



BUSINESS PAPER

Ordinary Council Meeting

11 December 2019

ETHICAL DECISION MAKING & CONFLICT OF INTEREST

A Guiding Checklist for Councillors, Officers & Community Committees

ETHICAL DECISION MAKING

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of Interest?
- Could your possible conflict of interest lead to private gain or loss at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

CONFLICT OF INTEREST

A Conflict of Interest is a clash between private interests and public duty. There are two types of conflict: Pecuniary – regulated by the Local Government Act and Department of Local Government and, Non-pecuniary – regulated by Codes of Conduct, ICAC, Ombudsman, Department of Local Government (advice only).

THE TEST FOR CONFLICT OF INTEREST

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of "corruption" – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest.

IDENTIFYING PROBLEMS

- 1 Do I have private interest affected by a matter I am officially involved in?
- 2 Is my official role one of influence or perceived influence over the matter?
- 3 Do my private interests conflict with my official role?

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

AGENCY ADVICE

Officers of the following agencies are available during Office Hours to discuss the obligations placed on Councillors, Officers and Community Committee members by various pieces of legislation, regulation and codes.

<u>Contact</u>	<u>Phone</u>	<u>Email</u>
Narrandera Shire Council	02-6959 5510	council@narrandera.nsw.gov.au
ICAC	02-8281 5999	icac@icac.nsw.gov.au
Toll Free	1800 463 909	
Department of Local Government	02-4428 4100	olg@olg.nsw.gov.au
NSW Ombudsman	02-8286 1000	nswombo@ombo.nsw.gov.au
Toll Free	1800 451 524	

COMMUNITY STRATEGIC PLAN

Themes

Agenda Section 16 ~ Our Community

- 1.1 To live in a healthy community and one that demonstrates a positive attitude
- 1.2 To advocate for quality educational and cultural opportunities
- 1.3 To live in an inclusive and tolerant community
- 1.4 To feel connected and safe

Agenda Section 17 ~ Our Environment

- 2.1 To value, care for and protect our natural environment
- 2.2 To effectively manage and beautify our public spaces
- 2.3 To live in a community where there are sustainable practices

Agenda Section 18 ~ Our Economy

- 3.1 To encourage new business and industry that can be sustained
- 3.2 To support local business and industry to grow and prosper
- 3.3 To strongly promote our Shire and to improve its attractiveness
- 3.4 To grow our population

Agenda Section 19 ~ Our Infrastructure

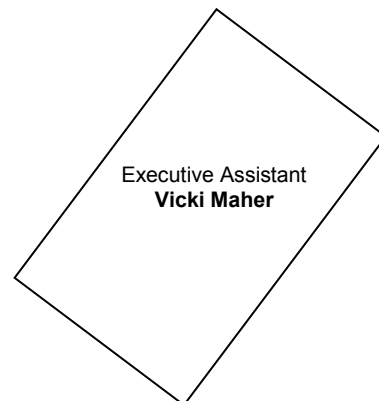
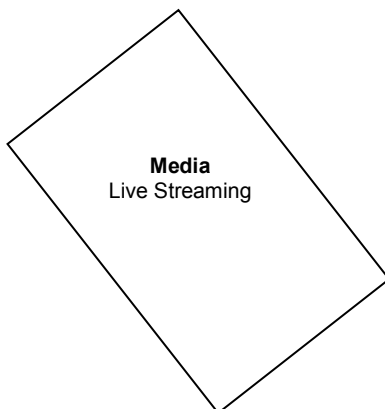
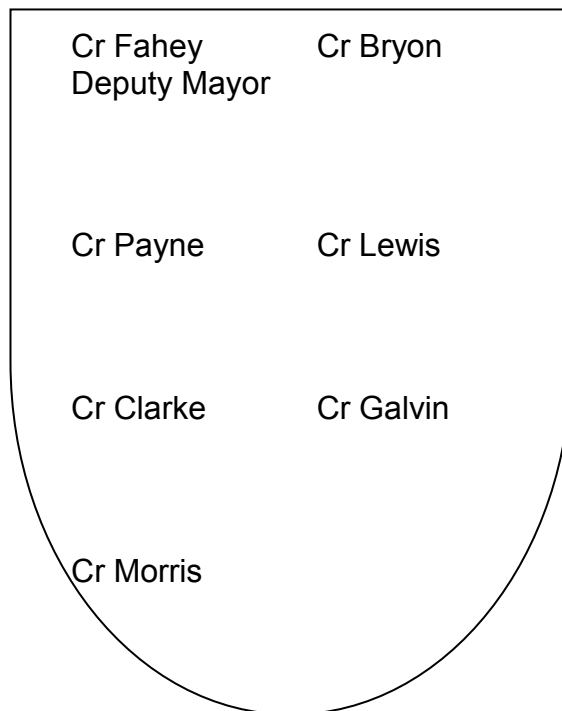
- 4.1 To have an improved and adequately maintained road network
- 4.2 To improve, maintain and value-add to our public and recreational infrastructure
- 4.3 To improve and enhance our water and sewer networks
- 4.4 To have a say when planning for new facilities or refurbishing existing facilities

Agenda Section 20 ~ Our Civic Leadership

- 5.1 To have a Council that demonstrates effective management consistently
- 5.2 To have a progressive Council that communicates and engages well with all of the community and is a role model for inclusivity
- 5.3 To have a community and a Council that works collaboratively with harmony, respect and understanding

SEATING

General Manager George Cowan	MAYOR Cr Kschenka	Deputy General Manager Infrastructure	Deputy General Manager Corporate & Community Martin Hiscox
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**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held in the Council Chambers on:
Wednesday 11 December 2019 at 2pm**

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- 1 **ACKNOWLEDGEMENT OF COUNTRY**
- 2 **HOUSE KEEPING**
- 3 **DISCLOSURE OF POLITICAL DONATIONS**
- 4 **PRESENT**
- 5 **APOLOGIES**
- 6 **DECLARATIONS OF INTEREST**
- 7 **CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 19 November 2019



MINUTES

Ordinary Council Meeting

19 November 2019

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 19 NOVEMBER 2019 AT 2PM**

The Mayor declared the meeting opened at **2pm** and welcomed the Councillors, Staff, Media and Members of the Gallery.

1 ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land. I would also like to pay respect to their people both past and present and extend that respect to other Aboriginal Australians who are present.

2 HOUSE KEEPING

Advice provided of Council's Work, Health and Safety (WHS) Evacuation Plan and location of the Amenities.

3 DISCLOSURE OF POLITICAL DONATIONS

Advice provided to those present, of the legislative requirement for Disclosure of Political Donations:

The Environmental Planning and Assessment Act 1979, Section 147 requires a person submitting planning applications or submissions regarding a planning application, to disclose any reportable political donation and/or gifts to any local Councillor or employee of Council. Reportable political donations include those of, or above, \$1,000. The Disclosure Statement forms are available on Councils website or from the Customer Service Centre and must be lodged in accordance with the Act.

There were no Disclosure of Political Donations received by the Chairperson.

4 PRESENT

Cr Neville Kschenka, Cr David Fahey OAM, Cr Narelle Payne, Cr Jenny Clarke OAM, Cr Kevin Morris, Cr Tammy Galvin, Cr Tracey Lewis, Cr Barbara Bryon

In Attendance

George Cowan (General Manager), Fred Hammer (Acting Deputy General Manager Infrastructure), Stacie Mohr (Acting Deputy General Manager Corporate & Community), Edwina Foley (Communications Officer), Vicki Maher (Minute Taker)

5 APOLOGIES

Nil

6 DECLARATIONS OF INTEREST

Cr Neville Kschenka declared a Non Pecuniary Non Significant Interest in this Item 14.3 Financial Request Narrandera Business Group under the Local Government Act as *Road Closure Request 29/11/19* and will leave the meeting during discussion and voting on the matter.

MOTION**RESOLUTION 19/153**

Moved: Cr Narelle Payne
Seconded: Cr Tammy Galvin

That Council endorse including a late Motion as Item 11.2 regarding Yanco Creek and Tributaries Advisory Council Inc. (YACTAC) and Sitting Fees for the Sustainable Diversion Limit Adjustment Mechanism (SDLAM) Advisory Committee member as a resolution is required prior to Council's December meeting.

CARRIED

7 CONFIRMATION OF MINUTES**RESOLUTION 19/154**

Moved: Cr Narelle Payne
Seconded: Cr Barbara Bryon

That the minutes of the Ordinary Council Meeting held on 22 October 2019 be confirmed.

CARRIED

8 MAYORAL REPORT**8.1 MAYORAL REPORT NOVEMBER 2019****RESOLUTION 19/155**

Moved: Cr Neville Kschenka
Seconded: Cr Jenny Clarke OAM

That Council:

1. Receive and note the Mayoral Report for November 2019.
2. Extend an Invitation to Police Inspector Justin Corn to attend a Briefing Session to discuss policing in Narrandera.

CARRIED**8.2 MAYORAL REPORT LGNSW ANNUAL CONFERENCE****RESOLUTION 19/156**

Moved: Cr Neville Kschenka

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receive and note the information within the LGNSW Annual Conference report.

CARRIED**9 QUESTION WITH NOTICE**

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION**11.1 NOTICE OF MOTION NARRANDERA FOOD WASTE****RESOLUTION 19/157**

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Receive and note the attached dissertation - Desirability of Food Waste Management in Non-metropolitan Local Government: An Exploratory Case Study of Narrandera Shire Council, New South Wales, Australia
2. Begin consultation with citizens in regard to introducing a green waste bin service and access the NSW EPA Waste Less, Recycle More grant funding to instigate a program and infrastructure if needed
3. Also include consultation on the reduction of the general waste bin to 120 litres
4. Consider a trial run in a designated area for food waste collection
5. Investigate if it has the capacity to compost at the Narrandera landfill site or offer the waste to another entity
6. Consider an educational promotion on the reduction of food waste
7. Conduct a cost benefit analysis of composting at the Narrandera landfill site that may be beneficial to residents and the council in supplying quality compost for home or public space use.
8. Review its handling of green waste to exclude contaminants

9. Cease using chipped green waste to cover cells at the Narrandera landfill site
10. Utilise the Food and Garden Organics Best Practice Collection Manual prepared by the Department of Sustainability, Environment, Water, Population and Communities (copy attached)

CARRIED

11.2 NOTICE OF MOTION SDLAM SITTING FEES

RESOLUTION 19/158

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Wright to Steph Cooke MP seeking her support for the payment of sitting fees for members of the Sustainable Diversion Limit Adjustment Mechanism (SDLAM) Advisory Committee.

CARRIED

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS

13.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) 28 OCTOBER 2019

RESOLUTION 19/159

Moved: Cr Jenny Clarke OAM

Seconded: Cr David Fahey OAM

That Council:

1. Receive and note the Minutes of the Economic Taskforce Committee meeting held **28 October** 2019, together with the updated Economic Development Strategy (non-confidential).

CARRIED

13.2 MINUTES - KOALA REGENERATION COMMITTEE - 10 OCTOBER 2019

RESOLUTION 19/160

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Note and receive the Minutes of the Koala Regeneration Committee held on Thursday 10 October 2019.

CARRIED

13.3 MINUTES - PARKS AND GARDENS ADVISORY COMMITTEE - 24 OCTOBER 2019

RESOLUTION 19/161

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

1. That the Minutes of the Parks and Gardens Advisory Committee held on Thursday 24 October 2019 be received and noted.

CARRIED

14 OUR COMMUNITY

14.1 REQUEST FOR SPONSORSHIP SOUTHERN SPORTS ACADEMY

RESOLUTION 19/162

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. That Council endorse sponsorship to Southern Sports Academy of \$200 per athlete enrolled from Narrandera Shire.
2. That Council endorse reducing the 2019-2020 General Manager and Mayoral Donations Pool by \$1,000 resulting in a balance of \$2,631.

CARRIED

14.2 REQUEST TO WAIVE FEES GRONG GRONG OVER 50'S CLUB

RESOLUTION 19/163

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council:

1. Receive and note the request from the Grong Grong Over 50's Group seeking to be

exempt of fees for use of the Grong Grong Hall Supper Room only.

2. Option 1

CARRIED

At **2.42** pm, Cr Neville Kschenka, after earlier declaring an Interest in Item 14.3, vacated the Chambers. Deputy Mayor Cr David Fahey OAM assumed the Mayoral Chair during discussions and voting on the matter.

14.3 REQUEST FOR FINANCIAL ASSISTANCE - NARRANDERA BUSINESS GROUP

RESOLUTION 19/164

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council:

1. Approves the request for \$1,169.86 from the Narrandera Business Group for the 2019 event from the Events Activities and Promotion Expense budget.

CARRIED

At **2.42** pm, Cr Neville Kschenka returned to the meeting and the Mayoral Chair.

14.4 POLICY REVIEW CS240 RELATED PARTY DISCLOSURE

RESOLUTION 19/165

Moved: Cr Barbara Bryon

Seconded: Cr Tammy Galvin

That Council:

1. Adopt the draft policy CS240 Related Party Disclosure for public exhibition. If no public submissions received this policy is to be deemed adopted.

CARRIED

15 OUR ENVIRONMENT

Nil

16 OUR ECONOMY

Nil

17 OUR INFRASTRUCTURE

Nil

18 OUR CIVIC LEADERSHIP**18.1 POLICY REVIEW CS100 PROCUREMENT****RESOLUTION 19/166**

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Adopt the draft policy CS100 Procurement for Public Exhibition.
2. Following the exhibition period that the submission received from Cr Fahey OAM be considered along with any other submissions which may be received.

CARRIED

18.2 2018-2019 ANNUAL REPORT FOR THE YEAR ENDING 30 JUNE 2019**RESOLUTION 19/167**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Adopt the 2018-2019 Annual Report as presented and publish the document to the community; also advise the Office of Local Government of the URL of the document within Council's website.

CARRIED

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS**19.1 OCTOBER DEVELOPMENT SERVICES ACTIVITIES****RESOLUTION 19/168**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the Development Services Activities Report for October 2019.

CARRIED

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 SEPTEMBER 2019 QUARTERLY BUDGET REVIEW

RESOLUTION 19/169

Moved: Cr Narelle Payne
 Seconded: Cr Tracey Lewis

That Council

1. Receive, note and adopt the information and variations contained in the September Quarterly Review.

CARRIED

20.2 OCTOBER INCOME STATEMENT

RESOLUTION 19/170

Moved: Cr Narelle Payne
 Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the information contained in the Income Statement report for the period ending 31 October 2019.

CARRIED

20.3 OCTOBER STATEMENT OF BANK BALANCES

RESOLUTION 19/171

Moved: Cr Narelle Payne
 Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the information contained in the Statement of Bank Balances report as at 31 October 2019

CARRIED

20.4 OCTOBER STATEMENT OF RATES AND RECEIPTS**RESOLUTION 19/172**

Moved: Cr Barbara Bryon
Seconded: Cr Narelle Payne

That Council:

1. Receive and note the information contained in the Statement of Rates and Receipts report as at 31 October 2019.

CARRIED

20.5 OCTOBER STATEMENT OF INVESTMENTS**RESOLUTION 19/173**

Moved: Cr Narelle Payne
Seconded: Cr Tammy Galvin

That Council;

1. Receive and note the information contained in the Statement of Investments report as at 31 October 2019.

CARRIED

20.6 OCTOBER CAPITAL WORKS PROGRAM**RESOLUTION 19/174**

Moved: Cr Tracey Lewis
Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the information contained in the Capital Works report as at 31 October 2019.

CARRIED

19 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

20 CONFIDENTIAL BUSINESS PAPER REPORTS**RESOLUTION 19/175**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

22.1 Economic Development Strategy at 28 October 2019

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

22.2 Sale of Shares

This matter is considered to be confidential under Section 10A(2) - di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

22.3 Water Licence

This matter is considered to be confidential under Section 10A(2) - dii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a competitor of the council.

CARRIED

22.1 ECONOMIC DEVELOPMENT STRATEGY AT 28 OCTOBER 2019**RESOLUTION 19/176**

Moved: Cr David Fahey OAM

Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the Economic Development Strategy (confidential version) containing updates following the Economic Taskforce Committee meeting held **28 October 2019**.

CARRIED

22.2 SALE OF SHARES

RESOLUTION 19/177

Moved: Cr Kevin Morris

Seconded: Cr Barbara Bryon

1. That Council:

- (a) Agree to the sale of all shares that Council holds in Southern Phone Company Limited to AGL Energy Limited at the offer price detailed within the report, and in line with the submitted Share Sale Agreement;
- (b) Delegate to the General Manager the function of executing all relevant documentation;
- (c) If required that the Seal of Council be placed on any documentation relating to this matter;
- (d) The funds generated by the sale of all shares in Southern Phone Company Limited be placed in reserve for further consideration by Council in developing the 2020-2021 budget.

CARRIED

22.3 WATER LICENCE

RESOLUTION 19/178

Moved: Cr Kevin Morris

Seconded: Cr David Fahey OAM

That Council:

1. Receive and note the report.
2. Approve the sale by temporary transfer of the 2000 ML available under the licence.

CARRIED

23 OPEN COUNCIL

RESOLUTION 19/179

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council return to Open Council and that the Mayor advise the Media and Gallery of resolutions endorsed within Closed Session.

CARRIED

The Meeting closed at 3.51pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 11 December 2019.

.....
GENERAL MANAGER

.....
CHAIRPERSON

Unconfirmed

8 MAYORAL REPORT

8.1 MAYORAL REPORT DECEMBER 2019

Document ID: 448659
Author: Mayor
Theme: Our Civic Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the Mayoral Report for December 2019.

BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 19 November 2019, I have had the privilege to attend the following on behalf of our Council:-

Meetings with General Manager

I attended regular morning meetings with the General Manager George Cowan to discuss various matters. Deputy Mayor joins us at the Monday meeting prior to the monthly Council Meeting.

Media Interviews and Shire News Promotions

I have had Media interviews with MMM Griffith, MMM Wagga, Spirit FM 91.1 and ABC Radio throughout the past month covering recent topics of interest and/or concern.

NOVEMBER 2019

Wednesday 13

Together with fellow Committee members, I attended the Lake Talbot Environs Advisory Committee. Minutes of the meeting are provided to Council.

Wednesday 13

Attended the Clontarf Foundation awards at the Narrandera High School. This program was introduced this year and has assisted many boys to gain confidence and participate in various activities and to have respect for each other. It was great to see the progress made, with many young men either speaking or performing on the night. My congratulations to John Ingram, Neville Bamblett and all those involved in making this program the success that it is.

Wednesday 13 & Thursday 14

Along with other panel members, I conducted interviews with applicants for the position of Deputy General Manager Infrastructure (DGMI). This position became vacant following the resignation of Julian Geddes who had previously accepted a position with Dubbo Council.

Saturday 16

I accepted an invitation from the Narrandera Bowling Club to attend the “Turning on the Lights” ceremony. The lights were recently installed with funds from a successful grant application through the Stronger Country Communities Fund Round 2. I had the privilege of throwing the switch to officially turn them on. Cr’s Clarke, Bryon and Payne were also in attendance.

**Wednesday 20**

Met with members of Narrandera Probus Club to discuss opportunities for the establishment of independent living housing for Shire residents wishing to move to more suitable accommodation in Narrandera. Easier access to shops and footpaths was also discussed.

Wednesday 20

My wife Carmel and I accepted an invitation from the Narrandera Rotary Club to attend a dinner at the Narrandera Arts and Community Centre to bring together business, industry and Community leaders from the Shire. Guest speakers were Michael Lyons and David Farley. Congratulations to Craig Harten and the Rotary Club for this initiative.

Friday 22

Met with a Narrandera business man and his wife to discuss a proposed development.

Saturday 23

Attended the opening of the new change rooms and



water slides at the Lake Talbot Water Park along with fellow councillors, the General Manager and Council Staff.

Members of the recently formed Narrandera Youth Council were also in attendance.

Steph Cooke MP officially opened both facilities and there were a good number of people in attendance including many young people eager to try out the new slides.

The winner of a lucky draw won the opportunity to race myself down the dual racer slides and although I was defeated it was a great experience.

Many people from the region are aware of the new facilities and are keen to come to Narrandera to try out the slides.



Sunday 24

Accepted an invitation to attend the Annual Girls Brigade presentations at the Uniting Church Narrandera. I had the pleasure of presenting certificates to the recipients and my congratulations go to the girls and their Leaders for their dedication to their cause and the community.

Monday 25

Together with fellow Committee members, I attended and chaired the monthly meeting of the Economic Task Force held at the Chambers. Minutes of the meeting and the latest updates on the Economic Strategy are provided to Council.

Monday 25

Along with EDM Peter Dale and Council's Events & Visitor Services Supervisor Toneale O'Connell, I attended the Narrandera Business Group meeting where final arrangements for Christmas Fair and Markets were organised.

Tuesday 26

Attended the Rockin' on East AGM held at the Narrandera Ex-Servicemen's Club and it was pleasing to see all positions filled at the election of office bearers.

Friday 29

The General Manager and I were interviewed by Pam Mayne at the Spirit FM studios at Narrandera Railway Station to give an update on Council activities and the November Meeting.

Friday 29

A forum organised by Council's Economic Development Manager (EDM) Peter Dale, was held at the Council Chambers with representatives from many of the health providers and Agencies in the area, to discuss current and emerging issues with regard to doctor shortages both at the Medical Centre and the Hospital. It was agreed to form an Alliance of these groups to advise Council on a way forward to advocate for improved services.

Friday 29

Together with the General Manager (GM) and EDM, I met with the Hon Susan Ley MP and Steph Cooke MP to discuss the provision of health services in Narrandera and other matters including grant funding.

Friday 29

Together with fellow Councillors, the GM and Council Staff, I attended the official opening of the newly completed Youth Space at the Narrandera Library. The opening was conducted by the Hon. Susan Ley MP and Steph Cooke MP as funding was provided by all levels of Government. Representatives from Narrandera Youth Council were also in attendance.

Friday 29

Attended the Narrandera Business Group Christmas Fun Fair which was also supported by Narrandera Shire Council. Many favourable reports have been received by all those involved and in attendance and many businesses reported good sales.

Saturday 30

Accepted an invitation to attend the Inner Wheel Regional Christmas Dinner at Narrandera Golf Club and welcomed visitors. Former president Robyn Gillespie is National President. I invited those present to visit our many attractions while in Narrandera.

DECEMBER 2019**Sunday 1**

Cr Lewis and I attended an event at Town Beach organised by the Aboriginal community in conjunction with the national "A First Nations Dance", a worldwide movement to coordinate first nation dances. Held at 1pm NSW time throughout the nation, it was a very happy occasion for all the people participating and present and we were made very welcome.

Monday 2

Attended the Narrandera Police Community Safety Precinct Committee meeting held at the emergency services building. Crs Morris, Payne, Clarke and Bryon and General Manager George Cowan were also in attendance. Police representatives were Superintendent Craig Ireland, Officer in Charge Inspector Justin Cornes, Sergeant Brett Ryan, Sergeant Cherrie Knox from Griffith Police Station, and Senior Constable Naomi Wilmott Crime Prevention Officer Murrumbidgee Police District.

Crime statistics were provided and although there were some spikes in some categories over a short period of time, actions taken had resolved most of these situations. Although rural crime statistics are currently low it is possible that a second officer will be appointed to the district in the near future. There are also two vacancies in Narrandera at the moment, but it is hoped that these positioned will be filled.

Tuesday 3

I met with two residents to opportunities for attraction to and the region.



Shire discuss visitor Narrandera

This is my last Council Meeting

report and for 2019.

It has been a busy year and I extend my gratitude and thanks to those Councillors who have attended various meetings throughout the past month and year, either on my behalf, or as elected committee delegates.

very full and

I wish everyone a very safe and happy holiday season and look forward to achieving more goals in 2020.

Until next time, Mayor Kschenka

RECOMMENDATION

That Council:

1. Receive and note the Mayoral Report for December 2019.

8.2 MAYORAL REPORT NATIONAL STREET ART AWARDS

Document ID: 449903

Author: Mayor

Theme: Our Economy

Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the information provided in the National Street Art Awards report.

BACKGROUND

Following a nomination of Narrandera's Water Tower Murals in the National Street Art Awards, we were informed that we were a finalist and invited to attend the awards presentations in Maroochydore Queensland.

On the 6th of November 2019, Cr Tracey Lewis, Senior Project Asset Engineer Emily Currie and Marketing Tourism Economic Development Coordinator Tiffany Thornton and I, attended the conference followed by the awards presentations at night.

Presenters at the conference emphasised the importance of people travelling in recreational vehicles (RVs) to the economies of rural towns and the emerging street art trails that attract these travellers.

Representatives from Julia Creek in far North Queensland, said that the whole community in the small town worked together to create a welcoming place that travellers looked forward to visiting. Improvements at the caravan park included new cabins and drive through sights. They also provide free bike hire. Their Artesian Spas generated \$20,000 income per month and all their recreational facilities are in one location including a water park and tennis courts. The Lions Club provides a bush dinner which is popular. Being isolated as they are, the town can't afford to let visitors pass through town without stopping and extended stays are encouraged. It is estimated that \$450,000 is generated in the main street per annum in a town of 400 people. Well trained and friendly staff is their best asset.

Another presenter provided the following statistics about travellers:

- 62% of travellers vehicles are less than 5 years old.
- 72% of the travellers don't mind being referred to as "grey nomads".
- Many still use commercial caravan parks.
- The median travel term is 4 weeks.
- Average travel distance is 1000km per week.
- They want knowledge of local road conditions which VICs often can't provide.
- The average spend is \$830 per week.

- Baby boomers and older are outdoor enthusiasts.
- Travellers are destination decisive and are keen to forge new social networks.

Neil Bidner is a tour host with a business called Fun Over 50. He is always looking for new destinations for his customers who want to have fun and he always tries to give more than people expect. His customers have a longing for the way things were. He said that 65% of travellers were return travellers.

A representative from the Parkes Elvis Festival gave the following information:

- The founders are Bob and Anne Steele and the first festival attracted 200 people.
- Locals are getting involved and attendees now come from all over the world.
- The population triples during the festival and ¼ of attendees come in caravans or RV's.
- Council became involved because it became too difficult for the organisers to manage.
- Council gained grant funding and 80% of the entertainment is free including a Gospel Service.
- Grey Nomads are catered for with shade and seating.
- Because the festival is in summer, they provide misting fans as well.
- Infrastructure improvements include a better looking stage.
- Attention is paid to the program layout and the website with different search functions.
- It is important to keep marketing fresh.

Other challenges include the fact that the volunteers are getting older, accommodation price gouging and lack of accommodation. Solutions include home hosting, nearby towns and shuttle busses and the use of sporting facility change rooms for campers.

- It is important to target the demographic.
- Change marketing to target younger people and don't rest with success.

Mr Richard Barwick, CEO of Campervan & Motorhome Club of Australia (CMCA), Australia's largest RV organisation with over 70,000 members, provided the following information:

- Baby boomers have 52% of Australia's wealth.
- There are 700,000 RVs in Australia and many are self-contained.
- Membership of CMCA is \$50 pa.
- Their members look for sites on flat land with a dump, water, good signage, close to shops, a pro-active business community and sports clubs.
- Some schools and sporting clubs allow the use of their grounds for camping.
- CMCA has an App for councils to put data on.

- Some travellers want to volunteer for events that are taking place in the towns they visit and there is an App for that.
- Councils can have a CMCA approved site.

Awards

This was a very exciting moment for the Narrandera contingent when our Water Tower Art was judged “Best Mega Mural” in Australia, and a proud moment for us in accepting the award.

I also received praise for the great “team” from Narrandera that attended the event.

Features that set our mural apart from others was the inclusion of many aspects of the community depicted in the artwork, easy access and parking for all kinds of vehicles and the seating and story boards. Congratulations to all those involved in this project.

RECOMMENDATION

That Council:

1. Receive and note the information provided in the National Street Art Awards report.

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION

Nil

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS

13.1 MINUTES - YOUTH ADVISORY COUNCIL - 12 NOVEMBER 2019

Document ID: 449974

Author: Community Support Manager

Authoriser: Deputy General Manager Corporate and Community

Attachments: 1. Youth Advisory Council Minutes - 12 November 2019

RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Youth Advisory Council held on Tuesday 12 November 2019.



MINUTES

Youth Advisory Council Meeting

12 November 2019

**MINUTES OF NARRANDERA SHIRE COUNCIL
YOUTH ADVISORY COUNCIL MEETING
HELD AT THE YOUTH SPACE LIBRARY
ON TUESDAY, 12 NOVEMBER 2019 AT 3:45PM**

1 PRESENT

Member Braden Lyons, Member Abigail Pettigrew, Member Isabella Beaumont, Member Kayleigh Cassidy, Member Mia Geddes, Member Wesley Bamblett, NSC Suzanne Litchfield, CSM Stacie Mohr, GM George Cowan, CO Edwina Foley

2 APOLOGIES

Nil

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RECOMMENDATION

Moved: Member Abigail Pettigrew

Seconded: Member Isabella Beaumont

That the minutes of the Youth Advisory Council Meeting held on 14 October 2019 be confirmed.

5 REPORTS

COMMITTEE RESOLUTION

Moved: Member Abigail Pettigrew

Seconded: Member Isabella Beaumont

5.1 YOUTH SPACE OPENING

COMMITTEE RECOMMENDATION

Moved: Member Abigail Pettigrew

Seconded: Member Isabella Beaumont

- That the Youth Advisory Committee discuss and finalise details for the Youth Space Opening scheduled for 29 November 2019
- That the CLO and CO promote the use of the hashtag #howiusetheyouthspace for the photo booth competition. Competition will have two winners, Best Caption and Best Photo. Must like and tag @NarranderaShireCouncil
- That the CLO and CSM source props and other items to be used for the competition

CARRIED

5.2 YOUTH ADVISORY COUNCIL LOGO

COMMITTEE RESOLUTION

Moved: Member Mia Geddes

Seconded: Member Kayleigh Cassidy

That the Youth Advisory Council discuss and recommend a logo to be used for the Youth Advisory Council uniform.

Logo option One to be used on a plain black t-shirt. CLO to investigate costs at Robinson's Department Store.

CARRIED

6 GENERAL BUSINESS

Council has been notified that they are eligible to receive \$1M of Grant Funding through the Drought Assistance Program. The GM asked for project submissions. Submissions must stimulate the economy by shopping local and/or provide employment opportunities.

Suggestions included:

- Farmer's Day Out
- Boot Camps
- Workshops
- Courses through TAFE

7 NEXT MEETING

Monday 9 December 2019 at 3:30pm at the Council Chambers

8 MEETING CLOSE

Meeting Closed at 5:20pm

13.2 MINUTES - LAKE TALBOT ENVIRONS ADVISORY COMMITTEE - 12 NOVEMBER 2019

Document ID: 449636

Author: Administration Officer

Authoriser: Deputy General Manager Infrastructure

Attachments: 1. Lake Talbot Environs Advisory Committee Minutes - 12 November 2019

RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Lake Talbot Environs Advisory Committee held on Tuesday 12 November 2019.



MINUTES

Lake Talbot Environs Advisory Committee Meeting

12 November 2019

**MINUTES OF NARRANDERA SHIRE COUNCIL
LAKE TALBOT ENVIRONS ADVISORY COMMITTEE MEETING
HELD AT THE NARRANDERA EXSERVICEMENS CLUB
ON TUESDAY, 12 NOVEMBER 2019 AT 6.00PM**

1 PRESENT

Chairperson Rex Evans, Mr Jeff Kirk, Mr Ken Murphy, Mr Peter Beal, Ms Helen McDermott, Mr David Farley, Mayor Neville Kschenka, Cr Narelle Payne, Cr Tracey Lewis, Observer Acting DGMI Roger Evans

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mr Ken Murphy

Seconded: Chairperson Rex Evans

That apologies from Mr Darren Knagge and Mr Vince Mercuri be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Jeff Kirk

Seconded: Chairperson Rex Evans

That the minutes of the Lake Talbot Environs Advisory Committee Meeting held on 6 August 2019 be confirmed.

CARRIED

5 REPORTS

5.1 WEED HARVESTING

COMMITTEE RESOLUTION

Moved: Mr Peter Beal

Seconded: Chairperson Rex Evans

The Committee:

1. To note and receive an update on the weed harvester proposal
2. Request the OSR Manager Roger Evans is to obtain quotes for a suitable Aquatic Weed Harvester including the feasibility of a second hand option and present to the findings at the next scheduled meeting

CARRIED

5.2 LAKE TALBOT DEVELOPMENT PROJECT

COMMITTEE RESOLUTION

Moved: Mr Peter Beal

Seconded: Mr Ken Murphy

The Committee:

1. Receive an update on the Environmental Study.
2. Requests that the core sampling investigation be approved for the amount of \$11,000 and be undertaken as a priority so that the consultancy can be successfully finalised.

CARRIED

6 GENERAL BUSINESS

1. The spread of willow infestation into the Lake was discussed with a request that some urgent action be taken to remove the growth from two locations on the side of the lake adjacent to the water ski area.
2. Relocation of pontoon from Lake Talbot to Rocky waterholes area. Mr Jeff Kirk advised of interest by the Narrandera fishing club to acquire a pontoon for installation adjacent to the boat ramp at Rocky waterholes area. It was advised that the Narrandera Aquatic Club would consider providing some funds to assist with the purchase of a more suitable replacement pontoon at Lake Talbot.

Motion:

It is recommended that the existing pontoon at Lake Talbot be relocated to Rocky Waterholes and be replaced with a more suitable design and that

Council consider some financial assistance towards the purchase by the Narrandera Aquatic Club.

Moved: Mr Jeff Kirk

Seconded: Cr Narelle Payne

CARRIED

3. Debris and associated fire risk in Flora and Fauna Reserve (Formally called "The Common"). Mr Rex Evans raised concerns over the large amount of timber debris within the reserve particularly following the two major floods in 2012 and 2016. Member agreed that there was potential for a serious outbreak of fire with the fuel loading and represents a threat to the longstanding Koala colony.

Motion

That the concern over the current fire hazard within the Narrandera Flora and Fauna Reserve be reported to Council with a request that urgent representations be made to reduce the danger from past flood debris particularly to the Koala colony in this section of the River Reserve

Moved: Mr Ken Murphy

Seconded: Cr Neville Kschenka

CARRIED

7 NEXT MEETING

It was agreed to hold an Extraordinary meeting on Thursday 5 December 2019 to discuss the preliminary costing report relating to the purchase of an Aquatic Weed Harvester with the next ordinary Committee meeting to be held on Thursday 6 February 2020.

8 MEETING CLOSE

Meeting Closed at 7:25pm

13.3 MINUTES - BARELLAN FLOODPLAIN RISK MANAGEMENT COMMITTEE - 20 NOVEMBER 2019**Document ID: 449293****Author: Executive Engineer****Authoriser: Deputy General Manager Infrastructure****Attachments: 1. Barellan Floodplain Risk Management Committee Minutes - 20 November 2019****RECOMMENDATION**

That Council:

1. Note and receive the Minutes of the Barellan Floodplain Risk Management Committee held on Wednesday 20 November 2019.
2. Consider the 3rd option be included in the study and a grant variation be submitted to cover this assessment along with the survey and geotechnical investigation costs.

BACKGROUND

The initial assessment of the two Study options revealed a need to raise Burley Griffin Way a height of 1.4 – 1.5m and will result in flooding an additional house and business.

