



BUSINESS PAPER

Community Development
Committee Meeting

Council Chambers
22 July 2025
5:30pm

BROKEN HILL

CITY COUNCIL

AUSTRALIA'S FIRST
HERITAGE LISTED CITY

MEMBERS OF THE COMMUNITY DEVELOPMENT COMMITTEE:

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

Notice is hereby given, in accordance with the provisions of the *Local Government Act 1993*, that the Community Development Standing Committee of the Broken Hill City Council will be held in the Council Chambers on **Tuesday 22 July 2025 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 Committee Meeting is being livestreamed via YouTube and recorded and published online via Council's website. To those present in the meeting today, by attending in this public meeting you are consenting to your image, voice and comments being recorded and published.

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

Participants 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 Corporate & Community Development Committee of the City of Broken Hill
held Tuesday, April 22, 2025.

**MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD
TUESDAY, APRIL 22, 2025 (5:42PM)**

PRESENT:

Councillor T Kennedy (Mayor), Councillors M Boland (Chairperson),
B Algate, H Jewitt and E. Gillett

Councillor A Chandler.

General Manager, Director Infrastructure and Environment, Manager
Communications and Marketing, Executive Officer and Executive Assistant.

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

APOLOGIES:

Councillor J Hickey (Deputy Mayor),

Procedural Motion

Moved Councillor Bob Algate, Seconded Councillor Hayley Jewitt

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

CARRIED UNANIMOUSLY

LEAVE OF ABSENCE APPLICATIONS: Nil**PRAYER**

Mayor Kennedy delivered the Prayer.

ACKNOWLEDGEMENT OF COUNTRY

Councillor Gillett delivered the Acknowledgement of Country.

ACKNOWLEDGEMENT OF BROKEN HILL'S MINING HISTORY

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

MINUTES FOR CONFIRMATIONRecommendation

Moved Councillor Bob Algate, Seconded Councillor Hayley Jewitt

That the Minutes of the Community Development Committee meeting held Tuesday March 18, 2025 be confirmed.

CARRIED UNANIMOUSLY

DISCLOSURE OF INTEREST

Nil

1. BROKEN HILL CITY COUNCIL REPORT NO. 63/25 - DATED APRIL 15, 2025 - 2025/2026 EVENT SPONSORSHIP D25/17041

Recommendation

Moved Councillor Elaine Gillett, Seconded Councillor Bob Algate

1. That Broken Hill City Council Report No. 63/25 dated April 15, 2025, be received.
2. That Council provides \$10,000 to the 3rd Broken Hill Sea Scouts to reduce participation fees and activity costs for the Golden West Regional Camp from 27 September to 7 October 2025.
3. That Council endorse the provision of \$12,000 in-kind sponsorship for St Patrick's Race Club under the current Memorandum of Understanding.
4. That Council endorse the provision of \$25,000 in-kind support of the 2025 Mundi Mundi Bash.
5. That Council review its commitment to the Perfect Light Film Festival and makes it dependent on the organisers successfully obtaining additional corporate sponsorship.

CARRIED UNANIMOUSLY

2. BROKEN HILL CITY COUNCIL REPORT NO. 64/25 - DATED MARCH 19, 2025 - MINUTES OF THE S355 YOUTH ADVISORY COMMITTEE MEETING HELD 11 FEBRUARY 2025 D25/12709

Recommendation

Moved Councillor Hayley Jewitt, Seconded Mayor Tom Kennedy

1. That Broken Hill City Council Report No. 64/25 dated March 19, 2025, be received.
2. That the minutes of the S355 Youth Advisory Committee meeting held on 11 February 2025 be received.

CARRIED UNANIMOUSLY

CONFIDENTIAL MATTERS

Nil

CONCLUSION OF THE MEETING

There being no further business to consider, the meeting was declared closed at 5:49.pm.

The foregoing minutes were read and confirmed at the Community Development Committee meeting held on Tuesday 22 July 2025.

Chairperson

REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 128/25 - DATED JULY 04, 2025 -
TEMPORARY SUSPENSION OF PORTION OF CENTRAL BUSINESS DISTRICT
ALCOHOL-FREE ZONE - BEYOND DUST FESTIVAL - 6 SEPTEMBER 2025
(D25/24963) 8
2. BROKEN HILL CITY COUNCIL REPORT NO. 129/25 - DATED JULY 08, 2025 -
NOMINATIONS FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES
TO SECTION 355 COMMITTEES (D25/27897) 12
3. BROKEN HILL CITY COUNCIL REPORT NO. 130/25 - DATED JUNE 24, 2025 -
MINUTES OF THE BROKEN HILL LEAD REFERENCE GROUP MEETING HELD
28 MAY 2025 (D25/27830)..... 24
4. BROKEN HILL CITY COUNCIL REPORT NO. 131/25 - DATED JULY 09, 2025 -
MINUTES OF THE NORM FOX SPORTING COMPLEX COMMUNITY
COMMITTEE MEETING HELD 26 JUNE 2025 (D25/28994)..... 29

COMMUNITY DEVELOPMENT COMMITTEE

July 4, 2025

ITEM 1BROKEN HILL CITY COUNCIL REPORT NO. 128/25

SUBJECT: TEMPORARY SUSPENSION OF PORTION OF CENTRAL BUSINESS DISTRICT ALCOHOL-FREE ZONE - BEYOND DUST FESTIVAL - 6 SEPTEMBER 2025 D25/24963

Recommendation

1. That Broken Hill City Council Report No. 128/25 dated July 4, 2025, be received.
2. That Council provide in principle support for the temporary suspension of a portion of the Central Business District (CBD) Alcohol-Free Zone (AFZ), under section 644 of the *Local Government Act 1993*, for the Beyond the Dust Street Festival to be held 6 September 2025.
3. That Council note the specific details for the temporary suspension includes a section of Argent Street (Oxide to Chloride St) and Chloride Street (Argent to Blende St) incorporating the Town Square (see map attached).
4. That the temporary suspension be in place from 4pm until 10pm on Saturday, 6 September 2025, subject to the conditions contained in the liquor licence.
5. That the temporary suspension be advised to the public by way of advertisement in the local newspaper and Public Notice on Council's website. That the public notification also confirms that all other existing alcohol-free zones in Broken Hill remain in force.
6. That the General Manager be authorised to implement the temporary suspension and public notice processes on final advice of the Barrier Police District.
7. That the Barrier Police District be advised of Council's decision.

