



# BUSINESS PAPER

Policy and General  
Committee Meeting

Council Chambers  
17 April 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, 17 April 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, March 20, 2024.

**MINUTES OF THE POLICY AND GENERAL COMMITTEE MEETING HELD  
WEDNESDAY, MARCH 20, 2024 (5:30 PM)**

**PRESENT:** Councillor T. Kennedy (Mayor) Councillors B. Algate (Chairperson) and M. Browne.

Councillor A. Chandler.

General Manager, Director Corporate and Community, Director Finance and Commercial, Manager Communications and Marketing, Executive Officer and Executive Assistants.

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

**APOLOGIES:** Councillor J. Hickey (Deputy Mayor)

Procedural Motion

Moved Mayor Tom Kennedy, Seconded Councillor Marion Browne

That the apology submitted on behalf of Deputy Mayor Hickey be accepted.

CARRIED UNANIMOUSLY

**LEAVE OF ABSENCE**

**APPLICATIONS:** Councillor M. Boland submitted a late Leave of Absence application for this meeting as he is currently out of town.

Procedural Motion

Moved Councillor Marion Browne, Seconded Mayor Tom Kennedy

That the late Leave of Absence Application be accepted and Councillor Boland be granted a leave of absence for this meeting.

CARRIED UNANIMOUSLY

**ABSENT:** Councillor H. Jewitt.

**PRAYER**

Mayor Kennedy delivered the Prayer.

**ACKNOWLEDGEMENT OF COUNTRY**

Councillor Browne delivered the Acknowledgement of Country.

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

Mayor Kennedy delivered the Acknowledgement of Broken Hill's Mining History.

## MINUTES FOR CONFIRMATION

### Recommendation

Moved Councillor Marion Browne, Seconded Mayor Tom Kennedy

That the Minutes of the Policy And General Committee meeting held Wednesday February 21, 2024 be confirmed.

CARRIED UNANIMOUSLY

## DISCLOSURE OF INTEREST

Nil

## 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

### Recommendation

Moved Mayor Tom Kennedy, Seconded Councillor Marion Browne

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.

CARRIED UNANIMOUSLY

2. BROKEN HILL CITY COUNCIL REPORT NO. 32/24 - DATED MARCH 08, 2024  
- INVESTMENT REPORT FOR FEBRUARY 2024 D24/12402

### Recommendation

Moved Mayor Tom Kennedy, Seconded Councillor Marion Browne

1. That Broken Hill City Council Report No. 32/24 dated March 8, 2024, be received.

CARRIED UNANIMOUSLY

3. BROKEN HILL CITY COUNCIL REPORT NO. 33/24 - DATED MARCH 08, 2024  
- AGED CARE UPDATE D24/12423

**Recommendation**

Moved Mayor Tom Kennedy, Seconded Councillor Marion Browne

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 (including the Shadow Minister for Health) regarding reclassification of the Modified Monash Model from MMM3 to MMM6 for Broken Hill; and that the correspondence also includes Council's concerns regarding the various issues facing the Aged Care sector in Broken Hill (as outlined in the report) and in particular the number of beds being occupied at the Broken Hill Base Hospital by residents waiting for placement or assessment to an Aged Care Facility and the impact this is having on hospital resources.

**CARRIED UNANIMOUSLY**

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

**Recommendation**

Moved Councillor Marion Browne, Seconded Mayor Tom Kennedy

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.

**CARRIED UNANIMOUSLY**

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

**Recommendation**

Moved Mayor Tom Kennedy, Seconded Councillor Marion Browne

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.

**CARRIED UNANIMOUSLY**

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

**Recommendation**

Moved Councillor Marion Browne, Seconded Mayor Tom Kennedy

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 in appreciation of the youth representatives on the Committee.

**CARRIED UNANIMOUSLY**

**CONFIDENTIAL MATTERS**

Nil

There being no further business to consider, the meeting was declared closed at 5:52.pm.

The foregoing minutes were read and confirmed at the Policy and General Committee meeting held on 17 April, 2024.

\_\_\_\_\_  
Chairperson



# REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 46/24 - DATED APRIL 09, 2024 - CORRESPONDENCE REPORT - SALE OF SHORTY O'NEIL VILLAGE (D24/17560) .....10
2. BROKEN HILL CITY COUNCIL REPORT NO. 47/24 - DATED MARCH 19, 2024 - REVIEW OF COUNCIL'S POLICY REGISTER (D24/14060)..... 13
3. BROKEN HILL CITY COUNCIL REPORT NO. 48/24 - DATED MARCH 22, 2024 - DISABILITY INCLUSION ACTION PLAN 2022-2026 - KEY PERFORMANCE INDICATORS PROGRESS REPORT FOR PERIOD ENDING 31 DECEMBER 2023 (D24/14613)..... 15
4. BROKEN HILL CITY COUNCIL REPORT NO. 49/24 - DATED APRIL 08, 2024 - INVESTMENT REPORT FOR MARCH 2024 (D24/17067).....37
5. BROKEN HILL CITY COUNCIL REPORT NO. 51/24 - DATED APRIL 03, 2024 - NOMINATION FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES TO SECTION 355 E.T. LAMB MEMORIAL OVAL COMMUNITY COMMITTEE (D24/16474) .....55
6. BROKEN HILL CITY COUNCIL REPORT NO. 52/24 - DATED APRIL 02, 2024 - MINUTES OF THE BROKEN HILL CITY ART GALLERY ADVISORY COMMITTEE MEETINGS HELD 7 JUNE 2023, 22 JUNE 2023 AND 1 FEBRUARY 2024 (D24/16350).....60



Council has now received reply correspondence from Mr Brett Whitworth, Deputy Secretary of the Office of Local Government advising that “as the outcome is consistent with Council’s original resolution, no further action is required on Council’s part.”

The Office of Local Government letter is attached.

**Community Engagement:**

Not applicable.

**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*

*Local Government (General) Regulation 2021*

**Financial Implications:**

Nil.

**Attachments**

1. [↓](#) Correspondence from the Office of Local Government

LEISA BARTLETT  
EXECUTIVE OFFICER

JAY NANKIVELL  
GENERAL MANAGER

Department of Planning, Housing and Infrastructure -  
Office of Local Government



Ref: A888941  
Contact: Parliament and Government Services  
Phone: 02 4428 4100

Mr Jay Nankivell  
General Manager  
PO Box 448  
BROKEN HILL NSW 2880  
Via email: [Jay.Nankivell@brokenhill.nsw.gov.au](mailto:Jay.Nankivell@brokenhill.nsw.gov.au)

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**Re Sale of Shorty O'Neill Village**

Dear Mr Nankivell

Thank you for your email of 24 January 2024 providing documentation on Broken Hill City Council's (Council) self-reporting of the sale of Shorty O'Neill Village. I apologise for the delay in responding.

As the outcome is consistent with the original resolution, no further action is required on Council's part.

If you have any further questions, you are welcome to contact Office of Local Government on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).

Yours sincerely

  
**Brett Whitworth**  
Deputy Secretary  
Office of Local Government

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T 02 4428 4100 TTY 02 4428 4209, E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au)  
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## POLICY AND GENERAL COMMITTEE

March 19, 2024

**ITEM 2****BROKEN HILL CITY COUNCIL REPORT NO. 47/24****SUBJECT:**                    **REVIEW OF COUNCIL'S POLICY REGISTER**                    **D24/14060****Recommendation**

1. That Broken Hill City Council Report No. 47/24 dated March 19, 2024, be received.
2. That Council notes the ongoing review of Council's Policy Register which has identified four (4) outdated/obsolete policies that require removal from Council's Policy Register for reasons as outlined in this report.
3. That Council rescinds the following policies as they are obsolete; and remove the obsolete policies from Council's Policy Register and from publication on Council's website:
  - a) Vandalism Reward System Policy
  - b) Capital Project Expenditure Policy
  - c) Broken Hill Entertainment Centre Conditions of Hire Policy
  - d) Broken Hill Regional Writers' Centre Policy

**Executive Summary:**

A full review of Council's Policy Register is being undertaken by Council's Executive Leadership Team to ensure Council's policies are compliant with the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, other relevant NSW legislation, Office of Local Government (OLG) Model Policies and Codes, industrial agreements and Awards and industry best practice.

**Report:**

Council's Executive Leadership Team commenced a full review of Council's Policy Register in 2023 to ensure policies are compliant with the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, other relevant NSW legislation, Office of Local Government (OLG) Model Policies and Codes, industrial agreements and Awards and industry best practice.

The initial stage of Council's Policy Register review was undertaken in 2023 to identify policies that were outdated or superseded and to recommend removal of these policies from Council's Policy Register. At that time, Council removed 14 obsolete policies from its Policy Register.

The current stage of Council's Policy Register review is to thoroughly review the remaining policies and to present these policies to Council for the process of adoption.

The current stage of the review has revealed that four (4) more policies are obsolete for various reasons and are recommended for deletion from Council's Policy Register.

There may be many reasons for recommending the rescinding of a policy and some of these reasons are:

- due to a change in legislation;
- the policy has been superseded by adoption of another Council policy;
- the information contained in the policy is very outdated; or
- a policy relates to a service that Council no longer provides, etc.

Council's Executive Leadership Team have endorsed the recommendation that the below policies be rendered obsolete and removed from Council's Policy Register and from publication on Council's website:

Name of Policy	Reason for Deletion from Policy Register
Vandalism Reward System Policy 1992	Obsolete Policy.
Capital Project Expenditure Policy 2008	Superseded by adoption of the Project Management Policy and Framework.
Broken Hill Entertainment Centre Conditions of Hire Policy 1984	Obsolete, no longer relevant, all required information now online via venue information guide.
Broken Hill Regional Writers' Centre Policy	Obsolete, Council no longer provides this service.

This report is presented to Council to consider the rescinding of superseded/obsolete policies from Council's Policy Register as part of Council's Policy Register review.

#### **Community Engagement:**

Not applicable.

#### **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, Section 335(d)*

#### **Financial Implications:**

Nil.

#### **Attachments**

There are no attachments for this report

LEISA BARTLETT  
EXECUTIVE OFFICER

JAY NANKIVELL  
GENERAL MANAGER

## POLICY AND GENERAL COMMITTEE

March 22, 2024

**ITEM 3****BROKEN HILL CITY COUNCIL REPORT NO. 48/24**

**SUBJECT:** **DISABILITY INCLUSION ACTION PLAN 2022-2026 - KEY PERFORMANCE INDICATORS PROGRESS REPORT FOR PERIOD ENDING 31 DECEMBER 2023** **D24/14613**

**Recommendation**

1. That Broken Hill City Council Report No. 48/24 dated March 22, 2024, be received.
2. That Council note the Disability Inclusion Action Plan 2022-2026 –Key Performance Indicators Progress Report for the reporting period ending 31 December 2023.
3. That the Disability Inclusion Action Plan 2022-2026 – Key Performance Indicators Progress Report for the reporting period ending 31 December 2023 be placed on Council’s website.

**Executive Summary:**

The NSW *Disability Inclusion Act 2014* aims to achieve the goal of ensuring people with disability achieve full inclusion in community life. Under the Act, the NSW Government required all councils to implement a Disability Inclusion Action Plan (DIAP) by July 2017. Council’s second DIAP was developed according to the legislative requirements described in the Act and adopted on 29 June 2022.

The Disability Inclusion Action Plan Monitoring Group provides a forum for relevant stakeholders and representatives to monitor the progress of Council’s DIAP to achieve the requirements of the NSW *Disability Inclusion Act 2014*.

**Report:**

This report relates to Council’s progress on performance action targets for the period ending 31 December 2023, being the first six months of year two of the DIAP 2022-2026.

A total of 44 performance action targets are set within Council’s Disability Inclusion Action Plan 2022-2026 and contains Actions for each 12 months of the four-year plan.