A preliminary review of a 3rd option was considered which went through private property and linked to a natural high point in Burley Griffin Way. This would protect more properties and avoid the cost of modifying Burley Griffin Way.

As this option is likely to reduce the overall cost of the final levee and associated works, the Flood Risk Management Committee recommended that this option be included in the feasibility study.

To assess the 3rd levee option, additional funds will be required to carry out the feasibility survey, soil investigation and environmental assessment along the new alignment.

The consultant has now confirmed their fee of \$32,371 to carry out the additional work which is \$26,203 more than the original project estimate.

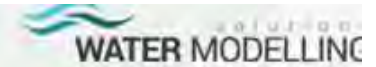
Grant funding cover 6/7th of the cost and Council will need to allocate 1/7th of the cost of the additional works which is approximately \$3,743.

These works are in keeping with the original grant application and are within the allowable maximum variation limits.

RECOMMENDATION

That Council apply for a grant variation of \$26,203 and transfer \$3,743 from the Barellan Flood Reserve to meet Council's contribution.

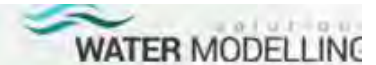




Overview

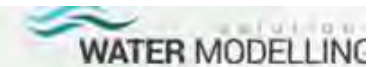
- Study Background and Objectives
- Overview of Levee Options A and B
- Discussion and Q&A over Maps
- Provide feedback on preferred levee option
- Next steps

Study Background (Ian)



- Study was a key recommendation from the flood management plan
- It was recommended that two levee options undergo a feasibility study
- Local drainage considerations
- Sewer upgrades

Study Objectives



- Determine a preferred levee option which considers:
 - Services and utilities
 - Freeboard assessment – how high does the levee need to be?
 - Community feedback
 - Flood impacts
 - Vegetation/Biodiversity

- Investigate the preferred option and develop a concept design:
 - Survey
 - Geotechnical investigation
 - Planning and environmental considerations
 - Costing
 - Develop a concept design of the preferred option

- Council will then look to apply for funding for the next stage of design

Freeboard Assessment – How high does the levee need to be?

- Freeboard = the extra amount we build a levee to above the flood level as an extra margin of safety. Freeboard considers a range of factors such as wave action and uncertainty in the flood levels
- An assessment to determine the appropriate level of freeboard for the Barellan levees has been carried out
- Has determined that the levee crest needs to be 800-850mm above the 1% AEP flood level
- E.g. this means if the flood water is 400mm deep - the levee needs to be 1200mm high.

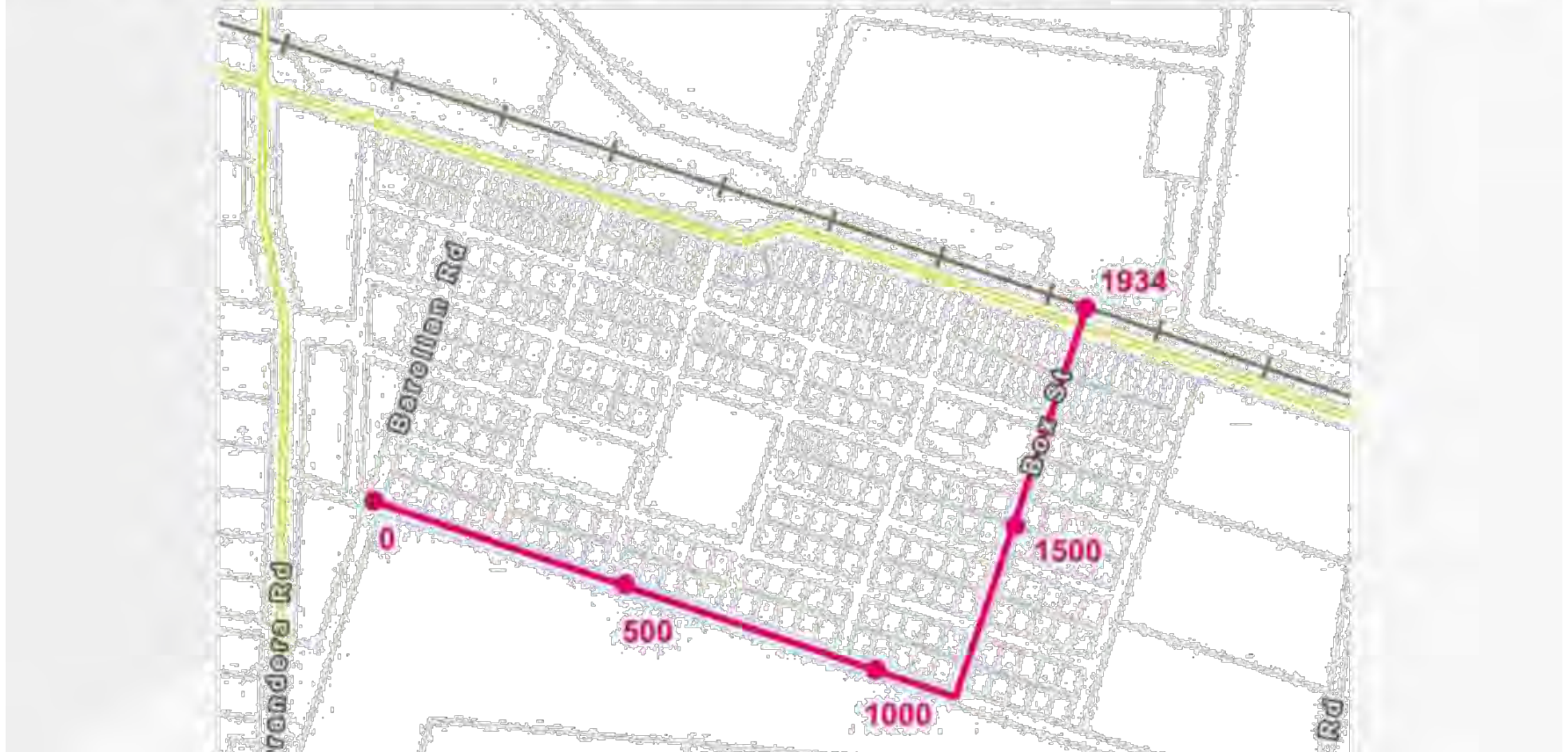
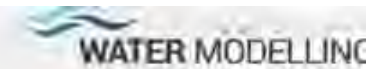
Freeboard Assessment – How high does the levee need to be?

- Key components of the 800-850mm freeboard:
 - Wave action - 200mm
 - Model uncertainty - 250mm
 - Climate change (increased rainfall intensity) – 210mm

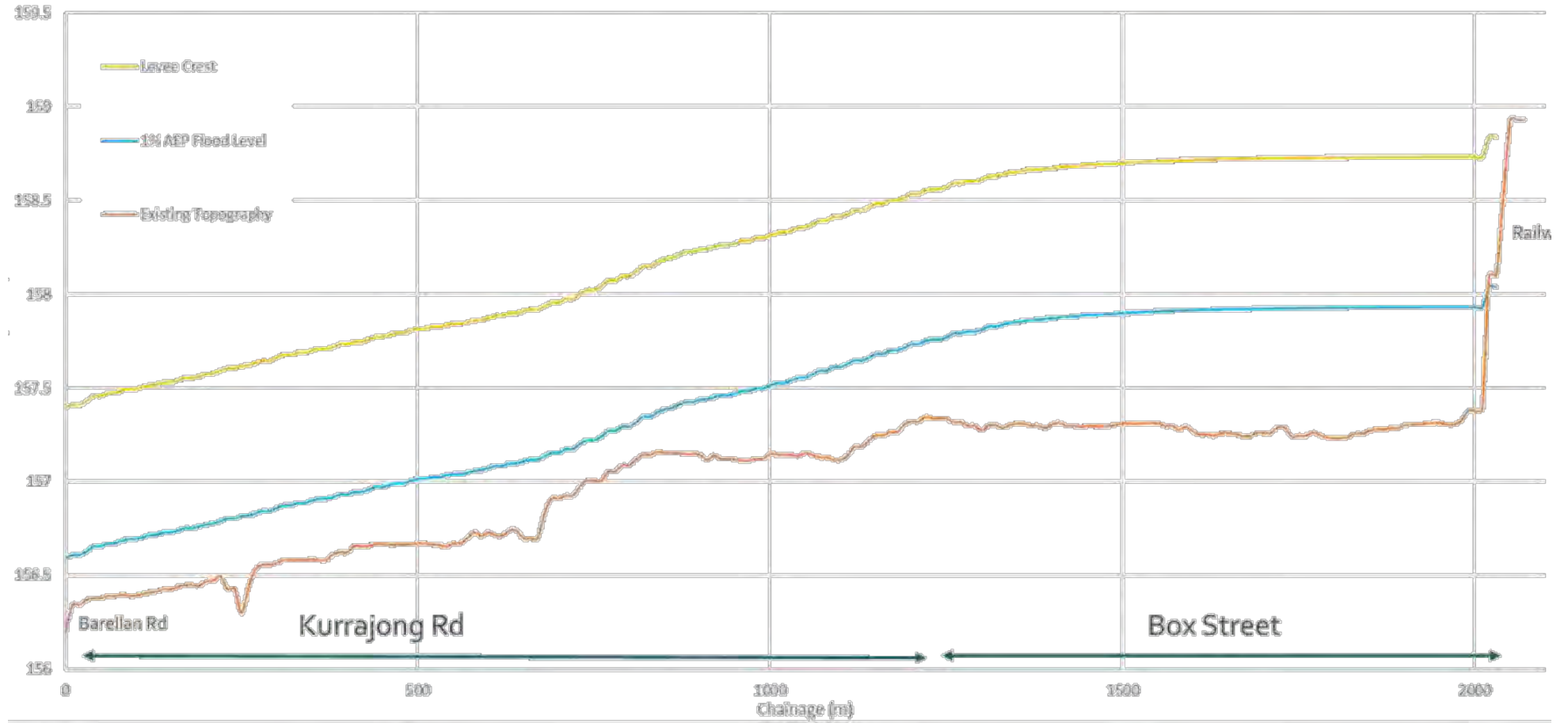
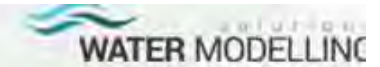
Services and Utilities Assessment

- No conflicts with services that pose a significant barrier
- Interactions with water, electrical, communications infrastructure that would need treatment
- Potential interactions with new sewerage lines (Box St option)
- Design would have to have consideration for existing driveways

Levee Option A – Kurrajong Rd and Box St



Levee Option A – Kurrajong Rd and Box St



Levee Option A – Impact on 1% Flood Levels

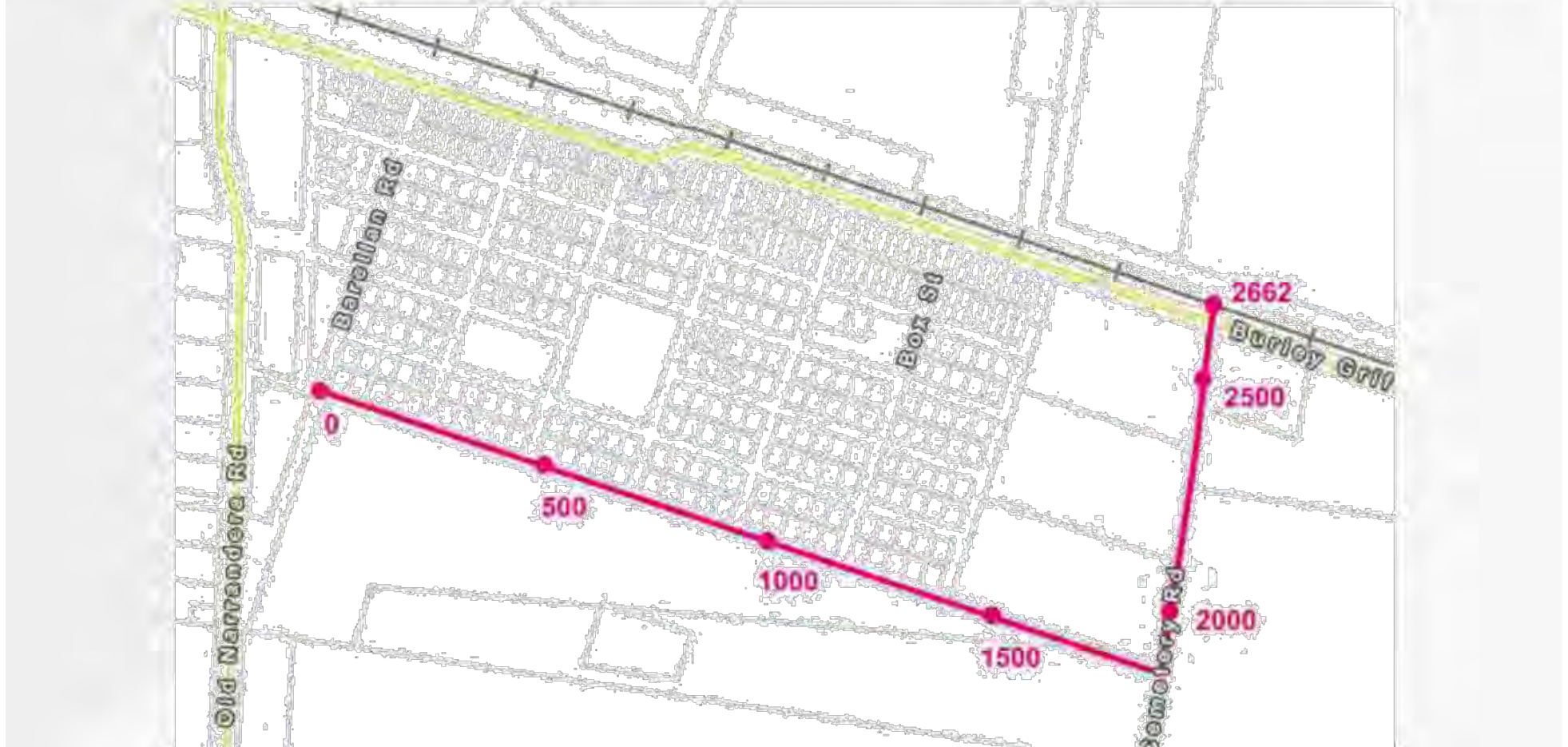
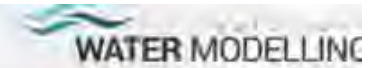


Levee A - Summary

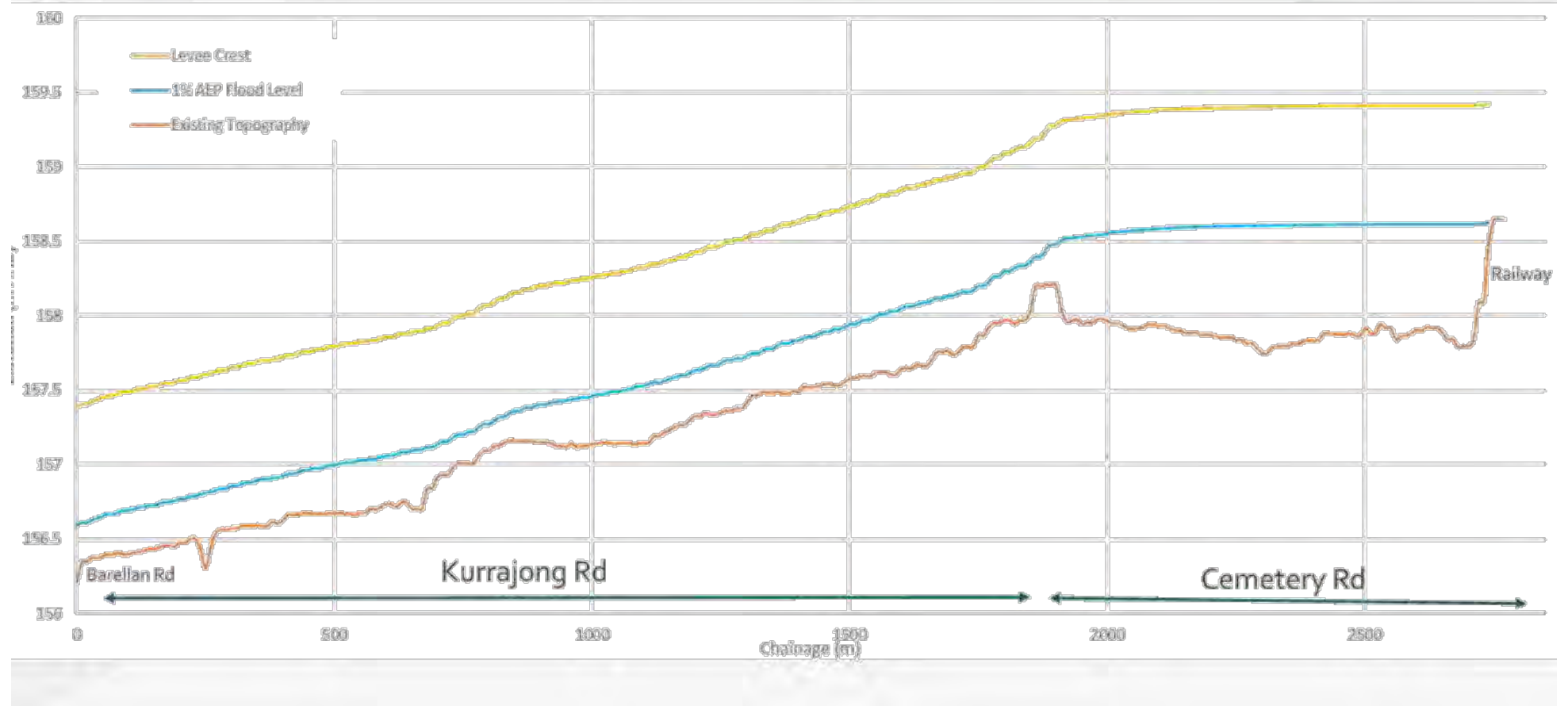
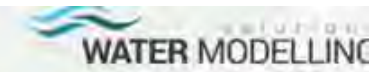
- Length: 1950m
- Average Levee Height: 1.2m (above existing road level)
- Required Increase at Burley Griffin Way: 1.4m (to achieve 800mm freeboard)



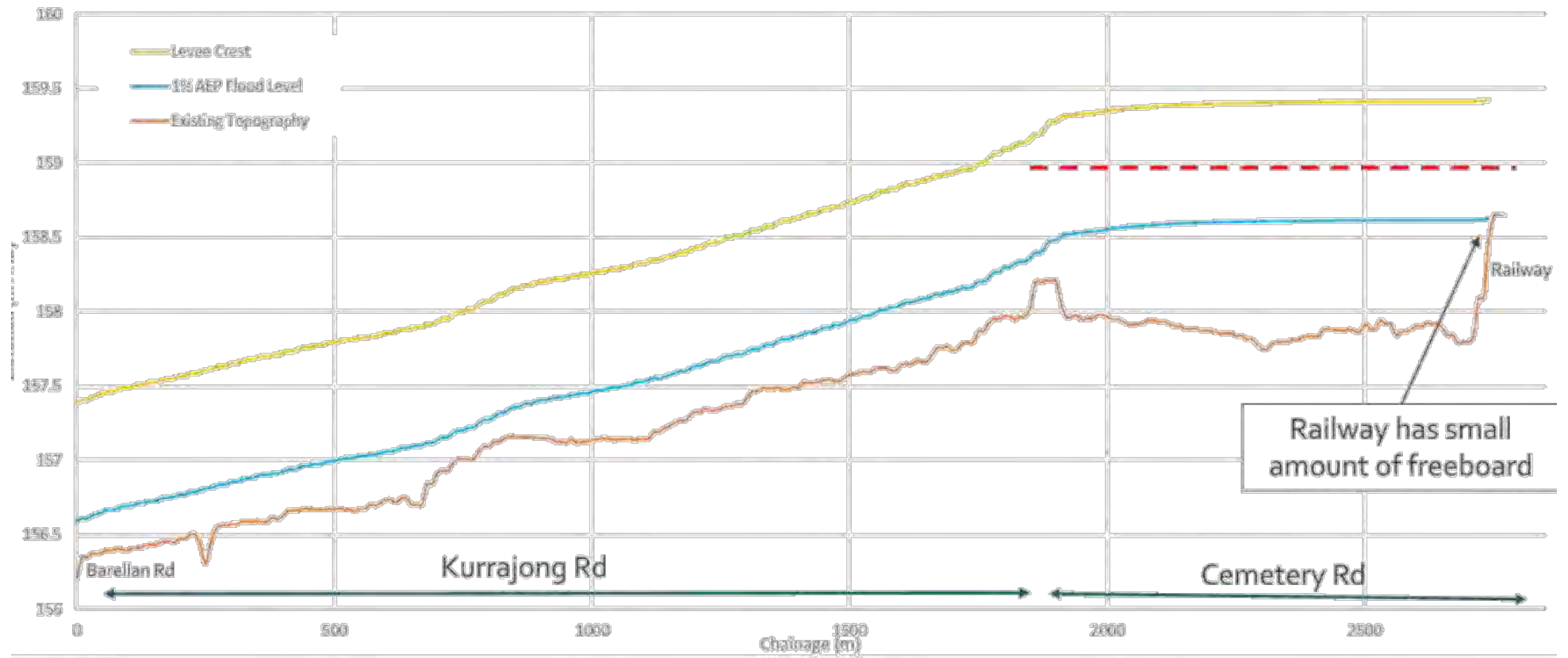
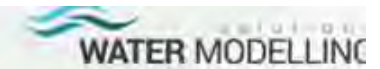
Levee Option B – Kurrajong Rd and Cemetery Rd

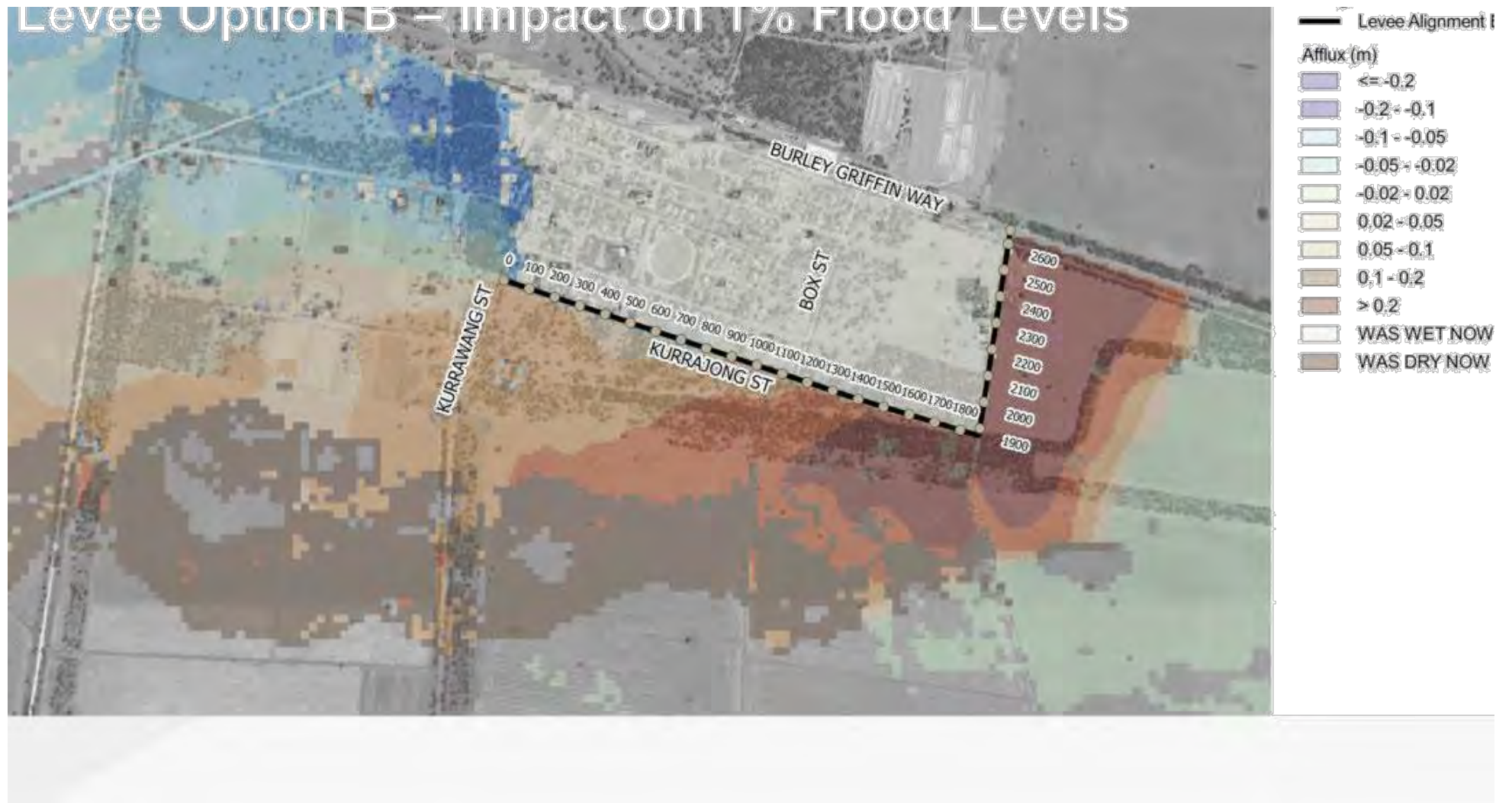


Levee Option B – Kurrajong Rd and Cemetery Rd



Levee Option B – Kurrajong Rd and Cemetery Rd

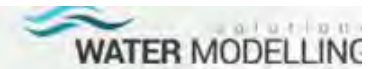






Levee B - Summary

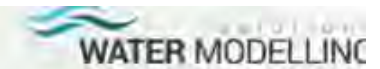
- Length: 2700m
- Average Height: 1.2m (above existing road level)
- Required Increase at Burley Griffin Way: 1.5m



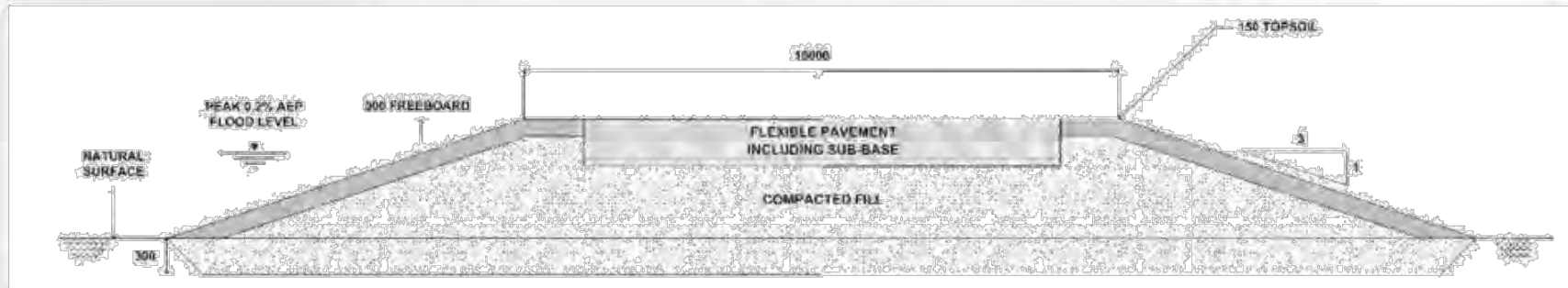
Levees - Key Benefits in 1% Event

	Current Conditions	Levee Option A	Levee Option B
Dwellings flooded above floor	69	12	11
Commercial buildings flooded above floor	13	0	0
Total	82	12	11

Levee Options



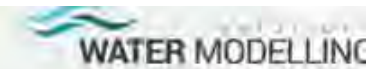
Raising the road....



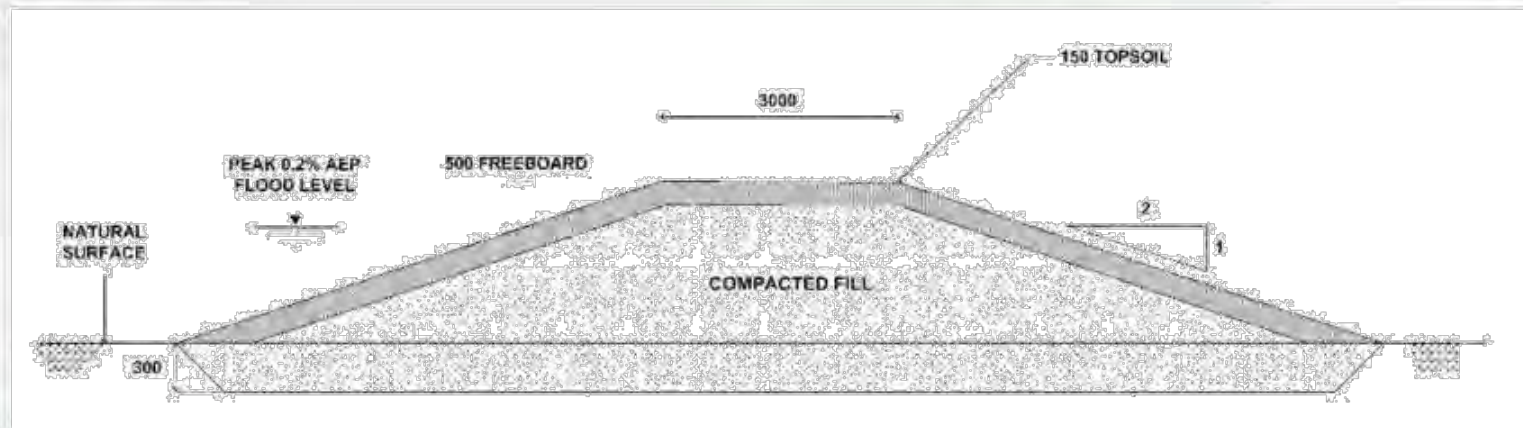
Advantages/Disadvantages:

- More expensive initially, significant earthworks required.
- Larger footprint will impact vegetation on existing roadside
- Maintained as part of usual road maintenance

Levee Options



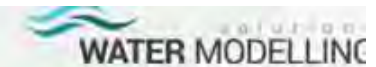
Standalone levee....



Advantages/Disadvantages:

- Cheaper to construct than raising a road
- Requires maintenance, and permanent access to maintain
- May be insufficient room next to the road - and therefore located on crown land or private property
- Needs to be fenced off from stock

Key Constraints and Considerations



- Burley Griffin Way crossing – road raising vs. temporary crossing
- Levee will have to tie in with railway line
- Vegetation
 - Areas of native vegetation along Kurrajong Road that would be impacted
 - These areas would require tree surveys and probable offsets



**Barklan Levee
Biodiversity Constraints**

Legend

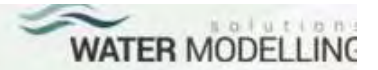
-  Low Biodiversity Constraints
-  Moderate to High Biodiversity Constraints
-  High Biodiversity Constraints



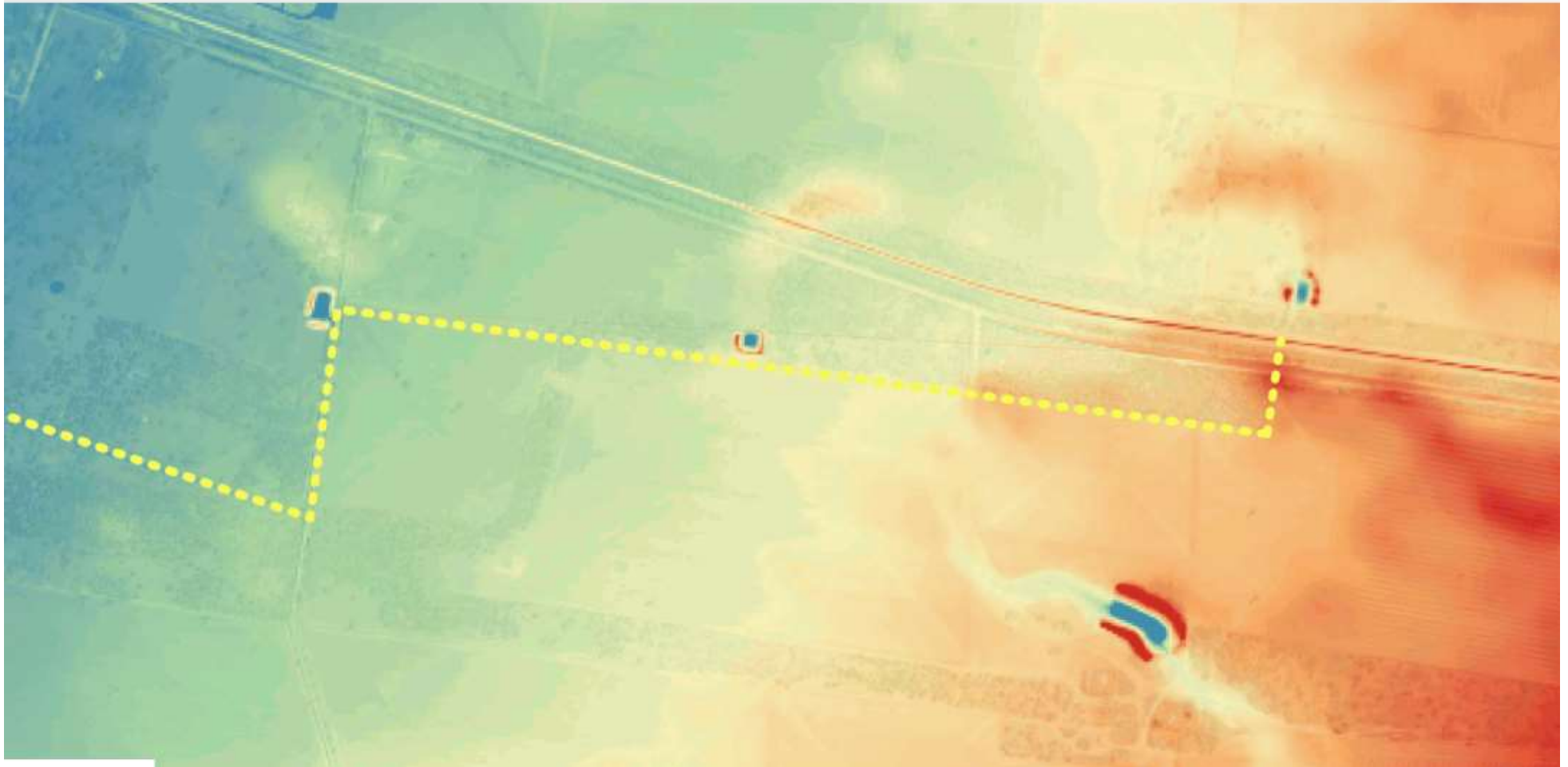
City of Stirling
10/10/2019
10/10/2019
10/10/2019
Ref: 19-627-Barklan Levee Biodiversity
Constraints
Author: Emily B
Date created: 23/10/2019
Datum: GDA 84-MGA Zone 55



Potential third option...



Potential third option...



Option C

- Advantages
 - Less road raising required e.g. no longer need to raise Box St/Cemetery Rd
 - Ties in to natural high point where road unlikely to overtop (however doesn't achieve 800mm freeboard)
 - Seems to have community support
 - More properties within levee, including grain facility
 - RMS will likely prefer this option, more of the highway becomes flood-free

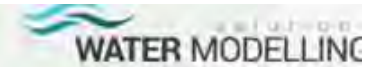
- Disadvantages
 - Private land – would require easements, fencing off
 - Longest option

Community Feedback

- Levees further upstream in the catchment – we discussed that this has been tested as part of the original study. Local town levees were found to be best options to guarantee protection
- Improve town and local drainage – Ian provided update on proposed upgrades
- Needs to be protection for those outside of the levee
- Concerns around levee height, visual amenity
- One landholder wants to place a bank on his property to protect from the additional flow onto his property – wants to know what can he do, what are his rights
- Option C seemed to have the most support.
- Some comments than B provided more protection than A makes more sense

Key points to discuss...

