



# BUSINESS PAPER

Policy and General  
Committee Meeting

Council Chambers  
20 March 2024

5.30pm

**BROKEN HILL**  
CITY COUNCIL

**AUSTRALIA'S FIRST  
HERITAGE LISTED CITY**

## MEMBERS OF THE POLICY & GENERAL COMMITTEE:

Mayor Kennedy, Deputy Mayor Hickey, Councillor Algate (Chairperson), Councillor Boland, Councillor Browne and Councillor Jewitt

Notice is hereby given, in accordance with the provisions of the *Local Government Act 1993*, that the Policy and General Standing Committee of the Broken Hill City Council will be held in the Council Chambers on **Wednesday, 20 March 2024** commencing at **5:30pm** 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	Minutes for Confirmation
8	Disclosure of Interest
9	Reports
10	Confidential Matters
11	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 Policy And General Committee of the City of Broken Hill held Wednesday, February 21, 2024.



**MINUTES OF THE POLICY AND GENERAL COMMITTEE MEETING HELD  
WEDNESDAY, FEBRUARY 21, 2024 (5:30 PM)**

**PRESENT:**

Councillor T. Kennedy (Mayor), Councillors B. Algate (Chairperson), M. Browne, H. Jewitt.

Director Corporate and Community, Director Finance and Commercial, Director Infrastructure and Environment, Manager Communications and Marketing, and Executive Assistants (x2).

Media (Nil), Members of the Public (Nil)

**APOLOGIES:**

Nil

**LEAVE OF ABSENCE  
APPLICATIONS:**

1) Deputy Mayor Hickey (Chairperson) submitted a Leave of Absence. Application for this meeting and provided the reason "Annual Leave".

2) Councillor Chandler submitted a Leave of Absence. Application for this meeting for a reason as prescribed by the Code of Meeting Practice.

**Motion**

Moved Mayor Tom Kennedy, Seconded Councillor Hayley Jewitt

That the application submitted by Deputy Mayor Hickey be accepted and a Leave of Absence be granted for this meeting

That the application submitted by Councillor Boland be accepted and a Leave of Absence be granted for this meeting

CARRIED UNANIMOUSLY

**PRAYER**

Mayor Kennedy delivered the Prayer.

**ACKNOWLEDGEMENT OF COUNTRY**

Councillor Browne delivered the Acknowledgement of Country.

**ACKNOWLEDGEMENT OF BROKEN HILL'S MINING HISTORY**

Councillor Jewitt delivered the Acknowledgement of Broken Hill's Mining History.

### MINUTES FOR CONFIRMATION

*The Chairperson advised Councillor Boland was not listed as being present at the meeting and requested that the minutes be amended to reflect his attendance at the meeting.*

Recommendation

Moved Mayor Tom Kennedy, Seconded Councillor Hayley Jewitt

That the minutes be amended to reflect Councillor Boland's attendance at the meeting.

That the Minutes of the Policy And General Committee meeting held Wednesday December 13, 2023 be confirmed.

CARRIED UNANIMOUSLY

### DISCLOSURE OF INTEREST

Nil

### REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 20/24 - DATED FEBRUARY 06, 2024 - COUNCILLOR ATTENDANCE AT THE 2024 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT TO BE HELD IN CANBERRA ON 2 - 4 JULY 2024 D24/5821

Recommendation

Moved Mayor Tom Kennedy, Seconded Councillor Marion Browne

1. That Broken Hill City Council Report No. 20/24 dated February 6, 2024, be received.
2. That Councillors Gallagher and Boland represent Council at the 2024 National General Assembly of Local Government in Canberra, 2 - 4 July 2024 and the 2024 Australian Council of Local Government (ACLG) following the Assembly on 5 July 2024 (along with the Mayor, Deputy Mayor, Councillors Algate, Browne, Chandler and the General Manager as previously resolved (Minute No. 47445)).

CARRIED UNANIMOUSLY

2. BROKEN HILL CITY COUNCIL REPORT NO. 18/24 - DATED FEBRUARY 02, 2024 - QUARTERLY BUDGET REVIEW STATEMENT FOR THE PERIOD ENDED 31 DECEMBER 2023 D24/5476

Recommendation

Moved Mayor Tom Kennedy, Seconded Councillor Marion Browne

1. That Broken Hill City Council Report No. 18/24 dated February 2, 2024, be received.
2. That the 2nd Quarterly Budget Review Statement and recommendations be adopted.
3. That Council note the projected 2023/24 operating surplus (before capital) of \$26,000.
4. That Council note the 2023/24 projected net capital budget expenditure of \$32,080,000.

**CARRIED UNANIMOUSLY**

3. BROKEN HILL CITY COUNCIL REPORT NO. 19/24 - DATED FEBRUARY 09, 2024 - INVESTMENT REPORT FOR JANUARY 2024 D24/7402

**Recommendation**

Moved Councillor Hayley Jewitt, Seconded Councillor Marion Browne

1. That Broken Hill City Council Report No. 19/24 dated February 9, 2024, be received.

**CARRIED UNANIMOUSLY**

**CONFIDENTIAL MATTERS**

Nil

There being no further business to consider, the meeting was declared closed at 5:37pm.

The foregoing minutes were read and confirmed at the Policy and General Committee meeting held on Wednesday 20 March 2024.

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Chairperson

# REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 31/24 - DATED MARCH 06, 2024 - COUNCILLOR ATTENDANCE AT THE LGNSW RURAL AND REGIONAL SUMMIT ON 9 MAY 2024 (D24/11929) ..... 8
2. BROKEN HILL CITY COUNCIL REPORT NO. 32/24 - DATED MARCH 08, 2024 - INVESTMENT REPORT FOR FEBRUARY 2024 (D24/12402) ..... 11
3. BROKEN HILL CITY COUNCIL REPORT NO. 33/24 - DATED MARCH 08, 2024 - AGED CARE UPDATE (D24/12423) ..... 29
4. BROKEN HILL CITY COUNCIL REPORT NO. 34/24 - DATED FEBRUARY 19, 2024 - MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD 16 FEBRUARY 2024 (D24/8432) ..... 33
5. BROKEN HILL CITY COUNCIL REPORT NO. 35/24 - DATED MARCH 07, 2024 - MINUTES OF THE S355 AGEING WELL ADVISORY COMMITTEE MEETING HELD 7 FEBRUARY 2024 (D24/12204) ..... 40
6. BROKEN HILL CITY COUNCIL REPORT NO. 36/24 - DATED MARCH 07, 2024 - MINUTES OF THE S355 YOUTH ADVISORY COMMITTEE MEETING HELD 5 MARCH 2024 (D24/12230) ..... 54

## POLICY AND GENERAL COMMITTEE

March 6, 2024

**ITEM 1**BROKEN HILL CITY COUNCIL REPORT NO. 31/24

SUBJECT: COUNCILLOR ATTENDANCE AT THE LGNSW RURAL AND REGIONAL SUMMIT ON 9 MAY 2024 D24/11929

**Recommendation**

1. That Broken Hill City Council Report No. 31/24 dated March 6, 2024, be received.
2. That attendance at the LGNSW Rural and Regional Summit in Sydney on 9 May 2024, be the General Manager and Deputy Mayor.
3. That Council determines, at this meeting, any other Councillor Delegates to attend the Rural and Regional Summit.

**Executive Summary:**

The Local Government NSW Rural and Regional Summit is to be held in Sydney on 9 May 2024 at the State Library of NSW. The Local Government NSW Rural and Regional Summit allows NSW Mayors, Councillors and Council Executive Team Members to discuss matters pertaining to rural and regional Councils in NSW.

**Report:**

Local Government NSW is hosting its second Rural and Regional Summit at the State Library of NSW on 9 May 2024. This event is specifically dedicated to rural and regional Councils and will focus on issues that relate to rural and regional areas, with the housing crisis impacting communities across the state being a key topic on the agenda.

Topics to be discussed include:

- review of the financial model for local government,
- case studies showcasing excellence in the rural and regional local government sector,
- panel discussion on the vision for rural and regional NSW, and
- updates from the NSW Reconstruction Authority.

Guest speakers at the Summit include:

**Cr Darriea Turley AM** – was first elected as President of the Board of LGNSW in December 2021 and re-elected in November 2023. Cr Turley has worked and volunteered in health and welfare for more than 30 years. She has been involved with and initiated various groups including the Broken Hill Youth Advisory Committee, Broken Hill Outback Jazz Committee and the former Barrier Environmental Committee.



**David Reynolds** - has worked in local government for almost 17 years, after starting his career in the private sector as a lawyer specialising in employment and industrial law. He is also a qualified company director. Before taking up the role as Chief Executive of LGNSW, David was the Group Manager of Shire Strategy at The Hills Shire Council – a fast growing council in north-western Sydney.

**Carmel Donnelly PSM** - is the Chair of IPART. She is an experienced chief executive, board member and regulator with over 35 years' experience impacting customer and community economic and social outcomes. Her expertise in regulation includes leading strategic reviews, policy analysis, stakeholder consultation and advice to government, as well as regulation of prices, markets, and customer services delivered by private and public sector providers.

**Dr Joe McGirr** - the Member for Wagga Wagga, has worked in regional NSW for more than 30 years, firstly in emergency medicine, then in health and hospital management, followed by time in university administration before entering politics. Dr McGirr was elected as the Independent Member for Wagga Wagga in 2018, following an historic by-election in the seat, and was re-elected in 2019.

**Joseph Drew** - is Professor of Local Government Economics at the University of Newcastle. He has had a number of adjunct professorships conferred on him in Japan, South Korea, and continental Europe. His principal research interests are government financial sustainability, performance monitoring, and natural law philosophy. Mr Drew disseminates research and helpful advice to students on his YouTube site "Professor Joseph Drew".

**Laura Hayes** - has been a journalist and broadcaster for almost two decades. She hosts Am Agenda on Sky News – the channel's highest rating day time program, committed to politics, current affairs and challenging debates. Laura has covered every leadership challenge and election since 2010. She's covered Brexit live from London, the Queensland floods, the war in Afghanistan from Kabul, Kandahar and Tarin Kowt, Donald Trump's election win and inauguration in Washington, the US Mid Terms and the death of Queen Elizabeth II (to name a few).

**Simone Walker** - was appointed as the Deputy Chief Executive Officer of the NSW Reconstruction Authority in October 2023. Before this, she held the role as Group Deputy Secretary in the NSW Department of Education, from October 2021 through to October 2023. Simone has spent many years working in the NSW Public Sector, where she has used her passion for improving the customer experience to achieve the best outcomes in complex environments.

A Program has not yet been released for the Rural and Regional Summit.

As per clause 4.11 of Council's adopted Councillor Support Policy, all Councillor travel must be by Council resolution:

***"4.11 - Authorisation***

- (a) All Councillors' travel must be authorised by resolution of Council, except in cases of urgency or where it relates to attendance at external committee meetings to which the Councillor has been appointed by Council. In situations of urgency, the Mayor may authorise travel which must then be endorsed at the next Council Meeting."*

This report is presented to Council to facilitate compliance with the Councillor Support Policy for Council Delegates to undertake travel to attend the LGNSW Rural and Regional Summit.

**Community Engagement:**

Not applicable.