Executive Summary:

Council has received a request to temporarily suspend a portion of the Central Business District (CBD) Alcohol-Free Zone to permit the service and consumption of alcohol in a section of Argent Street and Chloride Street (map attached) on Saturday, 6 September 2025, between the hours of 4pm to 10pm for the Beyond the Dust Street Festival.

The Beyond the Dust Street Festival will be a free, outdoor festival designed to reinvigorate the Central Business District, incorporating multicultural food stalls, 3D interactive street art, live music, market stalls and extended street trading.

Report:

Council's Community Development team will host the Beyond the Dust Street Festival and 2025 will be the first Beyond the Dust Street Festival provided to the Broken Hill community.

Beyond the Dust will be a vibrant street festival, featuring multicultural cuisine, live music, interactive art, market stalls, camel rides, extended retail trading; all with the aim to transform the streets into a dynamic, family-friendly space, celebrating community and offering unique experiences that bring people together.

To obtain maximum benefit from the Festival, Council's Community Development Coordinator has requested a temporary suspension of a portion of the CBD Alcohol-Free Zone which includes a section of Argent Street (Oxide to Chloride St) and Chloride Street (Argent to Blende St) incorporating the Town Square (see map attached). This will include all footpaths and car parks in the sections of Argent and Chloride Streets and will include traffic control indicating street closures.



The final decision on suspension of a portion of the CBD Alcohol-Free Zone involves coordinated efforts among Barrier Police District and Council regarding the requirements of the application.

Community Engagement:

The Temporary suspension of a portion of the CBD Alcohol-Free Zone is the subject of an open report in the June 2025 Committee and Council meeting agendas and will also be advertised in the local newspaper.

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:

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

Financial Implications:

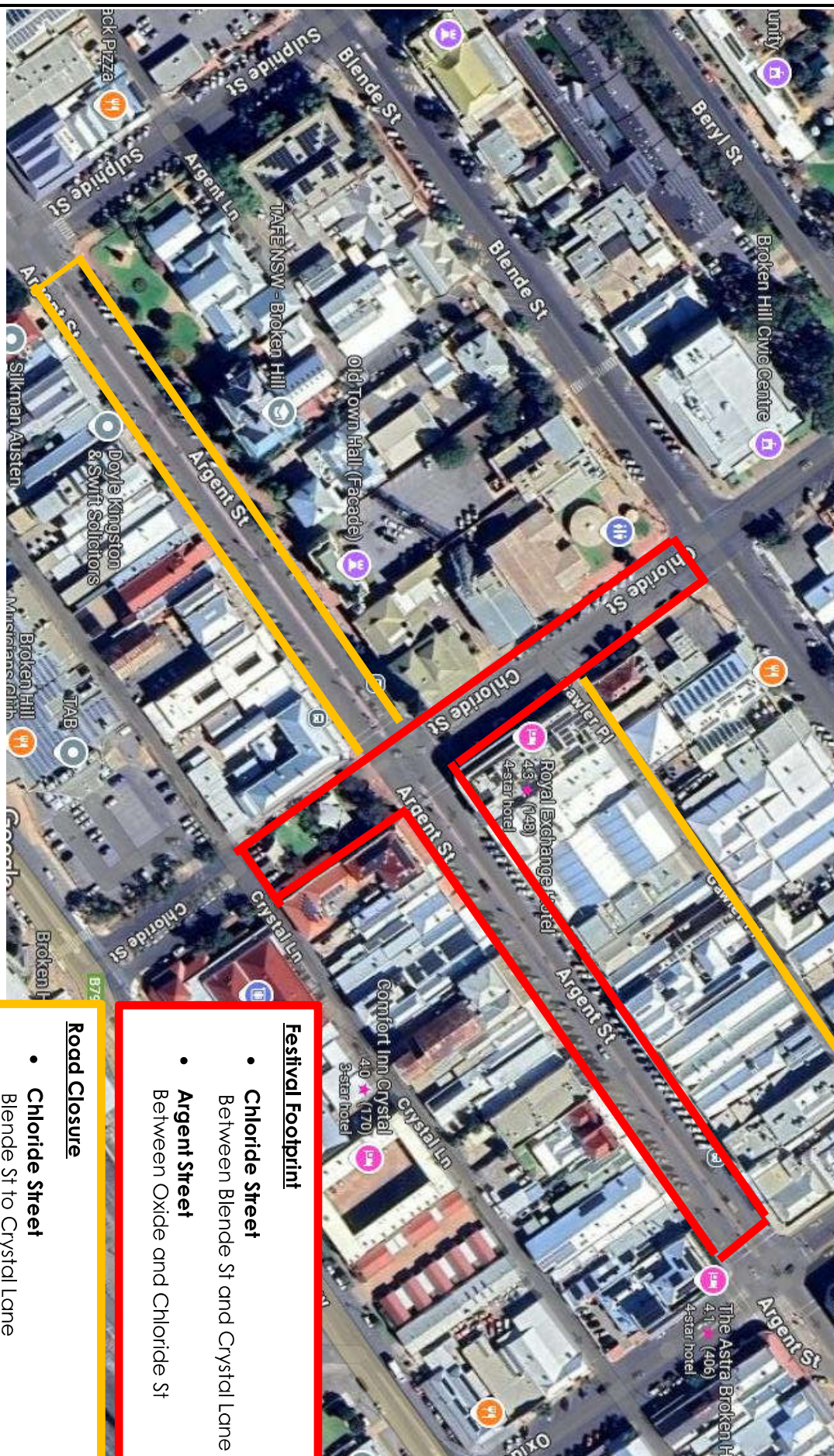
Advertising of the temporary suspension of a portion of the CBD Alcohol-Free Zone in the in the local newspaper is budgeted within the Operation Advertising budget.