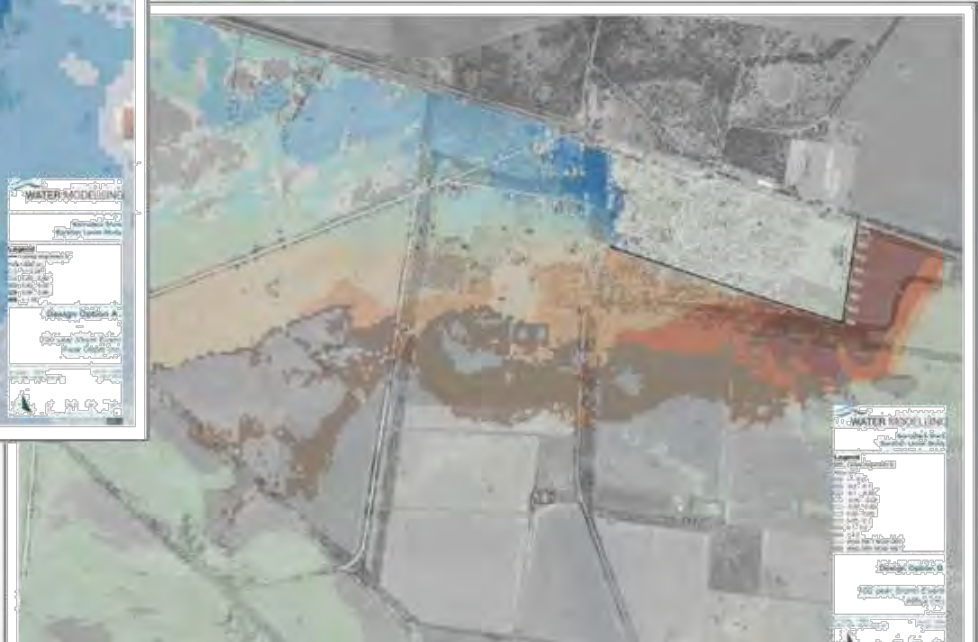
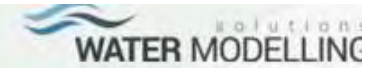
- Option C – do we want to investigate it?
- Freeboard requirements if highway doesn't overtop

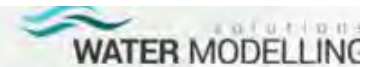


Next steps after today...

- Assess third option?
- Further liaise with RMS/John Holland
- Submit report with preferred option in coming weeks
- Early 2020 – investigate preferred option, survey, geotechnical assessment
- March 2020 – Finalise study and concept design of preferred option

Discussion and Map Review...





Key Contacts...

- Julian Skipworth, Water Modelling Solutions
 - Email: julian.Skipworth@watermodelling.com.au
 - Phone: 0404 631712

- Ian Draper, Narrandera Shire Council
 - Email: ian.draper@Narrandera.nsw.gov.au
 - Phone: (02)6959 5510

**MINUTES OF NARRANDERA SHIRE COUNCIL
BARELLAN FLOODPLAIN RISK MANAGEMENT COMMITTEE
HELD AT THE BARELLAN BOWLING CLUB
ON WEDNESDAY, 20 NOVEMBER 2019 AT 11:00**

1 PRESENT

Cr Kevin Morris – Chairperson, EE Ian Draper, Mr Emil White, Peter Brown, Mr Steve Manwaring, Julian Skipworth, Alistair Xeros

2 APOLOGIES

RECOMMENDATION

Moved: Mr Emil White
Seconded: Mr Peter Brown

That apologies from MPA Fred Hammer, Mr Tom Manning, Mr Wal Lingen, Mr Justin Robinson, Mr Peter Beal and Cr Tracey Lewis be received and accepted.

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

RECOMMENDATION

Moved: EE Ian Draper
Seconded: Mr Emil White

That the minutes of the Barellan Floodplain Risk Management Committee held on 21 September 2017 be confirmed.

5 BUSINESS ARISING FROM PREVIOUS MINUTES

The Floodplain Risk Management Plan was put on exhibition recommending two levee location options. Input was received from the public suggesting that levees located upstream along Holloway Road and raising Mirrool Road. Local town drainage issues were detailed suggesting creation of causeways to improve the East West flow and to replace piped driveway access with dish crossings.

BMT responded to each inquiry acknowledging that the suggested works would have some impact effect, but would not achieve the same level of protection or benefit cost ration as the proposed town levees.

A report was submitted to Council's April Meeting 2018 recommending the adoption of the Flood Risk Management Plan and Flood Study. Council resolved to apply for funding to

carry out the recommended Levee Feasibility study but resolved not to seek funding for the Mirrol Creek flood warning system due to the high ongoing maintenance costs.

The maintenance cost has been identified as a concern across the state and Steve Manwaring advised that the Department is looking at possible funding to assist in the near future.

The obsolete depth gauges have now been removed to avoid confusion and the new depth gauges and pluviometer data can now be read using the waterlive app.

The road levels along MR84 (Burley Griffin Way) will be surveyed as part of the Feasibility study.

6 REPORTS

6.1 BARELLAN LEVEE FEASIBILITY STUDY

Ian Draper welcomed the members of the committee and gave a brief background summary of the study. He then introduced consultants Julian Skipworth from Water Modelling Solutions and Alastair Xeros and invited Julian to give his presentation.

A PDF copy of his presentation is attached (Attachment 1) and a brief summary is given below:

Julian outlined the Study objectives to determine a preferred levee option and develop a concept design in preparation for Council to apply for funding to implement levee construction. This involved:

- identification of services and utilities
- Freeboard assessment
- Levee profile and height
- Community feedback
- Impact on flood heights
- Vegetation/Biodiversity
- Suvery and Geotechnical investigation
- Planning and environmental considerations
- Concept design and Costing

Alignment longsections and Plans were tabled which indicated the impact the levee would have on the flood levels for the surrounding properties.

Key constraints were identified including Burley Griffin Way crossing, abuttment against the railway, and the impact on vegetation.

Preliminary investigation for a 3rd option was also presented which considered extending the levee bank through private property to a high point in Burley Griffin Way further east. This provided additional protection for a dwelling and a commercial property and reduced the impact on Burley Griffin Way. This option proved favourable when presented to the public meeting.

Julian provided a brief summary of the community feedback from the public meeting.

RECOMMENDATION

That the committee receive and note the levee feasibility report update presented by Julian Skipworth – Water Modelling Solutions.

COMMITTEE RESOLUTION

Moved: EE Ian Draper
Seconded: Mr Steve Manwaring

That the 3rd option be included in the study and a grant variation be submitted to cover this assessment along with the survey and geotechnical investigation costs.

CARRIED

7 GENERAL BUSINESS

Steve Manwaring outlined timeline necessary to meet the next round of applications and the need for a committee decision to confirm the preferred option by mid December with the aim to have a draft report by mid march 2020.

8 CORRESPONDENCE

NIL

9 NEXT MEETING

The consultants will forward an assessment of the 3rd option to each committee member by mid December for consideration and endorsement of the preferred option.

The Next formal meeting to be scheduled for 11 Mar 2020

10 MEETING CLOSE

The Meeting closed at 12:45.

The minutes of this meeting were confirmed at the Barellan Floodplain Risk Management Committee held on

.....
CHAIRPERSON

13.4 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) 25 NOVEMBER 2019**Document ID:** 449041**Author:** Executive Assistant**Authoriser:** General Manager**Theme:** Our Economy**Attachments:** 1. [2019-11-25 Economic Taskforce MINUTES.pdf](#) [↓](#)
2. [2019-11-25 Economic Development Strategy Open.docx](#) [↓](#)**RECOMMENDATION**

That Council:

1. Receive and note the Minutes of the Economic Taskforce Committee meeting held **25 November** 2019, together with the updated Economic Development Strategy (non-confidential).

RECOMMENDATION

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**MINUTES OF NARRANDERA SHIRE COUNCIL
ECONOMIC TASKFORCE COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON MONDAY, 25 NOVEMBER 2019 AT 10.30AM**

Chair Mayor Kschenka opened the meeting at 10.44am

1 PRESENT

Cr Neville Kschenka, Cr David Fahey OAM, Cr Jenny Clarke OAM, Cr Kevin Morris, GM George Cowan, EDM Peter Dale

2 APOLOGIES

Nil

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Jenny Clarke OAM

Seconded: Cr Kevin Morris

That the minutes of the Economic Taskforce Committee held on 28 October 2019 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

- Proposed meeting to discuss progress on the renewed Chamber of Commerce.
- Brewery Flat Visitors Survey Box will be running before Christmas and plans in place to extend survey to also include the Narrandera Showground camping area.
- Meeting will be arranged with a group of Shire farmers concerning the drought and how Council can assist after the end of harvest. Letter has been sent out with several farmers phoning in to discuss options with General Manager.

6 REPORTS

6.1 ECONOMIC DEVELOPMENT STRATEGY

COMMITTEE RESOLUTION

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That the Economic Taskforce Committee:

1. Receive, note, and discuss listed projects.
2. Endorse items written in **Blue** within the Economic Development Strategy for submission to the next Council Business Paper Agenda for consideration in Open Council.
3. Endorse full Economic Development Strategy for submission to the next Council Business Paper Agenda for consideration in Closed Council.

CARRIED

7 GENERAL BUSINESS

- a) Enquiry on the set Evacuation Points in Narrandera in an Emergency. Ex-Servicemen's Club and Showground Hall.
- b) Feedback provided on Council report regarding the Sale of Water.
- c) Building Better Regions Federal Funding Round 4. Two Streams of Funding; 1) Community Strengthening and 2) Infrastructure. Possible 50% funding opportunity for Economic Development Strategy. Applications to be lodged by 19 December 2019 with Acquittal December 2022.
- d) Possible Event; Farmers Family Day Out at Lake Talbot Family Fun Park. A drought affected funded day for Shire farming families.

7.1 COMMUNITY NOTICE BOARD

DISCUSSION

Community Notice Board for scheduled events. Options to be investigated to display Community Events are:

1. Board at Post Office or,
2. Installation of a new Notice Board in Kiesling Lane.

EDM to make contact with Narrandera Coles Manager and discuss the matter and if there is a suitable location within or outside Coles. If concept proceeds, it will need to be maintained and content updated regularly.

7.2 CHRISTMAS LIGHTS COMPETITION

DISCUSSION

Advertisement for Council's Christmas Activities and Competition. Extend Lights Competition to Barellan.

8 NEXT MEETING

Monday 3 February 2020 – 10am – Council Chambers

9 MEETING CLOSE

The Meeting closed at 12.10pm

The minutes of this meeting were confirmed at the Economic Taskforce Committee held on

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CHAIRPERSON

1. Planning for the economy of the future
Initiative 1: Our Shire is 'Open for Business'

A 'can do' attitude is fundamental to stimulating economic growth. To attract new business and investment and to ensure that our existing businesses continue to grow and prosper, Council will provide a positive, supportive and responsive investment environment.

Strategies		Key Actions		Progress
1.1	Be a proactive, supportive and coordinated Council	1.1.1	Continue to employ an Economic Development Manager and provide funds and resources for economic development.	Achieved
		1.1.2	Establish an Economic Development Taskforce to drive economic development and implement this Strategy with Council, key industry and key community membership	Achieved Note: No industry or community members
		1.1.3	Review Council's policies, plans and regulations to ensure that they facilitate and support development.	Ongoing
		1.1.4	Ensure that Council's systems and procedures for handling and processing development and investment enquiries are welcoming, stream-lined and customer service focussed.	Ongoing
		1.1.5	Purchase access to online, interactive statistical data and modelling tools (eg id profile, REMPLAN) to provide comprehensive demographic, social and economic data for the Shire.	REMPPLAN subscription renewed to 2020. REMPPLAN offering support for BBRF application process Round 4
		1.1.6	Produce information and data that will assist businesses, investors and potential residents in their decision-making, and enable Council to monitor performance.	Effective use of REMPLAN into the future for development applications, grant applications etc. January 2019: REMPLAN introduces Business Analysis Model (BAM) Current data transferred from ABR and now available in Economy/Business tab in Remplan. Businesses within selected local geography reported to committee Survey of attendees at 39 th National Cavy Show to inform future event arrangements
		1.1.7	Include comprehensive information on economic development and business assistance on	Economic Development Department has contributed to planning of Council's Website upgrade.

Strategies		Key Actions		Progress
			Council's website.	Economic Development Strategy on Website. REX Community fare on website
1.2	Continue to build partnerships and strategic alliances	1.2.1	Strengthen relationships with Government Agencies, regional organisations and service providers through: <ul style="list-style-type: none"> • Active participation in regional programs, forums and workshops. • Briefing and updating these organisations on the Shire's needs and priorities. • Advocating strongly for improved facilities, infrastructure and services. • Ensuring that the Shire's priorities and projects are recognised in regional plans and strategies. 	<ul style="list-style-type: none"> • ED participates in RDA Riverina forums, RAMROC, Destination Riverina Murray and Thrive meetings. • EDM attended Economic Development Officers Forum in Temora-27/9. Various speakers and networking. • Shire's priorities contained in Western Riverina Regional Economic Development Strategy (REDS) officially completed as at February 2019. • Council facilitated Bee Forum to address issues arising from any accidents and emergencies on our region's roads involving the transportation of live bees with the aim of identifying gaps, finding solutions and increasing preparedness. • Forum formulates and endorses a 3 point action plan for positive outcome. • DPI representative Daryl Cooper working with Apiarists to develop an Action List Protocol that can be used by all emergency services responding to a vehicle accident involving the transportation of live bees in hives.
		1.2.2	Build and strengthen strategic alliances with Councils within the Riverina Region and along strategic road and rail corridors.	<ul style="list-style-type: none"> • Narrandera and Leeton representatives noted above agree to the strategic alliance between Narrandera and Leeton being called 'The Narrandera/Tocumwal Rail Line & Intermodal Support Alliance.' • Council provided letter of support for Wagga Wagga City Council's bid for the Qantas Cadet Training facility. • Working relationships with Western Riverina Councils known as Functional Economic Regions • Council working on Tourism joint initiative for digital visitors guide with Murrumbidgee Leeton and Lockhart Shires. Presentation to Councillors at briefing session 19 Nov 19.
1.3	Engage pro-actively with local businesses	1.3.1	Build knowledge and understanding of local economic sectors and businesses, including organising a program of industry briefings and tours for Councillors and Council staff.	Ongoing 17/9 Visit to Glendale completed

Strategies		Key Actions		Progress
	and business / industry organisations	1.3.2	Encourage and facilitate opportunities for professional development, networking and innovation.	EDM attends Narrandera Business Group. Attended Narrandera Business Group meeting 14 October Planning progressed for Small Business Month October with arrangements in place and invitations issued for Narrandera Connected (2) on 23 October at TAFE CLC. Sponsorships received from Service NSW, Business Group, TAFE and Articulate Pear. Workshop planned for 28 October at TAFE CLC to be delivered by BEC. NSC and Narrandera Business Group jointly sponsor Social Media Connectivity. Successful Small Business October events with 30 people in attendance at each event.
		1.3.3	Establish effective networks and communication channels.	Bi monthly newsletter for business prepared and circulated by EDM since start of 2019. Most recent circulation in November
		1.3.4	Support business groups and networks.	Ongoing. Arrange business breakfast with CEO of Tomra James Dorney 6 Sept in conjunction with Narrandera Business Group. 34 people attend successful breakfast. Involve Business Group in Small Business Month October event planned for 23 October at TAFE CLC-Narrandera Connected (2) Acting Secretary for Narrandera Business Group upon resignation of Secretary until new Secretary appointed...Josie Marks appointed Secretary on 14 October 2019
		1.3.5	Harness skills and experience available in the Shire and surrounding region (eg through forming task forces and working groups) to address specific challenges and realise opportunities.	To be addressed as opportunities and shared purposes arise. Negotiate with Klaus Baumgartel of ICN for audit of services in Narrandera Shire to support the imminent development requirements for the 3 new solar farms. Organise small taskforce from the community to address the goods and services audit for solar farm development. Klaus Baumgartel contacts all people on EOI list to ensure they have direct registration particulars for Avonlie Solar. Organised Steering Committee for Central West Lifestyle Magazine project. Mr Rick Shaw of Finley is working with regional EPCs to mobilise service providers to take advantage of work at the various solar farms, including those proposed for Narrandera.

Strategies		Key Actions		Progress
1.4	Build a strong, positive profile for Narrandera Shire	1.4.1	Implement the branding strategy and signage strategy.	Council agrees on style, wording and location of 6 new town entry sign at its 18 June 2019 meeting. Designs of signs agreed and signs ordered. Installation around end of August/early September. All 6 signs installed as at 16 September. 3 signs installed at prominent locations promoting the Easter Rod Run Show and Shine
		1.4.2	Develop and implement a communications strategy, including articulating key messages.	Reinforce process with ED staff for communicating event arrangements to ensure no breakdown in arrangements. EDM prepares media releases as appropriate as well as items for Council communicate and newsletter.
		1.4.3	Build the Shire's digital presence, including launching a new Council website, embracing social media and capitalising on opportunities provided by third party data bases, websites and apps.	Development of Council website underway. EDO is on development team. Partnership with BEC for a digital and online marketing workshop on 6 December 2018. Review Federal Government's National Digital Economy Strategy released Dec 2018 titled "Australia's Tech Future". Review Federal Government Small Business Digital taskforce Report March 2018. Review Business Listings category for new website. Prepare new list and content
		1.4.4	Effectively market and promote the Shire, to raise its profile and increase awareness of its strengths, assets and opportunities.	Ongoing. Progressive and targeted distribution of Winter Edition 2019 of Central West Lifestyle Magazine featuring Narrandera o people of influence in various organisations. Provide comment for NRMA Annual Report 2019 on invitation from NRMA regarding installation of EV fast Charger at Narrandera
		1.4.5	Encourage the community to be advocates for the Shire, including speaking about the positives.	Ongoing
		1.4.6	Re-develop the Narrandera Visitor Information Centre as focal point for both tourism and economic development.	Awaiting response from "Playground on the Murrumbidgee" NSW State Funding application. Considering application for current round of funding with BBRF.



Additional resources required in Year 1 to build the framework to support implementation in Years 2 and 3.

Initiative 2: Enhancing our Liveability

Lifestyle and work-life balances play a major role in relocation and investment decisions. Working with our community, Narrandera Shire Council will continue to develop, position and promote Narrandera Shire as:

- A welcoming, caring and safe community.
- Having quality, comprehensive facilities and services.
- Offering a contemporary, vibrant, affordable lifestyle in a physically attractive setting.
- Providing a positive business environment with strong locational advantages and diverse investment opportunities.

Strategies		Key Actions		Progress
2.1	Continue to improve presentation – creating positive first impressions	2.1.1	Implement the Narrandera CBD Masterplan – subject to funding and staging –further developing the town centre as an attractive place to shop and socialise, including provision of free public WIFI in main street.	Ongoing
		2.1.2	Develop attractive gateway arrival points and entry corridor to the Shire, Narrandera and villages.	Refer 1.4.1 for Town entry signage
		2.1.3	Improve the presentation of the Shire's industrial areas.	Ongoing. 4 new poles and banners erected at entry to Red Hill Industrial Estate at Cnr Driscoll Rd and Barellan Rd.
2.2	Enhance lifestyle	2.2.1	Continue to improve and expand recreation, sporting and leisure facilities within the Shire.	Ongoing
		2.2.2	Develop and diversify arts and cultural activities.	Ongoing
		2.2.3	Continue to develop and promote a dynamic and vibrant program of events and activities.	Express support for possible future Annual General Meeting of NSW National Party in Narrandera in 2020, Arrange 2 events for Small Business Month October in conjunction with Narrandera Business Group. Marketing Tourism and Economic Development Coordinator making contact with National Party Conference Organiser to offer support.
2.3	Advocate for the retention and expansion of facilities and services	2.3.1	Advocate for improved child care, health care, aged care and social assistance facilities and services within the Shire.	Preparing for Health Alliance meeting to bring together primary health and aged care and associated agencies in Narrandera Shire. EDM to meet with Dr Romeo who is unavailable until end of July 2019.

Strategies		Key Actions		Progress
				Requested meeting with Dr and Mrs Romeo Meeting with Dr and Mrs Romeo held and support expressed for Alliance meeting. Alliance meeting arranged for 29 November in Narrandera with representatives of agencies will discuss proposal for a Narrandera Health Alliance. Meeting arranged with Federal MP Sussan Ley and State MP Stephanie Cooke to discuss Health issues 29 November at 2pm
		2.3.2	Ensure that facilities and services have the capacity to support 'aging in place'.	Strategy included in Western Riverina REDS.
		2.3.3	Explore options / advocate for improved education outcomes within the Shire, including the re-opening of the Grong Grong Public School (if warranted), and the redevelopment of the TAFE campus as a ONE TAFE Flexible Learning Centre.	The Grong Grong School Building was sold in 2017.
2.4	Encourage and support opportunities for community development	2.4.1	Explore opportunities for providing information, activities and programs that will help new residents and people on temporary work visas assimilate into the community.	Liaise with RDA skilled migration unit. EDM attended multicultural meeting in Leeton with all relevant agencies present to evaluate what services might be available to Narrandera residents as an outreach service. Focus on migrants and refugees.
		2.4.2	Continue to support activities (eg events, sport, creative arts etc) that encourage engagement and social inclusion and build pride in, and commitment to, the local community.	Easter Rod Run and Shown N Shine a huge success. Council de-brief held with external group debrief to follow.
		2.4.3	Support community initiatives to develop, grow and enhance the liveability of the Shire.	ED Dept. continues to contribute to preparation of funding applications such as Stronger Country Communities, Fixing Country Roads Regional Growth Fund etc. Narrandera Imperials Football Netball Club has been invited to apply for funds to build a new Club House through the NSW Government's Regional Sports Infrastructure Fund. ED staff have assisted with preparation of the Business Case and other requirements where needed.
2.5	Attract new	2.5.1	Develop and implement a Resident Attraction and	Winter Edition 2019 of Central West Lifestyle

Strategies		Key Actions		Progress
	residents		Retention Strategy.	Magazine highlights opportunities in Narrandera for new residents.

Initiative 3: Economic Growth and Diversification

Economic growth will come through growing and strengthening existing economic activities and businesses, and attracting new businesses and investment.

Strategies		Key Actions		Progress
3.1	Encourage and nurture business start-ups	3.1.1	Provide access to information and business advisory services.	<ul style="list-style-type: none"> Negotiating with Services NSW for development of a service centre in CBD of Narrandera. Site in Twynam St under consideration, plans provided by Service NSW Valuer for operational requirements. Building assessment and costings completed for suitability for purpose. Indicative rent to be advised to Service NSW when scope of works agreed between parties. Draft lease received from Service NSW-under review by staff. Lease signed, building renovations almost complete and fit out as at 19 June 2019. Facility opened to public on 9 August Facilitate 5 Workshops for Business Connect on topic "Skills for Business Success" late 2019 and early 2020. Distribute flyers directly and electronically
		3.1.2	Assess feasibility of hosting business start-up events to link people with business ideas to business advisory and support services (eg Many Rivers, BEC etc).	Discussions commenced with Narrandera Business Group in preparation for Small Business Month October 2019. Arrangements underway for joint venture with TAFE, Narrandera Business Group for Narrandera Connected (2) event on 23 October featuring business speakers and hospitality. BEC presenting Social Media Connectivity workshop

Strategies		Key Actions		Progress
				<p>on 28 October. NSC and Narrandera Business Group sponsoring as a Small Business Month October event</p> <p>Confidential Statement Removed.</p> <p>Facilitate 5 Workshops for Business Connect (see above at 3.1.1)</p>
3.2	Support and nurture existing businesses	3.2.1	Provide access to information, advice and leverage opportunities for information sharing.	<p>Distribute information cards for NSW Business Connect eg through Business Group and at NSC front counter</p> <p>Refer public enquiries to Remplan Community and Economic profile</p>
		3.2.2	Encourage and support 'buy local' initiatives.	<p>Installation of new RVM at Narrandera Landfill will provide vouchers redeemable at Coles Narrandera.</p> <p>Assist with advice to Mayor on controversial issue of Marketplace in Wagga Wagga seeking to provide free bus from Narrandera to their shopping complex and provision of gifts, vouchers etc.to shoppers from Narrandera.</p> <p>Temora, Cootamundra and Tumut also targeted.</p> <p>Lobbying by the Mayors stops this potentially very negative impact on our retailers in Narrandera and similarly in the other towns.</p>
		3.2.3	Raise awareness of business advisory and support services and encourage businesses to participate in business and skills development programs.	<p>ED maintains a business distribution list and uses it to share information re opportunities for businesses in the Shire.</p> <p>Small Business Month October activities and facilitate BEC Skills for Business Success Workshops.</p>

Strategies		Key Actions		Progress
		3.2.4	Facilitate opportunities for professional development, networking and innovation.	<ul style="list-style-type: none"> • Site at landfill confirmed as suitable for 4- point RVM kiosk. Site plans prepared and execution of licence agreement with Tomra/Cleanaway completed by Council. Site plans and construction plan and power supply design commenced. • Partnership with Tomra/Cleanaway and Council to mount a display in the Exhibition Hall at Narrandera Show on 7 September. This display will inform the public of the operational and container deposit requirements for the RVM. • CEO of Tomra/Cleanaway to attend and address a business breakfast on 6 September. Joint venture Council and Narrandera Business Group. • CEO of TOMRA/Cleanaway addresses a business breakfast with 34 in attendance on 6 September. • TOMRA/Cleanaway and Council join to manage a stand at Narrandera Show with information on the Return and Earn program and the RVM. • Preparation of site progressing at Narrandera Landfill entrance to accommodate the RVM. • Actively promote Small Business Month October activities for professional development, networking and business tips.
		3.2.5	Identify training programs and resources available on-line from Government Agencies and training providers and provide links to these from the Economic Development page of Council's website.	Local Government NSW sponsors Inclusive Tourism: Economic Opportunities. A new online learning course now available to explain how you can better service this market. VIC staff to undertake.
		3.2.6	Raise the profile of local businesses by providing opportunities to showcase, market and promote businesses products and services.	Ongoing Narrandera to feature in November 2019 Country Change program.
		3.2.7	Encourage businesses to list on relevant industry data bases and websites and participate in programs such as trade missions.	As advised to NBG
		3.2.8	Encourage and assist local businesses to register	Developing relationship with Klaus Baumgartel.

Strategies		Key Actions		Progress
			on Federal, State and Council procurement data bases.	Regional Manager for Industry Capability Network to assist local industry connect with procurement data bases. Klaus to make contact with Uarah Fisheries and solar power companies considering locating in Narrandera Shire.
		3.2.9	Work with major project proponents to identify the goods and services required and provide introductions to local businesses.	Refer to Klaus Baumgartel, Regional Manager Database provided to Reach Solar and their EPC, Database provided to Siemens/Gamesa the EPC for Avonlie Solar at Sandigo. Siemens Gamesa provide direct email contact address for expressions of interest from businesses wanting to register to provide their services to solar farm construction. Beon Energy takeover construction of Avonlie from Siemens Gamesa to be finalised before end of 2019.
		3.2.10	Encourage and assist businesses to prepare for the NBN and embrace digital / on-line business and marketing opportunities.	<ul style="list-style-type: none"> Local businesses were offered the opportunity to attend Digital Ready Course and free face to face merchandising consult during 2017. GM provide report on meeting with NBN. Met with Field Solutions personnel together with NSC IT personnel to discuss range of their alternative telecommunications and digital services. Partner with BEC Small Business Advisory Service to present a Digital and Online Marketing workshop on 6 December. NSC and Narrandera Business Group sponsor the BEC Social Media Masterclass on 28 October with approx. 25 attending at TAFE CLC.
		3.2.11	Facilitate access by business and community groups to funding programs.	A data base of funding programs is maintained and provided to community groups. Media releases and funding program announcements emailed to business group database.
3.3	Strengthen and grow key sectors	3.3.1	Agriculture and Agri Business	
			<ul style="list-style-type: none"> Develop a producer data base and establish networks and communication channels. 	Sandigo Solar farm. 2018-01-30 – Developers have met with Council on

Strategies		Key Actions		Progress
				<p>the proposal.</p> <p>Sandigo or Avonlie Solar project, an initiative of Renewable Energy Systems (RES), was explained during community consultation sessions. RES has proposed a \$250,000 community fund component as one of its initiatives. This proposal is currently being reviewed by staff. Avonlie scheduled to provide notice to proceed in March 2019 with commercial operation May 2020.</p> <p>Avonlie awarded Development Consent on 8 August 2019.</p> <p>Council representatives meet with Jacobs Consulting appointed by Siemens/Gamesa, the EPC for Avonlie Solar, to review the Accommodation and Employment Strategy. Updates strategy presented for review to solar reference group.</p> <p>Accommodation and Employment Strategy reviewed and completed.</p>
			<ul style="list-style-type: none"> Continue to advocate for water security. 	Ongoing
			<ul style="list-style-type: none"> Encourage and support adoption of new activities and technologies, sustainable land management practices, and innovative business models. 	EV fast charger installed January 2019
			<ul style="list-style-type: none"> Advocate for and assist producers to develop strategies to address labour and skills shortages and develop the local workforce. 	<p>EDM attended Workforce Futures Forum presented by RDA Riverina in Griffith on 10 May.</p> <p>Piggery Forum held in Narrandera addressed by industry experts on 30 August. 45 people present.</p> <p>Explore possible opportunities for the pig industry resulting from the African Swine Fever sweeping China and other Asian countries.</p> <p>Advice received from DPI International Engagement Division that Australia does not have a pork export arrangement with China.</p>
			<ul style="list-style-type: none"> Explore opportunities for and encourage development of new processing and value-adding opportunities and utilisation of waste products. 	<p>Ongoing.</p> <p>Confidential Statement Removed.</p>
	3.3.2	Aquaculture		

Strategies		Key Actions		Progress
			<ul style="list-style-type: none"> Support the expansion of the aquaculture industry within the Shire. 	Confidential Statement Removed.
			<ul style="list-style-type: none"> Build skills and knowledge about the industry within Council and the local community. 	Ongoing
			<ul style="list-style-type: none"> Explore the possibility of positioning the Narrandera Fisheries Research Centre as a Centre of Excellence for the Murray Cod industry. 	Under consideration Meet with Manager Narrandera Fisheries and establish partnership arrangement for development of large inland fish aquarium at proposed Narrandera Destination and Discovery Hub. Narrandera Fisheries selected as safe facility to relocate distressed Murray Cod and other species transferred from other environments under stress as a result of the drought.
		3.3.3	Retail & Wholesale	
			<ul style="list-style-type: none"> Position and promote Narrandera as a lifestyle centre. 	Central West Lifestyle Magazine Winter Edition launched on 24 May 2019 and targeted distribution by Council to strategic individuals and organisations commenced.
			<ul style="list-style-type: none"> Encourage and facilitate training (customer service, merchandise display, e.commerce etc) 	Ongoing
			<ul style="list-style-type: none"> Encourage development of and participation in cooperative marketing and promotional campaigns. 	Invited Griffith, Leeton and Lockhart to send brochures with staff to Adelaide for Caravan and Camping Expo. New Country Change promotion by RDA is imminent. Country Change program launched by RDA.
		3.3.4	Tourism / Visitor Economy	
			<ul style="list-style-type: none"> Continue to develop products, experiences and activities, including events. 	Ongoing
			<ul style="list-style-type: none"> Continue to improve infrastructure, facilities and services for visitors 	Awaiting outcome of 'Playground on the Murrumbidgee' funding application under NSW funding program.
			<ul style="list-style-type: none"> Update and improve information and promotional collateral. 	<ul style="list-style-type: none"> Ongoing Purchased promotional backpacks for insertion of information on Narrandera supported by vouchers redeemable at local businesses. Backpacks to be distributed F.O.C from time to time by V.I.C. staff to visiting caravanners and campers at Brewery Flats.

Strategies		Key Actions		Progress
				Survey box to be installed on amenities block at Brewery Flats for survey collection.
			<ul style="list-style-type: none"> Effectively market and promote the Shire, including implementing the branding strategy and expanding the Shire's on-line presence and capitalising on digital and social media opportunities. 	<ul style="list-style-type: none"> Ongoing Joint promotion between Narrandera, Murrumbidgee, Lockhart and Leeton to utilise digital capacity to develop a state of the art visitors guide for the sub region
		3.3.5	Transport and Logistics <ul style="list-style-type: none"> Leverage off Narrandera's strategic location to position and develop the Shire as a road transport hub. 	<ul style="list-style-type: none"> Ongoing
		3.3.6	Health Care & Social Assistance <ul style="list-style-type: none"> Advocate for continued improvements in health, aged care and social assistance services, programs and facilities. 	<ul style="list-style-type: none"> Communicate with local health sector agencies to seek support for program initiated by the Gwydir Health Alliance. Proposal is to convene a meeting in Narrandera to form a local health alliance. Little indication of support and limited response to petition aimed at bringing shortages of rural doctors to the attention of Government. Plan for Health Alliance meeting after Easter 2019 break. Meet with Dr Romeo, obtain feedback from RAMJO Health Group to prepare for possible meeting in June/July. Meeting with Dr Romeo and Liz completed. Health Alliance meeting planned for 29 November in Narrandera
3.4	Target and attract new businesses and activities	3.4.1	Investigate possible investment attraction incentives and formulate an Economic Development Assistance Policy that articulates the support that Council can offer new businesses and investors.	Red Hill Industrial Land for Sale Policy ES270 amended. EDM attends Direct Foreign Investment Training in Sydney presented by Andreas Dressler an international identity, formerly with KPMG for 23 years, who has extensive experience representing countries and large corporations seeking foreign investment opportunities. Arranged by DPC.
		3.4.2	Produce information and promotional collateral – in both digital and print formats.	See above – collateral: Industry Prospectus, Redhill Prospectus, Lifestyle Insert, 4 Redhill Videos, billboard sign, Land For Sale signs.