**Strategic Direction:**

Key Direction:	4	Our Leadership
Objective:	4.2	Our leaders make smart decisions
Strategy:	4.2.2	Our leaders seek information, are well informed and aware of emerging issues and new information in order to advocate and respond appropriately
	4.3.3	Develop and build strong, productive relationships with State and Federal Governments and their agencies

**Relevant Legislation:**

Nil.

**Financial Implications:**LGNSW Rural and Regional Summit

– Early bird registration (prior to 29 March 2024) per person \$540.00

- Standard registration per person \$650.00

Return flights Broken Hill to Sydney at approx. \$850.00p/p

Depending on number of Councillors, travel may be via vehicle at approx. \$1,725.00  
(Divided by number of attendees)

**Attachments**

There are no attachments for this report

LEISA BARTLETT  
EXECUTIVE OFFICER

JAY NANKIVELL  
GENERAL MANAGER

## POLICY AND GENERAL COMMITTEE

March 8, 2024

**ITEM 2****BROKEN HILL CITY COUNCIL REPORT NO. 32/24****SUBJECT:**                      **INVESTMENT REPORT FOR FEBRUARY 2024**                      **D24/12402****Recommendation**

1. That Broken Hill City Council Report No. 32/24 dated March 8, 2024, 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 29 February 2024, Council's Investment Portfolio had a current market valuation of \$33,224,316 or principal value (face value) of \$32,850,823 and was compliant with policy and legislative requirements as per the below table.

**Report:**

Council's investments as at 29 February 2024 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:**

- Global inflation remains high but there has been encouraging progress in reducing inflation towards central banks' targets. Much of the easing in inflation in advanced economies has been due to easing of energy and goods prices.
- Global shipping costs have increased recently, partly in relation to attacks on vessels in the Red Sea, but the increases in shipping costs have been small relative to those experienced during the supply chain constraints of the pandemic years.

- Economic growth has slowed to below-trend rates in many advanced economies in response to restrictive monetary policy settings. This has contributed to progress in returning inflation to target ranges.
- Despite inflation data trending in the right direction, central banks remain wary of cutting rates too soon. Both the US Federal Reserve and the European Central Bank noted that they want to see more evidence that inflation is under control.
- February business conditions Purchasing Managers' Indices (PMIs), which are surveys of businesses around the world, were mixed across major countries – slightly up in Europe, the UK and Australia but down in the US and Japan.
- Global shares continued their upward trend over the course of February. In the US, strong earnings results, particularly from AI darling Nvidia, helped indices reach all time highs. The tech fervour and a general feeling of confidence that inflation is on the retreat filtered through to indices around the world, leading some forecasters to warn of a potential pull back in the coming months. US and Japanese markets were up over 5% for the month and European shares gained 2%. With less exposure to tech companies, Australian shares were only up just over 1% for the month but its rolling 12 month return is now over 11%.

### **Domestic issues**

- Latest annual wages growth data showed an increase of 4.2%yoy resulting in the first rise in real wages (wages growth minus inflation) since 2021. The rise in real wages was only just 0.1% but with inflation likely to slow further relative to wages economists expect real wage growth to be around +0.5% by year end.
- The RBA has revised downward its near-term outlook for GDP growth from the outlook three months ago. This mainly reflects a weaker outlook for consumer spending. As inflation moderates and real incomes start to rise, consumption growth is expected to recover gradually to its pre-pandemic average by next year.
- The latest monthly CPI release, which is less comprehensive than the quarterly releases but provide important trend indicators, remained at 3.4% for the second month in a row. The December quarterly inflation release showed a decrease to 4.1%yoy from September quarter's 5.4%yoy level.

### **Interest rates**

- The RBA kept the official cash rate unchanged at 4.35% following its February meeting.
- Although having considered a possible 25 basis point rise to speed up the expected time it will take for inflation to come back within the 2-3% target range, the central bank board members were comforted by the moderation in inflation over the past few months and willing to continue to monitor with no change to rate.
- Meanwhile, the market is pricing in a 25bp rate cut by October and at least one more rate cut by mid-2025:
- In February, term deposit rates in the 1 to 12 month range declined slightly, with the largest fall of 8bps at 12 months. Long term rates were largely unchanged over the month.

### **Investment Portfolio Commentary**

Council's investment portfolio returned 5.66%pa (0.44% actual) for the month on a marked-to-market basis versus the bank bill index benchmark's 4.43%pa (0.34% actual) return. Over the past 12 months, the investment portfolio has returned 4.75% versus the bank bill index benchmark's 4.10%.

The NSW TCorpIM Medium Term Fund (+0.96% actual) reflected the ongoing surge in global shares driven by strong corporate earnings reports and growing confidence that declining rates of inflation will continue.

During February, Council had \$3m in maturities between two 7 month deposits paying an average of 5.53%pa. Council made a new \$2m deposit in a 6 month TD with Suncorp at a rate of 5.07% during the month, reflective of the decline in rates over the past seven months.

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 – February 2024***

As at 29 February 2024, Council's Investment Portfolio had a current market valuation of \$33,224,316 or principal value (face value) of \$32,850,823 and was compliant with policy and legislative requirements as per the table above.

	Source of Funds	Principal Amount
<b>GENERAL Fund</b>	Operating Capital & Internal Restrictions	\$16,588,021
	Royalties Reserve	\$604,851
	Domestic Waste Management Reserve	\$4,534,447
	Grants	\$11,123,504
	<b>TOTAL PORTFOLIO</b>	<b>\$32,850,823</b>

### ***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. [↓](#) February 2024 Investment Report

SIMON BROWN  
DIRECTOR FINANCE AND COMMERCIAL

JAY NANKIVELL  
GENERAL MANAGER





Investment Summary Report  
February 2024

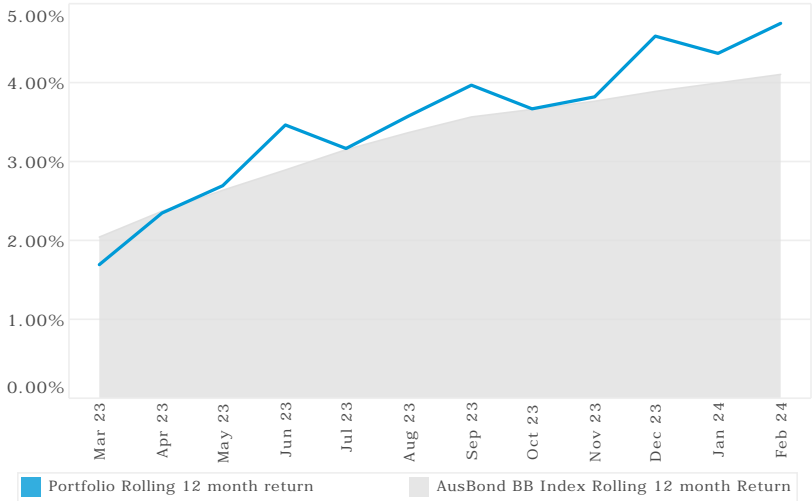


BROKEN HILL CITY COUNCIL  
Executive Summary - February 2024



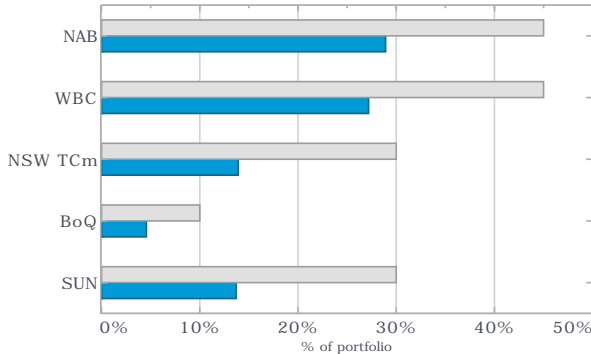
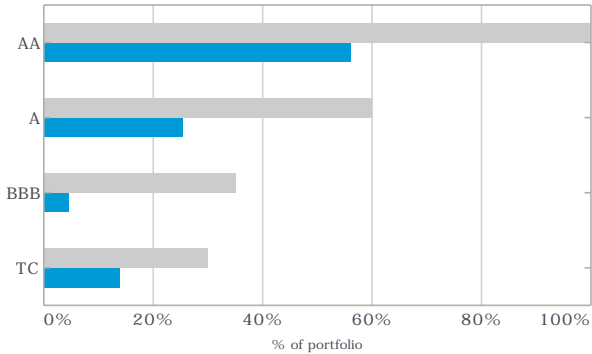
Investment HoldingsInvestment Performance

	Face Value (\$)	Current Value (\$)
Cash	12,782,476	12,782,476
Managed Funds	4,568,347	4,568,347
Term Deposit	15,500,000	15,873,493
	32,850,823	33,224,316



Investment Policy Compliance

Total Credit ExposureIndividual Institutional ExposuresTerm to Maturities



	Face Value (\$)	Policy Max
Between 0 and 1 years	32,850,823	100% 100% a
	32,850,823	

Specific Sub Limits				
Between 5 and 10 year:	0	0%	30%	a

Portfolio ExposureInvestment Policy Limit



BROKEN HILL CITY COUNCIL  
Investment Holdings Report - February 2024

## Cash Accounts

Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
3,056,547.63	0.0000%	Westpac Group	AA-	3,056,547.63	473409	Cheque
3,852,035.65	4.4905%	Macquarie Bank	A+	3,852,035.65	540354	Accelerator
5,873,892.66	5.3000%	Westpac Group	AA-	5,873,892.66	535442	90d Notice
12,782,475.94	3.7887%			12,782,475.94		

## Managed Funds

Face Value (\$)	Monthly Return (%)	Institution	Credit Rating	Funds Name	Current Value (\$)	Deal No.	Reference
4,568,346.88	0.9581%	NSW T-Corp (MT)	TCm	Medium Term Growth Fund	4,568,346.88	536441	
4,568,346.88	0.9581%				4,568,346.88		

## 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-Mar-24	500,000.00	4.4700%	National Australia Bank	AA-	500,000.00	5-Apr-23	520,268.08	543995	20,268.08	At Maturity	
5-Mar-24	1,000,000.00	5.5100%	National Australia Bank	AA-	1,000,000.00	5-Jul-23	1,036,230.14	544292	36,230.14	At Maturity	
6-Mar-24	1,000,000.00	5.5000%	Suncorp Bank	A+	1,000,000.00	6-Jul-23	1,036,013.70	544296	36,013.70	At Maturity	
20-Mar-24	500,000.00	5.2000%	National Australia Bank	AA-	500,000.00	16-Aug-23	514,104.11	544393	14,104.11	At Maturity	
27-Mar-24	2,000,000.00	5.4500%	National Australia Bank	AA-	2,000,000.00	28-Jun-23	2,073,761.64	544239	73,761.64	At Maturity	
9-Apr-24	500,000.00	5.1700%	National Australia Bank	AA-	500,000.00	5-Sep-23	512,606.30	544469	12,606.30	At Maturity	
9-Apr-24	500,000.00	5.2000%	Bank of Queensland	BBB+	500,000.00	6-Dec-23	506,126.03	544700	6,126.03	At Maturity	
9-Apr-24	1,000,000.00	4.4700%	National Australia Bank	AA-	1,000,000.00	5-Apr-23	1,040,536.16	543996	40,536.16	At Maturity	
16-Apr-24	1,000,000.00	5.1600%	National Australia Bank	AA-	1,000,000.00	19-Sep-23	1,023,184.66	544514	23,184.66	At Maturity	
23-Apr-24	500,000.00	5.4600%	Suncorp Bank	A+	500,000.00	26-Jul-23	516,380.00	544336	16,380.00	At Maturity	
14-May-24	500,000.00	5.1500%	Bank of Queensland	BBB+	500,000.00	10-Oct-23	510,088.36	544572	10,088.36	At Maturity	
14-May-24	500,000.00	5.2200%	National Australia Bank	AA-	500,000.00	11-Aug-23	514,515.89	544380	14,515.89	At Maturity	
12-Jun-24	500,000.00	5.1700%	National Australia Bank	AA-	500,000.00	12-Dec-23	505,665.75	544714	5,665.75	At Maturity	
17-Jun-24	500,000.00	5.1700%	National Australia Bank	AA-	500,000.00	19-Dec-23	505,170.00	544752	5,170.00	At Maturity	



