wheelchair path - from the carpark to the information bay (picnic area carpark to flora site).

9. Reports

9.1 Visitors

Visitor numbers to the Living Desert and bookings for the Starview camp site has reduced since last month.

10. General Business

10.1 Christmas Dinner

Christmas Dinner will be held on Friday, 24 November 2023, commencing at 6.30pm. Meeting at the Living Desert Picnic Area, please notify Darrell of any dietary requirements.

10.2 Painting Works

Paint works have been completed across the park including Picnic Area (shelter/seats), Kangaroo viewing area (shelter/seats) and the Pay Bay.

10.3 Working Bee

Representatives on the committee participated in a Working Bee, held on Saturday, 21 October 2023, commencing at 9am to lay paving and wood chipping at the Living Desert.

11. Action List

ACTION	WHO
1. Identification Cards – Continuing	Customer Relations
2. Cement paths – Awaiting funding	Darrell Ford
3. Improve Roadworks – Awaiting Funding	Darrell Ford
4. Infrastructure Improvements – All Infrastructure improvement projects currently awaiting funding	Darrell Ford

12. Next Meeting

The next scheduled meeting will be held on Tuesday, 13 January 2023, commencing Council Chambers, 240 Blende Street.

13. Meeting Closed

6.20pm

RECOMMENDATIONS OF POLICY AND GENERAL COMMITTEE MEETING HELD WEDNESDAY, DECEMBER 13, 2023

1. BROKEN HILL CITY COUNCIL REPORT NO. 233/23 - DATED NOVEMBER 13, 2023 - CODE OF CONDUCT COMPLAINT STATISTICS ANNUAL REPORT 2022/23 (D23/61566) 80

Recommendation

1. That Broken Hill City Council Report No. 233/23 dated November 13, 2023, be received.
2. That the Code of Conduct Complaints Statistics Annual Report for the Broken Hill City Council for the period of 1 September 2022 – 31 August 2023 be forwarded to the Office of Local Government.

2. BROKEN HILL CITY COUNCIL REPORT NO. 234/23 - DATED NOVEMBER 02, 2023 - ADOPTION OF DRAFT MANDATORY NOTIFICATION OF DATA BREACH POLICY (D23/60057) 84

Recommendation

1. That Broken Hill City Council Report No. 234/23 dated November 2, 2023, be received.
2. That Council notes that the draft Mandatory Notification of Data Breach Policy was placed on public exhibition for a period of 28 days during which time Council received nil submissions from the public.
3. That Council adopts the draft Mandatory Notification of Data Breach Policy as a Policy of Council.

3. BROKEN HILL CITY COUNCIL REPORT NO. 235/23 - DATED NOVEMBER 30, 2023 - ADOPTION OF REVIEWED CREDIT CARD POLICY (D23/65120) 94

Recommendation

- 1. That Broken Hill City Council Report No. 235/23 dated November 30, 2023, be received.
- 2. That Council adopts the reviewed Corporate Credit Card Policy as a policy of Council.
- 3. That the Corporate Credit Card Policy adopted April 2021 becomes obsolete.

4. BROKEN HILL CITY COUNCIL REPORT NO. 236/23 - DATED NOVEMBER 30, 2023 - NOMINATION FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES TO SECTION 355 FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGES COMMUNITY COMMITTEE (D23/64290)..... 102

Recommendation

- 1. That Broken Hill City Council Report No. 236/23 dated November 30, 2023, be received.
- 2. That Council appoint Mr Richard Ball as a community representative on the Friends of the Flora and Fauna of the Barrier Ranges Community Committee.
- 3. That Mr Richard Ball be advised of his appointment and advice also be sent to the Secretary of the Committee.

5. BROKEN HILL CITY COUNCIL REPORT NO. 237/23 - DATED NOVEMBER 30, 2023 - MINUTES OF THE S355 YOUTH ADVISORY COMMITTEE MEETING HELD 24 OCTOBER 2023 (D23/65183)..... 108

Recommendation

- 1. That Broken Hill City Council Report No. 237/23 dated November 30, 2023, be received.
- 2. That the minutes of the S355 Youth Advisory Committee meeting held on 24 October 2023 be received.

POLICY AND GENERAL COMMITTEE

November 13, 2023

ITEM 1**BROKEN HILL CITY COUNCIL REPORT NO. 233/23**

SUBJECT: **CODE OF CONDUCT COMPLAINT STATISTICS ANNUAL REPORT 2022/23** **D23/61566**

Recommendation

1. That Broken Hill City Council Report No. 233/23 dated November 13, 2023, be received.
2. That the Code of Conduct Complaints Statistics Annual Report for the Broken Hill City Council for the period of 1 September 2022 – 31 August 2023 be forwarded to the Office of Local Government.

Executive Summary:

In accordance with the NSW Office of Local Government (NSW OLG) requirements, “At the end of each year, councils are required to report on the numbers of code of conduct complaints made about councillors and the general manager, how they were dealt with and how much it cost the council to deal with them. This will ensure that councillors are individually and collectively accountable to their communities for their conduct and performance”.

The reporting period is from the 1 September 2022 - 31 August 2023.

Report:

The NSW OLG requires that the General Manager “must appoint a member of staff or another person as the Complaints Coordinator and another person as the alternate Complaints Coordinator. The Complaints Coordinator is responsible for the coordination of complaints management, liaison with and provision of administrative support to conduct reviewers, liaison with the Office of Local Government and the reporting of code of conduct complaints statistics”.

Part 11 Reporting Statistics on Code of Conduct Complaints About Councillors and the General Manager of the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW states “The complaints coordinator must arrange for the following statistics to be reported to the council within 3 months of the end of September of each year”.

Specifically, clause 11.1 requires the following information:

- a) the total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September (the reporting period)
- b) the number of code of conduct complaints referred to a conduct reviewer during the reporting period
- c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage during the reporting period and the outcome of those complaints
- d) the number of code of conduct complaints investigated by a conduct reviewer during the reporting period

- e) without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period
- f) the number of matters reviewed by the Office during the reporting period and, without identifying particular matters, the outcome of the reviews, and
- g) the total cost of dealing with code of conduct complaints made about councillors and the general manager during the reporting period, including staff costs.

Clause 11.2 states “The council is to provide the Office with a report containing the statistics referred to in clause 11.1 within 3 months of the end of September of each year”

In accordance with the requirements, Broken Hill City Council provides the following statistics for the period of 1 September 2022 – 31 August 2023. A copy of this report will be forwarded to NSW OLG, as well as submitted electronically via an excel spreadsheet represented below which has expanded information requirements.

The statistical collection form below is provided to Councils from the Office of Local Government for the purpose outlined in the “Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW”.

OLG will publish this data in the Time Series Data publication and will include the data in the next iteration of the *Your Council* website (<https://www.olg.nsw.gov.au/public/my-local-council/yourcouncil-website>)

Statistics for Code of Conduct investigations in the reporting period 1 September 2022 - 31 August 2023:

Number of Complaints			
1	The total number of complaints received in the period about councillors and the General Manager (GM) under the code of conduct from the following sources:		
	i	Community	2
	ii	Other Councillors	1
	iii	General Manager	0
	iv	Other Council Staff	0
2	The total number of complaints finalised in the period about councillors and the GM under the code of conduct in the following periods:		
	i	3 Months	1
	ii	6 Months	1
	iii	9 Months	0
	iv	12 Months	0
	v	Over 12 months	0
Overview of Complaints and Cost			
3	a	The number of complaints finalised at the outset by alternative means by the GM or Mayor	2
	b	The number of complaints referred to the Office of Local Government (OLG) under a special complaints management arrangement	1
	c	The number of code of conduct complaints referred to a conduct reviewer	0
	d	The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	0
	e	The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
	f	The number of finalised code of conduct complaints investigated by a conduct reviewer	0
	g	Cost of dealing with code of conduct complaints via preliminary assessment	0
	h	Progressed to full investigation by conduct reviewer	0

	i	The number of finalised complaints investigated where there was found to be no breach	0
	j	The number of finalized complaints investigated where there was found to be a breach	0
	k	The number of complaints referred by the BM or Mayor to another agency or body such as ICAC, the NSW Ombudsman, OLG or Police	
	i	ICAC	0
	ii	NSW Ombudsman	0
	iii	OLG	1
	iv	Police	0
	v	Other Agency	0
	l	The number of complaints being investigated that are not yet finalised	0
	m	The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staffing costs	\$11,809
Preliminary Assessment Statistics			
4		The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:	
	a	To take no action	0
	b	To resolve the complaint by alternative and appropriate strategies	0
	c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies	0
	d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police	0
	e	To investigate the matter	0
	f	Other action	0
Investigation Statistics			
5		The number of investigated complaints resulting in a determination that there was no breach , in which the following recommendations were made:	
	a	That the council revise its policies or procedures	0
	b	That a person or persons undertake training or other education	0
6		The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made:	
	a	That the council revise any of its policies or procedures	0
	b	In the case of a breach by the GM, that action be taken under the GM's contract for the breach	0
	c	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the <i>Local Government Act 1993</i>	0
	d	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the <i>Local Government Act 1993</i> and that the matter be referred to OLG for further action	0
7		Matter referred or resolved after commencement of an investigation	0
Categories of Misconduct			
8		The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:	
	a	General conduct (Part 3)	0
	b	Non-pecuniary conflict of interest (Part 5)	0
	c	Personal benefit (Part 6)	0
	d	Relationship between council officials (Part 7)	0
	e	Access to information and resources (Part 8)	0

Outcome of Determinations			
9	The number of investigated complaints resulting in a determination that there was a breach in which the council:		
	a	Adopted the independent conduct reviewer's recommendation	0
	b	Failed to adopt the independent conduct reviewer's recommendation	0
10	The number of investigated complaints resulting in a determination where:		
	a	The external conduct reviewer's decision was overturned by OLG	0
	b	Council's response to the external conduct reviewer's recommendation was overturned by OLG	0
11	Date Code of Conduct data was presented to council	20/12/2023	

Community Engagement:

The Code of Conduct Complaints Statistics Annual Report 2022/23 will be available in the Business Paper for Council's Ordinary meeting held 20 December 2023.

Strategic Direction:

Key Direction:	4.	Our Leadership
Objective:	4.1	Openness and transparency of decision making
Strategy:	4.1.5	Support the organisation to operate within its legal framework

Relevant Legislation:

Local Government Act 1993, Section 440 Codes of Conduct.

Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW 2020.

Financial Implications:

Costs associated with Code of Conduct complaints are provided for in Council's budget for the relevant year.

Attachments

There are no attachments for this report

RAZIJA NU'MAN
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL
GENERAL MANAGER

The new draft Mandatory Notification of Data Breach Policy was placed on public exhibition for a period of 28 days, closing 30 November 2023, during which time Council received nil submissions from the public.

The draft Mandatory Notification of Data Breach Policy is now presented to Council for the purpose of adoption.

Community Engagement:

The draft Mandatory Notification of Data Breach Policy was placed on public exhibition of a period of 28 days.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.5	Support the organisation to operate its legal framework

Relevant Legislation:

Privacy and Personal Information Protection Act 1998
Local Government Act 1993

Financial Implications:

Nil.

Attachments

1. [↓](#) DRAFT Mandatory Notification of Data Breach Policy

SIMON BROWN
DIRECTOR FINANCE AND COMMERCIAL

JAY NANKIVELL
GENERAL MANAGER

DRAFT MANDATORY NOTIFICATION OF DATA BREACH POLICY

QUALITY CONTROL			
EDRMS REFERENCES	D23/50644		
RESPONSIBLE POSITION	Manager Information & Communications Technology		
APPROVED BY	Council		
REVIEW DATE	November 2026	REVISION NUMBER	1
EFFECTIVE DATE	ACTION	MINUTE NUMBER	
<Enter Date>	Public Exhibition	<Enter Minute Number>	
<Enter Date>	Adopted	<Enter Minute Number>	

1. INTRODUCTION

Part 6A of the *Privacy and Personal Information Protection Act 1998 (NSW)* (PPIP Act) establishes the NSW Mandatory Notification of Data Breach (MNDB) scheme.

The MNDB Scheme requires every NSW public sector agency bound by the PPIP Act to notify the Privacy Commissioner and affected individuals of eligible data breaches.

2. POLICY OBJECTIVE

The purpose of this policy is to provide guidance to employees in responding to a Data Breach of Broken Hill City Council held information.

This policy sets out the procedures for managing a Data Breach, including the considerations around notifying persons whose privacy may be affected by the breach. It:

- provides examples of situations considered to constitute a Data Breach;
- details the steps to respond to a Data Breach; and
- outlines the considerations around notifying persons whose privacy may be affected by the breach.

Effective breach management, including notification where warranted, assists Council in avoiding or reducing possible harm to both the affected individuals/organisations and Broken Hill City Council. It also provides the opportunity for lessons to be learned which may prevent future breaches.

3. POLICY SCOPE

This policy applies to all Broken Hill City Council Officers.

4. POLICY STATEMENT

4.1. Council will form a Data Breach Review Team, whose role it is to investigate, respond and report internally on any known or notified Data Breach involving Confidential Information.

4.2. There are four key steps required in responding to a Data Breach. These are:

1. Contain the breach.
2. Evaluate the associated risks.
3. Consider notifying affected individuals.
4. Prevent a repeat.

4.3. The first three steps may be undertaken concurrently.

4.3.1. Step 1: Contain the breach

- 4.3.1.1. Containing the Data Breach will be prioritised by Council. All necessary steps possible must be taken to contain the breach and minimise any resulting damage. For example, recover or request deletion of the information, shut down the system that has been breached, suspend the activity that led to the breach, revoke or change access codes or passwords.
- 4.3.1.2. If a third party is in possession of personal information and declines to return it, it may be necessary for Council to seek legal or other advice on what action can be taken to recover the information. When recovering information, Council will endeavour to make sure that copies have not been made by a third party or, if they have, that all copies are recovered.

4.3.2. Step 2: Evaluate the associated risks

- 4.3.2.1. To determine what other steps are needed, an assessment of the type of information involved in the breach and the risks associated with the breach will be undertaken.
- 4.3.2.2. Some types of information are more likely to cause harm if compromised. For example, financial account information, health information, and security classified information will be more significant than names and email addresses on a newsletter subscription list.
- 4.3.2.3. Given Council's regulatory responsibilities, release of case-related personal information will be treated very seriously. A combination of information will typically create a greater potential for harm than a single piece of data (for example, an address, date of birth and bank account details, if combined, could be used for identity theft).
- 4.3.2.4. Factors to consider include:
 - a) Who is affected by the Data Breach? Council will review whether individuals and organisations have been affected by the breach, how many individuals and organisations have been affected and whether any of the individuals have personal circumstances which may put them at particular risk of harm.

- b) What was the cause of the Data Breach? Council's assessment will include reviewing whether the breach occurred as part of a targeted attack or through human error or an inadvertent oversight. Was it a one-off incident, has it occurred previously, or does it expose a more systemic vulnerability? What steps have been taken to contain the breach? Has the Confidential Information been recovered? Is the Confidential Information encrypted or otherwise not readily accessible?
- c) What is the foreseeable harm to the affected individuals/organisations? Council's assessment will include reviewing what possible use there is for the Confidential Information. This involves considering the type of information (such as Health Information, Personal Information subject to special restrictions under s.19(1) of the Privacy and Personal Information Protection Act 1998 which could be used for identity theft, or lead to threats to physical safety, financial loss, or damage to reputation. Who is in receipt of the information? What is the risk of further access, use or disclosure, including via media or online? If case related, does it risk embarrassment or harm to a client and/or damage Council's reputation?

4.3.3.Step 3: Consider notifying affected individuals/organisations

- 4.3.3.1. Council recognises that notification to individuals/organisations affected by a Data Breach can assist in mitigating any damage for those affected individuals/organisations.
- 4.3.3.2. Notification demonstrates a commitment to open and transparent governance, consistent with Council's values and approach.
- 4.3.3.3. Council will also have regard to the impact upon individuals in recognition of the need to balance the harm and distress caused through notification against the potential harm that may result from the breach. There are occasions where notification can be counter productive. For example, notifying individuals about a privacy breach which is unlikely to result in an adverse outcome for the individual, may cause unnecessary anxiety and desensitise individuals to a significant privacy breach.
- 4.3.3.4. Factors Council will consider when deciding whether notification is appropriate include:
 - a) Are there any applicable legislative provisions or contractual obligations that require Council to notify affected individuals?
 - b) What type of information is involved?
 - c) Who potentially had access and how widespread was the access?
 - d) What is the risk of harm to the individual/organisation?
 - e) Is this a repeated and/or systemic issue?

- f) What risks are presented by the mode of the breach e.g. is it encrypted information or contained in a less secure platform e.g. email?
- g) Does the breach relate to regulatory functions and include case-related material flowing from the exercise of our regulatory functions?
- h) What steps has Council taken to date to avoid or remedy any actual or potential harm?
- i) What is the ability of the individual/organisation to take further steps to avoid or remedy harm?
- j) Even if Council would not be able to take steps to rectify the situation, is the information that has been compromised confidential, or likely to cause humiliation or embarrassment for the individual/organisation?
- k) In situations when notification is required it should be done promptly to help avoid or lessen any potential damage by enabling the individual/organisation to take steps to protect themselves.
- l) The method of notifying affected individuals/organisations will depend in large part on the type and scale of the breach, as well as immediately practical issues such as having contact details for the affected individuals/organisations.

4.3.4. Considerations include the following:

When to notify

- 4.3.4.1. In general, individuals/organisations affected by the breach should be notified as soon as practicable. Circumstances where it may be appropriate to delay notification include where notification would compromise an investigation into the cause of the breach or publicly reveal a system vulnerability.

How to notify

- 4.3.4.2. Affected individuals/organisations should be notified directly – by telephone, letter, email or in person. Indirect notification – such as information posted on Council's website, a public notice in a newspaper, or a media release – should generally only occur where the contact information of affected individuals/organisations are unknown, or where direct notification is prohibitively expensive or could cause further harm.

What to say

- 4.3.4.3. The notification advice will be tailored to the circumstances of the particular breach.
- 4.3.4.4. Content of a notification could include:
 - a) information about the breach, including when it happened.

- b) a description of what confidential or personal information has been disclosed.
- c) what Council is doing to control or reduce the harm?
- d) what steps the person/organisation can take to further protect themselves and what Council will do to assist people with this?
- e) contact details for questions or requests for information.
- f) the right to lodge a privacy complaint with the NSW Privacy Commissioner.

4.3.5.Step 4: Prevent a Repeat

- 4.3.5.1.1. Council will further investigate the circumstances of the breach to determine all relevant causes and consider what short or long-term measures could be taken to prevent any reoccurrence.
- 4.3.5.1.2. Preventative actions could include a:
 - a) security audit of both physical and technical security controls
 - b) review of policies and procedures
 - c) review of Council Officer/contractor training practices
 - d) review of contractual obligations with contracted service providers.

4.3.6.Notifying the NSW Privacy Commissioner

- 4.3.6.1. As a matter of good practice, Council will notify the NSW Privacy Commissioner of a Data Breach where personal information has been disclosed and there are risks to the privacy of individuals.
- 4.3.6.2. In doing so Council will ensure that relevant evidence is contained securely for access by the Privacy Commissioner should regulatory action be considered appropriate. Such notification will:
 - a) demonstrate to the affected individuals and broader public that Council views the protection of personal information as an important and serious matter and may therefore maintain public confidence in Council; and
 - b) facilitate full, timely and effective handling of any complaints made to the Privacy Commissioner in regard to the breach and thus assist those whose privacy has been breached.
- 4.3.6.3. Notification should contain similar content to that provided to individuals/organisations. The personal information about the affected individuals should not be provided. It may be appropriate to include:
 - a) a description of the breach
 - b) the type of personal information involved in the breach.
 - c) what response Council has made to the breach?

- d) what assistance has been offered to affected individuals?
- e) the name and contact details of the appropriate contact person.
- f) whether the breach has been notified to other external contacts.

4.3.7. Internal notifications

The following roles will be notified of any data breach:

- General Manager
- Director Corporate & Community
- Manager Information & Communications Technology
- Director Finance & Commercial
- Relevant Business Unit Manager
- Manager Corporate Risk

4.3.8. Data breach documentation

- 4.3.8.1. Documentation relating to data breaches will be stored in the Content Manager document management system.
- 4.3.8.2. An internal register of data breach incidents will be recorded in Vault.
- 4.3.8.3. An external register will be accessible on the Broken Hill City Council website for the public to access.

5. IMPLEMENTATION

The following Council Officers are responsible for the implementation and the adherence to this policy.

5.1. Roles and Responsibilities

All Council Officer will:

- immediately report any actual or suspected Data Breaches to the Manager ICT.

The Manager Information & Communications Technology will:

- immediately notify the Data Breach Review Team and assemble the Team as soon as possible.
- undertake relevant internal notifications as required by this policy.
- take immediate and any longer-term steps to contain and respond to security threats to Council's IT systems and infrastructure.

The Data Breach Review Team will:

- assemble promptly to review and respond to a data breach.
- follow this policy when responding to a data breach.

- consult with internal and external stakeholders as required.
- prepare a data breach review report for each separate Data Breach incident.

The Manager Corporate Risk will:

- undertake notifications as required to affected individuals/organisations and the NSW Privacy Commissioner
- notify Council's insurers as required.

5.2. Communication

This Policy will be communicated to Council Officers in accordance with Council's Policy, Procedure and Process Framework. Following approval by the Council, the Policy will be made available on Council's intranet.

6. ASSOCIATED DOCUMENTS

The following documentation is to be read in conjunction with this policy.

- Information and Privacy Commission (IPC) Data Breach Guidance for NSW Agencies
 - NSW Mandatory Notification of Data Breach (MNDB) Scheme
- Information and Privacy Commission Data Breach Policy
- Information & Communications Technology Security Policy
- Privacy Management Plan

7. REVIEW

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The standard review period will be within each term of Council following the Local Government Elections, or as required to ensure that it meets legislation requirements and the needs of the community and Council. The responsible Council Officer will be notified of the review requirements three (3) months prior to the expiry of this policy.

The Manager Information & Communications Technology is responsible for the review of this policy.

8. LEGISLATIVE AND LEGAL FRAMEWORK

This policy is to be read in conjunction with the following:

- *Privacy and Personal Information Protection Act 1998*
- *Health Records and Information Privacy Act 2002*

Council Officers shall refrain from personal activities that would conflict with proper execution and management of Council's Mandatory Notification of Data Breach Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

9. DEFINITIONS

Term	Meaning
Broken Hill City Council Officers	Includes Elected Members, full time, part time, casual, temporary and fixed term employees, agency staff and contractors.
Confidential Information	Information and data (including metadata) including Personal Information, Health Information, information protected under legal professional privilege, information covered by secrecy provisions under any legislation, commercial-in-confidence provisions, floor plans of significant buildings, Security Classified Information and information related to the Broken Hill City Council IT/cyber security systems.
Council	Broken Hill City Council
Data Breach	For the purposes of this policy, a data breach occurs when there is a failure that has caused unauthorised access to, or disclosure of, Confidential Information held by Broken Hill City Council.
Data Breach Review Team	<p>The core Data Breach Review Team comprises:</p> <ul style="list-style-type: none"> • Manager Corporate Risk (or delegate) • Manager Information & Communications Technology • Manager Corporate & Customer Experience • Manager Communications & Marketing • Director Finance & Commercial <p>Depending on the nature and circumstances of the breach, other employees may be called on to form part of the Data Breach Review Team.</p>
IPC	Information and Privacy Commission
MNDB	NSW Mandatory Notification of Data Breach Scheme
PPIP ACT	<i>Privacy and Personal Information Protection Act 1998 (NSW)</i>

POLICY AND GENERAL COMMITTEE

November 30, 2023

ITEM 3BROKEN HILL CITY COUNCIL REPORT NO. 235/23SUBJECT: ADOPTION OF REVIEWED CREDIT CARD POLICY D23/65120**Recommendation**

1. That Broken Hill City Council Report No. 235/23 dated November 30, 2023, be received.
2. That Council adopts the reviewed Corporate Credit Card Policy as a policy of Council.
3. That the Corporate Credit Card Policy adopted April 2021 becomes obsolete.

Executive Summary:

In order to facilitate improved financial management and compliance with the *Local Government Act 1993*, Councils Corporate Credit Card Policy has been reviewed. The purpose of having a corporate credit card policy is to ensure Council has a documented and clear approach to the management of corporate credit cards.

The reviewed Corporate Credit Card Policy Audit was endorsed at the Audit, Risk & Improvement Committee meeting held Thursday 23 November 2023 and is now presented to Council for adoption.

Report:

Credit cards are an efficient means of payment, especially for low-value purchases. Compared to the use of petty cash, credit card transactions provide better transparency and accountability for expenditure. By using credit cards, councils only need to make one payment each month, which can reduce the time spent on paying separate vendors, as in the case of purchase orders.

In September 2020, the Audit office of New South Wales released a report on its performance audit of corporate credit card management in Local Government. Following a review of that report the Corporate Credit Card Policy was developed to further strengthen controls around the management of corporate credit cards and to address gaps or areas of vulnerability highlighted at other councils within that report.

An internal Credit Card Audit conducted by OCM in June 2023, prompted a review of the current policy. Although the audit didn't note any significant areas of non-compliance, the policy was fully reviewed and was updated to reflect regulation date changes and process improvements with the addition of the reloadable card process.

This revised policy will provide a sound Corporate Credit Card Policy to ensure that appropriate controls are in place for the management of credit cards as part of Council's overall procurement system.

The draft Corporate Credit Card Policy was endorsed at the Audit Risk and Improvement Committee meeting held on 23 November 2023 and it is recommended that the Policy be adopted as per Section 335(d) of the Local Government Act 1993.

Community Engagement:

Due to no material amendments being made to the content of the Corporate Credit Card Policy during its review, it is recommended that the Policy be adopted as per Section 335(d) of the Local Government Act 1993.

Strategic Direction:

Key Direction: 4 Our Leadership
Objective: 4.1 Openness & Transparency in Decision Making
DP Action: Maintain good governance and best practice methods and ensure
4.1.1.21 compliance with various guidelines, legislation and report requirements

Relevant Legislation:

- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*

Financial Implications:

This policy will provide a sound Corporate Credit Card Policy to ensure that appropriate controls are in place for the management of credit cards as part of Council's overall procurement system.

Attachments

1. [↓](#) Draft Corporate Credit Card Policy

SIMON BROWN
DIRECTOR FINANCE AND COMMERCIAL

JAY NANKIVELL
GENERAL MANAGER

CORPORATE CREDIT CARD POLICY

QUALITY CONTROL			
EDRMS REFERENCES	D21/8322		
RESPONSIBLE POSITION	Manager Finance		
APPROVED BY	Director Finance and Commercial		
REVIEW DATE	Nov 2025	REVISION NUMBER	1
EFFECTIVE DATE	ACTION	MINUTE NUMBER	
24 February 2021	Public Exhibition	46443	
28 April 2021	Adoption	46507	

1. POLICY STATEMENT

1.1 PURPOSE

This policy outlines the requirements, effective controls, and procedures regarding the use of all credit cards (including reloadable purchase cards) by Broken Hill City Council (BHCC) staff. Corporate credit cards are a routine aspect of accounts payable management and procurement for local government organisations.

Corporate credit cards allow for the efficient and effective operation of BHCC business and are not a benefit assigned to specific individuals. The use of corporate credit cards creates savings in staff administration time and are an efficient means of payment, especially for low-value purchases. Compared to the use of petty cash, credit card transactions provide better transparency and accountability for expenditure.

All BHCC credit and reloadable purchase cards are subject to appropriate controls to protect organisational funds, maintain the integrity of governance processes and maintain public confidence in BHCC operations. All local government organisations are obliged to maintain an effective system of internal control, in accordance with the Local Government (General) regulation 2021 to address the significant risks of fraud and misuse of corporate credit cards.

1.2 POLICY OBJECTIVE

The objective of this policy and associated procedures is to detail standard credit card practises across Council and to highlight the obligations of Council officers with the delegated authority to purchase goods and services of any value or type on behalf of Council by way of corporate credit card.

Credit Card usage is a function that is substantial risk in terms of corruption and therefore it is subject to tight rules and processes.

Successful corporate credit card usage provides great flexibility and potentially increases efficiency of services, expediting lead times and reducing administrative burden.

1.3 POLICY SCOPE

All staff are accountable for applying this policy within their areas of responsibility. Specific responsibilities are as follows:

- The General Manager has ultimate responsibility for procurement and delegated authority of expenditure of funds across Council;
- The Director Financial and Commercial and Manager Finance are responsible for the development of all policies and procedures in relation to credit card usage and associated procurement across Council;
- Managers of each division are accountable for the implementation, maintenance, and the management of any breach of policy within their areas of responsibility in accordance with this policy and related policies;
- Each member of staff is responsible for ensuring that they fulfil their obligations in relation to this policy, procedures and Code of Conduct when spending public funds.

2. PROCEDURE AND GUIDANCE NOTES

2.1 Requirement

This policy represents the principles, processes and procedures that will be applied to corporate credit card usage on Council's behalf.

This policy will apply to Councillors, Council staff and all persons undertaking any form of procurement by way of Credit Card on Council's behalf, and they are accountable for complying with all relevant legislative and policy requirements.

2.2 Conduct of Councillors and Council Staff

Councillors and members of staff (and all persons engaged in credit card purchases on behalf of Council) must exercise the highest standards of integrity in a manner able to withstand the closest possible scrutiny.

All members of staff have an overriding responsibility to act with integrity at all times.

2.3 Appropriate Use

- Each individual credit limit must be strictly adhered to, with no over expenditure, and purchases must not be split to avoid the transaction limit.
- BHCC card holders must ensure funds are available within the budget prior to purchasing goods and services and the expenditure is justified.
- Credit cards are not to be used for cash advances, Automatic Teller Machine (ATM) transactions, bank cheques, over the counter withdrawals, Traveller's Cheques, or wire of money transfers.
- BHCC credit cards shall not be used for private or personal expenditure.

- BHCC employees will not be entitled to any rewards program or access to rewards that may be offered as part of the BHCC incurring expenditure.
- Use of a corporate credit card for business purchases over the internet should be restricted to trusted secure sites.
- Cardholders must provide taxation compliant transactional evidence to support all charges. An acceptable receipt for reimbursement of claimable business expenses on the corporate credit card is an original Tax Invoice/Receipt.
- Failure to produce an official Tax Invoice will result in the cardholder having to provide a Statutory Declaration as substantiation and proof that a business-related purchase has occurred.

2.4 Eligibility, Security and Governance

BHCC staff will only be issued a corporate credit or reloadable purchase card in circumstances where there is a clear business case to support their use.

Credit cards are to be maintained in a secure manner by the cardholder and guarded against improper use.

- The Manager Finance or Director Finance and Commercial are to authorise the establishment of all BHCC corporate credit cards. Applications are to include details of the need for the facility and proposed use of the credit card, the approval will be based on position held within BHCC, in conjunction with the applicant's financial delegations.
- Cardholders will be required to formally acknowledge policy conditions and complete the Cardholder Approval form (**attachment 1**).
- Card sharing is not permitted and is in breach of Council's obligations with our financial provider and potentially violates Council's internal financial delegation limits.
- Corporate credit cards are to be used with a unique PIN for each card and the PIN is to remain confidential.
- Cardholders should be aware that if they do not obtain or are not able to provide a tax invoice for expenditure, the organisation would not be able to recover any GST that may be applicable on that expenditure.
- The Manager Finance will perform regular reviews and compliance checks of all credit cards, including but not limited to; usage patterns, limits, internal controls, and risk management relating to credit card usage. If necessary or upon request, a summary of the review will be reported to the General Manager.
- Lost, stolen and / or damaged cards are to be reported immediately to the financial institution (Westpac) and to the Manager Finance. (**See attachment 2**)
- Credit cards will be returned to the organisation a minimum of two (2) weeks prior to the cessation of employment, retirement, transfer or promotion (by the cardholder) to another position that does not require the use of the card or if they are instructed to do so by the Manager Finance or Director Finance and Commercial. This will include a reconciliation of expenditure incurred on the card.
- The use of corporate credit cards is to be in accordance with this policy, ensuring that procurement guidelines have been followed and in line with the Procurement Framework Policy and adheres to the financial institution's conditions of use.

- All corporate credit cards will be for business related expenditure only. The limits imposed per card will be assessed by Manager Finance and Director Finance and Commercial based on position and financial delegation held within Council as per Financial Delegation Spend Limit and Purchasing Cards Register (Trim D15/4674).
- The General Managers card will be issued with a \$10,000 limit.
- Director Finance and Commercial, Plant and Fleet Coordinator, Manager Information and Communications Technology, will be issued cards with \$5,000 limits.
- The Airport Coordinator will be issued a card with a \$3,000 limit.
- All other eligible cardholders not mentioned above will be issued cards with a maximum limit of \$2,000 as determined by the General Manager.
- Reloadable cards will be issued temporarily to individual staff on a case-by-case basis after assessment of application and proposed need. This may include, but not be limited to; staff travel, sundry purposes, once off low value purchases up to a maximum \$500 transaction limit. All other requirements of approval and acknowledgement mentioned above, remain the same.

2.5 Reconciliation Process

Reconciliation tasks are to be completed within 30 days of incurring the expense.

The cardholder's supervisor will be responsible for ensuring the correct allocations have been utilised, appropriate budget is available and verify the expenditure incurred is business related and in alignment to this policy.

The General Managers corporate credit card, once reconciled, will go to the Mayor for approval.

The Mayors corporate credit card, once reconciled, will go to the General Manager for approval.

Cardholders who do not acquit their expenditures within 30 days will be sent a reminder of their obligations under this policy. Continued or repeated non-conformance will result in cancellation of the card and other appropriate action taken.

If the cardholder has not completed the reconciliation task and card expenditures are not reconciled or acquitted within 60 days of expenditure occurring, and a plausible explanation not provided to Finance Operations via their supervisor – the corporate card may be cancelled, and the cardholders cost centre debited.

Note that further action may be taken against cardholder.

Corporate Credit Card:

Finance Operations upload Corporate Credit Card transactions daily. Reconciliation tasks are assigned to the cardholder to attach appropriate substantiation by way of Tax Invoice or Statutory Declaration and to allocate expenditure to appropriate cost allocations.

Reloadable Purchase Card:

Finance Accounting manage the reconciliation of the reloadable card float portal and all associated payments and card uploads.

Tax invoice/receipts for any reloadable card purchase must have appropriate management approval and correct cost allocation detailed on receipt, obtained by the card holder prior to submitting to Finance Accounting for processing

2.6 Disputed Transactions

If a transaction is disputed, the cardholder must notify the bank immediately then inform the Manager Finance in writing giving full details of the problem (as per **Attachment 3** Disputed Transactions Form).

Westpac Dispute Transactions Hotline: Ph: 1300 364 294

2.6 Misuse of Card

Cardholders will be considered to have misused the card if they fail to meet their responsibilities as described above.

Misuse of the card may result in:

- The withdrawal of the card
- Disciplinary action being taken

The cardholder is also required to bear the cost of any charges incurred by the organisation arising from any card misuse by the cardholder.

Splitting of invoice or sales dockets to avoid exceeding delegation or card limits is not permitted and is treated as a misuse of the card.

Credit cards are issued to BHCC staff members that are in a position of trust regarding the use of public funds. Improper use of the credit card facility may render the cardholder liable to disciplinary / legal action, and / or criminal prosecution if deemed appropriate.

If a card is inadvertently used for personal use the Cardholder should:

- Identify if the Supplier is able to reverse the transaction, or
- Ensure that repayment is made immediately (or as soon as practically possible), with a copy of the receipt for reimbursement forwarded to Manager Finance.

3 IMPLEMENTATION

3.1 Communication

This Policy will be communicated to the community and staff in accordance with Council's Policy, Procedure and Process Framework and Council's Business Paper process. Following adoption by Council the Policy will be made available on Council's website.

3.2 Associated Documents

The following documentation is to be read in conjunction with this policy.

- Procurement Framework and Policy
- Financial Delegation Spend Limit and Purchasing Cards Register (D15/4674)
- Corporate Credit Card Cardholder Approval, Guidelines and Acknowledgements Form
- Corporate Credit Card – Disputed Transactions Form
- Lost, Stolen or Replacement Cards Form

4 REVIEW

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The standard review period will be within each term of Council following the Local Government Elections, or as required to ensure that it meets legislation requirements and the needs of the community and Council. The responsible Council officer will be notified of the review requirements three (3) months prior to the expiry of this policy.

The Manager Finance is responsible for the review of this policy.

5 LEGISLATIVE AND LEGAL FRAMEWORK

This policy is to be read in conjunction with the following:

- Local Government Act 1993
- Local Government (General) regulation 2021
- Councils Code of Conduct and Business Ethics

Council employees shall refrain from personal activities that would conflict with proper execution and management of Council's Corporate Credit Card Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

POLICY AND GENERAL COMMITTEE

November 30, 2023

ITEM 4**BROKEN HILL CITY COUNCIL REPORT NO. 236/23**

SUBJECT: **NOMINATION FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES TO SECTION 355 FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGES COMMUNITY COMMITTEE** **D23/64290**

Recommendation

1. That Broken Hill City Council Report No. 236/23 dated November 30, 2023, be received.
2. That Council appoint Mr Richard Ball as a community representative on the Friends of the Flora and Fauna of the Barrier Ranges Community Committee.
3. That Mr Richard Ball be advised of his appointment and advice also be sent to the Secretary of the Committee.

Executive Summary:

Section 355 of the *Local Government Act 1993* provides that a function of the Council may be exercised:

- (a) by the council by means of the councillors or employees, by its agents or contractors, by financial provision, by the provision of goods, equipment, services, amenities or facilities or by any other means, or
- (b) by a committee of the council, or
- (c) partly or jointly by the council and another person or persons, or
- (d) jointly by the council and another council or councils, or
- (e) by a delegate of the council.

In accordance with Section 355 of the *Local Government Act 1993* Council previously established Committees to assist Council with the operation and management of its parks, ovals and reserves, these are called Section 355 Asset Committees. Council has also previously established Section 355 Advisory Committees to provide advice to the General Manager on specific operations of Council.

Council adopted Asset and Advisory Committee Frameworks and Constitutions at its Ordinary Meeting held 30 March 2022 as the governance structure by which a committee operates. Membership on each committee forms part of the constitution and includes the number of community representatives, stakeholder representatives (if any) and Councillor representatives required for each Committee to function effectively.

Council has commenced a review of all Section 355 committee constitutions, prompted by concerns raised at the October 2023 Council Meeting, in relation to the number of community representatives required as outlined in each of the individual committee constitutions and advertising time needed to fill positions.

Report:

Council is in receipt of one nomination for community representation on the S355 Friends of the Flora and Fauna of the Barrier Ranges Community Committee. The nomination is from Mr Richard Ball.

The nomination acceptance would further assist in reaching the number of community representatives as per the current Friends of the Flora and Fauna of the Barrier Ranges Community Committee Constitution.