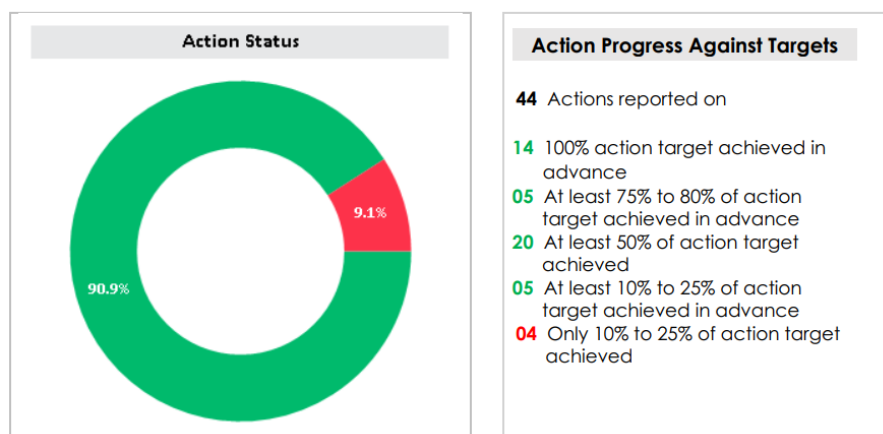
A snapshot of the Action Key Performance Indicators for the report period indicates 40 Actions (90.9%) are “On Track” and 4 Actions (9.1%) are “Off Track” with less than 25% of the target achieved.

A legend table to explain the performance descriptors can be found on the next page of this report.

## DISABILITY INCLUSION ACTION PLAN SNAPSHOT – 1 JULY 2023 – 31 DECEMBER 2023

**OVERVIEW****ACTION SUMMARY**

By Performance

**40** ON TRACK**4** OFF TRACK**Community Engagement:**

The Disability Inclusion Action Plan progress report for the period ending 31 December 2023, will be placed on Council's website.

**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:**

*Disability Inclusion Act (NSW) 2014*  
*Disability Discrimination Act (Commonwealth) 1992*  
*Local Government Act 1993*  
 Integrated Planning and Reporting Framework

**Financial Implications:**

The DIAP is included in the Integrated Planning and Reporting Framework, with actions identified in the Delivery Program, in accordance with Council's Long Term Financial Plan, annual Operational Plan and annual budget processes.

**Attachments**

1. [↓](#) DIAP 2022-2026 KPI Progress Report for period ending 31/12/2024

RAZIJA NU'MAN  
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL  
GENERAL MANAGER





# DISABILITY INCLUSION ACTION PLAN 2022-2026 - KPI PROGRESS REPORT ENDING 31 DECEMBER 2023

Broken Hill City Council

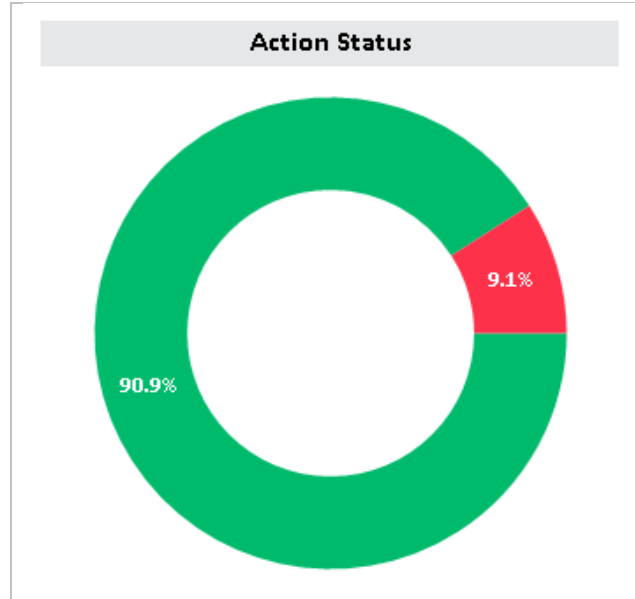
## OVERVIEW

### ACTION SUMMARY

By Performance

**40** ON TRACK

**4** OFF TRACK



### Action Progress Against Targets

- 44** Actions reported on
- 14** 100% action target achieved in advance
- 05** At least 75% to 80% of action target achieved in advance
- 20** At least 50% of action target achieved
- 05** At least 10% to 25% of action target achieved in advance
- 04** Only 10% to 25% of action target achieved

### ACTION TARGET LEGEND



At least 90% of action target achieved



Between 70% and 90% of action target achieved



Less than 70% of action target achieved




No target set


## DIAP 2022-2026

### 1 Attitudes and Behaviours


#### 1.1 Promote inclusion and inclusive communication in Council and in the community

##### 1.1.1 All Council staff have an awareness of what inclusion means

Action Title: 4.1.5.10 DIAP A1.1.04 - Increasingly use infographics and simple English in corporate publications and plans						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate & Customer Experience	In Progress	01-Jul-2023	30-Jun-2024	75%	50.00%	 GREEN
<p><b>Action Progress Comments:</b> Council's Annual Reports since 2021/2022 have included infographics in each of the four key directions, to report on budget and numerical values. The Community Strategic Plan - Your Broken Hill 2040 was developed with simple English a focus. Community event posters/advertisements continue to be developed with a focus on continuous improvement for accessibility and inclusiveness in design and presentation. Increase in use of infographics and simple English continues to be incorporated into Council documents, education resources and community engagement activities.</p>						

Action Title: 4.1.5.11 DIAP A1.1.05 - Consult with inclusive communication experts (eg, Novita speech therapist) to develop guidelines on supporting inclusion and managing differing needs in shared community spaces						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Library Administration Assistant	Completed	01-Jul-2023	30-Jun-2024	100%	100.00%	 GREEN
<p><b>Action Progress Comments:</b> This Action was completed 30/06/2023. The Library, Events, Gallery and Museum continue to offer and endorse an inclusive environment, where participants feel comfortable to visit and attend. Council develops events, programs and services which provide the opportunity and flexibility to adjust to differing abilities, ages and needs to ensure inclusion and strategies to adjust program delivery are developed when and where required, to ensure inclusion and participation of all who wish to attend and participate. The Library have participated in training to learn Key Word Sign and to better understand Neurodiversity to help make our service delivery and programming more inclusive. Mission Australia have also provided support in this area with advice on how to address sensory issues within our programming.</p>						

**Action Title: 4.1.5.12 DIAP A1.1.06 Invite management from the YMCA (pool) to be involved in the discussions about developing guidelines for supporting inclusion and managing differing needs in shared community spaces**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Coordinator	Completed	01-Jul-2023	30-Jun-2024	100%	100.00%	 GREEN

**Action Progress Comments:** Action completed 30/06/2023 - Meeting between Council and YMCA management has taken place to consider all aspects of inclusive access to the Broken Hill Regional Aquatic Centre. The YMCA is an invited member to the Disability Inclusion Action Plan (DIAP) Monitoring Group six monthly meetings. The new YMCA Manager was briefed about DIAP in December 2022.

**Action Title: 4.1.5.7 DIAP A1.1.01 - Celebrate, support and promote events such as International Day of People with Disability, Autism Awareness, R U OK? Day and World Mental Health Awareness Day**


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Coordinator	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN

**Action Progress Comments:** The Civic Centre promotes a number of national recognition days through the use of its window projections. National days promoted during the reporting period included R U OK Day, Pink October, Blue November, World Diabetes Day and Lifeline How's Your Mate and International Day of People with Disability.

**Action Title: 4.1.5.8 DIAP A1.1.02 - Purchase communication aids (such as magnifying glasses, large face clocks and portable hearing loops) and have them visible in Council buildings and facilities**


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate & Customer Experience	In Progress	01-Jul-2023	30-Jun-2024	75%	50.00%	 GREEN


**Action Progress Comments:** An audit of communication aids within Council buildings and facilities undertaken and order placed for large face clocks and magnifying glasses. These aids have been received and provided to facilities. Portable hearing loops and costing considered for within development of planning for new projects.


Action Title: 4.1.5.9 DIAP A1.1.03 - Display the SCOPE Communication Bill of Rights at all Council facilities and buildings						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate & Customer Experience	Completed	01-Jul-2023	30-Jun-2024	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> Action completed 30/06/2023 - SCOPE Communication Bill of Rights downloaded and provided to all Council building and facility managers to display.						


## 1.2 Continue to support our staff to respectfully, confidently and effectively communicate with people with disability

### 1.2.1 Council staff are confident and skilled in communicating with people who have disability

Action Title: 4.1.5.13 DIAP A1.2.01 Continue to train staff to write accessible documents for presentations and on Council's website						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Executive Manager People and Culture	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN
<b>Action Progress Comments:</b> Council continues to internally up-skill and maintain required standards for information accessibility with all documents and online content meeting compliance requirements.						

Action Title: 4.1.5.14 DIAP A1.2.02 Continue to support staff to develop web content and design compatible with Web Content Accessibility Guidelines 2.0						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Communications & Marketing	Completed	01-Jul-2023	30-Jun-2024	100%	50.00%	 GREEN
<b>Action Progress Comments:</b> Council website content continues to be WCAG 2.0 compliant and newly developed Tourism website also WCAG 2.0 compliant. Staff are supported as required to develop new web content to ensure design is compatible with Web Content Accessibility.						

<b>Action Title: 4.1.5.15 DIAP A1.2.03 Support the Infrastructure team to enhance disability confidence and communication skills in order to effectively engage and consult with people with disability</b>						
<b>Responsible Person</b>	<b>Status</b>	<b>Start Date</b>	<b>End Date</b>	<b>% Complete</b>	<b>Target</b>	<b>On Target %</b>
Director Infrastructure & Environment	Completed	01-Jul-2023	30-Jun-2024	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> Action completed 30/06/2023 - The Infrastructure team continues to develop effective communication skills with everyone in the community, particularly people with disability. This is enhanced by liaising with Disability Inclusion Action Plan (DIAP) Committee members on upcoming projects and regularly seeking feedback on current assets.						

<b>Action Title: 4.1.5.16 DIAP A1.2.04 Deliver induction sessions that encompass the topic of inclusion of people with disability</b>						
<b>Responsible Person</b>	<b>Status</b>	<b>Start Date</b>	<b>End Date</b>	<b>% Complete</b>	<b>Target</b>	<b>On Target %</b>
Executive Manager People and Culture	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN
<b>Action Progress Comments:</b> The review of the corporate induction process and delivery to all staff has been completed and will commence with the new software system ELMO which is due to commence March 2024. Corporate inductions will be a combination of online and face to face delivery methods and will be relevant to council's individual facilities as required.						

<b>Action Title: 4.1.5.17 DIAP A1.2.05 Provide expert guest speakers to staff meetings and/or internal training sessions</b>						
<b>Responsible Person</b>	<b>Status</b>	<b>Start Date</b>	<b>End Date</b>	<b>% Complete</b>	<b>Target</b>	<b>On Target %</b>
Executive Manager People and Culture	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN
<b>Action Progress Comments:</b> Internal consultation identified possible topics and delivery protocols. Whole of staff sessions are scheduled for delivery in 2024, with sessions held relating to Council's value-based leadership program in accountability, strategic conversations, personal growth and development, well-being and having difficult conversations.						

### 1.3 Continue to promote Council’s activities for building inclusion in Council and in the community


#### 1.3.1 The community is aware of the activities Council is undertaking to progressively build greater inclusion of people with disability


Action Title: 4.1.5.18 DIAP A1.3.01 Continue to provide media stories (including on social media) on the progress of the implementation of the Disability Inclusion Action Plan 2022-2026						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Communications & Marketing	Completed	01-Jul-2023	30-Jun-2024	100%	50.00%	 GREEN
<b>Action Progress Comments:</b> Disability Inclusion Action Plan is referenced whenever possible in social media, media releases, and community newsletter.						


## 2 Liveable Communities

### 2.1 Engage with people who use wheelchairs and other mobility aids, and parents of children with disabilities, to determine priorities for improving footpaths, crossings and kerb ramps

#### 2.1.1 People with disability are consulted about the priority maintenance and upgrade of footpaths, kerbs, crossings and ramps in Broken Hill

Action Title: 4.1.5.19 DIAP A2.1.01 Hold specific community consultations with people who use wheelchairs, walkers or gophers to identify priorities for the Active Transport Plan						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure & Environment	Completed	01-Jul-2023	30-Jun-2024	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> Action completed 30/06/2023 - Communications have been ongoing between the Capital Projects team and the Disability Inclusion Action Plan working group with a focus on the priority listing of the Active Transport Plan. Council will continue to consult with these groups to ensure focus on the higher priority areas.						