BROKEN HILL CITY COUNCIL  
Investment Holdings Report - February 2024



Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
18-Jun-24	500,000.00	5.1300%	Suncorp Bank	A+	500,000.00	14-Dec-23	505,481.37	544723	5,481.37	At Maturity	
25-Jun-24	500,000.00	5.2500%	Bank of Queensland	BBB+	500,000.00	28-Sep-23	511,147.26	544543	11,147.26	At Maturity	
9-Jul-24	500,000.00	5.2800%	Suncorp Bank	A+	500,000.00	5-Dec-23	506,292.60	544699	6,292.60	At Maturity	
28-Aug-24	2,000,000.00	5.0700%	Suncorp Bank	A+	2,000,000.00	23-Feb-24	2,001,944.66	544860	1,944.66	At Maturity	
24-Sep-24	1,000,000.00	5.3500%	National Australia Bank	AA-	1,000,000.00	25-Sep-23	1,023,158.90	544523	23,158.90	At Maturity	
8-Oct-24	500,000.00	5.3000%	National Australia Bank	AA-	500,000.00	4-Oct-23	510,817.81	544558	10,817.81	At Maturity	
15,500,000.00		5.2010%			15,500,000.00			15,873,493.42	373,493.42		



BROKEN HILL CITY COUNCIL  
Accrued Interest Report - February 2024



Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
Cash									
Macquarie Bank	540354					13,420.28	0	13,420.28	4.49%
Westpac Group	473409					0.00	0	0.00	0.00%
Westpac Group	535442					24,631.00	0	24,631.00	5.30%
						38,051.28		38,051.28	3.78%
Managed Funds									
NSW T-Corp Medium Term Growth Fund	536441				1-Jul-24	0.00	0	43,352.91	12.75%
						0.00		43,352.91	12.75%
Term Deposits									
Bank of Queensland	544288		1,000,000.00	4-Jul-23	6-Feb-24	32,995.89	5	760.27	5.55%
Suncorp Bank	544274		2,000,000.00	29-Jun-23	23-Feb-24	72,027.40	22	6,630.14	5.50%
National Australia Bank	543995		500,000.00	5-Apr-23	5-Mar-24	0.00	29	1,775.75	4.47%
National Australia Bank	544292		1,000,000.00	5-Jul-23	5-Mar-24	0.00	29	4,377.81	5.51%
Suncorp Bank	544296		1,000,000.00	6-Jul-23	6-Mar-24	0.00	29	4,369.86	5.50%
National Australia Bank	544393		500,000.00	16-Aug-23	20-Mar-24	0.00	29	2,065.75	5.20%
National Australia Bank	544239		2,000,000.00	28-Jun-23	27-Mar-24	0.00	29	8,660.27	5.45%
Bank of Queensland	544700		500,000.00	6-Dec-23	9-Apr-24	0.00	29	2,065.76	5.20%
National Australia Bank	543996		1,000,000.00	5-Apr-23	9-Apr-24	0.00	29	3,551.50	4.47%
National Australia Bank	544469		500,000.00	5-Sep-23	9-Apr-24	0.00	29	2,053.83	5.17%
National Australia Bank	544514		1,000,000.00	19-Sep-23	16-Apr-24	0.00	29	4,099.73	5.16%
Suncorp Bank	544336		500,000.00	26-Jul-23	23-Apr-24	0.00	29	2,169.04	5.46%
Bank of Queensland	544572		500,000.00	10-Oct-23	14-May-24	0.00	29	2,045.89	5.15%
National Australia Bank	544380		500,000.00	11-Aug-23	14-May-24	0.00	29	2,073.70	5.22%
National Australia Bank	544714		500,000.00	12-Dec-23	12-Jun-24	0.00	29	2,053.83	5.17%
National Australia Bank	544752		500,000.00	19-Dec-23	17-Jun-24	0.00	29	2,053.84	5.17%
Suncorp Bank	544723		500,000.00	14-Dec-23	18-Jun-24	0.00	29	2,037.95	5.13%
Bank of Queensland	544543		500,000.00	28-Sep-23	25-Jun-24	0.00	29	2,085.62	5.25%

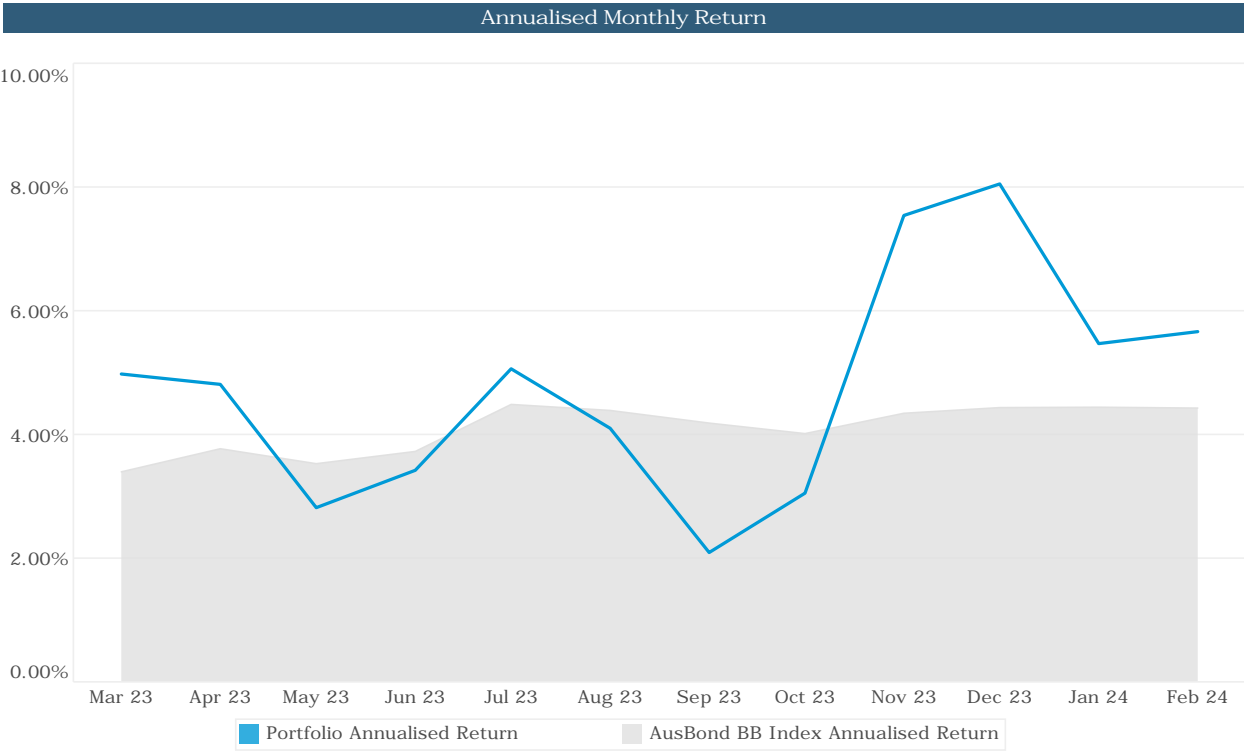
BROKEN HILL CITY COUNCIL  
Accrued Interest Report - February 2024



Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
Suncorp Bank	544699		500,000.00	5-Dec-23	9-Jul-24	0.00	29	2,097.53	5.28%
Suncorp Bank	544860		2,000,000.00	23-Feb-24	28-Aug-24	0.00	7	1,944.66	5.07%
National Australia Bank	544523		1,000,000.00	25-Sep-23	24-Sep-24	0.00	29	4,250.68	5.35%
National Australia Bank	544558		500,000.00	4-Oct-23	8-Oct-24	0.00	29	2,105.48	5.30%
						105,023.29		65,328.89	5.25%
<u>Grand Totals</u>						<u>143,074.57</u>		<u>146,733.08</u>	<u>5.66%</u>



BROKEN HILL CITY COUNCIL  
Investment Performance Report - February 2024

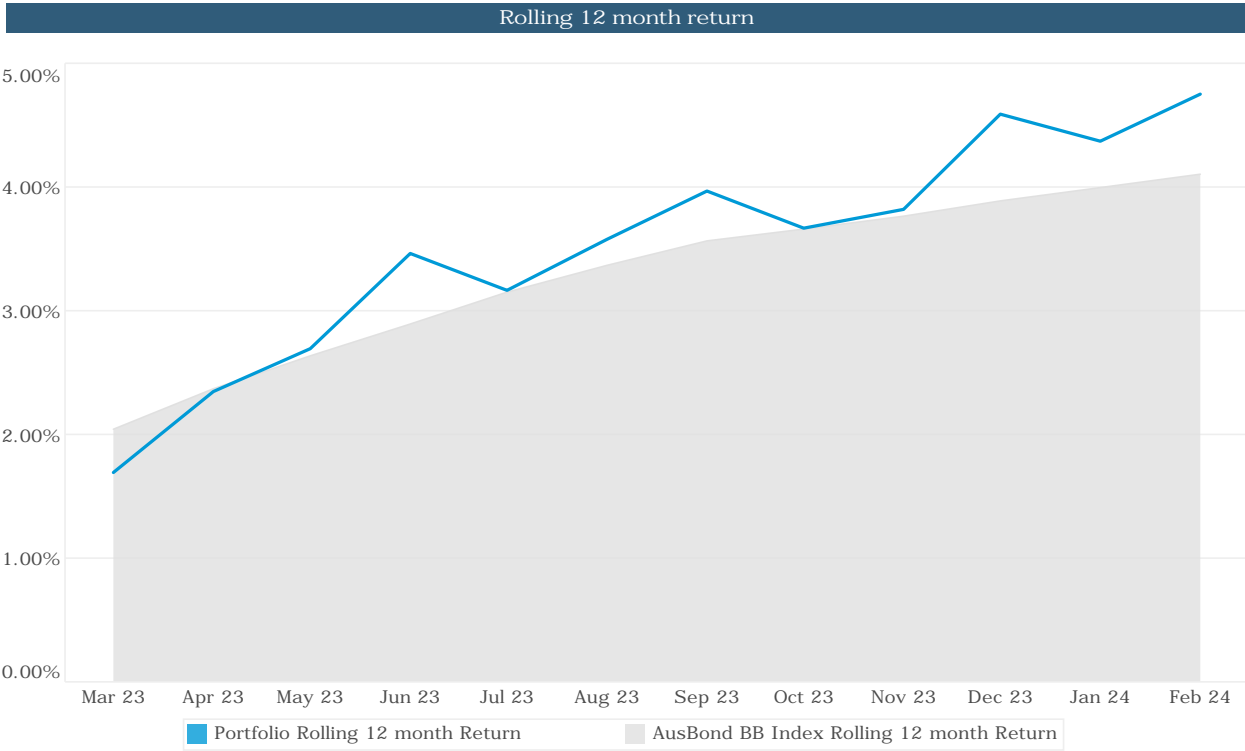


Historical Performance Summary (% pa)			
	Portfolio	Annualised BB Index	Outperformance
Feb 2024	5.66%	4.43%	1.23%
Last 3 months	6.40%	4.43%	1.97%
Last 6 months	5.29%	4.31%	0.98%
Financial Year to Date	5.11%	4.34%	0.77%
Last 12 months	4.75%	4.10%	0.65%