Attachments

1. [↓](#) Beyond the Dust Street Festival Map 2025

RAZIJA NU'MAN
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL
GENERAL MANAGER



Festival Footprint

- **Chloride Street**
Between Blende St and Crystal Lane
- **Argent Street**
Between Oxide and Chloride St

Road Closure

- **Chloride Street**
Blende St to Crystal Lane
- **Argent Street**
Oxide St to Sulphide St
- **Gawler Place**
Chloride St to Oxide St

CORPORATE & COMMUNITY DEVELOPMENT COMMITTEE

July 8, 2025

ITEM 2BROKEN HILL CITY COUNCIL REPORT NO. 129/25

SUBJECT: NOMINATIONS FOR THE APPOINTMENT OF COMMUNITY REPRESENTATIVES TO SECTION 355 COMMITTEES D25/27897

Recommendation

1. That Broken Hill City Council Report No. 129/25 dated July 8, 2025, be received.
2. That Council review and consider the nomination of Neville Hill for appointment as a community representative on the Memorial Oval Community Committee.
3. That Council review and consider the nomination of Christine Adams for appointment as a community representative on the Broken Hill Heritage Advisory Committee.
4. That Council review and consider the nomination of Ann Morris for appointment as a community representative on the Ageing Well Advisory Committee.
5. That the community representatives be advised of their appointment.
6. That Council notes a new round of advertising commenced on 27 June, consisting of three (3) fortnightly placements, concluding 25 July.

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 October 2024, Minute number 47674 as the governance structure by which each Committee operates.

Council adopted the Constitution of the Broken Hill Heritage Advisory Committee at its Ordinary Meeting held 30 April 2025, Minute number 47845.

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.

Report:

As per Council's adopted Asset and Advisory Committee Framework (adopted 30 October 2024, Minute Number 47674) which states that:

Committees are appointed every four (4) years, within six (6) months after the Local Government General Election. The term of office for all Committees will be aligned to the term of office of the current Council (four years).

Council is calling for nominations for community representatives on its Section 355 Committees. A new round of advertising commenced on 27 June, consisting of three (3) fortnightly placements, and will conclude on 25 July.

A report will be presented to future Council meetings to progressively appoint representatives to the Section 355 Committees and further advertising is being undertaken as required to fill all community representative positions.

At the time of writing this report, three (3) nominations have been received for consideration. Each of the received nominations have been reviewed by Council's Corporate Services Governance team and are deemed to meet the criteria for volunteer applications, as per Council's Volunteer Management Framework.

The following table summarises the number of community representatives required on the Committees for which nominations have been recently received, along with the appointed nominees. It also includes, for reference, the Council delegate/s on each Committee.

Name of Committee	Committee Structure and Membership	Appointments and Nominations Received	Council Delegate/s on each Committee
Memorial Oval Community Committee	<p>Minimum membership required four (4), ideal membership twelve (12)</p> <p>At least one (1) Councillor representatives</p> <p>Allowance for at least one (1) representative per user group</p> <p>Reasonable number of community representatives reflecting the size and operations of the facility (to be approved by Council).</p>	<p>5</p> <p>Appointments:</p> <p>Tanya Martin</p> <p>Christopher May</p> <p>Nathan Fell</p> <p>Jody Whitehair</p> <p>Additional Nominations:</p> <p>Neville Hill</p>	Councillor Boland

Name of Committee	Committee Structure and Membership	Appointments and Nominations Received	Council Delegate/s on each Committee
Broken Hill Heritage Advisory Committee	<p>Minimum membership required twelve (12)</p> <p>At least three (3) Councillor representatives</p> <p>Minimum six (6) Community members with demonstrated experience in heritage, arts, culture, architecture, history and/or planning</p> <p>Two (2) Council Officers being Community Development Coordinator and Manager Planning Development ex-officio (non-voting)</p> <p>One (1) Broken Hill Heritage Advisor ex-officio (non-voting) member</p> <p>Representatives of local heritage groups along with a diversity of age, gender and backgrounds</p>	<p>1</p> <p>Nominations received:</p> <p>Christine Adams</p>	<p>Councillor Chandler</p> <p>Councillor Gillett</p> <p>Councillor Turley</p>

Name of Committee	Committee Structure and Membership	Appointments and Nominations Received	Council Delegate/s on each Committee
Ageing Well Advisory Committee	<p>Minimum membership required four (4), ideal membership eighteen (18)</p> <p>At least three (3) Councillor representatives</p> <p>At least three (3) Community Representatives who either are a person of senior years or who care for a person in their senior years</p> <p>At least two (2) community representatives from the First Nations community who either are a person of senior years or who care for a person in their senior years.</p> <p>Representative from each of the following organisations</p> <ul style="list-style-type: none"> • Southern Cross Care • NSW Health • Maari Ma • RFDS Wellbeing Centre • YMCA • Pensioners Association • Life Without Barriers • LiveBetter Community Services • Australian Unity Home Care Service • UnitingCare Community Care - Far West Miraga 	<p>3</p> <p>Appointments:</p> <p>Julua Hamel</p> <p>Judith Parr</p> <p>Additional Nominations:</p> <p>Ann Morris</p>	<p>Councillor Gillett</p> <p>Councillor Jewitt</p> <p>Councillor Algate</p>

This report is presented to Council to consider the three (3) nominations received in this round of advertising and accordingly appoint community representatives to the respective Section 355 Committees.