<b>Action Title: 4.1.5.20 DIAP A2.1.02 Promote the progress on the Active Transport Plan via Council media and information to the community care interagency; using Accessible Meeting Guidelines</b>						
<b>Responsible Person</b>	<b>Status</b>	<b>Start Date</b>	<b>End Date</b>	<b>% Complete</b>	<b>Target</b>	<b>On Target %</b>
Director Infrastructure & Environment	Completed	01-Jul-2023	30-Jun-2024	100%	50.00%	 GREEN
<p><b>Action Progress Comments:</b> Information and project updates about the Active Transport Plan are regularly posted on Council's social media sites to keep the community informed of project progress. All projects, including the Active Transport Plan, have project status updates presented to Project Steering Groups and presented to Council and Community. The Active Transport Plan's five (5) year plan is also available on Council's website.</p>						

<b>Action Title: 4.1.5.21 DIAP A2.1.03 Conduct community consultation on accessible public toilets (maintenance and upgrade and way finding priorities) using Accessible Meetings Guideline</b>						
<b>Responsible Person</b>	<b>Status</b>	<b>Start Date</b>	<b>End Date</b>	<b>% Complete</b>	<b>Target</b>	<b>On Target %</b>
Director Infrastructure & Environment	Completed	01-Jul-2023	30-Jun-2024	100%	100.00%	 GREEN
<p><b>Action Progress Comments:</b> Action completed 30/06/2023 - Location and access information applicable to Public Toilets, are included as part of the Wayfinding Project. Consultation has been ongoing with the Disability Inclusion Action Plan group and other community members. The technical design for a new public toilet is budgeted for 2023/24.</p>						




## 2.2 Progressively address the issues raised by people with disability to improve access around the City

### 2.2.1 People with disability are directly consulted about the priorities for improvement to access around the City


Action Title: 4.1.5.22 DIAP - A2.2.01 Ensure ramps at school bus bay areas are included in the Active Transport Plan priority list						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure & Environment	In Progress	01-Jul-2023	30-Jun-2024	10%	50.00%	 RED
<p><b>Action Progress Comments:</b> In the last 12-months Council, in conjunction with Transport for NSW have been liaising closely with all schools within the Local Government Area around pedestrian and traffic matters, focusing on accessibility and safety. Upgrades to kerb ramps were undertaken as part of the \$1.7 million school zone safety upgrades in 2022, which included a total of 64 kerb ramps being installed.</p>						

Action Title: 4.1.5.23 DIAP A2.2.02 Increase the continuous accessible paths of travel to key places based on results of consultations with people who use powered and unpowered wheelchairs, mobility walkers and mobility scooters						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure & Environment	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN
<p><b>Action Progress Comments:</b> As part of the Active Transport Plan and Road Reconstruction projects, over the last eight months, forty accessibility kerb ramps (2.5 m wide) and twenty refuge islands have been installed across the city. These were at locations including the road reconstruction in Oxide Street, from Lane Street to Chapple Street as well as all Active Transport Plan routes for 2023/24. These areas were highlighted for improvement during consultation prior to the projects beginning.</p>						

Action Title: 4.1.5.24 DIAP A2.2.03 Replace bark chips in public parks with options that do not obstruct wheelchairs and mobility walkers						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure & Environment	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN
<p><b>Action Progress Comments:</b> Future planning to replace bark chips with alternative soft fall measures, like soft fall crumbed rubber, have begun. Council are identifying the costs associated with the material, while sourcing training opportunity for our internal staff to install and maintain. The number of parks that will need replacing will be identified within the Parks Master Plan once completed.</p>						

Action Title: 4.1.5.25 DIAP A2.2.04 Provide quiet/sensory areas in Council buildings and at Council events						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Library Administration Assistant	In Progress	01-Jul-2023	30-Jun-2024	80%	50.00%	 GREEN
<p><b>Action Progress Comments:</b> The Library, Events, Gallery and Museum continue to offer and endorse an inclusive environment, where participants feel comfortable to visit and attend. Council develops events, programs and services which provide the opportunity and flexibility to adjust to differing abilities, ages and needs to ensure inclusion and strategies to adjust program delivery are developed when and where required, to ensure inclusion and participation of all who wish to attend and participate. 1) Library - The Library is an accessible facility supporting inclusion and managing differing needs in shared community spaces. Programs are adjusted for individual needs as required. Investigation into suitable equipment spaces available within the Library is currently underway. The library will be working together with Mission Australia to look at how we can conduct our programming to be more inclusive of children 0-9 that have learning and developmental delays. This advice will also extend to the purchasing of sensory equipment and support for our parents and carers that come to our early literacy sessions. Quite Sensory Zone has been an addition for outdoor large community events. Council will commence implementing sensory space at its indoor community events in 2024.</p>						

**Action Title: 4.1.5.26 DIAP A2.2.05 Ensure upgrades to and installation of play equipment are accessible to children with physical and non-physical disability**


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure & Environment	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN

**Action Progress Comments:** As part of the E.P. O'Neill Sporting Complex Redevelopment, a representative from the DIAP advisory group is included within the Project Steering Group that guides the development of the project. Through feedback and communication from this representative, the playground area within the complex focused specifically to inclusiveness and accessibility and will include a sensory playground and multiple play equipment suitable for physical and non-physical disabilities.

**2.3 Progressively increase accessibility and inclusion of places of entertainment, recreation, learning and leisure**


**2.3.1 People with disability have greater access to events hosted in the City**

**Action Title: 4.1.5.27 DIAP A2.3.01 Source existing Accessible and Inclusive Event Guidelines for use within Broken Hill City Council**


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Coordinator	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN


**Action Progress Comments:** Council's current events guide will be reviewed in conjunction with the event management risk review. All of the associated templates and documents are included in the review scheduled for the next reporting period.


**Action Title: 4.1.5.28 DIAP A2.3.02 Incorporate Access and Inclusion Plans into all Council hosted events**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Coordinator	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN


**Action Progress Comments:** Accessibility is included in all Council events for event sites. A Sensory Zone has been included at Council's outdoor events: 140th Anniversary Celebration, Christmas Pageant and New Year's Eve to promote attendance for those with sensory triggers. The "quiet sensory zone" for the first block of the Christmas Pageant parade was extremely well attended with positive feedback from the community.

Action Title: 4.1.5.29 DIAP A2.3.03 Develop Accessible Event templates, guidelines, policies and/or procedures specific to the context of Broken Hill Events						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Coordinator	In Progress	01-Jul-2023	30-Jun-2024	50%	75.00%	 RED
<p><b>Action Progress Comments:</b> Council's current events guide is currently being reviewed in conjunction with the event management risk review. All of the associated templates and documents are included in the review.</p>						

Action Title: 4.1.5.30 DIAP A2.3.04 Make Council's Accessible Event Guidelines (including promotional information about drop off points and parking etc) available to event organisers booking Council owned sites						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Coordinator	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN
<p><b>Action Progress Comments:</b> Council's current events guide is being reviewed in conjunction with the event management risk review. A generic traffic management plan has been created for major events in Sturt Park allowing ease of access into the park for those requiring a drop off zone. The plan was introduced for Christmas Pageant and New Year's Eve.</p>						


Action Title: 4.1.5.31 DIAP A2.3.05 Ensure seating arrangements enable people who use wheelchairs to sit on the row they would prefer						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Civic Centre Coordinator	Ongoing	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN
<p><b>Action Progress Comments:</b> Current arrangements for booking seated events for people using wheelchairs at the Civic Centre are to book any seat where access for the customer is simple. Any aisle, front or back row seat can be purchased to allow a more inclusive experience. Plans have now been put in place to allow for removal of seats for customers with mobility aids prior to arrival.</p>						

**Action Title: 4.1.5.32 DIAP A2.3.06 Compile a template(s) with consistent or aligned meta-data for collecting information on accessibility/inclusion features of Council Buildings, parks, playgrounds etc enabling the presentation of access features of the building and the activities hosted in them**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Strategic Asset Management Coord	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN

**Action Progress Comments:** Investigations have commenced to develop templates to collect and present access and inclusion information relating to Council buildings, parks, playgrounds and activities. Draft template being developed. Will be reviewed end of March for approval to finalise document.

**Action Title: 4.1.5.33 DIAP A2.3.07 Collect and document the accessibility features of all Council buildings, parks, playgrounds and post these on all relevant websites including Council's main website and the national accessible tourism website**


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Strategic Asset Management Coord	In Progress	01-Jul-2023	30-Jun-2024	10%	50.00%	 RED


**Action Progress Comments:** Templates are still being developed. Once this has been completed, will start adding data to finalise and publish in different venues


**Action Title: 4.1.5.34 DIAP A2.3.08 Invite Broken Hill accommodation, entertainment and other leisure / tourism providers to participate in the Access and Inclusion Information Collection Project**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Visitor Services Coordinator	In Progress	01-Jul-2023	30-Jun-2024	10%	50.00%	 RED

**Action Progress Comments:** This project has not been rolled out but preliminary conversations have been held with a local NDIS officer, investigating the best approach to ascertain correct method of data collection and communication with local businesses.


Action Title: 4.1.5.35 DIAP A2.3.09 Continue to design Library workshops or activities that provide adjustments enabling people with disability to attend						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Library Administration Assistant	In Progress	01-Jul-2023	30-Jun-2024	80%	50.00%	 GREEN
<p><b>Action Progress Comments:</b> The Library continues to offer and endorse an inclusive environment where participants feel comfortable to visit and attend. The provision of programs and services which provide the opportunity and flexibility to adjust to differing abilities, ages and needs to ensure inclusion and all program delivery and adjustments are made when and where required for people to attend and participate who may have a disability, this includes using Key Word Sign during our Early Literacy programming</p>						

Action Title: 4.1.5.36 DIAP A2.3.10 Continue to enable access by Aboriginal and/or Torres Strait Islander persons with disability to attend culturally safe and appropriate programs						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Library Administration Assistant	In Progress	01-Jul-2023	30-Jun-2024	80%	50.00%	 GREEN
<p><b>Action Progress Comments:</b> The Library, Events, Gallery and Museum continue to offer and endorse an inclusive environment, where participants feel comfortable to visit and attend. Council develops events, programs and services which provide the opportunity and flexibility to adjust to differing abilities, ages and needs to ensure inclusion and strategies to adjust program delivery are developed when and where required, to ensure inclusion and participation of all who wish to attend and participate. Library - the library is an inclusive space where anyone can attend. The library holds a NAIDOC Week Storytime activity at 123 Community Hub for our younger children and attends the NAIDOC Family Fun Day in the Park in October every year.</p>						

Action Title: 4.1.5.37 DIAP A2.3.11 Continue to offer Art Gallery activities with adjustments for people with disability						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Gallery and Museum Manager	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN


**Action Progress Comments:** The Gallery continues to report to and work with the Disability Inclusion Action Plan Monitoring Group to insure ongoing improvement for accessible activities.

**Action Title: 4.1.5.38 DIAP A2.3.12 Ensure that any future refurbishment of the Council Administration Building includes provision for a lower information desk for people using wheelchairs; availability of hearing loop; and a meeting room enabling sound privacy**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Director Infrastructure & Environment	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN

**Action Progress Comments:** The ground floor of the Administration Building is being renovated as part of Stage 1 works for the new Library and Archives Project. As part of these works, allowance has been made for both the Customer Service and Library Staff desks have sections for people using wheelchairs and the provision of a hearing loop in the temporary library section. A sound privacy room will be considered after the use of the ground floor as a temporary library.

**Action Title: 4.1.5.39 DIAP A2.3.13 Ensure the Visitors' Information Centre has a section of the information counter at a lowered height to accommodate visitors who use wheelchairs**


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Acting Strategic Asset Management Coord	Completed	01-Jul-2023	30-Jun-2024	100%	50.00%	 GREEN

**Action Progress Comments:** Works were completed in late October 2023

### 3 Systems and Processes


#### 3.1 Systems supporting Council communications, meetings and consultations enhance inclusion

##### 3.1.1 Written information produced by Council is easier to read both in form and content

Action Title: 4.1.5.40 DIAP A3.1.01 Develop guidelines for creating accessible documents (integrating the International Day of People with Disabilities Style Guide, 2018 <a href="https://www.idpwd.com.au/wp-content/uploads/2018/09/IDPWD-Style-Guide-2018.pdf">https://www.idpwd.com.au/wp-content/uploads/2018/09/IDPWD-Style-Guide-2018.pdf</a> )						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate & Customer Experience	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN
<b>Action Progress Comments:</b> International Day of People with Disability Branding Guidelines 2018 sourced. Research commenced for development of guidelines for creating accessible documents.						

#### 3.2 Incorporate accessibility and inclusion considerations in procurement decisions and contracts


##### 3.2.1 People with disability have greater access to information relating to procurement and contracts

Action Title: 4.1.5.41 DIAP A3.2.01 Review procurement systems and contracts to ensure accessible and inclusive practices are used by consultants						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Director Finance and Commercial	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN
<b>Action Progress Comments:</b> Tenders and Contracts awarded with regards to inclusivity as per Council's Procurement Framework and Policy. Council's Procurement Framework and Policy currently under review during 2nd half of 2024.						