BROKEN HILL CITY COUNCIL

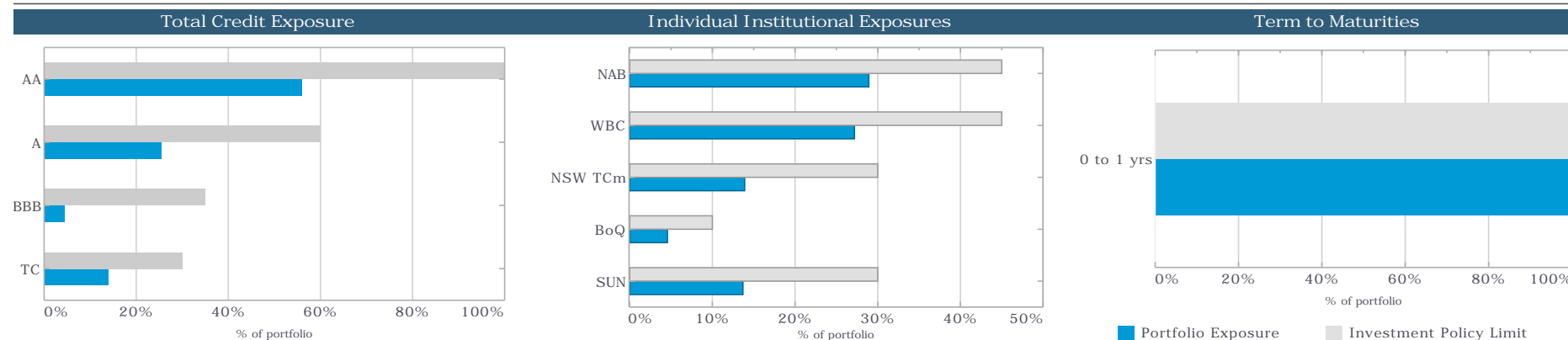
Investment Performance Report - February 2024



Historical Performance Summary (% actual)			
	Portfolio	Annualised BB Index	Outperformance
Feb 2024	0.44%	0.34%	0.10%
Last 3 months	1.56%	1.09%	0.47%
Last 6 months	2.60%	2.12%	0.48%
Financial Year to Date	3.39%	2.88%	0.51%
Last 12 months	4.75%	4.10%	0.65%



# BROKEN HILL CITY COUNCIL Investment Policy Compliance Report - February 2024



Credit Rating Group	Face Value (\$)		Policy Max	
AA	18,430,440	56%	100%	a
A	8,352,036	25%	60%	a
BBB	1,500,000	5%	35%	a
TC	4,568,347	14%	30%	a
	32,850,823			

Institution	% of portfolio	Investment Policy Limit	
National Australia Bank (AA-)	29%	45%	a
Westpac Group (AA-)	27%	45%	a
NSW T-Corp (TCm)	14%	30%	a
Bank of Queensland (BBB+)	5%	10%	a
Suncorp Bank (A+)	14%	30%	a
Macquarie Bank (A+)	12%	30%	a

	Face Value (\$)	Policy Max	
Between 0 and 1 years	32,850,823	100%	a
	32,850,823		

Specific Sub Limits				
BBB+	1,500,000	5%	35%	a

Specific Sub Limits				
Between 5 and 10 years	0	0%	30%	a

Credit Rating	Current Longest Maturity (years)	Policy Max	
AA+, AA, AA-	0.61	5.00	a
A+, A, A-	0.50	3.00	a
BBB+	0.32	3.00	a

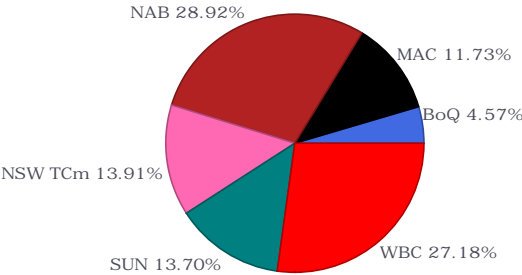
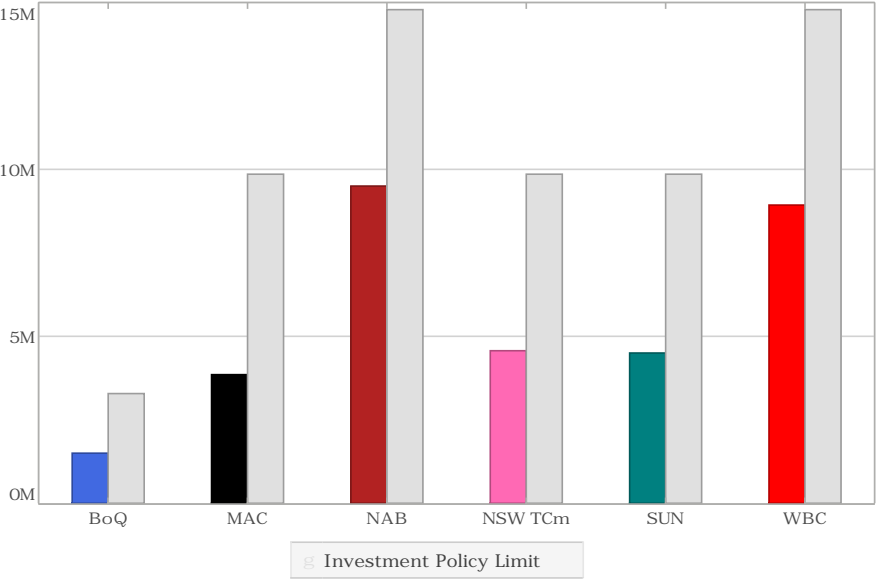
a = compliant  
r = non-compliant

BROKEN HILL CITY COUNCIL  
Individual Institutional Exposures Report - February 2024



Individual Institutional Exposures      Individual Institutional Exposure Charts

	Current Exposures		Policy Limit		Capacity
Bank of Queensland (BBB+)	1,500,000	5%	3,285,082	10%	1,785,082
Macquarie Bank (A+)	3,852,036	12%	9,855,247	30%	6,003,211
National Australia Bank (AA-)	9,500,000	29%	14,782,870	45%	5,282,870
NSW T-Corp (TCm)	4,568,347	14%	9,855,247	30%	5,286,900
Suncorp Bank (A+)	4,500,000	14%	9,855,247	30%	5,355,247
Westpac Group (AA-)	8,930,440	27%	14,782,870	45%	5,852,430
	32,850,823				



BROKEN HILL CITY COUNCIL  
Cashflows Report - February 2024

## Actual Cashflows for February 2024

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
6-Feb-24	544288	Bank of Queensland	Term Deposit	Maturity: Face Value	1,000,000.00
		Bank of Queensland	Term Deposit	Maturity: Interest Received/Paid	32,995.89
				<u>Deal Total</u>	<u>1,032,995.89</u>
				Day Total	1,032,995.89
23-Feb-24	544274	Suncorp Bank	Term Deposit	Maturity: Face Value	2,000,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	72,027.40
				<u>Deal Total</u>	<u>2,072,027.40</u>
23-Feb-24	544860	Suncorp Bank	Term Deposit	Settlement: Face Value	-2,000,000.00
				<u>Deal Total</u>	<u>-2,000,000.00</u>
		Day Total			
				<u>Total for Month</u>	<u>1,105,023.29</u>

## Forecast Cashflows for March 2024

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
5-Mar-24	543995	National Australia Bank	Term Deposit	Maturity: Face Value	500,000.00
		National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	20,513.01
				<u>Deal Total</u>	<u>520,513.01</u>
5-Mar-24	544292	National Australia Bank	Term Deposit	Maturity: Face Value	1,000,000.00
		National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	36,833.97
				<u>Deal Total</u>	<u>1,036,833.97</u>
Day Total					1,557,346.99
6-Mar-24	544296	Suncorp Bank	Term Deposit	Maturity: Face Value	1,000,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	36,767.13
				<u>Deal Total</u>	<u>1,036,767.13</u>
Day Total					1,036,767.13
20-Mar-24	544393	National Australia Bank	Term Deposit	Maturity: Face Value	500,000.00