The below table further highlights the concern relating to the committee's ability to attain the number of community representatives required per the Committee's Constitution, particularly in relation to the Friends of the Flora and Fauna of the Barrier Rangers Community Committee as their functions more so align with those of a volunteer working group.

Name of Committee	Number of Community Representatives as per Constitution	Number of Community Representatives appointed by Council Resolution at previous Council Meetings	Further Nominations Received as at 28 November 2023	Council Delegate/s on Committees
Friends of the Flora and Fauna of the Barrier Ranges Community Committee	23 At least one councillor, a reasonable number of community representatives reflecting the size and operations of the facility	16 Mr Geoffrey Hoare Mr Jeff Crase Ms Susan Spangler Mr Paul Reed Mr John Rogers Ms Karen Ford Mr Michael Ford Ms Gaylene Ford Ms Ann Evers Mrs Kellie Scott Mr Jamie Scott Mr Evan Scott Ms Emily Scott Ms Merran Coombe Ms Narelle Tweedie Mr Gregory Wayne Edwards	1 Mr Richard Ball	Councillor Marion Browne

Community Engagement:

Council previously completed six months of advertising in the Barrier Truth and on social media and received adequate nominations for its Section 355 Committees to commence operating within the term of Council. A quarterly newsletter included an article seeking interested community representative volunteers to nominate for membership of Section 355 committees. Minutes of Section 355 community committees are presented to Council in the Business Paper and are made available to the public on Council's website, Visitor Information Centre and Charles Rasp Memorial Library.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.5	Support the organisation to operate its legal framework

Relevant Legislation:

Section 355 of the *Local Government Act 1993*

Council's adopted S355 Asset and Advisory Committee Framework and Constitutions.

Financial Implications:

There are no financial implications.

Attachments

1. Section 355 Committee Nomination Form - Friends of the Flora and Fauna of the
[↓](#) Barrier Rangers Community Committee - Richard Ball - Redacted

RAZIJA NU'MAN
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL
GENERAL MANAGER

S355 Committee Nomination Form

BROKEN HILL
CITY COUNCIL

Name of Committee:

Fauna and Flora

Personal Details

First Name Required

RICHARD

Last Name Required

BALL

Contact Number

[REDACTED]

Email Address

[REDACTED]

Applicant Street Number

[REDACTED]

Applicant Street Name

[REDACTED]

Applicant Suburb/City

[REDACTED]

Applicant State (Select 1 option)



Applicant Postcode



Committee Details

Please outline why you would like to be a member of this committee:

The Living Desert is an important part of Broken Hill for both visitors and local residents.

Please outline details of any relevant experience for this committee:

I have accompanied Ann Evers, my partner, on many occasions in opening and locking the gates, and a keen bushwalker.

What is your previous experience with any committee? Please list name/s of Committee/s and periods of service:

Art Gallery Advisory Committee, 16 years.

Please detail any other relevant information:

[Handwritten mark]

[A diagonal line is drawn across the form area.]

Privacy

Privacy Statement

Council is collecting your personal information in accordance with the Privacy and Personal Information Protection Act 1998.

The purpose for collecting your personal information is to obtain and record details to assess your application.

The intended recipients of the personal information collected include Council officers or other agents contracted by Council. If necessary for reporting purposes, your name will be made publicly available via Council's Business Papers and on Council's website. Your contact details will not be made public on Council's website and will be removed from all applications and reports in Council's Business Papers.

The supply of your personal information may be by law or voluntary. If you cannot provide or do not wish to provide the information sought, Council may not be able to process your application.

You may make an application for access or amendment to information held by Council. Council will consider any such application in accordance with the Act. Enquiries concerning this matter can be directed to the Public Officer by email council@brokenhill.nsw.gov.au or addressed to Broken Hill City Council, 240 Blende Street, Broken Hill NSW 2880.

Your information will be collected and stored, in accordance with the State Records Act 1998, by Broken Hill City Council, 240 Blende Street, Broken Hill NSW 2880.

Signature

[Redacted area]

Name *[Redacted]*

[Handwritten signature: RICK BALL]

End of form

POLICY AND GENERAL COMMITTEE

November 30, 2023

ITEM 5

BROKEN HILL CITY COUNCIL REPORT NO. 237/23

SUBJECT: MINUTES OF THE S355 YOUTH ADVISORY COMMITTEE
MEETING HELD 24 OCTOBER 2023 D23/65183

Recommendation

1. That Broken Hill City Council Report No. 237/23 dated November 30, 2023, be received.
2. That the minutes of the S355 Youth Advisory Committee meeting held on 24 October 2023 be received.

Executive Summary:

Minutes of the S355 Youth Advisory Committee meeting held on 24 October 2023 and are presented to Council for endorsement.

Report:

As per Council’s Section 355 Advisory Committee Framework Manual and the Constitution of the Youth Advisory Committee (both adopted March 2022), the Committee is required to provide Council with a copy of their meeting minutes following each Committee meeting.

Community Engagement:

Minutes provided to the S355 Youth Advisory Committee members.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.5	Support the organisation to operate within its legal framework

Relevant Legislation:

The S355 Youth Advisory Committee operates under Council’s Advisory Committee constitution and the *Local Government Act 1993*.

Financial Implications:

Nil

Attachments

1. [↓](#) S355 Youth Advisory Committee - Meeting Minutes - 24 October 2023

RAZIJA NU'MAN
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL
GENERAL MANAGER

MINUTES OF THE SECTION 355 YOUTH ADVISORY COMMITTEE MEETING HELD TUESDAY, 24 OCTOBER 2023 AT 3PM — AGED PERSONS REST CENTRE BLENDE STREET

22/148

1. Present

Jim Richards	Community Representative (Chair)
Rachel Merton	Events Coordinator (BHCC)
Alison Howse	Community Development Officer (BHCC)
Angie Krause	YMCA Representative
Sophie Doust	Headspace
Councillor Hayley Jewitt	Council Delegate
Sophie Angell	Regional NSW
Nyrie Waite	Minute Taker

Present via Teams

Councillor Darriea Turley AM	Council Delegate
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2. Apologies

Razija Nu'man	Director Corporate and Community (BHCC)
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Absent

Tegan Hinchey-Gerard	Community Representative
Councillor Michael Boland	Council Delegate

3. Acknowledgement of Country

Acknowledgement of Country – Jim Richards

4. Confirmation of Minutes of Previous Meeting

Previous Meeting: 25 July 2023

Minutes were unable to be confirmed by any attendees.
Minutes to be confirmed at the next meeting to be held 13 February 2024.

5. Business arising from Previous Minutes

Nil

6. Action List

6.1 Circulate the survey report to the Committee

Update: No update

6.4 Enhancing the Voice of Youth

Recommendation: That Council support the Community Development Officer in investigating the opportunity for a youth coordination day enhancing the voice of youth in 2024.

Update: In Progress

6.5 Thank You Letter

Recommendation: That Council send a letter to the former Community Development Officer acknowledging and thanking her for her contribution and support while in the role.

Update: A letter was sent on 1 August 2023. This action is now complete and can be removed from action list.

6.6 Invitation to Service Providers

Recommendation: That Council support the invitation to the following service providers to appoint representatives, to join the S355 Youth Advisory Committee

- Mission Australia
- PCYC
- Scouts
- Lifeline

Update: Letters were sent 1 August 2023. This action is now complete and can be removed from the action list.

6.7 Invite School Representatives

Recommendation: That Council support the invitation to Student Support Officers from Broken Hill High School and Willyama High School to join the S355 Youth Advisory Committee

Update: Letters were sent 20 September 2023. This action is now complete and can be removed from the action list.

6.8 Youth Events

Recommendation: Committee Members to make a list of events and contact details for the events their agencies have scheduled for the rest of the year. This will allow the Committee to have an overview of all youth events happening in the City.

Update: Two emails have been sent requesting information with no replies.

7. General Business

Angie Krause advised that the YMCA is developing a website for youth, providing information on youth services within the area, including mental health, sexual health, sport and social activities. Angie Krause will be updating the site to ensure it is Broken Hill related and will forward a link to Committee Members. Angie Krause will also send out a form for services to complete when there is an event or program to add. This will allow youth to be able to locate events and programs that may be of interest.

Angie Krause suggested the Committee ask the school officers how the committee can help and what can the Committee do for youth in Broken Hill. Mission Australia provide a program called Rage and the program Love Bites is provided by Violence Abuse and Neglect Services (VANS) Far West Local Health District.

There was discussion around forming a committee with local youth to guide the committee on programs and activities that would be enjoyed. The services will need to work collaboratively to provide incentives for the youth to participate in a committee and any programs, or events.

Council has sent a survey to each school to discover what events would be enjoyed by the youth during school holidays. Suggestions are silent disco, laser tag, water park, and colour run. Rachel Merton will collate and share the information collected with Committee Members.

The Committee discussed a yearly calendar with special weeks and days that events could be organised for youth week. The Committee could also organise some everyday events as well.

Action: A yearly calendar be created listing special weeks and days to assist with organising events.

Rachel Merton to investigate the suggestion of a service provider networking events to be facilitated. Rachel advised that this would require a proposal to be presented, as a budget allocation would be necessary.

Youth week to be placed on the agenda at the February meeting.

8. Next Meeting Tuesday, 13 February 2024

9. Meeting Closed 4.01pm

ITEM NUMBER	ACTION	RESPONSIBLE	DUE
Meeting Held 13 December 2022			
1.	Circulate the survey report to the Committee.	YMCA	To Be Confirmed
Meeting Held 21 March 2023			
Item 7 Enhancing the Voice of Youth	Action That Council support the Community Development Officer in investigating the opportunity for a youth coordination day enhancing the voice of youth in 2024.	Council's Community Development Officer	25 July 2023
Meeting Held 25 July 2023			
Item 7 Youth Events	Action Committee Members to make a list of events and contact details for the events their agencies have scheduled for the rest of the year. This will allow the Committee to have an overview of all youth events happening in the City.	S355 Youth Advisory Committee Members	
Meeting Held 24 October 2023			
Item 7 Yearly Calendar	Action A yearly calendar be created listing special weeks and days to assist with organising events.	Council's Community Development Officer	13 February 2024

FURTHER REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 244/23 - DATED OCTOBER 12, 2023 - CORRESPONDENCE REPORT - CLUBGRANTS (D23/56139) 114
2. BROKEN HILL CITY COUNCIL REPORT NO. 245/23 - DATED NOVEMBER 27, 2023 - CORRESPONDENCE REPORT - CHILDCARE IN BROKEN HILL (D23/64434) 118
3. BROKEN HILL CITY COUNCIL REPORT NO. 246/23 - DATED DECEMBER 08, 2023 - COUNCILLOR ATTENDANCE AT THE 2024 NSW AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION (ALGWA) CONFERENCE TO BE HELD IN MACQUARIE PARK (SYDNEY) FROM 14-16 MARCH 2024 (D23/66958) 124
4. BROKEN HILL CITY COUNCIL REPORT NO. 247/23 - DATED DECEMBER 07, 2023 - MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD 23 NOVEMBER 2023 (D23/66821) 131
5. BROKEN HILL CITY COUNCIL REPORT NO. 248/23 - DATED DECEMBER 12, 2023 - DRAFT AGENCY INFORMATION GUIDE (D23/67383) 138
6. BROKEN HILL CITY COUNCIL REPORT NO. 249/23 - DATED DECEMBER 12, 2023 - INVESTMENT REPORT FOR NOVEMBER 2023 (D23/67368) 165
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ORDINARY MEETING OF THE COUNCIL

October 12, 2023

ITEM 1

BROKEN HILL CITY COUNCIL REPORT NO. 244/23

SUBJECT: CORRESPONDENCE REPORT - CLUBGRANTS D23/56139

Recommendation

1. That Broken Hill City Council Report No. 244/23 dated October 12, 2023, be received.
2. That correspondence dated 21 November 2023 from the Minister for Gaming and Racing be received and noted.

Executive Summary:

At the August Council Meeting, Council considered Broken Hill City Council Report No 151/23 regarding the Motions to the Local Government NSW Annual Conference.

Council resolved as follows:

ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 151/23 - DATED AUGUST 04, 2023 - MOTIONS TO THE LOCAL GOVERNMENT NSW ANNUAL CONFERENCE TO BE HELD IN SYDNEY 12-14 NOVEMBER 2023 D23/41565

Councillor Turley declared an interest in Item 5 and left the Council Chambers at 7:23pm.

The Deputy Mayor moved the report recommendation with an addendum regarding Council advocating for ClubGRANTS funds to remain in local communities. At this point Councillor Boland declared a non-pecuniary interest in Item 5 and left the Council Chambers at 7:24pm prior to the vote.

RESOLUTION

Minute No. 1

Deputy Mayor J Hickey moved)
 Councillor D Gallagher seconded)

Resolved

1. That Broken Hill City Council Report No. 151/23 dated August 4, 2023, be received.
2. That Council notes that Council’s successful motions to the 2023 Western Division Councils of NSW Conference will be submitted to the Local Government NSW Conference by the Western Division Councils secretariat.
3. That Council writes to the Local Members, and appropriate Ministers and Shadow Ministers regarding the importance of ClubGRANTS funds, that are generated through local Clubs, remain in the local communities.

CARRIED UNANIMOUSLY

Council has received reply correspondence from the Hon David Harris MP, Minister for Gaming and Racing in relation to the NSW ClubGRANTS scheme.

This correspondence is attached to this report.

Attachments

1. [↓](#) Correspondence - ClubGRANTS - Minister for Gaming and Racing

LEISA BARTLETT
EXECUTIVE OFFICER

JAY NANKIVELL
GENERAL MANAGER

The Hon. David Harris MP
Minister for Aboriginal Affairs and Treaty
Minister for Gaming and Racing
Minister for Veterans
Minister for Medical Research
Minister for the Central Coast



Ref: A7651075 | DF23/022565

Cr Tom Kennedy
Mayor
Broken Hill City Council
Office of the Mayor

Via email: executive.support@brokenhill.nsw.gov.au

Dear Cr Kennedy

Thank you for your email to the Hon Anoulack Chanthivong, Minister for Industry and Trade, regarding the NSW Clubgrants scheme. The Minister has asked me to respond to you directly, as Clubgrants falls within my portfolio as the Minister responsible for Gaming and Racing.

I acknowledge your concerns about the establishment of a metropolitan board for Clubgrants and your wish to ensure regional clubs continue to be able to allocate Clubgrants funds to local activities and services.

As you note, there is a new requirement is to ensure 75% of Category 1 funds are allocated in accordance with local committee recommendations. This is to ensure that clubs continue to allocate funding to local projects and services as recommended by the local committee, in your case, the Broken Hill Clubgrants Committee facilitated by the Broken Hill Council.

For clubs in a local government area where there is no requirement to establish a local committee, clubs may consult the list of social expenditure priorities developed by the Office of Responsible Gambling and Department of Communities and Justice or consult with their local council. As such, this list is developed to assist clubs without a local committee to make decisions. The decision making remains with the club and there is no metropolitan board involved in decision making.

Given the Broken Hill Council has established the Broken Hill Clubgrants Committee, the Office of Responsible Gambling and Department of Communities and Justice is not required to develop a list of social expenditure priorities for Broken Hill.

As you may be aware, the Government has announced a review of the Clubgrants Scheme and public consultation will be undertaken as part of the review. The terms of reference for the review are available at <https://www.liquorandgaming.nsw.gov.au/operating-a-business/gaming-licences/Clubgrants/Clubgrants-review>.

A discussion paper is expected to be released soon, which will provide details on how councils, clubs and local communities can have their say about the Clubgrants Scheme.

Thank you for raising your concerns with me and I hope the information provided alleviates your concerns. If you have any further queries, please contact Bronwen Sandland, Manager Policy & Legislation on (02) 8737 6370 or at bronwen.sandland@liquorandgaming.nsw.gov.au.

Sincerely



21/11/2023

The Hon. David Harris MP
Minister for Aboriginal Affairs and Treaty
Minister for Gaming and Racing
Minister for Veterans
Minister for Medical Research
Minister for the Central Coast

OFFICIAL

52 Martin Place Sydney NSW 2000
GPO Box 5341 Sydney NSW 2001

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nsw.gov.au/ministerharris

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ORDINARY MEETING OF THE COUNCIL

November 27, 2023

ITEM 2

BROKEN HILL CITY COUNCIL REPORT NO. 245/23

SUBJECT: CORRESPONDENCE REPORT - CHILDCARE IN BROKEN HILL
D23/64434

Recommendation

1. That Broken Hill City Council Report No. 245/23 dated November 27, 2023, be received.
2. That Correspondence from The Hon Pru Car MP dated 5 September 2023 Deputy Premier of NSW, Minister for Education and Early Learning to the Member for Barwon Mr Roy Butler MP in response to representations that Mr Butler made on behalf of Council (forwarded to Council by the Member for Barwon) regarding childcare in Broken Hill, be received and noted.

Summary

Council, at its Ordinary Meeting held 26 July 2023, considered a Confidential Report regarding a proposal from Cobar Shire Council to transfer the management of the Broken Hill Family Day Care Service to Broken Hill City Council.

Council resolved as follows:

RESOLUTION

Minute No. 47284

Councillor R Algate moved)
 Councillor D Gallagher seconded)

Resolved

1. That Broken Hill City Council Report No. 137/23 dated June 26, 2023, be received.
2. That Council note that following an internal assessment, Council does not have the resourcing capacity, a background in this service delivery or wide regulatory or compliance knowledge of this sector to be able to successfully take up service delivery and therefore would be subject to regulatory, financial and reputational compliance risk.
3. That Cobar is encouraged to submit its proposal to already Accredited and Approved agencies (under Federal and State regulations) with services already operating in the childcare industry.
4. That Broken Hill City Council supports and assists Cobar Shire Council in finding an alternate service provider if required.

5. That Council continues to pursue child care solutions for Broken Hill.
6. That Council send correspondence to the State and Federal member and the appropriate Ministers in relation to increasing the child care ratios to make services more financially viable.

CARRIED UNANIMOUSLY

Following the July Council Meeting, Mayoral correspondence was forwarded to the State and Federal Members and the NSW Minister for Education and Early Learning on 8 August 2023.

Reply correspondence from Federal Member, The Hon Mark Coulton MP and a copy of reply correspondence from the Hon Dr Anne Aly MP (addressed to the Federal Member and forwarded to Council) advising Council that there are government grant opportunities under the Community Child Care Fund competitive grants which can be used by a service for approved activities that include temporary operational costs and capital works to repair, renovate or extend early childhood facilities was previously reported to the November 2023 Ordinary Meeting of the Council.

Council has now received a copy of correspondence dated 5 September 2023 from the Office of The Hon Prue Car MP, Minister for Education and Early Learning addressed to the Member for Barwon Mr Roy Butler MP regarding representations that Mr Butler made on behalf of Council (forwarded to Council by the Member for Barwon). The Correspondence advises that there are provisions under regulation 124(5) of the National Regulations that refer to exceptional circumstances of FDC residences in rural and remote areas that may help the Broken Hill Community with childcare solutions. The correspondence also advises that the NSW Government is investing a range of initiatives including the establishment of a Childcare and Economic Opportunity Fund and the investment of \$22 million to help with workforce shortages, scholarships, teacher/educator professional development and supporting the accessibility and affordability of Early Childhood Education and Care for families across NSW.

See attached correspondence.

Attachments

1. Email Correspondence from Member for Barwon, Mr Roy Butler
[↓](#)
2. Correspondence from the Minister for Education and Early Learning, The Hon Prue Car MP
[↓](#)

LEISA BARTLETT
EXECUTIVE OFFICER

JAY NANKIVELL
GENERAL MANAGER

Executive Support

From: Roy Butler MP <barwon@parliament.nsw.gov.au>
Sent: Monday, 27 November 2023 1:26 PM
To: Executive Support
Subject: CM: Family Day Care - Response from the Minister (Case Ref: RB5203)
Attachments: RML232659 - SIGNED RESPONSE - DEPUTY PREMIER.PDF

Categories: Follow up with Leisa
Record Number: D23/64403

Good afternoon,

In August you contacted Roy's office to raise City Council's concerns regarding the impact of decreasing child ratios for Family Day Care educators.

Roy made representations on behalf of the City Council to the Minister for Education and Early Learning The Hon Pru Car asking her to investigate your concerns.

A response has now been received and I enclose it for your reference.

Please do not hesitate to contact the office should you require anything further.

regards

Fran

Office of Roy Butler MP, Member for Barwon
E barwon@parliament.nsw.gov.au
W www.roybutler.com.au



This email is solely for the named addressee and may be confidential. You should only read, disclose, transmit, copy, distribute, act in reliance on or commercialise the contents if you are authorised to do so. If you are not the intended recipient of this email, please notify the sender by e-mail immediately and then destroy any copy of this message. Except where otherwise specifically stated, views expressed in this email are those of the individual sender. **Please consider the environment before printing this email.**

From: Mail Minister - DO NOT REPLY
Sent: 5 September 2023 15:28
To: ElectorateOffice Barwon
Subject: RML23/2659 - Response to your correspondence to the Minister

Please see attached correspondence from the Deputy Premier and Minister for Education and Early Learning.

Thank you
Minister Mail

Disclaimer: This email address is a send only email address and is not monitored.
This transmission is for the intended addressee only. If you have received this
transmission in error, please notify the sender and delete it.

*** This message is intended for the addressee named and may contain privileged information or confidential information or both. If you are not the intended recipient please notify the sender and delete the message. ***

The Hon Prue Car MP

Deputy Premier of New South Wales
Minister for Education and Early Learning
Minister for Skills, TAFE and Tertiary Education
Minister for Western Sydney



Ref: RML23/2659

Mr R F Butler MP
Member for Barwon
1/142 Argent Street
BROKEN HILL NSW 2880

Email: barwon@parliament.nsw.gov.au

Dear Mr Butler *Ray*

Thank you for your representations of 11 August 2023, on behalf of Mr Tom Kennedy, Mayor, Broken Hill City Council, regarding family day care educator to child ratios.

I value the important role family day care (FDC) providers play in delivering safe and high-quality early childhood education and care (ECEC) for children and families across NSW. I also acknowledge early childhood educators and teachers for their dedication and commitment to the lives of children and families across NSW.

As the largest state in Australia, the Department of Education is committed to advocating for the early childhood workforce at the Commonwealth level for improved conditions and access for families, particularly in communities of need.

I have sought clarification and advice from the department on this matter and I am advised of the following:

In relation to concerns about the FDC educator to child ratio requirements in the Broken Hill area, the National Regulations provide increased flexibility in FDC services in rural or remote areas.

There are provisions under Regulation 124(5) of the National Regulations for a FDC provider to approve, in writing, an FDC educator to educate and care for more than four children who are preschool age or under, at any one time, in exceptional circumstances. Under regulation 124(6)(c), exceptional circumstances include the instance that a FDC residence or venue is in a rural or remote area and no alternative education and care service is available.

These provisions may help the Broken Hill community to ensure continued access to quality early learning for children and families.

The early childhood workforce is essential to helping our youngest learners reach their potential. All service types, including FDC, play an important role in the delivery of ECEC across NSW.

That is why the NSW Government is investing in a range of initiatives to further develop our teachers and educators as well as supporting accessibility and affordability of ECEC.

The NSW Government has established the Childcare and Economic Opportunity Fund to improve access to and affordability of ECEC services for NSW families and children over the next 10 years. Investment priorities are currently being developed, and the department plans to engage with local councils as part of this process.

The NSW Government is also investing \$22 million to help address workforce shortages. This includes:

- \$9 million to expand scholarships available to ECEC workers, strengthening their skills and qualifications by studying a diploma or bachelor's degree;

52 Martin Place Sydney NSW 2000
GPO Box 5341 Sydney NSW 2001

02 7225 6010
nsw.gov.au/deputy-premier

1


- \$10 million to fund professional development to support teachers and educators to access high quality professional development, supporting skill development and high-quality education for early childhood learners; and
- \$3 million to fund an early educational outcomes research study, supporting the development of critical evidence to underpin solutions for availability and efficiency of early childhood education in the NSW context.

These commitments will build on the significant work underway to grow the ECEC workforce and support the early childhood sector.

Sincerely



Prue Car MP
Deputy Premier of New South Wales
Minister for Education and Early Learning
Minister for Skills, TAFE and Tertiary Education
Minister for Western Sydney

 September 2023

ORDINARY MEETING OF THE COUNCIL

December 8, 2023

ITEM 3**BROKEN HILL CITY COUNCIL REPORT NO. 246/23**

SUBJECT: **COUNCILLOR ATTENDANCE AT THE 2024 NSW AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION (ALGWA) CONFERENCE TO BE HELD IN MACQUARIE PARK (SYDNEY) FROM 14-16 MARCH 2024** **D23/66958**

Recommendation

1. That Broken Hill City Council Report No. 246/23 dated December 8, 2023, be received.
2. That Council be represented at the 2024 NSW ALGWA Conference in Macquarie Park, 14-16 March by any interested Councillors
3. That Councillors advise their interest in attending the ALGWA Conference to the General Manager's Office by Friday 22 December 2024.

Executive Summary:

The NSW ALGWA Conference brings together hundreds of delegates from Councils and businesses across Australia to provide training and support for Councillors and staff. It provides an opportunity to learn and gain valuable insights from guest speakers and network with other delegates from across NSW.

Report:

The 2024 NSW ALGWA Conference will be held in Macquarie Park at MGSM Executive Hotel from 14 -16 March 2024.

Attendance at the conference is an opportunity for our Councillors to learn and network with industry peers in government and business.

The theme of this year's conference is 'The world belongs to Optimists' and guest speakers include Juanita Phillips, Melissa Neighbour, Effie Zahos, Amanda Johnstone and Debbie Haski-Leventhal.

The three day Conference includes a Welcome event, a Gala dinner and conference sessions focusing on the subjects of 'Artificial Intelligence' and how technological advances compliment human endeavours and elevates them to new heights; and 'Professional Development' which includes a masterclass on 'Owning the Space' to build confidence in delivering formal and informal presentations.

The Conference Program is attached to this report.

Community Engagement:

Not applicable.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.2	Our leaders make smart decisions
Strategy:	4.2.1	Provide learning and networking opportunities for elected members

Financial Implications:

Early Bird Registration Fee prior to 1/1/2024 (per person) \$1,100.00
 (includes welcome reception on Thursday night, entry to conference Friday and Saturday, transport to Eastwood on Friday night, dinner and transfers on Saturday night)

Travel and accommodation:

Return flights to Sydney (approximate cost per person – if booked early) \$568.00
 Accommodation (approximate cost per person for 3 nights) \$900.00

Councillors will also be reimbursed for any out-of-pocket travel expenses incurred as per Council’s adopted Councillor Support Policy.

Attachments

1. [↓](#) ALGWA 2024 Conference Program

LEISA BARTLETT
EXECUTIVE OFFICER

JAY NANKIVELL
GENERAL MANAGER

NSW ALGWA

2024 CONFERENCE

The World Belongs to Optimists



CONFERENCE PROGRAM

THURSDAY 14 MARCH –
SATURDAY 16 MARCH 2024

Venue: MGSM Executive Hotel
99 Talavera Road, Macquarie Park



**AUSTRALIAN LOCAL
GOVERNMENT WOMEN'S
ASSOCIATION**
NEW SOUTH WALES BRANCH

ORGANISED BY

 City of Ryde



Lifestyle and opportunity
at your doorstep

Introduction

The Australian Local Government Women's Association (ALGWA) is the peak body for women in local government. A voluntary-run organisation, ALGWA supports both employees and elected representatives.

The 2024 ALGWA NSW Annual Conference is designed to provide training and support for councillors and staff, whether they are new to local government or have been around for a long time. It's an opportunity to learn and gain valuable insights from our guest speakers along with networking with other delegates from across NSW. The City of Ryde is proud to host this important event in 2024.

SILVER SPONSOR



The World Belongs to Optimists

In an era marked by rapid change it's the optimists that see beyond immediate challenges and envisage a world where technological advances compliment human endeavours and elevates them to new heights. Together let's delve deeper to explore the economic impacts to society, the potential, and embrace opportunities to shape our future communities.

Optimism is the most powerful tool a Leader has. Our NIDA masterclass will help you master intentional optimism as you pay close attention to the energy and language you are bringing into the space in leading your communities.



Schedule

THURSDAY 14 MARCH

- 2.00 - 4.00pm Guests to check in at hotels
- 4.00 - 5.30pm Registrations open
- 6.00 - 8.00pm Welcome Cocktail Party - Ubar - Macquarie University

Guest speaker:

JUANITA PHILLIPS

For 21 years, Juanita Phillips anchored the ABC's flagship 7.00pm News in Sydney, making her the public broadcaster's longest-serving prime-time female TV news presenter. She resigned from the ABC in 2023 to focus on her writing and speaking work. She specialises in gender equality, business, fintech and cyber security, but has a wide range of both business and government clients, including the mining and banking industries, local and state governments, and the finance and technology sector.



FRIDAY 15 MARCH – “Artificial Intelligence”

- 7.00am Morning Activity
- 8.00 - 8.45am Registrations
- 8.45 - 9.30am MC Welcome - Juanita Phillips
ALGWA NSW President Welcome - Cnr Dianna Baker – B.U.R.P.(Hons) J.F
Mayor Welcome - Cnr Sarkis Yedelian OAM, City of Ryde Mayor

9.30 - 10.30am

Guest speaker:

MELISSA NEIGHBOUR

Melissa is an environmental town planner, community builder and sustainability specialist. She is the Owner of Sky Town Planning, a purpose-driven town planning consultancy based in Sydney. She has developed and implemented award-winning sustainable development projects across Australia, and is on a mission to activate sustainable forms of living in urban spaces of the future. She is a founding member of the World Economic Forum Sydney Shaper Hub, and was the National Convener for the United National Association of Australia Young Professionals Network.



10.30 - 11.00am

Morning tea

11.00 - 12.00pm

Guest speaker:

EFFIE ZAHOS

Effie Zahos is one of Australia's leading personal finance commentators. Known for her no-nonsense approach, she has a knack for making money matters simple. Effie is also the author of a A Real Girl's Guide to Money, Ditch the Debt & Get Rich and The Great \$20 Adventure. She is the host of Channel 9's "Your Money" segments on the Today Show and regularly speaks with media across Australia.



**Speakers are subject to change*

Schedule

FRIDAY 15 MARCH – “Artificial Intelligence”

...continued

12.00 - 12.30pm Discover Ryde
12.30 - 1.30pm Lunch
1.30 - 3.00pm **Guest speaker:**



AMANDA JOHNSTONE

Amanda Johnstone is the CEO of Transhuman and is one of Australia’s most globally recognised AI technologists and emerging technology communicators. TIME have awarded her as a Next Generation Leader for her work in social impact technology, The CEO Magazine awarded her as Start-up Executive of the Year. She’s been highlighted by peak bodies including GSMA and Singularity and has been appointed an expert keynote speaker and panellist on emerging technologies for YPO, Allianz, Stanford, Google, Optus, The Australian Government, Commonwealth Bank, The Education Department, MYOB, Zoom and more.

3.00 - 3.30pm Afternoon Tea
3.30 - 4.30pm Panel discussion
4.30 - 5.30pm Networking, drinks and entertainment
6.30pm Explore Eastwood

**Speakers are subject to change*

SATURDAY 16 MARCH – “Professional Development”

7.00am Morning Activity
9.00 - 11.00am NIDA Corporate Training: Executive Voice
NIDA Corporate Training will join us to deliver the ‘Owning the Space’ course to assist you in achieving the following outcomes:

- To build participants knowledge of the power of visual and vocal signals when presenting
- To help manage nerves when talking to large groups
- To feel comfortable and authentic networking and meeting new people
- To be confident presenting delivering formal and informal presentations.
- To experience using Improvisation techniques to stay present and focused while presenting and manage uncertain moments.

11.00 - 11.30am Morning Tea

11.30 - 12.30pm

Guest speaker:



DEBBIE HASKI-LEVENTHAL

Author of the bestselling book *Make it meaningful*, Debbie is an awarded and well-published professor of business management and the MBA Director at Macquarie University, Australia. With over sixty academic articles, five books and a TED talk, she dedicates her teaching, research, and knowledge to creating impact and enabling others to find meaningfulness and purpose.

12.30 - 1.00pm Voting
1.00 - 1.30pm Lunch
1.30 - 2.00pm Voting result
2.00 - 2.30pm ALGWA hotspots
2.30 - 3.30pm ALGWA NSW General Meeting
3.30pm Close
3.30 - 5.00pm Optional - Macquarie University tour
6.30pm Bus from MGSM to Curzon Hall
7.00pm - 10.00pm Gala dinner with entertainment by *The Cockroaches*

Additional Information

Accommodation options

MGSM Executive Hotel (Limited rooms are available)

Mercure Sydney Macquarie Park (2 minute walk from venue)

Other hotel options are available within the Macquarie Park precinct.

Transport options

Car

The Macquarie Park Executive Centre is an easy, 20 minute drive from Sydney's CBD and approximately a 35-minute drive from Sydney's Domestic and International Airport. There is ample on-site parking, free of charge, for MGSM Executive Accommodation and conference centre guests. Parking is available at the rear of the MGSM Executive Hotel off Executive Road and through the boomgate (at the boomgate speaker, mention you are a conference participant).

Train

Macquarie University train station is just a few minutes' walk from the Macquarie Park Executive Centre. Trains to Sydney's CBD (and Epping line) depart every few minutes. Macquarie University to Sydney's CBD takes approximately 25 minutes and approximately 4 minutes to Epping.

Bus

Buses arrive and depart just a few minutes' walk from the Macquarie Park Executive Centre and travel to and from many Sydney Metropolitan areas, including the City, Hills District, North Shore, Chatswood, Manly, the Ryde and Carlingford areas, and the Western Suburbs.

Pricing

All inclusive price for the Conference includes:

- Welcome Reception Party on Thursday night
- Conference Friday and Saturday
- Transport to Eastwood on Friday night
- Dinner Saturday night (including transfers to Curzon Hall)

Early Bird discount before 1 January 2024 - \$1,100.00

After 1 January 2024 - \$1,300.00

Bookings

To book, [register online](#) or scan the QR code.

Bookings open from Friday 1 December 2023 at 7.00am.



SCAN TO BOOK

ORDINARY MEETING OF THE COUNCIL

December 7, 2023

ITEM 4**BROKEN HILL CITY COUNCIL REPORT NO. 247/23**

SUBJECT: **MINUTES OF THE AUDIT, RISK AND IMPROVEMENT**
COMMITTEE MEETING HELD 23 NOVEMBER 2023 **D23/66821**

Recommendation

1. That Broken Hill City Council Report No. 247/23 dated December 7, 2023, be received.
2. That minutes of the Audit, Risk and Improvement Committee meeting held 23 November 2023 be endorsed.

Executive Summary:

The Charter of the Broken Hill Audit Committee, as endorsed by Council at its meeting held on 29 September 2021, requires the Audit, Risk and Improvement Committee to refer the minutes and recommendations of its Committee Meetings to the next scheduled Ordinary Council Meeting.

Minutes of the Audit, Risk and Improvement Committee meeting held Thursday 23 November 2023 are provided as an attachment to this report for Council's endorsement.

These minutes will be adopted at the Audit, Risk and Improvement Committee Meeting held 15 February 2023.

Report:

The Audit, Risk and Improvement Committee meeting held on 23 November 2023 considered the following items of business:

1. Internal Audit Update
2. Service Review Update
3. Draft Corporate Credit Card Policy
4. Enterprise Risk Management Policy and Framework Review Project
5. Action List
6. General Business

Minutes of the Audit, Risk and Improvement Committee Meeting held 23 November 2023 are attached for Council's endorsement.

Community Engagement:

Nil.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.5	Support the organisation to operate its legal framework

Relevant Legislation:

Local Government Act 1993, Chapter 13, Part 3, Division 2

Financial Implications:

Nil.

Attachments

1. Minutes of the Audit, Risk and Improvement Committee Meeting held 23 November
[↓](#) 2023

LEISA BARTLETT
EXECUTIVE OFFICER

JAY NANKIVELL
GENERAL MANAGER

AUDIT, RISK AND IMPROVEMENT COMMITTEE

23 NOVEMBER 2023

**MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
HELD THURSDAY, NOVEMBER 23, 2023 (2:00 PM)**

PRESENT:

Mr J Mitchell (Chairperson), Mr J Mathers and M Boland.

Councillor A Chandler.

Ms J Malpas (OCM), Mr B Hanger (Nexia) and Ms C Wu (NSW Audit Office).

Director Corporate and Community, Director Infrastructure and Environment,
Manager Corporate Risk, Leader Innovation and Business Improvement,
Manager Finance, Executive Officer and Executive Assistant.

APOLOGIES:

Mayor T Kennedy, Deputy Mayor J Hickey, Councillor B Algate and
Mr P DeLisio.

General Manager, Director Finance and Commercial.

Procedural Motion

Moved Mr James Mathers, Seconded Mr Jim Mitchell

That the apologies submitted on behalf of the, Mayor T Kennedy, Deputy Mayor J Hickey,
Councillors B Algate, Mr P DeLisio, General Manager and Director Finance and Commercial be
accepted.

CARRIED

ACKNOWLEDGEMENT OF COUNTRY

The Chairperson delivered the Acknowledgement of Country.

DISCLOSURE OF INTEREST

Nil.

MINUTES FOR CONFIRMATION

Recommendation

Moved Mr James Mathers, Seconded Mr Jim Mitchell

That the Minutes of the Audit, Risk and Improvement Committee meeting held Wednesday
October 18, 2023 be confirmed.

CARRIED

GENERAL MANAGER'S BRIEFING

The Chairperson advised that, due to the General Manager's absence, the General
Manager's Briefing would be deferred to the next meeting.

Page 1

AUDIT, RISK AND IMPROVEMENT COMMITTEE

23 NOVEMBER 2023

REPORTS

**ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 25/23 - DATED OCTOBER 23, 2023 -
INTERNAL AUDIT UPDATE** D23/57707

Ms Judy Malpas of OCM gave an overview of the internal audit plan advising that:

- *The WHS audit has been completed and forwarded today to the Leader Innovation and Business Improvement.*
- *The Procurement Audit is currently underway and Delex will have a draft report to Judy next week. There may be a delay in Council receiving the reports due to Judy being on annual leave.*
- *Records Management Audit Terms of Reference will be provided to the Leader Innovation and Business Improvement.*
- *OCM advised that they are now out of contract until the Internal Audit Tender process which is currently underway has been completed. If successful, OCM will then continue their audit work for Council and will commence the Fraud and Corruption Audit.*

The Leader Innovation and Business Improvement gave an update on the Action List advising Council is currently progressing through the actions, and advised that they should be finalised in a reasonable timeframe.

The Director Infrastructure and Environment (in the absence of the Director Finance and Commercial) took a question on notice from Mr James Mathers in relation to the commencement of the Contract Management Audit and advised that the question will be answered at the next Audit, Risk and Improvement Committee Meeting.