### 3.3 Ensure procedures and work practices require all community campaigns or information sessions to be inclusive

#### 3.3.1 People with disability have greater access to information

Action Title: 4.1.5.42 DIAP A3.3.01 Review procedures and work practices relating to the development of community campaigns or information sessions to ensure inclusion is built in						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Communications & Marketing	Completed	01-Jul-2023	30-Jun-2024	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> Inclusion is considered in the provision of all Council communications and engagement sessions and included within engagement session planning.						

### 3.4 Utilise the expertise of the DIAP Monitoring Group to improve systems and processes


#### 3.4.1 People with disability are represented on the DIAP Monitoring Group

Action Title: 4.1.5.43 DIAP A3.4.01 Continue to support and resource the DIAP Monitoring Group to assist Council to improve systems and processes						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Corporate & Customer Experience	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN
<b>Action Progress Comments:</b> Corporate teams continue to support and look for opportunities to further grow the DIAP Monitoring Group of relevant stakeholders, with feedback from the group considered for improvement of systems and processes. Internal stakeholders report on progress of actions six monthly to Council and present actions completed and upcoming to the group six monthly. Internal projects consider accessibility and inclusion in design and engagement.						

### 3.5 Embed inclusive practices into all community consultations, communications and Council work practices


#### 3.5.1 People with disabilities increasingly give feedback to Council and are able to give formal and informal input on the development and progress of Council plans

**Action Title: 4.1.5.44 DIAP A3.5.01 Community engagement plans include methods for engaging 'harder to reach' individuals and communities**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Manager Communications & Marketing	Completed	01-Jul-2023	30-Jun-2024	100%	50.00%	 GREEN


**Action Progress Comments:** Current Engagement Strategy focuses on 'harder to reach' groups and all future revisions will maintain this focus.

**Action Title: 4.1.5.45 DIAP A3.5.02 Collate database of key community contacts in order to collect 'lived' information on 'accessible Broken Hill'**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Coordinator	In Progress	01-Jul-2023	30-Jun-2024	25%	25.00%	 GREEN

**Action Progress Comments:** Database of key community contacts is under construction and community entities are encouraged to list on Council's directory.


**Action Title: 4.1.5.46 DIAP A3.5.03 Collate a database of volunteers prepared to take photos of places, for example, routes to tourism venues, Council buildings and parks; and approach private venues and accommodation operators wishing to cater to accessible tourism**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Visitor Services Coordinator	In Progress	01-Jul-2023	30-Jun-2024	25%	25.00%	 GREEN

**Action Progress Comments:** Preliminary conversations have been held with a local NDIS officer, investigating the best approach to ascertain correct method of data collection and communication with local businesses.

### 3.6 Consumer satisfaction surveys indicate the consumers feel heard and have a say in decision making


#### 3.6.1 Surveys are developed to ensure accessibility to respond by hard-to-reach individuals can be achieved

Action Title: 4.1.5.47 DIAP A3.6.01 Community consumer satisfaction survey						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Community Development Coordinator	Completed	01-Jul-2023	30-Jun-2024	100%	75.00%	 GREEN
<b>Action Progress Comments:</b> Community Satisfaction Survey conducted in 2023. The survey showed an overall increase from 2.9/5 to 3.1/5						

## 4 Employment


### 4.1 Review recruitment and employment processes to ensure they are barrier free to candidates who have disability

#### 4.1.1 Council has recruitment and employment policies that reflect best practice with regards to encouraging and supporting the employment of people with disability

Action Title: 4.1.5.48 DIAP A4.1.01 Include on the front of Council's 'Jobs' webpage a statement that Council welcomes applications for employment from people with disability						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Executive Manager People and Culture	Completed	01-Jul-2023	30-Jun-2024	100%	100.00%	 GREEN
<b>Action Progress Comments:</b> The following statement has been added to Council's website careers page; "Broken Hill City Council promotes a workplace that actively seeks to include, welcome and value unique contributions of all people. People from indigenous backgrounds, people from culturally diverse backgrounds, and people with disabilities are encouraged to apply."						


**Action Title: 4.1.5.49 DIAP A4.1.02 Continue to regularly access and implement the free resources from the Australian Network on Disability, specifically:**

- Sharing and monitoring disability information in the workplace; and
- Employers' Guide to Partnering with Disability Employment Services

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Executive Manager People and Culture	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN

**Action Progress Comments:** Recruitment processes are in line with all legislative and regulatory requirements for disability inclusion regarding workforce management. All recruitment processes have met the recommended guidelines and council continues to work with services supporting the disability employment sector.

**Action Title: 4.1.5.50 DIAP A4.1.03 Continue to reference the Australian Network on Disability resource "Manager's Guide: Disability in the Workplace" and continuously update Council's policies and processes in line with best practice examples provided**

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Executive Manager People and Culture	In Progress	01-Jul-2023	30-Jun-2024	50%	50.00%	 GREEN

**Action Progress Comments:** Council's policies and processes are in line with current reference materials regarding disability inclusion within the workforce. All recruitment has met the guidelines and council continues to work with employment service providers in this industry.

## POLICY AND GENERAL COMMITTEE

April 8, 2024

**ITEM 4**BROKEN HILL CITY COUNCIL REPORT NO. 49/24SUBJECT: INVESTMENT REPORT FOR MARCH 2024 D24/17067**Recommendation**

1. That Broken Hill City Council Report No. 49/24 dated April 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 31 March 2024, Council's Investment Portfolio had a current market valuation of \$30,990,764 or principal value (face value) of \$30,741,834 and was compliant with policy and legislative requirements as per the below table.

**Report:**

Council's investments as at 31 March 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:**

- S&P Global Market Intelligence has revised its global growth forecast upward for 2024. Annual real GDP growth is now projected at 2.6%, up from 2.3% at the start of the year. The upward revision reflects higher forecasts for growth in several countries, including the US, the UK, and India. The annual global real GDP growth forecast for 2025 remains unchanged at 2.6%.

- In Japan, after eight years of negative interest rates with a deposit rate of -0.1% the Bank of Japan finally raised the official deposit rate range to 0% to 0.1%. This reflected confidence that it will finally sustain inflation around its 2% target. The Japanese economy is barely growing so a big tightening cycle is not expected.
- In the US, the Federal Reserve left rates on hold as expected, and its message was upbeat, reaffirming its inclination to start cutting rates. It remains cautious and is still waiting for more confidence, but despite two months of hotter than expected inflation it's still flagging three rate cuts this year.
- The European Central Bank (ECB) kept its key interest rates unchanged in March, however latest inflation data showed a further decline in prices to 2.6% from 2.8%. Economists have revised projections that inflation will now average 2.3% in 2024 mainly due to lower energy prices.
- Equities hit fresh record highs across the US, Europe and Japan during the month. The Japanese market was the strongest performer of the major markets, up 4.5%, despite the Bank of Japan's monetary tightening. The European markets, up over 4%, were given a lift by a rate cut from Swiss National Bank. Both the Australian All Ords and US S&P 500 had gains of over 3% with all sectors in both markets recording gains apart from Australian Telecoms being down 0.8%.

### **Domestic issues**

- For the fifth month in a row monthly CPI inflation came in weaker than expected in February, with a monthly rise of just 0.2% and annual inflation unchanged at 3.4%. While fuel and education costs rose sharply and housing costs continue to rise at a rapid rate this was offset in the month by greater than expected weakness in costs for holiday travel, utilities, and many food items.
- Retail sales remain very weak. Rising less than expected in February, sales are up just 1.6% for the year and just +0.1% for the month and the trend is stagnant. Economists are projecting a fall in retail sales in March.
- The latest NAB business confidence survey showed overall business conditions have improved slightly. However, business confidence remained subdued, orders fell and hiring plans point to slowing jobs growth. The survey also showed an ongoing decline in hiring plans pointing to slower jobs growth. Taken together this is all consistent with soft economic growth.

### **Interest rates**

- The RBA kept the official cash rate unchanged at 4.35% following its March meeting.
- While the Bank welcomed the moderation in inflation it remains cautious noting that inflation remains too high and waiting for more confidence that inflation is heading sustainably to target.
- Economists noted specific wording in the meeting minutes which indicated the Bank has moved to a neutral bias on rates and are likely getting closer to rate cuts. A 25bp rate cut is priced in by October and two more rates cut by mid-2025:
- In March, term deposit rates across the 3 to 12 month range declined an average of 5 basis points, with the largest fall of 8bps at 9 months. Long term rates also slipped lower with the biggest drop at the 5 year term, which was down by an average of 10 basis points.

### **Investment Portfolio Commentary**

Council's investment portfolio returned 6.01%pa (0.50% actual) for the month on a marked-to-market basis versus the bank bill index benchmark's 4.41%pa (0.37% actual) return. Over the past 12 months, the investment portfolio has returned 4.84% versus the bank bill index benchmark's 4.19%.

The NSW TCorpIM Medium Term Fund (+1.24% actual) reflected the ongoing surge in global shares driven by confidence that the downward trend in inflation will continue.

During March, Council had \$5m in maturities among five deposits with terms between 7 and 11 months paying an average of 5.22%pa. Council invested \$3m among three deposits with terms of 8 and 12 months at an average rate of 5.17% 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 – March 2024**

As at 31 March 2024, Council's Investment Portfolio had a current market valuation of \$30,990,764 or principal value (face value) of \$30,741,834 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	\$15,570,116
	Royalties Reserve	\$602,789
	Domestic Waste Management Reserve	\$4,720,123
	Grants	\$9,848,806
	<b>TOTAL PORTFOLIO</b>	<b>\$30,741,834</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. [↓](#) Investment Report March 2024

SIMON BROWN  
DIRECTOR FINANCE AND COMMERCIAL

JAY NANKIVELL  
GENERAL MANAGER





Investment Summary Report  
March 2024



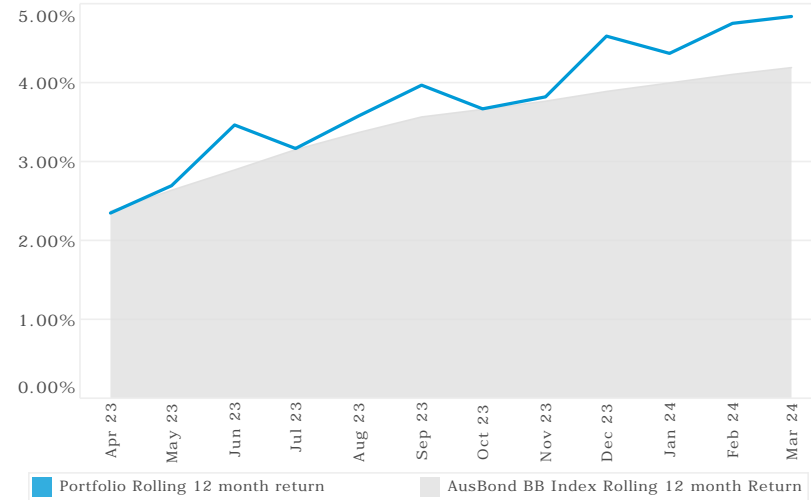
**BROKEN HILL CITY COUNCIL**  
Executive Summary - March 2024



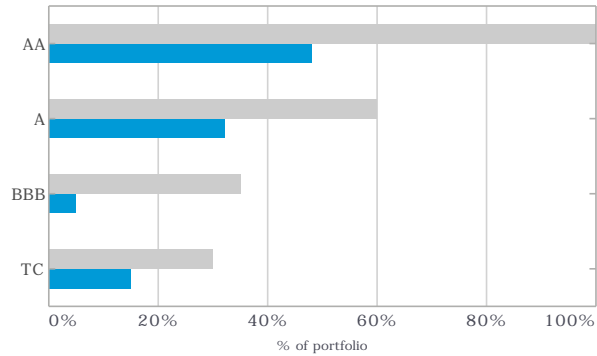
Investment Holdings

	Face Value (\$)	Current Value (\$)
Cash	12,616,940	12,616,940
Managed Funds	4,624,894	4,624,894
Term Deposit	13,500,000	13,748,930
	30,741,834	30,990,764