Community Engagement:

A new round of advertising commenced on 27 June, consisting of three (3) fortnightly placements, concluding 25 July. Advertising may be continued until enough nominations are received for each Committee.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.4	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 additional financial implications outside the operational budget for the associated committees.

Attachments

1. Section 355 Nomination form - Memorial Oval Community Committee - Neville
[↓](#) Hill_Redacted
2. Section 355 Nomination form - Broken Hill Heritage Advisory Committee - Christine
[↓](#) Adams_Redacted
3. Section 355 Nomination Form - Ageing Well Advisory Committee - Ann
[↓](#) Morris_Redacted

RAZIJA NU'MAN

DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL

GENERAL MANAGER

Section 355 Committee Nomination Form

BROKEN HILL
CITY COUNCIL

Submitted on 20 January 2025, 3:27pm
Receipt number S355CNF-66
Related form version 7

Personal Details

First Name: Neville

Last Name: hill

Contact Number:

Email Address:

Full Address (Including Street, Suburb, State, Postcode):

Emergency Contact:

Emergency Contact Name:

Emergency Contact Phone Number:

Committee Details

Name of Committee: Memorial Oval Community Committee

Volunteer Expression of Interest: Skills, Experience and Special Interests

Skills: rsa

Experience: been on several commities

Special Interests: outdoors

Why are you interested in becoming a Section 355 Volunteer? serve the community

Additional Information

Do you have any health or fitness limitations that may limit
your availability to perform certain types of activities?

If yes, please explain

Are you on any medication or under any course of treatment
that may limit your ability to perform certain types of
activities?



If yes, please explain

Do you hold a current Drivers licence?

Yes

Declaration/Sign Off

I agree to abide by Council's Section 355 Asset/Advisory Committee Manual and associated constitution/terms of reference, Model Code of Conduct Policy, Volunteer Management Framework, policies, procedures and directives from Council Officers and to act only within the scope of my delegation as a Council Volunteer

I agree to attend Council's Section 355 induction training as soon as practical and subsequent refresher training annually

I understand that I am volunteering my services to Council and will not receive remuneration for my services, and that I will inform Council when I no longer wish to be considered for further volunteering activities.

I agree to inform Council of any hazards and risk to health and safety in the Council workplace, safety incidents, near misses or injuries sustained whilst undertaking volunteering activities.

I agree to contact the designated Council employee to seek approval to vary the nature of work specified in this application, or if I experience any problems with the work I am undertaking, I will notify the designated Council employee before taking any undue action.

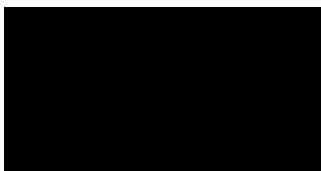
I agree to undertake a National Police Check in accordance with Council's Volunteer Management Framework/Policy. Note: At Council's Cost

I agree that I may require confirmation from my General Practitioner (GP) that I have no limitations to carry out the required tasks. Note: At Council's cost, where applicable.

I confirm that all information I have submitted as part of my volunteer nomination is correct and accurate to the best of my knowledge.

Signature

Name of signatory: Neville george hill



Section 355 Committee Nomination Form

BROKEN HILL
CITY COUNCIL

Submitted on 8 June 2025, 12:45PM
Receipt number S355CNF-69
Related form version 8

Personal Details

First Name: Christine

Last Name: Adams

Contact Number:

Email Address:

Full Address (Including Street, Suburb, State, Postcode):

Emergency Contact:

Emergency Contact Name:

Emergency Contact Phone Number:

Committee Details

Name of Committee: Broken Hill Heritage Advisory Committee

Volunteer Expression of Interest: Skills, Experience and Special Interests

Skills: Adv Diploma in Local & Applied History; recipient of the 2024 BHCC John Reid Memorial Heritage Award for outstanding contribution to the heritage of Broken Hill; author of several books pertaining to the history of Broken Hill namely: Sharing the Lode: The Broken Hill Migrant Story, A monumental History; Broken Hill Cemetery and its stories; Way Out West: pastoral Stories of Western new SOuth Wales.

Experience: member and secretary of Council's former heritage committee since its creation; secretary treasurer and curator of Sulphide Street Railway & Historical Museum;

Special Interests: Broken Hill Culture and History

Why are you interested in becoming a Section 355 Volunteer? Continuing my involvement of 355 committees that spans over 15 years.

Additional Information

Do you have any health or fitness limitations that may limit your availability to perform certain types of activities?



If yes, please explain

Are you on any medication or under any course of treatment that may limit your ability to perform certain types of activities?



If yes, please explain

Do you hold a current Drivers licence?

Yes

Declaration/Sign Off

I agree to abide by Council's Section 355 Asset/Advisory Committee Manual and associated constitution/terms of reference, Model Code of Conduct Policy, Volunteer Management Framework, policies, procedures and directives from Council Officers and to act only within the scope of my delegation as a Council Volunteer

I agree to attend Council's Section 355 induction training as soon as practical and subsequent refresher training annually

I understand that I am volunteering my services to Council and will not receive remuneration for my services, and that I will inform Council when I no longer wish to be considered for further volunteering activities.