Mr James Mathers asked if Councillors received their own credit cards and if Council paid for Councillors' Professional Development. The Manager Finance advised that the Mayor and Councillors do not receive credit cards, but instead receive a reloadable debit card (up to a maximum limit of \$1000.00) which is issued prior to travel for use for incidental expenses. The Manager Finance also advised that Council pays for Councillors' Professional Development costs.

Mr James Mathers requested a six monthly report outlining all Councillor expenditure.

Recommendation

Moved Mr James Mathers, Seconded Mr Jim Mitchell

- 1. That Broken Hill City Council Report No. 25/23 dated October 23, 2023, be received.**
- 2. That the Audit, Risk & Improvement Committee note the Internal Audit Status Report from O'Connor Marsden & Associates.**
- 3. That the Audit, Risk & Improvement Committee note the progress made on previous internal audit action items**
- 4. That a six monthly report be presented to the Committee outlining all Councillor expenditure.**

CARRIED

**ITEM 2 - BROKEN HILL CITY COUNCIL REPORT NO. 26/23 - DATED OCTOBER 23, 2023 -
SERVICE REVIEW UPDATE** D23/57725

The Leader Innovation and Business Improvement gave an overview of the S355 Asset Management Committee Service Review advising that:

Page 2

AUDIT, RISK AND IMPROVEMENT COMMITTEE

23 NOVEMBER 2023

- S355 Committee members are acting as volunteers and not making decisions on the management of Council's assets.
- Some S355 Committees are not operating properly (not making decisions) and are either acting as volunteers or are primary users of a facility/hall.
- A review needs to be undertaken on how all S355 Asset Committees currently operate and their Frameworks.
- A Councillor Briefing will be scheduled regarding the Service Review Report of the Section 355 Asset Committees, and following this, a report will be provided back to the Audit Risk and Improvement Committee.

The Manager Corporate Risk advised that volunteers who are registered with Council are covered by Council's insurances.

Recommendation

Moved Mr James Mathers, Seconded Mr Jim Mitchell

1. That Broken Hill City Council Report No. 26/23 dated October 23, 2023, be received.
2. That the Audit Risk & Improvement Committee note the findings of the Section 355 Asset Management Committee Service Review Report
3. That the Audit, Risk & Improvement Committee note the progress made on previous Service Reviews.
4. That a report be provided to the Audit, Risk and Improvement Committee following the Councillor Briefing regarding the Section 355 Asset Management Committee Service Review Report.

CARRIED

**ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 27/23 - DATED NOVEMBER 06, 2023 -
DRAFT CORPORATE CREDIT CARD POLICY** D23/60597

The Manager Finance advised that the Credit Card Policy was recently reviewed against the Office of Local Government Guidelines and the Credit Card Internal Audit, with no significant changes required. At the time of reviewing the policy, a section was added in relation to the use of reloadable purchase cards. There are currently 12 reloadable cards that can be issued up to a limit of \$1000.00 each. These cards are used in lieu of petty cash, and as a way of preventing credit card sharing. The cards are used predominantly for low value and infrequent purchases and for travel incidental expenses (flights and accommodation not included) Procedures have been put in place for the issuing and reconciliation of cards by Council's Finance Team.

Recommendation

Moved Mr James Mathers, Seconded Mr Jim Mitchell

1. That Broken Hill City Council Report No. 27/23 dated November 6, 2023, be received.
2. That the Audit, Risk & Improvement Committee endorses the Draft revised Corporate Credit Card Policy.
3. It was noted that the Committee will be provided with a six monthly report on Councillor expenditure which will include their use of reloadable cards.

CARRIED

AUDIT, RISK AND IMPROVEMENT COMMITTEE

23 NOVEMBER 2023

**ITEM 4 - BROKEN HILL CITY COUNCIL REPORT NO. 28/23 - DATED NOVEMBER 10, 2023 -
ENTERPRISE RISK MANAGEMENT POLICY AND FRAMEWORK REVIEW PROJECT REPORT**

D23/61096

The Manager Corporate Risk advised there have been two notifiable incidents to Safe Work Australia in the past three months. Both employees are expected to make a full recovery with no long term injuries. Considerable investigations and audits have taken place and the implementation of all report recommendations are underway.

Enterprise Risk Management System – Independent Maturity Audit Project

Ms Judy Malpas of OCM advised there was a lot of information in the report which includes nine attributes which Council's Enterprise Risk Management System was tested against to determine its operational maturity.

End of audit roadmaps have been provided and these set out the steps and timeframes for Council to implement actions for Council to reach its aspirational maturity, some actions can be implemented quickly and some action will take longer to implement and need to be completed in stages. It is important for Council to understand its Enterprise Risk Management maturity, to assess where it is currently and to be realistic about where it aspires to be.

The Manager Corporate Risk advised there was a summary on page 71 of the business paper, of the key improvements required to be implemented in the next six month period.

The Maturity Audit Terms of Reference align to NSW Treasury Guidelines for Enterprise Risk Management and are linked to the OLG Governance Lighthouse Report, Risk Management for Councils and the OLG Guidelines for Audit, Risk and Improvement Committees.

Key Improvements for the next six months include:

- Review and update the Strategic Risk Register by 30 December 2023 - An ELT Workshop will be held on 1 December 2023 to commence this action.*
- Provide ELT with access to Council's Risk Register – a trial using Vault to house the updated Strategic Risk Register is being tested.*
- All future ELT Meetings to include Risk Management as a standard agenda item with sufficient time allocated to discuss strategic risk matters.*

Ultimately, it would be ideal if the Operational Risk Register was made available for access by every department in Council.

Recommendation

Moved Mr James Mathers, Seconded Mr Jim Mitchell

- 1. That the report be received.**
- 2. That Risk Management Reports be provided to all future Audit Risk and Improvement Committee meetings.**

CARRIED

**ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 29/23 - DATED NOVEMBER 08, 2023 -
ACTION LIST - AUDIT, RISK AND IMPROVEMENT COMMITTEE**

D23/60685

Recommendation

Moved Mr James Mathers, Seconded Mr Jim Mitchell

AUDIT, RISK AND IMPROVEMENT COMMITTEE

23 NOVEMBER 2023

1. That Broken Hill City Council Report No. 29/23 dated November 8, 2023, be received.

CARRIED

GENERAL BUSINESS

Scheduling of Committee Meetings

Mr James Mathers advised that the General Manger is a key member of the Audit Risk and Improvement Committee and commented that the Independent Members should be more flexible with meeting dates. Mr Mathers advised that if the General Manager was not available to attend a meeting, then the meeting should be postponed to a more suitable date.

Media Watch Services

Mr Jim Mitchell commented on recent ABC news articles regarding spikes being placed in the dirt adjacent to speed bumps on a stretch of road in Broken Hill; and the closure of the CBH mine and asked if there were any media watch services in Broken Hill. The Director Infrastructure and Environment advised that Council was working with the local Police in relation to the road spikes incident and the Mayor and General Manager were in regular contact with CBH mine and offered Council's assistance where needed. With regards to the media watch services, Council's Communications and Marketing Team use an external service to monitor for media articles regarding Broken Hill.

CONFIDENTIAL REPORTS

Nil

CLOSURE OF THE MEETING

There being no further business for the Committee to consider, the Chairperson wished all members a Merry Christmas and closed the at 2:45pm.

The foregoing minutes were read and confirmed at the Audit Risk and Improvement Committee Meeting held on Thursday 15 February 2024.

Chairperson

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ORDINARY MEETING OF THE COUNCIL

December 12, 2023

ITEM 5**BROKEN HILL CITY COUNCIL REPORT NO. 248/23****SUBJECT:** **DRAFT AGENCY INFORMATION GUIDE** **D23/67383****Recommendation**

1. That Broken Hill City Council Report No. 248/23 dated December 12, 2023, be received.
2. That Council endorse the reviewed Draft Agency Information Guide for release to the Information Commissioner for its review and comment.

Executive Summary:

Council must have in place an Agency Information Guide in accordance with Section 20 of the *Government Information (Public Access) Act 2009* (the Act). The Act states:

- (1) *An agency (other than a Minister) must have a guide (its agency information guide) that—*
 - (a) *describes the structure and functions of the agency, and*
 - (b) *describes the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public, and*
 - (c) *specifies any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the exercise of the agency's functions, and*
 - (d) *identifies the various kinds of government information held by the agency, and*
 - (e) *identifies the kinds of government information held by the agency that the agency makes (or will make) publicly available, and*
 - (f) *specifies the manner in which the agency makes (or will make) government information publicly available, and*
 - (g) *identifies the kinds of information that are (or will be) made publicly available free of charge and those kinds for which a charge is (or will be) imposed.*
- (2) *An agency must make government information publicly available as provided by its agency information guide.*
- (3) *The Chief Executive of the Office of Local Government may, in consultation with the Information Commissioner, adopt mandatory provisions for inclusion in the agency information guide of local authorities. The agency information guide of a local authority must include any such mandatory provision unless the Chief Executive otherwise approves in a particular case.*

Report:

In accordance with Section 21 of the *Government Information (Public Access) Act 2009* (the Act), *an agency must adopt its first agency information guide within 6 months after the commencement of this section and must review its agency information guide and adopt a new agency information guide at intervals of not more than 12 months. An agency may update and amend its agency information guide at any time.'*

Council’s current Agency Information Guide was last reviewed and adopted by Council at its ordinary Council Meeting held on 29 March 2023.

In accordance with Section 22 of the Act Council is required, prior to adopting a new or amending a current Agency Information Guide, to notify the Information Commissioner.

Role of Information Commissioner

- (1) *An agency must notify the Information Commissioner before adopting or amending an agency information guide and must, if requested to do so by the Information Commissioner, consult with the Information Commissioner on the proposed agency information guide or amendment.*
- (2) *The Information Commissioner can issue guidelines and model agency information guides for the assistance of agencies in connection with agency information guides.*

The Agency Information Guide has been reviewed and the following changes have been made to the Draft Agency Information Guide:

Section	Changes as a result of the review
Section 2 - About the City	Information updated to make current - sourced from profile.id.com.au, Australian Bureau of Statistics (ABS) and National Institute of Economic and Industry (NIER)
Section 4 - Council Organisation Structure	Updated to reflect current organizational structure.
Section 7 – Public Participation	Clause 7.6 – Section 355 Committees, inclusion of Youth Advisory Committee and Ageing Well Advisory Committee.
Section 8 – Information Held at Council	URL links checked for continued accuracy. Clause 8.2.1 (Documents) – Reconciliation Action Plan removed as this Plan has now expired and has not been renewed.
Section 8 – Information Held at Council	Clause 8.5 – inclusion of Proactive Release Program – for identifying proactive release information, as required by and in accordance with the <i>Government Information (Public Access) Act 2009</i> .

Community Engagement:

Council Business Paper – Council Meeting 20 December 2023.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.5	Support the organisation to operate its legal framework

Relevant Legislation:

Government Information (Public Access) Act 2009

Financial Implications:

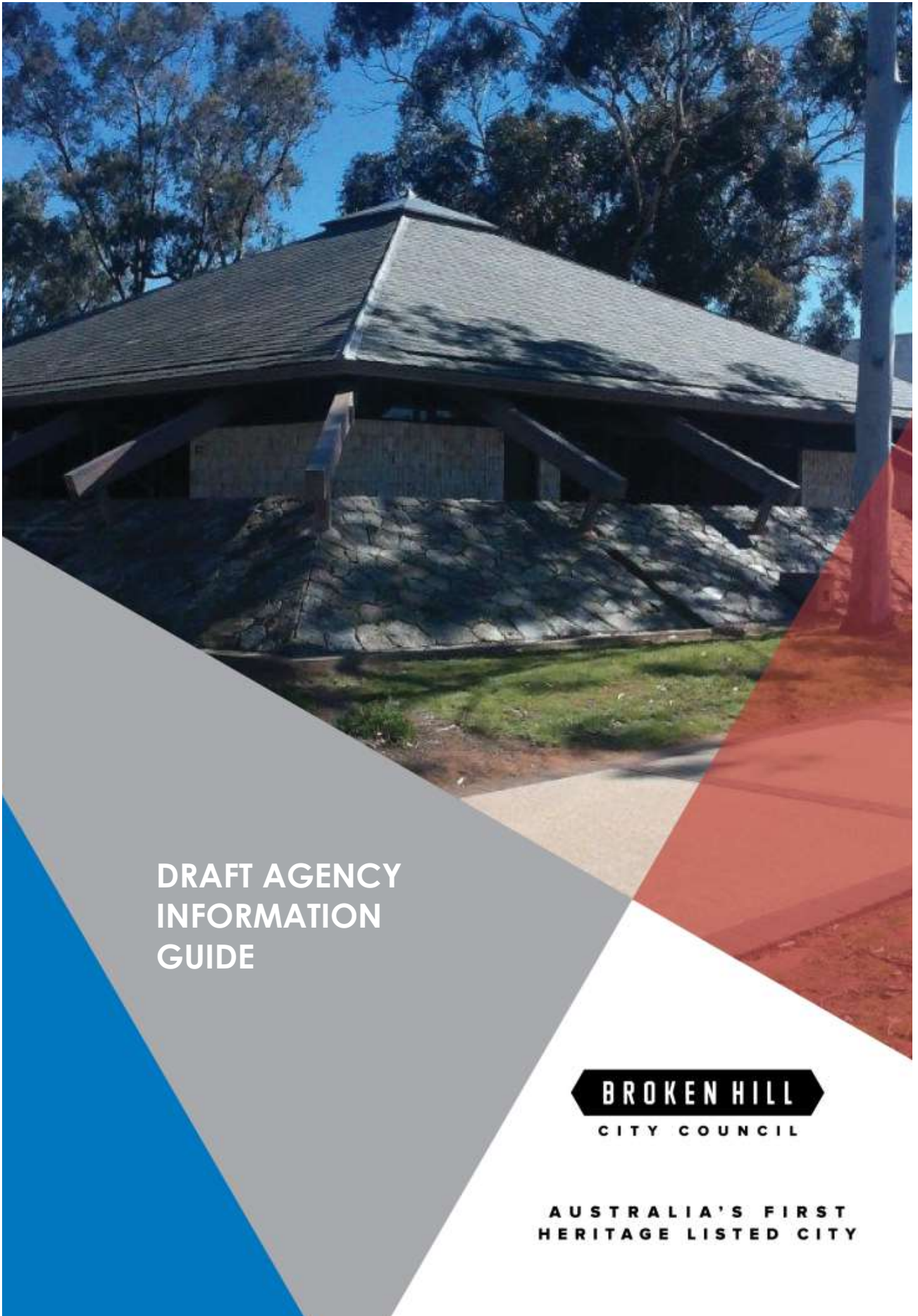
Operational costs only, no additional expenditure required.

Attachments

1. [↓](#) Draft Agency Information Guide

RAZIJA NU'MAN
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL
GENERAL MANAGER



**DRAFT AGENCY
INFORMATION
GUIDE**



**AUSTRALIA'S FIRST
HERITAGE LISTED CITY**

QUALITY CONTROL			
KEY THEME	4. Our Leadership		
OBJECTIVE	4.1 Openness and Transparency in Decision Making		
STRATEGY	4.1.5 Support the organisation to operate within its legal framework		
FUNCTION	Corporate Support		
FILE REFERENCE No	11/118	EDRMS No	D16/1194
RESPONSIBLE OFFICER	Public Officer		
REVIEW DATE	November 2023		
DATE	ACTION		MINUTE No
27 November 2019	Endorsed for release to Information Commissioner		46130
26 February 2020	Adopted		46181
November 2020	Document reviewed and amended		N/A
27 November 2020	Endorsed for release to Information Commissioner		46413
24 February 2021	Adopted		46442
November 2021	Document reviewed and amended		N/A
24 November 2021	Endorsed for release to Information Commissioner		
23 February 2022	Adopted		46750
30 November 2022	Document reviewed and amended		N/A
21 December 2022	Endorsed for release to Information Commissioner		47075
29 March 2023	Adopted		47153
20 December 2023	Endorsed for release to Information Commissioner		
NOTES	Front cover image: Council Chamber		
ASSOCIATED DOCUMENTS	Community Strategic Plan Your Broken Hill 2040 Long Term Financial Plan 2024-2032 Delivery Program 2022-2026 incorporating Operational Plan 2023/2024 Schedule of Fees and Charges 2023/2024 Privacy Management Plan Records Management Policy		



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1. INTRODUCTION

1.1 What is an Agency Information Guide?

An Agency Information Guide is a guide developed in accordance with Section 20 of the *Government Information (Public Access) Act 2009* (GIPA Act).

The section of the Act clearly outlines what information must be included in an Agency Information Guide.

1.2 Why does Council need to have an Agency Information Guide?

In accordance with Section 20 of the Act, Council must have an Agency Information Guide.

Council has a strong commitment to assisting those who wish to view or obtain information under GIPA Act and encourages people who request information to contact the Public Officer.

1.3 What does the Agency Information Guide include?

In accordance with Section 20 of the Act, Council (referred to as the agency in the Act) must have an Agency Information Guide that:

- a) describes the structure and functions of the agency; and
- b) describes the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public; and
- c) specifies any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the exercise of the agency's functions; and
- d) identifies the various kinds of government information held by the agency; and
- e) identifies the kinds of government information held by the agency that the agency makes (or will make) publicly available; and
- f) specifies the manner in which the agency makes (or will make) government information publicly available; and
- g) identifies the kinds of information that are (or will be) made publicly available free of charge and those kinds for which a charge is (or will be) imposed.

2. ABOUT THE CITY

“When you think of regional Australia, when you think of mining, when you think of the ethos of Australia, you think of Broken Hill”

The City of Broken Hill is the largest regional centre in the western half of New South Wales. It lies in the centre of the sparsely settled New South Wales Outback, close to the South Australian border and midway between the Queensland and Victorian borders.

POPULATION	
2022	**17,569
2016	*18,114
Female population	*51.3%
Male population	*48.7%

** 2022 ABS Estimated Resident Population

* 2016 ABS Estimated Resident Population

WORKFORCE	
Local Jobs	*7,548
Local Businesses	*968
Gross Regional Product (GRP)	\$0.98 billion

* National Institute of Economic and Industry Research (NIEIR) 2022

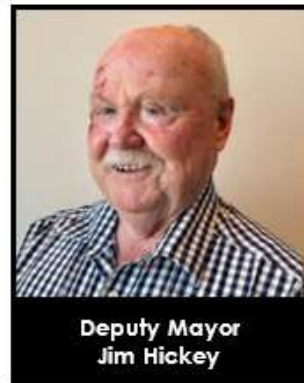
INDUSTRY	\$(M)	JOBS
Mining, Construction, Manufacturing	\$258.2	1,807
Household Services*	\$228.4	3,208
Public Administration and Safety	\$46.1	462
Retail Trade	\$38.7	750
Tourism	\$106.1 1	524

*Household Services refers to Accommodation and Food Services, Education and Training, Health Care and Social Assistance, Arts and Recreation Services and Other Services

Source: www.profile.id.com.au

3. ABOUT COUNCIL

The Mayor and Councillors of Broken Hill have many responsibilities to the Council and the community. All Councillors, in accordance with the *Local Government Act 1993*, must “represent the collective interests of residents, ratepayers and the local community”; “facilitate communication between the local community and the governing body”; and “is accountable to the local community for the performance of the council”.



4. COUNCIL ORGANISATION STRUCTURE

The Executive Leadership Team (ELT) provides clear and consistent leadership and decision making, which supports the delivery of the strategic priorities and direction of the operational business for the City. This team is led by the General Manager and includes Director Finance and Commercial, Director Corporate and Community, Director Infrastructure and Environment, Executive Manager Place Activation, Executive Manager People and Culture and Manager Communications and Marketing.



4.1 Roles and Responsibilities of Council in Decision Making

Council is made up of a body of ten Councillors whose role is to ensure Council's vision is articulated and fulfilled, to govern the Broken Hill local government area and to:

- Set the direction of the affairs of the Council in accordance with the *Local Government Act 1993*
- Play a key role in the creation and review of Council's policies, objectives and plans relating to the exercise of Council's regulatory functions
- Participate in the optimum allocation of Council's resources for the benefit of the City
- Represent the interest of the residents and ratepayers and facilitate communication between the community and the Council
- Review organisational performance.

The General Manager's role is to:

- Ensure the effective and efficient operation of the Council's organisation
- Ensure the implementation without undue delay, of decisions of the Council
- Provide the day-to-day management of the Council
- Appoint staff in an organisational structure and resources approved by the Council
- Implement the Council's Equal Opportunity Management Plan
- Carry out other functions as may be conferred or imposed by the *Local Government Act 1993*.

5. FUNCTIONS OF COUNCIL

KEY THEME 1 – OUR COMMUNITY	KEY THEME 3 – OUR ENVIRONMENT	
<p>Arts & Culture Charles Rasp Memorial Library Broken Hill Regional Art Gallery Albert Kersten Mining & Minerals Museum Broken Hill Archives</p> <p>Community Development Community Assistance</p> <p>Community Facilities Cemetery Broken Hill Regional Aquatic Centre Halls and Community Centres Public Amenities</p> <p>Local Transport Bus Shelters Footpaths and Bike Tracks Road Furniture Local Roads Car Parks Traffic Control</p> <p>Open Spaces Parks and Reserves Sportsgrounds</p> <p>Public Health Health Administration and Inspections</p> <p>Public Order Sustainability and Environmental Management Parking and Other Ranger Services Animal Control</p> <p>Public Safety Street Lighting Emergency Services</p>	<p>Waste Management Waste Management Operations Garbage Collection Street Cleaning</p> <p>Sustainability After Mining Willyama Common Regeneration Area</p> <p>Natural Environment Noxious Weeds Living Desert</p> <p>Environmental Footprint Water Energy</p> <p>Built Environment Historic Buildings Preservation Town Planning</p> <p>Stormwater Management Stormwater Drainage Kerb and Gutter</p>	
	KEY THEME 4 – OUR LEADERSHIP	
<th style="background-color: #0056B3; color: white;">KEY THEME 2 – OUR ECONOMY</th> <td> <p>Leadership & Governance Elected Members General Manager</p> <p>Financial Management Corporate Services Management Financial Control Revenue Payroll Procurement and Payables</p> <p>Corporate Support Risk Management and Insurance Information Technology Services Records Management Human Resources Governance Organisation Culture</p> <p>Customer Relations Media and Communications Customer Relations</p> <p>Asset Management Infrastructure Engineering Management Infrastructure Administration Asset Management and Technical Services</p> <p>Operations Management Mechanics Workshop Plant and Vehicle Maintenance Warnock Street Works Depot Private Works Billable Works</p> <p>Buildings & Property Buildings - Structures Maintenance and Operations Buildings - Property Commercial</p> </td>	KEY THEME 2 – OUR ECONOMY	<p>Leadership & Governance Elected Members General Manager</p> <p>Financial Management Corporate Services Management Financial Control Revenue Payroll Procurement and Payables</p> <p>Corporate Support Risk Management and Insurance Information Technology Services Records Management Human Resources Governance Organisation Culture</p> <p>Customer Relations Media and Communications Customer Relations</p> <p>Asset Management Infrastructure Engineering Management Infrastructure Administration Asset Management and Technical Services</p> <p>Operations Management Mechanics Workshop Plant and Vehicle Maintenance Warnock Street Works Depot Private Works Billable Works</p> <p>Buildings & Property Buildings - Structures Maintenance and Operations Buildings - Property Commercial</p>
<p>Economic Development Economic Development Civic Centre Area Promotion and Events</p> <p>Property Development Land Development and Sales</p> <p>Strategic Transport Regional Roads State Roads Airport</p> <p>Tourism Development Tourism</p> <p>Film Film Promotion Film Activities</p>		

6. HOW COUNCIL FUNCTIONS AFFECT MEMBERS OF THE PUBLIC

All Council's functions effect the community, whether directly or indirectly. Council is conscious of accountability to the public for its actions and strives for open communication and community consultation to ensure maximum customer satisfaction.

Council's functions, as depicted on the previous pages, affect the public as follows:

6.1 Service Functions

The provision and maintenance of library services, community health, waste removal and disposal, recreational facilities, environmental protection, industry and tourism and development assistance.

6.2 Regulatory Functions

Approval of all building and development in the City and ensuring that all approvals and certificates are issued in accordance with the relevant Acts. Developments are made in the best interest of the public and are made in accordance with all Council's ecologically sustainable development codes and policies.

6.3 Ancillary Functions

These functions affect only a minority of Council's residents and involve matters such as the resumption of land, powers of entry and inspection over land, all of which is dealt with in the best interest of Council's residents.

6.4 Revenue Functions

Revenue functions affect the community directly as it is a function which affects the financing of services and facilities provided to residents. Revenue is obtained from rates, charges, fees, borrowings, and investments.

6.5 Administrative Functions

The administrative functions of the Council do not directly affect residents. However, functions such as employment of staff and compliance with Council's statutory obligations including management plans, financial reporting and annual reporting all have an impact on the community.

6.6 Enforcement Functions

Under the *Local Government Act 1993* and other related legislation Council has a statutory responsibility to enforce local by-laws such as alcohol-free zones and regulations delegated by other levels of government, eg food safety inspections. These are applied in the best interest of the community.

7. PUBLIC PARTICIPATION

Council wants to understand and consider community concerns about the impact of services and decisions.

In a changing local government environment, councils must ensure that services are in keeping with future opportunities and the existing needs and expectations of its community.

To achieve this aim, to increase accountability and transparency of operations, Council is committed to keeping the community informed and engaged through ongoing and quality communication.

7.1 Participation at Council Meetings

Council welcomes the public to attend Council meetings which are held on the last Wednesday of each month, commencing at 6.30pm. At this meeting, Reports of the General Manager, Mayoral Minutes, Planning Matters, Public Access and Matters Referred from Previous Council Meetings, Notices of Motions and Matters for Information are presented. Council may also consider confidential matters in Closed Session with the resolutions from these meetings announced in public prior to the close of the meeting.

Members of the public attending Council meetings have an opportunity to address Council at the meeting. For information on how to register to speak, contact Council or refer to current procedures on Council's website.

7.2 Written Submissions to Council and Councillors

Residents and ratepayers are encouraged to make written submissions, or personal representations through their elected local representative.

Written submissions to Council or to individual local Councillors may be made in writing and addressed to:

Broken Hill City Council
PO Box 448
Broken Hill NSW 2880

7.3 Council Business Papers

Council agendas are made publicly available and are usually uploaded on to Council's website the Friday prior to the Ordinary Monthly Council meeting.

Agendas can also be viewed at the Charles Rasp Memorial Library or at Council's Administrative Centre.

Minutes from previous Council meetings are also made publicly available on Council's website as soon as possible after they have been endorsed.

7.4 Community Consultation – Having Your Say

Council invites the community to have their say on the formation of Council's policy and service delivery. Council communicates with the community and encourages communication and feedback through various channels such as Council's website, Council's official Social Media channels, surveys, advertising in the local newspaper, radio stations and media releases.

7.5 Documents on Public Display

All significant plans, strategies and policies of Council are placed on exhibition in draft form so that interested members of the public may view them and make comments should they wish to.

Exhibition documents are available on Council's website, at the Charles Rasp Memorial Library or at Council's Administrative Centre and submissions should be addressed to the General Manager.

7.6 Section 355 Committees

Council also co-ordinates a range of Section 355 Asset and Advisory Committees.

A Section 355 Committee is a committee established under Section 355 of the *Local Government Act 1993*, to assist Council with the operation and maintenance of various Council facilities and services.

Managing community assets is an essential part of Council activities and the community of Broken Hill has strong representation on a number of Council committees to help manage the City's interests and public assets.

There are eight Asset Committees and three Advisory Committees. They include:

Asset Committees

1. Alma Oval Community Committee
2. BIU Band Hall Community Committee
3. ET Lamb Memorial Oval Community Committee
4. Friends of the Flora and Fauna of the Barrier Ranges Community Committee
5. Memorial Oval Community Committee
6. Norm Fox Sporting Complex Community Committee
7. Picton Sportsground Community Committee
8. Riddiford Arboretum Community Committee

Advisory Committees

1. Ageing Well Advisory Committee
2. Broken Hill Heritage Committee
3. Broken Hill Regional Art Gallery Advisory Committee
4. Community Strategic Plan Round Table Committee
5. Youth Advisory Committee

Members of the public are encouraged to nominate for a position on Section 355 Committees.

8. INFORMATION HELD AT COUNCIL AND HOW TO ACCESS

Council holds information in various formats in respect of the wide range of functions undertaken by it as well as information which is pertinent to different issues relating to the Broken Hill City Council Local Government Area.

There are 4 main ways in which Council provides access to information:

1. **Mandatory Proactive Release**
2. **Authorised Proactive Release**
3. **Informal Release**
4. **Formal Access Applications**

Under the *Government Information (Public Access) Act 2009*, (*GIPA Act*), there is a right of access to certain information held by Council, unless there is an overriding public interest against its disclosure. Any applications made under the *GIPA Act* will be processed in accordance with the requirements of the *GIPA Act*.

8.1 Mandatory Proactive Release - Open Access Information

Under Schedule 1 of the *Government Information (Public Access) Regulation 2018*, Council must make the following information, classified as 'open access information', publicly available unless there is an overriding public interest against disclosure.

Where possible, open access information will be made available on Council's website (www.brokenhill.nsw.gov.au). Where open access information is not made available on Council's website, it will be made available for viewing at Council's Administrative Building during normal business hours.

Fees: A fee may apply for the release of information. Fees are detailed in Council's Schedule of Fees and Charges, updated each financial year and available on Council's website. An example of when a fee may be applied includes staff searches of building/development records, copy of building plans, a bound copy of the Local Environmental Plan, or Local Environmental Plan maps.

8.1.1 Information about Council		
Document/Record Type	Description	How to Access
Agency Information Guide	This document sets out the functions of Broken Hill City Council and the type of information held by Council and how it can be accessed.	Council's website www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3ivY6Ju
Council Policies	Documents used to exercise Council functions.	Council's website www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3qt8R19
Register of Government Contracts.	A register of contracts awarded by Broken Hill City Council valued at \$150,000 or more.	Council's website www.brokenhill.nsw.gov.au – or alternatively click here https://bit.ly/3qw8YsW

8.1.1 Information about Council		
Document/Record Type	Description	How to Access
Disclosure Log of Formal (Access) Applications for Information	The <i>GIPA Act</i> requires Council to publish a Disclosure Log that records details of formal requests for information (access applications) where Council considers that the information requested may be of interest to other members of the public.	Council's website www.brokenhill.nsw.gov.au – or alternatively click here https://bit.ly/3wC7uON
The Model Code of Conduct prescribed under Section 440(1) of the <i>Local Government Act 1993</i>	Outlines the conduct obligations of Council officials.	Council's website www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3qrDSCB
Code of Meeting Practice	Summarises the procedures for all Council and Council Committee Meetings.	Council's website www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3qrDSCB
Annual Report inclusive of Annual Financial Statements	Outlines Council's performance and achievements against its key strategies and objectives.	Council's website www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3n7cGHa
Auditor's Reports	Outlines the financial position of Council and is included in the Annual Financial Statements.	Auditor's Reports – see Financial Statements or alternatively click here https://bit.ly/3gVNFyn
Equal Employment Opportunity Management Plan	Policy that outlines the equal employment opportunities within Council.	Informal request for information https://bit.ly/3OW1p8R
Policy concerning the Payment of Expenses incurred by and the Provision of Facilities to Councillors	A policy to ensure that Councillors receive adequate and reasonable expenses and facilities to enable them to carry out their civic duties.	Council's website www.brokenhill.nsw.gov.au – Councillor Support Policy, alternatively click here https://bit.ly/2YF6iI5
Annual Reports of bodies Exercising Functions Delegated by Council	S355 Community Committees provide Annual Reports and are reported to Council and the community.	Council's website www.brokenhill.nsw.gov.au – Council Meeting Business Papers – click here https://bit.ly/3qsPW6r
Any Codes referred to in the <i>Local Government Act 1993</i>	The codes are referenced in Council's Code of Conduct Policy and Code of Meeting Practice Policy	Council's website www.brokenhill.nsw.gov.au – Policies or alternatively click here https://bit.ly/2YDzgh8

8.1.1 Information about Council		
Document/Record Type	Description	How to Access
Returns of Interests of Councillors, Designated Persons and Delegates	Returns of interest are reported to Council each September.	Council's website www.brokenhill.nsw.gov.au – Access to Information – click here https://bit.ly/30qKINX Council Meeting Business Papers – click here https://bit.ly/3qsPW6r
Agendas and Business papers fro any meeting of Council or any Committee of Council	Monthly reports to Council Ordinary Meeting including Extraordinary Meetings.	Council's website www.brokenhill.nsw.gov.au – Meetings – click here https://bit.ly/3qsPW6r
Minutes of any meeting of Council or any Committee of Council	Minutes recording the records of any meeting of Council or any Committee of Council, inclusive of adopted recommendations by Council.	Council's website www.brokenhill.nsw.gov.au – Meetings – click here https://bit.ly/3qsPW6r
Land Register	A register of all lands vested in Council, or under its control.	Informal request for information https://bit.ly/3OW1p8R
Register of Investments	A written report setting out details of all monies that have been invested under Section 625 (2) of the <i>Local Government Act 1993</i> , and reported to Council monthly.	Council's website www.brokenhill.nsw.gov.au Council - "Meetings", "Minutes and Agendas". Click here https://bit.ly/3qsPW6r
Register of Delegations	A register of the functions delegated to the Mayor, General Manager, and to Council staff, which is adopted each term of Council.	Council's website www.brokenhill.nsw.gov.au Access to Information – Click here https://bit.ly/30qKINX
Register of Graffiti Removal Works	A register containing records of graffiti removal works that are maintained in a database.	Informal request for information https://bit.ly/3OW1p8R
Register of current Declarations of Disclosures of Political Donations	A register containing information regarding disclosures of political donations.	Informal request for information https://bit.ly/3OW1p8R
Register of Voting on Planning Matters	Documents containing information of voting on planning matters available for viewing by members of the public – Council Business Paper (Resolution of Council) or NSW Regional Planning Panel.	Council's website www.brokenhill.nsw.gov.au or alternatively Council Business Paper https://bit.ly/3qsPW6r Or NSW planning portal www.planningportal.nsw.gov.au

8.1.2 Plans and Policies		
Document/Record Type	Description	How to Access
Local Policies adopted by Council concerning approvals and orders	Provide guidance for those participating in the local approvals process and specify criteria which Council will take into consideration in determining applications for approval under the <i>Local Government Act 1993</i> . Criteria to be considered before issuing certain order under section 124 of the <i>Local Government Act</i> .	Council's website www.brokenhill.nsw.gov.au Policies - Local Approvals Policy and Local Orders Policy – Click here https://bit.ly/3F7afdR
Plans of Management for Community Land	Outlines the plans in the management of Broken Hill City Council.	Informal request for information https://bit.ly/3OW1p8R
Environmental Planning Instruments, Development Control Plans and Contribution Plans	The principal legal documents for controlling all development within Broken Hill City Council.	Council's website www.brokenhill.nsw.gov.au or click here https://bit.ly/3ol6CKr

8.1.3 Information about Development Applications		
Document/Record Type	Description	How to Access
Register of Development Applications Lodged and Determined	A register listing the full details of Development Applications lodged and determined.	Informal request for information – Development Applications after 1 July 2010 https://bit.ly/3OW1p8R Formal request for information – Development Applications prior to 1 July 2010 https://bit.ly/3ixFrNv Or Council's website www.brokenhill.nsw.gov.au - DA Tracker – Click here https://bit.ly/3F8exBF
Environmental Planning Instruments, Development Control Plans and Contribution Plans	The legal documents and frameworks for controlling all development within Broken Hill City Council municipality.	Council's website www.brokenhill.nsw.gov.au – Click here https://bit.ly/3D4ujql

8.1.3 Information about Development Applications		
Document/Record Type	Description	How to Access
Development Applications and associated documents including, but not limited to: Application Form, Determination and Conditions, Officer's Delegated Authority report, Statement of Environmental Effects, Plans (excluding floor plans), Construction and Occupation Certificates, Home Warranty Insurance documents, Acoustic Consultants' reports, Structural Certification documents, Heritage Consultants' reports, Land Contamination reports, Tree Inspection Consultants' reports	Development and Construction application files and associated documents.	<p>Informal request for information – Development Applications after 1 July 2010 https://bit.ly/3OW1p8R</p> <p>Formal request for information – Development Applications prior to 1 July 2010 https://bit.ly/3ixFrNv</p> <p>Or</p> <p>Council's website: DA Tracker - Click here https://bit.ly/3F8exBF</p>
Submissions received on Development Applications	Responses by individuals providing their comments in relation to the Development Application.	<p>Informal request for information – Development Applications after 1 July 2010 https://bit.ly/3OW1p8R</p> <p>Formal request for information – Development Applications prior to 1 July 2010 https://bit.ly/3ixFrNv</p> <p>Council's website: www.brokenhill.nsw.gov.au - DA Tracker - Click here https://bit.ly/3F8exBF</p> <p>Note: Council considers the balance test for public interest in protecting the personal information of submitters.</p>
Records of decisions on Development Applications including decisions on appeals	A record of all development applications received and determined by Council.	<p>Informal request for information – Development Applications after 1 July 2010 https://bit.ly/3OW1p8R</p> <p>Formal request for information – Development Applications prior to 1 July 2010 https://bit.ly/3ixFrNv</p> <p>Council's website: www.brokenhill.nsw.gov.au - DA Tracker - Click here https://bit.ly/3F8exBF</p>

8.1.4 Approvals, Orders and Other Documents		
Document/Record Type	Description	How to Access
Applications for approvals under section 68 of the LG Act	Applications and associated documents received for approval under Section 68 of the <i>Local Government Act</i> .	Informal request for information https://bit.ly/3OW1p8R
Applications for approvals under any other Act and any associated document	Application regarding approval other than Development Application.	Informal request for information https://bit.ly/3OW1p8R
Records of approvals granted or refused, any variation from Council Policies reasons for the variation and decisions made on appeals concerning approvals	A record of approvals granted or refused for specific approvals other than development applications.	Informal request for information https://bit.ly/3OW1p8R
Orders given under Part 2 of Chapter 7 of the <i>Local Government Act 1993</i> and any reasons given under Section 136 of the <i>Local Government Act 1993</i>	Order issued and complied with under section 124 of the <i>Local Government Act</i> .	Informal request for information https://bit.ly/3OW1p8R
Orders given under the Authority of any other Act	Order issued and complied with under the authority of other Acts.	Informal request for information https://bit.ly/3OW1p8R
Records of Building Information Certificates (Building Certificates) under the <i>Environmental Planning and Assessment Act 1979</i>	Record of Building Information Certificates (Building Certificates) issued under the <i>Environmental Planning & Assessment Act 1979</i> .	Informal request for information https://bit.ly/3OW1p8R Copies of Building Certificates are subject to a fee as per Council's Schedule of Fees and Charges
Plans of land proposed to be compulsorily acquired by Council	A plan on authority that is exercised by Council in Compulsory acquiring land.	Informal request for information https://bit.ly/3OW1p8R
Compulsory Acquisition Notices	A notice relating to a specific site which is to be compulsorily acquired.	Informal request for information https://bit.ly/3OW1p8R
Leases and Licenses for use of Public Land classified as Community Land.	Leases and Licenses for use of Public Land classified as Community Land.	Informal request for information https://bit.ly/3OW1p8R

8.2 Authorised Proactive Release Information

The *GIPA Act* encourages Council to go beyond the minimum mandatory disclosure requirement, unless there is an overriding public interest against disclosure. This is a discretionary power to release information in any manner considered appropriate, free of charge or at the lowest reasonable cost.