Strategies		Key Actions		Progress
		3.4.3	Participate in forums, expos, trade missions etc that have the potential to bring new businesses / investment into the Shire.	<p>Ongoing</p> <p>EDM attends Direct Foreign Investment training in Sydney in March organised by DPC. Program emphasises the importance of thoroughly developing and communicating Narrandera's value proposition.</p> <p>Local forum organised July 2019 for hospitality/accommodation sector to exchange information and learn of assistance available through Destination NSW to attract conferences to Narrandera.</p> <p>Facilitated Bee Forum 17/7/19. Ref 1.2.1</p> <p>Participated in Service NSW Regional Engagement Forum August 2019</p> <p>Participated in Ernst Young Inland Rail Regional Opportunities Forum 12 August.</p> <p>Participated in Dept of Infrastructure, Transport, Cities and Regional Development Forum at Wagga Wagga on 9 Oct 2019 on Inland Rail—Inland Rail Interface Improvement Plan.</p> <p>Attend National Renewables in Agriculture Conference and Expo 14 Nov</p>
		3.4.4	Explore opportunities to leverage off Council's Sister City programs.	<p>Current relationship with Urumqi is problematic given ongoing serious ethnic unrest in that city and its region, Xinjiang.</p> <p>As at November no response to August 2018 Communication to Chinese Ambassador seeking support for relationship with Urumqi.</p> <p>Feb 2019 still no communications from Chinese Ambassador</p>
		3.4.5	Investigate the potential of emerging / new activities: <ul style="list-style-type: none"> • Government and service sector • Intensive agriculture • Niche / boutique agriculture and agri-businesses • Manufacturing – value-adding and processing 	<p>Opportunities discussed to capitalise on the Smart Cities funding program, in particular the opportunity to develop projects around the renewable energy, solar farm developments planned for Narrandera Shire.</p> <p>Ongoing development with 3 renewable energy companies developing major solar farms in the Shire.</p>

Strategies		Key Actions		Progress
			<ul style="list-style-type: none"> Renewable energy and use of waste products 	<p>Wrote to Australian Renewable Energy Agency (ARENA) to seek opportunity to discuss Narrandera's unique position in the Renewables development in Australia-i.e 3 Solar Farms and TransGrid duplication of 330KV line S.A to NSW. As at 19 June 2019.</p> <p>ARENA response from Alison Wiltshire, Director Business Development by phone 12/7/19 advising that this is not an issue for ARENA and we should contact Clean Energy Council and possibly Minister Taylor.</p> <p>Contact made with Clean Energy Council and Meeting arranged with key personnel.</p> <p>Confidential Statement Removed.</p>
		3.4.6	Market the Shire's strengths, assets and opportunities.	See above. Also recent launch of new Visitor Information Booklet. ongoing

Initiative 4: Planning for the Economy of the Future

Economic development is dependent upon having suitable land and premises and utility and transport infrastructure to accommodate and facilitate growth as well as access to a work force. The focus will be on ensuring that these 'foundation blocks' are in place.

Strategies		Key Actions		Progress
Land & Premises				
4.1	Ensure sufficient supply of land and premises to facilitate and support growth	4.1.1	Annually review land use plans and strategies to ensure sufficient land is zoned to accommodate growth for industrial and residential activities.	Reviewed 2017
		4.1.2	Investigate the need for a light industrial / business park land and/or premises in Narrandera, and if needed, encourage owners of vacant and/or underutilised land in the Narrandera West (Leeton Road) and Pine Hill Industrial Estates to bring this land into production (subdivision, sale, lease or development).	To be reviewed

Strategies		Key Actions		Progress
4.2	Facilitate further development of the Red Hill Industrial Estate	4.2.1	Retain general / heavy industry zoning and preserve buffer areas around the Estate.	Buffers are noted as an important selling point in our Redhill Marketing and Communications Strategy.
		4.2.2	Develop a sales policy for Council-owned land in the Estate that provides incentives for developers, fosters a quick development timeline, and discourages land banking.	Under consideration
		4.2.3	Formulate and implement a marketing plan for the Estate that includes quality promotional material and supporting information, as well as conceptual subdivision layouts and servicing plans.	Current. See earlier comments. New bright 'for sale' signs and 3mx2m billboard erected on Red Hill Industrial Estate. Gateway entrance poles and banners installed. Promotional flyer provided to real estate agents who have listed Red Hill Industrial Estate for sale.
		4.2.4	Organise famils of the Estate (and Narrandera) for regional development agency (eg RDA, Industry NSW, BEC) staff and regularly update these agencies regarding the availability of commercial and industrial land and premises within Narrandera.	Under consideration.
		4.2.5	Advocate for Government Funding to assist in providing enabling infrastructure to facilitate subdivision and development.	ED Dept contributed to successful submission re Truckwash under Fixing Country Truckwash Grant.
4.3	Ensure that the power supply can accommodate growth	4.3.1	Advocate for on-going improvements in the power supply in Narrandera Shire.	Consideration being given as a component of the Smart Cities funding program. Power extension negotiated with Essential Energy to service proposed RVM at Landfill site. Power to site in progress. Low voltage completed.
		4.3.2	Advocate for and assist local businesses access grant funds for 'last mile' infrastructure.	For consideration
		4.3.3	Support the development of renewable / green energy producers within the Shire.	Ongoing. Assessing Council land suitability for solar farm development.
4.4	Improve telecommunications	4.4.1	Develop and implement a Digital Strategy in consultation with industry and community groups.	Monitor development of National Digital Strategy for compatibility. National Digital Strategy released December 2018. Under review.
4.5	Increase the capacity of the	4.5.1	Develop a Road Improvement Strategy, identifying strategically important production and freight routes	Flood-proofing of Sturt Hwy at Gillenbah included in Regional Economic Development Strategy for

Strategies		Key Actions		Progress
	road network in the Shire to accommodate increased truck movements and higher productivity vehicles		within and through the Shire and the works required to remove 'pinch points' and expand capacity to accommodate HPVs.	Western Riverina.
		4.5.2	Advocate for the Shire's road needs to be included in regional and State freight and transport strategies.	Refer Draft NSW Ports and Freight Plan and Western Riverina REDS.
		4.5.3	Advocate for and seek funding to upgrade and maintain strategically important roads.	As above. Brought to attention of Federal Minister for Local Government the Hon Dr John McVeigh at a RAMROC Councils meeting held in Albury on 15 May
4.6	Provide infrastructure and facilities to support the road transport sector.	4.6.1	Plan for improved infrastructure and/or facilities for trucks in Narrandera – Gillenbah and Barellan.	Truckwash to be constructed at Redhill. DA now in the planning system. Construction commences June 2019
4.7	Continue to improve rail infrastructure	4.7.1	Advocate for ongoing improvements to the Hay Branch line (Junee through to Griffith via Narrandera), taking the line from Class C to Class A to facilitate longer and heavier trains.	ARTC proposing to improve the line to accommodate 80ft flat top rolling stock with 25 tonne axle capacity to take 2x40ft containers. Govt allocates \$60 million for line improvements.
		4.7.2	As required, support rail and freight service providers secure 'paths' for rail freight from the Western Riverina.	Ongoing. Refer Western Riverina REDS. EDM and GM attend National Supply Chain Freight and Logistics Strategy Scenario Planning workshop in Griffith on 9 Oct. Meet with Hermione Parsons of Deakin University do discuss possibility of future alternative study for Narrandera if Lycopodium study unable to be used. Executive summary from Transport NSW received Feb 2019. Localised and independent freight demand study under consideration in partnership with Leeton and Griffith. Consultant engaged and work commenced. Attend Port of Melbourne briefing on 15 April in Wagga. PoM announces \$300 million investment on Melbourne Port to bring 4 dual rail sidings onto the

Strategies		Key Actions		Progress
				dock each to accommodate 600m trains that will be deconstructed from longer trains at outlying intermodals. This eliminates 'last mile' transfer costs from train to truck. Attend Inland Rail Forum in Wagga on 9 Oct-Details of Inland Rail Interface Improvement Program
4.8	Plan for freight infrastructure to meet growing demand	4.8.1	Liaise with local producers (eg Agri Australis, Proten, Grants Sawmilling, Hutchins Bros Engineering) to determine likely future freight transport requirements.	Discussions with Patersons transport re local/regional freight task. Consider in context of Lycopodium report. Document remains confidential to Council. Participate in forums on Inland Rail presented by CSIRO and Ernst Young and Dept of Infrastructure, Transport, Cities and Regional Development. Highlight Narrandera's industries as potential freight sources.
		4.8.2	Advocate to have the Narrandera-Tocumwal rail corridor recognised as strategic infrastructure and protected and preserved for future use.	Finalised
		4.8.3	Plan for a small intermodal terminal / freight receival site in Narrandera.	Amazon has been provided with relevant information highlighting Narrandera as a potential site for an Amazon distribution facility. 22/3/18
4.9	Retain commercial air services to Narrandera	4.9.1	Continue to upgrade the Narrandera – Leeton Airport to ensure on-going compliance.	Give consideration to future proofing the airport infrastructure with possible aircraft type obsolescence. Potential development opportunity with Wagner Group interest in freight opportunities. Assess potential producers and processors, types of exports and tonnages and frequency of export for advice to Wagners. Advice again provided to Wagners on export task potential from Narrandera-Leeton airport, as at February 2019. John Wagner advised of KPMG study, as advised by DPC. Contacted Deputy Chair of Rex The Hon John Sharp to determine Rex Airline future fleet requirements and operations. Fleet of SAAB 340s not expected to be replaced for 10-15 years. Discussions with Warrick

Strategies		Key Actions		Progress
				<p>Lodge of Rex (General Manager-Network Strategy) regarding upgrade to main runway to accommodate foreseen RPT traffic movements. Rex will assist in developing case for funding if required.</p> <p>Confidential Statement Removed.</p>
		4.9.2	Implement the Airport Strategic Plan.	Ongoing
		4.9.3	Build patronage on the route by diversifying the market base – eg through growing the conference, meetings and events markets.	<p>Venue guide produced in 2017.</p> <p>Community fare agreement negotiated with Rex for the benefit of airline commuters out of Narrandera/Leeton Airport. Five (5) year agreement with Rex commencing 4 October 2018.</p>
4.1 0	Diversify and improve accommodation available in the Shire	4.10.1	Monitor demand for motel and hotel accommodation and, when needed, advocate for the development of new accommodation within the Shire.	<p>Tourism activities will now be reported to Council via this Strategic Plan Report.</p> <p>Barellan has gained recognition as an RV Friendly destination.</p> <p>Early November 30-60 electricians from Darlington Point expected to occupy local motels until February-organised by Rick Shaw.</p>
		4.10.2	Advocate for improved supply of rental housing and other accommodation for temporary and seasonal workers and position Narrandera as the accommodation hub to service the Narrandera – Leeton area.	<p>EDM attends Workforce Futures Forum in Griffith on 10 May when discussion was held about overall accommodation shortages in the Western Riverina and consideration given to possible strategies to address.</p> <p>Discussions commenced with appointed EPC for RES Solar (Siemens/Gamesa) and their appointed consultants Jacobs to commence preparation of the Employment and accommodation strategy required as condition of consent</p> <p>Met with Zara Durnan Senior Consultant for Jacobs on 20 August and discussed 1st draft of accommodation and employment strategy which is to be reviewed by Solar Reference Group.</p> <p>Strategy reviewed by Solar farm Reference Group and submitted to Jacobs.</p>

Strategies		Key Actions		Progress
		4.10.3	Undertake a review of camping areas and facilities in the Shire to maximise economic benefits.	Accommodation and Employment Strategy finalised. For consideration. Survey box with forms to be installed on amenities block at Brewery Flats and complimentary branded information bag with information and vouchers to be distributed to campers/travellers from time to time. Ref.3.3.4
4.1 1	Grow the local workforce, ensuring that it is aligned with local and regional industry needs	4.11.1	Profile and articulate existing and future local and regional workforce requirements and jobs and skills gaps.	Refer 4.10.2
		4.11.2	Work with regional organisations and education and training providers to address job and skill gaps and formulate and deliver 'job readiness' and skills development opportunities.	Refer 4.10.2
		4.11.3	Participate in relevant employment and skills development programs and initiatives (eg the 'Grow our Own' program being implemented in the Western Riverina).	Refer 4.10.2
		4.11.4	Encourage proponents of major developments to 'grow their own' workforce by employing local residents and investing in training and skills development.	Refer 4.10.2
		4.11.5	Work with the Shire's Aboriginal community and residents who are socially disadvantaged, to improve training and employment outcomes.	For consideration
		4.11.6	Work with industry and businesses to attract skilled workers to the Shire to fill vacant positions and address skills gaps.	For consideration
		4.11.7	Investigate opportunities to harness skills of visitors to the Shire (eg retirees, back packers) to address labour shortages, particularly for seasonal work (eg harvesting, picking, truck drivers).	For consideration
		4.11.8	Advocate for improved access to education and training services and flexible approaches to workplace training, apprenticeships and traineeships.	Use event opportunities to promote TAFE and its services and courses and to utilise TAFE Narrandera Connected Learning centre e.g. Small Business Month October events

Strategies		Key Actions		Progress
		4.11.9	Retain young people within the community, through programs such as school based vocational training, transition to work / work ready, offering apprentice and traineeships and providing access to tertiary training.	For consideration
		4.11.10	Develop and implement programs to welcome and orientate new employees and integrate them into the community.	For consideration

13.5 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 28 NOVEMBER 2019

Document ID: 449881

Author: Senior Customer Service Administration Officer

Authoriser: Deputy General Manager Corporate and Community

Attachments: 1. Audit, Risk and Improvement Committee Minutes - 28 November 2019

RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Audit, Risk and Improvement Committee held on Thursday 28 November 2019.

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON THURSDAY, 28 NOVEMBER 2019 AT 11:30AM**

1 PRESENT

Members: Mr Roger Fitzgerald(Chair), Cr Narelle Payne, Mr Cameron Lander, Mr John Batchelor, Mr Phillip Lines, Mrs Gayle Murphy

Observers: External Audit Dannielle MacKenzie, Crowe (part attendance by phone), Internal Auditor Keith Coates, GM George Cowan, GEM Craig Taylor, Minuting Mel Gilmour

Following Induction briefing 9:30-11:30am from the GM, the Chair welcomed the four new independent members of the committee (above).

2 APOLOGIES

Nil

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Mr Phillip Lines

That the minutes of the Audit, Risk and Improvement Committee held on 14 August 2019 be confirmed, subject to noting External Audit part attendance by phone and correcting minor typographic spelling as advised.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

The meeting considered actions arising from previous meetings at item 14 to 20 in the Combined Action Plans Spreadsheets. The Chair advised item 15 re AR&IC self-assessment was completed as part of the annual Committee reporting process 2018-19.

Mr Coates advised the internal audit protocols and procedures (item 18 of the Action Plan) have been drafted and are still being considered by management.

The GM advised management does not intend to carry out specialist review action on Magiq (as per item 18).

6 REPORTS

6.1 COMBINED ACTION PLANS SPREADSHEET

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Mrs Gayle Murphy

The Committee:

1. Review and note the attached combined Action Plan spreadsheet.
2. Acknowledge the updates and completed items will be removed following meeting.

CARRIED

Noting:

The committee considered the remaining action items, noting the greater governance effort now being devoted to specifying manager's action updates and target timelines. Nevertheless items 36 to 38 & 46 require a target timeline for completion and item 46 also needs to specify a greater depth of commitment advice.

Items 15 to 18 inclusive have now been completed and may be removed from the Action Plan.

6.2 AUDIT

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Cr Narelle Payne

The Committee:

1. Endorse the Internal Audit program for 2019-20.
2. Receive further Internal Audit planning advice at the meeting after next to assist improved information and timeless in the next round of strategic audit planning 2020-23.

CARRIED

Noting the following:

The Chair noted delayed progress on a number of audit and risk(see below) items coming before the committee, reflecting overloading of governance staff and a consequent lack of audit and risk management impetus. Council had been reminded in the Committee report to their September meeting of the need for an adequate level of Council support for priority in the work of the Committee.

External Audit

Ms MacKenzie advised that a Client Service Plan for the 2019-20 financial statement audit would be available at the Committee February meeting. This would involve development of

a draft schedule that would inform timing of the Committee meetings in 2020 in order to assist preparation and audit of the accounts.

Email advice was also tabled from Crowe Australasia of a non-audit related advising re Council GST. Ms MacKenzie advised that the materiality level of charges and the subject matter had not raised issues of audit independence. Nevertheless, the Committee felt it would be preferable for established alternate lines of accounting advice be available to management in the future to avoid any potential or perceived conflicts.

The Committee appreciated a NSW Audit Office email briefing that was tabled at the meeting on the status of external performance audits in the Local Government sector. The Committee felt it was important as better practice to receive regular quarterly update, such as to assist coordination with other Councils assurance work.

Internal Audit

Mr Coates advised that the Internal Audit report on the review Environmental Compliance was with management awaiting responses to audit findings. The review of Procurement was underway in accordance with out-of-session Committee advice on scope. A review of Business Continuity was scheduled for late January with scope to be agreed with management and with the Committee out-of-session. Year to date expenditure is 19% of allocate budget (Agenda Item 6.8).

The Committee considered the proposed draft Strategic Internal Audit Plan 2019-22. That had also been developed with out-of-session advising from then Committee members. Whilst agreeing the program for 2019-20, the Committee will require updated risk assessment, detail on previous review coverage and more information on OLG reform and management readiness in order to be able to confirm anything other the a broadly indicative program in the out years 2020-22.

6.3 RISK

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Mr John Batchelor

The Committee:

1. Receive and note an update from GM on Risk Management and risk incidents.
2. Receive and note report from GEM on further delay in the development of Councils Risk Management Policy Framework.

CARRIED

Noting the following:

The GM updated the Committee on a number of incidents relating to facilities, infrastructure, and environment.

The Chair noted that the meeting had not been provided with the usual summary of broader Enterprise Risk Management in use by Executive Leadership Team, and expressed the view that it would be useful to continue to receive this level of summary information on risk management in future.

6.4 ENTERPRISE RISK MANAGEMENT POLICY FRAMEWORK

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Mr John Batchelor

The Committee:

1. Acknowledge the progress to date also that the General Manager intends to seek external support in the development of the Enterprise Risk Management framework.

CARRIED

Noting:

The Committee received the report from GEM on overloading and delayed progress on the development of Council's enterprise risk management policy framework. The policy framework should enable, guide and underpin sound risk management across the organisation, not being just a bottom up register of operational risks and planned actions.

The report advises that the GM intends to procure external advice and services to help Councils development of a risk management policy framework and processes. For example, Statewide Mutual provides insurance and risk management services to Local Government bodies. The GM advised that Statewide Mutual would be available if required to present to the Committee (at some length) on Council risk management, including insurable risk.

6.5 IMPROVEMENTS

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Mr John Batchelor

The Committee:

1. Receive and note the following:
 - a. Planning and Performance Information – See GEM report 6.6
 - b. Comparative Service Delivery Plan – See GEM Report 6.6.

CARRIED

6.6 COMPARATIVE SERVICE DELIVERY REPORTING

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Mr John Batchelor

That the Audit Risk and Improvement Committee:

1. Note the comparative reporting methods currently used by Council and that the Office of Local Government are likely to issue information gathering guidelines and templates in coming months.

CARRIED

6.7 NSC AUDIT, RISK & IMPROVEMENT COMMITTEE REPORT TO COUNCIL 2018-19

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Mr John Batchelor

The Committee:

1. Receive and note the AR&IC Report 2018-19 that was presented at the September Council Meeting by Committee Chair Roger Fitzgerald.

CARRIED

6.8 CURRENT BUDGET STATUS FOR AUDIT RISK AND IMPROVEMENT COMMITTEE

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Mr John Batchelor

The Committee:

1. Review the current budget for Committee including Internal Audit expenditure against budget year to date.

CARRIED

7 GENERAL BUSINESS

The Committee received the report from GEM on service delivery reporting and comparative performance information. This is a crucial emerging area for Committee attention under its Charter and for Council work, but is still subject to some OLG development overlay.

Members and observers raised strategic concerns for regional operations to support Councils stemming from the discussion paper on future Local Government governance reforms. Council is intending to make a submission by end 2019. The GM sees scope for the Committee membership to also put forward of a position. The Chair advises he will circulate the discussion paper out-of-session with the draft minutes of the meeting and collate any contributions for a potential Committee submission by the end 2019.

8 CORRESPONDENCE

Refer email correspondence from External Audit at item 5

9 NEXT MEETING

Thursday 20 February 2020, 11:00am, arrive 10:30am for pre meeting. Forward meeting schedule for 2020 to be decided in February based on Audit Office CSP.

10 MEETING CLOSE

The Meeting closed at 1:30pm.

The minutes of this meeting were confirmed at the Audit, Risk and Improvement Committee held on 28 November 2019.

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CHAIRPERSON

13.6 MINUTES - NARRANDERA HEALTH ADVISORY GROUP - 29 NOVEMBER 2019**Document ID: 450063****Author: Executive Assistant****Authoriser: General Manager****Theme: Our Community****Attachments: 1. 2019-11-29 Narrandera Health Advisory Group - Minute.docx**
[↓](#)**RECOMMENDATION**

That Council:

1. Receive and note the Narrandera Health Advisory Group Minute of meeting held 29 November 2019.
2. Endorse the Mayor of the Day as Delegate to the Committee.
3. Elect one Councillor as second Delegate to the Committee.
4. Provide Secretarial services to the Narrandera Health Advisory Group.

BACKGROUND

Council as its 20 August 2019 Meeting, endorsed the following Notice of Motion:

That Council:

1. *Write to Federal and Local Members to lobby for an increase of Doctors for regional areas and seek a review of the support for overseas trained doctors.*
2. *Extend an invitation to Dr Joe Romeo and Mrs Liz Romeo to meet with Council.*

The resolution has been addressed by way of correspondence being sent to our Federal and Local Members with an invitation to meet for discussion on issues faced in our Shire regarding doctor shortages. Subsequently, Council's Mayor Neville Kschenka, General Manager Mr George Cowan and EDM Peter Dale held a meeting with Federal Member Sussan Ley MP and Local Member Steph Cooke MP. This meeting was held following the Health Alliance Forum on 29 November 2019.

Dr Joe Romeo and Mrs Liz Romeo met separately with Council on a prior occasion for discussions on the difficulty faced by the practice to attract and secure doctors to rural area, to Narrandera in particular.

Additionally, Council considered at its meeting on 12 December 2018, a report from EDM Peter Dale recommending, in part, that a meeting be convened to include representatives from the various health sector agencies and practitioners active in the Narrandera Shire, such meeting to consider the formation of a Health Alliance based on the successful Gwydir Shire model. Resolution 18/298 endorsed the recommendation.

Further to this resolution, Council's EDM Peter Dale coordinated a Health Alliance meeting inviting various health sector agencies in our area to discuss the formation of a Health

Alliance Committee to monitor the provision of ongoing quality and consistency of health care within Narrandera Shire.

The attraction of Doctors to Narrandera Shire and the provision of medical services at our hospital are high priorities.

Minutes of the meeting held 29 November Forum are attached and include the Terms of Reference (appendix A) with the recommendation to endorse the Mayor of the Day, together with one Councillor as delegates to the Narrandera Health Advisory Group (NHAG) and for Council to provide secretariat services to the NHAG.

RECOMMENDATION

That Council:

1. Receive and note the Narrandera Health Advisory Group Minute of meeting held 29 November 2019.
2. Endorse the Mayor of the Day as Delegate to the Committee.
3. Elect one Councillor as second Delegate to the Committee.
4. Provide Secretarial services to the Narrandera Health Advisory Group.



MINUTES

Narrandera Shire Health Advisory Group

Narrandera Shire Council Chambers

Friday 29 November at 11.30am

Present: Cr Neville Kschenka - Mayor Narrandera Shire Council (NSC); George Cowan - General Manager NSC; Peter Dale - Economic Development Manager, NSC; Karen Absolom - Narrandera Hospital; Joanne Preston - RSL Lifecare-Teloca House; Vicki Hopper - Opal Aged Care; Julie Redway - MPH; Charles Debaecker - Pathways; Leanne Robinson - Practice Manager, Dr Joe Romeo's Practice; Craig McColm - MLHD; Tanya Vukovljak - Narrandera Ambulance Station Officer; Lindell Carey - Narrandera Ambulance; Carin Lewis - NSW Ambulance Health Relations Manager for Murrumbidgee; Stacie Mohr - Community Support Manager NSC; John Reid – Pathways, Sue Killham - LAHC and Vicki Maher - Minute Taker – NSC

Chair Mayor Neville Kschenka welcomed all in attendance and opened the meeting at **11.38am**

Apologies: Dr Joe and Mrs Lis Romeo, Jill Ludford CEO MLHD; Melissa Neal CEO Murrumbidgee PHN; Melissa Bennett

Each attendee introduced themselves to the group

Item 1 Terms of Reference

Outline of purpose of meeting by Peter Dale

Item 2 Formation of a local Health Alliance

Role of Alliance; Goal for Alliance by Peter Dale

Item 3 Speakers

Each representative was invited to address the meeting outlining the current position of their organisation on the issues of (1) Recruitment of suitably qualified doctors to work in Narrandera Shire and (2) Provision of services by appropriately qualified doctors at Narrandera Hospital.

Issues raised included:

- Process and difficulties faced for recruiting GPs to rural centres.
- Currently there are 53 GP vacancies.
- Increased role of Ambulance Officers as a result of unavailability of GPs.
- There is a gap in GPs addressing AOD and Mental Health.
- Stability and skill of hospital staff.
- Need to review the complete system of how we all work together.
- Large amount of documentation required by GPs taking excessive time. Difficulties recruiting Registered Nurses (RNs).
- Lack of GPs impacts on Ambulance and Hospital services when a GP could treat the patient in the centre. GPs don't have the time to visit the centre on a regular basis.
- Problems with the Regional Visa program. RNs; Apra approved medical credentials before being hired.
- A strong GP service in town would help the flow on effect in Narrandera's Community Transport Services.
- Consensus support for the formation of a Narrandera Health Advisory Group.

RESOLUTION

1. To form the Narrandera Health Advisory Group (NHAG) in line with the suggested Terms of Reference. (Appendix A)
2. Invite Griffith Aboriginal Medical Service and Riverina Medical and Dental Corporation, Homecare, Patient Transport and local Pharmacies to be members of the Advisory Group.
3. Council produce a Media Release regarding the formation of the NHAG.

Moved Peter Dale

Second Leanne Robinson **CARRIED**

Conclusion: Mayor Neville Kschenka

A light lunch will be available following the meeting.

Meeting closed on **12.50pm**

(Appendix A)



Narrandera Health Advisory Group

Terms of Reference

November 2019

PURPOSE

The Primary purpose of the Narrandera Shire Health Advisory Group (the Group) is to monitor the provision of the ongoing quality and consistency of healthcare within Narrandera Shire.

The Group will achieve this through reviewing the various benchmarks used in the measuring of the provision of health care within the Shire's medical services.

The Group will recommend to Council what support and/or assistance may be required to attract and maintain appropriately qualified General Practitioners with Visiting medical Officer Accreditation or other relevant matters pertaining to the provision of healthcare within the Shire.

The Council will act as an advocate on behalf of the Narrandera Shire community with other levels of Government as and when required.

ROLE

The role of the Narrandera Shire Health Advisory Group is to:

- Discuss and Consider recruitment incentives eg financial incentive; housing, social incentives (flexible working hours), support professional development
- Identify needs/fundraising
- Communicate and provide feedback to the community
- Educate the community-e.g. legislative complexities (improve understanding)
- Look at alternative ways to provide services within Narrandera Shire
- Promote preventative health care to the community (community initiative)

GOAL

The goal of the Narrandera Shire Health Advisory Group is to recruit 2-3 GPs - solving workforce issues.

MEMBERSHIP

- Narrandera Shire Council elected representative to Chair the Committee
- A nominee of the Local Member of Parliament
- 2 Narrandera Shire Councillors
- Narrandera Shire Council to provide secretariat

Representatives from:

- Murrumbidgee Local Health District
- Murrumbidgee Primary Health Network
- Dr Romeo's Practice (representing General Practitioners)
- Narrandera Hospital
- RSL Lifecare-Teloca House
- Opal Aged care
- Murrumbidgee Pathways
- Narrandera Ambulance
- Griffith Aboriginal Medical Service
- Riverina Medical and Dental Corporation,
- Homecare
- Patient Transport
- Narrandera Pharmacies

ADVISORY DELEGATIONS

The Narrandera Shire Health Advisory Group has no delegations.

MEETING

The Group is to meet quarterly or more frequently as required.

REVIEW

The Terms of Reference to be reviewed every 2 years.

14 OUR COMMUNITY

14.1 JOHN O'BRIEN FESTIVAL - UPDATE

Document ID: 440219

Author: Tourism & Economic Development Coordinator

Authoriser: General Manager

Theme:

Attachments: 1. [2019-12-4 Narrandera Folk Festival - 2020 Draft Program .pdf](#)
[↓](#)

RECOMMENDATION

That Council:

1. Continue to support a Festival through reallocating the \$10,000 allocated for the 2020 Narrandera John O'Brien to the newly named 2020 Narrandera Folk Festival.

PURPOSE

The purpose of this report is to update Council on the changing format and name of the Narrandera John O'Brien Festival. The Narrandera John O'Brien Festival has changed its name to the Narrandera Folk Festival and the traditional format of the festival has been reviewed and redesigned for 2020.

SUMMARY

- Brand new event which will incorporate a John O'Brien program piece (for example John O'Brien bush poet's breakfast) into the main program sustains historical linkage but offers new opportunities for growth and development.
- Will be eligible to apply for incubator funding Destination NSW over the years and then Flagship funding
- Additional new committee members
- New Name – Narrandera Folk Festival: will assist in developing Narrandera's "destination Brand" by being easily identified in the event name
- New Name, similar format to the 2019 JOB festival to ensure data benchmarks and visitor feedback are monitored, and to leverage the positive feedback from 2019 visitors
- New name offers multiple community groups the opportunity to liaise with the committee around vision and mission and opportunities to host programmed events as part of the festival
- Draft program attached

BACKGROUND

In 2018 the John O'Brien Festival ceased being a 355 committee of Council; a new committee was convened. The 2019 event saw a streamlined approach to rebuilding this event.

At the July Council meeting Council endorsed

<p>17.2 2020 JOHN O'BRIEN FESTIVAL FUNDING REQUEST</p> <p>RESOLUTION 19/001</p> <p>Moved: Cr David Fahey OAM Seconded: Cr Narelle Payne</p> <p>That Council</p> <ol style="list-style-type: none"> 1. Supports the ongoing strategic development of the John O'Brien Festival with \$10,000 sponsorship for the 2020 event (option 2) 2. The sponsorship include any in-kind activities and costs incurred by Council 3. That financial support beyond 2020 be subject to the receipt and consideration of a report from event organisers outlining financial, social and community outcomes from the 2020 event. 4. Request the committee to present a Draft Program for 2020 event before November 2019. <p style="text-align: right;">CARRIED</p>

1. To continue to rebuild this event to attract overnight visitors, the committee is working with Destination Riverina Murray to plan an application for event development funding for a 2021 event. To reach this milestone, significant costs will be incurred by the newly formed Committee to prepare both the event for such a grant and the grant application. In order to continue to present this event and to prepare for significant grant funding, the 2020 event requires \$10,000 sponsorship support from Council.

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES

Theme

Our Community

Strategy

5.1 - To have a Council that demonstrates effective management consistently, also a Council that communicates and engages well with the community and works collaboratively

Action

5.1.1 - Accountable, transparent and ensure open communication between the community and Council

ISSUES AND IMPLICATIONS

Policy

Narrandera Shire Council Event Policy (ES230)

Financial

The 2019 Narrandera John O'Brien Bush Festival organising committee was allocated \$5,000 in financial assistance. There is a current allocation of funds in the 2019/2020 Council budget for the John O'Brien Festival for \$10,000.

The 2020 Narrandera Folk Festival organising committee would like to see the support of Narrandera Shire Council continue to help this unique event move into a financially stable

future through reallocating the \$10,000 for Narrandera John O'Brien to the Narrandera Folk Festival.

Legal / Statutory

Nil

Community Engagement / Communication

2020 Narrandera Folk Festival Committee

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

Nil

OPTIONS

The 3 Options available to Council are:

Option 1: Decline the financial assistance endorsed for the 2020 John O'Brien Festival.

Option 2: Approve the funding as request, endorsing it for the 2020 Festival

Option 3: Amend the value for the funding request

CONCLUSION

The 2020 Narrandera Folk Festival organising committee encourages Council to support the Narrandera Folk Festival through reallocation of \$10,000 previously voted for the John O'Brien Festival..

RECOMMENDATION

That Council:

1. Continue to support a Festival through reallocating the \$10,000 allocated for the 2020 Narrandera John O'Brien to the newly named 2020 Narrandera Folk Festival.



Draft Program 2020

Friday Night

Charles Sturt – Jam session and Poetry Slam (Wagga Poetry Club)
Bingo Venue TBC

Saturday (main event)

10-4 Marie Bashir Park (festival, Markets)
5-12pm – Marie Bashir Park – Stage (Music and Main Folk Acts)

Sunday

Marie Bashir Park – Bush Poets Breakfast 8.30-11am
Garage Sale Trail (with Lions Train) 11-2pm
High Tea at Heritage House (with performers sing-along)

PERFORMERS:

Dead Maggies
The Bottlers
Tin Shed Rattlers
Noel Stallard as John O'Brien
Geoffrey Graham as Henry Lawson
Grant Luhrs
Harpist
Stilt-walkers

14.2 RENEW OUR LIBRARIES PHASE 2**Document ID: 449560****Author: Community Development and Library Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Community****Attachments: Nil****RECOMMENDATION**

That Council:

1. Supports the NSW Public Libraries Association by formally endorsing Phase Two of the Renew Our Libraries Campaign to secure a sustainable funding model for NSW public libraries in perpetuity.
2. Make representation to the local State Member, Stephanie Cooke MP, in relation to the need for a sustainable state funding model for the ongoing provision of public library services
3. Endorse the distribution of the NSW Public Libraries Association NSW library sustainable funding advocacy information in Council's library, as well as involvement in any actions proposed by the Association.

PURPOSE

The purpose of this report is to seek Councils endorsement of Phase 2 of the NSW Public Libraries Association, (NSWPLA), Renew Our Libraries Campaign.

SUMMARY

The NSW Public Libraries Association's 2018-19 Renew Our Libraries campaign delivered an increase of \$60m in state funding for NSW public libraries over the quadrennial period 2019-20 to 2022-23.

NSWPLA requests Council's continued support in Phase 2 of the Renew Our Libraries Campaign which seeks to protect the gains made through having the increased funding indexed to the CPI and to ensure its ongoing security by having all elements of the funding included in the Library Act and/or the Library Regulation.

BACKGROUND

The NSW Public Libraries Association's 2018-19 Renew Our Libraries campaign was a spectacular success, delivering an increase of \$60m in state funding for NSW public libraries over the quadrennial period 2019-20 to 2022-23. This is the largest single increase in state funding since the NSW Library Act was introduced in 1939.

This outcome was achieved as a result of the remarkable support of councils, libraries and communities across the state. Over 80% of NSW councils formally endorsed Renew Our Libraries through council resolutions.

The NSW Public Libraries Association has requested the support of NSW councils in its advocacy to State Government to develop a sustainable funding model for NSW libraries.

Renew Our Libraries Phase Two has recently been launched <https://renewourlibraries.com.au/> Well known media and advocacy company Essential Media has been engaged to administer the campaign, the objectives of which are to:

- **Index the total increased state funding contribution** to the Consumer Price Index (CPI) in perpetuity. Without indexation the actual value of state funding for NSW libraries will decline over time, leaving NSW councils to either meet the shortfall or reduce services.
 - 1.
- **Protect the new funding commitment** by including all elements of the new state funding model in legislation through the Library Act and/or the Library Regulation. Currently, only the per-capita component of the funding model (increasing from \$1.85 per capita to \$2.85 per capita over the 4-year period 2019-20 to 2022-23) is included in library legislation, **leaving 46% of the total funding for NSW libraries at risk.**

These two simple measures will ensure that NSW councils continue to receive a significantly increased state government contribution to the operation of public libraries across the state, which will be protected by legislation and will not be subject to cost of living attrition over time.