Investment Performance

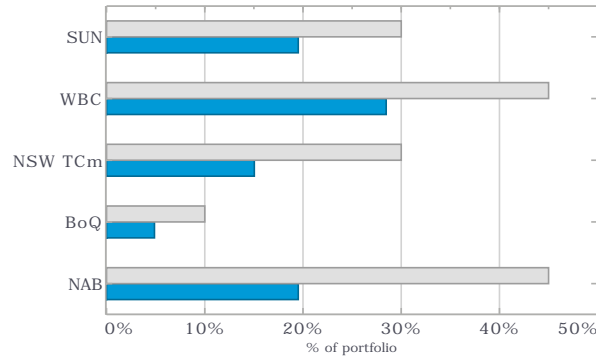


Total Credit Exposure



Investment Policy Compliance

Individual Institutional Exposures



Term to Maturities

	Face Value (\$)	Policy Max
Between 0 and 1 years	30,741,834	100% a
	30,741,834	
<b>Specific Sub Limits</b>		
Between 5 and 10 year:	0	0% 30% a

Portfolio Exposure      Investment Policy Limit



BROKEN HILL CITY COUNCIL  
Investment Holdings Report - March 2024



### Cash Accounts

Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
2,854,134.65	0.0000%	Westpac Group	AA-	2,854,134.65	473409	Cheque
3,865,030.45	4.0450%	Macquarie Bank	A+	3,865,030.45	540354	Accelerator
5,897,774.45	5.3000%	Westpac Group	AA-	5,897,774.45	535442	90d Notice
12,616,939.55	3.7166%			12,616,939.55		

### Managed Funds

Face Value (\$)	Monthly Return (%)	Institution	Credit Rating	Funds Name	Current Value (\$)	Deal No.	Reference
4,624,894.16	1.2378%	NSW T-Corp (MT)	TCm	Medium Term Growth Fund	4,624,894.16	536441	
4,624,894.16	1.2378%				4,624,894.16		

### 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
9-Apr-24	500,000.00	5.1700%	National Australia Bank	AA-	500,000.00	5-Sep-23	514,801.78	544469	14,801.78	At Maturity	
9-Apr-24	500,000.00	5.2000%	Bank of Queensland	BBB+	500,000.00	6-Dec-23	508,334.25	544700	8,334.25	At Maturity	
9-Apr-24	1,000,000.00	4.4700%	National Australia Bank	AA-	1,000,000.00	5-Apr-23	1,044,332.60	543996	44,332.60	At Maturity	
16-Apr-24	1,000,000.00	5.1600%	National Australia Bank	AA-	1,000,000.00	19-Sep-23	1,027,567.12	544514	27,567.12	At Maturity	
23-Apr-24	500,000.00	5.4600%	Suncorp Bank	A+	500,000.00	26-Jul-23	518,698.63	544336	18,698.63	At Maturity	
14-May-24	500,000.00	5.1500%	Bank of Queensland	BBB+	500,000.00	10-Oct-23	512,275.34	544572	12,275.34	At Maturity	
14-May-24	500,000.00	5.2200%	National Australia Bank	AA-	500,000.00	11-Aug-23	516,732.60	544380	16,732.60	At Maturity	
12-Jun-24	500,000.00	5.1700%	National Australia Bank	AA-	500,000.00	12-Dec-23	507,861.23	544714	7,861.23	At Maturity	
17-Jun-24	500,000.00	5.1700%	National Australia Bank	AA-	500,000.00	19-Dec-23	507,365.48	544752	7,365.48	At Maturity	
18-Jun-24	500,000.00	5.1300%	Suncorp Bank	A+	500,000.00	14-Dec-23	507,659.86	544723	7,659.86	At Maturity	
25-Jun-24	500,000.00	5.2500%	Bank of Queensland	BBB+	500,000.00	28-Sep-23	513,376.71	544543	13,376.71	At Maturity	
9-Jul-24	500,000.00	5.2800%	Suncorp Bank	A+	500,000.00	5-Dec-23	508,534.79	544699	8,534.79	At Maturity	
28-Aug-24	2,000,000.00	5.0700%	Suncorp Bank	A+	2,000,000.00	23-Feb-24	2,010,556.71	544860	10,556.71	At Maturity	
24-Sep-24	1,000,000.00	5.3500%	National Australia Bank	AA-	1,000,000.00	25-Sep-23	1,027,702.74	544523	27,702.74	At Maturity	

BROKEN HILL CITY COUNCIL  
Investment Holdings Report - March 2024



Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
8-Oct-24	500,000.00	5.3000%	National Australia Bank	AA-	500,000.00	4-Oct-23	513,068.49	544558	13,068.49	At Maturity	
6-Nov-24	1,500,000.00	5.2000%	Suncorp Bank	A+	1,500,000.00	6-Mar-24	1,505,556.16	544909	5,556.16	At Maturity	
5-Mar-25	1,000,000.00	5.1600%	Suncorp Bank	A+	1,000,000.00	6-Mar-24	1,003,675.62	544918	3,675.62	At Maturity	
18-Mar-25	500,000.00	5.0500%	National Australia Bank	AA-	500,000.00	20-Mar-24	500,830.14	544952	830.14	At Maturity	
	13,500,000.00	5.1374%			13,500,000.00		13,748,930.25		248,930.25		



BROKEN HILL CITY COUNCIL  
Accrued Interest Report - March 2024



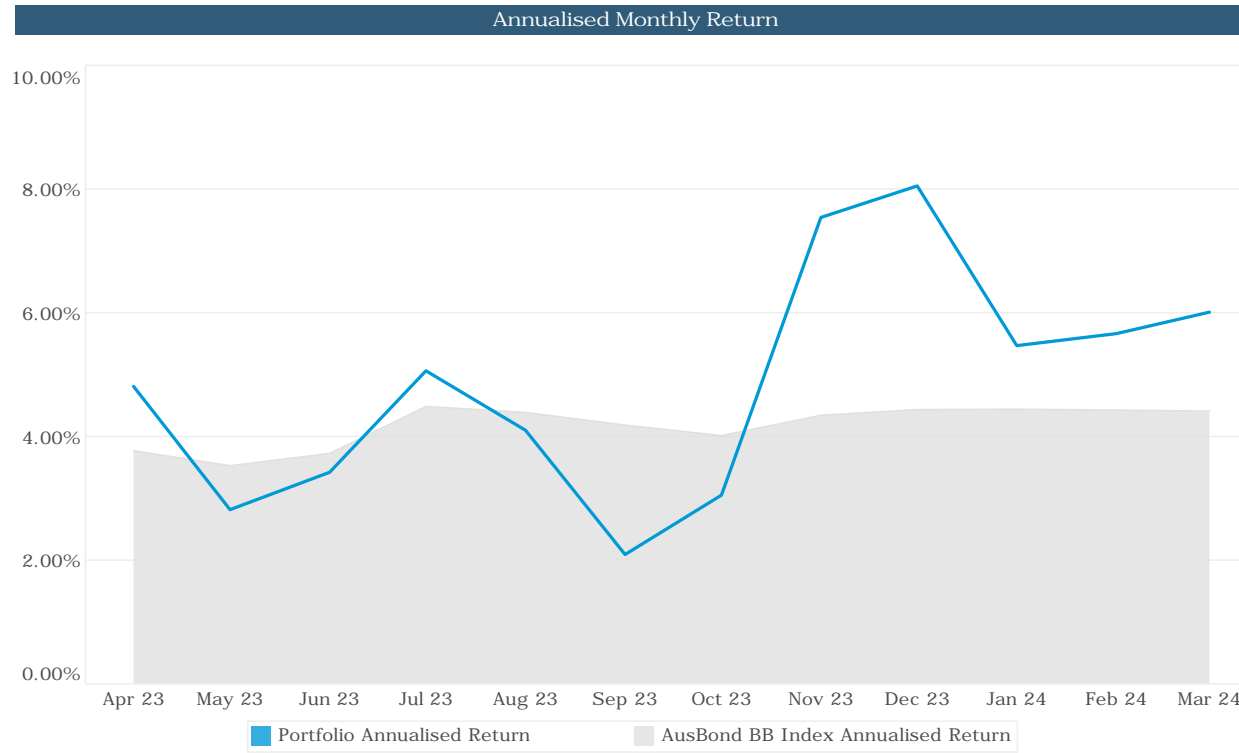
Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
<b>Cash</b>									
Macquarie Bank	540354					12,994.80	0	12,994.80	4.05%
Westpac Group	473409					0.00	0	0.00	0.00%
Westpac Group	535442					23,881.79	0	23,881.79	5.30%
						36,876.59		36,876.59	3.64%
<b>Managed Funds</b>									
NSW T-Corp Medium Term Growth Fund	536441				1-Jul-24	0.00	0	56,547.28	15.59%
						0.00		56,547.28	15.59%
<b>Term Deposits</b>									
National Australia Bank	543995		500,000.00	5-Apr-23	5-Mar-24	20,513.01	4	244.93	4.47%
National Australia Bank	544292		1,000,000.00	5-Jul-23	5-Mar-24	36,833.97	4	603.83	5.51%
Suncorp Bank	544296		1,000,000.00	6-Jul-23	6-Mar-24	36,767.12	5	753.42	5.50%
National Australia Bank	544393		500,000.00	16-Aug-23	20-Mar-24	15,457.53	19	1,353.42	5.20%
National Australia Bank	544239		2,000,000.00	29-Jun-23	27-Mar-24	81,227.40	26	7,764.39	5.45%
Bank of Queensland	544700		500,000.00	6-Dec-23	9-Apr-24	0.00	31	2,208.22	5.20%
National Australia Bank	543996		1,000,000.00	5-Apr-23	9-Apr-24	0.00	31	3,796.44	4.47%
National Australia Bank	544469		500,000.00	5-Sep-23	9-Apr-24	0.00	31	2,195.48	5.17%
National Australia Bank	544514		1,000,000.00	19-Sep-23	16-Apr-24	0.00	31	4,382.46	5.16%
Suncorp Bank	544336		500,000.00	26-Jul-23	23-Apr-24	0.00	31	2,318.63	5.46%
Bank of Queensland	544572		500,000.00	10-Oct-23	14-May-24	0.00	31	2,186.98	5.15%
National Australia Bank	544380		500,000.00	11-Aug-23	14-May-24	0.00	31	2,216.71	5.22%
National Australia Bank	544714		500,000.00	12-Dec-23	12-Jun-24	0.00	31	2,195.48	5.17%
National Australia Bank	544752		500,000.00	19-Dec-23	17-Jun-24	0.00	31	2,195.48	5.17%
Suncorp Bank	544723		500,000.00	14-Dec-23	18-Jun-24	0.00	31	2,178.49	5.13%
Bank of Queensland	544543		500,000.00	28-Sep-23	25-Jun-24	0.00	31	2,229.45	5.25%
Suncorp Bank	544699		500,000.00	5-Dec-23	9-Jul-24	0.00	31	2,242.19	5.28%
Suncorp Bank	544860		2,000,000.00	23-Feb-24	28-Aug-24	0.00	31	8,612.05	5.07%