Council will make the following information of public interest available on the website where possible, as part of authorised proactive release.

8.2.1 Administration and Governance		
Document/Record Type	Description	How to Access
Community Strategic Plan (CSP)	Plan outlines the community's aspirations and main priorities for the future.	Council's website: www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3H99Fy9
Delivery Program inclusive of Operational Plan	Details the principal activities to be undertaken by Council to implement the strategies in the Community Strategic Plan.	Council's website: www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3Dd58Zc
Progress reports on Delivery Program	Reports on progress of the activities and actions detailed in the Delivery Program.	Council's website: www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3F70uMK
Long Term Financial Plan	Inclusion in Resourcing Strategy for the provision of resources required to implement the CSP.	Council's website: www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3DljAhu
Workforce Management Plan	Inclusion in Resourcing Strategy for the provision of resources required to implement the CSP.	Council's website: www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3n9EFGm
Approved Council strategies and plans	Plans/documents used in connection with the functions.	Council's website: www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3wRMvYt
Disability Inclusion Action Plan (DIAP)	Outlines Council's commitment to improving opportunities for people with a disability of all ages to access the full range of services and activities available in the community.	Council's website: www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3oswAfo
Progress report on Disability Inclusion Action Plan	Reports on progress of the activities and actions detailed in the Disability Inclusion Action Plan.	Council's website: www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3oswAfo

8.2.1 Administration and Governance		
Document/Record Type	Description	How to Access
State of the Environment Reports (SOE)	Report on environmental activities and indicators undertaken to enhance and protect the local environment.	Council's website: www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3oogH9G
End of Term Report	Report on Council's achievements in implementing the CSP over the term of the Council (4 years).	Council's website: www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3CcrDfg
Community Management Committees	Delegated authority to manage some of Council facilities and functions.	Council's website: www.brokenhill.nsw.gov.au – Section 355 Community Committees – or alternatively click here https://bit.ly/3F71kJo
Schedule of Fees and Charges	Pricing policy – fees and charges for the current financial year.	Council's website: www.brokenhill.nsw.gov.au or alternatively click here https://bit.ly/3op1OUq

8.3 Informal Release

Access to information that is not available as mandatory or authorised proactive release may be provided through discretionary release.

Council is authorised to release information unless there is an overriding public interest against disclosure. Informal release can enable the release of as much information as possible, however Council is also authorised to redact content from information released, if its inclusion would otherwise result in an overriding public interest against disclosure.

Applications can be made to Council by submitting an Informal Request for Information. The *GIPA Act* does not set a limit for the processing of informal requests for information, therefore these requests are balanced against the other duties for which the Governance team is responsible and can take up to 20 working days to finalise.

8.4 Formal Access Applications

A formal access application is required to be submitted if the information being sought:

- Is not available via proactive or informal release;
- Is of a sensitive nature that requires careful weighing of the considerations in favour of, and against, disclosure;
- Contains personal or confidential information about a third party that may require consultation; or
- Would involve an unreasonable amount of time and resources to produce.

Applications must be made to Council by:

- Submitting the Formal Request for Information Form, together with the application fee (\$30). Additional processing charges may be applicable at a rate of \$30 per hour;
- Specify clearly that it is made under the *GIPA Act*;
- Provide sufficient detail to enable Council to identify the information requested; and
- Include an Australian postal address

Note: An application will be invalid if it seeks access to excluded information of Council or does not meet the formal requirements for an access application.

Council will advise the applicant within 20 working days of receipt of the request of its decision to provide information and in cases where the applicant is aggrieved by Council's determination, an appeal may be lodged. Information on how this may be done will be included with Council's determination notice.

8.5 Proactive Release Strategy

Proactive release involves an agency making information or documents it holds or collects publicly available, on its own accord without someone making an information access request, to promote open and transparent government.

The benefits of proactive release include:

- Improved service delivery
- Increased community participation in government processes and decision-making
- Better informed community
- Reduced costs and resourcing needs by decreasing the number of access applications

Proactive Release Program

Council will undertake an annual Proactive Release Program to ensure that it complies with Mandatory and Authorised Proactive Release obligations under the *Government Information (Public Access) Act 2009*.

The Corporate Governance and Compliance Team will manage and coordinate the annual proactive release review in consultation with relevant business units:

DATE	STAGE	ACTION
June	Preliminary	Engage with business units regarding: <ul style="list-style-type: none"> • the process and timeline • guidance in identifying information for proactive release • communicating the roles and responsibilities
July	Identify	Business units to identify information in their area that: <ul style="list-style-type: none"> • can be considered for proactive release • has been proactively released within the previous 12 months Business unit owners to submit an annual review summary report to Corporate Governance and Compliance Team.

DATE	STAGE	ACTION
August	Assess	The Corporate Governance and Compliance Team will assess information identified for proactive release, by applying the public interest test. The data will be collated in an annual review report, detailing whether information should be released. Legal services may be consulted where deemed necessary.
September	Consult	The Corporate Governance and Compliance Team will provide a draft annual review report to Council's Public Officer and business owners for endorsement, for the referral to Council's Executive Leadership Team (ELT) to seek approval.
October	Approve	The Corporate Governance and Compliance Team will submit an annual review report for the proactive release of government information to ELT. The ELT will have the final authority to determine whether the information identified in the review report is published or not. ELT may consult with business unit owners before making a final decision.
November		The Corporate Governance and Compliance Team will update the organisations' Agency Information Guide in accordance with any approved actions, and present to Council for endorsement to submit to the IPC for annual review.

9. OTHER GOVERNMENT OPEN DATA

In Australia, there are many other open data initiatives. Open data are large datasets available to anyone with an internet connection.

The **federal government** open data portal can be accessed via data.gov.au

Data.gov.au is a centralised source of Australian open government data. In addition to government data, publicly funded research data and datasets from private institutions that are of public interest can also be found here.

The **NSW government** portal can be accessed via data.nsw.gov.au

Data. NSW aims to increase the safe use of data across NSW government, to support better customer service, policy development, responsiveness, and innovation.

18. HOW DO I CONTACT COUNCIL

HOW?	CONTACT DETAILS
IN PERSON	Council Administrative Centre 240 Blende Street Broken Hill NSW 2880
POST	Broken Hill City Council PO Box 448 Broken Hill NSW 2880
PHONE	08 8080 3300
FAX	08 8088 3424
EMAIL	council@brokenhill.nsw.gov.au
OPENING HOURS	9.00 am to 4pm Monday to Friday

10.1 Contact

For specific information or enquiries regarding access to information at Broken Hill City Council, please contact:

The Public Officer
PO Box 448
Broken Hill NSW 2880
Phone: 08 8080 3300
Email: council@brokenhill.nsw.gov.au

If you wish to learn more about your right to information, please contact the Information and Privacy Commission at www.ipc.nsw.gov.au



ORDINARY MEETING OF THE COUNCIL

December 12, 2023

ITEM 6**BROKEN HILL CITY COUNCIL REPORT NO. 249/23****SUBJECT:** **INVESTMENT REPORT FOR NOVEMBER 2023** **D23/67368****Recommendation**

1. That Broken Hill City Council Report No. 249/23 dated December 12, 2023, be received.

Executive Summary:

The *Local Government (General) Regulation 2021* (Part 9, Division 5, Clause 212), effective from 1 September 2021, requires the Responsible Accounting Officer of a Council to provide a written report setting out details of all monies that have been invested under Section 625 (2) of the *Local Government Act 1993*, as per the Minister's Amended Investment Order gazetted 11 March 2011. The Responsible Accounting Officer must also include in the report, a certificate as to whether the investment has been made in accordance with the Act, the Regulations and the Council's Investment Policy.

As at 30 November 2023, Council's Investment Portfolio had a current market valuation of \$36,361,711 or principal value (face value) of \$36,004,226 and was compliant with policy and legislative requirements as per the below table.

Report:

Council's investments as at 30 November 2023 are detailed in Attachment 1.

Portfolio Summary		
Portfolio Performance vs. RBA Cash Rate	✓	Compliant with policy
Investment Policy Compliance		
Legislative Requirements	✓	Compliant with policy
Portfolio Credit Rating Limit	✓	Compliant with policy
Institutional Exposure Limits	✓	Compliant with policy
Term to Maturity Limits	✓	Compliant with policy

Market Review**Global issues:****Global issues:**

- Inflation data is trending lower across the US, Canada, UK and Europe leading economists to predict that central banks there have reached the end of their tightening cycle. Further rate hikes in Australia and Japan remain possibilities with both countries having reached peak inflation later than most.

- In the US, data is indicating that the Federal Reserve's interest rate management may avoid a sharp decrease in economic growth. US profit results continue to surprise on the upside making it the best reporting season in two years; policy uncertainty diminished a bit with the US and China looking to ease tensions and the US Congress averted a shutdown with temporary funding.
- The temporary truce between Israel and Hamas, which could see an eventual resolution to the conflict, along with the fact that the war has not widened to include major oil producers, has boosted sentiment in financial markets. Oil prices are well below their level prior to the conflict helping to ease inflationary fears that were building.
- In China, the economic outlook remains uncertain. The economy is recovering modestly, driven by activity in the services sector, but the level of growth remains below forecasters' expected trend. The property sector remains very weak, which may result in a pronounced adverse effect on the Chinese economy as a whole.
- Global (and domestic) shares and bonds had a good rally in November. In the short-term, financial markets could lift further on positive seasonality into the end of the year; the temporary truce between Israel and Hamas, which may result in a resolution to the conflict; signs that interest rates are not headed higher across most major economies; and falling bond yields.

Domestic issues

- The jobs market is still tight but it is gradually easing with unemployment (at 3.7%) and underemployment (at 6.3%) both up from their lows in October 2022. Various leading indicators point to softer jobs growth ahead including a rising trend in applicants.
- The monthly inflation release showed annual inflation fell to 4.90% in October from 5.60% in September, as price pressures for consumer goods moderated due to falling demand.
- The monthly consumer price indicator was lower than economists' expectations of a 5.20% outcome and cemented the market's view that the RBA board would likely keep the cash rate on hold at 4.35% at its final meeting of the year, which subsequently proved correct.

Interest rates

- At its November meeting, the RBA raised the official cash rate by 25 basis points to 4.35%. Despite the recent run of good news on the international front, with inflation continuing to ease in North America and Europe, the RBA remains very cautious when it comes to the domestic inflation, emphasising that '*the remaining inflation challenge...is increasingly homegrown and demand driven*'.
- The central bank's projection is for inflation to only reach the upper area of its 2-3% inflation target by late 2025. It was reiterated that the RBA has a "low tolerance" for a slower fall in inflation than expected and if it is higher than expected then it would respond with another rate hike.
- The market is giving more credence to the latest inflation data than to the RBA's comments, pricing in no further interest rate hikes for this cycle and a rate cut by March 2025:
- In November, term deposit rates across the 1 to 12 month range were little changed from last month as the market had largely priced in the early November rate hike by the end of October. The benign inflation figures released at the end of November indicated a possible reprieve from another rate hike in this cycle, causing a drop in 2yr to 5yr term deposit rates by an average of 20 basis points.

Investment Portfolio Commentary

Council's investment portfolio returned 7.54%pa (0.60% actual) for the month on a marked-to-market basis versus the bank bill index benchmark's 4.34%pa return. Over the past 12 months, the investment portfolio has returned 3.82% versus the bank bill index benchmark's 3.76%.

The NSW TCorpIM Medium Term Fund (+2.34% actual) had a very strong return for the month reflecting the surge in global share markets and the rebound in bond prices as the end of the interest rate hikes may be at hand. The fund's return gave a good boost to the portfolio's overall performance.

During November, Council had \$1m in maturities among two 7mo term deposits paying an average of 4.51%pa. No new investments were made during the month.

Council has a well-diversified portfolio invested predominantly among a range of term deposits from highly rated Australian banks. Council also has exposure to a wide range of asset classes, including senior ranked fixed and floating rate notes, listed property and international and domestic shares via the NSW TCorp Medium Term Growth Fund. It is expected that Council's portfolio will achieve above benchmark returns over the medium/long term with prudent investment selection.

Council's Portfolio by Source of Funds – November 2023

As at 30 November 2023, Council's Investment Portfolio had a current market valuation of \$36,361,711 or principal value (face value) of \$36,004,226 and was compliant with policy and legislative requirements as per the table above.

	Source of Funds	Principal Amount
GENERAL Fund	Operating Capital & Internal Restrictions	\$18,397,360
	Royalties Reserve	\$606,237
	Domestic Waste Management Reserve	\$4,115,659
	Grants	\$12,884,970
	TOTAL PORTFOLIO	\$36,004,226

Certificate by Responsible Accounting Officer

All investments have been placed in accordance with Council's Investment Policy, Section 625 of the *Local Government Act 1993* (as amended), the Revised Ministerial Investment Order gazetted 11 February 2011, Clause 212 of the *Local Government (General) Regulations 2005* and Third-Party Investment requirements of the then Department Local Government Circular 06-70. Council continues to obtain independent financial advice on its investment portfolio in accordance with the then Department of Local Government Circular of 16 September 2008.

Community Engagement:

Nil

Strategic Direction:

- Key Direction 4: Our Leadership
- Objective 4.1: Openness and Transparency in Decision Making
- Action 4.1.1: Maintain good governance and best practice methods and ensure compliance with various guidelines and legislation.

Relevant Legislation:

This report is provided for Council's consideration in compliance with the requirements of *Part 9, Division 5, Clause 212 of the Local Government (General) Regulations 2021*.

Financial Implications:

The recommendation has no financial impact.

Attachments

1. [↓](#) Investment Report For November 2023

SIMON BROWN
DIRECTOR FINANCE AND COMMERCIAL

JAY NANKIVELL
GENERAL MANAGER



Investment Summary Report
November 2023



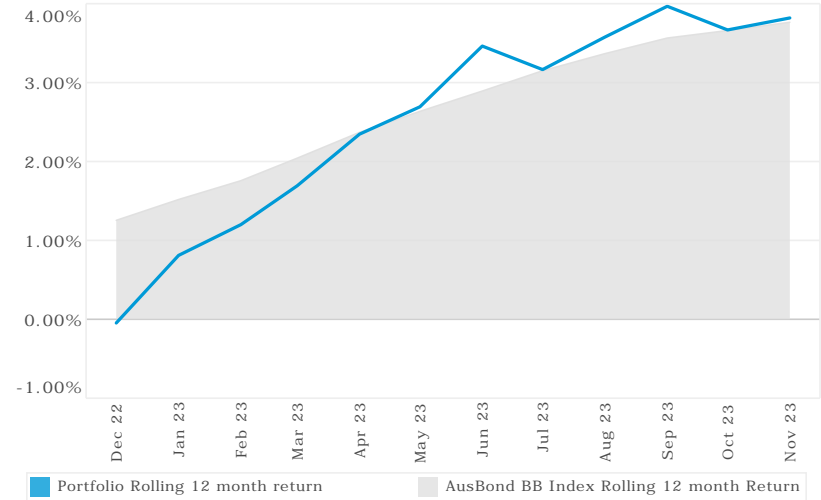
BROKEN HILL CITY COUNCIL
Executive Summary - November 2023



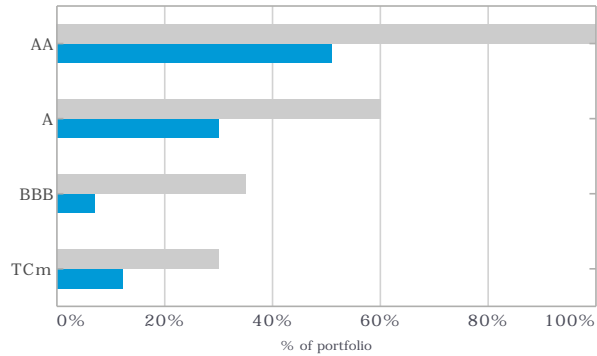
Investment Holdings

	Face Value (\$)	Current Value (\$)
Cash	14,122,126	14,122,126
Managed Funds	4,382,100	4,382,100
Term Deposit	17,500,000	17,857,485
	36,004,226	36,361,711

Investment Performance

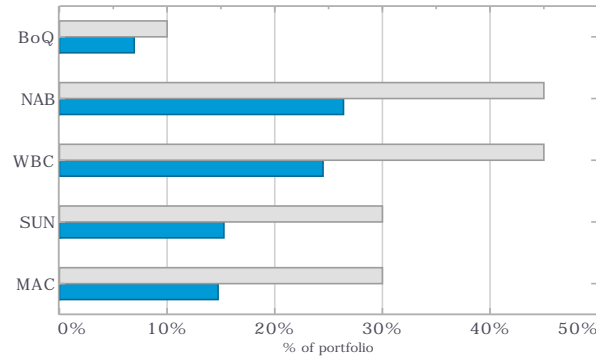


Total Credit Exposure



Investment Policy Compliance

Individual Institutional Exposures



Term to Maturities

	Face Value (\$)	Policy Max
Between 0 and 1 years	36,004,226	100% a
	36,004,226	

Specific Sub Limits

Between 5 and 10 year:	0	0%	30% a
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Portfolio Exposure Investment Policy Limit



BROKEN HILL CITY COUNCIL
Investment Holdings Report - November 2023



Cash Accounts

Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
3,018,686.89	0.0000%	Westpac Group	AA-	3,018,686.89	473409	Cheque
5,306,482.92	4.3272%	Macquarie Bank	A+	5,306,482.92	540354	Accelerator
5,796,956.21	5.3000%	Westpac Group	AA-	5,796,956.21	535442	90d Notice
14,122,126.02	3.8016%			14,122,126.02		

Managed Funds

Face Value (\$)	Monthly Return (%)	Institution	Credit Rating	Funds Name	Current Value (\$)	Deal No.	Reference
4,382,099.90	2.3372%	NSW T-Corp (MT)	TCm	Medium Term Growth Fund	4,382,099.90	536441	
4,382,099.90	2.3372%				4,382,099.90		

Term Deposits

Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
5-Dec-23	500,000.00	4.5000%	Suncorp Bank	A+	500,000.00	6-Apr-23	514,732.88	544001	14,732.88	At Maturity	
6-Dec-23	500,000.00	5.1000%	Bank of Queensland	BBB+	500,000.00	6-Jun-23	512,435.62	544162	12,435.62	At Maturity	
12-Dec-23	500,000.00	4.7800%	National Australia Bank	AA-	500,000.00	10-May-23	513,423.29	544090	13,423.29	At Maturity	
14-Dec-23	500,000.00	5.4100%	Suncorp Bank	A+	500,000.00	15-Jun-23	512,524.52	544202	12,524.52	At Maturity	
19-Dec-23	500,000.00	5.3900%	National Australia Bank	AA-	500,000.00	21-Jun-23	512,035.21	544215	12,035.21	At Maturity	
24-Jan-24	1,000,000.00	5.5000%	Suncorp Bank	A+	1,000,000.00	29-Jun-23	1,023,356.16	544273	23,356.16	At Maturity	
6-Feb-24	1,000,000.00	5.5500%	Bank of Queensland	BBB+	1,000,000.00	4-Jul-23	1,022,808.22	544288	22,808.22	At Maturity	
23-Feb-24	2,000,000.00	5.5000%	Suncorp Bank	A+	2,000,000.00	29-Jun-23	2,046,712.33	544274	46,712.33	At Maturity	
5-Mar-24	500,000.00	4.4700%	National Australia Bank	AA-	500,000.00	5-Apr-23	514,695.89	543995	14,695.89	At Maturity	
5-Mar-24	1,000,000.00	5.5100%	National Australia Bank	AA-	1,000,000.00	5-Jul-23	1,022,492.88	544292	22,492.88	At Maturity	
6-Mar-24	1,000,000.00	5.5000%	Suncorp Bank	A+	1,000,000.00	6-Jul-23	1,022,301.37	544296	22,301.37	At Maturity	
20-Mar-24	500,000.00	5.2000%	National Australia Bank	AA-	500,000.00	16-Aug-23	507,621.92	544393	7,621.92	At Maturity	
27-Mar-24	2,000,000.00	5.4500%	National Australia Bank	AA-	2,000,000.00	28-Jun-23	2,046,586.30	544239	46,586.30	At Maturity	
9-Apr-24	500,000.00	5.1700%	National Australia Bank	AA-	500,000.00	5-Sep-23	506,161.51	544469	6,161.51	At Maturity	



BROKEN HILL CITY COUNCIL
Investment Holdings Report - November 2023



Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
9-Apr-24	1,000,000.00	4.4700%	National Australia Bank	AA-	1,000,000.00	5-Apr-23	1,029,391.78	543996	29,391.78	At Maturity	
16-Apr-24	1,000,000.00	5.1600%	National Australia Bank	AA-	1,000,000.00	19-Sep-23	1,010,320.00	544514	10,320.00	At Maturity	
23-Apr-24	500,000.00	5.4600%	Suncorp Bank	A+	500,000.00	26-Jul-23	509,573.70	544336	9,573.70	At Maturity	
14-May-24	500,000.00	5.1500%	Bank of Queensland	BBB+	500,000.00	10-Oct-23	503,668.49	544572	3,668.49	At Maturity	
14-May-24	500,000.00	5.2200%	National Australia Bank	AA-	500,000.00	11-Aug-23	508,008.77	544380	8,008.77	At Maturity	
25-Jun-24	500,000.00	5.2500%	Bank of Queensland	BBB+	500,000.00	28-Sep-23	504,602.74	544543	4,602.74	At Maturity	
24-Sep-24	1,000,000.00	5.3500%	National Australia Bank	AA-	1,000,000.00	25-Sep-23	1,009,820.55	544523	9,820.55	At Maturity	
8-Oct-24	500,000.00	5.3000%	National Australia Bank	AA-	500,000.00	4-Oct-23	504,210.96	544558	4,210.96	At Maturity	
	17,500,000.00	5.2651%			17,500,000.00		17,857,485.09		357,485.09		



BROKEN HILL CITY COUNCIL
Accrued Interest Report - November 2023



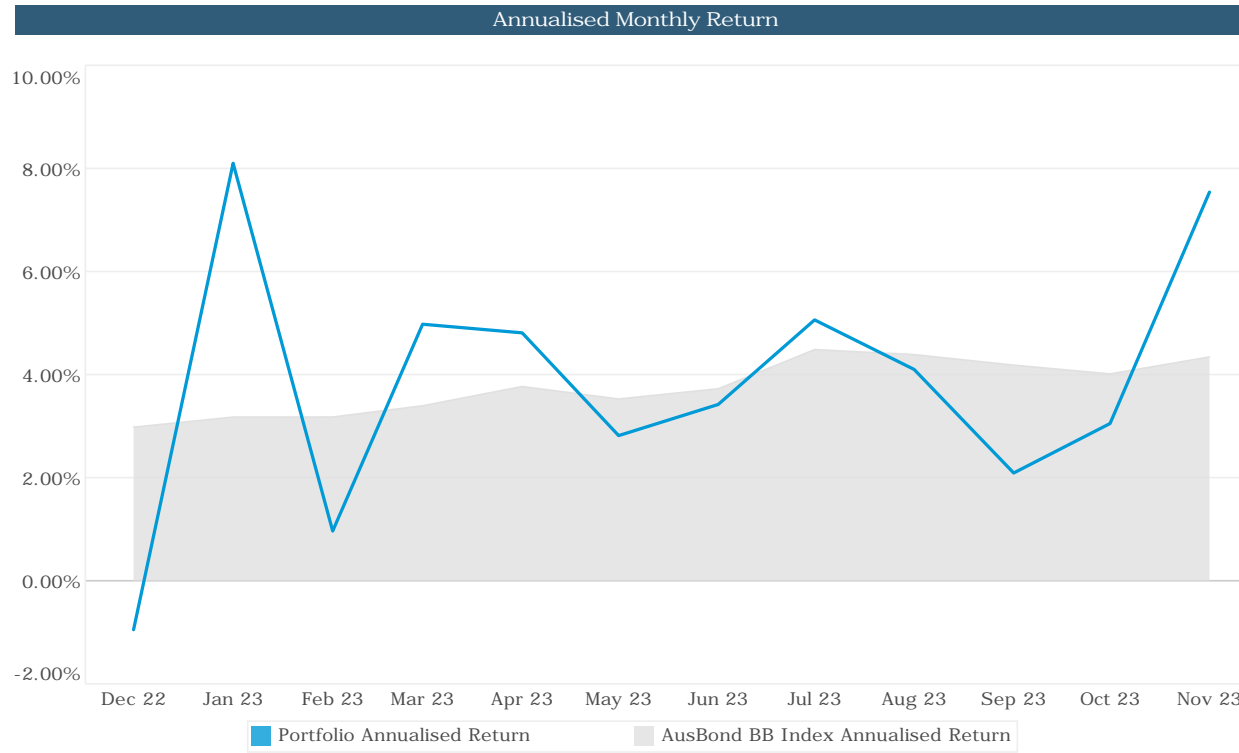
Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
Cash									
Macquarie Bank	540354					18,444.08	0	18,444.08	4.33%
Westpac Group	473409					0.00	0	0.00	0.00%
Westpac Group	535442					24,473.74	0	24,473.74	5.30%
						42,917.82		42,917.82	3.78%
Managed Funds									
NSW T-Corp Medium Term Growth Fund	536441				1-Jul-24	0.00	0	100,079.71	32.46%
						0.00		100,079.71	32.46%
Term Deposits									
Suncorp Bank	544000		500,000.00	6-Apr-23	7-Nov-23	13,253.42	6	369.86	4.50%
National Australia Bank	544038		500,000.00	27-Apr-23	28-Nov-23	13,282.88	27	1,668.09	4.51%
Suncorp Bank	544001		500,000.00	6-Apr-23	5-Dec-23	0.00	30	1,849.32	4.50%
Bank of Queensland	544162		500,000.00	6-Jun-23	6-Dec-23	0.00	30	2,095.89	5.10%
National Australia Bank	544090		500,000.00	10-May-23	12-Dec-23	0.00	30	1,964.39	4.78%
Suncorp Bank	544202		500,000.00	15-Jun-23	14-Dec-23	0.00	30	2,223.29	5.41%
National Australia Bank	544215		500,000.00	21-Jun-23	19-Dec-23	0.00	30	2,215.07	5.39%
Suncorp Bank	544273		1,000,000.00	29-Jun-23	24-Jan-24	0.00	30	4,520.54	5.50%
Bank of Queensland	544288		1,000,000.00	4-Jul-23	6-Feb-24	0.00	30	4,561.64	5.55%
Suncorp Bank	544274		2,000,000.00	29-Jun-23	23-Feb-24	0.00	30	9,041.10	5.50%
National Australia Bank	543995		500,000.00	5-Apr-23	5-Mar-24	0.00	30	1,836.99	4.47%
National Australia Bank	544292		1,000,000.00	5-Jul-23	5-Mar-24	0.00	30	4,528.77	5.51%
Suncorp Bank	544296		1,000,000.00	6-Jul-23	6-Mar-24	0.00	30	4,520.55	5.50%
National Australia Bank	544393		500,000.00	16-Aug-23	20-Mar-24	0.00	30	2,136.99	5.20%
National Australia Bank	544239		2,000,000.00	28-Jun-23	27-Mar-24	0.00	30	8,958.90	5.45%
National Australia Bank	543996		1,000,000.00	5-Apr-23	9-Apr-24	0.00	30	3,673.97	4.47%
National Australia Bank	544469		500,000.00	5-Sep-23	9-Apr-24	0.00	30	2,124.66	5.17%
National Australia Bank	544514		1,000,000.00	19-Sep-23	16-Apr-24	0.00	30	4,241.10	5.16%



BROKEN HILL CITY COUNCIL
Accrued Interest Report - November 2023

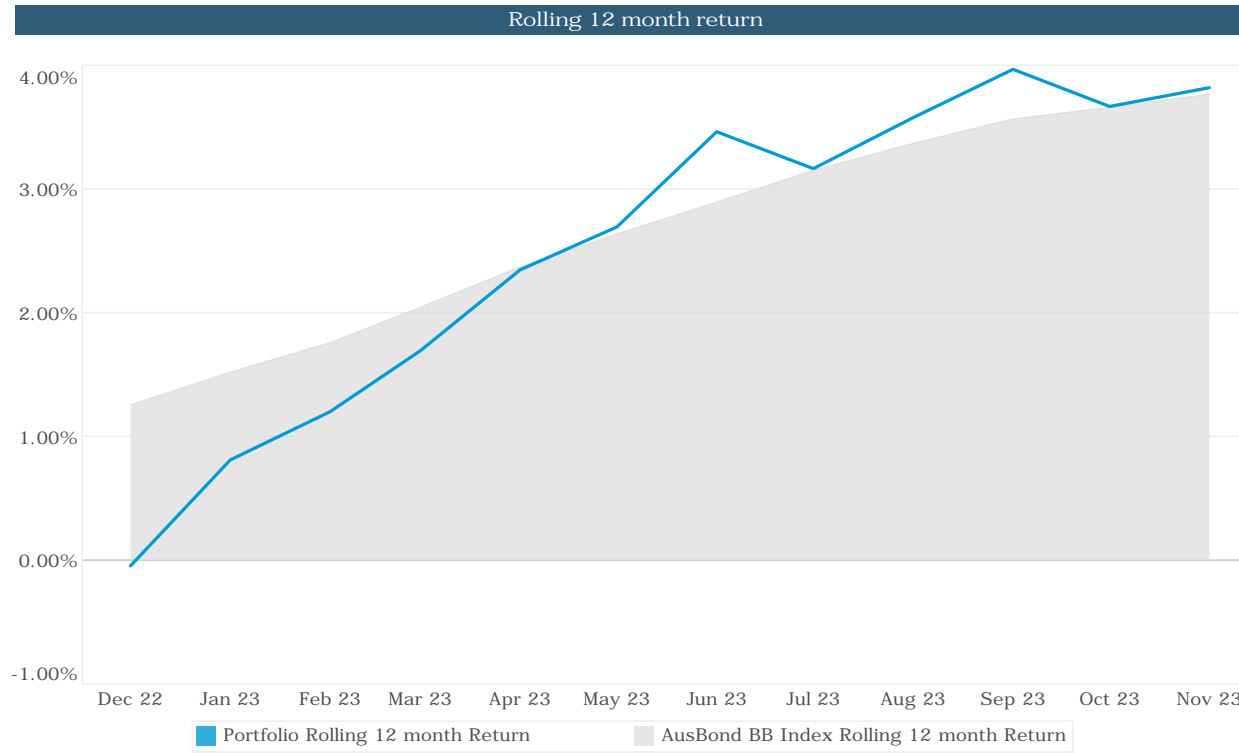


Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
Suncorp Bank	544336		500,000.00	26-Jul-23	23-Apr-24	0.00	30	2,243.84	5.46%
Bank of Queensland	544572		500,000.00	10-Oct-23	14-May-24	0.00	30	2,116.44	5.15%
National Australia Bank	544380		500,000.00	11-Aug-23	14-May-24	0.00	30	2,145.21	5.22%
Bank of Queensland	544543		500,000.00	28-Sep-23	25-Jun-24	0.00	30	2,157.53	5.25%
National Australia Bank	544523		1,000,000.00	25-Sep-23	24-Sep-24	0.00	30	4,397.26	5.35%
National Australia Bank	544558		500,000.00	4-Oct-23	8-Oct-24	0.00	30	2,178.08	5.30%
						26,536.30		77,769.48	5.24%
Grand Totals						69,454.12		220,767.01	7.54%



Historical Performance Summary (% pa)			
	Portfolio	Annualised BB Index	Outperformance
Nov 2023	7.54%	4.34%	3.20%
Last 3 months	4.19%	4.18%	0.01%
Last 6 months	4.19%	4.19%	0.00%
Financial Year to Date	4.35%	4.28%	0.07%
Last 12 months	3.82%	3.76%	0.06%

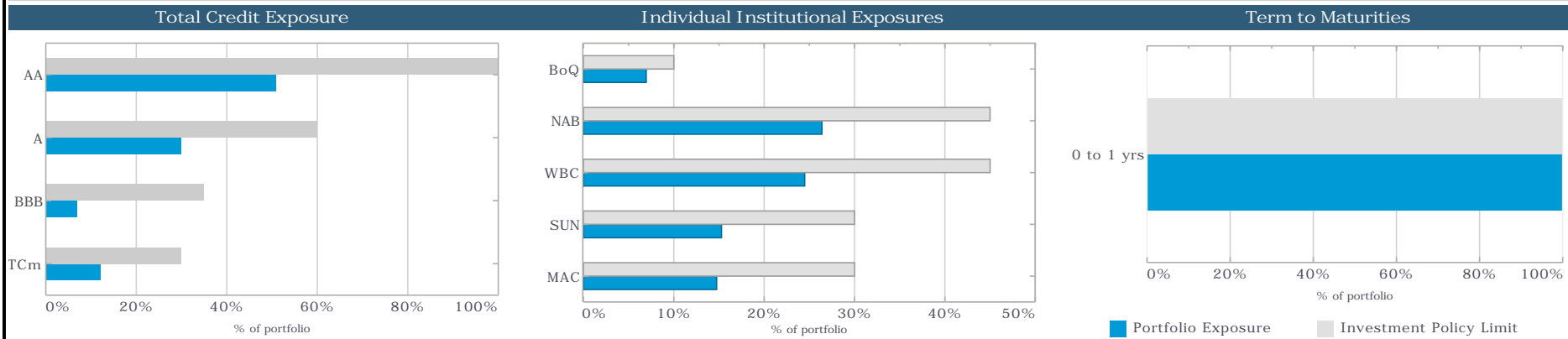




Historical Performance Summary (% actual)			
	Portfolio	Annualised BB Index	Outperformance
Nov 2023	0.60%	0.35%	0.25%
Last 3 months	1.03%	1.03%	0.00%
Last 6 months	2.08%	2.08%	0.00%
Financial Year to Date	1.80%	1.77%	0.03%
Last 12 months	3.82%	3.76%	0.06%



BROKEN HILL CITY COUNCIL
Investment Policy Compliance Report - November 2023



Credit Rating Group	Face Value (\$)	% of Portfolio	Policy Max	Compliance
AA	18,315,643	51%	100%	a
A	10,806,483	30%	60%	a
BBB	2,500,000	7%	35%	a
TCm	4,382,100	12%	30%	a
Total	36,004,226			

Institution	% of Portfolio	Investment Policy Limit	Compliance
Bank of Queensland (BBB+)	7%	10%	a
National Australia Bank (AA-)	26%	45%	a
Westpac Group (AA-)	24%	45%	a
Suncorp Bank (A+)	15%	30%	a
Macquarie Bank (A+)	15%	30%	a
NSW T-Corp (TCm)	12%	30%	a

Term	Face Value (\$)	Policy Max	Compliance
Between 0 and 1 years	36,004,226	100%	a
Total	36,004,226		

Specific Sub Limits	Face Value (\$)	% of Portfolio	Policy Max	Compliance
BBB+	2,500,000	7%	35%	a

Specific Sub Limits	Face Value (\$)	% of Portfolio	Policy Max	Compliance
Between 5 and 10 years	0	0%	30%	a

Credit Rating	Current Longest Maturity (years)	Policy Max	Compliance
AA+, AA, AA-	0.86	5.00	a
A+, A, A-	0.40	3.00	a
BBB+	0.57	3.00	a

a = compliant
r = non-compliant



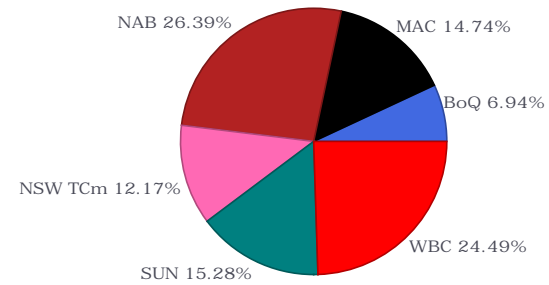
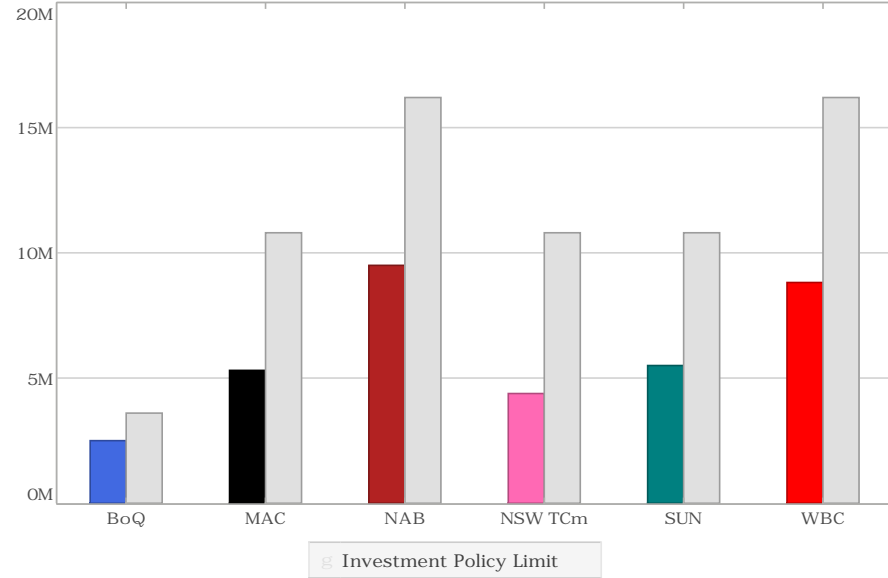
BROKEN HILL CITY COUNCIL
Individual Institutional Exposures Report - November 2023



Individual Institutional Exposures

	Current Exposures		Policy Limit		Capacity
Bank of Queensland (BBB+)	2,500,000	7%	3,600,423	10%	1,100,423
Macquarie Bank (A+)	5,306,483	15%	10,801,268	30%	5,494,785
National Australia Bank (AA-)	9,500,000	26%	16,201,902	45%	6,701,902
NSW T-Corp (TCm)	4,382,100	12%	10,801,268	30%	6,419,168
Suncorp Bank (A+)	5,500,000	15%	10,801,268	30%	5,301,268
Westpac Group (AA-)	8,815,643	24%	16,201,902	45%	7,386,259
	36,004,226				