I agree to inform Council of any hazards and risk to health and safety in the Council workplace, safety incidents, near misses or injuries sustained whilst undertaking volunteering activities.

I agree to contact the designated Council employee to seek approval to vary the nature of work specified in this application, or if I experience any problems with the work I am undertaking, I will notify the designated Council employee before taking any undue action.

I agree to undertake a National Police Check in accordance with Council's Volunteer Management Framework/Policy. Note: At Council's Cost

I agree that I may require confirmation from my General Practitioner (GP) that I have no limitations to carry out the required tasks. Note: At Council's cost, where applicable.

I confirm that all information I have submitted as part of my volunteer nomination is correct and accurate to the best of my knowledge.

Signature

Name of signatory: Christine Adams



Section 355 Committee Nomination Form

BROKEN HILL
CITY COUNCIL

Submitted on 10 June 2025, 10:43AM
Receipt number S355CNF-70
Related form version 8

Personal Details

First Name: Ann
Last Name: Morris
Contact Number: [REDACTED]
Email Address: [REDACTED]
Full Address (Including Street, Suburb, State, Postcode): [REDACTED]

Emergency Contact:

Emergency Contact Name: [REDACTED]
Emergency Contact Phone Number: [REDACTED]

Committee Details

Name of Committee: Ageing Well Advisory Committee

Volunteer Expression of Interest: Skills, Experience and Special Interests

Skills: Management, finance, working with councils in Lake Macquarie and Newcastle, tender writing, education.
Experience: I have served on numerous community committees and boards including those representing small business, community economic development and domestic violence. I have run my own businesses in education for the past 30 years and have now retired. I have also worked with local government in Newcastle and Lake Macquarie.
Special Interests: Gardening, mosaics, and cooking.
Why are you interested in becoming a Section 355 Volunteer? To assist in ensuring the quality of services for seniors in the community is appropriate and available. The health and welfare of older community members is important for our society. As an older person myself,

keeping physically and emotionally well adds to quality of life.

Additional Information

Do you have any health or fitness limitations that may limit your availability to perform certain types of activities?



If yes, please explain

Are you on any medication or under any course of treatment that may limit your ability to perform certain types of activities?



If yes, please explain

Do you hold a current Drivers licence?

Yes

Declaration/Sign Off

I agree to abide by Council's Section 355 Asset/Advisory Committee Manual and associated constitution/terms of reference, Model Code of Conduct Policy, Volunteer Management Framework, policies, procedures and directives from Council Officers and to act only within the scope of my delegation as a Council Volunteer

I agree to attend Council's Section 355 induction training as soon as practical and subsequent refresher training annually

I understand that I am volunteering my services to Council and will not receive remuneration for my services, and that I will inform Council when I no longer wish to be considered for further volunteering activities.

I agree to inform Council of any hazards and risk to health and safety in the Council workplace, safety incidents, near misses or injuries sustained whilst undertaking volunteering activities.

I agree to contact the designated Council employee to seek approval to vary the nature of work specified in this application, or if I experience any problems with the work I am undertaking, I will notify the designated Council employee before taking any undue action.

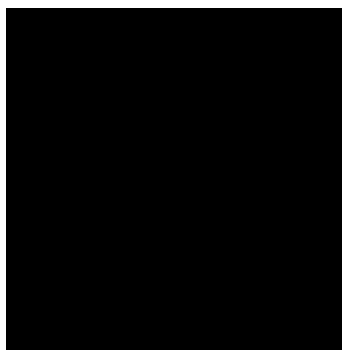
I agree to undertake a National Police Check in accordance with Council's Volunteer Management Framework/Policy. Note: At Council's Cost

I agree that I may require confirmation from my General Practitioner (GP) that I have no limitations to carry out the required tasks. Note: At Council's cost, where applicable.

I confirm that all information I have submitted as part of my volunteer nomination is correct and accurate to the best of my knowledge.

Signature

Name of signatory: Ann Morris



CORPORATE & COMMUNITY DEVELOPMENT COMMITTEE

June 24, 2025

ITEM 3BROKEN HILL CITY COUNCIL REPORT NO. 130/25

SUBJECT: MINUTES OF THE BROKEN HILL LEAD REFERENCE GROUP
MEETING HELD 28 MAY 2025 D25/27830

Recommendation

1. That Broken Hill City Council Report No. 130/25 dated June 24, 2025, be received.
2. That the Minutes of the Broken Hill Lead Reference Group meeting held 28 May 2025 be received.

Executive Summary:

The minutes of the Broken Hill Lead Reference Group for meeting held 28 May 2025 are presented to Council for endorsement.

Report:

The Broken Hill Lead Reference Group (BHLRG), chaired by the Broken Hill City Council, is a collaborative of the many companies and community representatives that work with, have an interest in, and contribute to, lead management in the local community.

The BHLRG has developed the Broken Hill Lead Reference Group Integrated Strategy to provide a forum for information exchange and to guide activity relating to lead issues for Broken Hill.

Community Engagement:

Community engagement through community representation on the Committee.