BROKEN HILL CITY COUNCIL  
Accrued Interest Report - March 2024

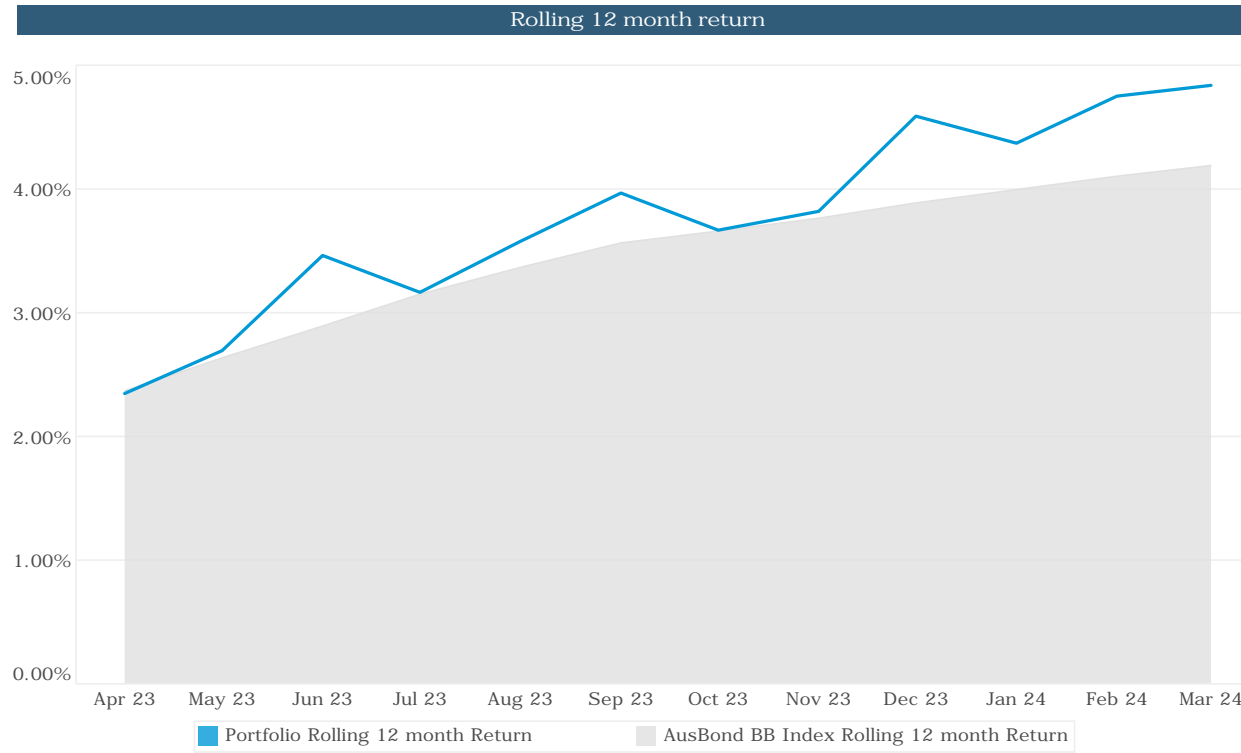


Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
National Australia Bank	544523		1,000,000.00	25-Sep-23	24-Sep-24	0.00	31	4,543.84	5.35%
National Australia Bank	544558		500,000.00	4-Oct-23	8-Oct-24	0.00	31	2,250.68	5.30%
Suncorp Bank	544909		1,500,000.00	6-Mar-24	6-Nov-24	0.00	26	5,556.16	5.20%
Suncorp Bank	544918		1,000,000.00	6-Mar-24	5-Mar-25	0.00	26	3,675.62	5.16%
National Australia Bank	544952		500,000.00	20-Mar-24	18-Mar-25	0.00	12	830.14	5.05%
						190,799.03		66,534.49	5.18%
<u>Grand Totals</u>						<u>227,675.62</u>		<u>159,958.36</u>	<u>6.01%</u>



Historical Performance Summary (% pa)			
	Portfolio	Annualised BB Index	Outperformance
Mar 2024	6.01%	4.41%	1.60%
Last 3 months	5.71%	4.42%	1.29%
Last 6 months	5.95%	4.34%	1.61%
Financial Year to Date	5.21%	4.35%	0.86%
Last 12 months	4.84%	4.19%	0.65%

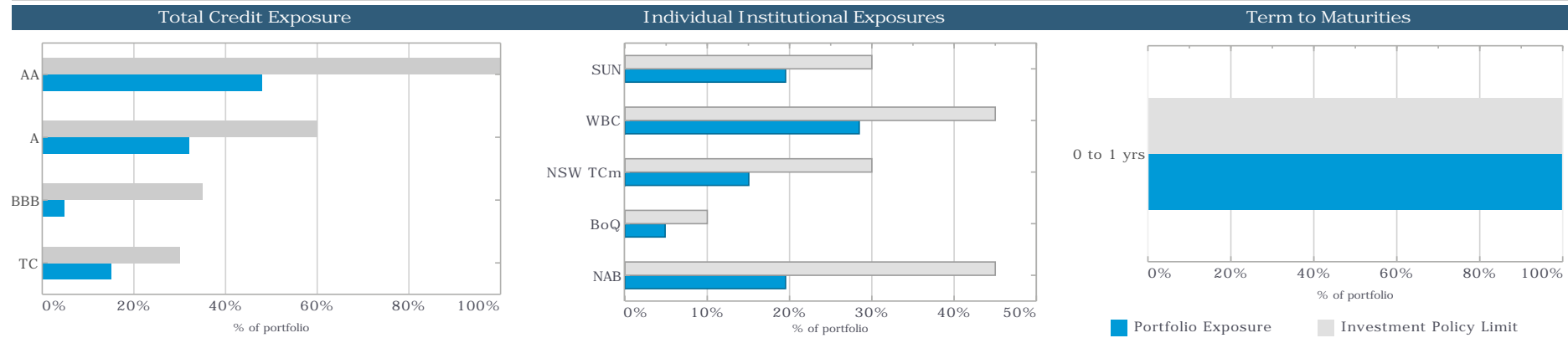




Historical Performance Summary (% actual)			
	Portfolio	Annualised BB Index	Outperformance
Mar 2024	0.50%	0.37%	0.13%
Last 3 months	1.39%	1.09%	0.30%
Last 6 months	2.94%	2.15%	0.79%
Financial Year to Date	3.90%	3.26%	0.64%
Last 12 months	4.84%	4.19%	0.65%



BROKEN HILL CITY COUNCIL  
Investment Policy Compliance Report - March 2024



Credit Rating Group	Face Value (\$)	% of portfolio	Policy Max	Compliance
AA	14,751,909	48%	100%	a
A	9,865,030	32%	60%	a
BBB	1,500,000	5%	35%	a
TC	4,624,894	15%	30%	a
	<b>30,741,834</b>			

Institution	% of portfolio	Investment Policy Limit	Compliance
Suncorp Bank (A+)	20%	30%	a
Westpac Group (AA-)	28%	45%	a
NSW T-Corp (TCm)	15%	30%	a
Bank of Queensland (BBB+)	5%	10%	a
National Australia Bank (AA-)	20%	45%	a
Macquarie Bank (A+)	13%	30%	a

Term	Face Value (\$)	Policy Max	Compliance
Between 0 and 1 years	30,741,834	100%	a
	<b>30,741,834</b>		

Specific Sub Limits	Face Value (\$)	% of portfolio	Policy Max	Compliance
BBB+	1,500,000	5%	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-	0.96	5.00	a
A+, A, A-	0.93	3.00	a
BBB+	0.24	3.00	a

a = compliant  
r = non-compliant



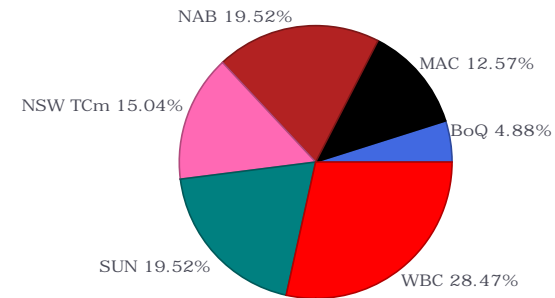
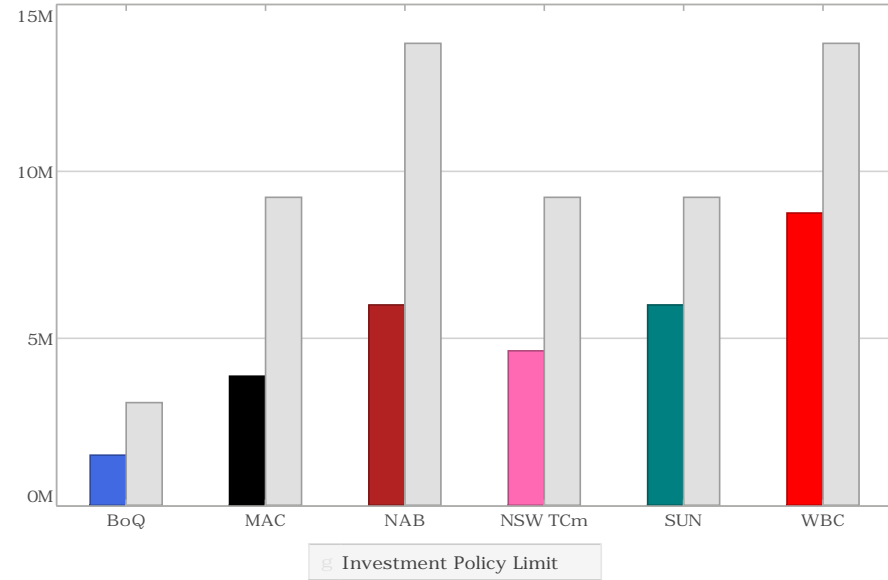
BROKEN HILL CITY COUNCIL  
Individual Institutional Exposures Report - March 2024



Individual Institutional Exposures

Individual Institutional Exposure Charts

	Current Exposures		Policy Limit		Capacity
Bank of Queensland (BBB+)	1,500,000	5%	3,074,183	10%	1,574,183
Macquarie Bank (A+)	3,865,030	13%	9,222,550	30%	5,357,520
National Australia Bank (AA-)	6,000,000	20%	13,833,825	45%	7,833,825
NSW T-Corp (TCm)	4,624,894	15%	9,222,550	30%	4,597,656
Suncorp Bank (A+)	6,000,000	20%	9,222,550	30%	3,222,550
Westpac Group (AA-)	8,751,909	28%	13,833,825	45%	5,081,916
	30,741,834				



BROKEN HILL CITY COUNCIL  
Cashflows Report - March 2024



## Actual Cashflows for March 2024

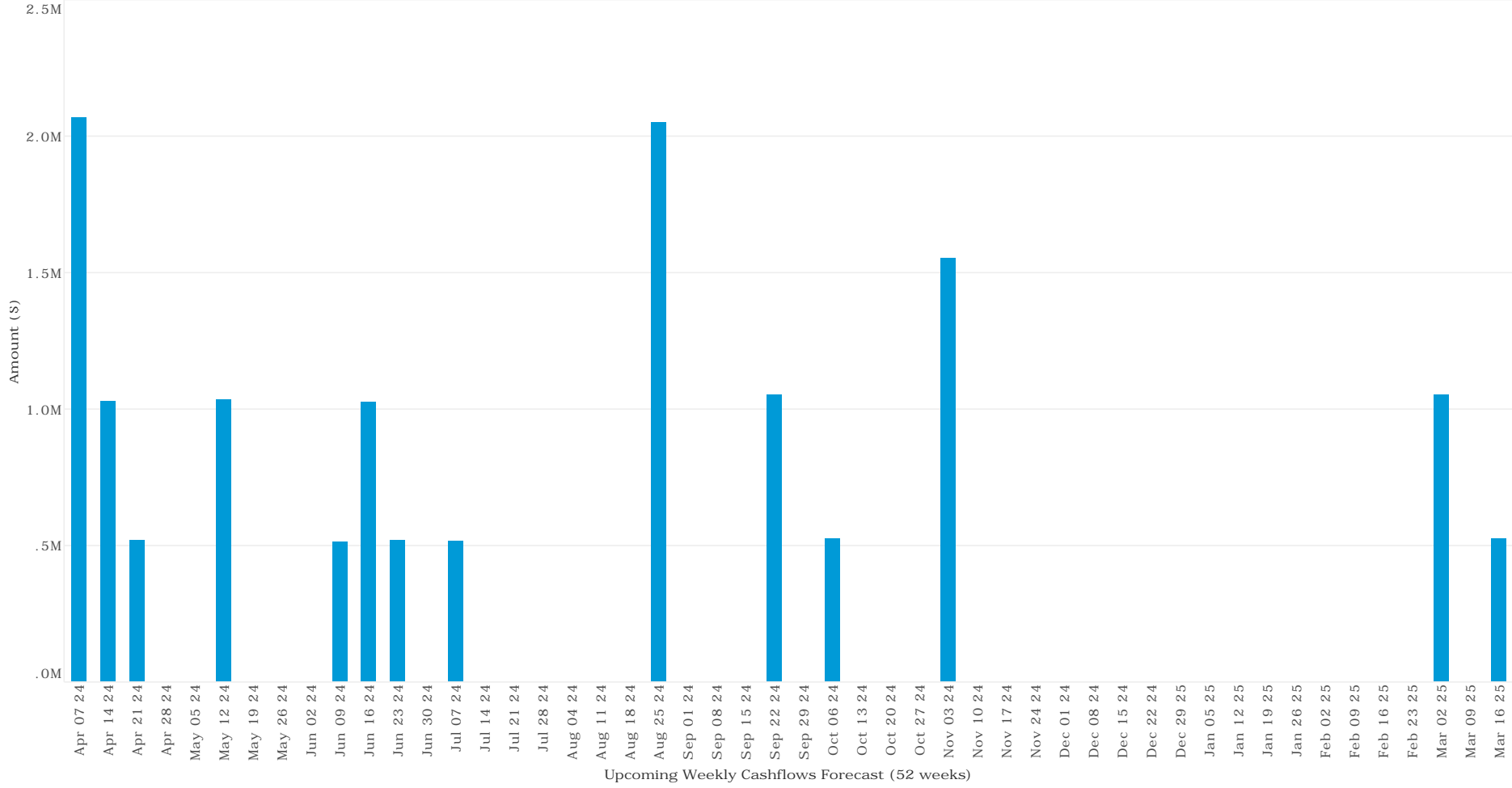
Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
5-Mar-24	543995	National Australia Bank	Term Deposit	Maturity: Face Value	500,000.00
		National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	20,513.01
<u>Deal Total</u>					<u>520,513.01</u>
5-Mar-24	544292	National 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>
<u>Day Total</u>					<u>1,557,346.99</u>
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>
6-Mar-24	544909	Suncorp Bank	Term Deposit	Settlement: Face Value	-1,500,000.00
<u>Deal Total</u>					<u>-1,500,000.00</u>
6-Mar-24	544918	Suncorp Bank	Term Deposit	Settlement: Face Value	-1,000,000.00
<u>Deal Total</u>					<u>-1,000,000.00</u>
<u>Day Total</u>					<u>-1,463,232.88</u>
20-Mar-24	544393	National Australia Bank	Term Deposit	Maturity: Face Value	500,000.00
		National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	15,457.53
<u>Deal Total</u>					<u>515,457.53</u>
20-Mar-24	544952	National Australia Bank	Term Deposit	Settlement: Face Value	-500,000.00
<u>Deal Total</u>					<u>-500,000.00</u>
<u>Day Total</u>					<u>15,457.53</u>
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	81,227.40
<u>Deal Total</u>					<u>2,081,227.40</u>
<u>Day Total</u>					<u>2,081,227.40</u>
<u>Total for Month</u>					<u>2,190,799.04</u>