Individual Institutional Exposure Charts



BROKEN HILL CITY COUNCIL
Cashflows Report - November 2023



Actual Cashflows for November 2023

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
7-Nov-23	544000	Suncorp Bank	Term Deposit	Maturity: Face Value	500,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	13,253.42
<u>Deal Total</u>					<u>513,253.42</u>
Day Total					513,253.42
28-Nov-23	544038	National Australia Bank	Term Deposit	Maturity: Face Value	500,000.00
		National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	13,282.88
<u>Deal Total</u>					<u>513,282.88</u>
Day Total					513,282.88
<u>Total for Month</u>					<u>1,026,536.30</u>

Forecast Cashflows for December 2023

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
5-Dec-23	544001	Suncorp Bank	Term Deposit	Maturity: Face Value	500,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	14,979.45
<u>Deal Total</u>					<u>514,979.45</u>
Day Total					514,979.45
6-Dec-23	544162	Bank of Queensland	Term Deposit	Maturity: Face Value	500,000.00
		Bank of Queensland	Term Deposit	Maturity: Interest Received/Paid	12,784.93
<u>Deal Total</u>					<u>512,784.93</u>
Day Total					512,784.93
12-Dec-23	544090	National Australia Bank	Term Deposit	Maturity: Face Value	500,000.00
		National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	14,143.56
<u>Deal Total</u>					<u>514,143.56</u>
Day Total					514,143.56
14-Dec-23	544202	Suncorp Bank	Term Deposit	Maturity: Face Value	500,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	13,487.95

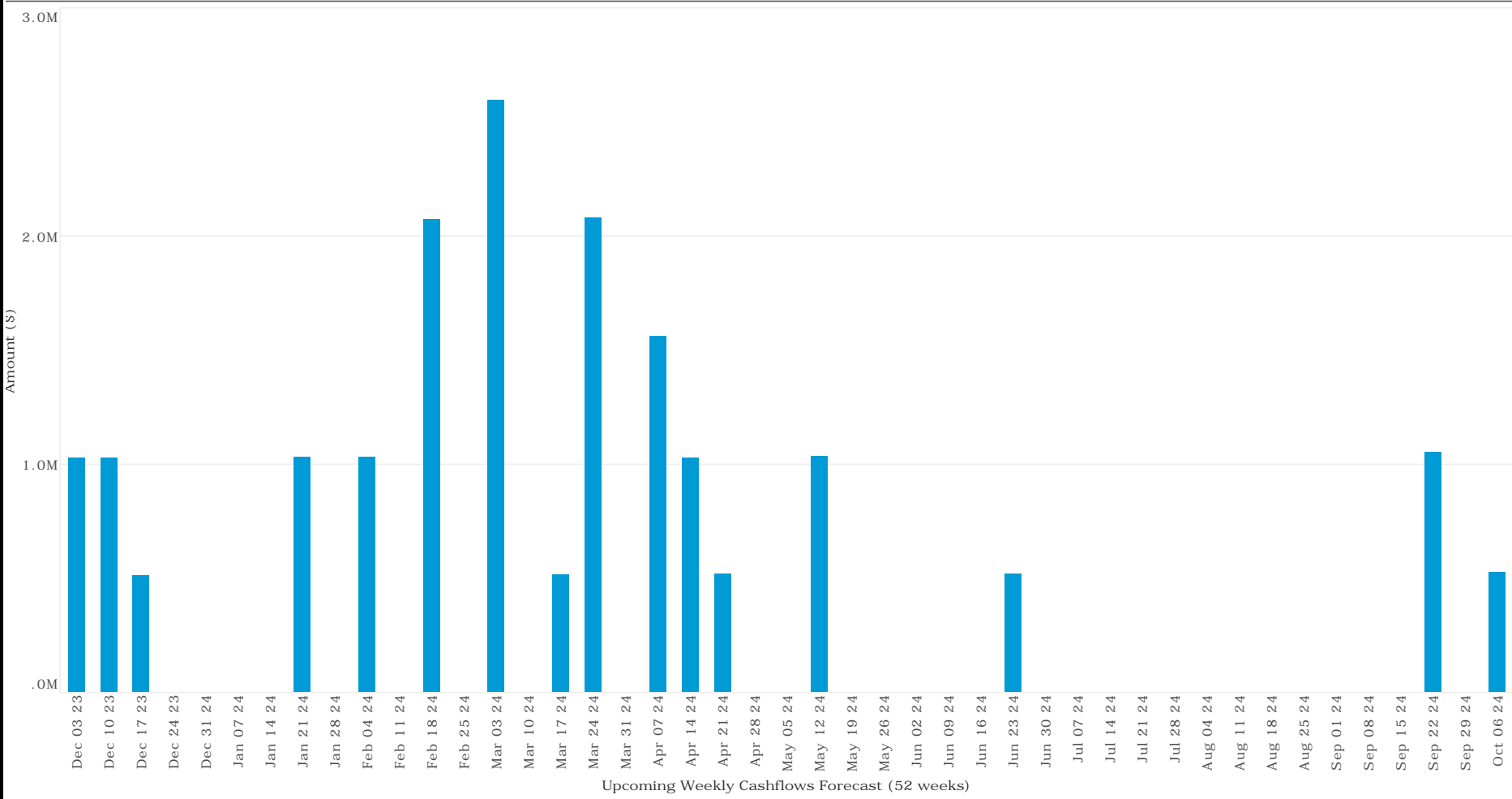


BROKEN HILL CITY COUNCIL
Cashflows Report - November 2023

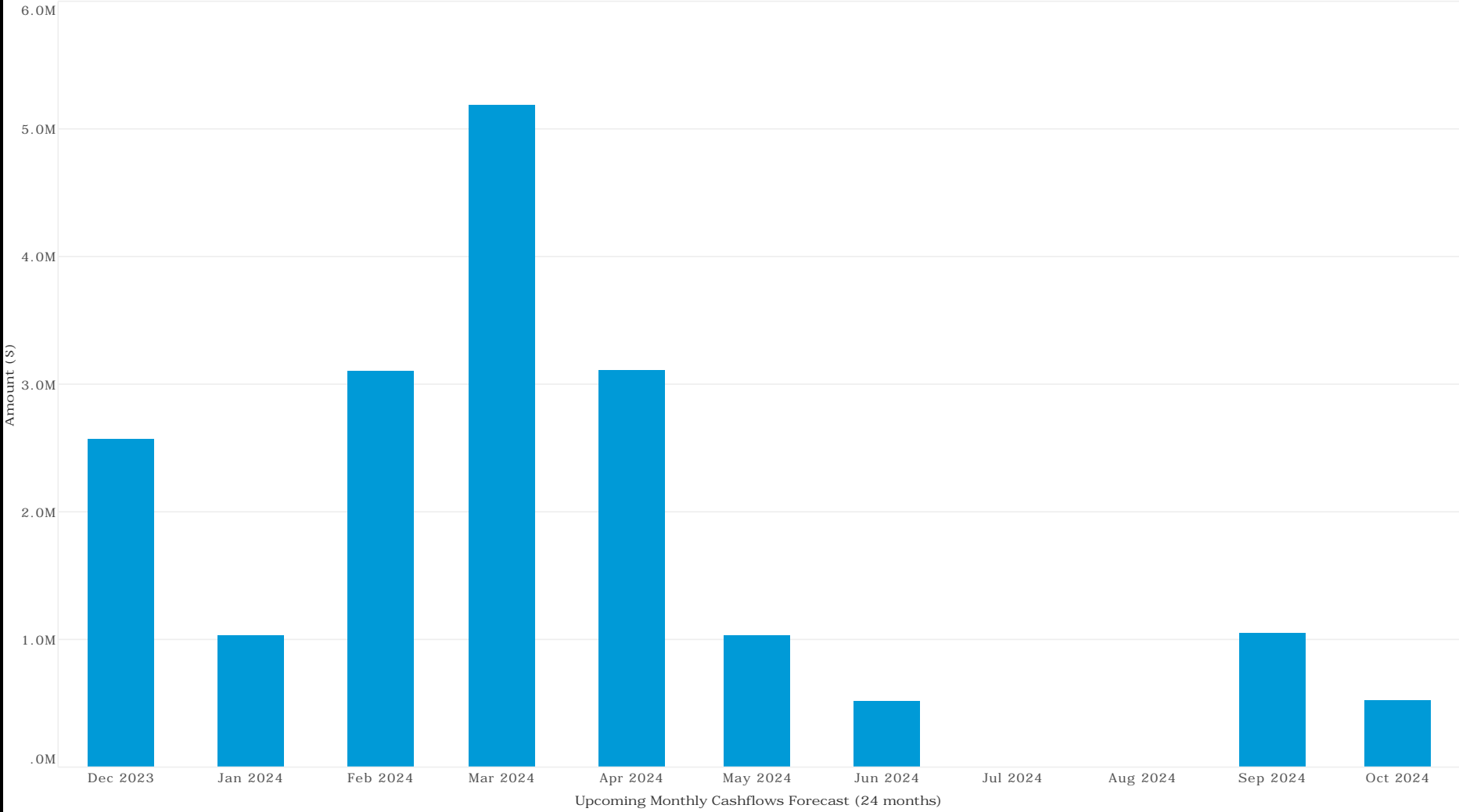


Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
<u>Deal Total</u>					513,487.95
Day Total					513,487.95
19-Dec-23	544215	National Australia Bank	Term Deposit	Maturity: Face Value	500,000.00
		National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	13,364.25
<u>Deal Total</u>					513,364.25
Day Total					513,364.25
<u>Total for Month</u>					<u>2,568,760.14</u>

BROKEN HILL CITY COUNCIL
Cashflows Report - November 2023



BROKEN HILL CITY COUNCIL
Cashflows Report - November 2023



ORDINARY MEETING OF THE COUNCIL

November 1, 2023

ITEM 7**BROKEN HILL CITY COUNCIL REPORT NO. 250/23**

SUBJECT: **TEMPORARY SUSPENSION OF ALCOHOL PROHIBITED AREA - PERFECT LIGHT FILM FESTIVAL - 23 MARCH 2024** **D23/56529**

Recommendation

1. That Broken Hill City Council Report No. 250/23 dated November 1, 2023, be received.
2. That Council provide in principle support to begin the planning process for the temporary suspension of the prohibition of the consumption of alcohol in a portion of Sturt Park, under Section 632A of the *Local Government Act 1993*, on Saturday, 23 March 2024 from 5pm to 10:30pm for the Perfect Light Film Festival.
3. That the temporary suspension on the prohibition of the consumption of alcohol in a portion of Sturt Park be advised to the public by way of advertisement in the Barrier Daily Truth and that the advertisement also confirms that the suspension only applies to the VIP Marquee area and that the consumption of alcohol will remain prohibited for all other areas of Sturt Park; and that all existing alcohol-free zones in Broken Hill remain in force.
4. That the General Manager be authorised to implement the suspension and advertising processes on final advice of the Barrier Police District.
5. That the Barrier Police District be advised of Council's decision.

Executive Summary:

Council has received an application from Film Festivals Australia, to temporarily suspend the prohibition on the consumption of alcohol in a portion of Sturt Park, to permit the service and consumption of alcohol on Saturday, 23 March 2024, between the hours of 5pm – 10:30pm. This will allow for the serving of wine and beer at a VIP Marquee for invited guests attending the Perfect Light Film Festival.

The Perfect Light Film Festival is a free outdoor film festival, whereby the public are encouraged to bring a rug and watch a selection of short films on the big screen. Shortlisted films compete for monetary prizes and are judged live by a celebrity judging panel.

Report:

Film Festivals Australia will be hosting its Perfect Light Film Festival in Broken Hill on Saturday, 23 March 2024.

In order to obtain maximum benefit from the event, event organisers from Film Festivals Australia have requested to temporarily suspend the prohibition on the consumption of alcohol in a portion of Sturt Park, to permit the service and consumption of alcohol on Saturday, 23 March 2024 between the hours of 5pm – 10:30pm.

This will allow for the serving and consumption of wine and beer in a clearly defined VIP Marquee for invited guests, including a celebrity judging panel attending the Perfect Light

Film Festival, sponsors of the event and film makers. This event has been successfully held in previous years without incident.

The area will be fenced and used by festival VIP guests and subject to strict RSA and licensing requirements, security and venue management plans. A site map of the area is included for Council’s information. Note the area for the proposed suspension is outlined in red.

The final decision on the suspension on the prohibition of the consumption of alcohol in a portion of Sturt Park involves coordinated efforts among Barrier Police District and Council on the application components organised by the applicant.

Further to this, Council staff have investigated the possibility of enabling public consumption of alcohol in Sturt Park, whilst attending the Perfect Light Film Festival. Investigations included consultation with key stakeholders regarding the establishment of a public bar or allowing BYO alcohol.

Key stakeholders, including Film Festivals Australia, Barrier Police District and Council staff, provided the following feedback on two options - a public bar or BYO approach:

- Establishment of a public bar would require a fully fenced area, including appropriate number of staff and security to manage the area, with all associated expenses for infrastructure, staff and security assumed by Council. This does not require an additional request for suspension application to be submitted.
 - Verbal feedback from Barrier Police District indicates their support to establish a public bar would require that the area be fully fenced and managed in accordance with security and liquor licence requirements.
 - Feedback from Council staff indicates risks including but not limited to damage to infrastructure, reputation of Council, slips and falls due to low lighting and alcohol and potential for broken glass, increase in noise levels impacting the event and being financially viable based on when the event was held previously at the Civic Centre.
- BYO alcohol would require Council to apply to suspend both the Alcohol Prohibited Area and a portion of the CBD Alcohol-Free Zone. Council is also required to consult with residents within the vicinity of the Sturt Park prior to the event, as this is a different proposal to the usual conduct of the Perfect Light Film Festival event.
 - Verbal feedback from Barrier Police District indicates support would not be provided for this option due to the lack of ability to control underage drinking and removal of intoxicated persons.
 - Feedback from Council staff indicates risks including but not limited to damage to infrastructure, reputation of Council, slips and falls in a larger area due to low lighting and alcohol, potential of broken glass and increase in noise levels impacting the event.

In conclusion, assessment into the establishment of a public bar or BYO alcohol for the Perfect Light Film Festival event, indicates that neither option is deemed viable and therefore not recommended for adoption by Council.

Community Engagement:

The Temporary suspension on the prohibition of the consumption of alcohol in a portion of Sturt Park is the subject of an open report in the December Ordinary meeting agenda and will also be advertised in the local newspaper.

Strategic Direction:

Key Theme:	4.	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.5	Support the organisation to operate within its legal framework

Relevant Legislation:

Suspension of the Alcohol-Free Zones and alcohol prohibited areas must be in accordance with the *Local Government Act 1993* and Ministerial Guidelines 2009 on Alcohol-Free Zones.

Financial Implications:

There are no financial implications to Council associated with the temporary suspension on the prohibition on the consumption of alcohol in an area of Sturt Park.

Signs located in the immediate area will require cover up for the duration of the suspension.

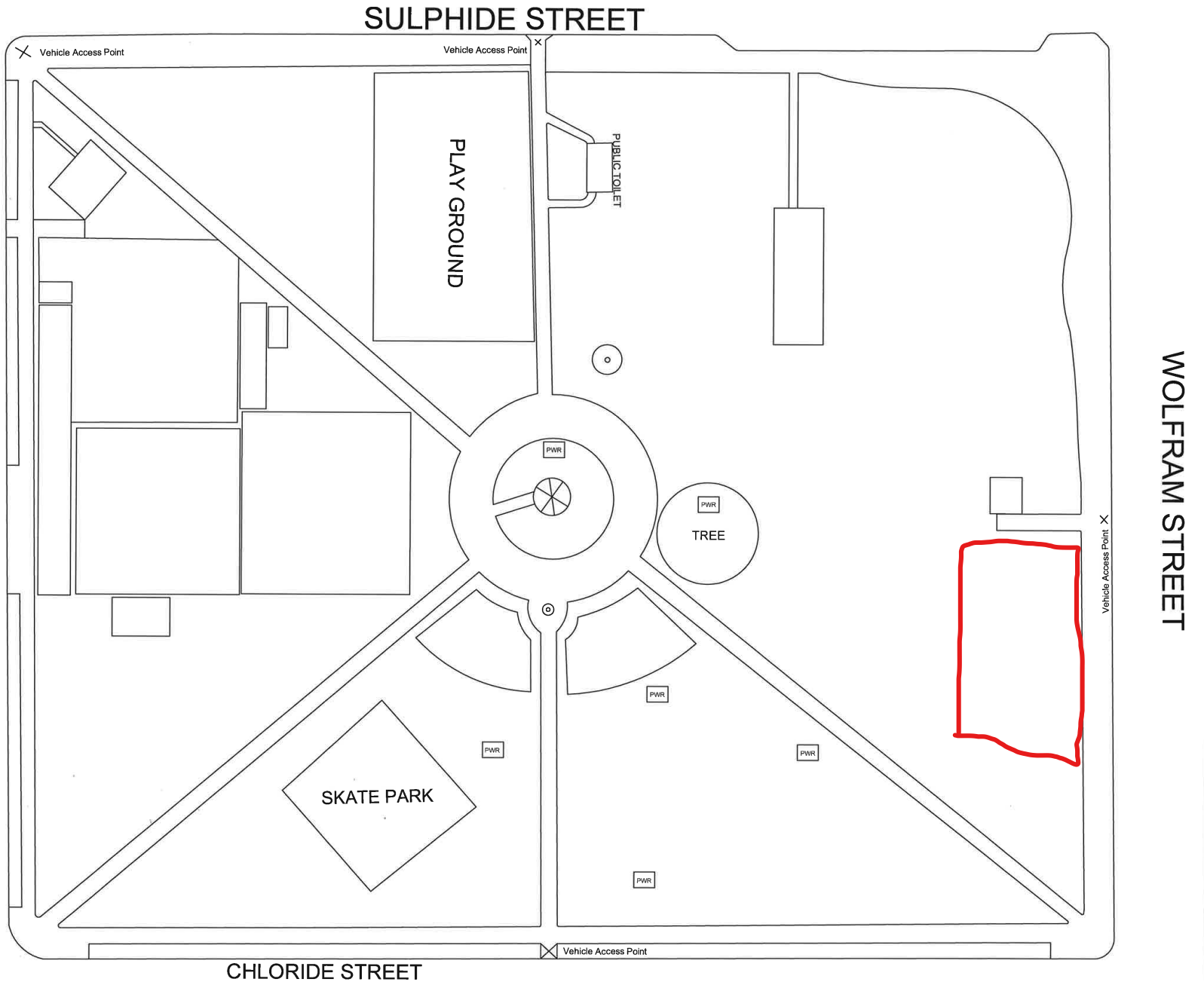
Attachments

1. [↓](#) Sturt Park Site Map - Perfect Light Film Festival - 23/03/2024

RAZIJA NU'MAN
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL
GENERAL MANAGER

BERYL STREET



WOLFRAM STREET

ORDINARY MEETING OF THE COUNCIL

December 8, 2023

ITEM 8BROKEN HILL CITY COUNCIL REPORT NO. 251/23

SUBJECT: MINUTES OF THE LOCAL TRAFFIC COMMITTEE - MEETING
NO.442, HELD ON TUESDAY, 5 DECEMBER 2023 D23/66969

Recommendation

1. That Broken Hill City Council Report No. 251/23 dated December 8, 2023, be received.
2. That the minutes of the Local Traffic Committee – Meeting No.442, held on Tuesday, 5 December 2023 be endorsed.
3. That Item No: 442.10.2 recommendation be endorsed:
 - That the complainant be advised that parking is only permitted for registered Taxis in a Taxi Zone, as stated in the NSW Government Road Rules and the Australian Road Rules, Rule 182.
4. That Item No: 442.10.3 recommendation be endorsed:
 - That Council continue to investigate the request for installation of a disability access ramp on Oxide Street and Chapple Street, adjacent to the shopping complex.
5. That Item No.442.8.1 recommendation be endorsed:
 - That the Local Traffic Committee endorse the proposal for replacement of the Gateway Sign on the Wentworth Road (Silver City Highway).
6. That Item No: 442.8.2 recommendation be endorsed:
 - That a specialised technician from Transport for NSW be advised of the proposal to paint directional arrows on each of the three lanes, found on Argent Street at each of the traffic light intersections on Bromide, Chloride and Oxide Streets.
7. That Item No.442.8.4 recommendation be endorsed:
 - That the complainant be advised of the Committee’s determination to install a ‘Loading Zone’, adjacent to the Broken Hill Correctional Centre on Gossan Street, between the two driveways to allow for deliveries.
8. That Item No: 436.8.5 recommendation be endorsed:
 - That the ‘No Parking’ signs installed on Chloride Street, adjacent to the Civic Centre remain in place permanently, following completion of the two-month trial period.

Executive Summary:

Under Guidelines published in March 2009 by the Roads and Traffic Authority (now known as Transport for NSW), entitled ‘A guide to the delegation to councils for the regulation of traffic states’:

'The Local Traffic Committee (LTC) has no decision-making powers and is primarily a technical review committee. It only advises the Council on matters for which the Council has delegated authority, being certain prescribed traffic control devices and traffic control facilities.

The Council must refer all traffic related matters to the LTC prior to exercising its delegated functions. Matters related to State Roads or functions that have not been delegated to the elected Council must be referred directly to Transport for NSW or relevant organisation. Such matters must not be referred to the LTC.

Council is not bound by the advice given by its LTC. However, if Council does wish to act contrary to the unanimous advice of the LTC or when the advice is not unanimous, it must notify Transport for NSW and the NSW Police and wait 14 days before proceeding.'

Report:

This report is to provide Council with the minutes and action list of the Local Traffic Committee meeting, held on Tuesday, 5 December 2023 which details recommendations to Council for consideration of endorsement.

Strategic Direction:

Key Direction:	4.	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.1	Support the organisation to operate its legal framework

Relevant Legislation:

- *Road Transport (Safety and Traffic Management) Regulation 1999*, and
- Road Rules 2008
- A guide to the delegation to councils for the regulation of traffic (guidelines)

Financial Implications:

Financial implications for any of the recommendations to Council will be detailed in the LTC minutes, if relevant.

Attachments

1. Minutes of the Local Traffic Committee - Meeting No. 442, held on Tuesday, 5 December 2023



CODIE HOWARD
DIRECTOR INFRASTRUCTURE AND ENVIRONMENT

JAY NANKIVELL
GENERAL MANAGER

LOCAL TRAFFIC COMMITTEE

MINUTES OF MEETING No.442

Meeting held on Tuesday, 5 December 2023

Meeting commenced at 2pm

Location: First Floor Meeting Room, Council Administrative Centre

442.1 Acknowledgment of Country

Council's Director Infrastructure and Environment, Codie Howard chaired the meeting and welcomed all representatives present and recited the 'Acknowledgment of Country.'

"We pay respect to the Traditional Owners of the Broken Hill region, the Wilyakali People, on whose land we live and work upon. We acknowledge, pay respect, and celebrate the ongoing cultural traditions and contributions to Broken Hill and the surrounding region by Aboriginal people. We acknowledge their Elders past, present, and emerging."

442.2 Present

Codie Howard	Director Infrastructure and Environment (Council Representative – Chairperson)
Faisal Salah	Projects Engineer (Council Representative)
David Vant	Road Safety and Traffic Management, Transport for NSW (TfNSW) (Representative)
Councillor Marion Browne	Councillor Delegate (Observer)
Tanya Ralph	Administrative Officer (Council - Minute Taker)

442.3 Apologies

Jenene House	Associate Community and Safety Partner – Far West Precinct, Transport for NSW (TfNSW) (Representative)
Barry Walker	Compliance Officer (Council Observer)
Peter Beven	Local Member Delegated Representative

442.4 Absent

Chris Wallace	Inspector, NSW Police (Representative)
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442.5 Disclosure of Interest

Codie Howard and Faisal Salah advised the Committee, they have a conflict of interest for the matter relating to the replacement of the gateway sign on the Wentworth Road (Silver City Highway).

Codie Howard advised they will provide details of the proposal to the Committee and will refrain from voting for to the Committee recommendation. The Committee members present, agreed with the abovementioned terms of the disclosure of interest.

442.6 Adoption of Previous Minutes

Minutes from previous meeting held on **Wednesday, 8 November 2023** were confirmed and approved.

All in favour Moved: David Vant Seconded: Faisal Salah

442.7 Council Resolutions

The following Committee Recommendations were adopted by Council at its meeting held on **Wednesday, 29 November 2023**.

ORDINARY COUNCIL

**Memorandum
Ordinary Council Meeting held 29/11/2023**

INFORMATION ONLY

MEMO TO: ADMINISTRATION OFFICER
**SUBJECT: MINUTES OF THE LOCAL TRAFFIC COMMITTEE - MEETING NO. 441,
HELD ON WEDNESDAY, 8 NOVEMBER 2023 D23/61793**

**Council has resolved;
Minute No.: 47399**

Resolved

1. That Broken Hill City Council Report No. 229/23 dated November 14, 2023, be received.
2. That the minutes of the Local Traffic Committee – Meeting No.441, held on Wednesday, 8 November 2023 be endorsed.
3. That Item No.423.8.3 recommendations be endorsed:
 - That the eight disability parking spaces at the Broken Hill Regional Aquatic Centre carpark remain unchanged, based on the number of current disability parking spaces, being 2% of the total parking spaces in the area, which indicates the total number of available disability parking spaces surpasses the mandated standards.
 - That a pedestrian crossing not to be installed, due to the data collected from the traffic counters, does not meet Transport for NSW requirements to warrant a pedestrian crossing, due to the low volume of traffic in this area; and that installation of a pedestrian crossing would also reduce the number of parking spaces.
 - That the current disability parking spaces adjacent to the amenities block at the North Family Play Centre remain unchanged and the request for relocation be denied, due to safety concerns.
 - That correspondence be forwarded to the complainant, advising of the Committee's determination.

4. That Item No.441.11.1 recommendation be endorsed:
 - That the organiser of the 16 Days of Activism event and protest march be requested to complete Council's application for a full road closure for the event, including a Traffic Control Plan for the closure of Chloride Street, between Cobalt Street and Argent Street, at the Town Square for the event.
5. That Item No.441.11.2 recommendation be endorsed:
 - That the Local Traffic Committee endorse the Traffic Control Plans for the Christmas Pageant, including closure of associated drop-off areas.
 - That additional 'Road Closed' signs be placed at the Beryl and Chloride Streets and the Blende and Chloride Streets intersection and the Traffic Control Plans be updated.
6. That Item No.441.11.3 recommendation be endorsed:
 - That the Local Traffic Committee endorse the Traffic Control Plan prepared for the temporary closure of Federation Way for the New Year's Eve Fireworks display on Sunday, 31 December 2023.
7. That Item No.441.11.5 recommendations be endorsed:
 - That 'No Stopping' signs be installed 20 meters on the approach to the pedestrian crossing on Comstock Street and Boughtman Streets, adjacent to the Alma Public School.
 - That the 45-degree angle parking on Cobalt Street, adjacent the YMCA Wellness Centre be changed to 60-degree angle parking, bringing the rear of parked vehicles closer to the kerb, to reduce the impact on the carriage way.
 - That the 'No Stopping' area between the angle parking and the disability parking spaces on Cobalt Street, be changed to 'No Parking' to allow a drop-off and pick-up area.
8. That Item No.439.8.2 recommendation be endorsed:
 - That correspondence be forwarded to the complainant advising of the Committee decision to change the angle parking spaces to two parallel parking spaces, adjacent to Hungry Jacks at 445 Argent Street.
9. That Item No.441.9.1 recommendation be endorsed:
 - That the unrestricted parking space on Gawler Place adjacent to the RFDS Wellbeing Place gates, be removed and the businesses in the vicinity be notified of the Local Traffic Committee's determination.

CARRIED UNANIMOUSLY



JAY NANKIVELL
GENERAL MANAGER

442.8 Correspondence In

Item No.	EDRMS No.	Details
442.8.1	D23/63391	Referral of Development Application for Proposed Placement of Gateway Sign – Council Planning and Building Department
442.8.2	D23/63399	Council Customer Feedback Form - Request to place arrow markings on road at traffic light intersections to identify direction of traffic
442.8.3	CRM 53610/2023	Customer Request Management System (CRM) – Safety concerns raised, relating to vehicles parking on both side of Gossan Street, between Cobalt and Beryl Streets, which are impeding vision of traffic driving up the hill and causing issues for children crossing Gossan Street before and after school
442.8.4	D23/64561	Request for 5-minute parking zone – Broken Hill Correctional Centre, 109 Gossan Street

442.9 Correspondence Out

Item No.	EDRMS No.	Details
441.8.1	D23/63474	Council Resolution – Removal of Unrestricted Parking Space located at the Oxide Street end of Gawler Place – Notification Letter box Drop for Businesses
427.6.1	D23/64199	Committee Response – Traffic and pedestrian concerns, adjacent to Con Crowley Retirement Village – Investigation complete
427.6.1	D23/34143	Committee Response – Traffic and pedestrian concerns, adjacent to Con Crowley Retirement Village – Investigation complete
439.10.1	D23/63718	Council Resolution – Request for 'Loading Zone' on Crystal Street adjacent to the Old Saltbush Restaurant for deliveries
439.8.2	D23/63537	Council Resolution – Request to review the angle parking adjacent to Hungry Jacks
437.8.1	D23/64610	Council Resolution – Request for disability parking on Oxide Street in the vicinity of Camilles Hairdressing Salon
423.8.3	D23/64614	Council Resolution – Request for relocation of disability parking spaces at the Regional Aquatic Centre

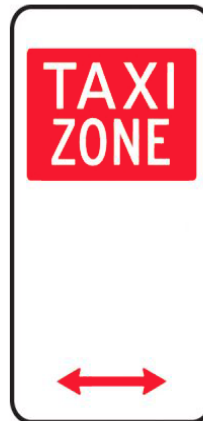
442.10 General Business

Item No.	EDRMS No.	
442.10.1		Transport for NSW Funding opportunities for Council.
		<p>David Vant informed the Committee, that Transport for NSW have future opportunities available for funding of Council projects in 2024.</p> <p>The Active Transport Scheme funding is open for Council to seek funding for future projects. David Vant offered to assist Council to identify areas that may need improvement and where the funding would be a benefit.</p> <p>Codie Howard advised the Committee, that when Council first applied for funding under the Active Transport Scheme, it was unsuccessful. Council has now recently engaged the services of 'Flying Squad' to meet with and assist Council to identify opportunities for funding in 2024, not just footpath upgrades, but full street scapes and street furniture.</p> <p>There is also the Country Transport Infrastructure Program Scheme that will open in July 2024. David Vant mentioned that he would like to see Council receive funding in this area to assist with bus stop upgrades. Council could even look at security lighting under the scheme. Round 3 of this funding has been increased by \$20,000 in 2024.</p> <p>Council was successful in securing funding from Round 2 of the Country Transport Infrastructure Project Scheme Funding to upgrade existing bus shelters. This work will include the construction of solid surfaces and inclusion of disability access for people with a disability.</p> <p>Council has recently completed a submission for Round 3 for further improvements to be completed at selected bus stops around the city. During the submission process, Council has worked closely with the local bus company and also met with the Transport for NSW Bus Response Group to identify any other requirements needed.</p> <p>Council is yet to be advised of the outcome of Round 3 funding.</p>
Item No.	EDRMS No.	
442.10.2	D23/65291	Request consent for Uber and Ride Share vehicles to drop off and pick up passengers in Taxi ranks.
		<p>Correspondence was received, requesting the Committee provide consent to allow Uber and Ride Share service vehicles access to use Taxi Zones, to drop off and pick up passengers.</p> <p>The Committee advised that it is legislated that only registered Taxis, that are not booked or occupied, are permitted to park in a Taxi Zone. This is mandated by the Australian Road Rules in accordance with Rule 182 stating that drivers are not allowed to stop in a taxi zone at any time unless they are driving an authorised vehicle. These zones are always marked by the red zones on the kerb with an arrow pointing in the direction of the dedicated zone.</p>

The NSW Government, Parking Rules states:

Taxi zone

You must not stop in the direction of the arrow or arrows on the sign, unless driving a taxi. Some taxi zones have times shown. You can stop or park your vehicle outside those times.



Taxi zone on both sides of the sign

Council, nor the Local Traffic Committee are authorised to make the decision to allow use of a Taxi Zone, however there are some limitations, where parking is permitted in a Taxi Zone, this being outside the timed taxi zone, if shown on the sign.

The Committee suggested, if they wish to take their complaint further, they should direct the complaint to the NSW Government.



Recommendation:

That the complainant be advised that parking is only permitted for registered Taxis in a Taxi Zone, as stated in the NSW Government Road Rules and the Australian Road Rules, Rule 182. There are some limitations, where parking is permitted outside of the timed Taxi Zone if shown on the sign. These restrictions only apply at those times.

Moved: David Vant

Second: Codie Howard

All in favour

Item No.	EDRMS No.	
442.10.3		Request for disability access ramp, adjacent to the Shopping Complex on Oxide Street at the Chapple Street end.
		<p>Councillor Brown has requested the Committee consider installing a disability access ramp on Oxide Street, adjacent to the Shopping Complex as shown in the photo below. The kerb in this area is stepped, making it difficult for the elderly and persons with a disability, to access the shops and footpath.</p>
		
		<p>The only way to access the shops and the footpath is via the driveway for the business, half way down the block or the access ramp on the Chapple Street side.</p>
		
		<p>It is a safety hazard for people to walk along the road to these access points.</p>
		<p>Council advised the Committee, further investigation into this request will need to be completed before a decision can be made and the Committee will be provided with an update at the February 2024 meeting.</p>

	<p>Recommendation:</p> <p><i>That Council continue to investigate the request for installation of a disability access ramp on Oxide Street, adjacent to the shopping complex.</i></p> <p><i>Moved: Codie Howard</i></p> <p><i>Second: David Vant</i></p> <p><i>All in favour</i></p>	
Item No.	EDRMS No.	
442.10.4		Transport for the NSW - Traffic Authority Responsibilities.
	<p>Faisal Salah has asked David Vant, if a road is classified as a State Road and Council is responsible for the reserve including the nature strip and dish crossing, does Transport for NSW have the authority to take over works from Council, when the work is being completed on Council reserve.</p> <p>David Vant advised, as stated under Section 7 of the <i>Roads Act</i>, the traffic authority, being Transport for NSW could assume any duties and responsibility of the road authority, being Council, even on the State Road/Highway.</p> <p>Transport for NSW would like to see Council undertake their responsibilities under the <i>Roads Act</i>. Transport for NSW will only take over work, mainly on State Roads, if the reasoning was really important.</p> <p>David Vant suggested that if Council is seeking more specific information, then the detail can be forwarded to David Vant, so the enquiry can be passed onto Transport for NSW's Asset Manager to provide a response. The Asset Manager is responsible for works on all State Roads in regional areas.</p> <p>Faisal Salah was happy with David Vant's response and there is no further action required by the Local Traffic Committee in relation to the matter and was discussed for information only.</p>	

442.11 Action Item List

Date	Item Details
October 2023	Request for pedestrian crossing on Blende Street adjacent to the Visitor Information Centre.
Item No.	440.10.1
EDRMS No.	D23/60506
CRM No.	
Responsible Officer	Director Infrastructure and Environment
Current Status	Pending
Date	Committee Recommendation/s
October 2023	<i>That further investigation be undertaken by Council and a risk assessment of the Heritage Walk Tour route be completed by Council's Corporate Risk team to determine a safer route.</i>
Action Date	Running Actions
December 2023	<p>Council engaged Tonkin Consulting to undertake an independent 'Existing Conditions Road Safety Audit' (RSA) on the Blende and Bromide Street roundabout, due to safety concerns and the high pedestrian activity at the roundabout.</p> <p>The 'Existing Conditions Road Safety Audit' was undertaken to identify potential safety issues and provide potential improvements and be presented to the Local Traffic Committee for comment.</p> <p>The inspection of the area had included the following tasks:</p> <ul style="list-style-type: none"> • A detailed day time inspection, consisting of two Road Safety Auditors. • Review of the existing roundabout including checking available sight distances, with a focus on pedestrian movements at the roundabout. • Review available crash history and traffic volume data. • An 'Existing Conditions Road Safety Audit' in accordance with <i>Ausroads Guide to Road Safety Part 6: Road Safety Audits</i>. <p>It has been identified that the high pedestrian volumes, access the Visitor Information Centre (southern corner of the intersection), from the Lions Reserve (western corner of the intersection).</p> <p>There is a risk that a high volume of pedestrians are crossing where motorists have the right of way, increasing the risk of vehicle/pedestrian collisions.</p> <p>The Road Safety Auditor's recommend a 'Wombat Crossing' on the south-west side of Blende Street, be provided to allow pedestrians priority and to introduce a speed control for vehicles, including appropriate signage and line marking.</p>

A 'Wombat Crossing' is a pedestrian (zebra) crossing on a raised platform. The Platform is higher than the existing road pavement level and typically at the same level of the footpath.



David Vant advised the Committee, in accordance with recent changes to Council's delegations for Transport for NSW, Council could install a Wombat Crossing as suggested in the Audit Report, which does not have to go through the Local Traffic Committee. However, as a representative for Transport for NSW, David Vant does not agree that a wombat crossing is sufficient, as there are many other factors that need to be considered, such as the impact a wombat crossing would have to the traffic in the area.

David Vant explained there is a breaking point for vehicles at the wombat crossing. If there are no pedestrians on the crossing, motorist will enter the roundabout following the Giveaway Laws. The worst thing to do, would be to change the vertical alignment of a vehicle when coming into a breaking point for the vehicles, whether coming down hill or uphill, this will make the vehicle unstable, due to the height of the Wombat Crossing compared to that of the roundabout. Council needs to determine the size of vehicles that utilise the roundabout as the roundabout had been designed for larger vehicles, included in the swept paths.

The wombat crossing will:

- cause queuing issues when there are pedestrians on the crossing, which will hold up the flow of traffic, coming into the roundabout and exiting the roundabout if there was to be a pedestrian on the wombat crossing.
- Reduce the number of the current parking spaces on Blende Street, adjacent to the Visitor Information Centre in accordance with the NSW Government Parking Rules.

'You must not stop or park within 20m before and 10m after a children's crossing or pedestrian crossing unless a sign says you can'.

Other factors for consideration are:

- the existing kerb ramps are not aligned at each side of roads at the roundabout.