Strategic Direction:

Key Direction:	4.	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.4	Support the organisation to operate within its legal framework

Relevant Legislation: Nil

Financial Implications: Nil

Attachments

1. [↓](#) Minutes - Broken Hill Lead Reference Group - meeting held 28 May 2025

RAZIJA NU'MAN
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL
GENERAL MANAGER

MINUTES OF THE BROKEN HILL LEAD REFERENCE GROUP (BHLRG) MEETING HELD WEDNESDAY, 28 MAY 2025 10.00AM, AGED PERSONS REST CENTRE

Meeting commenced at 10.15am

Present

Marisa Pickett	Waste and Sustainability Manager (BHCC) - Chair
Devon Roberts	Broken Hill Mines (BHM)
Tayla Pettit	Essential Water
Frances Boreland	Broken Hill Environmental Lead Program (BHELP)
Vilmae Appleton	Far West Local Health District (FWLHD)
Kelli Morris	Far West Local Health District (FWLHD)
Georgy Seward	Public Health Unit (PHU)
Nyrie Waite	Administration Officer – (BHCC) - Minute Taker
Angela Hank	Administration Officer (BHCC)

Present Via Teams)

Christina Low	Broken Hill Environment Lead Program (BHELP)
Adam Forster	Perilya
Linda Mason	Western NSW Local Health District (WLHD)
Melissa Welsh	Far West Local Health District (FWLHD)
Neil Glastonbury	Transport for NSW (TfNSW)
Jill Gallagher	Environment Protection Authority (EPA)
Matthew Jardine	Broken Hill Environmental Lead Program (BHELP)
Chloe Bennett	Aboriginal Affairs

Apologies

Councillor Michael Boland	Council Delegate
Pam Tucker	Community Representative
Judi Louvel	Broken Hill Environmental Lead Program (BHELP)
Cathy Dyer	Maari Ma
Jessica Ierace	Broken Hill City Council

Welcome with introductions around the table and on Teams.

Acknowledgement of Country - Acknowledgment of Country recited by Marisa Pickett.

Confirmation of Minutes of Previous Meeting – 26 February 2025 by Frances Boreland

1 Matters Arising from Previous Minutes

Abe from SafeWork to advise when he will be visiting Broken Hill.

Meeting Update – Georgy Seward to follow up with Abe.

Contact Essential Water for a representative to attend the meetings.

Meeting Update - Welcome to Tayla Pettit from Essential Water.

Contact Aboriginal Affairs and or Aboriginal Housing for representative to attend the meetings.

Meeting Update – Welcome to Chloe Bennett from Aboriginal Affairs.

2 Correspondence In –

13/5/2025 – email from Kelli Morris, FW LHD - requesting a copy of the Terms of Reference for the Lead reference group.

14/5/2025 – email from Melissa Welsh FW LHD - requesting reports attached to the Lead Reference group minutes submitted to BHCC be removed.

20/5/2025 - email from Melissa Welsh FWLHD requesting removal of report from the agenda and a general business item to discuss reports attached to minutes and submission to Council meetings.

20/5/2025 - email from Chloe Bennett, Aboriginal Affairs – Chloe will attend the meetings, pending staff changes.

23/5/2025 - email from Melissa Welsh FWLHD – regarding wording on the agenda to ensure reports are not shared.

3 Correspondence Out –

13/5/2025 – email to Kelli Morris and Linda Mason with a copy of the Terms of Reference for the Lead Reference Group.

23/5/2025 – email to Melissa Welsh confirming all reports have been removed from Council business papers and website.

4 Quarterly Reports

4.1 Broken Hill Environmental Lead Program (BHELP) - Report attached and tabled.

Meeting update: Matthew Jardine read the report, noting key points.

- Round 9 of the Home Remediation Program is closing for this financial year. 39 properties were referred for remediation with 24 being completed, including all urgent referrals.
- BHELP and Maari Ma have recently completed lead testing on 45 homes for the Aboriginal Housing Office.
- Dust monitoring program continues.
- Lead assessments at pre-schools and Kindergartens has started.
- Social research projects are being undertaken to inform future education about lead risks in Broken Hill.

Frances Boreland spoke about a meeting with authorities from Hoboken. A town in Belgium that has a smelter located close to housing. Hoboken has managed in the last few years, to get their preschool aged children's blood levels down to about 3.5 ug/dL by focussing on improving the omission controls from the smelter, halving their levels of lead in air and fine dust. They also purchased homes that are closer to the smelter and established a green belt. They provide home lead assessments focussing on removing dust from ceilings and cellars with regular cleaning of playgrounds, roads and footpaths. The school was closed in the community, so children had to go out of the area to attend school, ensuring less exposure to lead.

4.3 Western Local Health District (WLHD) – No Report

Meeting update: – Linda Mason advised that a report will not be provided to this meeting due to the minutes and reports being made public on Council's website. Information was pulled from those reports and reported in the local paper. No report will be provided verbal or otherwise, but happy to discuss alternative arrangements.

4.4 Broken Hill Operations - Report attached and tabled.

Meeting update: – Devon Roberts read the report noting key points.

- There was an application of dust suppressant in February. Clear dust suppressant will now be used around any heritage items with green dust suppressant in other areas.
- New products are being trialled for sediment control at the sediment ponds.
- Resubmitting the Mod 12 approval to extend mining into blocks 13, 14, 15 and 16 to the northern end of the mine site, towards Menindee Road.
- The Rehabilitation Strategy and Management Plan is being updated.

4.5 Perilya – Report attached and tabled

Meeting update: Adam Forster presented a verbal report, the written report will be attached to the minutes, noting key points.

- The latest tests for lead levels indicate levels are down from last year.
- A health and hygiene assessment was conducted on three properties to identify if remediation works are needed.

4.6 Essential Water – Report attached and tabled

Meeting update: – Tayla reviewed the report noting key points.

- All tests of the water passed for both health and drinking water quality.
- There are 38 sampling points around Broken Hill.

5 General Business –

SafeWork meeting date?

Meeting Update - Georgy Seaward to follow up with SafeWork. Abe is now in a different role. Georgy will ask/check how an information session might be able to be organised

**Reports to Council – the minutes are sent to Council and tabled at a Council meeting.
In the past all reports have been attached. This will not happen again.**

Meeting update – Far West LHD voiced concerns about the reports being attached to the minutes and made public.

Linda requested a background on the group in relation to the quarterly reports. Nyrie advised that for the past 3-4 years members have provided quarterly reports to each meeting.