BROKEN HILL CITY COUNCIL  
Cashflows Report - March 2024

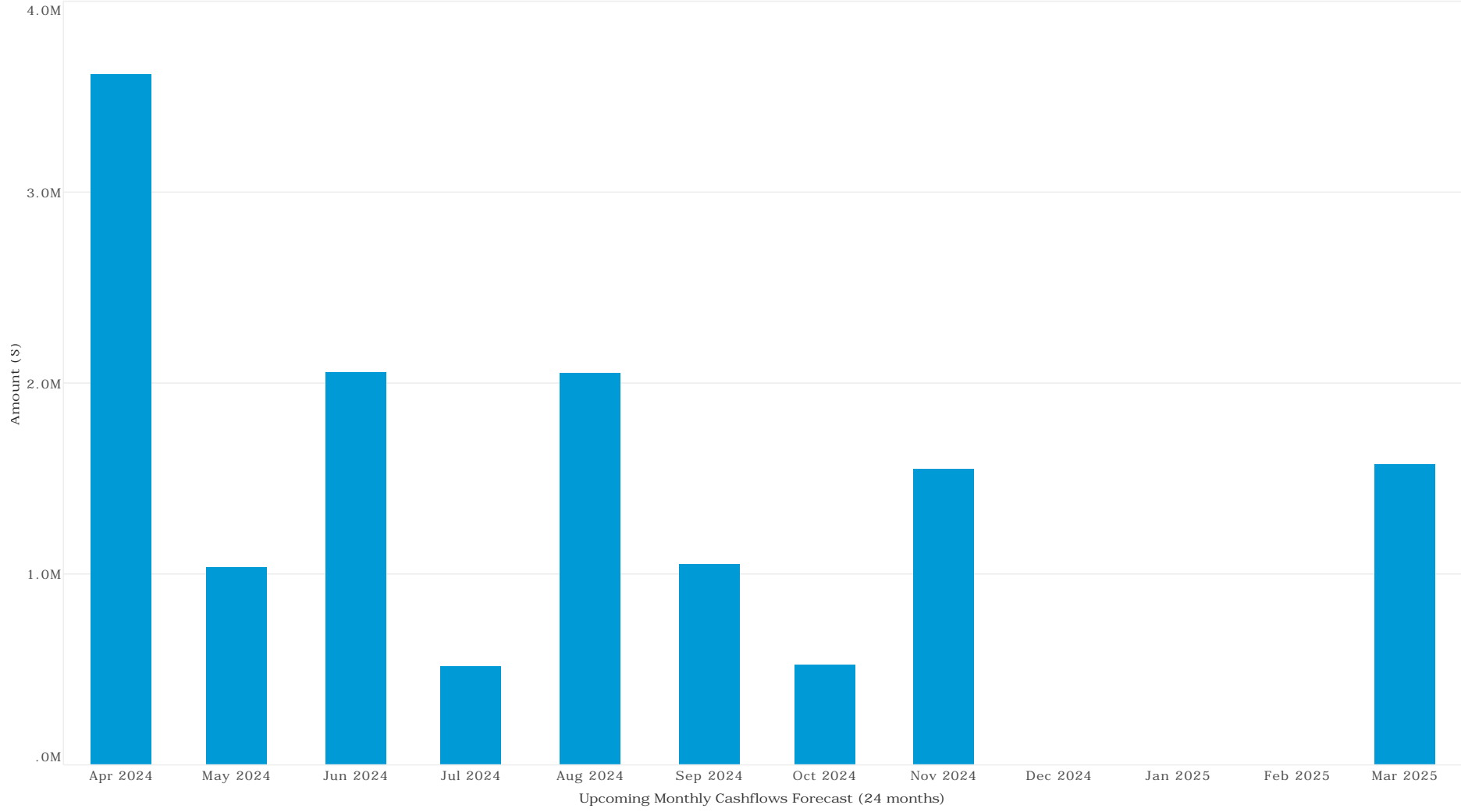


Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
<b>Forecast Cashflows for April 2024</b>					
Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
9-Apr-24	543996	National Australia Bank	Term Deposit	Maturity: Face Value	1,000,000.00
		National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	45,312.33
				<u>Deal Total</u>	<u>1,045,312.33</u>
9-Apr-24	544469	National Australia Bank	Term Deposit	Maturity: Face Value	500,000.00
		National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	15,368.36
				<u>Deal Total</u>	<u>515,368.36</u>
9-Apr-24	544700	Bank of Queensland	Term Deposit	Maturity: Face Value	500,000.00
		Bank of Queensland	Term Deposit	Maturity: Interest Received/Paid	8,904.11
				<u>Deal Total</u>	<u>508,904.11</u>
<b>Day Total</b>					<b>2,069,584.79</b>
16-Apr-24	544514	National Australia Bank	Term Deposit	Maturity: Face Value	1,000,000.00
		National Australia Bank	Term Deposit	Maturity: Interest Received/Paid	29,687.67
				<u>Deal Total</u>	<u>1,029,687.67</u>
<b>Day Total</b>					<b>1,029,687.67</b>
23-Apr-24	544336	Suncorp Bank	Term Deposit	Maturity: Face Value	500,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	20,344.11
				<u>Deal Total</u>	<u>520,344.11</u>
<b>Day Total</b>					<b>520,344.11</b>
<b>Total for Month</b>					<b><u>3,619,616.58</u></b>

BROKEN HILL CITY COUNCIL  
Cashflows Report - March 2024



BROKEN HILL CITY COUNCIL  
Cashflows Report - March 2024



## POLICY AND GENERAL COMMITTEE

April 3, 2024

**ITEM 5****BROKEN HILL CITY COUNCIL REPORT NO. 51/24**

**SUBJECT:**                    **NOMINATION FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES TO SECTION 355 E.T. LAMB MEMORIAL OVAL COMMUNITY COMMITTEE**                    **D24/16474**

**Recommendation**

1. That Broken Hill City Council Report No. 51/24 nomination letter dated April 3, 2024, be received.
2. That Council appoint Ms Breanna Pearce as community representative on the E.T. Lamb Memorial Oval Community Committee.
3. That Ms Breanna Pearce be advised of her 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 further increase the number of community representatives on the Committee above that currently specified in the E.T. Lamb Memorial Oval Community Committee Constitution.

**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:

As per the Constitution, the Committee has reached its required membership. Ms Breanna Pearce submitted her nomination for membership of her own accord (letter dated 2<sup>nd</sup> April 2024) and therefore the nomination acceptance would increase the number of community representatives further exceeding the amount specified in the current E.T. Lamb Memorial Oval Community Committee Constitution.

Council is able under Section 8.3 of the constitution to increase membership. Section 8.3 states the following:

***'Council reserves the right to amend the number of Committee members and category of representation'.***

It is recommended that the nomination be accepted.

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 02 April 2024	Council Delegate/s on Committees
E.T. Lamb Memorial Oval	8 At least one councillor, a reasonable number of community representatives reflecting the size and operations of the facility	10 Mr Lyndon Pace Mr Ross Morris Mr Luke Driscoll Mr Dean Meadows Mr Des Rumble Mr Roderick Lamb Mr Bryan Williamson Ms Brooke Mallison Mr Dale Sanderson Mr Scott Liston	1 Breanna Pearce	Councillor David Gallagher

### Community Engagement:

Whilst the current nomination is not the result of Council advertising, 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, at the Visitor Information Centre and 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 E.T. Lamb Memorial Oval Community Committee Nomination -  
[↓](#) Breanna Pearce

RAZIJA NU'MAN  
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL  
GENERAL MANAGER

# Section 355 Committee Nomination Form



Submitted on 2 April 2024, 7:54PM  
Receipt number S355N-85  
Related form version 7

## Contact Details

First Name	Breanna
Last Name	Pearce
Contact Number	[REDACTED]
Do you have an email address?	Yes
Email Address	[REDACTED]
Applicant Street Number	[REDACTED]
Applicant Street Name	[REDACTED]
Applicant Suburb/City	[REDACTED]
Applicant State	[REDACTED]
Applicant Postcode	[REDACTED]

## Committee Details

Which S355 Committee are you nominating for?	ET Lamb Memorial Oval Community Committee
--	---

## Privacy

- 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 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.
- 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.

Declaration	I declare that I am over the age of 18 I declare that I have established ties to the Broken Hill community I declare that I am a resident of the local government area (LGA); or if
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not a resident, be able to demonstrate an interest in the objectives of the committee and ability to attend committee meetings to the satisfaction of Council

I declare that I will commit to the activities of the Committee and a willingness to be actively involved in the Committee issues

I declare that all the information provided in this application is given by me being the person named as the applicant.

## POLICY AND GENERAL COMMITTEE

April 2, 2024

**ITEM 6****BROKEN HILL CITY COUNCIL REPORT NO. 52/24**

**SUBJECT:** MINUTES OF THE BROKEN HILL CITY ART GALLERY ADVISORY COMMITTEE MEETINGS HELD 7 JUNE 2023, 22 JUNE 2023 AND 1 FEBRUARY 2024 D24/16350

**Recommendation**

1. That Broken Hill City Council Report No. 52/24 dated April 2, 2024, be received.
2. That the minutes of the Broken Hill City Art Gallery Advisory Committee Meetings held 7 June 2023, 22 June 2023 and 1 February 2024 be received.

**Executive Summary:**

Council has received minutes of the Broken Hill City Art Gallery Advisory Committee Meetings held 7 June 2023, 22 June 2023, and 1 February 2024 for endorsement by Council.

**Report:**

As per Council's Section 355 Advisory Committee Framework Manual and the Constitution of the Broken Hill City Art Gallery Advisory 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 Broken Hill City Art Gallery Advisory Committee has submitted minutes from its meetings held 7 June 2023, 22 June 2023 and 1 February 2024, for Council's endorsement.

**Community Engagement:**

Community representatives participate in the Section 355 Broken Hill City Art Gallery Advisory 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 Broken Hill City Art Gallery Advisory Committee operates under Council's S355 Advisory Committee Framework which includes the Section 355 Advisory Committee Manual and the Broken Hill City Art Gallery Advisory Committee Constitution (both adopted 30 March 2022).

**Financial Implications:**

Nil.