	<ul style="list-style-type: none"> • the acceleration points for vehicles on the roundabout. • the vertical and horizontal alignment of vehicle on the roundabout and queue delays that will affect every entry and exit point to the roundabout. <p>At this time of this meeting, David Vant had not read the Road Safety Audit.</p> <p>David Vant expressed that safety audits do not normally include suggested improvements or solutions; they are developed to identify safety concerns and issues. Transport for NSW have in the past, addressed many issues at the time when a wombat crossing has been suggested near roundabouts.</p> <p>David Vant advised he will review the Road Safety Audit and provide his comments back to Council.</p> <p>The Committee determined the previous recommendation from the November 2023 meeting, which was endorsed by Council at its November 2023 Ordinary meeting, be the final decision of the Committee and no further action be taken by the Local Traffic Committee.</p> <p>Tonkin Consulting will provide Council with concept plans for construction of a wombat crossing and these will be provided to David Vant and the Committee for comment.</p> <p>Council will continue to investigate options for a pedestrian crossing, further along Blende Street, where the area is safer.</p>
November 2023	<p>Faisal Salah informed the Committee that Council has arranged for the Road Safety Auditor to inspect and review the area and provide recommendations to Council.</p> <p>The Committee agreed to carry over this matter for further discussion at the next scheduled meeting to discuss the recommendation provided by the Road Safety Auditor.</p>
October 2023	<p>The Local Traffic Committee reviewed a request to install a pedestrian crossing on the west side of the Blende and Bromide Streets roundabout, to enable safe passage from the Visitor Information Centre (VIC) to the Lions Parks at the Kintore Reserve, being the starting point for the Heritage Walk Tours.</p> <p>Concern has been raised, relating to the safety of the Heritage Walk Tour participants, when crossing Blende Street to access the Lions Park for the start of a tour.</p> <p>The Blende and Bromide Streets roundabout is very busy, with the line of sight of motorist obstructed by parked vehicles, when approaching/exiting the roundabout. This makes it difficult for motorists to see pedestrians, resulting in some near misses being identified by Council.</p> <p>Yvette Smith noted, this matter was previously discussed by the Local Traffic Committee a few years ago, when she was last a representative for the Committee. At that time it was determined a pedestrian crossing would not meet Transport for NSW requirements.</p> <p>David Vant advised that a pedestrian crossing is not warranted and does not meet Transport for NSW requirements. The proposed pedestrian crossing would be too close to the roundabout.</p>

Faisal Salah also identified a pedestrian crossing would not be supported. Parking in the area would be affected and/or reduced.

David Vant advised that a full road safety audit would need to be developed by Council, to then be reviewed by the Transport for the NSW.

This would include a sight inspection and observation of the area to determine the volume of traffic.

The following options were suggested by the Committee:

Tours start at the VIC, instead of Lions Park.

Tour guides (volunteers) give a safety briefing to participants before commencement of tours, including the need to adhere to road rules.

That the starting route for the tours be reviewed and consider heading in a different direction, such as Argent Street.



That the number of participants in each tour group be reduced to a manageable number for one tour guide, or that an additional tour guide be included, when there are more than 10 participants booked for a tour.

Another option discussed was for the proposed pedestrian crossing to be raised and for Council to engage a Road Safety Auditor to undertake a survey of the area.

Recommendation:

That further investigation be undertaken by Council and a risk assessment of the Heritage Walk Tour route be completed by Council's Corporate Risk team to determine a safer route.

Moved : Yvette Smith

Second: David Vant


All in favour

Date	Item Details
October 2023	Request for 'No Parking' on Bromide Street, between Blende and Beryl Streets.
Item No.	440.10.3
EDRMS No.	D23/60506
CRM No.	
Responsible Officer	Director Infrastructure and Environment
Current Status	Complete
Date	Committee Recommendation/s
November 2023	<i>That the Local Traffic Committee review this matter following the inspection completed by the Road Safety Auditor and discuss the recommendations at the December 2023 Committee meeting before determination of the request.</i>
October 2023	<i>That Council install 'No Parking' signs on either side of Bromide Street, between the Blende and Beryl Street roundabouts.</i>
Action Date	Running Actions
December 2023	<p>The Committee agreed that the recommendation from the October 2023 meeting, which was also endorsed by Council at its October 2023 meeting will remain the committee final decision.</p> <p style="padding-left: 40px;"><i>That Council install 'No Parking' signs on either side of Bromide Street, between the Blende and Beryl Street roundabouts.</i></p> <p>Codie Howard informed the Committee that Council has offered SIXT Truck Rentals a designated parking area, within the Kintore Reserve. This offer was declined for reasons unknown.</p> <p>No further action required by the Local Traffic Committee.</p>
November 2023	<p>The Committee has received a request for the area on Bromide Street, between Blende and Bromide Streets intersection and the Beryl and Bromide Streets intersection, to be changed to 'No Parking.'</p> <p>David Vant suggested a couple of parallel parking spaces be marked to allow some parking, to eliminate vehicles parking too close to the intersection.</p> <p>The only concern with this suggestion is that SIXT Truck Rentals will then occupy these spaces.</p> <p>The suggestion could be trialled for a period of three months and the Committee then review this at their February 2024 meeting.</p>

	<p>Recommendation:</p> <p><i>That the Local Traffic Committee review this matter following the inspection completed by the Road Safety Auditor and discuss the recommendations at the December 2023 Committee meeting before determination of the request.</i></p> <p><i>Moved: David Vant</i></p> <p><i>Second: Chris Wallace</i></p> <p><i>All in favour</i></p>
<p>October 2023</p>	<p>The Committee have been asked to consider the installation of 'No Parking' signs, between Blende and Beryl Streets.</p> <p>Sixth Rental trucks and other vehicles towing caravans, park in this area, obstructing line of sight for motorist, reducing the sight distance.</p> <div data-bbox="582 707 1193 1352" data-label="Image"> </div> <p>Recommendation:</p> <p><i>That Council install 'No Parking' signs on either side of Bromide Street, between the Blende and Beryl Street roundabouts.</i></p> <p><i>Moved: Yvette Smith</i></p> <p><i>Second: David Vant</i></p> <p><i>All in favour</i></p>

Date	Item Details
November 2023	Request to remove the parking space, opposite the gates for the RFDS Wellbeing Place on Gawler Place, or for the parking space to be changed to a 'Loading Zone.'
Item No.	441.8.1
EDRMS No.	D23/55845
CRM No.	
Responsible Officer	Director Infrastructure and Environment
Current Status	Pending
Date	Committee Recommendation/s
November 2023	<i>That the unrestricted parking space on Gawler Place adjacent to the RFDS Wellbeing Place gates, be removed and the businesses in the vicinity be notified of the Local Traffic Committee's determination.</i>
Action Date	Running Actions
December 2023	The Committee were advised that the correspondence was sent to the complainant, advising of the Committee's determination and that a letter box notification of the proposed changes was distributed to the business and shop along Argent Street and Blende Street, which would be affected by the change. The Committee agreed to revisit this matter following comments that may be received from the notification letter at the February 2024 meeting.
November 2023	The Local Traffic Committee received correspondence requesting the unrestricted parking space on Gawler Place, adjacent to the RFDS Wellbeing Place rear gates in Gawler Place, be changed to a 'Loading Zone', to stop vehicles parking in this space all day. When vehicles park in this space all day, it makes it difficult for vehicles to exit the property. Recommendation: <i>That the unrestricted parking space on Gawler Place adjacent to the RFDS Wellbeing Place gates, be removed and the businesses in the vicinity be notified of the Local Traffic Committee's determination.</i> Moved: Chris Wallace Second: David Vant All in favour


Date	Item Details
December 2023	Referral of Development Application for proposed placement of Gateway Sign – Council Planning and Building Department
Item No.	442.8.1
EDRMS No.	D23/63391
CRM No.	
Responsible Officer	Director Infrastructure and Environment
Current Status	Complete
Date	Committee Recommendation/s
December 2023	<i>That the Local Traffic Committee support the proposal for replacement of the Gateway Sign on the Wentworth Road (Silver City Highway).</i>
Action Date	Running Actions
December 2023	<p>The Committee was asked to review the proposal for replacement of the current Gateway Sign on the Wentworth Road (Silver City Highway).</p> <p>The new sign is 8000mm wide, 3000mm high and 1400mm off the road. The sign will be installed on a concrete pad which is 900mm wide, 3500mm depth and will be placed in the same location as the current gateway sign.</p> <p>The Committee was informed that the Gateway Sign Working Group Committee is responsible for this proposal and will continue to review some of the signs previously installed.</p> <p>Council's Planning and Building Department determined, as the sign is replacing an existing sign, it is not required to be formally referred to Transport for NSW for terms of approval, however this Development Application has been referred to the Local Traffic Committee to review the details and advise of their support or any suggested requirements.</p> <p>Through the Development Application Process, Council's Planning and Building Department determined, that as the sign is replacing an existing sign, it is not required to be formally referred to Transport for NSW for terms of approval.</p> <p>However, this proposal has been forwarded to the Local Traffic Committee to review the details and advise of their support or provide any suggestions required.</p> <p>Codie Howard advised the Committee that the sign will not be illuminated and will be displayed on a 45-degree angle from the road, with the Southern Cross Shaft in the background.</p>

	 <p>The reason for this position, is to reduce glare from the afternoon sun, reflecting on the sign, which may affect motorist travelling on the Silver City Highway towards Broken Hill, in a 100km/h speed zone.</p> <p>Recommendation:</p> <p><i>That the Local Traffic Committee support the proposal for replacement of the Gateway Sign on the Wentworth Road (Silver City Highway).</i></p> <p>Moved: David Vant</p> <p>Second: Marion Brown</p> <p>All in favour</p> <p>David Vant informed the Committee, that if a Voting Representative is not present at a meeting, then recommendations and the minutes are forwarded to the Voting Representative for endorsement following that meeting.</p> <p>If in this case, where Council's Voting Representative discloses their conflict of interest for the matter to be discussed, then an alternative representative, such as an observer, can for that matter, assume a voting role.</p>
Date	Item Details
December 2023	Council Customer Feedback Form – Request to place arrow markings on road at traffic light intersections to identify direction of traffic
Item No.	442.8.2
EDRMS No.	D23/63399
CRM No.	
Responsible Officer	Director Infrastructure and Environment

Current Status	Pending
Date	Committee Recommendation/s
December 2023	<i>That a specialised technician from Transport for NSW be advised of the proposal to paint directional arrows on each of the three lanes, found on Argent Street at each of the traffic light intersections on Bromide, Chloride and Oxide Streets.</i>
Action Date	Running Actions
December 2023	<p>The Committee received a request for directional arrows to be painted on each of the three lanes, found at traffic lights at each of the Argent Street intersections of Bromide, Chloride and Oxide Streets.</p> <p>The complainant advised that motorists in the right turning lane, also travelling across the intersection speed up when the traffic lights change to green to beat the vehicle travelling in the middle lane. This action could result in an accident.</p> <p>It was noted that the parallel parking spaces on Bromide Street, adjacent to Sufi Bakery, does not affect the left turning lane as there is sufficient space for a vehicle to veer into the left lane to turn left.</p> <p>David Vant advised the Committee that the signal phasing for each of the lanes at these intersections operate by loop detectors in the road, which trade off in increments of time for each side to cross the intersection. If a larger vehicle was the only vehicle at the intersection and positioned in the turning lane, where there is no signal phasing, this will affect the time motorists are waiting at each side of the intersection before the lights change.</p> <p>David Vant advised the Committee that the traffic signals at these traffic light intersections are very old and may need some type of modification to the signals and suggested that the Committee hold off deciding, until after Transport for NSW technician's review the request.</p> <p>The modelling of these signals was originally based on two through lanes that would give sufficient capacity for the model of the existing signals. If the through port was changed to one lane, this will also potentially halve the capacity, which will cause queue delays at the intersection.</p> <p>Recommendation:</p> <p><i>That a specialised technician from Transport for NSW be advised of the proposal to paint directional arrows on each of the three lanes, found on Argent Street at each of the traffic light intersections on Bromide, Chloride and Oxide Streets.</i></p> <p><i>Moved : Codie Howard</i></p> <p><i>Second: David Vant</i></p> <p><i>All in favour</i></p> <p>Following results of this review by Transport for NSW, David Vant will provide the committee an update at the next scheduled meeting in February 2024.</p>

Date	Item Details
December 2023	Customer Request Management System (CRM) – Safety concerns raised, relating to vehicles parking on both sides of Gossan Street, between Cobalt and Beryl Streets, which are impeding vision of traffic driving up the hill and also causing issues for children crossing Gossan Street, after school.
Item No.	442.8.3
EDRMS No.	
CRM No.	CRM 53610/2023
Responsible Officer	Director Infrastructure and Environment
Current Status	Pending
Date	Committee Recommendation/s
December 2023	<i>That the complainant be contacted to clarify details of the complaint so the Committee can have a clear understanding of the safety issue, to then review and provide a recommendation at the February 2024 meeting.</i>
Action Date	Running Actions
December 2023	<p>The committee received a request to review the parking arrangements on Gossan Street, near Cobalt Street where cars are parking on both sides of the street at the crest of the hill, that is impeding the vision of motorists travelling towards the crest of the hill. This is also a hazard for motorists, not being able to see children crossing Gossan Street.</p> <p>The Committee determined that the details of the request were not clear and more information is needed for the Committee to make a recommendation.</p> <p>Recommendation:</p> <p><i>That the complainant be contacted to clarify details of the complaint so that the Committee can have a clear understanding of the safety issue, to then review and provide a recommendation at the February 2024 meeting.</i></p> <p><i>Moved: Codie Howard</i></p> <p><i>Second: David Vant</i></p> <p><i>All in favour</i></p>

Date	Item Details
December 2023	Request for a 5-Minute Parking Zone adjacent to the Broken Hill Correctional Centre, 109 Gossan Street
Item No.	442.8.4
EDRMS No.	D23/64561
CRM No.	
Responsible Officer	Director Infrastructure and Environment
Current Status	Pending
Date	Committee Recommendation/s
December 2023	<i>That the complainant be advised of the Committee's determination to install a 'Loading Zone', adjacent to the Broken Hill Correctional Centre on Gossan Street, between the two driveways to allow for deliveries.</i>
Action Date	Running Actions
December 2023	<p>The Committee was asked to consider the request for a 5-minute parking zone, between the two driveways adjacent to the Broken Hill Correctional Centre at 109 Gossan Street to allow for deliveries.</p> <p>The Committee reviewed the request and decided that a 'Loading Zone' would be more sufficient for the purpose of the space, being that a 5-minute parking zone would allow anyone to park in the space.</p> <p>Recommendation:</p> <p><i>That the complainant be advised of the Committee's determination to install a 'Loading Zone', adjacent to the Broken Hill Correctional Centre on Gossan Street, between the two driveways to allow for deliveries.</i></p> <p>Moved: Codie Howard</p> <p>Second: David Vant</p> <p>All in favour</p>

Date	Item Details
June 2023	Request for the 'No Stopping' zone to change to a 'Loading Zone' on Chloride Street, adjacent to the Civic Centre, to help loading and unloading equipment for events – Council Events Team.
Item No.	436.8.5
EDRMS No.	D23/25571
CRM No.	N/A
Responsible Officer	Director Infrastructure and Environment
Current Status	Complete
Date	Committee Recommendation/s
December 2023	<i>That the 'No Parking' signs installed on Chloride Street, adjacent to the Civic Centre remain in place permanently, following completion of the two-month trial period.</i>
June 2023	<ul style="list-style-type: none"> • <i>That Council changes the 'No Stopping' signs to 'No Parking' signs on Chloride Street, adjacent to the Civic Centre, for a trial period of two months.</i> • <i>That the Local Traffic Committee review again at the August meeting.</i>
Action Date	Running Actions
December 2023	<p>Codie Howard advised the Committee, the trial period of the 'No Parking' signs on the Chloride Street, adjacent to the Civic Centre, has finished.</p> <p>The Civic Centre Coordinator, Shannan Botten has been very happy with the results of the trial period. She has observed caterers utilising the 'No Parking' zone at the front of the Civic Centre to drop off supplies, having direct access from the street level to the first-floor function spaces.</p> 

	<p>Overall, this has been a positive change at the Civic Centre with only positive feedback. The Committee have no additional comments following the trial period and agree to make the change permanent at the Civic Centre.</p> <p>Recommendation:</p> <ul style="list-style-type: none"> • <i>That the 'No Parking' signs installed on Chloride Street, adjacent to the Civic Centre remain in place permanently, following completion of the two-month trial period.</i> <p><i>Moved: Codie Howard</i></p> <p><i>Second: David Vant</i></p> <p><i>All in favour</i></p>
September 2023	<p>Council's Director Infrastructure & Environment advised the signs to have been changed and the trial period has commenced. The exact date when the signs were changed has not been advised.</p> <p>Feedback from Council's Event staff has been positive with no complaints.</p> <p>This matter will be readdressed by the committee at the November meeting, at the end of the trial period for the committee to make a final decision.</p>
August 2023	<p>Council's Director Infrastructure & Environment will follow up the request for the removal of the 'No Stopping' signs with 'No Parking' signs on Chloride Street, adjacent to the Civic Centre with Council Operations. When the signs have been installed the two-month trial period will commence.</p> <p>This matter will be readdressed by the Local Traffic Committee at the November meeting, following the trial period.</p>
July 2023	<p>Customer Request (CRM 52457/2023) entered into Council's Customer Request Management System, to request Council's Assets Team to replace 'No Stopping' signs with 'No Parking' signs on Chloride Street, adjacent to the Civic Centre for a trial period of two months as recommended by the committee and endorsed by Council at the June Council meeting.</p>
June 2023	<p>Council's Events have requested the 'No Stopping' zone at the front of the Civic Centre in Chloride Street to be changed to a 'Loading Zone,' to allow event staff and organisers of events to park in this area to load and unload from their vehicles.</p> <p>Council's Compliance Officer explained there are currently two other areas that can be utilised as a loading zone on either side of the Civic Centre. These include the driveway on the Blende Street side of the building and the loading dock accessible from the Beryl Street side of the building.</p> <p>The area on Chloride Street is highly used by bus companies to drop off and pick up children during school events and cars with passengers during other events at the Civic Centre.</p> <p>The committee agreed that the proposed change to replace the 'No Stopping' signs to 'No Parking,' on Chloride Street adjacent to the Civic Centre, for a trial period of two months.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> • <i>That Council changes the 'No Stopping' signs to 'No Parking' signs on Chloride Street, adjacent to the Civic Centre, for a trial period of two</i>

	<p><i>months.</i></p> <ul style="list-style-type: none">• <i>That the Local Traffic Committee review again at the August meeting.</i> <p><i>Moved: Codie Howard</i> <i>Second: Jenene House</i> <i>All in Favour</i></p>
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439.12 Next Meeting Date: Tuesday, 6 February 2024.

439.13 Meeting Close: 3.04pm

Attachments

1. [↓](#) Action List Report

LEISA BARTLETT
EXECUTIVE OFFICER

JAY NANKIVELL
GENERAL MANAGER

For Action	Division: Ordinary Council	Date From: 1/07/2020
Action Sheets Report	Committee: Ordinary Council	Date To: 1/12/2023
	Officer: Including Further Reports	Printed: Wednesday, 13 December 2023 12:55:03 PM

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/07/2020	Howard, Codie Nankivell, Jay	Confidential Matters	WILLYAMA COMMON TRUST LICENCE OF PART LOT 7315 DP 1183447 TO BROKEN HILL SPEEDWAY CLUB
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 105/20 dated July 1, 2020, be received. That Council (as Trust Manager for the Willyama Common Trust) lease Part Lot 7315 in Deposited Plan 1183447 to the Broken Hill Speedway Club for the purpose of a motocross track extension and associated access. That the lease term be 25 years and the annual rental be the minimum Crown Lands rental. That the Mayor and General Manager be authorised to sign and execute any documents under the Common Seal of Council, the absence of a Trust Seal. 			
CARRIED UNANIMOUSLY			
<p>12 Aug 2020 10:00am Bartlett, Leisa Solicitors are drawing up the licence agreement.</p> <p>17 Sep 2020 3:09pm Bartlett, Leisa Draft lease being finalised.</p> <p>16 Oct 2020 9:20am Bartlett, Leisa Draft lease with Solicitors.</p> <p>10 Nov 2020 4:26pm Bartlett, Leisa Licence is with the Broken Hill Speedway Club for signature.</p> <p>30 Nov 2020 2:11pm Bartlett, Leisa Licence with Speedway Club for signature.</p> <p>12 Feb 2021 10:04am Bartlett, Leisa Licence signed by all parties and is now with the Minister for approval.</p> <p>18 Mar 2021 4:40pm Bartlett, Leisa In progress.</p> <p>16 Apr 2021 10:42am Bartlett, Leisa In progress.</p> <p>12 May 2021 12:14pm Bartlett, Leisa In progress.</p> <p>17 Jun 2021 4:55pm Bartlett, Leisa Waiting on response from Local Aboriginal Land Council.</p> <p>15 Jul 2021 12:15pm Bartlett, Leisa Solicitor is awaiting a response from the Local Aboriginal Land Council.</p> <p>12 Aug 2021 3:04pm Bartlett, Leisa Council's Solicitor is awaiting a response from the Local Aboriginal Land Council.</p> <p>15 Sep 2021 9:06am Bartlett, Leisa Council staff following up with Local Aboriginal Land Council.</p> <p>14 Oct 2021 4:12pm Bartlett, Leisa Awaiting response from Local Aboriginal Land Council.</p> <p>11 Nov 2021 9:02am Bartlett, Leisa Awaiting response from the Local Aboriginal Land Council.</p> <p>16 Dec 2021 11:51am Bartlett, Leisa Awaiting response from Local Aboriginal Land Council.</p> <p>18 Jan 2022 2:55pm Butcher, Lacey Awaiting response from Aboriginal Land Council</p> <p>15 Feb 2022 10:58am Bartlett, Leisa Awaiting response from Aboriginal Land Council.</p> <p>23 Mar 2022 2:42pm Bartlett, Leisa No change in status.</p> <p>19 May 2022 11:23am Bartlett, Leisa No change in status.</p> <p>22 Jun 2022 11:04am Guerin, Emily No change in status</p> <p>18 Jul 2022 3:07pm Guerin, Emily No change in status</p> <p>24 Aug 2022 3:28pm Bartlett, Leisa</p>			

For Action	Division: Ordinary Council	Date From: 1/07/2020
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	Further Report Required: Including Further Reports	

No change in status.

07 Sep 2022 3:24pm Guerin, Emily - Reallocation
Action reassigned to Mason, Michael by Guerin, Emily

20 Sep 2022 12:16pm Guerin, Emily
No change in status.

18 Oct 2022 9:36am Guerin, Emily
Still awaiting response from Aboriginal Land Council. Further follow up with LALC to again occur.

16 Nov 2022 8:25am Guerin, Emily
No change in status

13 Dec 2022 8:56am Guerin, Emily
No change in status

17 Jan 2023 11:16am Guerin, Emily
No change in status

13 Feb 2023 11:43am Guerin, Emily
No change in status

21 Mar 2023 1:29pm Guerin, Emily
No change in status

18 Apr 2023 11:20am Guerin, Emily
No change in status

23 May 2023 8:48am Butcher, Lacey
No change in status

14 Jun 2023 11:34am Guerin, Emily - Reallocation
Action reassigned to Howard, Codie by Guerin, Emily

20 Jun 2023 8:49am Butcher, Lacey
No change in status

22 Aug 2023 10:50am Falkner, Georgina
No change in status

20 Sep 2023 10:31am Howard, Codie
No change in status.

11 Oct 2023 1:14pm Falkner, Georgina
No change in status.

21 Nov 2023 2:24pm Falkner, Georgina
No change in status.

07 Dec 2023 10:40am Falkner, Georgina
No change in status.

Meeting	Officer/Director	Section	Subject
Ordinary Council 31/03/2021	Howard, Codie Nankivell, Jay	Notice of Motion	STREET LIGHTING
Resolved			
<ol style="list-style-type: none"> That Motions of Which Notice has been Given No. 8/21 dated March 19, 2021, be received. That Broken Hill City Council prepares a report to be tabled at the May 2021 Council Meeting regarding the installation of street lighting on Holten Drive, McGillivray Drive and Federation Way. That at the end of the roll-out of the Southern Lights project, an assessment be undertaken of any further need for street lighting including the lighting to the roads mentioned in part 2 (Holten Drive, McGillivray Drive and Federation Way). 			
CARRIED			
16 Apr 2021 10:53am Bartlett, Leisa Report being prepared for the May Council Meeting.			
12 May 2021 4:35pm Bartlett, Leisa Awaiting advice on public lighting code requirements, prior to report being finalised.			
20 Jul 2021 1:45pm Bartlett, Leisa Report still being completed. Meeting with Essential Energy delayed due to COVID-19.			
12 Aug 2021 3:07pm Bartlett, Leisa Meeting with Essential Energy delayed due to COVID-19.			
14 Sep 2021 4:36pm Bartlett, Leisa Meeting with Essential Energy delayed due to COVID-19.			
12 Oct 2021 11:09am Bartlett, Leisa			

For Action	Division: Ordinary Council	Date From: 1/07/2020
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Meeting with Essential Energy delayed due to COVID-19.

11 Nov 2021 9:03am Bartlett, Leisa
Discussions being held with Southern Lights Group around long term ownership of street lights and installation of new poles.

16 Dec 2021 11:52am Bartlett, Leisa
Discussions ongoing.

18 Jan 2022 2:57pm Butcher, Lacey
Discussions ongoing

15 Feb 2022 11:00am Bartlett, Leisa
Discussions ongoing

21 Mar 2022 3:15pm Bartlett, Leisa
Discussions ongoing.

19 Apr 2022 3:01pm Bartlett, Leisa
Southern Lights Project still being carried out by South West joint organisation, with discussions ongoing.

19 May 2022 11:25am Bartlett, Leisa
Engagement of lighting engineer commenced for assessment of current lighting and requirements to meeting the public lighting code.

22 Jun 2022 9:43am Guerin, Emily
No change in status

18 Jul 2022 1:34pm Guerin, Emily
Request for Quotation for street lighting assessment have been sent out and are awaiting response

24 Aug 2022 3:25pm Bartlett, Leisa
Quotations have been received and are currently being evaluated.

14 Sep 2022 10:53am Guerin, Emily
Awaiting schedule from contractors on when works can be completed

18 Oct 2022 9:27am Guerin, Emily
No change in status

21 Nov 2022 2:20pm Guerin, Emily
Assessment currently being completed

13 Dec 2022 11:51am Guerin, Emily
No change in status

16 Jan 2023 2:23pm Guerin, Emily
Report from assessment due in February 2023

13 Feb 2023 2:07pm Guerin, Emily
No change in status

23 Mar 2023 9:49am Guerin, Emily
Assessment has been completed and data recieved. Report will be prepared and presented to April Works Committee for comment.

19 Apr 2023 11:25am Guerin, Emily
Data is still being interpreted and integrated into Council's GIS System

24 May 2023 8:36am Butcher, Lacey
Data transfer is ongoing

21 Jun 2023 3:44pm Butcher, Lacey
No change in status

23 Aug 2023 11:51am Howard, Codie
No change in status

20 Sep 2023 10:39am Howard, Codie
No change in status.

18 Oct 2023 8:43am Howard, Codie
No change in status

21 Nov 2023 12:03pm Howard, Codie
No change in status

12 Dec 2023 2:28pm Howard, Codie
Entire city and all streetlights mapped based on luminosity in Council's GIS System. Framework being developed in regard to street lighting levels and satisfactory standards., Estimated Installation/ Replacement Costs being sought for Streetlighting Infrastructure to finalise report.

Meeting	Officer/Director	Section	Subject
Ordinary Council 26/05/2021	Howard, Codie Nankivell, Jay	Reports	UPDATE ON PROPOSED ACQUISITION OF FEDERATION WAY
Resolved			
1. That Broken Hill City Council Report No. 75/21 dated April 27, 2021, be received.			
2. That Council note the progress update on the proposed acquisition of Federation Way.			

For Action	Division: Committee: Ordinary Council Officer:	Date From: 1/07/2020 Date To: 1/12/2023
Action Sheets Report	Further Report Required: Including Further Reports	Printed: Wednesday, 13 December 2023 12:55:03 PM

3. That Council seek to negotiate an Indigenous Land Use Agreement (ILUA) with the Barkandji Corporation, to allow Council to acquire the Crown Land while preserving the Barkandji's Native Title rights and interests.
4. That the Mayor and General Manager be authorised to negotiate the terms and conditions of the proposed Indigenous Land Use Agreement (ILUA) with the Barkandji Corporation; and that at the finalisation of negotiations, a report be provided to Council advising the outcome of the negotiations for Council's approval to enter an ILUA with the Barkandji Corporation.

CARRIED UNANIMOUSLY

18 Jun 2021 3:31pm Bartlett, Leisa

All parties agreed to extension of acquisition timeline. Native Title negotiations to commence in July.

15 Jul 2021 12:23pm Bartlett, Leisa

In progress - Solicitors working out date for negotiations.

12 Aug 2021 3:09pm Bartlett, Leisa

Meeting re negotiations delayed due to COVID-19.

26 Aug 2021 3:27pm Falkner, Georgina - Completion

Action completed by Bartlett, Leisa

15 Sep 2021 9:10am Bartlett, Leisa

Meeting likely to be organised remotely due to COVID-19. Solicitors are currently trying to organise potential dates.

14 Oct 2021 4:16pm Bartlett, Leisa

Meeting proposed for early November 2021.

11 Nov 2021 9:05am Bartlett, Leisa

Initial meeting held, further negotiations to continue.

16 Dec 2021 11:57am Bartlett, Leisa

Further negotiations continuing.

18 Jan 2022 2:59pm Butcher, Lacey

Further negotiations continuing

15 Feb 2022 11:07am Bartlett, Leisa

Negotiations continuing.

23 Mar 2022 2:43pm Bartlett, Leisa

No change in status.

19 Apr 2022 10:14am Bartlett, Leisa

An update report regarding the progress of this matter is provided to the April 2022 Health & Building Committee Meeting.

19 May 2022 11:26am Bartlett, Leisa

On hold, pending further discussion with Crown Lands as per the April 2022 Council Meeting Resolution.

22 Jun 2022 11:28am Guerin, Emily

Correspondence sent to Crown Lands

18 Jul 2022 3:08pm Guerin, Emily

No change in status

24 Aug 2022 3:31pm Bartlett, Leisa

No change in status.

07 Sep 2022 3:25pm Guerin, Emily - Reallocation

Action reassigned to Mason, Michael by Guerin, Emily

20 Sep 2022 12:16pm Guerin, Emily

No change in status.

18 Oct 2022 9:46am Guerin, Emily

No change in status

16 Nov 2022 8:26am Guerin, Emily

No change in status

13 Dec 2022 8:56am Guerin, Emily

No change in status

17 Jan 2023 11:17am Guerin, Emily

No change in status

13 Feb 2023 11:43am Guerin, Emily

No change in status

21 Mar 2023 1:30pm Guerin, Emily

No change in status

18 Apr 2023 11:23am Guerin, Emily

No change in status

23 May 2023 8:49am Butcher, Lacey

No change in status

14 Jun 2023 11:34am Guerin, Emily - Reallocation

Action reassigned to Howard, Codie by Guerin, Emily

20 Jun 2023 2:22pm Falkner, Georgina

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No change in status
23 Aug 2023 11:51am Howard, Codie
 No change in status
20 Sep 2023 10:39am Howard, Codie
 No change in status.
11 Oct 2023 1:15pm Falkner, Georgina
 No change in status.
21 Nov 2023 2:25pm Falkner, Georgina
 No change in status.
07 Dec 2023 10:40am Falkner, Georgina
 No change in status.

Meeting	Officer/Director	Section	Subject
Ordinary Council 12/01/2022	Nankivell, Jay Nankivell, Jay	Council Resolution	Council Resolution
Resolved			
<ol style="list-style-type: none"> That the Mayoral Minute 2/22 dated the 12/01/22 be received. That an Ordinary Council Meeting be held on the 27/01/2022 at 6.30pm. That a workshop be held on Wednesday 19/01/2022 at 5.30pm to organise amendments to Council's Code of Meeting Practice, so that the public forum will be part of Councils Ordinary and Extraordinary Meetings. Other amendments to the Code of Meeting Practice will also be made, that the amendments discussed will be put in a draft form for adoption at the January Council Meeting on Thursday 27/01/2022. That Council immediately advertises for community groups interested in hosting public meetings to discuss Council matters. The public meetings will be held monthly and business forums bi-monthly; that a report will be presented to the February 2022 meeting of Council about potential arrangements for public meetings. That at the February 2022 meeting of Council, Councillors are to be presented with the required policies, with amendments included, that will allow for cash payments to be accepted at all Council operated facilities. That a workshop will be held to discuss amendments to the following policies, The Code of Conduct, Compliance and Enforcement Policy, Debt Recovery Policy, Local Orders Policy, Media Relations Policy, Social Media Policy and Tree Management Policy. That all expenditure, plans and actions related to the development of the Council's Library hub be abandoned and that the General Manager be invited to present a report to the Council Meeting on 27/1/2022 outlining the use of federal grant money for a purpose built archive that is located in the proposed position of the Library hub. The report will include staffing requirements. That the General Manager be invited to advertise for expressions of interest for a community group to facilitate the removal and replacement of the gateway signage, that Councillors are presented with a report at the February 2022 Council Meeting detailing the cost of replacing one of the gateway signs with a sign chosen by Deanna Spicer from her designs. That the General Manager be invited to provide a report to Council with options on how to manage a complaints committee that is operated locally, the committee will deal with disputed fines and disputed orders. 			

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10. That the General Manager be invited to provide a report to March 2022 Ordinary Council Meeting that details the structure and operations of the former 355 committee known as "The Regional Tourism Association" with a view to re-establish the committee. The goal of the committee will be to market tourism and encourage migration to the city.
11. That the General Manager be invited to provide a report to Council detailing the requirements for dedicated full time Council employed staff to maintain footpaths and nature strips.
12. That the over \$6M collected from waste disposal from the Wentworth to Broken Hill pipeline is removed from the Library hub project reserve and placed into a general projects reserve.
13. That Council forms a 355 committee that deals with all matters that affect our senior citizens and that the formation of the committee is to be advertised to the community for membership and expressions of interest.
14. That Council forms a 355 committee that has the role to bring projects and services to the city that benefit young children, teenage children and young adults and that the formation of the committee will be advertised and expressions sought.
15. That the General Manager be invited to provide a report to Council detailing what amendments need to be made to the constitutions of all Council 355 committees as to provide more autonomy to the committees to operate and manage Council facilities.
16. That the Mayor be invited to organise a meeting with the Local Member Roy Butler and Essential Water as early as possible to significantly accelerate the process to open the Imperial Lake. That a site visit is organised with Essential Energy for Councillors to view the Imperial Lake. That the General Manager be invited to obtain an independent engineers report into the safety of the dam wall. Expressions of interest are advertised immediately for community representation on a working group to facilitate volunteers and the opening of the Lake and that Landcare and RANA are contacted to gauge interest.
17. That options to increase street lighting be referred to the Policy and General committee.
18. That the General Manager be invited to immediately advertise for expression of interest from the community to form a working party to provide Council with advice on projects that Council undertakes, with a view to reduce the Council's reliance on consultants.
19. That the General Manager be invited to hold a workshop to explain to Councillors how line budgets will be implemented for the 2022/23 budget.
20. That the Mayor be invited to host a meeting with the Local State Member Roy Butler and the Local Federal Member Mark Coulton and that John Lynch, and a representative from the RFDS are invited to discuss proposals and options for an airport upgrade and options.
21. That options to increase childcare be referred to the Policy and General committee.
22. That the Works committee discuss and provide options for the removal of residential waste gate charges, this will also apply to commercial businesses that are disposing of residential rubbish, the committee will also discuss greenwaste and other recycling options. Any findings will be discussed at a number of public meetings.

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23. That the General Manager be invited to provide the Council with a report detailing the legal expenditure to defend against the Ombudsman's report into the Occupation Certificate and Civic Centre usage. The report will detail any decision to expend funds to mount such defence. This report will be provided to the February 2022 meeting.
24. That the General Manager be invited to hold a workshop on 24/01/2022 at 5.30 pm to provide Councillors with all reports and information pertaining to the Civic Centre litigation.
25. That the Policy and General committee consider proposals to reduce commercial and industrial rates and to make residential rates more equitable.
26. That the General Manager be invited to advertise for expressions of interest to paint murals and provide other street art and that a report be provided at the January 27th 2022 meeting explaining why the proposed mural in Argent Street from the Country Women's Association was rejected and options to invite them to resubmit their application.
27. That the Policy and General committee investigate the cost for Council to provide more focus on applying for grant funding and the opportunity to apply for grants for local organisations as a fee for service.
28. That the Mayor be invited to send correspondence to the Local State Member Roy Butler asking that he make representations to the State Government on behalf of the Broken Hill community to have a permanent Wentworth pipeline subsidy implemented. That the State Member be asked to facilitate a meeting with the appropriate Minister to meet with himself and the Mayor to discuss the subsidy.
29. That the General Manager be invited to provide Council with a report at the on the progress of the Netball, Norm Fox redevelopment and a tour is organised for Councillors to see all Council parks, ovals and sporting facilities.
30. That the General Manager be invited to organise a meeting with IPART and Essential Energy to discuss options to increase water usage at a lower cost so that the city can be greened.
31. That the Mayor be invited to send correspondence to the Local Member Roy Butler to ask him to organise a meeting with the appropriate Ministers to discuss the management of the Menindee Lakes and the Darling River.
32. That General Manager be invited to immediately advertise for expressions of interest from the community to remove dead trees.
33. That the Works committee investigate options to plant different tree species that are asset friendly and fast growing.
34. That the General Manager be invited to provide Councillors with a report on options to address the issues of roaming dogs and cats. That a meeting be organised of the committee that was formed to address this issue and the findings referred to the Policy and General committee.
35. That the General Manager be invited to provide a report about the process to get funding for a mining, truck, car and motorbike museums. The report will include previous reports on the matters and the offer made by Perilya a number of years ago about mining assets.

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36. That the General Manager advertise for expressions of interest to form a working group to address the homeless issue, drug and alcohol use and suicide prevention.
37. That the General Manager be invited to provide a report to Council detailing options to facilitate a truck wash and truck stop.
38. That the General Manager be invited to provide a report to the January meeting about any positions in the employee structure that remain unfilled and the expense to date for wages compared to the budgeted amount. Also the expected wage amount to year end with only the current positions filled.
39. That the General Manager be invited to contact the appropriate Aboriginal organisations to facilitate communication for the purpose of establishing a green space at the rear of Creedon Street.
40. That the General Manager provides a report to the January 27 2022 Ordinary Council Meeting outlining timelines for the implementation of the resolutions of Mayoral Minute No. 2/22.