BROKEN HILL CITY COUNCIL

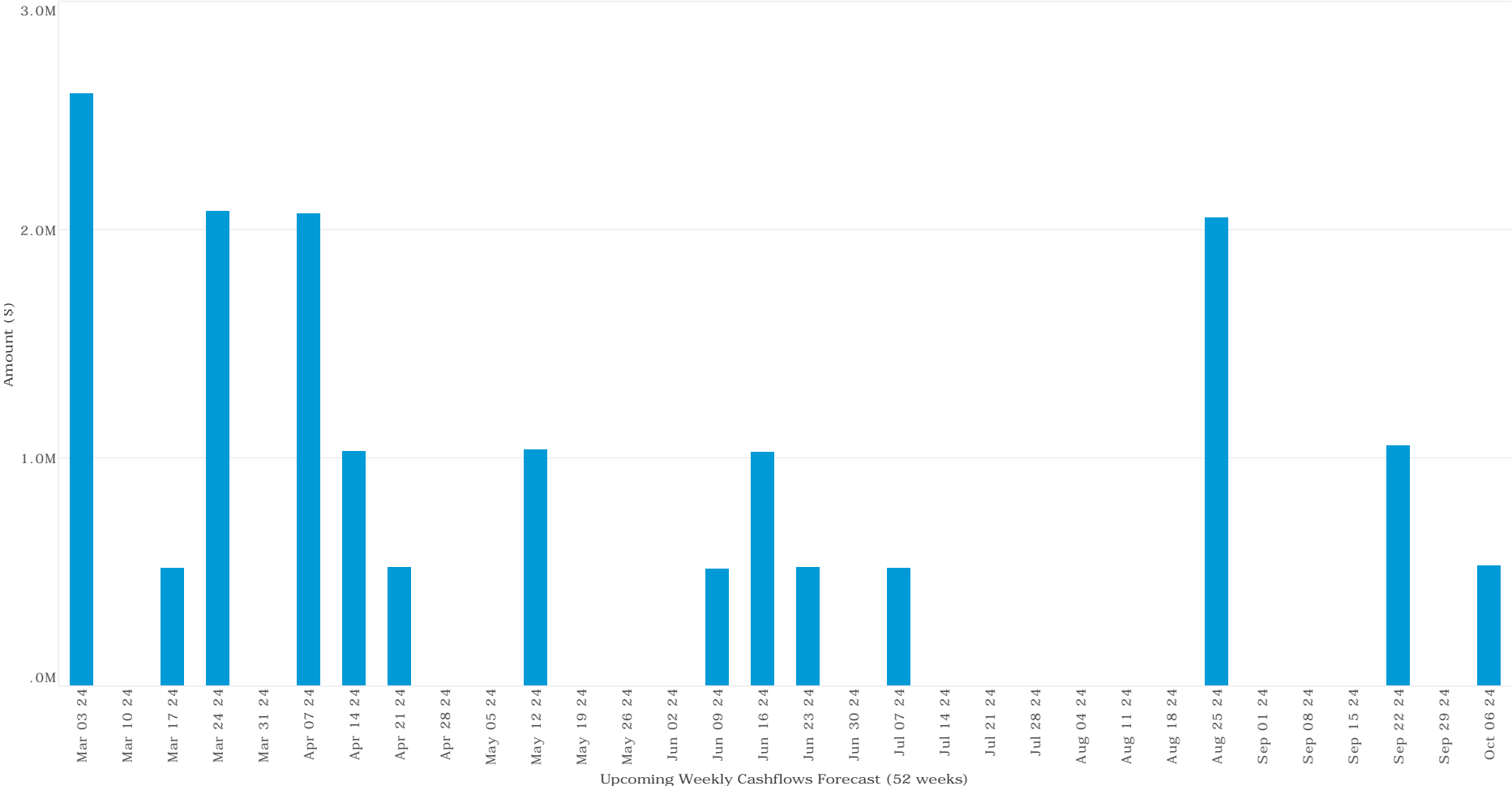
Cashflows Report - February 2024

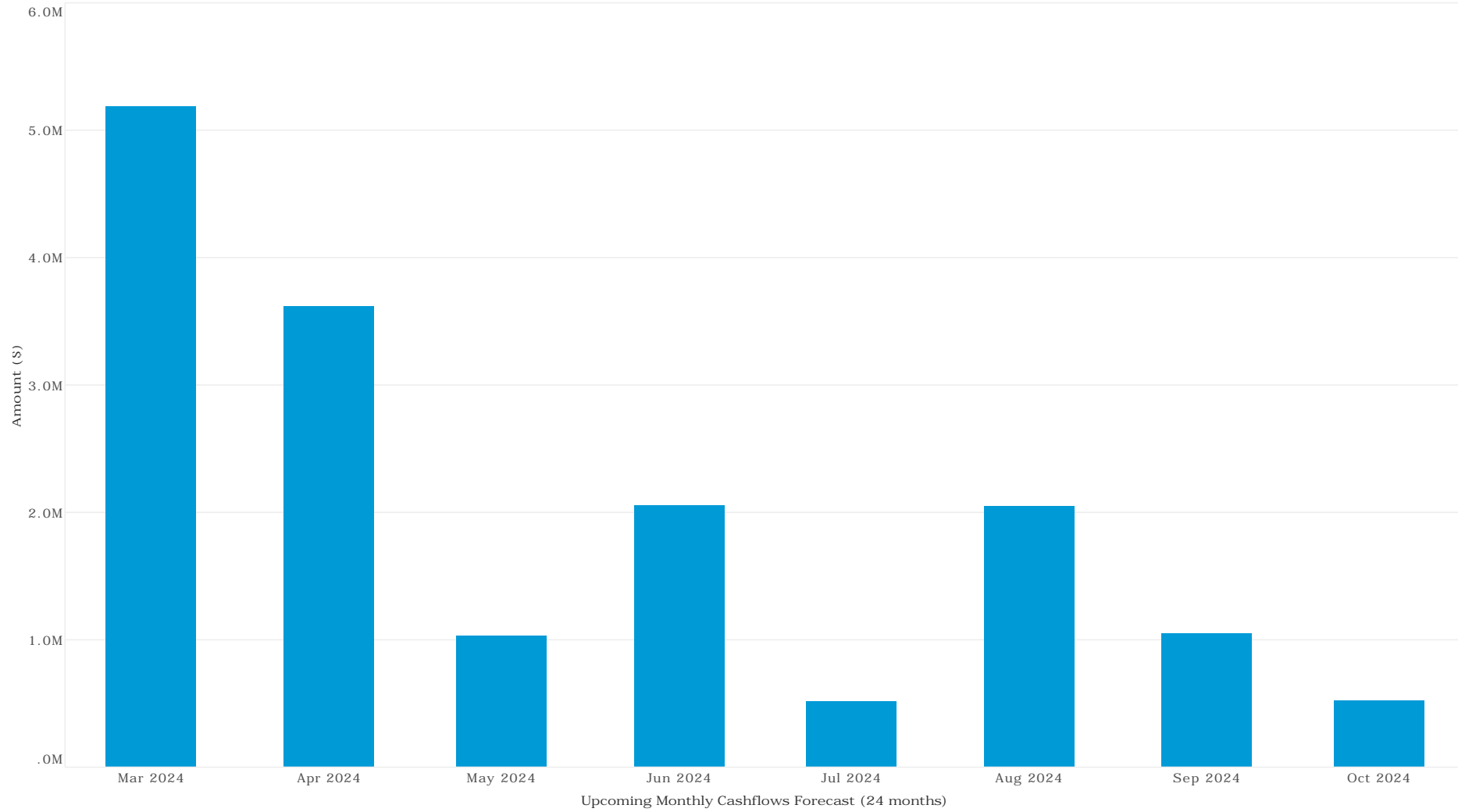


Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
20-Mar-24	544393	National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	15,457.53
Deal Total					515,457.53
Day Total					515,457.53
27-Mar-24	544239	National Australia Bank	Term Deposit	Maturity: Face Value	2,000,000.00
		National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	81,526.03
		Deal Total			2,081,526.03
		Day Total			2,081,526.03
Total for Month					5,191,097.68



BROKEN HILL CITY COUNCIL  
Cashflows Report - February 2024



BROKEN HILL CITY COUNCIL  
Cashflows Report - February 2024

## POLICY AND GENERAL COMMITTEE

March 8, 2024

**ITEM 3**BROKEN HILL CITY COUNCIL REPORT NO. 33/24SUBJECT:                    AGED CARE UPDATED24/12423**Recommendation**

1. That Broken Hill City Council Report No. 33/24 dated March 8, 2024, be received.
2. That Council, through Council 's s355 Ageing Well Committee, continue to liaise with aged care providers on issues being faced within the sector.
3. That Council endorse the s355 Ageing Well Committee to work closely with the aged care sector and stakeholders to progress the reclassification of Broken Hill's aged care services under the Modified Monash Model from MMM3 to MMM6 (remote).
4. That Council establish a taskforce of the key stakeholder bodies across the ageing and health sectors to research and progress the reclassification of Modified Monash Model from MMM3 to MMM6 (remote).
5. That Council continue to correspond with The Hon. Mark Butler MP, Minister for Health and Aged Care, The Hon. Anika Wells MP, Minister for Aged Care and Sport, Federal Member for Parkes Mark Coulton, Member for Barwon Roy Butler and appropriate Shadow Ministers regarding reclassification of the Modified Monash Model from MMM3 to MMM6 for Broken Hill.

**Executive Summary:**

The Ageing Well Committee is attended by a range of service providers across the aged care sector.

Council has undertaken consultation on several issues exacerbating the city's aged care sector to meet the requirements of residents. These issues include staff recruitment and retention, housing for incoming staff and childcare services for those returning from maternity leave or with young children moving to the city.

There has also been a period throughout 2023, where aged residents were being sent to Wentworth or Mildura for residential aged care.

The ability for aged care services to bridge the gaps in care provision is reliant on the reclassification of this sector under the Modified Monash Model which provides for both additional funding and a range of exemptions, for example, the requirement of needing to have a registered nurse on site and on duty 24 hours a day, 7 days a week.

The move to reclassification to MMM6 is critical to access additional funding to alleviate the recruitment stress currently impacting care providers.

**Report:**

In 2021, the Australian Government announced an urgent review of the Aged Care Quality Standards. This was in response to the Royal Commission into Aged Care Quality and Safety Final Report: Care, Dignity and Respect.

The Royal Commission's Final Report:

- Identified staffing levels as vital to the quality of care that older people receive.
- Recommended introducing minimum 'care minutes' responsibility to increase care time for the people living in aged care homes across Australia.
- Recommended linking minimum care minutes responsibility to a case mix adjusted funding model, like the Australian National Aged Care Classification (AN-ACC) funding model.

Funding for 'care minutes' is delivered through the AN-ACC model, to ensure approved services are funded to provide residents with an appropriate standard of skilled care.

**'Care minutes' are the direct care time delivered to residents by registered nurses, enrolled nurses and personal care workers (including nursing assistants).'**

The **provision of allied health and lifestyle services is not included as part of 'care minutes'** but is **funded separately under AN-ACC** and is required under legislation for all residents who need these services.

From **1 July 2023**, residential aged care homes across Australia are **required** to have a registered nurse on-site and on duty 24 hours a day, 7 days a week, unless granted a 12-month exemption. Eligibility for the exemption requires a facility to be in MMM5,6 or 7 or have 30 or less places available for residents. (Broken Hill is currently classified as MMM3)

From **1 October 2023** residential aged care homes will be required to deliver at least 200 'care minutes' per resident per day, including 40 minutes with a registered nurse (RN).

'Care minutes' are the direct care time delivered to residents by registered nurses, enrolled nurses and personal care workers (including nursing assistants).

From **October 2024** Mandatory 'care minutes' to be increased to 215 'care minutes' including 44 RN minutes.

24/7 registered nursing and care minutes were key recommendations from the [National aged care reforms | Aged Care Quality and Safety Commission](#).

During November 2023, Council held discussions with Southern Cross Care (SCCBH) CEO Bernard Nankivell and Harold Williams Home Facility Manager, Renee Sullivan, regarding the issues associated with:

- unavailability of beds in aged care facilities
- aged residents utilising hospital beds
- aged residents in their own homes waiting for placement in aged care facilities and taking placements in aged care facilities out of the region.

Broken Hill faces a range of issues impacting the aged care sector:

- recruitment and retention of staff
- housing availability or land allocation
- limited childcare service provision

- additional strain placed on staffing levels with clinical care staff across the health service and aged care sectors who could not return to full-time work due to childcare providers being at capacity.

SCCBH rely on Agency Nurses, with financial implications being, above award wages needing to be paid plus travel and accommodation expenses.

**Broken Hill under MMM3 is not eligible to access Rural LAP, (Nurse eligibility in aged care is a minimum MMM4-7).**

**The Rural Locum Assistance Program (Rural LAP) is an Australian** Government-funded program supporting personal and Continuing Professional Development (CPD) leave in rural and remote Australia, allowing clinical care staff to take annual leave and to be replaced under the Rural Lap funded scheme.

Residential aged care facilities and service providers were surveyed throughout October and November 2023 with workforce recruitment and lengthy wait times for bed availability, services and clinical services being common survey responses.

Bed availability reported for November 2023

Bed status	Facility	November 2023
Bed availability	Southern Cross Care Broken Hill	23 available but cannot be occupied because do not have the critical care staff
Beds occupied	Far West Local Health Service	3 occupying a hospital bed waiting for access to age cared
Under assessment	Far West Local Health Service	N/A occupying a hospital bed waiting for aged care assessment

During January 2024 Council held discussions with Broken Hill University Department of Rural Health (BH UDRH), Professor of Practice (Nursing) Debra Jones and Director of Nursing Wendy Gleeson regarding Far West Local Health Service (FWLHS) recruitment and retention of clinical care staff.