**Attachments**

1. Minutes of the Section 355 Broken Hill City Art Gallery Advisory Committee held 07  
[↓](#) June 2023
2. Minutes of the Section 355 Broken Hill City Art Gallery Extraordinary Meeting held  
[↓](#) 22 June 2023
3. Minutes of the Section 355 Broken Hill City Art Gallery Advisory Committee held 1  
[↓](#) February 2024

RAZIJA NU'MAN  
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL  
GENERAL MANAGER



## BROKEN HILL CITY ART GALLERY ADVISORY COMMITTEE

Meeting Minutes

Date	7.6.2023	Time Meeting opened: 5.30pm	Time Meeting closed: 7.00pm
Location	Broken Hill Art Gallery		
Present	Cr Chandler, Cr Turley, Maureen Clark, Clark Barrett, Jenny Cattonar, Rick Ball, Cathy Farry, Joanne Crase , Gallery Manager Kathy Graham, Guest Darren Parker		
Apologies	Cr Boland, Andrew Gosling, Julie Horsburgh		
Absentees	Prof Simon Molesworth. John Hart, Krystle Evans		
Next Meeting	To be advised		

AGENDA	ACTION
Acknowledgement of Country. Welcome and Apologies.	Kathryn Graham Kathryn welcomed to the position of Gallery Manager by committee
<b>Confirmation</b> of Previous Minutes July 14 <sup>th</sup> , 2022	Clark Barrett, Rick Ball by email
<p><b>Business Arising</b></p> <ul style="list-style-type: none"> <li>Position of secretary not filled</li> <li>Constitution Review – to be reviewed next meeting</li> <li>Question: numbers of members on committee exceeding nine as per constitution. Why did Council change to minimum of 9 instead?</li> <li>Works in collection well above 100%. Concern about lack of Collections Manager. More resources and personnel needed</li> <li>Question? Where do Gallery membership fees and commissions go? Into Gallery /Gallery Operations? Or into Consolidated funds?</li> <li>Isolated account for restoration is no longer available</li> <li>Questions about donations for restoration fees</li> <li>Should the Isolated Fund for Restoration of Works be reinstated in the Budget?</li> </ul> <p><b>Acquisition Assessment:</b></p> <ul style="list-style-type: none"> <li>Jan Palenthorpe Le Qingzhao's Boat (2016)-</li> <li>May Harding View Of Broken Hill from Waterboard Hill circa 1950/60;</li> <li>Graham A Thorley, Burke and Wills – The shooting of Burkes Horse, Billy1988;;</li> <li>James Montgomery Cant –Broken Hill Mine,.</li> </ul> <p><b>MOU</b> - Council with Willyama Arts Society and Gaara Arts Question: How does that affect the current exhibition policy?</p> <p><b>MEETING DATES:</b></p> <ul style="list-style-type: none"> <li>Meetings to start 5pm on Wednesday meeting date</li> <li>Meetings to be held every two months</li> </ul>	<ul style="list-style-type: none"> <li>Election of Maureen Clark</li> <li>Constitution emailed to members</li> <li>Gallery Manager to seek latest constitution update from Council</li> <li>Collection and Gallery Officer c of several new personnel to be employed</li> <li>Chairman Alan and Manager Kathryn to investigate.</li> <li>The Isolated fund for Restoration of Works has been abolished. A application has been made for grant for Preservation Needs Assessment for works needing assessment</li> <li>Not accepted</li> <li>Accepted unanimously: Historical significance; sister work to <i>Nocturne</i>, already the collection</li> <li>Not accepted</li> <li>Not accepted</li> <li>Finalised</li> <li>Gallery Manager?</li> </ul> <p>Moved C. Barrett / Cr Turley Passed          Moved C Farry/J. Cattonar Passed</p>



AGENDA	ACTION
<p><b>Manager's Report: 2023 Project Performance Plan</b></p> <ul style="list-style-type: none"> <li>• 14 Exhibitions</li> <li>• 1 x Art Award</li> <li>• 100 x workshops for young people</li> <li>• 30 x workshops – skill based for adults</li> <li>• 10 x workshops Indigenous skills development</li> <li>• 5 x artist talks</li> <li>• 52 tours – Great Southern Rail</li> <li>• 10 x other events (Conversations in Art evenings, community group tours, music, member events etc)</li> <li>• Ongoing private events and ceremonies</li> <li>• Total 220</li> </ul>	<ul style="list-style-type: none"> <li>• 2023 Exhibition program fully confirmed; 2024 program 75% confirmed</li> <li>• Conversations in Art evenings commence 8/6/23</li> <li>• ArtsCool classes recommenced Term 2</li> <li>• Adult workshops commenced in partnership with WDArts</li> <li>• No PHOAP this year</li> </ul>
<p><b>Collection update</b></p> <ul style="list-style-type: none"> <li>• Works still well above 100% in art storage</li> <li>• Collections and Gallery Officer position description being finalised for GM approval</li> <li>• Suggestions to temporarily display works from the collection in secure locations in town</li> </ul>	<ul style="list-style-type: none"> <li>• Should ease Feb 2024 when permanent collection exhibited the Collection Gallery</li> <li>• Collection Gallery to revert to upstairs location</li> <li>• Security and conditions need to be assessed</li> </ul>
<p><b>Staffing</b></p> <ul style="list-style-type: none"> <li>• 2 permanent positions currently vacant: Art Programs and Community Officer; and Collections and Gallery Officer</li> <li>• 2 permanent part time – possible marketing, promotion, website etc</li> </ul>	<ul style="list-style-type: none"> <li>• Arts Programs and Community Officer position to be approved</li> <li>• Collection and Gallery Officer position being finalised.</li> </ul>
<p><b>Celebration</b></p> <ul style="list-style-type: none"> <li>• Gallery is celebrating 120year anniversary. Discussion re the need for promotion of this important event</li> </ul>	<ul style="list-style-type: none"> <li>• Potentially Gallery Manager to contact Clyde Thompson for promotion through Destination NSW</li> </ul>
<p><b>Acquisitions</b></p> <ul style="list-style-type: none"> <li>• <b>Donation:</b> Jim Patterson "Broken Hill"</li> <li>• <b>Donation:</b> Shane Vink "Rise of the Ants"</li> <li>• <b>Laurie Pace</b> – 30 mineral works of Prime Ministers</li> </ul>	<ul style="list-style-type: none"> <li>• Accepted 7 for, 2 against</li> <li>• Accepted unanimously</li> <li>• Further discussion and investigation required. Chairman to correspond with artist.</li> </ul>



AGENDA	ACTION
<p><b>Proposal</b></p> <ul style="list-style-type: none"><li>• Refurbishing of workshop to include toilet and external space through Creative Capital.</li><li>• Discussion re the permanent loss of 6 car park spaces involved in design</li></ul>	





## BROKEN HILL CITY ART GALLERY ADVISORY COMMITTEE

Meeting Minutes

### EXTRAORDINARY MEETING

<b>Date</b>	<b>22/6/2023</b>	<b>Time Meeting opened: 5.00pm</b>	<b>Time Meeting closed: 5.25pm</b>
Location	Art Gallery		
Present	Cr Chandler, Ms Kathy Graham, Ms Maureen Clark, Ms Jenny Cattonar, Ms Joanne Crase, Ms Krystle Evans, Ms Julie Horsburgh		
Apologies	Cr Turley, Cr Boland, Clark Barrett, Andrew Gosling, Rick Ball, Prof Simon Molesworth, Ms Cathy Farry,		
Absent			
Chaired by	Cr Chandler		
Next Meeting	To be confirmed		

AGENDA	ACTION
Acknowledgement of Country. Welcome and Apologies.	Kathy Graham
<p><b>Business:</b>                      Discussion about the donation under cultural gifts program of 15 prominent Aboriginal limited edition prints by 12 indigenous artists.. The offer is made by the Adrian Newstead's Gallery in Bondi and is time sensitive, requiring an EOI and two evaluations by June 30<sup>th</sup>, 2023.                      The artists are Wiripiri and Kukatja people from the Central and Western deserts of Australia.                      Artists include:                      Ronnie Lawson Jakamarra, Judy Watson Napangardi, Rosie Tasman Napurrula, Liddy Nelson Nakamarra, Abie Jangala, Judy Martin Napangardi, Teddy Morrison Jupurrula, Paddy Sims Japaltjarri, Eubena Nampitjin, Paddy Stewart, Uni Martin Nampitjinpa                      ,</p> <p>Discussion/questions about the amount of storage remaining in the drawers; how to increase storage; falling prices for Aboriginal works; what percentage of the collection constituted Aboriginal works.</p>	<p>Motion: "That the Art Gallery Advisory Committee support the Broken Hill Art Gallery in accepting the donation of 15 Aboriginal works on paper entitled "Love, Art and Ceremony" from Adrian Newstead's Gallery and endorse the payment of \$880 for the two evaluations of the works required."                      Moved Joanne Crase, Seconded Julie Holsburgh                      Passed 8 -1, including two statements emailed to members from absent members in support of accepting the offer.</p> <p>Some of these questions to be answered by the new Collections Manager when appointed.</p>



**BROKEN HILL CITY ART GALLERY  
 ADVISORY COMMITTEE**

*Confirmed: S Molesworth  
 Seconded: R. Ball*

Meeting Minutes Thursday, February 1<sup>st</sup>, 2024

<b>Date</b>	1/2/2024	<b>Time Meeting opened:</b> 5.05pm	<b>Time Meeting closed:</b> 6pm
<b>Location</b>	Broken Hill City Art Gallery		
<b>Present</b>	Cr Turley, K. Graham, M Clark, J Cattonar, R Ball, J Horsburgh, J Crase, K Evans		
<b>Apologies</b>	Cr Chandler, C Barrett, Prof S Molesworth, C Farry		
<b>Absent</b>	Cr Boland, A Gosling		
<b>Next Meeting</b>	April 17, 2024		

AGENDA	ACTION
Acknowledgement of Country. Welcome and Apologies.	K Graham
Confirmation of Previous Minutes 7 June, 2023	Rick Ball/Jenny Cattonar by email
<b>Business Arising:</b> Donation by L Pace of 30 mineral works, framed	Declined by committee. This donation was declined due to the strain it will put on the Galley's limited art Storage space; there are already 35 similar works in the collection by the same artist and the subjects of the works do not align with the Gallery's Collection Management Policy.
<b>Acquisition Assessment:</b> a) Yvonne Trevelen – Donation 2 bowls by Steven Trevelen  b) J C Goodhart – Donation 4 prints by Julie Grace	Declined by committee. Gallery already has quality ceramics by this artist.  Declined by committee. Gallery has 3 of these prints in its collection of 46 by this artist
<b>Manager's Report:</b>  a) 2024 Program: 4 rounds of exhibitions; ~100 events for the year;  The permanent collection to be displayed upstairs  A variety of local and visiting exhibitions	<ul style="list-style-type: none"> <li>• Gaara Arts women's exhibition;</li> <li>• 2 Indigenous touring exhibitions,</li> </ul> Largest paintings to remain fixed; others on rotation displayed in upstairs permanent Gallery.  Tamworth Textile Exhibition, Silversmith exhibition and two Art Prizes – PHOAP and MMIAA.



AGENDA	ACTION
<p>b) Funding: Meeting for 2024 -2025</p> <p>BHCC Budget 2024-2025 Submissions 8 projects including:</p> <p>Stage 1 Workshop upgrade</p> <p>120 Year celebration dinner</p> <p>5 Year Strategic Plan 2025-2029 - Art Gallery</p> <p>5 Year Strategic Plan 2025-2029 – Geo Centre</p> <p>Preservation Needs Assessment</p> <p>External painting of Gallery</p> <p>Interpretive signage with building history</p> <p>Touch screen for Geo Centre</p> <p>c) Staffing: Introduction to new Collections Officer</p> <p>Programs Officer sought since April 2023</p> <p>d) Collection: Need for space is a problem</p> <p>e) 120 year Anniversary Should be celebrated</p>	<p>Kathy met with Create NSW. Multi year funding to continue for 2024 – 2025.</p> <p>BHCC Budget 2024-2025 Submissions completed</p> <p>Kathy - Grants needed</p> <p>Cindy Gilmore welcomed by Committee</p> <p>Permanent collection to be hung upstairs may free up some space</p> <p>Ticketed dinner or series of smaller events</p>
<p><b>General Business:</b></p> <p>Outback Art Prize</p> <p>Concerns with AI Art already occurring in some galleries.</p> <p>Committee member suggested a revival of Friends of The Gallery for fundraising</p>	<p>AG Advisory Committee thanks the Hart family for their continued support; opening August 9, 2024</p> <p>Guidelines and frames of reference to be designed with care</p> <p>Kathy to develop frames of reference for next meeting</p>
<p>Meeting Close: 6pm</p>	
<p>Next Meeting: 17<sup>th</sup> April, 2024</p>	



CITY COUNCIL

[www.brokenhill.nsw.gov.au](http://www.brokenhill.nsw.gov.au)