This will also mean that the NSW Public Libraries Association, its member councils and libraries across the state can direct their funds and efforts to the ongoing support and development of high quality library services for NSW communities, rather than engaging in expensive and time consuming future funding campaigns.

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES

Theme

Our Community

Strategy

4.2 - To improve, maintain and value-add to our essential public and recreational infrastructure

Action

5.1.4 - Financial sustainability is critical with maximum rate revenue to be achieved and other income sources maximised

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

Maintenance and indexation of recent funding increases to ensure sustainability.

Legal / Statutory

The aim of this program is to effect changes to the Library Act and/or library regulation to ensure funding stability for Libraries in future State Budgets.

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

Without the requested changes only the per-capita component of the funding model (increasing from \$1.85 per capita to \$2.85 per capita over the 4-year period 2019-20 to 2022-23) is included in library legislation, leaving 46% of the total funding for NSW libraries at risk.

Option 1: Support the request from NSWPLA to join the campaign to have recent funding increases guaranteed and indexed into the future.

Option 2: Partially support the NSWPLA request through provision of information on the campaign to the community without undertaking any lobbying or advocacy.

Option 3: Not support the request from NSWPLA to join the campaign to have recent funding increases guaranteed and indexed into the future.

CONCLUSION

That Council endorse the recommendations supporting the NSWPLA Renew Our Libraries Campaign Phase 2 as presented.

RECOMMENDATION

That Council:

1. Supports the NSW Public Libraries Association by formally endorsing Phase Two of the Renew Our Libraries Campaign to secure a sustainable funding model for NSW public libraries in perpetuity.
2. Make representation to the local State Member, Stephanie Cooke MP, in relation to the need for a sustainable state funding model for the ongoing provision of public library services
3. Endorse the distribution of the NSW Public Libraries Association NSW library sustainable funding advocacy information in Council's library, as well as involvement in any actions proposed by the Association.

14.3 RENAMING OF TOWN BEACH

Document ID: 449822

Author: Community Support Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Community

Attachments: 1. Support Letter AELG.pdf [↓](#)

RECOMMENDATION

That Council:

1. Provide in principle support for an application by the Aboriginal Elders Liaison Group to the Geographical Names Board (GNB) to officially change the name of Town Beach to Koori's Beach.

PURPOSE

The purpose of this report is seek in principle support from Council for the application to the Geographical Names Board (GNB) by the Aboriginal Elders Liaison Group, to officially change the name from Town Beach to Koori's Beach. By doing so, Council will show recognition of the significance of this site to the local Aboriginal community.

SUMMARY

The Aboriginal Elders Liaison Group have requested that the beach currently known as Town Beach, be formally renamed Koori's Beach to recognise the cultural significance of the sight to the local Aboriginal community. With the support of Council, the Aboriginal Elders Liaison Group wishes to submit an application with the Geographical Names Board (GNB) to have this name changed.

BACKGROUND

The beach currently known as Town Beach has been considered by the local Aboriginal Community as a sacred site. This land is used by the Wiradjuri people to conduct spiritual and cultural ceremonies such as baptisms.

The local Aboriginal community have a strong connection to this land as for the longest time; they were the only local community members who used this beach. The river was a source of food for those who lived on the neighbouring Sandhill's. It is a place where stories were shared and people gathered to celebrate the Aboriginal culture, a tradition which continues today. This site was also a place to gather food and plants for healing purposes.

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES

Theme

Our Community

Strategy

1.2 - To advocate for quality educational and cultural opportunities

Action

1.1.3 - Continue positive interactions with the Narrandera Interagency also the Aboriginal representative bodies within the community

ISSUES AND IMPLICATIONS**Policy**

Nil

Financial

Nil

Legal / Statutory

Geographical Names Act 1966

Community Engagement / Communication

A support letter from the Aboriginal Elders Liaison Group has been provided. Please be advised the letter contains phrasing that some may find offensive, but is relevant for the purpose of this report.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

By providing in principle support Council are able to show its support and respect for the Aboriginal culture, as well as recognising the significance of this land to the local Aboriginal community. Without Council's support the application to the Geographical Names Board (GNB) cannot be lodged.

OPTIONS

That Council provide in principle support for the Aboriginal Elders Liaison Group's application to have Town Beach formally changed to Koori's Beach.

That Council not provide in principle support for the Aboriginal Elders Liaison Group's application to have Town Beach formally changed to Koori's Beach.

CONCLUSION

That Council provide in principle support for the Aboriginal Elders Liaison Group's application to have Town Beach formally changed to Koori's Beach.

RECOMMENDATION

That Council:

1. Provide in principle support for an application by the Aboriginal Elders Liaison Group to the Geographical Names Board (GNB) to officially change the name of Town Beach to Koori's Beach.

Narrandera Elders Group
Narrandera NSW 2700

3 December 2019

To whom it may concern

We are writing to support/request the change of name of Town Beach to Koori Beach.

This land is so significant to our Koori community, spiritually culturally ceremonially, healing food, gathering and recreation. Our relationship and connection to the land know as Town beach will always be an infinity of who we are and our existence.

Many of our people were baptised at Koori's beach in the Murrumbidgee's river; the River was also a source of food when the community lived at the Sandhills. Many stories have been told and passed down through the generations and this will continue to do so.

It is worth noting that in the past Town (Koori) Beach was known to the wider community as 'Coons' Beach (which was degrading) and the only people that used this beach was the Aboriginal Community for reasons stated above.

We hope that our request for Change of name is support by the Narrandera Shire Councillors and the wider Narrandera Community.

Yours

a. Lyons



Colleen Ingram
Narrandera Aboriginal Elders Group

15 OUR ENVIRONMENT

Nil

16 OUR ECONOMY

16.1 COMMUNITY PARTICIPATION PLAN - PLANNING

Document ID: 448204

Author: Senior Planner

Authoriser: Deputy General Manager Infrastructure

Theme: Our Economy

Attachments: 1. [Draft Community Participation Plan - Planning.pdf](#) 

RECOMMENDATION

1. That Council adopt the Community Participation Plan prepared in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* (attached) and direct staff to send it to the NSW Department of Planning, Industry and Environment for publication on the NSW Planning Portal.

PURPOSE

The purpose of this report is to inform Council of feedback received during public exhibition of the Draft Community Participation Plan which was prepared to meet requirements of the *Environmental Planning and Assessment Act 1979* (the Act). The report also asks Council to adopt an amended draft Community Participation Plan (Attachment 1).

SUMMARY

A draft Community Participation Plan was prepared and exhibited in accordance with requirements of the Act. Submissions received were considered and, where appropriate, changes were made to the draft plan in response. The final draft Community Participation Plan is now ready for Council's consideration and adoption.

BACKGROUND

The Act requires all councils to prepare a Community Participation Plan (CPP). The CPP is intended to communicate how Council will engage with the community regarding planning matters by combining requirements of the Act and Council's existing Development Control Plan 2013 (DCP) in one document and in plain English.

Notification requirements in Council's existing DCP are complex. Staff have taken this opportunity to simplify requirements in a manner which will make them easier to understand, as well as to balance community involvement with efficient process.

As a result, the draft CPP does include some changes to the way Council engages with the community. A graduated approach has been taken where the extent and length of consultation increases as the complexity and potential impact of a proposal increases. This helps to ensure that minor, low impact developments are not unnecessarily delayed. At the same time, it provides suitable mechanisms to ensure the community has the opportunity to provide feedback on matters which may have an impact on them.

The draft plan was publicly exhibited between 6 November 2019 and 5 December 2019 to allow the community an opportunity to comment.

The Draft CPP has been amended to address the submissions where appropriate with the final draft being included as Attachment 1. Submissions received are discussed under the Community Engagement section below.

Once a CPP is adopted, processes will then commence to remove the notification requirements from Council's DCP to prevent duplication, confusion and inconsistency.

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES

Theme

Our Civic Leadership

Strategy

5.1 - To have a Council that demonstrates effective management consistently, also a Council that communicates and engages well with the community and works collaboratively

Action

5.1.1 - Accountable, transparent and ensure open communication between the community and Council

ISSUES AND IMPLICATIONS

Financial

Nil

Legal / Statutory

Council is required to adopt a Community Participation Plan in order to comply with requirements of the EP&A Act.

Community Engagement / Communication

Feedback received from two submissions to the draft CPP is outlined below.

- Where appropriate, changes included in the final draft to address the feedback..
- Where it was not considered possible or appropriate to change the draft CPP, discussion is provided.

Key Points from Submissions

1. Request: To identify Binya on the map.

Response: The inclusion of Binya and other smaller villages on the map has been considered. The inclusion of all small villages/localities on the map creates a very cluttered appearance which detracts from its effectiveness. The main intent of the map is to define the shire boundaries and identify the other councils with whom consultation may be required when proposals are received on or near shire borders.

2. Request: That the title highlights that the draft CPP relates to planning matters only.

Response: 'Planning' has been added to the title on the cover page to mirror page titling throughout the remainder of the plan.

3. Request: To consider a range of matters including permissible land uses, future infrastructure projects, traffic and environmental matters.

Response: The topics raised do not relate to the objectives and provisions of the proposed CPP, nor its focus on planning-related community engagement and consultation. The various matters raised in the submission will be included for consideration in the Narrandera Local Environmental Plan (NLEP) review and/or provided to project teams within the infrastructure department for investigation.

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

Delay in adoption of a CPP would leave Council non-compliant with requirements of the EP&A Act.

OPTIONS

Option 1

Council adopt the amended draft CPP (Attachment 1) and agree to staff sending it to the Department of Planning, Industry and Environment for publication on the NSW Planning Portal.

Option 2

Council adopt the amended draft CPP (Attachment 1) subject to changes outlined in a resolution and agree to staff sending it to the Department of Planning, Industry and Environment for publication on the NSW Planning Portal once those changes have been made.

This option would allow straight forward changes to be made without creating substantial delays. This option would not be appropriate if complex changes are proposed.

Option 3

Council may request further changes be made and that a further report be provided to Council with a final draft incorporating those changes prior to adoption.

This option would allow changes to be made if necessary and provide Councillors an opportunity to review the final document prior to adoption. This option would create substantial delays. The CPP was due to be completed by 1 December 2019. Deferring adoption to a later meeting would result in Council further exceeding that timeframe.

RECOMMENDATION

1. That Council adopt the Community Participation Plan prepared in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* (attached) and direct staff to send it to the NSW Department of Planning, Industry and Environment for publication on the NSW Planning Portal.

Community Participation Plan - Planning

Narrandera Shire Council



DRAFT
NOVEMBER
2019



Community Participation Plan

Introduction

This Community Participation Plan (CPP) is only applicable to Council's planning functions exercised in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* (the Act). Community participation relating to other functions of the Council is addressed in Council Policy ES310 Community Engagement.

Where Does this CPP apply?

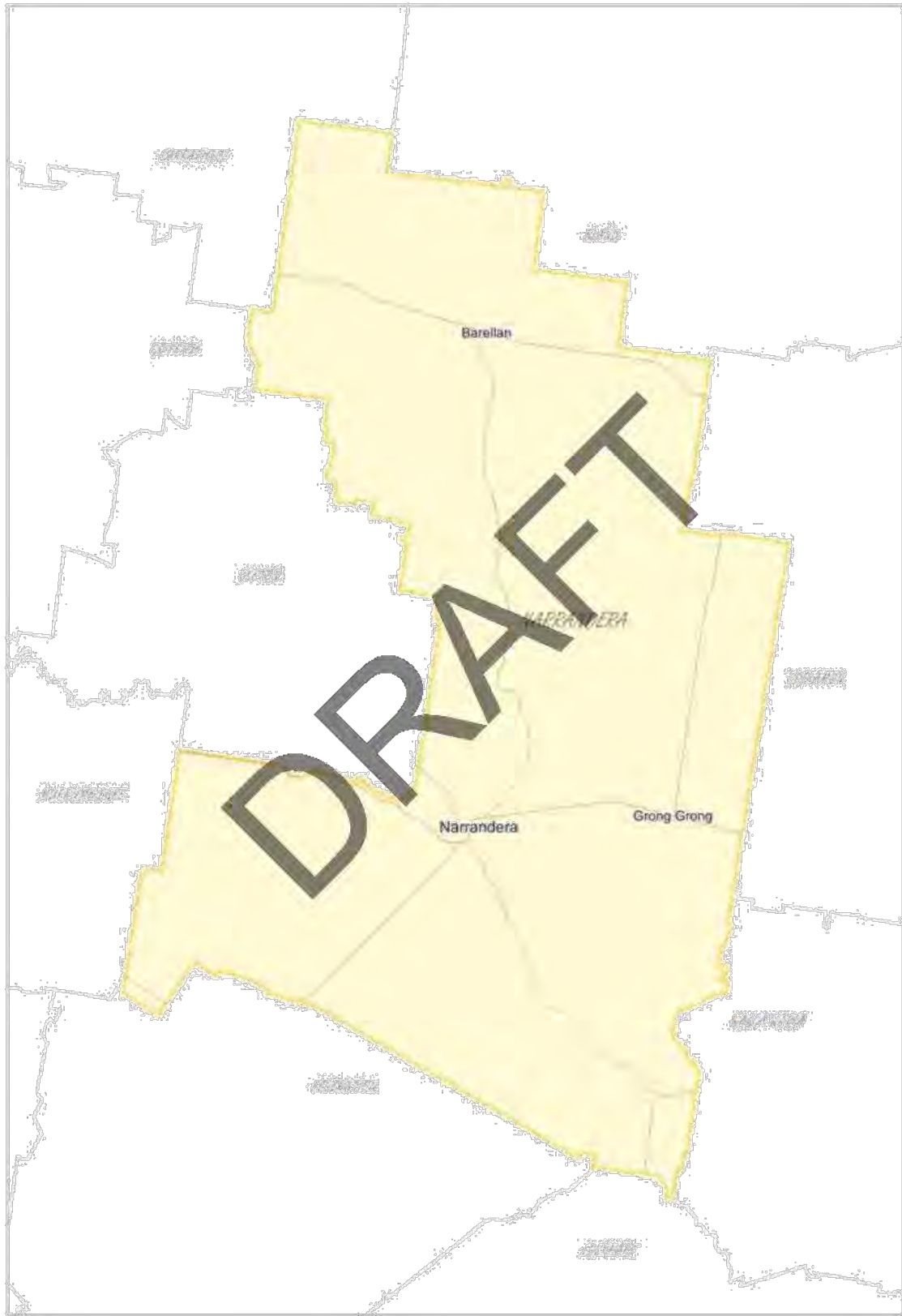
This CPP applies to the Narrandera Shire Council Local Government Area (LGA). Where development or policies may impact on others in adjoining local government areas consultation may occur outside of the Narrandera Shire Council LGA boundaries.

Objectives of the CPP

The objectives of this CPP are to ensure:

- That the community is informed about planning matters that affect it,
- Effective and on-going partnerships with the community to provide meaningful opportunities for community participation in planning,
- Planning information is conveyed in a manner which is easy to access and understand,
- That the community is given opportunities to participate in strategic planning as early as possible to enable community views to be genuinely considered,
- That community participation is inclusive and that community views are actively sought,
- That proponents of major developments are actively engaging with affected stakeholders before an application is lodged with Council,
- That planning decisions are made in an open and transparent way which clearly outlines how community views have been taken into account, and
- That there is a clear understanding of the methodology Council uses to engage with the community in accordance with the Act.





Planning

Community Participation Plan

Consultation

Consultation with the community occurs in a range of different ways including through face to face meetings, group discussions, exhibition of documents online and in Council offices and at times through direct notification to individuals. The manner in which we consult is dependent on the nature of the proposal, the stage of the process and legislative requirements.

Ordinarily Council will consult early and broadly regarding any proposed changes to planning controls. Consultation regarding development applications generally occurs once an application has been lodged with Council. However, proponents of major developments are strongly encouraged to consult with those who may be impacted prior to lodging an application.

Some minor developments are not subject to any form of consultation such as those which are classified as exempt or complying development under *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* and others outlined below.

Where a matter is reported to a meeting of Council interested parties may address Council in accordance with the provisions of Council's Code of Meeting Practice.



Exhibition Periods

Exhibition periods for Council's Strategic Planning Projects and for Development Applications and related processes are outlined in the tables below. A person wishing to make a submission is required to do so in writing during the specified exhibition period which will be outlined in a notice or advertisement. The following points should be noted when interpreting these tables:

- The requirements listed represent minimum standards and are expressed in calendar days (not working days). The Council may extend exhibition periods, send additional notices and engage in other ways at the discretion of the General Manager or delegate where it is considered in the public interest to do so.
- Where any matter is the subject of exhibition or notification copies will be made available for inspection at the Council's head office located at 141 East Street Narrandera during ordinary business hours.
- If the last day of an exhibition period falls on a Saturday or Sunday, or on a day that is a public holiday or bank holiday the exhibition period is taken to be extended to the next available working day.
- The period between 20 December and 10 January (inclusive) is excluded from the calculation of the period of public exhibition to allow more time for the community to provide feedback.
- Minimum exhibition periods are defined under the Act and as such change from time to time. Requirements of the Act take precedence over those listed in this Community Participation Plan. Where there is an inconsistency between the Act and this Plan, the longer exhibition period will be applied.

Strategic Planning

Document Type	Minimum Exhibition Period	Minimum Notice	Optional Notice	Mandatory Engagement	Optional Engagement
Draft Community Participation Plans	28 Days	-Newspaper -Council Website	-Council Social Media	-Consideration of written submissions -Consideration at Council Meeting	-Community Meetings -Workshops with interested parties.
Draft Local Strategic Planning Statements	28 Days	-Newspaper -Council Website	-Council Social Media	-Consideration of written submissions -Consideration at Council Meeting	-Community Meetings -Event stalls -Street stalls -Workshops with interested parties.
Planning proposals for Local Environmental Plans subject to a gateway determination	28 days or: (a) if a different period of public exhibition is specified in the gateway determination for the proposal—the period so specified, or (b) if the gateway determination specifies that no public exhibition is required because of the minor nature of the proposal—no public exhibition.	Where Exhibition is Required: -Newspaper -Council Website	-Council Social Media - Where a Planning Proposal is specific to a particular location rather than applying to a broad area, notice may be given directly to impacted landholders at the discretion of the General Manager or delegate.	Where Exhibition is Required: -Consideration of written submissions -Consideration at Council Meeting	-Community Meetings -Event stalls -Street stalls -Workshops with interested parties.
Draft Development Control Plan	28 Days	-Newspaper -Council Website	-Council Social Media - Where a DCP or DCP amendment is specific to a particular location rather than applying to a broad area, notice may be given directly to impacted landholders at the discretion of the General Manager or delegate.	-Consideration of written submissions -Consideration at Council Meeting	-Community Meetings -Event stalls -Street stalls -Workshops with interested parties.
Draft Contribution Plans	28 Days	-Newspaper -Council Website	-Council Social Media	-Consideration of written submissions -Consideration at Council Meeting	-Community Meetings -Event stalls -Street stalls -Workshops with interested parties.
Background Studies	At discretion of General Manager or Delegate. Where exhibition is deemed necessary minimum of 21 days.	If Exhibited: -Newspaper -Council Website	-Council Social Media - Where a study or significant elements of that study is specific to a particular location rather than applying to a broad area, notice may be given directly to impacted landholders at the discretion of the General Manager or delegate.	If Exhibited: -Consideration of written submissions -Consideration at Council Meeting	-Community Meetings -Event stalls -Street stalls -Workshops with interested parties.
Planning Agreement	28 Days	-Newspaper -Council Website -Where practicable to be aligned with related processes. This may include neighbour notification. Refer to Regulation for details.	-Council Social Media	-Consideration of written submissions -Consideration at Council Meeting	-Community Meetings -Workshops with interested parties.

Development Assessment

Application Type	Development Type	Minimum Exhibition Period	Minimum Notice
Local & Integrated Development (any that is not Exempt, Permitted Without Consent, Complying, Designated or State Significant)	Minor Farm Buildings or Structures in Zones RU1, RU3 or RU4 and Located >500 metres from any dwelling in separate ownership and >500 metres from any residential zone (currently RU5 Village, R5 Large Lot Residential & E4 Environmental Living)	NIL	NIL
	Dwellings Dual Occupancies Sheds (residential) Swimming Pools (residential) Signs Fences Boundary Adjustments	10 Days	Written notice to adjoining and adjacent land owners. This includes notice to properties separated only by a road, pathway, driveway, easement, watercourse or similar division.
	All other Local and Integrated Development*	14 Days*	Advertisement in Local Newspaper & written notice to adjoining and adjacent land owners. This includes notice to properties separated only by a road, pathway, driveway, easement, watercourse or similar division.

*Certain development known as *Nominated Integrated Development* or *Threatened Species Development* has a minimum exhibition period of 28 Days. Refer to Clauses 89(3) & (4) of the *Environmental Planning and Assessment Regulation* for details.

Development Assessment

Application Type	Minimum Exhibition Period	Minimum Notice
Designated Development	28 Days	Includes neighbour notification and advertising. Refer to the Act and Regulation for details.
Environmental Impact Statement obtained under Division 5.1	28 Days	Includes neighbour notification and advertising. Refer to the Act and Regulation for details.
State Significant Development	Not Assessed By Narrandera Shire Council. Refer to the Act and consult with the NSW Department of Planning, Industry and Environment.	
Application for modification of development consent that is required to be publicly exhibited by the regulations.	At the discretion of the General Manager or Delegate. Generally in accordance with the original application unless reduced due to the modification being of minimal impact.	Varies-Refer to the Act and Regulation.

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Planning

Community Participation Plan

Engagement Regarding Development Applications

Where a development application, environmental impact statement or application to modify a consent has been exhibited through advertising or direct notice Council will consider all written submissions received during the exhibition period. Applications may also be reported to a meeting of Council at the discretion of the General Manager or Delegate. Examples of when an application may be reported to a meeting of Council for determination are when the application is recommended for refusal or when written submissions warrant consideration by elected Councillors.

Pre Lodgement Consultation By Proponents

Council encourages proponents for development to engage with neighbours and others who may be impacted prior to lodging an application. This provides an opportunity for all interested parties to understand a proposal and discuss possible adjustments to address any concerns which may arise. Where a major or high impact development is proposed Council strongly encourages early engagement with neighbours and the broader community.

Council **will not** supply landowner details to prospective applicants. However, Council will facilitate early engagement through mailing information to landowners at a proponent's request. This service is provided on a cost recovery basis. In order to use this service a proponent is required to:

- provide a list of addresses or an aerial map identifying selected properties;
- supply copies of a covering letter with proponent contact details, plans and other supporting information they wish to be sent (if sufficient physical copies are not provided printing costs will be charged);
- payment for postage, envelopes, administration and any printing is required prior to the mail out occurring.

How To Make a Submission

Email:
council@narrandera.nsw.gov.au

Post: 141 East Street
 Narrandera NSW 2700

In Person: 141 East Street
 Narrandera 8:30am-4:30pm
 Monday to Friday (excluding public holidays)

TO QUALIFY AS A SUBMISSION, THE SUBMISSION MUST:



be in writing by email or letter



be submitted within the nominated exhibition time period



reference the application, policy or plan being exhibited



be based on planning grounds in support or objection to the proposal



include the name, address and daytime telephone of the author

Submissions must be lodged with Council by midnight on the final day of the exhibition period.



Planning

Community Participation Plan

Privacy of Persons Lodging Submissions

Persons making submissions should be aware that their submissions may be the subject of an information request under the *Government Information (Public Access) Act 2009* – the GIPA Act. The Council will treat each request according to the provisions of the Act and Regulation. A submitter may request that the Council redact any identifying details from their submission before releasing that submission.

It is the Council's policy to publish redacted submissions to development applications in Council reports which are available on the Council website.

When submissions to a development application are received by the Council, the Council will provide the applicant with a redacted copy of submissions to enable the applicant the opportunity to respond to the submissions prior to determination of the application.

Outcomes of Development Applications

The Council notifies the public of the outcomes of the assessment of development applications through periodic reports to Council meetings. The reports can be accessed on the Council website or at the main council office during ordinary business hours.

The Council will also give notice of the determination of an application to each person who provided a written submission and in the instance of a petition, the instigator of the petition.

Notice by Council includes:

- the decision;
- the date of the decision;
- the reason/s for the decision;
- how community feedback was considered.

The notice provided is a summary of key points. Where Council receives objections to a development application a report is provided to a meeting of Councillors to allow consideration and determination. In such cases, further details on the assessment, consideration of submissions and decision can be found in Council Business Papers and Minutes. Details for all other applications are available on request subject to the exclusion of sensitive personal and commercial information.

In the case of a matter which is referred to a planning panel, Council will write to each individual who made a submission and in the instance of a petition, the instigator of the petition to notify them of the time and date of the meeting.



Appendix – Example Template Submission Form

The General Manager
Narrandera Shire Council
141 East Street
Narrandera NSW 2700

Subject: Submission regarding

Dear Sir/ Madam,

I refer to the abovementioned Development Application/ Strategic Planning Project and wish to lodge a submission in support/objection. The matters I would like considered are the following:

Kind regards,

[NAME]

[ADDRESS]

[PHONE NUMBER]

[EMAIL ADDRESS]

DRAFT

16.2 NARRANDERA HERITAGE FUND 2019-2020**Document ID:** 449276**Author:** Manager Development and Environment**Authoriser:** Deputy General Manager Infrastructure**Theme:** Our Economy**Attachments:** 1. [Heritage Advisor Report - Local Heritage Fund 2019-20.pdf](#) [↓](#)
2. [Local Heritage Fund - Summary 2019-20.pdf](#) [↓](#)**RECOMMENDATION**

That Council:

- Adopts the recommendation from Council's Heritage Advisor's report to fund three (3) projects for the amount of \$10,670 (inclusive of GST) from the Narrandera Council Local Heritage Fund.

PURPOSE

The purpose of this report is to advise Council that three (3) applications were received for project funding via the Narrandera Council Local Heritage Fund. The applications were reviewed by Council's Heritage Advisor in accordance with the noted priorities in the fund guidelines.

SUMMARY

Council's Heritage Advisor reviewed the three (3) applications received for the Narrandera Local Heritage Fund. In his report received 21 November 2019, funding was recommended for three (3) projects as follows:

No	Property	Proposed Works	Funding Recommended (inc GST)
2019/1	134-138 East Street Narrandera	Repair/restore roof at Narrandera Post Office	\$3,300
2019/2	134-138 Larmer Street Narrandera	Replace four front doors and fan lights at former Royal Hotel	\$2,750
2019/3	140-142 East Street Narrandera	First floor verandah restoration works to NAB building.	\$4,620

BACKGROUND

Council has jointly funded the Local Heritage Fund in conjunction with the NSW Heritage Office for several years. The Local Heritage Fund assists with physical improvement of heritage buildings on a co-contribution basis with applicants. Owners of significant buildings/items in Narrandera Shire are eligible to apply for funding.

The Narrandera Shire Local Heritage Fund (LHF) has an amount committed of \$11,000 (including GST). This comprises Narrandera Shire Council \$5,500 and NSW Heritage Office, Department Premier & Cabinet \$5,500.

Funded projects must be completed by 30 April 2020.

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES

Theme

Our Civic Leadership

Strategy

5.1 - To have a Council that demonstrates effective management consistently, also a Council that communicates and engages well with the community and works collaboratively

Action

5.1.1 - Accountable, transparent and ensure open communication between the community and Council

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

Local Heritage Fund \$11,000 includes Council contribution \$5,500.

Legal / Statutory

N/A

Community Engagement / Communication

1. Advertising within local press.
2. Promotion on Council's website.

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

N/A

OPTIONS

1. That Council approves funding for three (3) projects
2. That Council does not approve funding of any project.

CONCLUSION

The Narrandera Heritage Fund provides an opportunity for Council to work with the NSW Heritage Office to support ongoing improvement to environmental heritage within

Narrandera Shire. Approval of funding through Narrandera Council Local Heritage Fund encourages property owners to investigate and plan for works that preserve the environmental heritage of their properties.

RECOMMENDATION

That Council:

1. Adopts the recommendation from Council's Heritage Advisor's report to fund three (3) projects for the amount of \$10,670 (inclusive of GST) from the Narrandera Council Local Heritage Fund.

NARRANDERA SHIRE COUNCIL

REPORT

To: Narrandera Shire Council 21 November 2019
By: Noel Thomson – Heritage Advisor
Subject: Local Heritage Fund Applications 2019-20
for Narrandera Shire

Local Heritage Fund Applications 2019-2020

Funding is available for 'Listed' heritage items in the Narrandera Local Environmental Plan, or a building supported by Council's heritage advisor as being of heritage significance. Further to receipt of Applications to Narrandera Shire Local Heritage Fund, on review of the three (3) applications received the following comments are provided;

2019-20/1 Roof restoration to Post Office at 134-138 East Street, Narrandera

Submission from Owner (Paul Frankel) for the proposed repairs, refurbishment, removal of moss to the tiled roofs of the heritage listed (I066) to the Post Office, on review the works proposed suits the criteria of the local heritage fund.

Recommendation is for the roof restoration to the Post Office tiled roofs is an important project and shall be undertaken in accordance with heritage advisor recommendations with funding of \$3,000 (excl GST) acceptable for this heritage roof project.

2019-20/2 Replacement of four doors at former Royal Hotel, 134-138 Larmer Street, Narrandera

Discussions held with Owner (Troy Lee) regarding the proposed replacement of 4 timber doors and fanlights at the front of the heritage listed (I051) building to match the recently adjacent replaced windows. The door and fanlight replacements to the front of this important heritage listed building, the former Royal Hotel in Narrandera, this project suits the criteria of the fund.

Recommendation is for the replacement door and fanlight project be undertaken as per heritage advisor recommendations, with funding of \$2,500 (excl GST) acceptable for this heritage project.

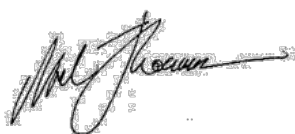
2019-20/3 Repairs at verandah to NAB Building, 142 East Street, Narrandera

Meetings, discussions held with Owner (Annette Crowe) regarding the repairs and repainting to the heritage listed (I071) National Australia Bank building and report issued in March 2018 and March 2019. On review of the submitted documentation for the repairs to the first floor verandah to rectify water ingress and damaged timbers to this important heritage listed building, the works proposed suits the criteria of the fund.

Recommendation is for the repairs to the first floor verandah as part of the restoration works to the NAB building, be undertaken as per heritage advisor recommendations, with funding of \$4,200 (excl GST) acceptable for this important heritage project.

Note: Refer attached Assessment Forms and Summary for further information

Trusting the foregoing advice is of assistance at this time.



NOEL THOMSON RAIA
NARRANDERA SHIRE HERITAGE ADVISOR

Local Heritage Fund Applications 2019-2020									
Recommended Funding									
No	Applicant	Property	Address / Property	Heritage Listing	Proposed Works	Project Cost (inc GST)	Funding Requested (inc GST)	Funding Recommended (Inc GST)	Applicant Contribution (inc GST)
2018/1	P Frankel	Narrandera Post Office	134-138 East Street Narrandera	Yes I066	Repair/restore (remove moss) from roof	\$ 6,556	\$ 3,278	\$ 3,300	\$ 3,256
2018/2	T Lee	Former Royal Hotel	134 Larmer St Narrandera	Yes I051	Replacement of four front doors and fanlights	\$ 6,000	\$ 1,500	\$ 2,750	\$ 3,250
2018/3	A Crowe	NAB Building	142 East St Narrandera	Yes I071	First floor verandah restoration works	\$ 9,270	\$ 4,635	\$ 4,620	\$ 4,650
TOTAL						\$ 21,826	\$ 9,413	\$ 10,670	\$ 11,156

17 OUR INFRASTRUCTURE**17.1 ENDORSEMENT FOR COMMON SEAL OF COUNCIL TO NARRANDERA SEWER EXPANSION PROJECT SCOPING STUDY****Document ID:** 449760**Author:** Water and Sewer Engineering Officer**Authoriser:** Deputy General Manager Infrastructure**Theme:** Our Infrastructure**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Endorse the placement of the Common Seal of Council to the Restart NSW Funding Deed (RNSW2405 - Narrandera Sewer Expansion Project Scoping Study).
2. Accepts the grant funding of \$48,000
3. Approve a budget of \$64,000 to be allocated to the project, with \$16,000 to be funded from Sewer Reserves.
4. Is given to affix the Common Seal of Council, if required, to any future documentation necessary relating to this matter.

PURPOSE

This report seeks Council's endorsement for the placement of the Common Seal of Council to the following documentation:

- Restart NSW Funding Deed (RNSW2405 - Narrandera Sewer Expansion Project Scoping Study)

SUMMARY

Council has been successful in securing grant funding through the Safe and Secure Water grant program for a Scoping Study to determine the need and feasibility of extending the Narrandera Sewerage system to unsewered areas in the South and West of Narrandera.

BACKGROUND

Unsewered urban areas of Narrandera were identified as an issue through the Integrated Water Cycle Management plan by Public Works.

Unsatisfactory lot sizes for onsite disposal of effluent from onsite sewer management systems (OSMS) and proximity of these areas to sensitive areas such as the river and potable water borefields, along with the possibility of river and localised flooding highlighted the potential public health and environmental risk.

Public Works recommendation was for Council to undertake a study to better understand this issue. This information can then be used to support the need for providing sewer services to that area.

The Safe and Secure Water grant funding program was opened around the same time, providing up to 75% funding for projects in Narrandera. Council staff applied to fund the additional study under this funding program, and the application has been successful.

The project budget estimate is \$64,000, with \$48,000 to be grant funded, and \$16,000 to be funded from Council's Sewer Fund Reserve.

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES

Narrandera Shire Council Operational Plan 2019-2020 – 4.2.2.1 Implement IWCMP

Narrandera Integrated Water Cycle Management Strategy Options Study

ISSUES AND IMPLICATIONS

Policy

Nil

Financial

\$16,000 from Sewer fund

Legal / Statutory

Compliance with Local Government Act and Regulations

Community Engagement / Communication

Communication with residents will need to ensure they understand that this study is only the first stage, and infrastructure won't be built without significant additional community engagement. Property owners will need to be notified of consultant's need to access properties to inspect the condition and performance of OSMS.

Human Resources / Industrial Relations (if applicable)

Council will be utilising the services of a Part Time Project Manager to coordinate and manage the project.

Risks

There is no significant risk in Council undertaking a scoping study.

OPTIONS

1. Resolve to adopt the recommendations of this report
- 1.
2. Resolve to no adopt the recommendations of this report
- 2.
3. Resolve to adopt the recommendations of this report with amendments.

CONCLUSION

This scoping study is an important step in the implementation of the Integrated Water Cycle Management system. Work cannot begin unless Council adopts to accept the grant funding, and allocate the appropriate budget.

RECOMMENDATION

That Council:

1. Endorse the placement of the Common Seal of Council to the Restart NSW Funding Deed (RNSW2405 - Narrandera Sewer Expansion Project Scoping Study).
2. Accepts the grant funding of \$48,000
3. Approve a budget of \$64,000 to be allocated to the project, with \$16,000 to be funded from Sewer Reserves.
4. Gives approval to affix the Common Seal of Council, if required, to any future documentation necessary relating to this matter.