FWLHS are also relying on Agency nurses due to lack of local nurse availability, trained staff not being able to return to work with childcare services at capacity.

FWLHS have residencies and land with multiple 2-bedroom units being built to accommodate health professionals, however, will still rely on the local rental market for accommodation needs to be met.

Updated figures reported during February 2024

Bed status	Facility	February 2024
Bed availability	Southern Cross Care Broken Hill	27 available but cannot be occupied because do not have the critical care staff
Beds occupied	Far West Local Health Service	14 occupying a hospital bed waiting for access to age cared
Under assessment	Far West Local Health Service	4 occupying a hospital bed waiting for aged care assessment

The Ageing Well s355 Committee will continue working with key stakeholders and community members in 2024 to navigate and prepare submissions to progress the reclassification of Broken Hill's aged care services under the Modified Monash Model from MMM3 to MMM6 (remote).

**Community Engagement:**

A range of industry sectors have been consulted including Broken Hill Southern Cross Care, Harold Williams Home Facility Manager, Professor of Practice (Nursing) (BH UDRH), Director of Nursing (FWLHS), Patient Flow Manager (FWLHS) Rural LAP, Kirinari Community Services, LiveBetter and Australian Unity.

**Strategic Direction:**

Key Direction:	1	Our Community
Objective:	1.2	People in our community are in safe hands
Strategy:	1.2.4	Advocate for community and social service providers to be adequately resourced to meet community needs

**Relevant Legislation:**

Aged Care and Other Legislation Amendment (Royal Commission Response) Act 2022

**Financial Implications:**

There are no financial implications for this report

**Attachments**

There are no attachments for this report.

RAZIJA NU'MAN  
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL  
GENERAL MANAGER



## POLICY AND GENERAL COMMITTEE

February 19, 2024

**ITEM 4**BROKEN HILL CITY COUNCIL REPORT NO. 34/24

SUBJECT: MINUTES OF THE AUDIT, RISK AND IMPROVEMENT  
COMMITTEE MEETING HELD 16 FEBRUARY 2024 D24/8432

**Recommendation**

1. That Broken Hill City Council Report No. 34/24 dated February 19, 2024, be received.
2. That minutes of the Audit, Risk and Improvement Committee meeting held 16 February 2024 be endorsed.

**Executive Summary:**

The adopted Charter of the Broken Hill Audit, Risk and Improvement Committee, requires the 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 Friday 16 February 2024 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 to be held 16 May 2024.

**Report:**

The Audit, Risk and Improvement Committee meeting held on Friday 16 February 2024 considered the following items of business:

1. Minutes for Confirmation
2. General Manager's Briefing
3. Review of the Audit, Risk and Improvement Committee Charter
4. Internal Audit Update
5. Service Review Update
6. Councillor Expenditure
7. Enterprise Risk Management Policy and Framework Review Project
8. Action List
9. General Business

Minutes of the Audit, Risk and Improvement Committee Meeting held 16 February 2024 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

LEISA BARTLETT  
EXECUTIVE OFFICER

JAY NANKIVELL  
GENERAL MANAGER

AUDIT, RISK AND IMPROVEMENT COMMITTEE

15 FEBRUARY 2024

**MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING  
HELD FRIDAY, FEBRUARY 16, 2024 (9:00 AM)**

**PRESENT:**

Mr J Mitchell (Chairperson), Mr P DeLisio, , Councillors B Algate

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

General Manager, Director Corporate and Community, Director Finance and  
Commercial, Manager Finance and Executive Assistant.

**APOLOGIES:**

Mr J Mathers, Mayor T Kennedy, Deputy Mayor J Hickey and M Boland.

*The Chairperson acknowledged that there was not a quorum present but advised that the meeting would still go ahead.*

**ACKNOWLEDGEMENT OF COUNTRY**

The Chairperson delivered the Acknowledgement of Country

**DISCLOSURE OF INTEREST**

Nil

**MINUTES FOR CONFIRMATION**

Recommendation

Moved Mr Jim Mitchell, Seconded Councillor Bob Algate

That the Minutes of the Audit, Risk and Improvement Committee meeting held Thursday November 23, 2023 be confirmed.

CARRIED

Change in NSW Audit Office Representative

*Ms Cathy Wu (NSW Audit Office) advised that today would be her last meeting as she is commencing a period of parental leave; and that Hung Lee So will represent the NSW Audit Office on the Committee.*

**GENERAL MANAGER'S BRIEFING**

*The General Manager advised the following:*

Library and Archive Project

*The Library and Archive project is in it's final stages. The Library closed Friday 9 February and is currently in the process of relocating to the ground floor of Council's Administration Building for approximately 12 months.*

*The final contract has come back into budget (\$14.5m)*

AUDIT, RISK AND IMPROVEMENT COMMITTEE

15 FEBRUARY 2024

Former Iceworks Building

Council was in the process of purchasing the former Iceworks Building for a key worker housing project.

Unfortunately, during the contracts cooling off period the owner passed away and initial discussions were held with the family. The family, who were originally on board with the sale of the property to Council, decided not to go ahead with the sale and paid Council the unpaid rates in full the day before the property was due to go to auction, therefore retaining ownership of the property.

The positive for Council is that the unpaid rates were paid but Council now needs to investigate a new location for the housing project.

The General Manager advised that the State Government is still supportive of Council's key worker housing project and that the funding is still available in principal.

Inflation

The General Manager advised that inflation prices are currently high and there are supply constraints meaning Council's budget is tighter and Council is currently looking at alternative scoping for projects.

Willyama High School Closure

The closure of the Willyama High School due to a mould issues, has not had any direct impact on Council. Council has assisted with the moving of furniture in preparation of school returning.

Although there is no direct impact on Council, there is a risk that one of the High Schools may close in the future leaving Broken Hill with only one High School to service the community.

The risk with the closure of one of the high schools is that it reduces Broken Hill's liveability standards as families may chose to leave town to seek alternative education options for their children.

## REPORTS

**ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 1/24 - DATED JANUARY 31, 2024 - REVIEW  
OF THE AUDIT RISK AND IMPROVEMENT COMMITTEE CHARTER**

D24/4387

**Recommendation**

**Moved Mr Jim Mitchell, Seconded Mr Paul DeLisio**

1. That Broken Hill City Council Report No. 1/24 dated January 31, 2024, be received.
2. That the Broken Hill City Council Audit, Risk & Improvement Committee endorse the attached Draft Revised Audit, Risk & Improvement Committee Charter to be presented to Council.

**CARRIED**

**ITEM 2 - BROKEN HILL CITY COUNCIL REPORT NO. 2/24 - DATED JANUARY 31, 2024 -  
INTERNAL AUDIT UPDATE**

D24/4371

Ms Judy Malpas advised that the Audit Plan is tracking well. The Work Health and Safety Audit, and Procurement Audits are complete, the Records Management Audit has commenced and the Fraud Corruption Audit has not yet commenced.

The Chairperson asked if a Cyber Security Review would be undertaken. Ms Malpas advised that there was a Cyber Security Audit undertaken in February 2020 with major risks being highlighted around the strategic risk register not being supported and Business Impact around "Crown Jewels" which resulted in a number of recommendations for the implementation of IT Policy and Procedures.

AUDIT, RISK AND IMPROVEMENT COMMITTEE

15 FEBRUARY 2024

*The Chairperson asked if there was any plans to review the audit. Ms Malpas advised a Cyber Security review should be undertaken every three years and can be added to the Audit Schedule which would be released in May.*

*Paul Delisio asked if the high risk areas could be updated to include due dates for completion.*

Procurement Audit

*Ms Malpas advised that the Procurement Audit had been conducted and was positive overall. The main areas of concern were staff training and awareness; insufficient quotes being obtained; financial assessment for Tender evaluation; conflicts of interest declarations; and inadequate supporting documentation. Moderate issues were identified which included purchase orders not always being raised.*

Work Health and Safety Audit

*Ms Malpas advised that the Procurement Audit had been conducted. A major issue which identified being that there is no WHS Framework in place.*

*The General Manager advised that Council was happy with the report having an audit rating of three and advised that a few years ago Council would have rated as a six, and that a lot of work has been undertaken to achieve an audit rating of three.*

*The Audit has been seen as a good assessment giving Council the focus areas for further improvements.*

*Lloyd advised that there was no need for Council to start developing a WHS Framework from a blank canvas and suggested reaching out to other Councils for assistance.*

Recommendation

**Moved Mr Jim Mitchell, Seconded Mr Paul DeLisio**

- 1. That Broken Hill City Council Report No. 2/24 dated January 31, 2024, be received.**
- 2. That the Audit, Risk & Improvement Committee note the final internal audit report on the Work Health and Safety Systems Audit.**
- 3. That the Audit, Risk & Improvement Committee note the Internal Audit Status Report from O'Connor Marsden & Associates.**
- 4. That the Audit, Risk & Improvement Committee note the progress made on previous internal audit action items.**

**CARRIED**

**ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 3/24 - DATED FEBRUARY 02, 2024 -  
SERVICE REVIEW UPDATE**

D24/5443

*The General Manager advised that the S355 Asset Committee review had been completed and Council were looking at options moving forward. A Councillor briefing will be held later in the month and the final outcome will be reported to the next ARIC meeting.*

Living Desert Ranger Service

*Draft report has been completed and Council is working through the recommendations to bring a report back to the Committee. The volunteer group at the Living Desert is well organised, but options are being looked at as there are no new volunteers coming through.*

AUDIT, RISK AND IMPROVEMENT COMMITTEE

15 FEBRUARY 2024

**Recommendation**

Moved Mr Jim Mitchell, Seconded Mr Paul DeLisio

1. That Broken Hill City Council Report No. 3/24 dated February 2, 2024, be received.
2. That the Audit, Risk & Improvement Committee note the progress made on previous Service Reviews.

**CARRIED**

**ITEM 4 - BROKEN HILL CITY COUNCIL REPORT NO. 4/24 - DATED JANUARY 19, 2024 -  
COUNCILLOR EXPENDITURE**

D24/2792

**Recommendation**

Moved Mr Jim Mitchell, Seconded Mr Paul DeLisio

1. That Broken Hill City Council Report No. 4/24 dated January 19, 2024, be received.
2. That the Audit, Risk & Improvement Committee note the below report on Councillor expenditure from July to December 2023

**CARRIED**

**ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 5/24 - DATED FEBRUARY 01, 2024 -  
ENTERPRISE RISK MANAGEMENT POLICY AND FRAMEWORK REVIEW PROJECT REPORT**

D24/4964

*The General Manager advised that there had only been one reportable incident in the last three months. The incident involved a small fire at the Waste Management Facility which was able to be managed by Council staff.*

*The General Manager recapped on how far Council had come since the previous incident at the Waste Management Facility and advised that a new water truck has been purchased and is located at the Facility, new hydrants have been installed and staff have been trained. These improvements resulted in staff being able to successfully manage the incident.*

*The Enterprise Risk Management Policy and Framework has been endorsed by ELT and is currently being rolled out to staff.*

**Recommendation**

Moved Mr Jim Mitchell, Seconded Mr Paul DeLisio

1. That the report be received.

**CARRIED**

**ITEM 6 - BROKEN HILL CITY COUNCIL REPORT NO. 6/24 - DATED JANUARY 31, 2024 - ACTION  
LIST - AUDIT, RISK AND IMPROVEMENT COMMITTEE**

D24/4486

*The General Manager advised that:*

- the Civic Centre legal expenses were still ongoing; and
- the S355 Service Review update will be reported to the next Audit Risk and Improvement Committee meeting.