Francis advised that she has been with the group since the beginning. The group was set up as an information sharing group for organisations in the community to address the information gaps and determine collaborative strategies for sharing information and sourcing funding. Quarterly reports were introduced to keep each other informed about efforts to reduce children's exposure and to compare trends.

Marissa will investigate the history on the group and provide some information.

Changes to Public Health Unit - follow up with Adult lead notifications – Georgy Seward

Meeting Update - Georgy Seward advised that surveys are being developed and conducted in accordance with legislation, to determine whether the risks to adults, are occupational or environmental. This process is currently in the testing phase. There are also preliminary discussions with the Regulator in relation to an education and communication package. Georgy Seward and Jill Gallagher to organise a meeting to discuss the Legislation in relation to Broken Hill content.

Meeting location for 27 August – APRC is booked for the day - we could try the ground floor meeting room – can only fit 10 - 12 people or Council Chambers?

Meeting Update – the meeting suggested Council Chambers.

Nyrie and Angela checked the ground floor meeting room and feel it will be Ok for the meeting.

6 Action List for next meeting

Action	Responsible Person	Date due
Information on History of Group	Marisa Pickett	27 August 2025
Issue Terms of Reference before next meeting	Nyrie Waite	27 August 2025
SafeWork - ask/check how an information session might be able to be organised	Georgy Seward	27 August 2025

7 Next Meeting Date

10am Wednesday 27 August 2025, Council Administrative Building, Ground Floor Meeting Room and via Teams

12 Meeting Closed

11.01am.

CORPORATE & COMMUNITY DEVELOPMENT COMMITTEE

July 9, 2025

ITEM 4BROKEN HILL CITY COUNCIL REPORT NO. 131/25

SUBJECT: MINUTES OF THE NORM FOX SPORTING COMPLEX
COMMUNITY COMMITTEE MEETING HELD 26 JUNE 2025
D25/28994

Recommendation

1. That Broken Hill City Council Report No. 131/25 dated July 9, 2025, be received.
2. That the Minutes of the Norm Fox Sporting Complex Community Committee meeting held 26 June 2025 be received.
3. That Council endorse the request for a caretaker/groundskeeper to be engaged from within the committee membership and that an honorarium of \$1,000 for the 2025/2026 financial year, payable monthly in arrears, be paid to said caretaker subject to the committee's financial capacity to do so.
4. That Council endorse the request for an honorarium of 50% of net profits of the canteen takings be paid to canteen operation management from within the committee membership.
5. That Committee members or agents receiving payments note that:
 - a. The positions are not permanent and can be ceased by the Committee or Council at any time;
 - b. Payments are performance based and will be reviewed by the Committee as required with the assistance of Council;
 - c. Payments requested outside Point 3 and 4 will require approval of Council.
6. That Council endorsement is valid for the 2025/2026 financial year only and that payments beyond that date will require approval of Council.

Executive Summary:

The Minutes of the Norm Fox Sporting Complex Community Committee Meeting held 26 June 2025 are presented to Council for endorsement.

The Norm Fox Sporting Complex Community Committee seeks endorsement by Council to pay honorariums to:

- engage a groundskeeper/caretaker to provide cleaning of facilities, general tidy and maintenance of grounds at \$1,000 per financial year, subject to the financial capacity of the committee.
- pay 50% of the net profit of the canteen takings to canteen operation management.

Report:

As per Council's Section 355 Asset Committee Framework Manual and the Constitution of the Norm Fox Sporting Complex Community Committee (both adopted October 2024), the Committee is required to provide Council with a copy of their meeting minutes following each committee meeting.

Accordingly, the Norm Fox Sporting Complex Community Committee has submitted minutes from its meeting held 26 June 2025, for Council's endorsement.

The Norm Fox Sporting Complex Community Committee has included a request for endorsement by Council to pay honorariums to:

- a groundskeeper/caretaker at the rate of \$1,000 per financial year, and
- 50% of net canteen takings to canteen operation management.

Community Engagement:

Community representatives participate in the Section 355 Norm Fox Sporting Complex Community Committee.

Strategic Direction:

Key Direction:	4	Our Leadership
Objective:	4.1	Openness and transparency in decision making
Strategy:	4.1.4	Support the organisation to operate within its legal framework

Relevant Legislation:

Section 355 of the *Local Government Act 1993*.

The Norm Fox Sporting Complex Community Committee operates under Council's S355 Asset Committee Framework which includes the Section 355 Asset Committee Manual and Norm Fox Sporting Complex Community Committee Constitution (both adopted October 2024).

Section 356 of the *Local Government Act 1993*

356 Can a council financially assist others?

- (1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

Financial Implications:

Honorariums will be paid from the Norm Fox Sporting Complex account, subject to Council approval and the Committee's financial capacity to do so.

Attachments

1. Minutes - Annual General Meeting - Norm Fox Sporting Complex Community Committee - held 26 June 2025

RAZIJA NU'MAN
DIRECTOR CORPORATE AND COMMUNITY

JAY NANKIVELL
GENERAL MANAGER

BROKEN HILL
CITY COUNCIL

RECEIVED
09 JUL 2025
BY: 11.57am

ANNUAL GENERAL MEETING MINUTES

NORM FOX SPORTING COMPLEX COMMUNITY COMMITTEE

Date	26/06/2025	Time Meeting opened: 3.40pm	Time Meeting closed: 4.54pm
Location	Broken Hill City Council (BHCC) Administrative Centre, 240 Blende St, Broken Hill		
Present	Councillor Algate Colin Casey – Committee Member Peter Johnston – Committee Member Margaret Pope – Committee Member Razija Nu'man – Director Corporate & Community, BHCC Rod Squire - Workplace Health and Safety Coordinator, BHCC Emma Clarke – Corporate Risk & Safety Officer, BHCC Anjali Joseph – Strategic Asset Management Coordinator, BHCC Michelle Rolton – Manager Corporate & Customer Experience, BHCC Lynette Hunt – Corporate Support Officer, BHCC (Minute taker)		
Apologies	Nil		
Observer	Jenny Johnston		
Next Meeting	To be advised		