17.2 ENDORSEMENT FOR COMMON SEAL TO BARELLAN SEWER DESIGN AND CONSTRUCTION

Document ID: 449763

Author: Water and Sewer Engineering Officer

Authoriser: Deputy General Manager Infrastructure

Theme: Our Infrastructure

Attachments: Nil

RECOMMENDATION

That Council:

1. Formally accept the grant for the construction of a sewerage scheme for Barellan
2. Endorse the placement of the Common Seal of Council to the Restart NSW Funding Deed (RNSW2403 - Barellan Sewer Design and Construction).
3. Gives approval to affix the Common Seal of Council, if required, to any future documentation necessary relating to this matter.

PURPOSE

This report seeks Council's endorsement for the placement of the Common Seal of Council to the following documentation:

- Restart NSW Funding Deed (RNSW2403 - Barellan Sewer Design and Construction)

SUMMARY

Council has been successful in securing grant funding through the Safe and Secure Water grant funding program for the Design and Construction of a Sewerage system at Barellan.

BACKGROUND

Efforts to identify the need and feasibility of a sewerage system in Barellan have been ongoing for at least 20 years.

Onsite sewer management system (OSMS) performance in Barellan was again identified as an issue through the Integrated Water Cycle Management plan (IWCM) by Public Works beginning in 2016.

Unsatisfactory lot sizes and soil conditions for onsite disposal of effluent from OSMS, and the recent history of flooding in Barellan highlighted the potential public health and environmental risk.

The Safe and Secure Water grant funding program outline called for applications for projects identified through the IWCM process. Council staff applied to fund the Design and Construction of a sewerage system in Barellan, and the application has been successful.

The project estimate is \$6,480,000 with 75% (\$4,870,000) to be funded through Safe and Secure Water and the remaining \$1,610,000 to be funded by Council.

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES

Narrandera Shire Council Operational Plan 2019-2020 – 4.2.2.1 Implement IWCMP
Narrandera Integrated Water Cycle Management Strategy Options Study

ISSUES AND IMPLICATIONS**Policy**

Nil

Financial

Nil – Project was included in current and 10 year capital works plans

Legal / Statutory

Compliance with Local Government Act and Regulations

Community Engagement / Communication

Intensive community engagement will begin shortly following this Council meeting, and will continue throughout the duration of the project.

Human Resources / Industrial Relations (if applicable)

Council will need to engage the services of an experienced Project Manager to oversee the project for its duration.

Risks

There are significant risks involved in this project. These have been identified and strategies to mitigate risk developed as part of the project Risk Management Plan.

OPTIONS

1. Resolve to adopt the recommendations of this report
- 1.
2. Resolve to no adopt the recommendations of this report
- 2.
3. Resolve to adopt the recommendations of this report with amendments.

CONCLUSION

Investigations into constructing a sewerage system in Barellan have been ongoing for at least 20 years, due to the unsuitability of the area for onsite sewer management systems. The project now has significant State Government funding through the Safe and Secure Water program, allowing design and construction to finally go ahead.

RECOMMENDATION

That Council:

1. Formally accept the grant for the construction of a sewerage scheme for Barellan
2. Endorse the placement of the Common Seal of Council to the Restart NSW Funding Deed (RNSW2403 - Barellan Sewer Design and Construction).
3. Gives approval to affix the Common Seal of Council, if required, to any future documentation necessary relating to this matter.

18 OUR CIVIC LEADERSHIP**18.1 2018-2022 DELIVERY PROGRAM - 30 SEPTEMBER 2019 QUARTERLY REVIEW****Document ID: 448380****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: 1. 30 September 2019 Delivery Program Review.docx (under separate cover) [↔](#)****RECOMMENDATION**

That Council:

1. Endorse the 2018-2022 Delivery Program quarterly review dated 30 September 2019 as presented and publish the document to the website of Council.

PURPOSE

The purpose of this report is for Council to endorse the 2018-2022 Delivery Program quarterly review as at 30 September 2019.

SUMMARY

The attached quarterly review contains updated actions as at 30 September 2019 from the 2018-2022 Delivery Program.

BACKGROUND

Section 402 of the Local Government Act, 1993 (the Act) requires that each local government area have a Community Strategic Plan (CSP) that contains the visions and aspirations of the community and Council for at least a 10 year period. Supporting the CSP are a number of strategic documents including a Resourcing Strategy, Delivery Program and Operational Plan. The Delivery Program contains the strategies, goals and actions to achieve the objectives contained within the CSP.

Section 404 of the Act requires the General Manager to provide regular reports to Council on the progress of actions within the Delivery Program, at least every six months. Narrandera Shire Council has chosen to monitor the progress of actions more frequently by reporting at the end of September, December, March and June annually.

The attached report provides action statements also percentage completion indicators for those strategies contained within the 2018-2022 Delivery Program.

In summary there are 60 actions contained within the 2018-2022 Delivery Program with the status of these actions as at 30 September 2019 being:-

- 6 actions or 10.00% have been completed;
- 19 actions or 31.67% are progressing;
- 35 actions or 58.33% have an ongoing commitment.

Highlights of the 30 September 2019 reporting quarter are:

- Council continues to be very proactive with media releases and Facebook posts broadcast to the community with 21 media releases published during the reporting period, through the Council Facebook page there have been 165 items posted including stories, images, videos and the sharing of content from other authors. These posts have reached a combined audience of 167,277 to Facebook users. The Instagram page for Council has posted 13 images to the platform engaging a combined total of 4,012 people;
- Work continues on supporting the aims of both the Disability Inclusion Action Plan also the Positive Aging Strategy. The Community Development Manager presented at Western Riverina Community College 'Exceptional Aging' course held in Narrandera providing information about services and opportunities for older residents in Narrandera. Training in E-Books and E-Audio for seniors is being developed to be run through the Library. Seniors Festival funding for a 2020 expo was unsuccessful. Kurrajong Waratah clients have been trialling the new Virtual Reality world at the new Youth Space;
- The Narrandera-Leeton Community Transport service provided 2,801 trips to residents of the Narrandera and Leeton Shires during the reporting period. Of the 2,801 trips - 1,727 trips were provided to persons over the age of 65 years or 50 years for Aboriginal and Torres Strait Islander; 688 trips were delivered to those who are transport disadvantaged. The remainder were delivered through non-emergency health related transport to NDIS participants and through brokerage agreements - 393 of these trips were delivered to those who identify as Aboriginal or Torres Strait Islander;
- Discussions are currently progressing with the Arts and Cultural Committee about volunteer events to be held at the Narrandera Arts and Community Centre. Events to be held during November 2019 include the exhibitions by the Cad Factory and the Narrandera Rotary Club. Committee member and volunteer involvement at the Parkside Cottage Museum is increasing with a number of planned improvements underway. A museum advisor now visiting both the Parkside Cottage Museum at Narrandera and the Barellan Museum to assess the collection and to provide advice on the best ways to curate collections;
- Council continues to maintaining the existing cameras in the CCTV system with staff recently organising the replacement of the CCTV systems at the Narrandera Shire Library and the Narrandera-Leeton Airport whilst also organising quotations for new CCTV systems at the Parkside Museum and Narrandera Landfill. Council has received 2 requests to view footage during the reporting period from the NSW Police;
- Tree replacement plantings at Marie Bashir Park in Narrandera are continuing and the Hankinson Park upgrade is progressing. New playground equipment is scheduled to be installed at both the Narrandera Sportsground and the Barellan Sportsground also adjacent to the Barellan Community Hall in October 2019 with some maintenance works planned for the existing equipment located adjacent to the Barellan Community Hall;
- The Economic Development Manager attended monthly business group meetings and acted as Secretary upon resignation of the Secretary to ensure important correspondence circulated to members and membership renewals occur. The Chief Executive Officer of TOMRA/Cleanaway, James Dorney, was guest speaker at a business breakfast held at the Narrandera Ex-Servicemen's Club with 34 people in attendance; Mr Dorney also assist at the September 2019 Narrandera Show by manning a stand promoting proposed new Reverse Vending Machine to be installed

adjacent to the entrance to the Narrandera Landfill. Council also partnered with the Narrandera Business Group as a promoter of October 2019 being 'Small Business Month';

- Four gateway banners have been installed along the entrance to the Red Hill Industrial Estate promoting 'Land Sale'. These impressive banners are intended to draw prospective purchasers into the estate to see what land stock is currently available for sale and to gauge what developments have already established there.
- The Narrandera Shire Council Youth Advisory Council has been endorsed by Council and has held its first meeting. The Youth Advisory Council has begun planning for ongoing initiatives and activities for youth within the community. There were a number of activities held for children and youth across the recent school holidays including two supervised bus excursions to Leeton for a movie viewing and outdoor play. The Narrandera Shire Library during the holidays unveiled the new Youth Space promoting Virtual Reality sessions and held craft sessions, a movie day and Lego play.
- Partnerships have been formed with local Aboriginal and community groups such as Boori Dreaming Women's group, Bidgee Boxing, Clontarf Academy, Gundyarri Aboriginal Corporation, the Narrandera Local Aboriginal Lands Council, Narrandera Lizards Junior Rugby League and Kito's Coffee Van. Council hosted a very successful Community Day to celebrate NAIDOC Week 2019;
- Council's general purpose financial reports for the year ending 30 June 2019 indicate that council has met the Fit for the Future ratios with the exception of the Own Source Revenue ratio and Asset Renewal ratio. The Own Source revenue has been reduced due to the success of Council obtaining grant funding which is not categorised as own source revenue. While Council's asset renewal ratio was below the benchmark the value of capital expenditure in 2018-2019 exceeded previous years, however as over \$4 million remained as work in progress as at 30 June 2019 this did not reflect in the renewal ratio;
- Council is still in the process of transferring to the newly created website; the migration is expected by the end of the 2019 calendar year. The new website is built in compliance with the relevant standards and is equipped with a compliance checking system before staff can publish information. The current website was built in 2006 and is therefore not required to meet the requirements, however its current limitations are recognised;
- Preparatory work has commenced to review the Local Environmental Plan (LEP). The review will involve consultation with residents, agencies and other stakeholders in line with the Community Participation Plan (CPP). It will also reflect public feedback to be outlined in the Local Strategic Planning Statement (LSPS), which is currently under development. The CPP and LSPS are recent additions to strategic planning documents required by the Department of Planning, Industry & Environment in developing new and revised LEP's;
- The Community Participation Plan (CPP) will be publicly exhibited during November. Other current priorities include the Local Strategic Planning Statement and preparatory work has commenced to review the Local Environmental Plan. Revisions and additions of other planning instruments will be scheduled around staff workloads.

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES**Theme**

Our Civic Leadership

Strategy

5.1 - To have a Council that demonstrates effective management consistently, also a Council that communicates and engages well with the community and works collaboratively

Action

5.1.1 - Accountable, transparent and ensure open communication between the community and Council

ISSUES AND IMPLICATIONS

There are no perceived issues or implications

Policy

Nil

Financial

Nil

Legal / Statutory

Local Government Act, 1993

Local Government (General) Regulation, 2005

Integrated Planning and Reporting Guidelines published March 2013

Community Engagement / Communication

Achieved by discussing the 30 September 2019 quarterly Delivery Program report in an open forum of Council and the placement of the report on Council's website following endorsement

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

Nil

OPTIONS

1. Endorse the 30 September 2019 quarterly review of the 2018-2022 Delivery Program as presented and publish the document to the website of Council; or

2. Not endorse the 30 September 2019 quarterly review of the 2018-2022 Delivery Program as presented and require identified amendments to be made before publishing the document to the website of Council.

CONCLUSION

The attached quarterly review as at 30 September 2019 contains a comprehensive update of actions from the 2018-2022 Delivery Program.

It will be recommended that Council endorse the 2018-2022 Delivery Program quarterly review dated 30 September 2019 as presented and publish the document to the website of Council.

RECOMMENDATION

That Council:

1. Endorse the 2018-2022 Delivery Program quarterly review dated 30 September 2019 as presented and publish the document to the website of Council.

18.2 MODEL CODE OF CONDUCT COMPLAINTS STATISTICS - 1 SEPTEMBER 2018 TO 31 AUGUST 2019**Document ID: 448378****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

1. Note the Model Code of Conduct complaints statistics for the reporting year 1 September 2018 to 31 August 2019 and that the statistical return as presented is to be submitted to the Office of Local Government by 31 December 2019.

PURPOSE

The purpose of this report is to comply with Part 11 of the Procedures for the Administration of the Model Code of Conduct.

SUMMARY

The document titled Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW requires the reporting of code of conduct statistics to both Council and the Office of Local Government on an annual basis. The current reporting year is for the period 1 September 2018 to 31 August 2019 with the statistics to be submitted by 31 December 2019.

BACKGROUND

Part 11 of the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW requires that a statistical return be submitted to both Council and the Office of the Local Government by the 31 December annually on Code of Conduct complaints lodged against Councillors or the General Manager for the reporting period 1 September to 31 August.

Part 11.1 states - the complaints coordinator must arrange for the following statistics to be reported to the Council within 3 months of the end of September of each year:

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

e) without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period

f) the number of matters reviewed by the Office during the reporting period and, without identifying particular matters, the outcome of the reviews, and

g) the total cost of dealing with code of conduct complaints made about Councillors and the General Manager during the reporting period, including staff costs.

11.2 The Council is to provide the Office with a report containing the statistics referred to in clause 11.1 within 3 months of the end of September of each year.

The statistical report is as follows:

Model Code of Conduct Complaints Statistics Narrandera Shire Council		
Number of Complaints		
1 a	The total number of complaints received in the period about councillors and the General Manager (GM) under the code of conduct	5
b	The total number of complaints finalised in the period about councillors and the GM under the code of conduct	5
Overview of Complaints and Cost		
2 a	The number of complaints finalised at the outset by alternative means by the GM or Mayor	1
b	The number of complaints referred to the Office of Local Government under a special complaints management arrangement	2
c	The number of code of conduct complaints referred to a conduct reviewer	2
d	The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	2
e	The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
f	The number of finalised code of conduct complaints investigated by a conduct reviewer	2
g	The number of finalised code of conduct complaints investigated by a conduct review committee	0
h	The number of finalised complaints investigated where there was found to be no breach	5
i	The number of finalised complaints investigated where there was found to be a breach	0
j	The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police	0
k	The number of complaints being investigated that are not yet finalised	0
l	The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	10,469

Preliminary Assessment Statistics	
3	The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:
a	To take no action 5
b	To resolve the complaint by alternative and appropriate strategies 0
c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies 0
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police 0
e	To investigate the matter 0
f	To recommend that the complaints coordinator convene a conduct review committee to investigate the matter 0
Investigation Statistics	
4	The number of investigated complaints resulting in a determination that there was no breach , in which the following recommendations were made:
a	That the council revise its policies or procedures 0
b	That a person or persons undertake training or other education 0
5	The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made:
a	That the council revise any of its policies or procedures 0
b	That the subject person undertake any training or other education relevant to the conduct giving rise to the breach 0
c	That the subject person be counselled for their conduct 0
d	That the subject person apologise to any person or organisation affected by the breach 0
e	That findings of inappropriate conduct be made public 0

f	In the case of a breach by the GM, that action be taken under the GM’s contract for the breach	0
g	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993	0
h	In the case of a breach by a councillor, that the matter be referred to the Office for further action	0
6	Matter referred or resolved after commencement of an investigation under clause 8.20 of the Procedures and clause 7.20 of the new Procedures	0
Categories of misconduct		
7	The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:	
a	General conduct (Part 3)	5
b	Conflict of interest (FMCC Part 4) and Non-pecuniary conflict of interest (NMCC Part 5)	0
c	Personal benefit (FMCC Part 5 / NMCC Part 6)	0
d	Relationship between council officials (FMCC Part 6 / NMCC Part 7)	0
e	Access to information and resources (FMCC Part 7 / NMCC Part 8)	0
Outcome of determinations		
8	The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewers recommendation	0
9	The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by the Office	0

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES

Theme

Our Civic Leadership

Strategy

5.1 - To have a Council that demonstrates effective management consistently, also a Council that communicates and engages well with the community and works collaboratively

Action

5.1.1 - Accountable, transparent and ensure open communication between the community and Council

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

Managing Code of Conduct complaints impacts Council's financial position, for the reporting year there was an amount of \$7,469.13 expended on referring matters to a conduct reviewer with staff costs conservatively estimated at \$3,000.

The estimated total expenditure for the management of Code of Conduct complaints for the reporting year is \$10,469.13.

Legal / Statutory

Local Government Act 1993

Model Code of Conduct for Local Councils in NSW

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

Community Engagement / Communication

By presenting the Code of Conduct complaint statistics to the December 2019 meeting of Council

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

There are no perceived risks

OPTIONS

The options available are to:

1. Submit the statistical report as presented to the Office of Local Government; or
- 3.
2. Require an amendment to the statistical report before submitting to the Office of Local Government.

CONCLUSION

The statistical report on the number of Code of Conduct complaints made about Councillors and the General Manager is a statutory requirement with the report based on the number of complaints received and how the complaints were managed and the outcome of the preliminary assessment or investigation. The expenditure in managing these complaints includes the actual cost to engage a conduct reviewer and a conservative estimate of staff costs to manage the complaints.

RECOMMENDATION

That Council:

1. Note the Model Code of Conduct complaints statistics for the reporting year 1 September 2018 to 31 August 2019 and that the statistical return as presented is to be submitted to the Office of Local Government by 31 December 2019.

18.3 APPOINTMENT OF NATIVE TITLE MANAGERS

Document ID: 444773

Author: Governance and Engagement Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Civic Leadership

Attachments: Nil

RECOMMENDATION

That Council:

1. Acknowledge that the following members of staff have undertaken training provided by the Department of Industry to be a person qualified to act as a Native Title Manager for the purpose of Part 8 of the *Crown Land Management Act 2016* and authorise either of the following four members of staff to individually perform this function when required:
 - Martin Hiscox
 - Craig Taylor
 - Roger Evans
 - Ian Draper.
- 1.
2. Give notice to the Minister for Lands and Forestry of the contact details of the four members of staff authorised to act as a Native Title Manager for the purpose of Part 8 of the *Crown Land Management Act 2016*:
 - Martin Hiscox
 - Craig Taylor
 - Roger Evans
 - Ian Draper.

PURPOSE

The purpose of this report is for Council to formally acknowledge that the following persons have undertaken approved training to be qualified as a Native Title Manger.

SUMMARY

The *Crown Land Management Act 2016* requires each Council to give notice to the Minister for Lands and Forestry of the name and contact details of any person the Council has engaged or employed as a Native Title Manager.

Section 377(1)(s) of the *Local Government Act 1993* states that the making of an application, or the giving of notice, to the Governor or Minister is a non-delegable function meaning a resolution of Council is required for this purpose.

BACKGROUND

On 1 July 2018 the *Crown Land Management Act 2016* delegated a greater level of responsibility to Council for the management of Crown land for which Council is the appointed trust manager. There are specific provisions that facilitate compliance with the *Native Title Act 1993* whereby the rights and interests relating to land and waters held continuously by Aboriginal people under their traditional laws and customs, recognised by Australian law, that must be considered before certain activities are commenced on the land.

It is important that Crown land managers understand their responsibilities and obligations under native title legislation when exercising Crown land management functions and with the assistance of the Department of Industry, four Council officers have now attended the necessary training to attain qualifications:-

- Martin Hiscox attended the essential training in Griffith – 15 November 2017
- Craig Taylor attended the essential training in Dubbo – 21 November 2017
- Roger Evans attended the essential training in Dubbo – 21 November 2017
- Ian Draper attended the essential training in Sydney – 3 June 2019.

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES**Theme**

Our Civic Leadership

Strategy

5.1 - To have a Council that demonstrates effective management consistently, also a Council that communicates and engages well with the community and works collaboratively

Action

5.1.1 - Accountable, transparent and ensure open communication between the community and Council

ISSUES AND IMPLICATIONS**Policy**

N/A

Financial

N/A

Legal / Statutory

Part 8 of the *Crown Land Management Act 2016*

Community Engagement / Communication

By presenting this report in an open forum of Council

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

There are no perceived risks

OPTIONS

The only option available is to comply with Part 8 of the *Crown Land Management Act 2016* by notifying the Minister for Lands and Forestry as required by Part 8 of the *Crown Land Management Act 2016*.

CONCLUSION

Council is required to advise the Minister for Lands and Forestry of the name and contact details of any person the Council has engaged or employed as a Native Title Manager, the recommendation will be for Council to advise the Minister of the names and contact details of the four members of staff who have attended the essential training to attain qualifications.

RECOMMENDATION

That Council:

3. Acknowledge that the following members of staff have undertaken training provided by the Department of Industry to be a person qualified to act as a Native Title Manager for the purpose of Part 8 of the *Crown Land Management Act 2016* and authorise either of the following four members of staff to individually perform this function when required:
 - Martin Hiscox
 - Craig Taylor
 - Roger Evans
 - Ian Draper.
- 2.
4. Give notice to the Minister for Lands and Forestry of the contact details of the four members of staff authorised to act as a Native Title Manager for the purpose of Part 8 of the *Crown Land Management Act 2016*:
 - Martin Hiscox
 - Craig Taylor
 - Roger Evans
 - Ian Draper.

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 NOVEMBER DEVELOPMENT SERVICES ACTIVITIES

Document ID: 449910
Author: Manager Development and Environment
Authoriser: Deputy General Manager Infrastructure
Theme: Statutory and Compulsory Reporting – Development Services
Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the Development Services Activities Report for November 2019.

PURPOSE

The purpose of this report is to inform Council of Development Applications and other development services provided during November as at 30 November 2019.

BACKGROUND

Development & Complying Development Applications

A summary of Development & Complying Development Applications processed during November 2019 detailed in the following table:

Stage Reached	Number
Lodged	5
Stop-the-Clock / Under Referral / Awaiting Information	5
Under Assessment	9
Determined	2

The value of Development & Complying Development Applications approved by Council during November 2019 is detailed in the following table:

Development Type	2019/2020			
	November 2019		Year to Date	
	Number	Value \$	Number	Value \$
Residential	2	\$ 735,000	9	\$ 879,668
Industrial			1	\$ 1,000
Commercial			1	\$ -
Rural Residential			1	\$ 120,000
Subdivisions			2	\$ 1,200
Other			2	\$ 180,000
TOTAL	2	\$ 735,000	16	\$ 1,181,868

Under the provisions of section 4.59 of the Environmental Planning and Assessment Act Narrandera Shire Council consented to the following development applications, applications for modification of development consents and complying development certificate applications during November 2019.

No	Lot	Sec	DP/SP	Address	Development Type	Class	Type	STC	ACTIVE Business Days
DA-12-19-20	8	O	2597	6 Grosvenor St Narrandera	Dwelling additions	1a 10a	L	-	25
DA-13-19-20	5 41 42	E	2888 1255844 1255844	2 & 4 Bolton St, 61 Victoria Ave Narrandera	Three dwellings and attached garages	1a 10a	L	-	26

Type explanation

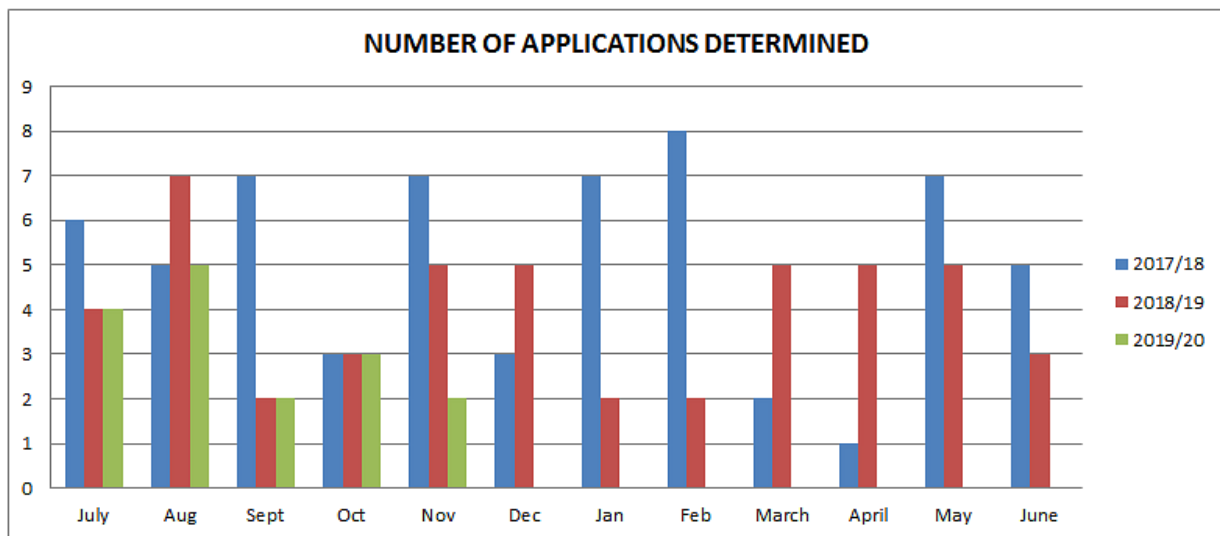
Local (L)	Merit based assessment where development consent is required. Target determination time of 40 business days.
Integrated (I)	Merit based assessment where approval from other authorities, such as RMS, RFS, DPI, is required in addition to development consent. The referral process extends the target determination time to 60 business days.
Modification (M)	Revision of previously approved application. No target determination time.
Stop the Clock (STC)	Calculation of active days stops while additional information required to complete the assessment is obtained from the applicant.
Complying (C)	Fast track approval process without the need for a full development application, if specific criteria are met. Target 10 to 20 business days.

Comparison determination times

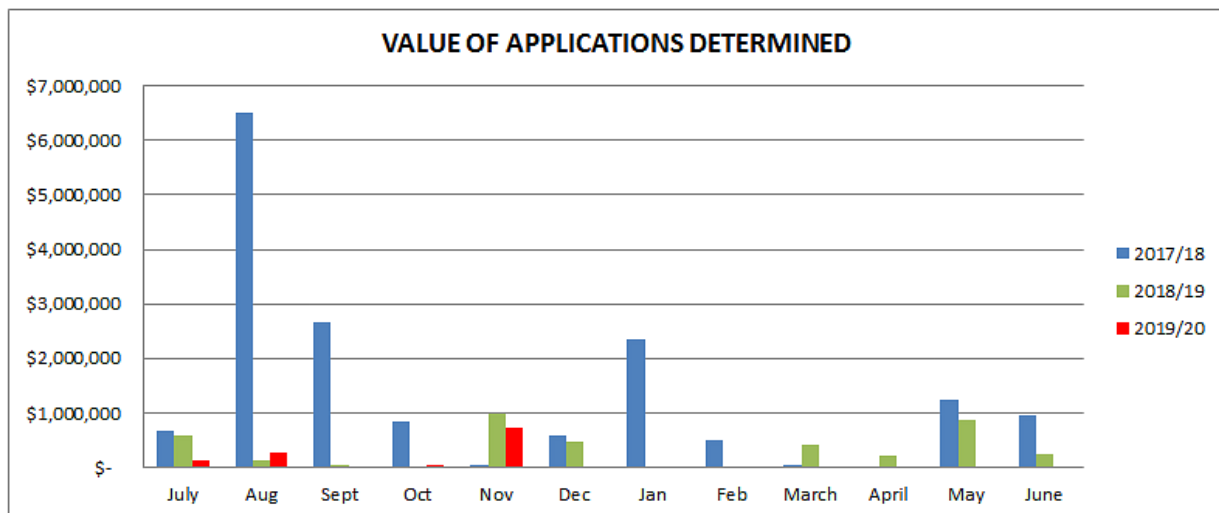
2014/15	Narrandera Shire Council average	43 days
2015/16	Narrandera Shire Council average	35 days

2016/17	Narrandera Shire Council average	26 days
2017/18	Narrandera Shire Council average	27 days
2018/19	Narrandera Shire Council average	38 days
2019/20	Narrandera Shire Council average - YTD	27 days

This graph details the comparative number of Development & Complying Development Applications determined by month since 2017/18.



This graph details the comparative value of Development & Complying Development Applications determined by month since 2017/18.



Certificates Issued

A summary of other development services activities undertaken during November 2019 is detailed in the following table:

Certificate Type	Number Issued
Construction Certificates	5
Building Certificates	-
Subdivision Certificates	-
Occupation Certificates	-
Compliance Certificates	-
Section 10.7 (previously 149) Certificates	41

Swimming Pool Compliance Certificates	-
On-Site Septic Management System Certificates	-

RECOMMENDATION

That Council:

1. Receive and note the Development Services Activities Report for November 2019.

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 NOVEMBER INCOME STATEMENT

Document ID: 448502

Author: Payroll and Finance Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments: 1. [November 2019 Income Statement.pdf](#) 

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Income Statement report for the period ending 30 November 2019.

PURPOSE

The purpose of this report is to present Council with the Statement of Income for the period ending 30 November 2019.

SUMMARY

This report contains operating income and expenditure for Council's General, Water and Sewer Funds. This statement will differ from that in the Annual Financial Statements due to the accrual process and calculation of depreciation.

BACKGROUND

Adopted Budget

The Original budget was adopted by Council on 21 May 2019. The budget will be reviewed at the end of each quarter during the year; subsequent reports will have the revised budget disclosed.

Rates & Annual charges

Rates & Charges are reported as fully received because revenue is accounted for once the Rates levy has been run. Rates notices for 2019/2020 were issued on 3 July.

Depreciation

Depreciation is run on a quarterly basis and has been calculated to September.

Grants and Contributions provided for Capital purposes

Grants and Contributions provided for capital purposes is showing at the end of November as a negative amount of \$141,000, this is due to the reversal of accrued grants and contributions for the 2018/2019 financial year.

Major variations to budget

There are no major variations to budget, which are evident at this point in time.

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Income Statement report for the period ending 30 November 2019.

Narrandera Shire Council

General Fund Income Statement

for the period ending 30 November 2019

	Original Budget	Sept Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	5,748	5,742	5,881
User Charges and Fees	1,849	1,816	608
Interest and Investment Revenues	414	414	(4)
Other Revenues	659	659	279
Grants & Contributions provided for Operating Purposes	6,898	4,525	2,006
Grants & Contributions provided for Capital Purposes	1,132	1,537	(141)
<i>Other Income:</i>			
Net gains from the disposal of assets	92	92	24
Net Share of interests in Joint Ventures & Associated	-	-	-
Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	16,792	14,785	8,653
Expenses from Continuing Operations			
Employee Benefits & On-Costs	6,242	6,215	2,772
Borrowing Costs	7	23	2
Materials & Contracts	3,627	4,698	1,580
Depreciation & Amortisation	4,098	4,098	1
Legal Costs	54	56	8
Other Expenses	1,423	1,466	828
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	15,451	16,556	5,191
Operating Result from Continuing Operations	1,341	(1,771)	3,462
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,341	(1,771)	3,462
Net Operating Result attributable to Council	1,341	(1,771)	3,462
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	209	(3,308)	3,603

Narrandera Shire Council

Water Fund Income Statement
for the period ending 30 November 2019

	Original Budget	Sept Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	728	728	751
User Charges and Fees	1,339	1,339	455
Interest and Investment Revenues	204	204	15
Other Revenues	-	-	-
Grants & Contributions provided for Operating Purposes	23	23	-
Grants & Contributions provided for Capital Purposes	770	770	-
<i>Other Income:</i>			
Net gains from the disposal of assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	3,064	3,064	1,221
Expenses from Continuing Operations			
Employee Benefits & On-Costs	795	802	229
Borrowing Costs	-	-	-
Materials & Contracts	253	246	162
Depreciation & Amortisation	511	511	-
Legal Costs	-	-	-
Other Expenses	255	255	48
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	1,814	1,814	439
Operating Result from Continuing Operations	1,250	1,250	782
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,250	1,250	782
Net Operating Result attributable to Council	1,250	1,250	782
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	480	480	782

Narrandera Shire Council

Sewer Fund Income Statement
for the period ending 30 November 2019

	Original Budget	Sept Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	1,239	1,239	1,299
User Charges and Fees	158	158	34
Interest and Investment Revenues	15	15	6
Other Revenues	-	-	2
Grants & Contributions provided for Operating Purposes	20	20	-
Grants & Contributions provided for Capital Purposes	758	758	-
<i>Other Income:</i>			
Net gains from the disposal of assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	2,190	2,190	1,341
Expenses from Continuing Operations			
Employee Benefits & On-Costs	505	502	161
Borrowing Costs	-	-	-
Materials & Contracts	234	237	132
Depreciation & Amortisation	308	308	-
Legal Costs	-	-	-
Other Expenses	105	105	76
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	1,152	1,152	369
Operating Result from Continuing Operations	1,038	1,038	972
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,038	1,038	972
Net Operating Result attributable to Council	1,038	1,038	972
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	280	280	972

Narrandera Shire Council

Consolidated Income Statement
for the period ending 30 November 2019

	Original Budget	Sept Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	7,715	7,709	7,931
User Charges and Fees	3,346	3,313	1,097
Interest and Investment Revenues	633	633	17
Other Revenues	659	659	281
Grants & Contributions provided for Operating Purposes	6,941	4,568	2,006
Grants & Contributions provided for Capital Purposes	2,660	3,065	(141)
<i>Other Income:</i>			
Net gains from the disposal of assets	92	92	24
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	22,046	20,039	11,215
Expenses from Continuing Operations			
Employee Benefits & On-Costs	7,542	7,519	3,162
Borrowing Costs	7	23	2
Materials & Contracts	4,114	5,181	1,874
Depreciation & Amortisation	4,917	4,917	1
Legal Costs	54	56	8
Other Expenses	1,783	1,826	952
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	18,417	19,522	5,999
Operating Result from Continuing Operations	3,629	517	5,216
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	3,629	517	5,216
Net Operating Result attributable to Council	3,629	517	5,216
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	969	(2,548)	5,357

20.2 NOVEMBER STATEMENT OF INVESTMENTS

Document ID: 448506
Author: Payroll and Finance Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Investments report as at 30 November 2019.

PURPOSE

The purpose of this report is to enable Council to track the progress of its investments.