**Recommendation**

Moved Mr Jim Mitchell, Seconded Mr Paul DeLisio

1. That Broken Hill City Council Report No. 6/24 dated January 31, 2024, be received.

**Page 4**

**AUDIT, RISK AND IMPROVEMENT COMMITTEE**

**15 FEBRUARY 2024**

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**CARRIED**

Meeting closed at 10:00am.

The foregoing minutes were read and confirmed at the Audit, Risk Committee meeting held on 16 May 2024.

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Chairperson

## POLICY AND GENERAL COMMITTEE

March 7, 2024

**ITEM 5****BROKEN HILL CITY COUNCIL REPORT NO. 35/24**

**SUBJECT:** MINUTES OF THE S355 AGEING WELL ADVISORY COMMITTEE  
MEETING HELD 7 FEBRUARY 2024 D24/12204

**Recommendation**

1. That Broken Hill City Council Report No. 35/24 dated March 7, 2024, be received.
2. That the minutes of the S355 Ageing Well Advisory Committee meeting held 7 February 2024 be received.
3. That Council prepare and send correspondence to Mark Coulton MP, Federal Member for Parkes and Roy Butler MP, Member for Barwon to be invited to attend an s355 Ageing Well Committee meeting. An update report on the current issues facing the Aged Care sector be included in the invitation.

**Executive Summary:**

Council has received minutes from the S355 Ageing Well Advisory Committee meeting held 7 February 2024.

**Report:**

As per Council's Section 355 Advisory Committee Framework Manual (adopted 30 March 2022) and the 355 Ageing Well Committee Terms of Reference (adopted 27 April 2022), the Committee is required to provide Council with a copy of their meeting minutes following each Committee meeting.

**Community Engagement:**

Community engagement occurs through Section 355 Ageing Well Advisory Committee which includes a range of Aged Care sector service providers and community representatives.

**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 with its legal framework

**Relevant Legislation:**

The S355 Ageing Well Advisory Committee Terms of Reference  
*Local Government Act 1993*

**Financial Implications:**

Nil

**Attachments**

1. [↓](#) S355 Ageing Well Advisory Committee - Meeting Minutes - 7 February 2024



RAZIJA NU'MAN  
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL  
GENERAL MANAGER

## MINUTES OF THE SECTION 355 AGEING WELL COMMITTEE MEETING HELD 7 FEBRUARY 2024 AT 3.00PM- AGED PERSONS REST CENTRE, BLENDE STREET

### 1. Present

Clr David Gallagher	Council Delegate (Chair)
Alison Howse	Community Development Officer (BHCC)
Clr Ronald Page	Council Delegate
Clr Bob Algate	Council Delegate
Julua Hamel	Community Representative
Irene Davey	Community Representative
Cindy Richards	LiveBetter Representative
Sharna Burcher	Administration Officer (Minute Taker BHCC)

### Present via Teams

Melanie Chynoweth	Community Representative
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### 2. Apologies

Razija Nu'man	Director Corporate and Community (BHCC)
Bernard Nankivell	Southern Cross Care Representative
Judy Parr	Kirinari Representative

### Did not attend

Owen Wyman	Community Representative
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### 3. Acknowledgement of Country

Acknowledgement of Country – Clr David Gallagher

### 4. Confirmation of Minutes of Previous Meeting

Confirmation of minutes from meeting held 2 August 2023

**Moved:** Clr Ronald Page

**Seconded:** Melanie Chynoweth

### 5. Correspondence

Nil

### 6. Business Arising from Previous Minutes

Nil

### 7. Action List

#### 7.1 Southern Cross Care

**Action:** An invitation to be extended to the Southern Cross Care Board for a representative to attend the next S355 Ageing Well Advisory Committee Meeting, to enable the Committee to gain more insight into the Aged Care Sector

**Outcome:** Southern Cross Care Chief Executive Officer, Bernard Nankivell joined the Committee as a representative for Southern Cross Care

Action Complete

### 7.2 Invitation to Service Providers

**Action:** An invitation to be extended for representatives from Meals on Wheels, Australian Unity and LiveBetter to present to the S355 Ageing Well Advisory Committee on their program delivery.

**Outcome:** Representatives from Live Better, Uniting Care, Department Communities and Justice and Pensioners Association attended meeting on 15 February 2023 and verbally presented to the Committee on their program delivery. See minutes from meeting held 15 February 2023.

**Update:** Correspondence emailed to Meals on Wheels, Australian Unity and LiveBetter formally inviting representatives to join the Committee 6 April 2023. With LiveBetter representative appointed to the Committee.

Action Complete

### 7.3 Accessibility program for ramps

**Action:** ABC Article to be distributed to the S355 Ageing Well Advisory Committee

**Outcome:** ABC Article circulated to committee members 7 February 2023

Action Complete

### 7.4 Service Providers

**Action:** Black Sheep Services, NSW Home Care and Hammond Care invitations to be followed up.

**Outcome:** Correspondence emailed to service providers 6 April 2023. Nil response received from service providers.

Action Complete

### 7.5 CBD Accessibility Ramps

**Action:** Council consider funding opportunities for the upgrade and installation of new ramps in the City's Central Business District

**Outcome:** Resolved at the Ordinary Council Meeting held 29 March 2023.

**Update:** Further information to be provided to the Committee at the next meeting.

### 7.6 CBD Accessibility Ramps

**Action:** Letter to be sent to Regional Development Australia Far West to enquire if there is additional funding for disability ramps.

**Outcome:** Correspondence emailed to Regional Development Australia 11 April 2023.

**Update:** Correspondence received from Regional Development Australia on 17 April 2023 advising of no funding available.

Action Complete

### 7.7 Service Providers

**Action:** Letter to be sent to Maari Ma Health regarding possible funding available in the Aged Care Sector.

**Outcome:** Correspondence emailed 11 April 2023 with nil response.

Action Complete

### 7.8 Bushview Cottage

**Action:** Council to contact Australian Unity and enquire if funding is available to operate the Bushview Cottage, if there is funding, why is it not being used.

**Outcome:** Correspondence emailed to Australian Unity 1 August 2023, with nil response.

Action Complete

### 7.9 Meal Services

**Action:** Council to contact service providers to enquire if they provide meals to clients, if so, where are the meals prepared and the cost of the meals.

**Outcome:** Council's Community Development Officer, Alison Howse gave a presentation on food services in the city. See attached presentation.

Action Complete

## 8. General Business

### 8.1 Proposed sub-committee for MMM6 increase for Broken Hill

Julua Hamel informed the Committee, the MMM6 grading affects the city as a whole and not just aged care and health.

Julua Hamel will research this further, as this committee may not be the most appropriate for a sub committee to sit under for this issue.

Clr Gallagher stated this issue sits at a State and Federal level not a Local Government level.

Clr Gallagher also stated the only way to get Broken Hill's MMM6 grading changed is for people to write to the state member.

The Committee discussed at length the issues around nursing staff shortages and retention.

Melanie Chynoweth advised accommodation shortages in the city is also a problem Health faces when trying to recruit agency nurses.

Discussions held around bed blocks at the hospital and aged care.

Clr Page asked for the State and Federal members to be invited to attend an S355 Ageing Well Committee meeting along with a detailed report outlining all the issues the aged care sector is currently faced with.

**Recommendation:** Mark Coulton MP, Federal Member for Parkes and Roy Butler MP, Member for Barwon be invited to attend an S355 Ageing Well Committee meeting. A detailed report outlining the issues the aged care sector is currently facing is to be included in the invitation correspondence.

### 8.2 Seniors Week

Seniors week to be held 18 to 24 March 2024.

Cindy Richards advised Livebetter are organising an event at the Seniors Lounge.

Irene Davey will follow up with the Broken Hill Health Council to see if they will be organising anything for Seniors Week.

### 8.3 New Committee Members

Clr Page enquired what the process is for community members to join the committee.

The process for new community members was explained to Clr Page.

Clr Page requested his sister be an invitee only. Clr Gallagher agreed to this, but with the condition the invitee will have no voting rights.

Clr Page to forward contact details to Council's Community Development Officer and Administration Officer.

9. **Next Meeting**  
3pm on Wednesday, 1 May 2024, Aged Person's Rest Centre, Blende Street
10. **Meeting Closed:** 3.40pm

1. Action List:

ITEM NUMBER	ACTION	RESPONSIBLE	DUE
<b>Meeting held 21 September 2022</b>			
1	Research to understand the full-service system. <i>Action status to be confirmed at next meeting</i>	Council's Community Development Officer	To be confirmed
<b>Meeting held 15 February 2023</b>			
Item 6.1.5  CBD Accessibility Ramps	<b>Action</b>  Letter to be sent to Council requesting funding to upgrade and install ramps <b>Update:</b> Resolved at the Ordinary Council Meeting held 29 March 2023  Further information to be provided at the next meeting	Council's Community Development Officer	
<b>Meeting held 2 August 2023</b>			
Item 8.1  Changes to the Aged Care Act	<b>Action</b>  Kirinari Representative Judy Parr to update the committee on the changes to the Aged Care Act.	Kirinari Representative, Judy Parr	1 November 2023
<b>Meeting held 7 February 2024</b>			
8.1  MMM6 Grading	<b>Recommendation for Council Resolution</b>  Mark Coulton MP, Federal Member for Parkes and Roy Butler MP, Member for Barwon be invited to attend an S355 Ageing Well Committee meeting. A detailed report outlining the issues the aged care sector is currently faced with to be included in the invitation correspondence.	Council's Community Development Officer	1 May 2024

# S355 Ageing Well Committee Meeting Aged Food Services Data

**BROKEN HILL**  
CITY COUNCIL

AUSTRALIA'S FIRST  
HERITAGE LISTED CITY

- The Community Development Team have been in discussion with Broken Hills Aged Care Service Providers, researching the availability, costings and nutritional values to meals for the aged in our community.
- Australian Unity  
Meals On Wheels  
LiveBetter
- The 3 main services preparing fresh meals and delivery
- Dietary, dexterity and swallowing difficulties are catered for with purees, meals cut up prior to delivery, diabetic meals etc
- Welfare checks upon delivery
- Once daily deliveries – clients can opt to have a hot lunch and a cold dinner delivered





- 365 days
- Mulga Hill Tavern  
Far West Food  
Services- 4 week  
menu
- Delivered by staff  
& volunteers  
subsidised
- HCP registered
- 60 clients
- NSW Food  
Authority
- Cost  
\$10.50 main  
\$6.50 sandwich  
\$4.40 soup/ dessert



- Monday to Friday –  
exc P/holidays
- Fresh on site- 2  
week menu
- Delivered by  
Volunteers – non-  
subsidised
- HCP Registered
- 90 clients average
- MoW Australia
- Costs  
\$10.00 main plus  
dessert



- Monday to Sunday exc  
P/Holidays
- Alfresco's - 2 week menu
- Delivered by Staff/Volunteers  
subsidised
- HCP Registered
- 16 Clients
- NSW Food Authority
- Cost  
\$10.00 main  
\$10.00 dessert



### Other Service providers

- Hammond Care assists clients to manage shopping and or food preparation and cooking in their own home, clients have the option for a meal service to be provided as part of their Home Care Package (HCP)
- Lite and Easy available for delivery to Broken Hill each Tuesday , extensive menu to choose from based on 1200 to 1500 calorie meal plans including 3 meals, deserts and snacks, registered HCP service provider, currently providing meals to 7 clients on HCP in Broken Hill
- Uniting Care –nil feedback on services
- Mo & Co Private business providing nutritional meals and delivery, prices vary, not HCP registered



**SOUTHERN CROSS CARE**  
(BROKEN HILL) LTD



All 3 Southern Cross Care facilities have full kitchen services and trained staff, - Qualified Chefs and Food safety Supervisors at all facilities.