AGENDA

1.	<p>Welcome and Apologies</p> <p>With the agreement of Councillor Algate, Michelle Rolton opened the meeting and welcomed the participants of the Section 355 Norm Fox Sporting Complex Community Committee.</p>
	<p>Acknowledgement of Country</p> <p>Michelle Rolton delivered Acknowledgement of Country.</p>
2.	<p>Confirmation of Minutes from previous meeting held</p> <p>Confirmation of minutes from previous Annual General Meeting not confirmed due to only one member from that prior meeting in attendance.</p>
3.	<p>Induction</p>
3.1	<p>Induction – S355</p> <p>Michelle Rolton delivered on the requirements of Section 355 committees; that committees and their volunteers are an extension of Council and require induction, as would occur with employees.</p> <p>The committee were advised that Council is keen to work more closely with its S355 Committees, particularly providing support to the Secretary and Treasurer.</p> <p>The PowerPoint Induction presentation was used to deliver the induction program.</p> <p>Councillor Algate noted the comprehensive induction program may potentially discourage volunteers, however Council had met its obligations by delivering the induction.</p>

Annual General Meeting Minutes
Norm Fox Sporting Complex Community Committee
held 26 June 2025

AGENDA	
3.2	<p>Induction – Risk</p> <p>Rod Squire noted Council has duty of care through Work Health and Safety (WHS) to its volunteers, and that the risk team would provide advice and support to the committee. The following examples were highlighted:</p> <ul style="list-style-type: none"> • Application of chemical spray requires a certificate for the safe use and handling of chemicals; • Dial before you Dig requirements; • Reportable requirements in relation to notifiable incidents. <p>The committee members were directed to the generic risk induction pages in the hard copy induction pack provided.</p> <p>Committee members signed off on receiving the Risk induction content in Council's Donesafe program.</p>
4.	<p>Appointment of Executive positions</p> <p>Michelle Rolton noted the next agenda item was the appointment of executive positions and that Council staff would now observe from this point of the meeting.</p> <p>Committee members were advised that any recommendations requiring Council approval/adoption would need to be noted in the minutes of meetings.</p> <p>Michelle then referred the chairing of the meeting to Councillor Algate.</p>
4.1	<p>Appointment of Chairperson</p> <p>Councillor Algate noted that Council prefers councillors to be the Chair and noted he wishes to comply with this preference.</p> <p>Seconded by Colin Casey.</p> <p>Carried unanimously.</p>
4.2	<p>Appointment of Deputy Chairperson</p> <p>Councillor Algate proposed that Deputy Chairperson remains vacant at this time.</p> <p>All agreed.</p>
4.3	<p>Appointment of Secretary</p> <p>Councillor Algate proposed Peter Johnston as combined Secretary/Treasurer.</p> <p>Peter Johnston confirmed his acceptance.</p> <p>Carried unanimously.</p>
4.4	<p>Appointment of Treasurer</p> <p>Councillor Algate noted that Treasurer is not required. The position is combined with Secretary.</p>
5.	<p>Correspondence Received</p> <p>Councillor Algate called for and noted no correspondence has been received.</p>
6.	<p>General Business</p> <p>The committee discussed the purchase of the new lawn mower for the Norm Fox Sporting Complex, with Council staff in attendance confirming that it had been delivered to Council's Warnock Street Yard and that the risk pre-inspection had been completed in readiness for delivery to the facility.</p> <p>Peter Johnston moved that Council approval be sought to engage a groundsperson/caretaker to provide cleaning, general tidy and maintenance of grounds</p>

Annual General Meeting Minutes
Norm Fox Sporting Complex Community Committee
held 26 June 2025

AGENDA

and recommended the caretaker be paid an honorarium of \$1000 per year subject to the financial capacity of the committee.

Seconded by Colin Casey.

Carried unanimously.

Peter Johnston moved that Council approval be sought that the canteen operation management be paid an honorarium of 50% of the gross profit of the canteen takings.

Seconded by Colin Casey.

Carried unanimously.

A Profit and Loss Statement for Norm Fox Sporting Complex to support the honorarium requests was tabled.

The committee discussed the hire fees and charges for Department of Education (DoE) use of the Norm Fox Sporting Complex for school activities. Council staff confirmed that fees were set for this purpose in Council's Schedule of Fees and Charges and that any recommended changes to the fees or fee structure would be required to be submitted to Council by 31 January each year for consideration.

It was advised that venue bookings required to be accompanied by a risk assessment and Public Liability Certificate of Currency.

Peter Johnston noted the clubrooms needed improvement, in particular interior painting, reflooring and blinds; noting the flooring being old carpet tiles which were becoming a trip hazard.

Council staff noted that capital project recommendations are received by end September each year for business planning and submission to Council for an upcoming budget year; noting 2025/2026 budget is now complete, awaiting adoption. It was also advised that expenditure of more than \$1000 requires Council approval.

Peter Johnston advised there is many memorabilia and that a sporting history museum could be established for cricket and baseball if the clubrooms were updated.

It was also noted there are currently no female change rooms at Norm Fox Sporting Complex.

Next meeting date - to be advised.

Meeting Closed

There being no further business Councillor Algate, Chairperson, declared the meeting closed at 4.54pm.

CHAIRPERSON:

7.07.25.



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