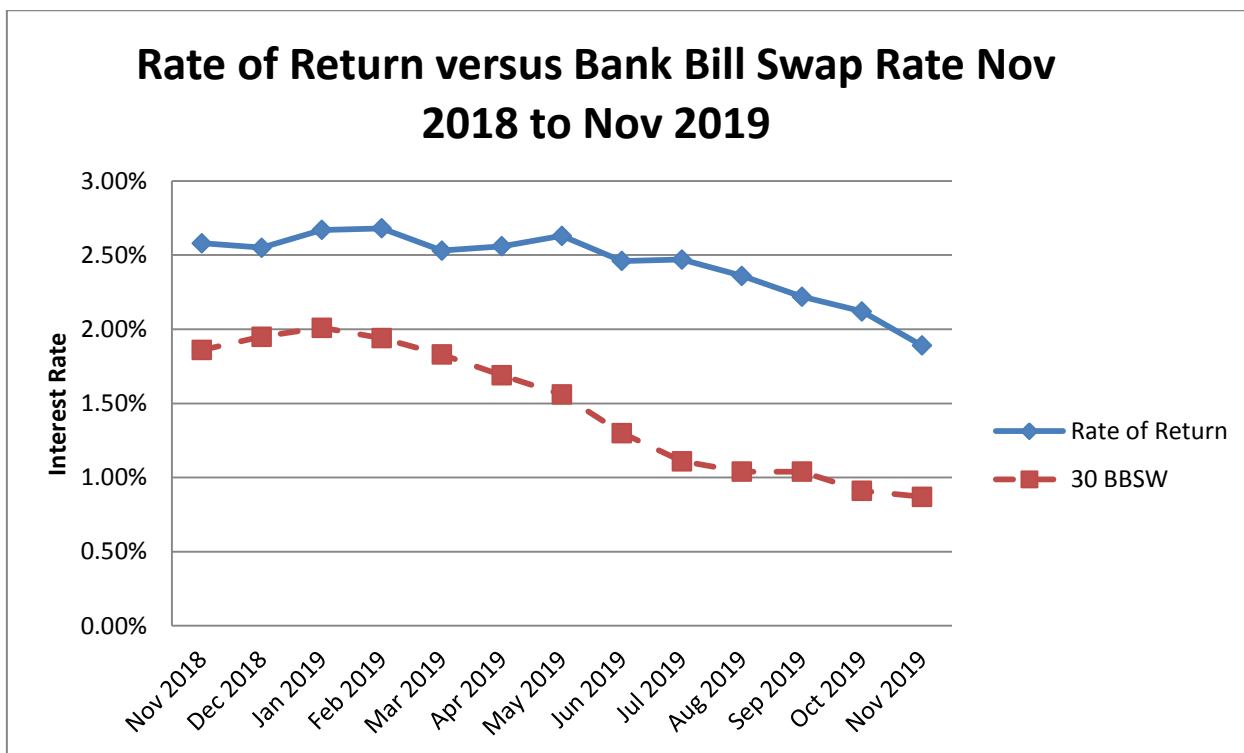
SUMMARY

Fund Balance (GL)	
GENERAL	15,244,415.74
WATER	7,397,539.08
SEWERAGE	661,810.11
TRUST	98,819.52
	23,402,584.45

BACKGROUND

Council Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments A to BBB-				
Bendigo Bank	1,000,000.00	4.29%	2.75%	3 Dec 2019
Bendigo Bank	1,000,000.00	4.29%	2.60%	24 Jul 2020
Elders Rural Bank	1,000,000.00	4.29%	2.70%	18 Feb 2020
Elders Rural Bank	1,000,000.00	4.29%	2.51%	18 Apr 2020
IMB	1,000,000.00	4.29%	1.55%	22 May 2020
Bendigo Bank	750,000.00	3.22%	1.50%	11 Aug 2020
Direct Investments AA- to A		5,750,000.00	24.67%	

Direct Investments AAA to AA-					
NAB Cashmaximiser	1,553,764.93	6.67%	0.10%	30 Nov 2019	
NAB	1,000,000.00	4.29%	2.09%	9 Jan 2020	
NAB	1,000,000.00	4.29%	1.70%	8 Jun 2020	
NAB	1,000,000.00	4.29%	1.53%	7 Aug 2020	
NAB	1,000,000.00	4.29%	1.41%	26 Oct 2020	
St George	1,000,000.00	4.29%	2.75%	13 Dec 2019	
St George	1,000,000.00	4.29%	2.75%	10 Jan 2020	
St George	1,000,000.00	4.29%	2.25%	22 Feb 2020	
St George	1,000,000.00	4.29%	2.25%	22 Feb 2020	
St George	750,000.00	3.22%	2.52%	20 Mar 2020	
St George	1,000,000.00	4.29%	2.00%	12 Apr 2020	
St George	1,000,000.00	4.29%	2.60%	23 Apr 2020	
St George	750,000.00	3.22%	1.78%	4 Jun 2020	
St George	1,000,000.00	4.29%	1.70%	10 Sep 2020	
Suncorp	1,000,000.00	4.29%	2.70%	3 Dec 2019	
Suncorp	1,000,000.00	4.29%	1.60%	1 May 2020	
Suncorp	500,000.00	2.15%	1.63%	13 Jul 2020	
Suncorp	1,000,000.00	4.29%	1.47%	15 Sep 2020	
	17,553,764.93	75.32%			
Council Funds	23,303,764.93	75%			
Monthly Investment Performance					
	Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
	Nov 2018	25,670,470.79	2.58%	1.860%	0.72%
	Dec 2018	25,570,918.29	2.55%	1.950%	0.60%
	Jan 2019	24,471,179.64	2.67%	2.010%	0.66%
	Feb 2019	24,321,376.27	2.68%	1.940%	0.74%
	Mar 2019	25,421,897.58	2.53%	1.830%	0.70%
	Apr 2019	24,302,368.60	2.56%	1.690%	0.87%
	May 2019	23,722,659.37	2.63%	1.560%	1.07%
	Jun 2019	24,673,011.70	2.46%	1.300%	1.16%
	Jul 2019	24,573,234.96	2.47%	1.110%	1.36%
	Aug 2019	24,373,396.59	2.36%	1.040%	1.32%
	Sep 2019	23,803,509.00	2.22%	1.040%	1.18%
	Oct 2019	22,803,634.26	2.12%	0.910%	1.21%
	Nov 2019	23,303,764.93	1.89%	0.870%	1.02%
Trust Funds					
	Banking Authority	Amount	%	Yield	Due Date
	Direct Investments AAA to AA-				
	National Australia Bank (Art Trust)	67,491.06	67.62%	2.75%	22/11/2019
	Bendigo Bank (Tourist Trust)	31,328.46	32.38%	2.30%	21/03/2020
	Trust Funds	98,819.52			



Individual Limits					
Institution	Rating		Amount Invested	Council %	
Bendigo Bank	BBB+	A2	\$ 2,781,328.46	11.9%	Max 20%
Elders Rural Bank	BBB+	A2	\$ 2,000,000.00	8.6%	Max 20%
IMB	BBB	A2	\$ 1,000,000.00	4.3%	Max 20%
NAB	AA-	A1+	\$ 5,621,255.99	24.0%	Max 35%
Suncorp	A+	A1	\$ 3,500,000.00	15.0%	Max 25%
StGeorge	AA	A1+	\$ 8,500,000.00	36.3%	Max 35%
Macquarie Bank	A-	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ -	0.0%	Max 35%

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES

The investments listed above are outside of council’s policy with St George Bank holding 36.3%. This is due to funds being withdrawn for capital project expenses, however, this will be corrected in December when an investment comes to maturity.

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

N/A

Legal / Statutory

Compliance with Clause 212 Local Government Regulation 2005

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

The Reserve bank has announced a further reduction to the reference rate from 1.00% to 0.75%. This presents a risk to the return received on investments placed in 2019/20; this will be reviewed and adjusted accordingly in the December 2019/20 budget review.

RECOMMENDATION

That Council;

1. Receive and note the information contained in the Statement of Investments report as at 30 November 2019.

20.3 NOVEMBER STATEMENT OF BANK BALANCES

Document ID: 449530
Author: Costing Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Bank Balances report as at 30 November 2019

PURPOSE

The purpose of this report is so that Council is aware of the amount of funds held in its operating account

BACKGROUND

Opening Cashbook Balance	372,418.90
Plus Receipt	3,819,850.69
Less Payments	3,330,545.26
Current Cashbook Balance	<u>861,724.33</u>
Statement Summary	
Opening Statement Balance	323,698.72
Plus Receipts	3,505,696.58
Less Payments	3,327,033.63
Current Statement Balance	<u>502,361.67</u>
Plus Unpresented Receipts	363,002.42
Less Unpresented Payments	3,639.76
Reconciliation Balance	<u>861,724.33</u>
GL BALANCE	<u>861,724.33</u>
Unpaid Creditors	340,010.60
Overdraft Limit arranged with Bank 01/01/1989	350,000.00

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Bank Balances report as at 30 November 2019

20.4 NOVEMBER STATEMENT OF RATES AND RECEIPTS

Document ID: 449538
Author: Revenue Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Rates and Receipts report as at 29 November 2019.

RATES & CHARGES

Arrears as at 01.07.2019	657,495.63
19/20 Rate levies & supplementary levies (excl. postponed amounts)	7,939,329.13
	<u>8,596,824.76</u>
Less Pensioner rebates	208,667.67
NET BALANCE	8,388,157.09
Less receipts to 29.11.2019	4,258,667.20
	<u><u>4,129,489.89</u></u>

Actual % Rate Collection to Net Balance as at 29.11.2019 = 50.77%

Comparative % Collection to Net Balance as at 30.11.2018 = 51.59%

Anticipated % Collection Rate as at 30.06.2020 = 94.00%

WATER CONSUMPTION / SEWER USAGE CHARGES

Arrears as at 01.07.2019	227,379.11
19/20 Water / Sewer usage charges, supplementary levies & interest	488,267.33
NET BALANCE	715,646.44
Less receipts to 29.11.19	448,300.79
	<u><u>267,345.65</u></u>

PURPOSE

The purpose of this report is to present the Statement of Rates and Receipts as at 29 November 2019.

SUMMARY

The Statement of Rates and Receipts are required to be submitted for Council's information each month under Statutory and Compulsory Reporting.

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Rates and Receipts report as at 29 November 2019.

20.5 NOVEMBER CAPITAL WORKS PROGRAM**Document ID:** 448508**Author:** Payroll and Finance Officer**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:**

1. **Capital Works Program November 2019.pdf** [↓](#)
2. **Capital Expenditure November 2019.pdf** [↓](#)
3. **Operating Expenditure November 2019.pdf** [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Capital Works report as at 30 November 2019.

PURPOSE

The purpose of this report is to enable Council to track the progress of the capital work programs. This report is for the period ending 30 November 2019.

BACKGROUND

Works listed in the attachment are for works against new budgeted projects for the 2019/2020 year. Key Operational expenses are also included in this report and have been highlighted separately.

Progress to date in each area**Administration**

The Trim EDMS is awaiting final actions from MagiQ before approval is received from the Records Officer.

The Website revamp is awaiting staff content contribution and further assessment of Magiq connection. Anticipated release date is January.

Quotes are being finalised for the MS Exchange replacements, MS Office replacement and Council email archiving.

Software Licencing will be reviewed throughout the year.

The Network penetration testing will commence in March 2020.

Quotes for the replacement of the virtualising hardware and software, is being organised. The business continuity site will be reviewed as part of the virtualising upgrade.

The equipment for the upgrade to the phone system has been installed, awaiting one last adaptor before completion.

The IT review and photocopier replacement will commence in February 2020.

Housing & Community Amenities

CCTV cameras which will be positioned outside Betta Electrical store and the Post Office in East Street will commence in January 2020.

The wireless links for the main street CCTV system will commence in January 2020.

The CCTV Review project is ongoing.

Quotations will be sought in December for the Barellan and Grong Grong Cemetery furniture replacement.

Narrandera Cemetery improvements are complete, awaiting final invoices.

Quotes for the Barellan Cemetery entrance gate are being developed, commencing December.

Planning and design has commenced for the Barellan Rural Fire Service Station amenities. RFS to confirm the construction start date.

Environment

Design and planning has commenced for the cattery holding system at the pound and the external fence at the Narrandera waste facility.

Procurement has been completed for the new cell at Narrandera Landfill. Quotes are currently being assessed.

The project scope is being determined for the Narrandera Landfill masterplan improvements and operational control room.

The recycle vending machine slab has been completed and bollards installed. Car parking area is ready for sealing. LV and HV electrical infrastructure is now installed and ready for connection in mid to late January.

Materials have been purchased for the siphon retaining wall renewal, awaiting excavator availability.

Additional pipes have been installed at the wetlands to assist in reducing water levels in the siltation pond for the Larmer Street flood mitigation works.

Volume calculations have been completed for the Narrandera west drainage improvements, awaiting soil investigation and fencing. The levee bank licence has been approved.

Scheduled works are underway for the drainage improvement at Driscoll Road.

The Barellan Stormwater Design is to be completed February.

The Narrandera Truck Wash power connection planned for 29 November. Irrigation underway, road work is complete ready for sealing and hotmix. Shed construction has commenced and expected to be completed at the end of January 2020.

Recreation & Culture

Purchasing is on track for the book and resources annual replacement. Resource orders are being processed and a supplier visit is booked.

The building of the Youth Room at the Narrandera Library is complete. Furniture has been assembled; external painting, irrigation and driveway are still to be completed.

Lake Talbot Pool filtration project now forms part of the Lake Talbot Water Park Masterplan. The tender was accepted in October and contract documents are being finalised. Projects will be combined in the December QBR.

The Lake Talbot Pool replacement of slides and Lake Talbot Pool change rooms are now complete, some minor defects are to be repaired.

The Lake Talbot Tourist park fire service design and planning is to be scheduled.

Additional core sampling has commenced for the Lake Talbot deepening project. A meeting has been scheduled with a consultant at Murrumbidgee Irrigation in November.

Quotations are still being sought for the Aquatic Weed Harvester.

Development of quote documentation commenced for the upgrade of the filtration system and waste water irrigation at the Barellan pool. Works are scheduled to commence in March 2020.

Barellan Playground upgrade and Narrandera Sportsground upgrades have been installed, soft fall complete and edging is to be completed in December.

No quotes were received for the Narrandera Sportsground drainages and soak. Project requires re quoting and potential project carryover.

Henry Mathieson Oval levelling and resurfacing will commence in conjunction with the Narrandera Sportsground drainages and soak project.

Quotations are being sought in November for Victoria Avenue stage 2. A street meeting is to be held after quotations are received to discuss the project and driveway access. Installation is expected to commence February 2020.

The project scope is being determined for the Narrandera Sportsground building upgrades and the Brewery Flats landscaping.

Design and quotation planned for January for the Lake Talbot recreation seating and the shelter revamp.

Orders have been placed for the Narrandera Stadium foam guards.

Quotes to be sought in February for the Pocket park upgrades and December for Marie Bashir Park Up Lighting adventure playground, drinking fountains and bottle fillers.

Marie Bashir Park Playground upgrades will be installed in March.

The Mobile Stage for the Marie Bashir Park has arrived, staff has been inducted and conditions of use to be developed.

The design of the new Wiradjuri Wall is now finalised with local Elders. An application for grant funds is being submitted under Building Better Regions Round 4.

Hankinson Park irrigation system complete, concrete and stencilcrete installed, awaiting toulouse and planting.

Flag Poles for Festive Flags project, banner purchases to commence.

The Festive Mega Tree (star) inclusion has been installed and tested.

Planning has commenced, electrical design finalised and the storm water to be reviewed for the Narrandera Business centre masterplan (NBCMP) Bolton Street upgrade. The budget has been revised in September QBR as project will not be completed in the 2019-2020 financial year.

The project scope is being defined for the Arts Centre, Building works to be scheduled for the Airport Terminal early in 2020, Council Chambers, 16 Kiesling Drive, Manderlay Road

house, Community Hall Barellan, Community Hall Grong Grong, 6 Victoria Square and Chambers.

Tobacconist Shop hot water system and hand basin is to be completed in December.

Narrandera Museum project is being reviewed.

Works scheduled for early 2020 at 4 Victoria Square

Work at Twynam Street shops is complete.

The shade structure on the south side of the infant's pool at Barellan Pool, Barellan Pool Marine Carpet replacement and the Lake Talbot pool pedestrian path, landscaping and irrigation are complete.

Transport & Communication

The works schedule for Transport & Communication is as follows in monthly order:

December – Bulloak Tank Road, Cove Road, Pamandi Road

January 2020 – Lismoyle Road, Males Road and Landervale Road,

February 2020 – Centenary Road and Urban Reseals

March – Yalgogorin Road, Manderlay Road culvert, Kamarah Road Upgrade, Dows Road, Boree Road and McKenzies Road culvert, Brookong Street culvert.

May 2020 – Hulmes Road

Rural Roads reseals, urban laneways and Kerb and gutter replacement to be scheduled.

Urban Roads Construction dependent on external funding, consultants to be engaged.

Erigolia Road widening is dependent on grant funding.

Brewarrina Bridge retrofitting is awaiting feedback from consultant.

Leeton Shire Council is nearing completion of their works for the Fixing Country Roads – Colinroobie Road joint project.

Design has commenced for Fixing Country Roads Project at Canola Way, construction planned for mid-February.

Negotiations have commenced with Goldenfields Water to approve an appropriate site to improve water haulage.

Investigations have commenced for the Innovation for rural infrastructure management, works will be incorporated with re-sheet and seal works.

Stage 2 of AMS Implementation – Road condition survey is to be completed by December 2019. Confirm database is to commence development for the pavement management system (a system that predicts future maintenance requirements of the road network).

RMS funding not provided for shared cycleway at Marie Bashir Park, the project has been cancelled in the Quarterly Budget Review. PAMP plan priorities are being reviewed to determine reallocation recommendations for footpath works.

Concept design for PAMP (Active transport - 100% RMS Funding and 50% RMS Funding) for Cadell Street has been submitted to RMS and approved, with the design being outsourced. This will provide safe pedestrian access at the Cadell and Twynam Street intersection.

Drone selected and pricing confirmed for the Drone Survey and inspection. Investigating will be done for licencing and training requirements before purchase.

Audley Street footpath design and planning is scheduled for the southern side between Cadell and East Streets.

Grant funds being sought for the Airport runway resealing, to be carried over into 2020-2021 year.

Airport airside improvements including flood gate repairs are expected to be completed by December 2019.

Procurement and delivery is underway for Plant Vehicle Replacements.

Weir Road, Settlers Road, Paintings Bridge Road, Elwin Street Footpath, Other plant capital, Flood damage restoration works, Strontian Road, Cypress Road and Devlins Bridge Road have been completed.

Economic Affairs

The design and planning is being scheduled for the following projects: design of the pedestrian bridge from Brewery Flat to East Street, Lake Talbot tourist park internal road improvements and the provision of off-street staff parking.

Fabrication is expected to be done in February for the banner poles for Leeton Road.

Red Hill landscape signage to be completed in December.

A promotion and marketing tourism video commenced for the Branding Strategy with expected completion date in November.

Gateway/Entrance signs have been completed.

Water Supplies

Water Main Replacements at Mitchell Street will be completed in December, Dalgetty St scheduled to begin February and Audley Street to follow.

The hydrant and valve replacement program is being developed with work began in November and anticipated completion in February.

Service replacements will be completed as required.

Software upgrades for the SCADA and Instrumentation upgrades (online chlorine analysers), to be completed in the second half of the financial year.

Awaiting outcome of IWCM options assessment and grant funding approval for the water treatment plant (WTP) filter upgrade including energy efficiency.

The high and low level reservoir fencing project is pending the decision on the WTP upgrade.

Flow meters on inlet and outlet reservoirs have been purchased and installed with some electricals to be completed before the end of December.

Clean water strategy is being developed and the reservoir cleaning and structural assessment project will be scheduled following the adoption of the strategy.

Register is complete for the backflow prevention register. Inspections are in progress.

Preliminary investigations are complete for the aerator gas scrubbing, works to be scheduled.

Network design and planning review (reservoir and zoning) commenced in October and will be ongoing for the remainder of the year.

Non return valve bore 4 project is to be scheduled.

Project quotes sourced in November for additional pump and control for the North Zone Pressure Pump project for low pressure issues.

The low level chlorinator project will be completed by March 2020. Analysers have been purchased, awaiting contractor availability to complete installation.

The Data entry and document control, Network Hydraulic Modelling Software training, McGilvray Road and Main Street Water Main replacement have been completed.

Sewerage Supplies

Manhole replacements and EPA – Primary filter will be scheduled on appointment of an engineer.

Sewer main replacements and sewer service replacements will be conducted when required.

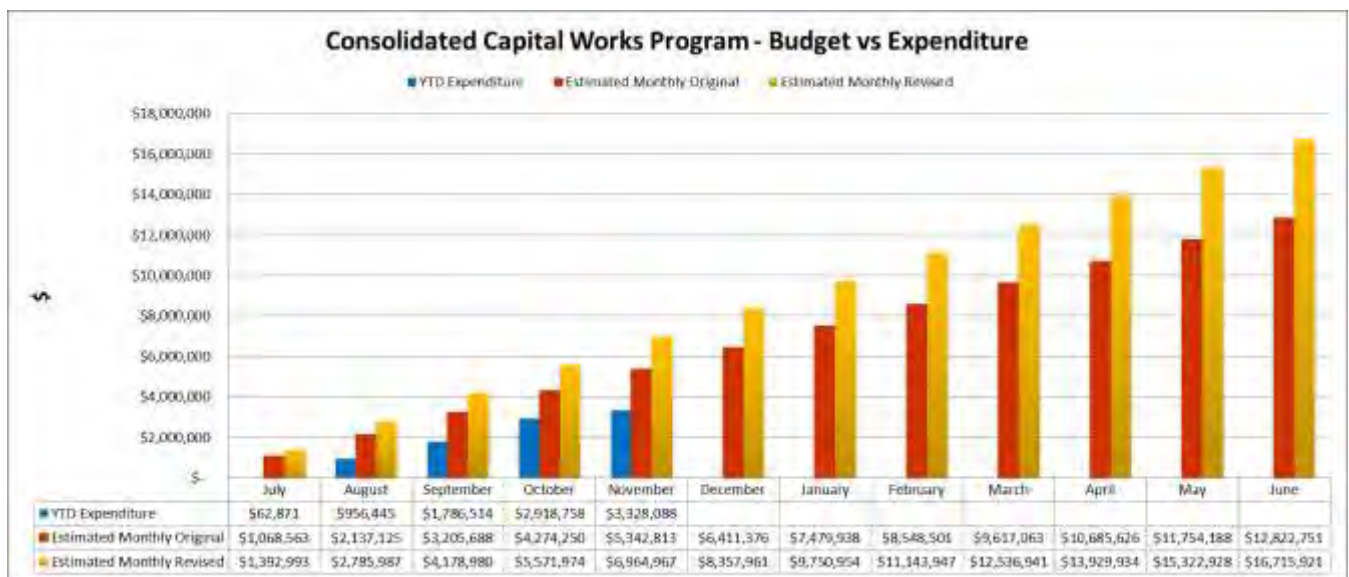
The scope is to be developed in the second half of the year for the Sewer Pump station 3 (SPS3) for replacement.

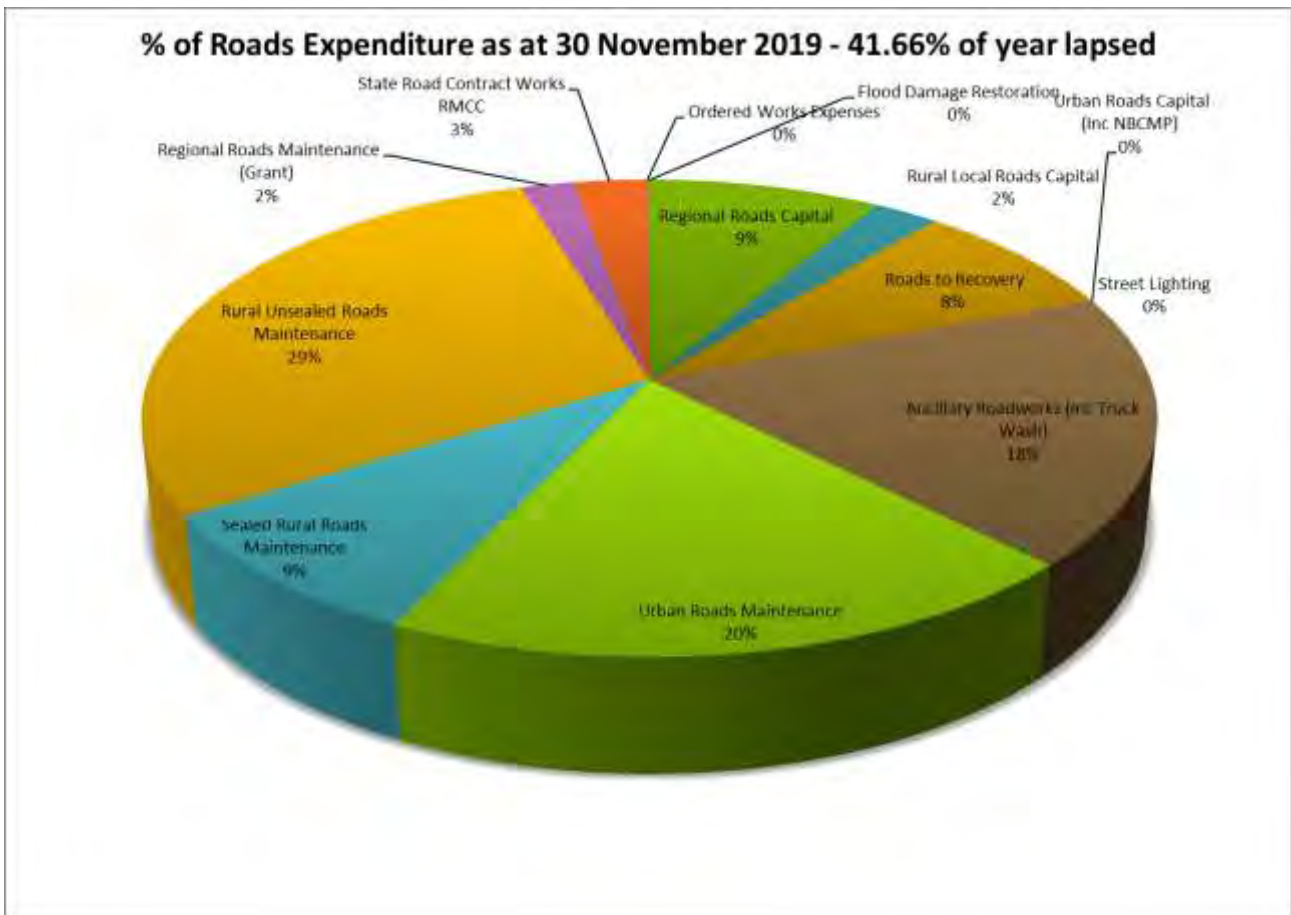
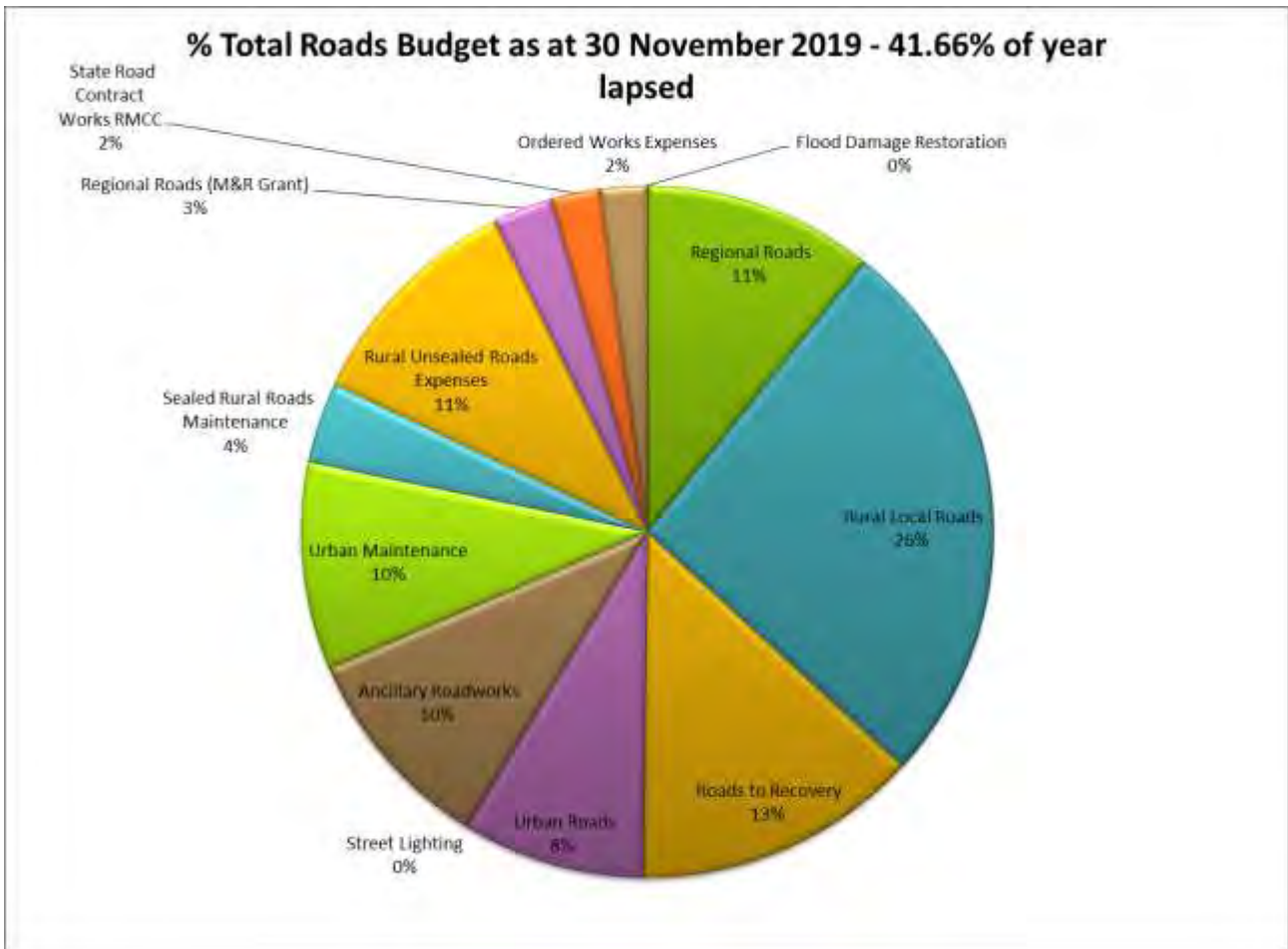
Flow meters for pump stations 2, 3 and 4 have been purchased with installation date to be confirmed.

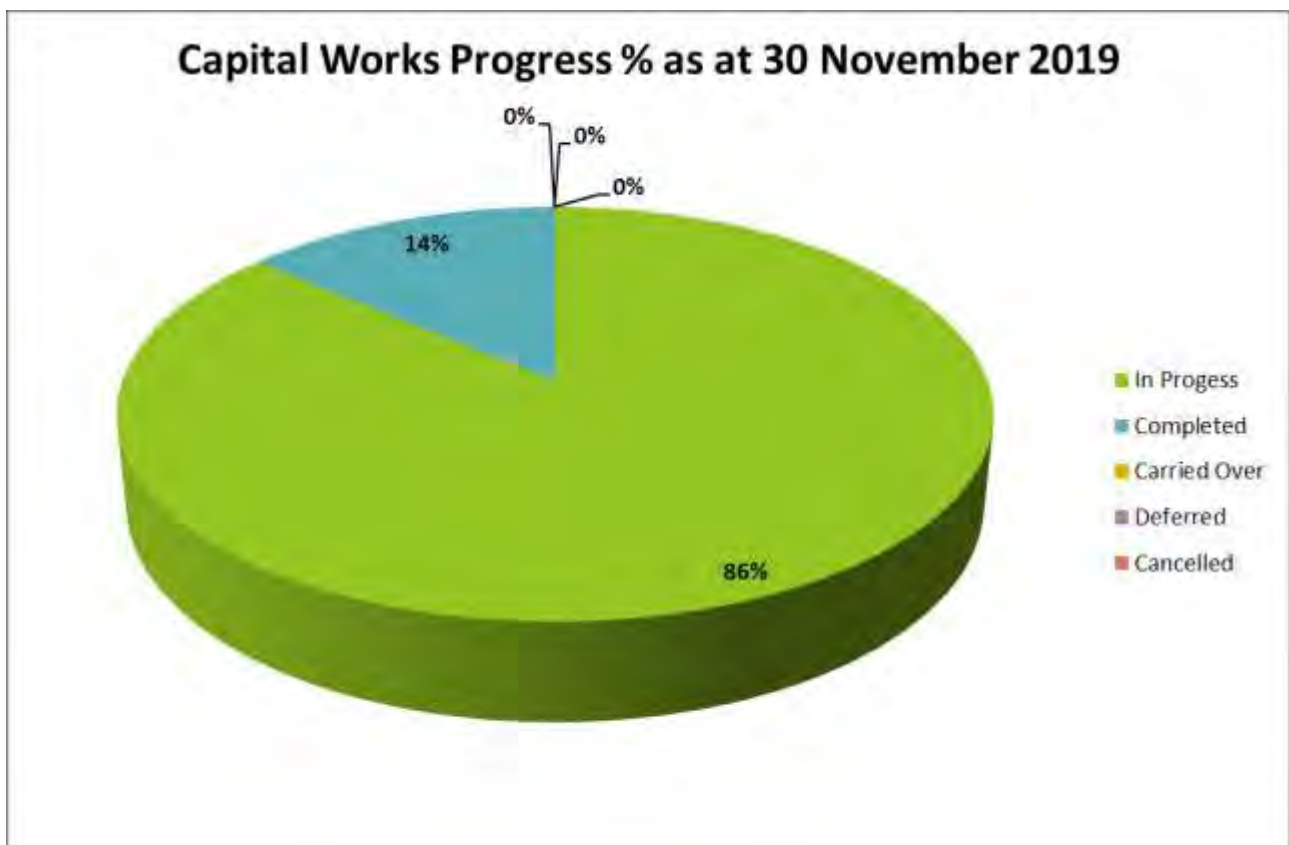
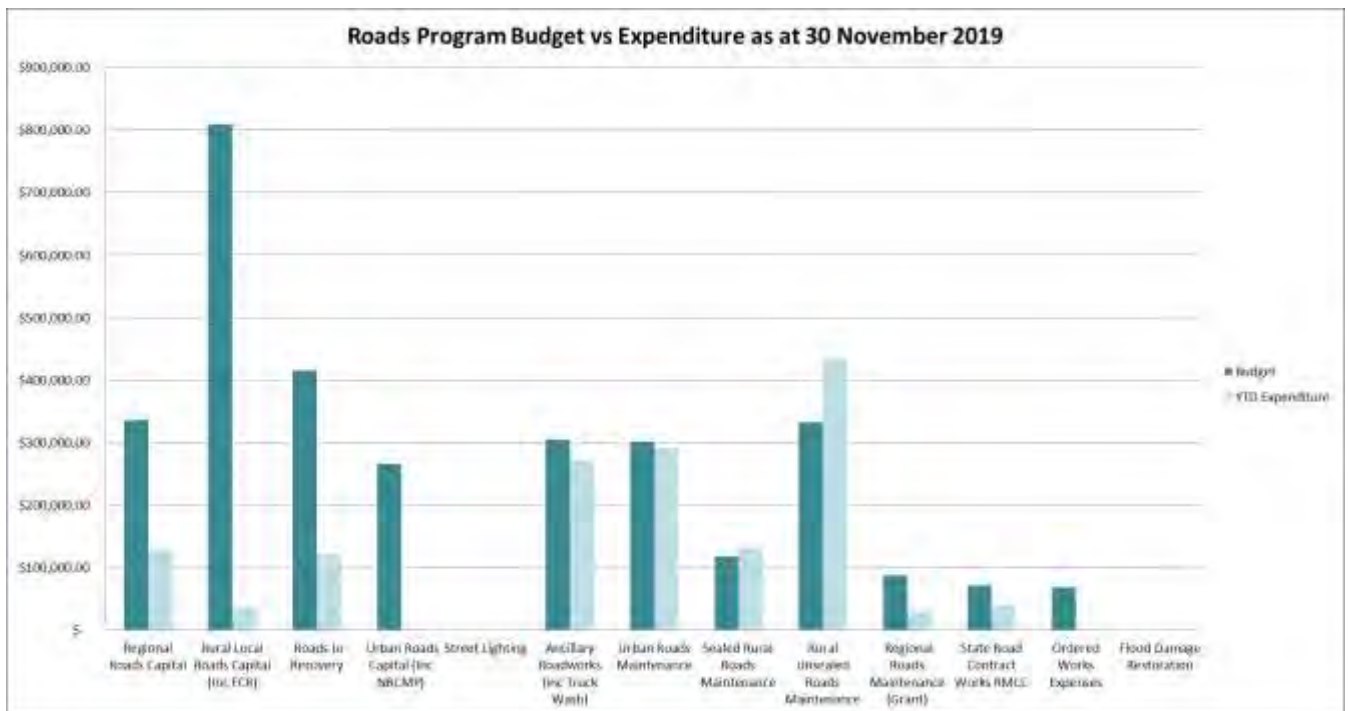
The Borellan sewer project has commenced in October, community engagement in December and completion in 2022.