CARRIED

21 Jan 2022 5:25pm Bartlett, Leisa

2. - COMPLETE, 3. - COMPLETE. Draft for public exhibition presented to the January Council Meeting., 4. - Report to be presented to the February Council Meeting., 5. - Report to be presented to the February Ordinary Council Meeting, 6. - Workshops to be scheduled during February to enable consideration of amended policies at the March Committee meetings., 7. - Report presented to the January Council Meeting., 8. - Report to be presented to the February Council Meeting., 9. - Report to be presented to the March Policy & General Committee Meeting., 10. - Report to be presented to the March Ordinary Council Meeting, 11. - Workshops to be held with Council through the development of the 2022/23 Operational Plan and Resourcing Strategy, with a report provided to the April 2022 Policy & General Committee., 12. - Internal transfer of reserves has been completed. An updated internal reserve table will be presented as part of the December Quarterly Review Report., 13. - A workshop will be held with Councillors in March to formulate a TOR for presentation to the March Committee Meetings., 14. - A workshop will be held with Councillors in March to formulate a TOR for presentation to the March Committee Meetings., 15. - Report to be presented to the March Works Committee meeting., 16. - Site visit being arranged with Essential Water for the week commencing 31 January 2022., 17. - Options to be presented at the April Works Committee meeting., 18. - Projects Steering Group Terms of Reference to be formulated and presented to the February Ordinary Council Meeting., 19. - Workshops to be held during March 2022 as part of the 2022/23 budget process., 20. - Meeting to be scheduled for February 2022., 21. - Further consultation with Foundation Broken Hill is recommended during February 2022 with options for Council support to be presented to the March Health and Building Committee Meeting., 22. - to occur during March 2022 as part of the 2022/23 budget process., 23. - Report to be presented to the February Council Meeting., 24. - Workshop held on 24 January 2022., 25. - to occur during March 2022 as part of the 2022/23 budget process., 26. - Report presented at this Council Meeting. EOI for murals and street art in accordance with Council's Public Art Policy to be advertised in February 2022., 27. - This will be workshopped with Council through the development of the 2022/23 Operational Plan and Resourcing Strategy, with a report provided to the April Policy and General Committee meeting., 28. - Letter being drafted., 29. - Report presented to January Council Meeting with site visits and further workshops scheduled for February., 30. - Meeting to be organised for February 2022., 31. - Letter being drafted., 32. - EOI to be advertised during February 2022 following the results of the tree audit to identify high priority areas of removal in the first instance., 33. - Tree Management Policy and Tree Management Plan to be workshopped with Councillors during February 2022 for presentation to the March Works Committee Meeting., 34. - Report will be provided to Councillors in March 2022, following the commencement of Council's recently appointed Executive Manager Planning and Community Safety., 35. - Priority projects and funding to be discussed and workshopped as part of the development of the 2022/23 Operational Plan and Resourcing Strategy., 36. - Working Groups Terms of Reference to be developed in consultation with the appropriate stakeholders and presented to the April Health and Building Committee Meeting., 37. - Report to be presented to the February Council Meeting for further consideration to occur as part of the 2022/23 budget process., 38. - Report presented to the January Council Meeting - COMPLETE, 39. - Contact and further investigation to occur during February 2022 when appropriate Officers return from leave., 40. - Report presented to January Council Meeting - COMPLETE

11 Feb 2022 5:02pm Bartlett, Leisa

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<p>2 - COMPLETE. 3 - Code of Meeting Practice Policy placed on public exhibition-COMplete. 4 - Report prepared to February Council Meeting regarding Business Meetings. 5 - Report prepared to February Council Meeting - COMPLETE. 6 - Workshops scheduled for 7&9 March 2022. 7 - Report presented to 27/01/22 Council Meeting - COMPLETE. 8 - Report presented to February Council Meeting tracking of further action will continue with that report resolution - COMPLETE. 9 - Report to be presented to March Policy and General Committee Meeting. 10 - Report prepared for February Council Meeting and tracking of further action will continue with that report resolution - COMPLETE. 11 - to be included in Budget Workshops with a report to April Policy & General Committee. 12 - Funds moved, adjustments to be made in Quarter 3 budget review report. 13&14 Report to February Council Meeting and tracking of further action will continue with that report-COMplete. 15 - Report to be presented to March Works Committee. 16 - Site visit has been held. 17 - Report to be presented to April Works Committee. 18 - Report to February Council Meeting and tracking of further action will continue with that report resolution - COMPLETE. 19 - Budget workshops to be held in March. 20 - Meeting scheduled for 21/02/22. 21. Meeting being scheduled with Foundation Broken Hill. 22 - To be discussed during Budget workshops in March. 23 - Report prepared for February Council Meeting - COMPLETE. 24 - Councillor Briefing has been held - COMPLETE. 25 - To be included in Budget workshops in March. 26 - Report presented to February Council Meeting and advertising to occur in February. 27 - To be workshopped with Operational Plan 2022/23 and a report to the April Policy & General Committee. 28 - Draft Letter with Mayor for signature. 29 - Report was presented to 27 January Council Meeting, site visit scheduled for 25/2/22. 30 - Meeting being scheduled. 31 - Draft Letter with Mayor for signature. 32 - EOI to be advertised following completion of the Tree Audit. 33 - Policy workshop being scheduled. 34 - Report to be presented to March Policy and General Committee. 35 - To be included in Operational Plan 2022/23 workshop. 36 - Report prepared to February Council Meeting. 37 - Report prepared to February Council Meeting and further tracking will be included with resolution of new report - COMPLETE. 38 - Report presented to 27 January Council Meeting - COMPLETE. 39 - Report prepared to February Council Meeting and further tracking will be included with the resolution of the new report - COMPLETE. 40 - Report presented to 27 January Council Meeting - COMPLETE.</p> <p>23 Mar 2022 3:05pm Bartlett, Leisa 2-COMplete, 3-COMplete, 4-report regarding public meetings to be presented to Council, 5-COMplete, 6- Code of Conduct, Media Relations Policy and Social Media Policy have been workshopped. Workshops to be arranged for the Compliance & Enforcement Policy, Debt Recovery Policy, Local Orders Policy and Tree Management Policy. 7-COMplete, 8-COMplete, 9-Report to be presented to Council following the Policy Workshop on the Local Orders Policy. 10-COMplete, 11- report to be presented to the April Policy & General Committee following the budget workshop. 12-adjustments made in quarter 3 budget review report-COMplete. 13&14-COMplete, 15-report presented to March Policy and General Committee-COMplete, 16-Site visit held and investigations ongoing, 17-report to be presented to April Works Committee, 18-COMplete, 19-Budget workshops to be held in March, 20-Meeting held COMPLETE, 21-Report presented to March Health and Building Committee-COMplete, 22-to be discussed at budget workshops in March, 23-COMplete, 24- COMPLETE, 25-to be discussed at budget workshops in March, 26-included in Public Art Policy Workshop held on 10 March and policy updated as per resolution-COMplete, 27-to be workshopped with operational plan and a report to April Policy & General Committee, 28-letter sent-COMplete, 29-Site visit scheduled-COMplete, 30-meeting being scheduled. 31-letter sent-COMplete, 32-EOI to be advertised following completion of the tree audit, 33-Policy workshop being scheduled, 34-report to be presented to Council. 35- to be included in operational plan workshop, 36-interagency group formed-COMplete, 37-COMplete, 38-COMplete, 39-COMplete, 40-COMplete</p> <p>13 Apr 2022 2:40pm Bartlett, Leisa 2-COMplete, 3-COMplete, 4-Public Forums introduced to Council Meetings and Foundation Broken Hill to commence community meetings, Business Forums already being held-COMplete, 5-COMplete, 6-Councillor Workshop to consider the remaining policies scheduled for 10 May 2022-COMplete, 7-COMplete, 8-COMplete, 9-To be considered at Councillor Workshop on 10 May 2022-COMplete, 10-COMplete, 11-Report to be provided following the Councillor Budget Workshop, 12-COMplete, 13-COMplete, 14-COMplete, 15-COMplete, 16-Councillor Briefing by Landcare scheduled for 28/4/22 regarding the Imperial Lakes Nature Park Project-COMplete, 17-Report to be presented to Council following the Councillor Budget Workshop scheduled for 26/4/22, 18-COMplete, 19-part of full-day Councillor Budget Workshop scheduled for 26/4/22-COMplete, 20-COMplete, 21-COMplete, 22-to be considered at an Extraordinary Council Meeting along with the 2022/23 budget-COMplete, 23-COMplete, 24-COMplete, 25-included in Councillor Budget Workshop and will be included in budget report to Extraordinary Council Meeting-COMplete, 26-COMplete, 27-To be considered at an Extraordinary Council Meeting along with the budget report-COMplete, 28-COMplete, 29-COMplete, 30-meeting to be scheduled, 31-COMplete, 32-EOI to be advertised following completion of the Tree Audit, 33-Tree Management Policy currently being reviewed and provided to Council Meeting, 34 report to be presented to Council, 35-to be included in Councillor Budget Workshop scheduled for 26/4/22-COMplete, 36-COMplete, 37-COMplete, 38-COMplete, 39-COMplete, 40-COMplete</p> <p>19 May 2022 11:38am Bartlett, Leisa 6-Councillor Workshop to consider the remaining policies re-scheduled for 15 June 2022-COMplete, 9- Councillor Workshop scheduled for 15 June 2022-COMplete, 17-Report to be presented to Council following the adoption of the Budget in May 2022, 1, 30-meeting to be scheduled, 32-EOI to be advertised following completion of the Tree Audit, 33-Tree Management Policy currently being reviewed and provided to Council Meeting, 34 report to be presented to Council</p> <p>15 Jun 2022 1:28pm Nankivell, Jay - Completion Action completed by Bartlett, Leisa</p> <p>22 Jun 2022 10:26am Guerin, Emily 17. No change in status. 30. Representatives of the Broken Hill City Council will attend a public hearing for the Essential Water and WaterNSW Pipeline reviews in September 2022 (date TBC). 32- EOI to be advertised following completion of the Tree Audit, 33 - No change in status 34. Nominations for Working Group closed 17/6/22. Community Members to be determined by General Manager. First meeting will be held in due course.</p> <p>19 Jul 2022 9:48am Guerin, Emily 17. No change in status. 30. Council briefing has been organised for Councillors to review IPART draft report into the review of Water NSW prices for the Murray River to Broken Hill pipeline, being held Tuesday, 9 August 2022. 32. No change in status. 33. No change in status. 34. Community Representatives appointed by General Manager, welcome letters sent to Committee Members beginning of July. First meeting date TBC.</p> <p>24 Aug 2022 3:34pm Bartlett, Leisa 17. Quotations for street lighting assessment have been received and are currently being evaluated. 30. - COMPLETE, 32. Advertising to occur in September, conversations with suppliers held in August. 33 - COMPLETE, 34 - First meeting of the Working Group to be arranged.</p> <p>24 Aug 2022 3:56pm Butcher, Lacey 17. No change in status 30. Complete 32. Advertising to occur in September, Conversations held with suppliers in August. 33 Complete. 34 Complete.</p>

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<p>19 Sep 2022 1:18pm Guerin, Emily 17. Contractors awarded, awaiting works schedule. 32. No change in status</p> <p>20 Oct 2022 1:07pm Guerin, Emily 17. No change in status 32. No change in status</p> <p>21 Nov 2022 2:05pm Guerin, Emily 17. No change in status 32. No change in status</p> <p>13 Dec 2022 11:55am Guerin, Emily 17. No change in status 32.No change in status</p> <p>16 Jan 2023 2:25pm Guerin, Emily 17. No change in status 32. No change in status</p> <p>13 Feb 2023 11:47am Guerin, Emily 17. No change in status 32. No change in status</p> <p>22 Mar 2023 11:54am Guerin, Emily 17. No change in status 32. No change in status</p> <p>23 May 2023 3:16pm Butcher, Lacey Item - 17.No change in status Item 32. EOI to go out in the last week of May.</p> <p>21 Jun 2023 4:37pm Butcher, Lacey 32 - EOI issued Item 17 - No change in status</p> <p>19 Jul 2023 9:23am Guerin, Emily 17. Audit completed, assessment of data being undertaken</p> <p>22 Aug 2023 9:59am Butcher, Lacey Item 17 - No change in status</p>
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Meeting	Officer/Director	Section	Subject
Ordinary Council 23/02/2022	Nankivell, Jay Nankivell, Jay	Confidential Matters	LEGAL EXPENDITURE - CIVIC CENTRE OMBUDSMAN'S REPORT
Resolved			
<p>1. That Broken Hill City Council Report No. 54/22 dated February 15, 2022, be received.</p> <p>2. That the General Manager be invited to contact the Auditor General to investigate the legality of the expenditure to defend the Ombudsman's report in the absence of Council's approval to do so.</p>			
CARRIED UNANIMOUSLY			
<p>24 Mar 2022 5:35pm Bartlett, Leisa Communication initiated with the Audit Office to commence the investigation and the best course of action.</p> <p>19 May 2022 11:47am Bartlett, Leisa No change in status.</p> <p>20 Jul 2022 4:05pm Guerin, Emily No change in status</p> <p>24 Aug 2022 4:05pm Butcher, Lacey Awaiting advice from Audit Office</p> <p>19 Sep 2022 11:32am Guerin, Emily No change in status</p> <p>21 Nov 2022 2:29pm Guerin, Emily No change in status</p> <p>07 Dec 2022 9:37am Guerin, Emily Ongoing</p> <p>17 Jan 2023 11:22am Guerin, Emily Nothing further</p> <p>14 Feb 2023 1:43pm Guerin, Emily Ongoing</p> <p>21 Mar 2023 1:50pm Guerin, Emily Ongoing</p> <p>18 Apr 2023 2:09pm Guerin, Emily Ongoing</p> <p>23 May 2023 3:19pm Butcher, Lacey Ongoing</p> <p>21 Jun 2023 4:39pm Butcher, Lacey Ongoing</p>			

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19 Jul 2023 9:24am Guerin, Emily No change in status
22 Aug 2023 3:45pm Butcher, Lacey Ongoing

Meeting	Officer/Director	Section	Subject
Ordinary Council 27/07/2022	Howard, Codie Nankivell, Jay	Confidential Matters	WILLYAMA COMMON TRUST LEASE TO SILVER CITY ARCHERS
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 167/22 dated June 22, 2022, be received. That Council (as the Willyama Common Trust) enter into a new 20 year lease agreement with Silver City Archers, for lease of their existing site on the Willyama Common (Part Lot 7388 Deposited Plan 1200953). That the rent remain \$250 per annum. That in the absence of a Trust Seal, the lease documents be executed by the Mayor and General Manager under the Common Seal of Council. 			
CARRIED UNANIMOUSLY			
25 Aug 2022 1:02pm Butcher, Lacey Council's solicitors are preparing the draft lease			
20 Sep 2022 11:29am Guerin, Emily Continuing use as currently arranged while new template is being reviewed.			
18 Oct 2022 9:35am Guerin, Emily Template being reviewed. Current lease ongoing			
16 Nov 2022 8:26am Guerin, Emily Lease under review			
13 Dec 2022 8:56am Guerin, Emily Draft lease sent to Silver City Archers for review			
17 Jan 2023 11:17am Guerin, Emily No change in status			
13 Feb 2023 11:44am Guerin, Emily No change in status			
21 Mar 2023 1:30pm Guerin, Emily Solicitors are making minor amendments to lease document			
18 Apr 2023 11:23am Guerin, Emily Amendments made and lease to be sent to Silver City Archers for review and signing			
22 May 2023 3:50pm Butcher, Lacey lease is now with Council for signing			
14 Jun 2023 11:33am Guerin, Emily - Reallocation Action reassigned to Howard, Codie by Guerin, Emily			
20 Jun 2023 8:48am Butcher, Lacey lease with Silver City Archers for signing			
22 Aug 2023 10:52am Falkner, Georgina Lease signed by Council and Silver City Archers. Lease has been sent to Crown Lands for Ministerial consent.			
20 Sep 2023 10:40am Howard, Codie No change in status.			
11 Oct 2023 1:19pm Falkner, Georgina Awaiting Ministerial consent.			
21 Nov 2023 2:25pm Falkner, Georgina Discussions ongoing with Crown Lands.			
07 Dec 2023 10:41am Falkner, Georgina Discussions ongoing.			

Meeting	Officer/Director	Section	Subject
Ordinary Council 28/09/2022	Howard, Codie	Works Committee Reports	UPDATE FOR THE ESTABLISHMENT OF A COMMUNITY GARDEN AT THE FORMER ALMA POOL SITE

For Action	Division: Ordinary Council	Date From: 1/07/2020
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Nankivell, Jay
Resolved
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 202/22 dated September 9, 2022, be received. That Council formulate a Community Gardens Policy with associated Guidelines for presentation to the community for input and consultation.
CARRIED UNANIMOUSLY
<p>18 Oct 2022 9:31am Guerin, Emily No change in status</p> <p>21 Nov 2022 2:51pm Guerin, Emily No change in status</p> <p>13 Dec 2022 11:52am Guerin, Emily Policy currently being created.</p> <p>16 Jan 2023 2:24pm Guerin, Emily No change in status</p> <p>13 Feb 2023 2:08pm Guerin, Emily No change in status</p> <p>23 Mar 2023 9:50am Guerin, Emily No change in status</p> <p>19 Apr 2023 11:25am Guerin, Emily No change in status</p> <p>23 May 2023 3:24pm Butcher, Lacey No change in status</p> <p>21 Jun 2023 3:46pm Butcher, Lacey No change in status</p> <p>23 Aug 2023 11:52am Howard, Codie No change in status</p> <p>20 Sep 2023 10:40am Howard, Codie No change in status.</p> <p>18 Oct 2023 8:43am Howard, Codie Draft Policy currently being prepared.</p> <p>21 Nov 2023 12:04pm Howard, Codie Draft Policy preparation is on-going</p> <p>12 Dec 2023 2:29pm Howard, Codie No change in Status</p>

Meeting	Officer/Director	Section	Subject
Ordinary Council 30/11/2022	Howard, Codie Nankivell, Jay	Works Committee Reports	RENEWABLE ENERGY ACTION PLAN STAGE 2
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 246/22 dated November 11, 2022, be received. That Council adopt and proceed with Stage II of the Renewable Energy Action Plan incorporating the pre-feasibility stage of a Mid-Scale Solar Array. That subject to recommendation two, Council notes the General Manager will identify budgetary adjustments and impacts in the September Quarterly Budget Review. That subject to recommendation two, Council commence the process with Crown Lands to either lease or acquire the land and obtain Ministerial Consent dependent on the most financially feasible and time appropriate process. 			
CARRIED UNANIMOUSLY			
<p>13 Dec 2022 11:52am Guerin, Emily Purchase order to be raised.</p>			

For Action	Division: Ordinary Council	Date From: 1/07/2020
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16 Jan 2023 2:23pm Guerin, Emily No change in status
13 Feb 2023 2:10pm Guerin, Emily No change in status
23 Mar 2023 9:48am Guerin, Emily No change in status
19 Apr 2023 11:25am Guerin, Emily No change in status
21 Jun 2023 3:47pm Butcher, Lacey No change in status
23 Aug 2023 11:53am Howard, Codie No change in status
20 Sep 2023 10:52am Howard, Codie No change in status.
18 Oct 2023 8:44am Howard, Codie No change in status
21 Nov 2023 12:05pm Howard, Codie No change in status
12 Dec 2023 2:30pm Howard, Codie No change in Status

Meeting	Officer/Director	Section	Subject
Ordinary Council 30/11/2022	Howard, Codie Nankivell, Jay	Notice of Motion	BUSY KIDS CHILDCARE CENTRE
Resolved			
<ol style="list-style-type: none"> That Motions of Which Notice has been Given No. 3/22 dated November 14, 2022, be received. That the General Manager be invited to correspond with Crown Lands to urgently seek a solution to expedite the process of extinguishing Native Title on the 4048m² allotment at Lot 4444/DP757298, being 123 Bagot Street; and for the allotment to be made freehold with a change of land use to enable a purchaser to establish a childcare centre on the allotment. 			
CARRIED UNANIMOUSLY			
13 Dec 2022 8:53am Guerin, Emily Letter to Crown Lands being drafted			
17 Jan 2023 11:17am Guerin, Emily Letter to Crown Lands has been sent			
13 Feb 2023 11:44am Guerin, Emily No change in status			
21 Mar 2023 1:31pm Guerin, Emily No change in status			
18 Apr 2023 11:23am Guerin, Emily Crown Lands seeing alternate avenues.			
23 May 2023 8:50am Butcher, Lacey No change in status			
14 Jun 2023 11:34am Guerin, Emily - Reallocation Action reassigned to Howard, Codie by Guerin, Emily			
23 Aug 2023 11:52am Howard, Codie Still awaiting response from Crown Lands.			
20 Sep 2023 10:52am Howard, Codie No change in status.			
18 Oct 2023 8:44am Howard, Codie No change in status			

Meeting	Officer/Director	Section	Subject
Ordinary Council 24/01/2023	Nankivell, Jay Nankivell, Jay	Confidential Matters	LAND ACQUISITION

For Action	Division: Committee: Ordinary Council	Date From: 1/07/2020 Date To: 1/12/2023
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Resolved

1. That Broken Hill City Council Report No. 15/23 dated January 18, 2023, be received.
2. That Council authorise and delegate to the General Manager to pursue the purchase of 'the subject' land via either private treaty or at the upcoming Sale of Land for Unpaid Rates Auction to be held on 15 & 16 February 2023.
3. That the General Manager be delegated authority to increase Council's purchase bid by up to 50% in order to secure the purchase of 'the subject' land via either private treaty or at the upcoming Sale of Land for Unpaid Rates Auction to be held on 15 & 16 February 2023.
3. That Council authorise the General Manager to engage a consultant to develop and prepare a feasibility study, preliminary concept designs and a business case for the development of multi-story residential apartment buildings on 'the subject land' specifically for the accommodation of key workers in the City.
4. That following initial discussions with Ministers and key stakeholders within NSW Government, the General Manager proceeds with formal negotiations to secure a Memorandum of Understanding and Partnership Agreement for the development of key worker housing apartments.

CARRIED UNANIMOUSLY

14 Feb 2023 1:44pm Guerin, Emily
Contract for sale signed awaiting settlement

18 Apr 2023 2:32pm Guerin, Emily
No change in status

23 May 2023 3:20pm Butcher, Lacey
No change in status

21 Jun 2023 4:39pm Butcher, Lacey
Delayed due to the passing of the owner

19 Jul 2023 9:20am Guerin, Emily
No change in status

22 Aug 2023 3:46pm Butcher, Lacey
No change in status

12 Dec 2023 2:50pm Butcher, Lacey
No change in status

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/03/2023	Nankivell, Jay Nankivell, Jay	Policy And General Reports	ESTABLISHMENT BROKEN HILL TOURISM ORGANISATION
Resolved			
<ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 49/23 dated February 16, 2023, be received. 2. That the General Manager develop a proposal and business case to establish a member based not-for-profit company limited by guarantee for the purposes of a tourism organisation. 3. That the proposal, including associated documentation required by the Office of Local Government, deliverables, and proposed budget, be presented to Council for consideration prior to being submitted to the Minister via the Office for Local Government as required under Section 358 of the <i>Local Government Act 1993</i>. 			
CARRIED UNANIMOUSLY			
<p>19 Apr 2023 9:49am Guerin, Emily Proposal being drafted</p> <p>23 May 2023 3:08pm Butcher, Lacey No change in status</p> <p>23 May 2023 3:09pm Butcher, Lacey - Reallocation Action reassigned to Nankivell, Jay by Butcher, Lacey</p>			

For Action	Division: Ordinary Council	Date From: 1/07/2020
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21 Jun 2023 4:47pm Butcher, Lacey ongoing
19 Jul 2023 9:20am Guerin, Emily No change in status
22 Aug 2023 3:46pm Butcher, Lacey No change in status
12 Dec 2023 2:50pm Butcher, Lacey No change in status

Meeting	Officer/Director	Section	Subject
Ordinary Council 31/05/2023	Howard, Codie Nankivell, Jay	Confidential Matters	PROPOSED WILLYAMA COMMON ACCESS LICENCE TO A-CAES NSW PTY LTD
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 81/23 dated April 27, 2023, be received. That Council (as Trust Manager of the Willyama Common Trust) provide consent for an access licence to be granted to A-CAES NSW Pty Ltd for the purpose of geotechnical site investigation on Part Lot 7320 DP 1201053. That the licence be issued for a period of twelve (12) months and the annual rent be \$574 (current Crown Lands minimum rent). That the Mayor and General Manager be authorised to sign and execute the licence documents under the Common Seal of Council. 			
CARRIED UNANIMOUSLY			
20 Jun 2023 2:23pm Falkner, Georgina Draft licence document being finalised			
22 Aug 2023 10:54am Falkner, Georgina Licence being prepared for signing			
20 Sep 2023 10:53am Howard, Codie No change in status.			
18 Oct 2023 8:45am Howard, Codie No change in status			
21 Nov 2023 2:26pm Falkner, Georgina No change in status.			
07 Dec 2023 10:41am Falkner, Georgina No change in status.			

Meeting	Officer/Director	Section	Subject
Ordinary Council 28/06/2023	Manuel, Darrin Nankivell, Jay	Mayoral Minute	TAIXING CHINA SISTER CITY RELATIONSHIP
Resolved			
<ol style="list-style-type: none"> That Mayoral Minute No. 12/23 dated June 28, 2023, be received. That Council investigates the rekindling of the sister city relationship and the City of Taixing, China and how the relationship could benefit both communities through possible economic development opportunities, trade opportunities, friendship and cultural exchanges. That Council sends reply correspondence to the Consulate General of the People's Republic of China in Sydney, advising that Council has resolved to investigate rekindling the sister city relationship with the City of Taixing, China. 			
CARRIED UNANIMOUSLY			

For Action	Division: Ordinary Council	Date From: 1/07/2020
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<p>05 Jul 2023 10:26am Bartlett, Leisa Letter sent to Consulate General for China in Sydney advising that Council had resolved to investigate rekindling the sister city relationship with Taixing China.</p> <p>20 Sep 2023 3:01pm Bartlett, Leisa Letter to Taixing to be drafted following investigation.</p> <p>16 Oct 2023 10:57am Bartlett, Leisa - Reallocation Action reassigned to Manuel, Darrin by Bartlett, Leisa - For investigation by Economic Development Team.</p> <p>18 Oct 2023 9:27am Butcher, Lacey Ongoing</p> <p>12 Dec 2023 3:00pm Butcher, Lacey COMPLETE - Investigations have been undertaken and Council currently do not have the adequate staffing levels to re-establish a Sister City relationship.</p>
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Meeting	Officer/Director	Section	Subject
Ordinary Council 26/07/2023	Nu'man, Razija Nankivell, Jay	Further Reports	MINUTES OF THE S355 YOUTH ADVISORY COMMITTEE MEETING HELD 21 MARCH 2023
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 144/23 dated July 17, 2023, be received. That the minutes of the S355 Youth Advisory Committee meeting held on 21 March 2023 be received. That Council support the Community Development Officer in investigating the opportunity for a youth coordination day enhancing the voice of youth in 2024. That Council prepare and send correspondence to the former Community Development Officer acknowledging and thanking her for her contribution and support while in the role. That Council encourage and invite service organisations and providers to participate as committee members to assist in Youth being represented. 			
CARRIED UNANOMOUSLY			
<p>23 Aug 2023 9:58am Brealey, Jodie Items 4 and 5 Completed</p> <p>23 Aug 2023 10:22am Merton, Rachel Item 3 - Community Development Officer commencing 11/9/2023 to follow up on commencement.</p> <p>18 Oct 2023 9:35am Butcher, Lacey No change in status</p> <p>20 Nov 2023 11:26am Merton, Rachel No change in status</p>			

Meeting	Officer/Director	Section	Subject
Ordinary Council 30/08/2023	Nankivell, Jay Nankivell, Jay	Confidential Matters	SALE OF LOT 2, 3, 4, 5, 6 & 7 IN DP 1102740
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 164/23 dated August 21, 2023, be received. That Lots 2 to 7 in DP 1102740 be sold to the current leaseholders, Broken Hill Lifestyle Village. That the General Manager be authorised to negotiate a sale price with Broken Hill Lifestyle Village, with the current market value as listed within the report as a basis. 			

For Action	Division: Ordinary Council	Date From: 1/07/2020
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<p>4. That Council protect its development interests in the land by placing a positive covenant on the sale of the land and/or stagger the sale of individual lots based on development progress.</p> <p>5. That the Mayor and General Manager be authorised to sign and apply the Common Seal of Council on necessary documents to execute the sale.</p>	CARRIED
<p>21 Sep 2023 11:57am Bartlett, Leisa Solicitors drafting contract.</p> <p>18 Oct 2023 9:27am Butcher, Lacey No change in status</p> <p>05 Dec 2023 4:08pm Butcher, Lacey Contract being reviewed by Broken Hill Lifestyle Villages</p>	

Meeting	Officer/Director	Section	Subject
Ordinary Council 30/08/2023	Brown, Simon Nankivell, Jay	Confidential Matters	ACQUISITION OF LAND - ASSESSMENT 36970
Resolved			
<p>1. That Broken Hill City Council Report No. 163/23 dated August 14, 2023, be received.</p> <p>2. That Council proceed with the transfer of Assessment 36970 – 101 Cornish Lane into Councils possession in accordance with Section 570 of the <i>Local Government Act 1993</i></p> <p>3. That Council write off outstanding rates on the property of \$4,688.78 with an upper limited of \$5,000 to allow for any additional interest and costs yet to be attributed and finalised.</p> <p>4. That Council delegate authority to the General Manager to sign documents required to complete the transfer.</p> <p>5. That Council pay conveyancing costs to complete the transfer.</p>			
			CARRIED UNANIMOUSLY
<p>21 Sep 2023 12:42pm Butcher, Lacey conveyancing process is in progress</p> <p>18 Oct 2023 9:21am Butcher, Lacey No change to status</p> <p>20 Nov 2023 11:11am Butcher, Lacey No change to status</p> <p>12 Dec 2023 2:54pm Butcher, Lacey No change in status</p>			

Meeting	Officer/Director	Section	Subject
Ordinary Council 30/08/2023	Nu'man, Razija Nankivell, Jay	Policy And General Reports	MEMORANDUM OF UNDERSTANDING - ST PATRICK'S RACE CLUB AND BROKEN HILL CITY COUNCIL
Recommendation			
<p>1. That Broken Hill City Council Report No. 160/23 dated August 10, 2023, be received.</p> <p>2. That the General Manager be authorised to negotiate and execute a Memorandum of Understanding for a period of three (3) years with the Broken Hill St Patrick's Race Club.</p> <p>3. That Council authorise the General Manager to include in the MOU up to \$10,000 per annum in-kind contribution.</p>			

For Action	Division: Ordinary Council	Date From: 1/07/2020
Action Sheets Report	Committee: Ordinary Council	Date To: 1/12/2023
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<p>08 Sep 2023 12:32pm Merton, Rachel MOU Agreement emailed to St Pat's Race Officer for signature - IN PROGRESS</p> <p>18 Oct 2023 9:34am Butcher, Lacey Awaiting on agreement to be returned to Council</p> <p>20 Nov 2023 11:28am Merton, Rachel No change in status</p> <p>12 Dec 2023 1:46pm Merton, Rachel MOU approved by St Pat's Club, awaiting signed copy to be returned.</p> <p>12 Dec 2023 4:09pm Butcher, Lacey COMPLETE - MOU signed by both parties</p>
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Meeting	Officer/Director	Section	Subject
Ordinary Council 30/08/2023	Howard, Codie Nankivell, Jay	Further Reports	MINUTES OF THE LOCAL TRAFFIC COMMITTEE - MEETING NO.438, HELD ON THURSDAY, 10 AUGUST 2023
Resolved			
<ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 166/23 dated August 11, 2023, be received. 2. That the minutes of the Local Traffic Committee – Meeting No.438, held on Thursday, 10 August 2023 be endorsed. 3. That Item No. 427.6.1 recommendations be endorsed: <ul style="list-style-type: none"> • That the Local Traffic Committee supports relocation of the 'Bus Stop' on Blende Street, adjacent to the Con Crowley Retirement Village. 4. That Item No. 427.9.1 recommendation be endorsed: <ul style="list-style-type: none"> • That Council continue to liaise with KFC Management regarding traffic matters and that no further action be required by the Local Traffic Committee. 5. That Item No. 436.8.1 recommendation be endorsed: <ul style="list-style-type: none"> • That Council's Community Safety Officer-Ranger's continue to monitor the 15-minute timed parking, adjacent to Aruma Lodge – Southern Cross Care. 6. That Item No. 437.8.2 recommendation be endorsed: <ul style="list-style-type: none"> • That the Local Traffic Committee endorse the Traffic Control/Management Plans provided for the Broken Hill Festival in principle, dependent on supply of additional details to be included on the Traffic Control/Management Plans. 7. That Item No. 438.8.1 recommendations be endorsed: <ul style="list-style-type: none"> • That the Local Traffic Committee supports the request from Damascus College, Ballarat Victoria's Sustainable Race Team to access Broken Hill's local roads for the fundraiser in principle, dependent on Transport for NSW comments following review. 			
CARRIED UNANIMOUSLY			
<p>20 Sep 2023 11:01am Howard, Codie Item No. 427.6.1 - with operational team for completion., Item No. 427.9.1 - COMPLETED., Item No. 436.8.1 - COMPLETED., Item No. 437.8.2 - COMPLETED., Item No. 438.8.1 - COMPLETED - Action with TfNSW & NSW Police for approval - No Further Action.</p> <p>18 Oct 2023 8:45am Howard, Codie No change in status</p> <p>21 Nov 2023 12:05pm Howard, Codie No change in status</p> <p>12 Dec 2023 2:31pm Howard, Codie No change in Status</p>			

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Meeting	Officer/Director	Section	Subject
Ordinary Council 27/09/2023	Nu'man, Razija Nankivell, Jay	Further Reports	RE-ESTABLISHMENT OF ALCOHOL-FREE ZONES
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 190/23 dated September 8, 2023, be received. That Council endorse the proposal (as attached) to re-establish the Alcohol-Free Zone known as Creedon Street, including public roads and laneways, public car parks and footpath area of Creedon Street bounded by Rakow and Wills Streets. That Council endorse the proposal (as attached) to re-establish the Alcohol-Free Zone known as Shell Memorial including all public roads and laneways, public car parks and footpaths in an area bounded by Iodide, Thomas, Bromide and Mica Streets including Oxide Street from Thomas Street through to Morgan Street. That Council endorse the proposal (as attached) to re-establish the Alcohol-Free Zone surrounding the E.T. Lamb Memorial Oval, including public roads and laneways, public car parks and footpath area surrounding the oval bounded by South, Boughtman, Comstock and Jamieson Streets. That Council endorse the proposal (as attached) to re-establish the Alcohol-Free Zone known as South Broken Hill including all public roads and laneways, public car parks and footpaths in an area bounded by Bonanza, Patton, Central and Hebbard Streets including South Street from Piper Street through to Wilson Street; with extension from Bonanza Street to Morish Street and off Bonanza Street from Wilson Street to Picton Street. That Council refer the Proposals for comment in accordance with the provisions of the <i>Local Government Act 1993</i> and Ministerial Guidelines (2009) to any known organisation representing or able to speak on behalf of an identifiable Aboriginal or culturally and linguistically diverse group within the local area and all affected licensed premises and registered clubs that border on, adjoin or are adjacent to the proposed alcohol free zone, for response within thirty days of public notice. That Council invite public comment on the proposal through an advertisement in local newspaper with time for response within thirty days. That a further report be submitted to Council upon completion of the consultative process. That a report be prepared to a future Council meeting regarding a possible exemption to the prohibition of alcohol from the Norm Fox Sporting Grounds changeroom 			
CARRIED UNANIMOUSLY			
<p>03 Oct 2023 12:08pm Brealey, Jodie Item 6 - Proposals forwarded to all stakeholders - COMPLETE, Item 7 - Proposals advertised in Barrier Truth - COMPLETE, Item 8 - Public exhibition underway consultation outcome report to Council to go to October Ordinary meeting - COMPLETE, Item 9 - Possible exemption for Norm Fox Sporting Grounds changeroom prohibition from alcohol prohibited area under investigation - Progressing</p> <p>16 Oct 2023 5:10pm Brealey, Jodie Item 9 - Possible exemption to the prohibition of alcohol consumption at the Norm Fox Sporting Grounds changeroom under investigation - Norm Fox Sporting Complex Alcohol Prohibited Area research underway to gather background information for discussion with Police. Dir Corporate and Community visited Norm Fox changeroom and met with Peter Johnston to discuss area to be considered during discussions with Police. Meeting with Police to be arranged to determine best outcome.</p> <p>17 Nov 2023 4:26pm Brealey, Jodie Investigation still in progress</p> <p>13 Dec 2023 9:24am Butcher, Lacey No change in status</p>			

Meeting	Officer/Director	Section	Subject
Ordinary Council 27/09/2023	Nu'man, Razija	Policy And General Reports	MINUTES OF THE S355 AGEING WELL ADVISORY COMMITTEE MEETING HELD 2 AUGUST 2023

For Action	Division: Ordinary Council	Date From: 1/07/2020
Action Sheets Report	Committee: Ordinary Council	Date To: 1/12/2023
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Nankivell, Jay
Resolved
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 179/23 dated September 6, 2023, be received. That the minutes of the S355 Ageing Well Advisory Committee meeting held 2 August 2023 be received. That Council prepare and send correspondence to service providers to enquire if they provide meals to clients, if so, where are the meals prepared and what is the cost of the meals. That the Ageing Well Advisory Committee provides a report to the General Manager outlining the issues currently being faced by the local aged care industry (aged care facilities and in-home aged care providers) with the issue of the reoccurrence of local elderly people being sent to Wentworth or Mildura Nursing Homes to be included in the report.
CARRIED UNANIMOUSLY
<p>18 Oct 2023 11:50am Butcher, Lacey Item 3 – consultation with service providers currently in progress, Item 4 – Under investigation, with further information to be provided</p> <p>20 Nov 2023 11:30am Merton, Rachel Item 3 - Meeting scheduled for 1/11/23 had no quorum. Presentation scheduled for next meeting February 2024.</p> <p>20 Nov 2023 11:39am Merton, Rachel Item 4 - consultation with service providers in progress</p> <p>12 Dec 2023 1:48pm Merton, Rachel Item 4 - No change to status</p>

Meeting	Officer/Director	Section	Subject
Ordinary Council 27/09/2023	Howard, Codie Nankivell, Jay	Health and Building Committee Reports	PROPOSED SECTION 3.22 AMENDMENT OF THE BROKEN HILL LOCAL ENVIRONMENTAL PLAN 2013 - REZONING OF PART LOT 5 DEPOSITED PLAN 1175135 (336A MCCULLOCH STREET)
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 169/23 dated September 6, 2023, be received. That Council submit a request to the Minister for Planning and Public Spaces under Section 3.22 of the <i>Environmental Planning & Assessment Act 1979</i> to amend the <i>Broken Hill Local Environmental Plan 2013</i>, rezoning part of 336A McCulloch Street (Lot 5 Deposited Plan 1175135 and associated adjoining road from RE1 Public Recreation to R1 General Residential. That the General Manager be delegated to sign any documents relating to the submission. 			
CARRIED UNANIMOUSLY			
<p>11 Oct 2023 1:32pm Falkner, Georgina Process commenced.</p> <p>21 Nov 2023 2:26pm Falkner, Georgina Draft documents being finalised for submission.</p> <p>07 Dec 2023 10:42am Falkner, Georgina Amended maps being prepared for submission.</p>			

Meeting	Officer/Director	Section	Subject
Ordinary Council 25/10/2023	Nu'man, Razija Nankivell, Jay	Policy And General Reports	NOMINATION FOR THE APPOINTMENT AND RESIGNATION OF COMMUNITY REPRESENTATIVE TO SECTION 355 COMMUNITY COMMITTEE

For Action	Division: Ordinary Council	Date From: 1/07/2020
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Resolved

- That Broken Hill City Council Report No. 203/23 dated September 29, 2023, be received.
- That Council appoint Ms Brooke Mallison and Mr Dale Sanderson as community representatives on the E.T. Lamb Memorial Oval Community Committee.
- That Ms Brooke Mallison and Mr Dale Sanderson be advised of their appointment and advice also be sent to the Councillor Delegate/Chairperson of the Committee.
- That Council endorses and acknowledges in writing the resignation of Mr Ken Kennedy from the E.T. Lamb Memorial Oval Community Committee and thanks Mr Ken Kennedy for his contribution to the management of the E.T. Lamb Memorial Oval .