Staff undergo food handling and safety annually



SCC utilise a menu planning app Smithkit, based on best practice guidelines and tailored onsite to meet residents' dietary needs and preferences



Residents attend monthly food focus groups to have an input into menu planning



Costing is inclusive of the accommodation fee



3 meals daily, morning and afternoon tea, supper is also available to residents

Statistically Broken Hill has an aged population of around 23.2%, 65 years and above (2021 Census results)

65 -84years 2962 aged persons

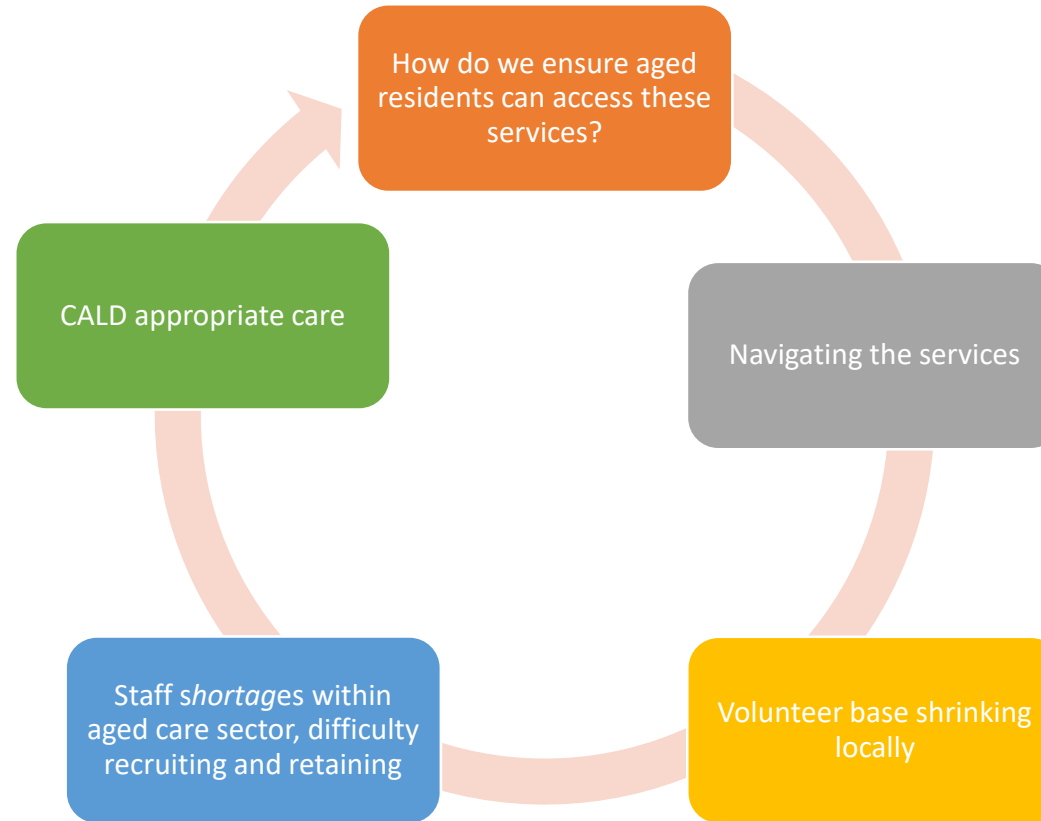
85 years plus 590 aged persons

Accommodating about 170 residents age care facilities at present

Up to 170 aged residents receiving a meal service at various levels

3.7K aged persons looking after themselves or with care from family/volunteer

# Identified Issues within Aged Service Sector



## POLICY AND GENERAL COMMITTEE

March 7, 2024

**ITEM 6**BROKEN HILL CITY COUNCIL REPORT NO. 36/24

SUBJECT: MINUTES OF THE S355 YOUTH ADVISORY COMMITTEE  
MEETING HELD 5 MARCH 2024 D24/12230

**Recommendation**

1. That Broken Hill City Council Report No. 36/24 dated March 7, 2024, be received.
2. That the minutes of the S355 Youth Advisory Committee meeting held on 24 October 2023 be received.
3. Council staff seek approval and budget allocation for the purchase of 4x\$50 Far West Proud gift cards to compensate youth representatives, as per the constitution, for their attendance and participation in the S355 Youth Advisory Committee.

**Executive Summary:**

Minutes of the S355 Youth Advisory Committee meeting held on 5 March 2024 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 - 5 March 2024

RAZIJA NU'MAN  
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL  
GENERAL MANAGER

## MINUTES OF THE SECTION 355 YOUTH ADVISORY COMMITTEE MEETING HELD TUESDAY, 5 MARCH 2024 AT 3PM – BROKEN HILL COMMUNITY CREDIT UNION

22/148

### 1. Present

Alison Howse  
Rachel Merton  
Sophie Angell

Community Development Officer (BHCC) (Chair)  
Community Development Coordinator (BHCC)  
Regional Development Representative

### Present via Teams

Clr Darriea Turley AM  
Larni Brymer  
Angie Krause

Council Delegate  
Headspace Representative  
YMCA Representative

### 2. Apologies

Kylie Horner  
Sophie Doust  
Razija Nu'man  
Jim Richards  
Clr Hayley Jewitt

Broken Hill Police Representative  
Flourish Australia  
Director Corporate and Community (BHCC)  
FWLHD Representative  
Council Delegate

### Absent

Clr Michael Boland  
Melanie Chynoweth

Council Delegate  
Community Representative

### 3. Acknowledgement of Country

Acknowledgement of Country – Alison Howse

### 4. Confirmation of Minutes of Previous Meeting

**Previous Meeting:** 24 October 2023

**Moved:** Sophie Angell

**Seconded:** Clr Darriea Turley AM

### 5. Business arising from Previous Minutes

Nil

### 6. Action List

#### 6.1 YMCA Survey Report

Committee has not yet seen the survey results. Angie Krause to follow up and report back at the next meeting.

#### 6.2 Enhancing the Voice of Youth

Council's Community Development Team have called for expressions of interest for young people to join the Youth Leadership Group.

Two expressions of interest have been received so far. One formal and one verbal.

Alison Howse will circulate the flyer to the Committee to share within their services.



### 6.3 Youth Events

Nil response received from services.

Sophie Angell suggested collaborating with the Youth Services Schools Interagency Committee (YSSI), to capture all youth events in the City across all services.

Rachel Merton agreed it would be more advantageous to collaborate with the YSSI and have one calendar of events instead of multiple calendars across multiple agencies.

#### Action Complete

### 6.4 Yearly Calendar

Committee to collaborate with the YSSI to capture special days and weeks throughout the year.

#### Action Complete

## 7. General Business

### 7.1 Youth Housing/Crisis Accommodation

Issue raised by Kylie Horner who is not in attendance.

Alison Howse gave the Committee an overview of the issues Kylie had raised.

Police are finding it difficult to find emergency accommodation for children/youth who have been removed from their home.

Clr Turley has requested Kylie provide information to the Committee prior to the next meeting outlining the concerns and issues the Police currently face.

Clr Turley also suggested looking into what processes towns like Bourke and Dubbo have in place.

#### Hold Over to the next meeting

### 7.2 Rolling Issues List

Sophie Angell suggested the committee start a rolling issues list, that will list current issues youth face with a clear action for the committee.

Clr Turley suggested it be similar to a Youth Action Plan, but the document will be live to be able to capture current issues.

**Action:** Rolling issues list to be created.

### 7.3 Frequency of meetings

Sophie Angell suggested the Committee meet more frequently, as four meetings per year is not enough.

Clr Turley agreed and stated the infrequency of meetings could be the reason it is hard to get services invested in the Committee.

Larni Brymer suggested a possible change of meeting time, as after school hours is when services are engaged with clients.

Sophie Angell suggested the Committee meet in a month's time.

Committee agreed to meet Tuesday, 2 April 2024 at 11am.

### 7.4 Terms of Reference – Representatives

Sophie Angell queried the youth representation on the Committee as stated in the Terms of Reference.

Sophie suggested youth representatives on the Committee should be compensated for their time. Possibly \$50 gift card per meeting attendance.

Compensation could increase the likelihood of youth participation on the Committee.

Discussions held around what type of gift cards would be most appropriate to prevent the purchase of alcohol and cigarettes, if a representative is over the age of 18.

Gift cards suggested were Far West Proud and IGA.

Larni Brymer suggested a lunch time meeting and two SRC members could attend.

Sophie Angell stated there is a lack of representation from the indigenous community.

Clr Turley suggested to reach out to Maari Ma to enquire if they have a Youth Advisory Group.

Rachel Merton advised Council's Community Development team have a meeting scheduled with the Wilykali Corporation later this month, which will be a good opportunity to gain some interest for indigenous representation for this Committee.

**Recommendation:** Council staff seek approval and budget allocation for the purchase of \$50 Far West Proud gift cards to compensate youth representatives for their attendance and participation in the S355 Youth Advisory Committee.

#### 7.5 Youth Week

Rachel to circulate the Youth Week activity poster to all organisations.

The Youth Week activity will be a youth market, which will provide an opportunity for youth to have their own stall to showcase or sell their own goods.

There will also be live performances.

8. **Next Meeting** Tuesday, 2 April 2024

9. **Meeting Closed** 4pm

ITEM NUMBER	ACTION	RESPONSIBLE	DUE
<b>Meeting Held 13 December 2022</b>			
1. <b>Update</b> – Meeting held 5 March 2024.	Circulate the survey report to the Committee.  <b>Update:</b> Committee has not yet seen survey results. Angie Krause to follow up and report back at the next meeting.	YMCA	To Be Confirmed
<b>Meeting Held 21 March 2023</b>			
<b>Item 7</b> <b>Enhancing the Voice of Youth</b>  <b>Update</b> – Meeting held 5 March 2024.	<b>Action</b> That Council support the Community Development Officer in investigating the opportunity for a youth coordination day enhancing the voice of youth in 2024.  <b>Update:</b> Council's Community Development Team has called for Expressions of Interest for young people to join the Youth Leadership Group.  Two expressions of interest have been received so far. One formal and one verbal.  Alison Howse will circulate the flyer to the Committee to share within their services.	Council's Community Development Officer	Ongoing
<b>Meeting Held 5 March 2024</b>			
<b>Item 7.2</b> <b>Rolling Issues List</b>	<b>Action</b> Rolling issues list to be created.	Council's Administration Officer	
<b>Item 7.4</b> <b>Terms of Reference - Representatives</b>	<b>Recommendation for Council Resolution</b> Council staff seek approval and budget allocation for the purchase of \$50 Far West Proud gift cards to compensate youth representatives for their attendance and participation in the S355 Youth Advisory Committee.	Council's Community Development Team	



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