CARRIED UNANIMOUSLY

17 Nov 2023 4:50pm Brealey, Jodie
Correspondence to new members and Councillor delegate drafted advising of appointment to Committee. Thank you correspondence drafted thanking resigning member for their contribution to Committee., All Correspondence sent to recipients, all items now COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Council 25/10/2023	Howard, Codie Nankivell, Jay	Further Reports	MINUTES OF THE LOCAL TRAFFIC COMMITTEE - MEETING NO. 440, HELD ON TUESDAY, 10 OCTOBER 2023

Resolved

- That Broken Hill City Council Report No. 208/23 dated October 17, 2023, be received.
- That the minutes of the Local Traffic Committee – Meeting No.440, held on Tuesday, 10 October 223 be endorsed.
- That Item No.440.10.1 recommendation be endorsed:
 - That further investigation be undertaken by Council and a risk assessment of the Heritage Walk Tour route be completed by Council’s Corporate Risk team to determine a safer route.
- That Item No.440.10.2 recommendation be endorsed:
 - That the parking arrangements on Crystal Lane, between Bromide and Sulphide Streets, remain unchanged and that the complainant be notified to comply with parking rules and regulations.
- That Item No.440.10.3 recommendation be endorsed:
 - That Council install ‘No Parking’ signs on either side of Bromide Street, between the Blende and Beryl Street roundabouts.
- That Item No.437.8.1 recommendation be endorsed:
 - That the parking arrangements on Oxide Street, between Argent Street and Crystal Lane remain unchanged and there be no further action required by the Local Traffic Committee.
- That Item No.439.10.1 recommendation be endorsed:
 - That the proprietor of the Old Saltbush Restaurant be advised of the Local Traffic Committee’s decision, not to install a ‘Loading Zone’ on Crystal Street. There is an existing ‘Loading Zone’ in Crystal Lane that can be used for deliveries and if required, the truck can park short term in the driveway to deliver supplies to the Old Saltbush Restaurant.

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8. That Item No.439.10.3 recommendation be endorsed:

- That that complainant be advised of the Local Traffic Committee decision for the parking arrangements on Mica Lane to remain unchanged.

9. That Item No.439.8.2 recommendation be endorsed:

- That correspondence be forwarded to the complainant, advising the parking arrangements on Argent Street, adjacent to the Maari Ma Health will remain unchanged.

CARRIED UNANIMOUSLY

21 Nov 2023 12:07pm Howard, Codie
Item No.440.10.1 - On-going., Item No.440.10.2 - No further Action - COMPLETED., Item No.440.10.3 - With operational team for completion., Item No.437.8.1 - No further Action - COMPLETED., Item No.439.10.1 - Response letter being drafted., Item No.439.10.3 - No further Action - COMPLETED., Item No.439.8.2 - No further Action - COMPLETED.

12 Dec 2023 2:33pm Howard, Codie
Item No.440.10.1 - On-going., Item No.440.10.2 - No further Action - COMPLETED., Item No.440.10.3 - No Change, Item No.437.8.1 - No further Action - COMPLETED., Item No.439.10.1 - Response has been sent, no further action - COMPLETED., Item No.439.10.3 - No further Action - COMPLETED., Item No.439.8.2 - No further Action - COMPLETED.

Meeting	Officer/Director	Section	Subject
Ordinary Council 25/10/2023	Nu'man, Razija Nankivell, Jay	Mayoral Minute	SUPPORT FOR SOUTH VILLAGE ASSOCIATION CHRISTMAS EVENT

Resolved

- That Mayoral Minute No. 23/23 dated October 25, 2023, be received.
- That Council provides reasonable administrative, financial and in-kind support to the South Village Association to enable their 2023 Christmas event to go ahead in Patton Park.

CARRIED UNANIMOUSLY

20 Nov 2023 12:21pm Merton, Rachel
Event planning in progress. Event to be held 9/12/2023

12 Dec 2023 1:48pm Merton, Rachel
COMPLETE - Assistance provided. Event cancelled due to extreme weather conditions.

Meeting	Officer/Director	Section	Subject
Ordinary Council 25/10/2023	Howard, Codie Nankivell, Jay	Confidential Matters	TENDER T23/39 - TECHNICAL DESIGN OF AIRSIDE PAVEMENT AT BROKEN HILL AIRPORT

Resolved

- That Broken Hill City Council Report No. 211/23 dated October 18, 2023, be received.
- That Broken Hill City Council award tender T23/39 to TONKIN CONSULTING PTY LTD for the Technical Design of Airside Pavement at Broken Hill Airport including provision of Geotechnical and Surveying Service for the total price of \$576,473.00 (Exc GST).

CARRIED UNANIMOUSLY

21 Nov 2023 12:06pm Howard, Codie

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Successful Tender notification has been provided to Tonkin Consulting. Contracts currently being drafted and reviewed before signing.
12 Dec 2023 2:31pm Howard, Codie
 Contracts signed and Purchase Order raised. COMPLETED.

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Nu'man, Razija Nankivell, Jay	Policy And General Reports	DRAFT ANNUAL REPORT 2022/2023
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 216/23 dated November 1, 2023, be received. That the Draft Annual Report 2022/2023, inclusive of Delivery Program Achievements, Disability Inclusion Action Plan Achievements and audited Annual Financial Statements for the reporting period 1 July 2022 to 30 June 2023, be endorsed. That the Annual Report 2022/2023, inclusive of Delivery Program Achievements, Disability Inclusion Action Plan Achievements, audited Annual Financial Statements for the reporting period 1 July 2022 to 30 June 2023, be posted on Council's website. That Council's web link for the Annual Report 2022/2023 be provided to the Minister via the Office of Local Government and Minister for Disability Services. 			
CARRIED UNANIMOUSLY			
05 Dec 2023 3:58pm Brealey, Jodie			
Annual Report uploaded to Council website and link sent to Office of Local Government and Minister for Disability - COMPLETED			

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Nu'man, Razija Nankivell, Jay	Policy And General Reports	RE-ESTABLISHMENT OF ALCOHOL-FREE ZONES
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 222/23 dated October 18, 2023, be received. That Council notes that one submission was received during the public exhibition period from the Barrier Police District in support of the Re-establishment of the Alcohol-Free Zones known as Creedon Street zone, Shell Memorial zone, South Broken Hill zone and E.T. Lamb Memorial Oval zone. That Council re-establish the Alcohol-Free Zone known as Creedon Street as per attached proposal, including public roads and laneways, public car parks and footpath area of Creedon Street bounded by Rakow and Wills Streets. That Council re-establish the Alcohol-Free Zone known as Shell Memorial as per attached proposal, including all public roads and laneways, public car parks and footpaths in an area bounded by Iodide, Thomas, Bromide and Mica Streets; including Oxide Street from Thomas Street through to Morgan Street. That Council re-establish the Alcohol-Free Zone known as E.T. Lamb Memorial Oval as per attached proposal, including public roads and laneways, public car parks and footpath area surrounding the oval bounded by South, Boughtman, Comstock and Jamieson Streets. That Council re-establish the Alcohol-Free Zone known as South Broken Hill as per attached proposal, including all public roads and laneways, public car parks and footpaths in an area bounded by Bonanza, Patton, Central and 			

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<p>Hebbard Streets including South Street from Piper Street through to Wilson Street; with extension along Bonanza Street to Morish Street and off Bonanza Street from Wilson Street to Picton Street.</p> <p>7. That the necessary signage be updated showing operation of Zones from 9 November 2023 to 9 November 2027.</p> <p>8. That re-establishment of the Creedon Street, Shell Memorial, E.T. Lamb Oval and South Broken Hill Alcohol-Free Zones be advised to the public by way of media release and advertisement in the Barrier Daily Truth. That the advertisement also confirms that the existing CBD Alcohol-Free Zone remains in force.</p> <p>9. Council note the late submission received by Maari Ma Health Aboriginal Corporation and remain open to further discussion with Maari Ma Health Aboriginal Corporation and the Barrier Police District.</p> <p>10. That it be noted that Council staff contacted the CEO of Maari Ma Health Aboriginal Corporation to arrange a meeting to discuss their submission; and that Council has not yet received a reply. This invitation is open for Maari Ma Health Aboriginal Corporation to meet with Council staff at any time. Also, that the CEO of Maari Ma sent correspondence to Council, during the 2018 consultation period, advising that they were in support of the introduction of the subject Alcohol-Free Zone in Creedon Street.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>12 Dec 2023 2:54pm Blunden, Lauren Item 8 - Advertised in the BDT on 2 December 2023</p>
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Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Bartlett, Leisa Nankivell, Jay	Works Committee Reports	ADOPTION OF THE DRAFT BROKEN HILL AIRPORT MASTER PLAN
Resolved			
<p>1. That Broken Hill City Council Report No. 213/23 dated October 3, 2023, be received.</p> <p>2. That Council notes the two (2) submissions received during the public consultation period.</p> <p>3. That Council adopts the Draft Broken Hill Airport Master Plan, dated 18 September 2023, as a Strategic Plan of Council.</p> <p>4. That Council notes the Broken Hill Airport Business Case that supports the implementation of the Broken Hill Airport Master Plan.</p> <p>5. That a letter of appreciation be sent to the leaseholders of the Airport café, for re-opening the café and providing this service to travellers, visitors to the City, and businesses in the Airport precinct.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>05 Dec 2023 4:31pm Butcher, Lacey COMPLETE - Airport Master Plan adopted and letter of appreciation sent.</p>			

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Nu'man, Razija Nankivell, Jay	Health and Building Committee Reports	MINUTES OF THE FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGES COMMUNITY COMMITTEE MEETING HELD 10 OCTOBER 2023
Resolved			
<p>1. That Broken Hill City Council Report No. 215/23 dated October 24, 2023, be received.</p>			

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<ol style="list-style-type: none"> 2. That the minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held 10 October 2023 be received. 3. That Mr and Mrs Spielvogel, who have recently resigned from the Committee, be sent a letter of acknowledgement expressing Council’s gratitude for their contribution to the Committee for in excess of 10 years. <p style="text-align: right; margin-top: 10px;">CARRIED UNANIMOUSLY</p> <p style="font-size: small; margin-top: 10px;"> 06 Dec 2023 11:44am Bartlett, Leisa - Reallocation Action reassigned to Nu'man, Razija by Bartlett, Leisa 08 Dec 2023 2:51pm Blunden, Lauren acknowledgement/appreciation correspondence to resigning members for their contribution to Committee sent. COMPLETE </p>

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Nu'man, Razija Nankivell, Jay	Policy And General Reports	NOMINATION FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES TO SECTION 355 RIDDIFORD ARBORETUM COMMUNITY COMMITTEE
<p><u>Resolved</u></p> <ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 223/23 dated November 9, 2023, be received. 2. That Council appoint Ms Mandy Nelson as community representative on the Riddiford Arboretum Community Committee. 3. That Ms Mandy Nelson be advised of her appointment and advice also be sent to the Councillor Delegate/ Secretary of the Committee. <p style="text-align: right; margin-top: 10px;">CARRIED UNANIMOUSLY</p> <p style="font-size: small; margin-top: 10px;"> 08 Dec 2023 12:18pm Blunden, Lauren Correspondence to new members and Councillor delegate/ Secretary, advising of appointment to Committee Sent. COMPLETE </p>			

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Nu'man, Razija Nankivell, Jay	Policy And General Reports	MINUTES OF THE BROKEN HILL HERITAGE COMMITTEE MEETINGS HELD 26 SEPTEMBER 2023 AND 31 OCTOBER 2023
<p><u>Resolved</u></p> <ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 226/23 dated November 10, 2023, be received. 2. That the minutes of the Broken Hill Heritage Committee Meetings held 26 September 2023 and 31 October 2023 be received. 3. That council endorses and acknowledges in writing the resignation of Mr Gary Cook from the Section 355 Heritage Advisory Committee and express its gratitude and appreciation for his contribution to the Committee and the community. <p style="text-align: right; margin-top: 10px;">CARRIED UNANIMOUSLY</p> <p style="font-size: small; margin-top: 10px;"> 08 Dec 2023 2:49pm Blunden, Lauren Resignation acknowledgement/ Council appreciation letter sent. COMPLETE </p>			

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Bartlett, Leisa	Matter Arising	Matter Arising

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Nankivell, Jay
<p>Resolved</p> <p>That Council congratulates Mrs Christine Adams on receiving the 2023 Awards Australia – NSW Government Individual Excellence in Crown Land Management Award for her tireless work over many years at the Sulphide Street Railway and Historical Museum; and that a social media post be sent.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>05 Dec 2023 4:11pm Butcher, Lacey COMPLETE - Correspondence sent.</p>

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Nu'man, Razija Nankivell, Jay	Policy And General Reports	NOMINATION FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES TO SECTION 355 FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGES COMMUNITY COMMITTEE
<p>Resolved</p> <ol style="list-style-type: none"> That Broken Hill City Council Report No. 224/23 dated November 9, 2023, be received. That Council appoint Ms Narelle Tweedie and Mr Gregory Wayne Edwards as community representatives on the Friends of the Flora and Fauna of the Barrier Ranges Community Committee. That Ms Narelle Tweedie and Mr Gregory Wayne Edwards be advised of their appointment and advice also be sent to the Secretary of the Committee. That Mr and Mrs Spielvogel, who have recently resigned from the Committee, be sent a letter of acknowledgement expressing Council's gratitude for their contribution to the Committee for in excess of 10 years. <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>08 Dec 2023 2:47pm Blunden, Lauren Correspondence to new members and Committee Secretary advising of appointment to Committee and acknowledgement/appreciation correspondence to resigning members for their contribution to Committee all sent. COMPLETE</p>			

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Nu'man, Razija Nankivell, Jay	Policy And General Reports	NOMINATION FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES TO SECTION 355 E.T. LAMB MEMORIAL OVAL COMMUNITY COMMITTEE
<p>Resolved</p> <ol style="list-style-type: none"> That Broken Hill City Council Report No. 225/23 dated November 10, 2023, be received. That Council appoint Mr. Scott Liston as community representative on the E.T. Lamb Memorial Oval Community Committee. That Mr. Scott Liston be advised of his appointment and advice also be sent to the Secretary of the Committee. That per section 8.3 of the E.T. Lamb Memorial Oval Community Committee, Council resolves to increase the number of community representatives on the Committee above that currently specified in the E.T. Lamb Memorial Oval Community Committee Constitution. 			

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CARRIED UNANIMOUSLY

08 Dec 2023 12:18pm Blunden, Lauren
 Correspondence to new members and Committee Secretary advising of appointment to Committee Sent. COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Bartlett, Leisa Nankivell, Jay	Policy And General Reports	DRAFT PUBLIC INTEREST DISCLOSURE POLICY FOR PUBLIC EXHIBITION
<u>Resolved</u>			
<ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 218/23 dated November 9, 2023, be received. 2. That Council endorse the Draft Public Interest Disclosure Policy for the purpose of public exhibition. 3. That the Draft Public Interest Disclosure Policy be exhibited for public comment for a period of 28 days. 4. That a report be presented to Council at the conclusion of the public exhibition period, detailing submissions and any recommended amendments arising, with a view to adopting the Draft Public Interest Disclosure Policy. If adopted the current 'Reporting of Public Interest Disclosures Policy' will be rendered obsolete. 5. That on adoption of the Draft Public Interest Disclosure Policy authority be delegated to the General Manager to make amendments to the Public Interest Disclosure Policy in order to update the contact information in Annexure A and other minor updates as required. 			
CARRIED UNANIMOUSLY			
05 Dec 2023 4:13pm Butcher, Lacey COMPLETE - Policy placed on Public Exhibition 30/11/2023 to 31/12/2023			

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Manuel, Darrin Nankivell, Jay	Further Reports	CORRESPONDENCE REPORT - RE-CLASSIFICATION OF BROKEN HILL'S AGED CARE FACILITIES
<u>Resolved</u>			
<ol style="list-style-type: none"> 1. That Broken Hill City Council Report No. 228/23 dated October 12, 2023, be received. 2. That correspondence dated 23 October 2023 from the Member for Parkes, the Hon Mark Coulton MP be received and noted. 3. That correspondence dated 6 November 2023 from the Office of the Minister for Health and Aged Care on behalf of the Minister for Health and Aged Care, The Hon Mark Butler MP and the Minister for Aged Care, The Hon Anika Wells MP, be received. 4. That the correspondence from the Office of the Minister for Health and Aged Care be forwarded to the local residential aged care services in Broken Hill for their attention regarding the "top up" grant opportunity (from MMM3 to MMM5 base care tariff funding) for 2024/2025 while the Independent Health and Aged Care Pricing Authority undertakes a costing study. 5. That Council sends correspondence to the Minister for Health and Aged Care stating that it is essential that Broken Hill residential aged care facilities receives the additional funding (from MMM3 to MMM5) during the period that the Independent Health and Aged Care Pricing Authority undertakes their review, and reiterating the impact of the introduction of the requirement that a Registered Nurse be on duty 24 hours per, 7 days per week at residential aged care facilities is having on hospital beds at the Broken Hill Base Hospital due to the lack of available nurses in Broken Hill. 			

For Action	Division: Committee: Ordinary Council	Date From: 1/07/2020 Date To: 1/12/2023
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6. That Council is active in providing a submission to the Federal Government’s upcoming ‘Working Better for Medicare Review’, which will be looking at the critical shortage of Doctors in regional Australia and will also include reviewing the Modified Monash Model Policy, once the Government Review calls for submissions for the Review.

CARRIED UNANIMOUSLY

08 Dec 2023 10:50am Bartlett, Leisa
Letter not sent as on 06/12/23 it was announced that the Federal Government has allocated Broken Hill Southern Cross Care \$4.4 million to fund additional Registered Nurses for their residential aged care facilities. When the Medicare Review is announced a submission will be formulated. COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Bartlett, Leisa Nankivell, Jay	Health and Building Committee Reports	DRAFT ALBERT KERSTEN MINING & MINERALS MUSEUM (GEOCENTRE) COLLECTIONS MANAGEMENT POLICY FOR PUBLIC EXHIBITION
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 214/23 dated November 3, 2023, be received. That Council endorse the draft Albert Kersten Mining and Minerals Museum (GeoCentre) Collection Management Policy for the purpose of public exhibition. That the draft GeoCentre Collection Management Policy be placed on public exhibition for a period of 28 days for public comment. That, at the conclusion of the public exhibition period, a report be presented to Council detailing submissions received and any recommended amendments arising, with a view to adopting the draft GeoCentre Collections Management Policy. If adopted the 1997 Management – GeoCentre Policy will be rendered obsolete. 			
CARRIED UNANIMOUSLY			
05 Dec 2023 4:14pm Butcher, Lacey COMPLETE - Policy placed on Public Exhibition 30/11/2023 to 31/12/2023			

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Bartlett, Leisa Nankivell, Jay	Policy And General Reports	SUBMISSION - LOCAL GOVERNMENT REMUNERATION TRIBUNAL REVIEW FOR 2024 ANNUAL DETERMINATION
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 217/23 dated November 10, 2023, be received. That Council endorses the submission attached to this report to be forwarded to the Local Government Remuneration Tribunal by 21 December 2023 with the key points being that: <ol style="list-style-type: none"> The Local Government Remuneration Tribunal should set one mandatory Councillor and Mayoral fee for each category of Councils and remove the minimum and maximum fee range for which each Council must make their own determination, sometimes at the detriment of Council’s relationship with its local community and essentially politicising an unnecessary item of local government machinery and the Tribunal’s decision. <p>Just as the Tribunal makes the determination as to which category Councils fall into, it should also make the determination for one set mandatory fee for Councillors and Mayors for all Councils in each category to reflect the role, responsibilities and commitment required to perform their functions successfully, the workloads of</p> 			

For Action	Division: Committee: Ordinary Council	Date From: 1/07/2020 Date To: 1/12/2023
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Councillors and Mayors; and the complexity of the role.

- b) The Local Government Remuneration Tribunal should review the one mandatory fee for Councillors and Mayors in each category and determine if an increase is to be applied each year, which again, should be mandatory for all Councils.

CARRIED UNANIMOUSLY

07 Dec 2023 1:38pm Bartlett, Leisa

Submission emailed to the Local Government Remuneration Tribunal on 7 December 2023., COMPLETE

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Brown, Simon Nankivell, Jay	Further Reports	PUBLIC PRESENTATION OF 2022/2023 FINANCIAL STATEMENTS
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 227/23 dated October 17, 2023, be received. That Council adopt the financial statements and present the Annual Financial Statements inclusive of the Auditor's Reports for 2022/23 to the public. 			
CARRIED UNANIMOUSLY			

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Howard, Codie Nankivell, Jay	Further Reports	MINUTES OF THE LOCAL TRAFFIC COMMITTEE - MEETING NO. 441, HELD ON WEDNESDAY, 8 NOVEMBER 2023
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 229/23 dated November 14, 2023, be received. That the minutes of the Local Traffic Committee – Meeting No.441, held on Wednesday, 8 November 2023 be endorsed. That Item No.423.8.3 recommendations be endorsed: <ul style="list-style-type: none"> That the eight disability parking spaces at the Broken Hill Regional Aquatic Centre carpark remain unchanged, based on the number of current disability parking spaces, being 2% of the total parking spaces in the area, which indicates the total number of available disability parking spaces surpasses the mandated standards. That a pedestrian crossing not to be installed, due to the data collected from the traffic counters, does not meet Transport for NSW requirements to warrant a pedestrian crossing, due to the low volume of traffic in this area; and that installation of a pedestrian crossing would also reduce the number of parking spaces. That the current disability parking spaces adjacent to the amenities block at the North Family Play Centre remain unchanged and the request for relocation be denied, due to safety concerns. That correspondence be forwarded to the complainant, advising of the Committee's determination. That Item No.441.11.1 recommendation be endorsed: 			

For Action Action Sheets Report	Division: Committee: Ordinary Council Officer: Further Report Required: Including Further Reports	Date From: 1/07/2020 Date To: 1/12/2023 Printed: Wednesday, 13 December 2023 12:55:03 PM
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- That the organiser of the 16 Days of Activism event and protest march be requested to complete Council's application for a full road closure for the event, including a Traffic Control Plan for the closure of Chloride Street, between Cobalt Street and Argent Street, at the Town Square for the event.
5. That Item No.441.11.2 recommendation be endorsed:
- That the Local Traffic Committee endorse the Traffic Control Plans for the Christmas Pageant, including closure of associated drop-off areas.
 - That additional 'Road Closed' signs be placed at the Beryl and Chloride Streets and the Blende and Chloride Streets intersection and the Traffic Control Plans be updated.
6. That Item No.441.11.3 recommendation be endorsed:
- That the Local Traffic Committee endorse the Traffic Control Plan prepared for the temporary closure of Federation Way for the New Year's Eve Fireworks display on Sunday, 31 December 2023.
7. That Item No.441.11.5 recommendations be endorsed:
- That 'No Stopping' signs be installed 20 meters on the approach to the pedestrian crossing on Comstock Street and Boughtman Streets, adjacent to the Alma Public School.
 - That the 45-degree angle parking on Cobalt Street, adjacent the YMCA Wellness Centre be changed to 60-degree angle parking, bringing the rear of parked vehicles closer to the kerb, to reduce the impact on the carriage way.
 - That the 'No Stopping' area between the angle parking and the disability parking spaces on Cobalt Street, be changed to 'No Parking' to allow a drop-off and pick-up area.
8. That Item No.439.8.2 recommendation be endorsed:
- That correspondence be forwarded to the complainant advising of the Committee decision to change the angle parking spaces to two parallel parking spaces, adjacent to Hungry Jacks at 445 Argent Street.
9. That Item No.441.9.1 recommendation be endorsed:
- That the unrestricted parking space on Gawler Place adjacent to the RFDS Wellbeing Place gates, be removed and the businesses in the vicinity be notified of the Local Traffic Committee's determination.
- CARRIED UNANIMOUSLY**
- 12 Dec 2023 2:35pm Howard, Codie**
 Item No.423.8.3 - Response has been sent to complainant, no further action. COMPLETED., Item No.441.11.1 - Event location has now been changed with traffic control plan, no longer needed. No further action - COMPLETED., Item No.441.11.2 - Event was successfully held. No further action - COMPLETED., Item No.441.11.3 - Event to be held 31 December., Item No.441.11.5 - With operational team for completion., Item No.439.8.2 - Response has been sent to business owner., Item No.441.9.1 - Currently in consultation period with neighbouring businesses.

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Bartlett, Leisa Nankivell, Jay	Council Resolution	Council Resolution
<u>Resolved</u>			
That Councillor Browne's verbal report be received.			
That a report be provided to Council on the newly released Murray Darling Basin Plan and its affect on the Menindee Lakes System.			
CARRIED UNANIMOUSLY			
08 Dec 2023 1:33pm Bartlett, Leisa The video file of Slattery and Johnston's presentation to the MDA Region 4 meeting was emailed to Councillors on 7 December 2023.			

For Action	Division:	Date From:	1/07/2020
	Committee: Ordinary Council	Date To:	1/12/2023
Action Sheets Report	Officer:	Printed: Wednesday, 13 December 2023 12:55:03 PM	
	Further Report Required: Including Further Reports		

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Howard, Codie Nankivell, Jay	Further Reports	CRYSTAL STREET TREE PLANTING PROPOSAL
Resolved			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 231/23 dated November 21, 2023, be received. That Council approve Option 1 for Tree Planting Proposal in Crystal Street on the Fabtech Pty Ltd Footpath: <ol style="list-style-type: none"> That London Plane trees (<i>Platanus xacerifolia</i>) be planted on the verge of Crystal Street from Iodide Street to Oxide Street <p>That the trees be planted where there is the required 2 metres from the underground water mains pipe and 1 metre from the back of kerbing; and 5 metres apart and also 5 metres from any power poles or accessible accesses into the property known as Fabtech and the Old Commonwealth Motors site (noting that the 3 driveways no longer in use due to the new Fabtech building are not classified as access driveways).</p> 			
CARRIED			
12 Dec 2023 2:34pm Howard, Codie Director of Fabtec Pty Ltd has been contacted and made aware of Council's decision. Planting now with Parks and Open Spaces team for completion in January, weather depending.			

Meeting	Officer/Director	Section	Subject
Ordinary Council 29/11/2023	Bartlett, Leisa Nankivell, Jay	Further Reports	COMMUNITY ASSISTANCE GRANTS AWARDED FOR ROUND 2 OF 2023/2024
Recommendation			
<ol style="list-style-type: none"> That Broken Hill City Council Report No. 232/23 dated November 9, 2023, be received. That Council notes the Community Assistance Grants awarded for Round Two of 2022/2023 which were recommended by the Panel on 22 November 2023, and approved by the General Manager under delegation on 22 November 2023. That Council notes that the Community Assistance Grants budget for Round Two is fully expended. That the Alma Soccer Club be requested to acknowledge Council's contribution to the Club as per the requirements of the Community Assistance Grants Policy. That the Broken Hill Soccer Association and Broken Hill Junior Soccer Association acknowledge Council's contribution on a sign displayed in the plaza area of the Soccer Grounds. 			
07 Dec 2023 1:39pm Bartlett, Leisa Additional acquittal requirement for a sign to be placed in the plaza area of the Soccer Grounds has been advised to the Broken Hill Soccer Associations., COMPLETE			

QUESTIONS TAKEN ON NOTICE FROM PREVIOUS COUNCIL MEETINGS

1. QUESTIONS ON NOTICE NO. 12/23 - DATED DECEMBER 05, 2023 - COUNCILLOR QUESTIONS TAKEN ON NOTICE AT THE COUNCIL MEETING HELD 29 NOVEMBER 2023 AND THE HEALTH AND BUILDING COMMITTEE MEETING HELD 12 DECEMBER 2023 (D23/66235) 246
2. QUESTIONS ON NOTICE NO. 13/23 - DATED DECEMBER 05, 2023 - PUBLIC FORUM QUESTIONS TAKEN ON NOTICE AT THE 29 NOVEMBER 2023 COUNCIL MEETING (D23/66242) 249

ORDINARY MEETING OF THE COUNCIL

December 5, 2023

ITEM 1

QUESTIONS ON NOTICE NO. 12/23

SUBJECT: COUNCILLOR QUESTIONS TAKEN ON NOTICE AT THE COUNCIL MEETING HELD 29 NOVEMBER 2023 AND THE HEALTH AND BUILDING COMMITTEE MEETING HELD 12 DECEMBER 2023 D23/66235

Summary

This report provides responses to questions raised by Councillors during the 29 November 2023 Council Meeting, which were taken on notice.

Recommendation

1. That Questions On Notice No. 12/23 dated December 5, 2023, be received.

Background

Following are the responses to questions raised by Councillors which Mayor or General Manager took on notice at the 29 November 2023 Council Meeting:

Ordinary Council Meeting held 29 November 2023	
Question:	<p><u>From Councillor Browne’s Verbal Delegates Report – Murray Darling Association Region 4 Meeting</u></p> <p><i>At the conclusion of Councillor Browne’s Verbal Delegates Report Councillor Browne requested:</i></p> <ul style="list-style-type: none"> • <i>Council needs an update on the status of the Murray Darling Basin Plan – Slattery and Johnson gave a presentation to the MDA Region 4 Meeting and maybe they could provide this presentation to Councillors.</i>
Response:	<p>The presentation made by Slattery and Johnson to the MDA Region 4 Meeting was provided to Council as a video file by Mildura Rural City Council. This video file was emailed to Councillors on 7 December 2023.</p>
Question:	<p><u>From Item 8 – Budget Review Statement for the Period Ended 30 September 2023</u></p> <p><i>Following discussions regarding Council’s percentage of outstanding rates, and the approach that Council is now taking with regards to assisting ratepayers to meet their rates obligations, the General Manager took a</i></p>

	<i>question on notice from Deputy Mayor Hickey as to why some residents are still receiving multiple notices from Council's debt collection agency?</i>
Response:	An RFQ is currently advertised to provide Debt recovery services for Broken Hill City Council closing 20 th December 2023. Responses will be assessed on the providers ability to provide debt recovery in line with Council's Policy and in a way that encourages early engagement and mutually agreeable payment arrangements rather than expensive legal proceedings.
Question:	<u>From Item 22 – Questions on Notice Report</u> <i>The Mayor took a question on notice from Councillor Turley, for Councillors to be provided with all incoming and outgoing emails from 2016, regarding the sale of Shorty O'Neil Village, between the then Mayor and General Manager and Councillor Turley/all Councillors.</i>
Response:	Copies of emails from 1 June 2016 to 30 November 2016 between the then Mayor Wincen Cuy and General Manager James Roncon and Councillors regarding the sale of Shorty O'Neil Village were circulated to Councillors on 13 December 2023.
Question:	<u>From Item 1 – Adoption of Airport Master Plan</u> <i>Councillor Turley asked for an update on the Expression of Interest for an Airport Shuttle Bus Service, to be provided to the next Council Meeting.</i>
Response:	The EOI for the airport shuttle bus service is still active. Council was contacted by a small number of parties regarding providing the service but none that progressed further than initial enquiries.
Question:	<u>From Item 6 - Submission - Local Government Remuneration Tribunal Review for 2024 Annual Determination</u> <i>The Mayor took a question on notice from Councillor Turley suggesting that Council enquires with the Local Government Remuneration Tribunal whether Council should also write to the Minister for Local Government (as well as sending in our submission) with the request that the Terms of Reference for the Local Government Remuneration Tribunal be reviewed in order that the Tribunal can set the remuneration for Councillors and Mayors of NSW Councils in accordance with their category classification.</i>
Response:	Council's submission was emailed to the Tribunal on 7 December 2023 with a query as above. Senior Advisor of the Public Service Commission, Ms Joanne Nava, provided a response from the Tribunal on 12 December 2023 which reads: <i>“In relation to your question, regarding fees, I can confirm that the Tribunal has the authority to determine fees as outlined in Section 241 of the Local Government Act 1993, outlined below:</i> 241 Determination of fees <i>The Remuneration Tribunal must, not later than 1 May in each year, determine, in each of the categories determined under section 239,</i>

	<p><i>the maximum and minimum amounts of fees to be paid during the following year to councillors (other than mayors) and mayors.</i></p> <p><i>The Tribunal cannot provide advice on a course of action the Council may wish to pursue in relation to the matter of amending legislation or writing to the Minister for Local Government.</i></p> <p><i>We acknowledge receipt of Council's submission.</i></p> <p><i>We thank Council for taking the time to provide a submission."</i></p>
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Health & Building Committee Meeting held 12 December 2023	
Question:	<p><u>From Item 1 – Minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held Tuesday 14 November 2023</u></p> <p><i>The General Manager took a question on notice from Councillor Turley regarding 'Item 12 – Next Meeting' of the minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee, as the minutes states that the date for the next meeting is Tuesday, 13 January 2023 (not 2024), and that 13 January 2024 is a Saturday. Councillor Turley asked for clarification of the next meeting date.</i></p>
Response:	<p>The correct date for the next meeting of the Committee is Tuesday, 13 February 2024.</p> <p>The Committee Secretary has advised all Committee members of the correct date.</p>
Question:	<p><u>From Item 2 – Proposed Easement over the Willyama Common</u></p> <p><i>The General Manager took a question on notice from Councillor Turley regarding an update from Transgrid on increasing the capacity and reliability of the transmission lines.</i></p>
Response:	<p>A response will be provided to the January Council Meeting.</p>

Attachments

There are no attachments for this report

LEISA BARTLETT
EXECUTIVE OFFICER

JAY NANKIVELL
GENERAL MANAGER

ORDINARY MEETING OF THE COUNCIL

December 5, 2023

ITEM 2

QUESTIONS ON NOTICE NO. 13/23

SUBJECT: PUBLIC FORUM QUESTIONS TAKEN ON NOTICE AT THE 29
NOVEMBER 2023 COUNCIL MEETING D23/66242

Summary

This report provides responses to questions raised during the Public Forum Sessions at the 29 November 2023 Council Meeting, which were taken on notice.

Recommendation

1. That Questions On Notice No. 13/23 dated December 5, 2023, be received.

Background

Following are the responses to questions raised by members of the public during the Public Forum Sessions at the 29 November 2023 Council Meeting:

Ordinary Council Meeting held 25 October 2023	
Question:	<p><u>Council's Finances</u></p> <p><i>Mr Bob Coulls congratulated Council on its financial management and asked if Council has given consideration to its finances should the CBH Mine close.</i></p> <p>The Mayor advised that closure of the CBH Mine won't affect Council's budget, but will affect the mine workers and their families. The mine rates will be divided up and Council will decide whether these rates are passed onto the other mines. The Mayor advised that he hopes there will be a buyer for the CBH Mine before that happens. By the next meeting, correspondence will have been sent to the State and Federal Government to fast-track Cobalt Blue and other manufacturing mining enterprises in the region to free up any regulatory red-tape in order that these enterprises can start operating and employing workers and the City doesn't lose too many mining families from the region.</p>
Response:	<p>A Mayoral Minute is presented to the December 2023 Council Meeting regarding this matter.</p>

<p>Question:</p>	<p><u>Airport Gardens</u></p> <p><i>Ms Margaret Pryor advised that herself and a group of ladies had lunch at the Airport kiosk earlier in the week and they all noticed that the garden beds in the car park area are in a very unkept state which does not give a good impression for tourists visiting the City. Ms Pryor asked for Council to carry out work to beautify the gardens.</i></p> <p>The Mayor advised that it is good for Council to receive grants to carry out infrastructure works in the City but that these works usually bring additional maintenance. Unfortunately, Council does not have enough Infrastructure staff to maintain all the gardens in the City and the Mayor referred this matter to the General Manager.</p>
<p>Response:</p>	<p>Council’s Parks and Open Spaces and Airport Maintenance teams have discussed and put in place further plans to ensure these garden beds are sprayed and weeded to ensure the area is kept in a clean and tidy state. Initial clean up to take place by Wednesday 20th December.</p>
<p>Question:</p>	<p><u>Council’s Crest</u></p> <p><i>The Mayor advised that Mr Mudie is also very passionate about changing Council’s logo back to Council’s Official Crest created in 1967, and that this would be investigated.</i></p>
<p>Response:</p>	<p>Council's traditional crest could be reintroduced in branding as the official logo for both the city itself and the elected Council. The crest would feature on all items related to Councillor or civic matters including written Councillor correspondence, attire, awards, certificates, etc.</p> <p>When the existing 'hexagon' branding decals on current fleet, plant, and signage are due for renewal, the hexagon branding could be replaced with the crest. The crest could also be applied to all new fleet, plant, and signage obtained by Council henceforth.</p> <p>Ideally, the current 'hexagon' logo, which features a more corporate design, could be retained for Administrative use such as staff uniforms and Administrative correspondence. The retention of the hexagon logo for staff would save costs, ensure staff remain easily identifiable, and differentiate staff from elected Councillors in official capacities.</p>

Attachments

There are no attachments for this report

LEISA BARTLETT
EXECUTIVE OFFICER

JAY NANKIVELL
GENERAL MANAGER

CONFIDENTIAL MATTERS

1. BROKEN HILL CITY COUNCIL REPORT NO. 243/23 - DATED NOVEMBER 28, 2023 - PROPOSED EASEMENT TO A-CAES NSW PTY LTD - CONFIDENTIAL

(General Manager's Note: This report considers an easement and is deemed confidential under Section 10A(2) (c) of the Local Government Act, 1993 which provides for information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business).

2. BROKEN HILL CITY COUNCIL REPORT NO. 253/23 - DATED DECEMBER 11, 2023 - T23/9 ANNUAL ROAD RESEAL PROGRAM - CONFIDENTIAL

(General Manager's Note: This report is deemed confidential under Section 10A(2) (c) (d) of the Local Government Act, 1993 which provides for information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND which provides for commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret).



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