Grant funding has been received for Narrandera West Sewer Extension, the budget is to be adjusted in December QBR.

The PS1 cracking investigation project is complete.







TERMINOLOGY

This report contains an explanation of terminology and headings used in the capital works report. Key terms and terminology are as follows:

Ledger Number - This is a reference number for staff to link the report to Councils accounting records.

Capital works are funded from a number of sources. Codes that denote revenue sources are:

- **Revenue** – Projects funded from revenue raised from Rates & Annual charges, User Fees and Other Revenue.
- **Reserve** – Jobs funded from Council's reserves and unspent grants.
- **Grant & Contributions** - Funding from other Government departments, Council's or organisations.

Budget – This is the total allocation to complete the project.

YTD Exp – Total expenditure allocated to project as of report date, including commitments.

Balance – Amount of unspent funds for each program at reporting date.

Graph – The graph at the top of the report displays the original budget adopted by Council, the revised budget and year to date expenditure, including commitments.

RELEVANCE TO COMMUNITY STRATEGIC PLAN AND OTHER STRATEGIES / MASTERPLANS / STUDIES

Theme

Our Infrastructure

Goal

To have an improved and adequately maintained road network

Strategy

56 - Commence identified actions from the Roads Review including implementation of an effective road hierarchy

Action

56.1 - Funding for and any identified projects and opportunities from the strategy to be included and considered by Council as part of the annual budget process

ISSUES AND IMPLICATIONS

Policy

Nil

Financial

Advise Council of the current status of the Capital Works Program

Legal / Statutory

N/A

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

N/A

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Capital Works report as at 30 November 2019.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 30/11/19

Capital Projects	Cancelled	Complete	Unrealised Grants
Projects Not Capitalised	Deferred	Carryover	Key Operational

41.66%

Project	Resp.	Job Number	Status	Proposed Budget	Carryover	Other	Sept	Commitment	Budget	YTD Expenditure	Balance	%	Comments
1 Council Chambers Building Works	WM	4100-1004-0000	A	-					\$0.00	\$1,254.55	-\$1,254.55	#DIV/0!	Cost to be journalled to 9300.1004.000
2 TRIM EDMS	IT	4200-1001-0000	A	-	\$17,395.00			\$16,500.00	\$17,395.00	\$0.00	\$17,395.00	0%	Awaiting final actions from MagiQ before approval from Records Officer.
3 Website revamp	CO	4400-1007-0000	A	-	\$70,000.00				\$70,000.00	\$80.25	\$69,919.75	0%	Waiting on staff contribution for content and confirmation further assessment of MagiQ connection. Aim for release January
4 MS Exchange Replacements	IT	4400-1014-0000	A	-	\$28,000.00				\$28,000.00	\$0.00	\$28,000.00	0%	Finalising new quotes
5 MS Office Replacement	IT	4400-1015-0000	A	-	\$34,595.00				\$34,595.00	\$0.00	\$34,595.00	0%	Finalising new quotes
6 Council email archiving	IT	4400-1017-0000	A	-	\$17,000.00				\$17,000.00	\$0.00	\$17,000.00	0%	Finalising new quotes
7 Software Licencing	IT	4400-1019-0000	A	10,000					\$10,000.00	\$0.00	\$10,000.00	0%	Will review throughout the year
8 Network Penetration Testing	IT	4400-1020-0000	A	10,000				\$1,650.00	\$10,000.00	\$0.00	\$10,000.00	0%	Will commence in March
9 Replace Virtualising Hardware & Software	IT	4400-1021-0000	A	95,000					\$95,000.00	\$0.00	\$95,000.00	0%	Organising information for quotes
10 Upgrade Phone System	IT	4400-1022-0000	A	60,000				\$27,145.45	\$60,000.00	\$21,217.77	\$38,782.23	35%	Equipment has been installed, awaiting one last adaptor before completion.
11 Business Continuity Site	IT	4400-1023-0000	A	30,000					\$30,000.00	\$0.00	\$30,000.00	0%	Will be reviewed as part of the Virtualising upgrade
12 IT Review	IT	4400-1024-0000	A	5,000					\$5,000.00	\$0.00	\$5,000.00	0%	Will commence in February
13 Photocopier Replacement	IT	4400-1025-0000	A	15,000					\$15,000.00	\$0.00	\$15,000.00	0%	Will commence in February
14 Pound - Cattery Holding System	MDE	5100-1001-0000	A	6,000					\$6,000.00	\$0.00	\$6,000.00	2%	Design planning has commenced
15 CCTV camera positioned outside Beta Electrical Store in East Street	IT	5200-1004-0000	A	5,000					\$5,000.00	\$0.00	\$5,000.00	0%	Will commence in January
16 Wireless Links for Main Street CCTV System	IT	5200-1005-0000	A	8,000					\$8,000.00	\$0.00	\$8,000.00	0%	Will commence in January
17 CCTV camera positioned outside Post Office in East Street	IT	5200-1006-0000	A	5,000					\$5,000.00	\$0.00	\$5,000.00	0%	Will commence in January
18 Barellan RFS Station Amenities	WM	5300-1005-0000	A	60,000					\$60,000.00	\$673.75	\$59,326.25	1%	Planning and design underway. Waiting on advice from RFS for construction start date.
19 Narrandera Waste Facility - external fence	MDE	5600-1006-0000	A	-	\$9,297.00				\$9,297.00	\$0.00	\$9,297.00	0%	Design and planning has commenced
20 Recycle Vending Machine	MPA	5600-1008-0000	A	-	\$56,849.00		\$113,151.00	\$75,778.18	\$170,000.00	\$68,867.72	\$101,132.28	41%	Slab completed and bollards installed. Carparking area ready for sealing. LV and HV electrical infrastructure installed ready for connection in mid to late January
21 Narrandera Landfill New Cell	MDE	5600-1009-0000	A	40,000				\$62,784.37	\$40,000.00	\$6,240.00	\$33,760.00	16%	Procurement completed. Currently assessing quotes.
22 Ndra Landfill Masterplan improvement works - possibility of grant funding in future	MDE	5600-1010-0000	A	330,000					\$330,000.00	\$1,021.42	\$328,978.58	0%	Project scope being determined
23 Ndra Landfill Operational control room (transportable, dust-free - replace carriage)	MDE	5600-1011-0000	A	20,000					\$20,000.00	\$0.00	\$20,000.00	0%	Project scope being determined
24 Larmers St Flood Mitigation Works	MPA	5700-1004-0000	A	-	\$3,639.00				\$3,639.00	\$7,008.26	-\$3,369.26	193%	Additional pipes installed at wetlands to assist in reducing water level in the siltation pond
25 Narrandera West Drainage Improvements Construction for retention basin adjacent to Cemetery	MPA	5700-1005-0000	A	-	\$41,753.00				\$41,753.00	\$3,416.34	\$38,336.66	8%	Volume calculations have been completed. Awaiting soil investigation and fencing. Licence approved for levee bank
26 Siphon Retaining Wall Renewal	MPA	5700-1006-0000	A	28,560					\$28,560.00	\$5,183.24	\$23,376.76	18%	Materials purchased - awaiting excavator availability
27 Drainage Improvement Driscoll Rd Extension of existing stormwater opposite Patersons Road in Red Hill Industrial Estate.	MPA	5700-1007-0000	A	75,000				\$2,292.62	\$75,000.00	\$1,208.47	\$73,791.53	2%	Scheduling works underway.
28 Narrandera Cemetery Improvements	OSR	0800-1004-0000	F	-	\$71,532.00			\$1,636.36	\$71,532.00	\$37,581.39	\$33,950.61	53%	Works completed. Awaiting invoices.
29 Barellan Cemetery Entrance gate	OSR	0800-1005-0000	A	-	\$8,000.00				\$8,000.00	\$0.00	\$8,000.00	0%	Developing quotations spec to commence December
30 Barellan Cemetery Furniture	OSR	0800-1008-0000	A	2,800					\$2,800.00	\$0.00	\$2,800.00	0%	Quotations to be sought December
31 GG Cemetery Furniture	OSR	0800-1009-0000	A	5,000					\$5,000.00	\$0.00	\$5,000.00	0%	Quotations to be sought December
32 Narrandera Library - Building of Youth Room	CDM	7700-1003-0000	A	-	\$223,779.00		-\$34,394.00	\$1,689.31	\$189,385.00	\$134,563.67	\$54,821.33	71%	Building completed, furniture assembled, external painting, irrigation and driveway still to be completed.
33 Book & Resources annual replacement	CDM	7700-1005-0000	A	29,696					\$29,696.00	\$5,147.82	\$24,548.18	17%	Purchasing is on track. Resource orders in process and supplier visit booked.
34 LT Pool - Detailed Design of Master Plan Works, Filtration & Splash Park	MPA	7800-1005-0000	A	-	\$30,007.00			\$200.00	\$30,007.00	\$16,367.81	\$13,639.19	55%	Project now forms part of the Lake Talbot pool filtration project. Budget will be moved in Dec QBR - see item 38
35 Lake Talbot Pool Replacement of Slides	MPA	7800-1010-0000	A	-	\$1,147,504.00			\$2,195.18	\$1,147,504.00	\$1,113,993.77	\$33,510.23	97%	Slides operational. Official opening held 23 Nov. Minor defects to be fixed
36 LT Pool - Pedestrian Path	MPA	7800-1011-0000	F	-	\$11,671.00			\$867.73	\$11,671.00	\$5,065.94	\$6,605.06	43%	Landscaping and irrigation completed. Final invoices to come in. Project completed. Remaining funds to be reallocated in Dec QBR.
37 Lake Talbot Pool - Change Rooms pool deck level	MPA	7800-1012-0000	A	-	\$455,338.00			\$26,995.25	\$455,338.00	\$401,284.58	\$54,053.42	88%	Facility operational. Official opening held 23 Nov. Minor defects to be repaired.
38 Lake Talbot Pool Masterplan - Renew Filtration	MPA	7800-1015-0000	A	1,573,500					\$1,573,500.00	\$2,136.14	\$1,571,363.86	0%	Tender accepted at October meeting. Contract documents to be finalised
39 Lake Talbot Pool Masterplan - Water Play Park	MPA	7800-1016-0000	A	325,000					\$325,000.00	\$931.57	\$324,068.43	0%	Tender accepted at October meeting. Contract documents to be finalised
40 Barellan Pool - Shade Structure South Side Infants Pool	MPA	7900-1006-0000	F	-	\$4,200.00				\$4,200.00	\$4,176.00	\$24.00	99%	Project complete.

Project	Resp.	Job Number	Status	Proposed Budget	Carryover	Other	Sept	Commitment	Budget	YTD Expenditure	Balance	%	Comments
41 Brin Pool Upgrade Filtration system / Waste water irrigation	MPA	7900-1007-0000	A	155,000					\$155,000.00	\$0.00	\$155,000.00	0%	Development of quote documentation commenced. Works scheduled to commence end of March 2020
42 Brin Pool Replace Marina Carpet	MPA	7900-1008-0000	F	4,000					\$4,000.00	\$2,324.81	\$1,675.19	58%	Project complete. Invoice to be received.
43 Narrandera Sportsground Play Equipment	OSR	0200-1016-0000	A	-	\$24,600.00				\$24,600.00	\$28,956.45	-\$4,356.45	118%	Play equipment has been installed, softfall completed and edging to be completed December.
44 Ndra Sportsground drainages and soak	OSR	0200-1019-0000	A	160,000					\$160,000.00	\$0.00	\$160,000.00	0%	No quotes received. Requoting and potential project carryover.
45 Ndra Sportsground Building upgrades (old Kiosk etc)	OSR	0200-1020-0000	A	10,000					\$10,000.00	\$0.00	\$10,000.00	0%	Project scope being determined.
46 HM Oval Level and Resurface	OSR	0200-1021-0000	A	25,000					\$25,000.00	\$0.00	\$25,000.00	0%	Works to commence in conjunction with Narrandera sportsground drainage project. Potential carryover.
47 SCC - Marie Bashir Park - Mobile Stage	OSR	0300-1009-0000	A	-	\$95,710.00			\$72,124.09	\$95,710.00	\$31,201.60	\$64,508.40	33%	Stage has arrived. Staff have been inducted. Conditions of use to be developed.
48 Flag Poles for Festive Flags	OSR	0300-1012-0000	A	-	\$1,906.00				\$1,906.00	\$684.14	\$1,221.86	36%	Budget allocation for banner purchases
49 Completion of Wiradjuri wall	OSR	0300-1022-0000	A	-	\$20,000.00				\$20,000.00	\$0.00	\$20,000.00	0%	Design of new Wiradjuri Wall finalised with local Elders. Application under Building Better Regions Round 4.
50 Barellan Playground Upgrades	OSR	0300-1023-0000	A	-	\$30,000.00				\$30,000.00	\$25,415.00	\$4,585.00	85%	Play equipment has been installed, softfall completed and edging to be completed December.
51 Hankinson Park Development	OSR	0300-1025-0000	A	-	\$66,680.00			\$9,728.96	\$66,680.00	\$28,230.39	\$38,449.61	42%	Planting has commenced.
52 MBP Up Lighting adventure playground	OSR	0300-1036-0000	A	15,000					\$15,000.00	\$0.00	\$15,000.00	0%	Quotations to be sought December
53 MBP Drinking fountains/ bottle fillers	OSR	0300-1037-0000	A	8,000					\$8,000.00	\$0.00	\$8,000.00	0%	Quotations to be sought December
54 Pocket park upgrades	OSR	0300-1038-0000	A	50,000					\$50,000.00	\$0.00	\$50,000.00	0%	Quotations to be received February for park strategy, is number one priority
55 MBP Narrandera Playgrounds Upgrades	OSR	0300-1039-0000	A	10,000					\$10,000.00	\$0.00	\$10,000.00	0%	Toddlers play equipment to be installed March
56 Victoria Ave stage 2 - level, irrigate, formalise driveways, curb	OSR	0300-1040-0000	A	80,000					\$80,000.00	\$0.00	\$80,000.00	0%	Quotations sought by December, street meeting to be held after quotations received to discuss project and driveway access. Installation expected to commence February 2020.
57 Festive Mega Tree (Star) inclusion	MPA	0300-1041-0000	F	3,500				\$410.48	\$3,500.00	\$2,184.11	\$1,315.89	62%	Star installed and tested. Project Completed
58 Brewery Flats landscaping, furniture replacement, painting etc.	OSR	0300-1042-0000	A	5,000					\$5,000.00	\$0.00	\$5,000.00	0%	Project scope being determined.
59 Ndra Stadium Foam Guards	OSR	0400-1003-0000	A	5,000					\$5,000.00	\$0.00	\$5,000.00	0%	Foam guards have been ordered.
60 Lake Talbot deepening project	OSR	0600-1007-0000	A	-	\$24,600.00				\$24,600.00	\$0.00	\$24,600.00	0%	Additional core sampling has commenced and meeting scheduled with consultant at MI in November.
61 Aquatic Weed Harvester	OSR	0600-1008-0000	A	-	\$130,000.00				\$130,000.00	\$0.00	\$130,000.00	0%	Quotations still being sought.
62 LT Rec Seating and Shelter Revamp Rotary Lookout	OSR	0600-1009-0000	A	10,000					\$10,000.00	\$0.00	\$10,000.00	0%	Design and quotation January.
63 Flood Damage Restoration Works	WM	0004-0003-0000	F	-					\$0.00	\$0.00	\$0.00	0%	All works have been completed. Budget adjustment to be made in quarterly review.
64 Flood Damage Causeway Works	WM	0004-0004-0000	F	-					\$0.00	\$0.00	\$0.00	0%	All works completed
65 Barellan Stormwater Design	MPA	0006-1012-0000	A	-	\$3,761.00				\$3,761.00	\$373.19	\$3,387.81	10%	Budget for design work only. To be completed by February.
66 Urban Roads Construction	WM	N/A	A	125,050					\$125,050.00		\$125,050.00	0%	
67 Intersections Upgrade Local & Reg. Rds	WM	0006-1023-0000	A	-					\$0.00	\$0.00	\$90,000.00	0%	Relying on successful external funding
68 Culvert/bridge assessment works	WM	0006-1024-0000	A	-					\$0.00	\$0.00	\$35,050.00	0%	Consultant to be engaged
69 Urban Roads Construction - Laneways	WM	0006-1021-0000	A	38,950					\$38,950.00	\$0.00	\$38,950.00	0%	To be scheduled
70 Urban Reseals	WM	0007-1000-0000	A	114,800					\$114,800.00	\$0.00	\$114,800.00	0%	To be scheduled works to be undertaken February/March
71 Urban Pavement Rehabilitation	WM	N/A	A	126,075					\$126,075.00		\$126,075.00	0%	
72 Urban Laneways Upgrade-additional	WM	0008-1017-0000	A	-					\$0.00	\$0.00	\$50,000.00	0%	To be scheduled
73 Improvement of water haulage	WM	0008-1019-0000	A	-					\$0.00	\$0.00	\$15,000.00	0%	Negotiations started with Goldenfields Water to approve an appropriate site.
74 Innovation for Rural infrastructure Mgmt	WM	0008-1020-0000	A	-					\$0.00	\$0.00	\$16,075.00	0%	Works to be incorporated in conjunction with resheet and seal works.
75 Urban K&G Replacement	WM	0008-1018-0000	A	15,000					\$15,000.00	\$0.00	\$15,000.00	0%	To be scheduled from asset management plan
76 Urban Footpath Replacement	WM	0006-1022-0000	A	10,000					\$10,000.00	\$0.00	\$10,000.00	0%	To be scheduled following footpath inspection in December/January.
77 NBCMP (Bolton street upgrade)	MPA	0006-1017-0000	A	1,668,109	\$188,040.00			-\$1,668,109.00	\$188,040.00	\$1,454.84	\$186,585.16	1%	Planning commenced. Electrical design to be finalised and storm water to be reviewed. Budget revised down in September QBR, revised as project will not be completed in 2019-20 financial year
78 Rural Sealed Roads Construction	WM	N/A	A	268,050					\$268,050.00		\$199,813.50	0%	
79 Cove Road 1.1-3.3 km	WM	0010-1108-0000	A	-					\$0.00	\$0.00	\$38,500.00	0%	Start December
80 Culvert Manderlay Road 9.27 km	WM	0010-1109-0000	A	-					\$0.00	\$1,276.50	\$5,745.50	18%	Start March
81 Culvert Manderlay Road 7.78 km	WM	0010-1110-0000	A	-					\$0.00	\$0.00	\$6,500.00	0%	Start March
82 Culvert Brookong St 0.0 km	WM	0010-1111-0000	A	-					\$0.00	\$0.00	\$6,500.00	0%	Start March
83 Centenary Road 4.16 km- 9.11 km	WM	0010-1112-0000	A	-					\$0.00	\$0.00	\$86,625.00	0%	Start late February
84 Culvert Yalgogorin Road 0.262	WM	0010-1113-0000	A	-					\$0.00	\$1,759.50	\$10,240.50	15%	Start March
85 Devlins Bridge Road 3.03-5.5 km	WM	0010-1114-0000	F	-					\$0.00	\$65,200.50	\$45,702.50	59%	Completed
86 FCR - Collinroobie Leeton Road	WM	0012-1023-0000	A	-	\$1,173,462.00			\$15,801.00	\$1,173,462.00	\$32,554.10	\$1,140,907.90	3%	Joint fixing country roads project with Leeton Shire budget allocation is approx 50/50 split. Leeton nearing completion of their works. Partial invoice received from Leeton Shire and to be processed.

Project	Resp.	Job Number	Status	Proposed Budget	Carryover	Other	Sept	Commitment	Budget	YTD Expenditure	Balance	%	Comments	
87 Roads Resheeting - (Unsealed rural roads resheeting)	WM	N/A	A	354,425					\$354,425.00		\$351,476.26	0%		
88 Dows Road 4.08-5.6 km	WM	0012-1024-0000	A	-					\$0.00	\$0.00	\$36,480.00	0%	Start early March	
89 Erigolia Road Widening 0-11.95 km	WM	0012-1025-0000	A	-					\$0.00	\$112.14	\$97,680.86	0%	Dependent on successful grant funding	
90 Pamandl Road 6.74-8.5 km	WM	0012-1026-0000	A	-					\$0.00	\$0.00	\$40,152.00	0%	Start December	
91 Brewarrina Bridge Retrofitting	WM	0012-1027-0000	A	-					\$0.00	\$0.00	\$80,000.00	0%	To be scheduled, awaiting feedback from Consultant	
92 Kamarah Road Upgrade	WM	0012-1028-0000	A	-					\$0.00	\$0.00	\$100,000.00	0%	Start late March	
93 FCR - Regional Roads - Canola Way	WM	0013-1243-0000	A	-	\$375,218.00			\$13,495.59	\$375,218.00	\$2,948.74	\$97,051.26	3%	Design being undertaken. Construction mid February	
94 Rural Roads Reseals	WM	0002-1000-0000	A	146,575					\$146,575.00	\$0.00	\$146,575.00	0%	To be scheduled early 2020	
95 Roads to Recovery (25 % of R2R proposed to expend in Urban Area) Grant (Roads)	WM	N/A	A	250,000					\$250,000.00		\$250,000.00	0%		
96 Roads to Recovery (75 % of R2R proposed to expend on Rural Area) Grant (Roads)	WM	N/A	A	747,362					\$747,362.00		\$234,908.88	0%		
97 Urban Roads reseal from R2R	WM	0014-1100-0000	A	-					\$0.00	\$0.00	-	0%		
98 Landervale Road 10-12.48 km	WM	0014-1122-0000	A	-					\$0.00	\$388.57	109,971.43	0%	Start early 2020	
99 Lismoyle Road 1.56-3.31 km	WM	0014-1123-0000	A	-					\$0.00	\$181.18	30,443.82	1%	Start early 2020	
100 Males Road 0-1 km	WM	0014-1124-0000	A	-					\$0.00	\$0.00	43,250.00	0%	Start early 2020	
101 Boree Road 5-6.7 km	WM	0014-1125-0000	A	-					\$0.00	\$0.00	70,550.00	0%	Start early March	
102 Weir Road 0-1.79 km	WM	0014-1126-0000	F	-					\$0.00	\$77,515.35	3,230.35	104%	Completed	
103 McKenzies Road Culvert 2.5 km	WM	0014-1127-0000	A	-					\$0.00	\$94.94	6,785.56	1%	Start March	
104 Old Wagga Road 29.39-31.06 km	WM	0014-1128-0000	F	-				\$5,213.30	\$0.00	\$43,387.04	28,840.46	60%	Works completed, awaiting final invoices	
105 Strontian Road Widening 10.58-15.64	WM	0014-1129-0000	F	-				\$27,672.73	\$0.00	\$96,050.08	18,885.08	124%	Completed	
106 Paintings Bridge Road 11.67-13 km	WM	0014-1130-0000	F	-					\$0.00	\$36,092.04	8,029.04	129%	Completed	
107 Paintings Bridge Road 13-14 km	WM	0014-1131-0000	F	-					\$0.00	\$64,731.84	17,231.84	136%	Completed	
108 Settlers Road 0.72-3 km	WM	0014-1132-0000	F	-					\$0.00	\$101,676.26	14,603.74	87%	Completed	
109 Paynters Siding Road 6.7-8 km	WM	0014-1133-0000	F	-					\$0.00	\$44,461.58	5,461.58	114%	Works completed, awaiting final invoices	
110 Cypress Road 1.4 -2.45	WM	0014-1134-0000	F	-				\$83.34	\$0.00	\$20,724.85	10,775.15	66%	Completed	
111 Hulmes Road 4.9- 8.0	WM	0014-1135-0000	A	-				\$1,363.64	\$0.00	\$1,357.05	52,892.95	3%	Start mid May	
112 Bulloak Tank Road 11-12 km	WM	0014-1136-0000	A	-					\$0.00	\$0.00	49,250.00	0%	Commenced late November	
113 Old Wagga Road 10.62- 13.5 km	WM	0014-1137-0000	A	-				\$9,219.20	\$0.00	\$25,792.34	50,383.66	34%	Works commenced	
114 McGilvary Road	WM	0014-1138-0000	A	-					\$0.00	\$44,967.46	25,032.54	64%	Works commenced awaiting sealing	
115 Regional Roads Capital Works (Capital Component of Block Grant)	WM	0013-0000-0000	A	260,400					\$260,400.00	\$124,124.48	\$136,275.52	48%	Contribution to Cowabbie Creek culvert	
116 Repair Grant (with 50 % contribution from Block Grant)	WM	0015-0001-0000	A	170,200					\$170,200.00	\$1,561.93	\$168,638.07	1%	To be scheduled	
117 Narrandera Truck Wash	MPA	0030-1009-0000	A	-	\$492,360.00			-\$25,606.00	\$227,813.68	\$466,754.00	\$304,347.98	\$162,406.02	65%	Power connection planned for 29 November. Irrigation underway. Road work completed ready for sealing and hotmix. Shed construction commenced. Expected to be completed end of January 2020.
118 Footpath - Elwin Street	MPA	0030-1016-0000	F	-	\$4,868.00				\$4,868.00	\$0.00	\$4,868.00	0%	Project completed budget reallocated in September QBR	
119 Stage 2 of AMS implementation - Road condition survey	MPA	0030-1010-0000	A	-	\$94,944.00				\$94,944.00	\$13,298.32	\$81,645.68	14%	Update Confirm data base to commence development pavement management system (a system that predicts future maintenance requirements of the road network). Road condition assessment to be completed by December 2019	
120 Shared Cycleway (Active Transport - 50/50 Funding) Marie Bashir Park	MPA	0030-1011-0000	F	51,000				-\$25,380.00	\$25,500.00	\$0.00	\$25,500.00	0%	RMS funding not provided, project removed in September QBR. Pamp Plan priorities being reviewed to determine reallocation recommendations for footpath work	
121 PAMP - (Active Transport - 50% RMS Funding) - Douglas/Cadell Street	MPA	0030-1012-0000	A				\$8,800.00		\$8,800.00	\$112.87	\$8,687.13	1%	Concept design approved by RMS. Detailed design to be outsourced.	
122 PAMP - (Active Transport - 100% RMS Funding) - Cadell/Twynam Street	MPA	0030-1013-0000	A	121,820			-\$2,388.00	\$77.49	\$119,432.00	\$3,072.26	\$116,359.74	3%	Concept design approved by RMS. Detailed design to be outsourced.	
123 Drone Purchase for Survey / Inspection	MPA	0030-1019-0000	A	7,899					\$7,899.00	\$0.00	\$7,899.00	0%	Drone selected and pricing confirmed. Currently investigating licencing and training requirements before purchase is completed.	
124 Footpath - Audley Street	MPA	0030-1020-0000	A	16,000					\$16,000.00	\$0.00	\$16,000.00	0%	Design and planning to be scheduled for southern side between Cadell and East Streets	
125 Banner Poles Leeton Road	OSR	0030-1017-0000	A	15,000					\$15,000.00	\$0.00	\$15,000.00	0%	Fabrication expected February.	
126 Design Pedestrian bridge Brewery Flat to East St	MPA	0030-1018-0000	A	18,000					\$18,000.00	\$0.00	\$18,000.00	0%	Design and planning to be scheduled	
127 Arts Centre Building Works	WM	8307-1001-0000	A	-	\$4,614.00				\$4,614.00	\$0.00	\$4,614.00	0%	Defining project scope.	
128 Red Hill Signage	EDM	8500-1001-0000	A	-	\$3,800.00				\$3,800.00	\$0.00	\$3,800.00	0%	Landscaping signage to be completed by end of December	
129 Gateway/Entrance signs	EDM	8700-1003-0000	F	-	\$30,861.00				\$30,861.00	\$34,075.11	\$1,214.11	110%	Completed	
130 Lake Talbot Tourist Park. Fire service design	MPA	8900-1005-0000	A	-	\$18,209.00				\$18,209.00	\$0.00	\$18,209.00	0%	Design and planning to be scheduled	
131 LT Tourist park internal road improvements	MPA	8900-1006-0000	A	20,000					\$20,000.00	\$0.00	\$20,000.00	0%	Design and planning to be scheduled	
132 Building renewal and upgrades	WM	9300-1004-0000	A	13,200					\$13,200.00	\$0.00	\$13,200.00	0%	Scope of works to be finalised	
133 Upgrading Twynam Street Shops - 4-6 Twynam Street	WM	9300-1005-0000	A	6,700					\$6,700.00	\$5,720.24	\$979.76	85%	Works in progress.	
134 Airport Terminal Building	WM	9300-1014-0000	A	20,000				\$26.97	\$20,000.00	\$3,432.52	\$16,567.48	17%	Quotes received, Upgrade female toilet to be scheduled pending second quote on plumbing. Works scheduled early 2020	
135 Council Chambers Building Upgrades	WM	9300-1015-0000	A	21,000					\$21,000.00	\$6,416.80	\$14,583.20	31%	Wall in HR completed, awaiting quotes for wall in Corporate area, works scheduled for early 2020.	

	Project	Resp.	Job Number	Status	Proposed Budget	Carryover	Other	Sept	Commitment	Budget	YTD Expenditure	Balance	%	Comments
136	16 Kiesling Drive	WM	9300-1009-0000	A	2,500	\$7,656.00				\$10,156.00	\$2,818.18	\$7,337.82	28%	Pergola and irrigation to be scheduled. Awaiting design plan from Consultant.
137	Manderlay Road House	WM	9300-1017-0000	A	20,000					\$20,000.00	\$0.00	\$20,000.00	0%	New double garage requested. Alternate option of power to existing shed being investigated
138	Community Hall Barellan	WM	8301-1001-0000	A	1,000	\$21,455.00				\$22,455.00	\$4,409.86	\$18,045.14	20%	Assessing options for the septic tank upgrade and a new sewer line. This project now delayed due to Barellan sewerage scheme. Investigating and design of disability ramp scheduled for early 2020.
139	Community Hall Grng Grng	WM	9300-1019-0000	A	2,000					\$2,000.00	\$67.00	\$1,933.00	3%	Disabled access to be scheduled, received advice/design from Heritage Advisor.
140	Tobacconist Shop - 8 Twynam Street	WM	9300-1020-0000	A	2,700					\$2,700.00	\$28.37	\$2,671.63	1%	Quotes requested for hot water system and handbasin. Works to be completed December pending quotes.
141	6 Victoria Square	WM	9300-1021-0000	A	4,500					\$4,500.00	\$0.00	\$4,500.00	0%	Paint western side internal wall to be scheduled. Quotes requested but still outstanding. Works were scheduled to commence prior to Christmas
142	4 Victoria Square	WM	9300-1022-0000	A	6,000					\$6,000.00	\$0.00	\$6,000.00	0%	Air conditioning to common areas, quotes to be obtained, works scheduled for early 2020.
143	Council Chambers upgrade of storage facility	WM	9300-1010-0000	A	9,000					\$9,000.00	\$0.00	\$9,000.00	0%	To be scoped, quoted and construction scheduled for 2020.
144	Provision of off street staff/fleet parking for Chambers	MPA	9300-1012-0000	A	70,000					\$70,000.00	\$0.00	\$70,000.00	0%	Design and planning to be scheduled
145	Narrandera Museum	WM	9300-1013-0000	A	57,000					\$57,000.00	\$0.00	\$57,000.00	0%	Ext. paint, disabled ramp, public toilets to be determined. Project to be revised. Project on hold.
146	Airport Runway resealing & re-marking	TAE	9400-1010-0000	A	410,000					\$410,000.00	\$911.75	\$409,088.25	0%	Additional grant funds being applied for works to be carried over into 2020/21 year.
147	Airport Ongoing small airside improvements including flood gate repairs	TAE	9400-1011-0000	A	10,000				\$8,000.00	\$10,000.00	\$6,909.96	\$3,090.04	69%	Expect to complete by December 19.
148	Light Vehicles	PWM	9500-1000-0000	A	352,680				\$36,793.18	\$352,680.00	\$213,098.21	\$139,581.79	60%	6 vehicles delivered, 7 yet to order
149	Trucks & Trailers	PWM	9500-1001-0000	A	722,000				\$79,250.00	\$722,000.00	\$208,494.20	\$513,505.80	29%	4 Vehicles delivered, 2 to be ordered
150	Heavy Plant	PWM	9500-1002-0000	A	373,700				\$13,668.18	\$373,700.00	\$147,016.00	\$226,684.00	39%	1 vehicle delivered, 1 on order and 4 yet to order
151	Other Plant Capital	PWM	9500-1003-0000	A	20,000			\$15,801.00	\$1,370.91	\$35,801.00	\$23,329.17	\$12,471.83	65%	ongoing
152	Water Main Replacements	WSE	2900-1001-0000	A	-	\$128,503.00	-\$8,000.00		\$22,886.24	\$128,503.00	\$114,333.16	\$14,169.84	89%	Mitchell Street started September completion due 6 December.
153	SCADA and Instrumentation upgrades (online chlorine analysers)	WSE	2900-1005-0000	A	50,000	\$49,451.00				\$99,451.00	\$207.79	\$99,243.21	0%	Budget for purchase of software, purchase to be completed second half of year
154	Network Hydraulic Modelling Software	WSE	2900-1007-0000	F	-	\$33,510.00			\$8,000.00	\$33,510.00	\$6,000.00	\$27,510.00	18%	Project completed - awaiting invoices
155	Main Street Water Main Replacement	WSE	2900-1009-0000	F	-	\$55,204.00			\$30.99	\$55,204.00	\$34,321.43	\$20,882.57	62%	Works completed minor maintenance required
156	Flow meters on all inlet and outlets Reservoirs	WSE	2900-1022-0000	A	-	\$58,422.00		\$424.15		\$58,422.00	\$8,405.63	\$50,016.37	14%	Flow meters purchased and installed with some electricals to be completed before Christmas.
157	Backflow prevention register	WSE	2900-1023-0000	A	-	\$11,225.00				\$11,225.00	\$509.56	\$10,715.44	5%	Register complete, inspections in progress
158	Reservoir cleaning and structural assessment	WSE	2900-1024-0000	A	-	\$16,128.00				\$16,128.00	\$0.00	\$16,128.00	0%	Clean water strategy being developed and reservoir cleaning to be scheduled following adoption of the strategy
159	Data entry and document control system	WSE	2900-1025-0000	F	-	\$6,307.00				\$6,307.00	\$6,297.07	\$9.93	100%	Completed. Budget to be adjusted in QBR.
160	Aerator gas scrubbing	WSE	2900-1027-0000	A	-	\$20,000.00				\$20,000.00	\$0.00	\$20,000.00	0%	Preliminary investigations completed. Works to be scheduled
161	Network Design and Planning review (reservoirs and zoning)	WSE	2900-1028-0000	A	-	\$23,127.00				\$23,127.00	\$3,550.00	\$19,577.00	15%	Commenced in October and ongoing for remainder of the year
162	WTP filter/Upgrade design	WSE	2900-1038-0000	A	-	\$76,625.00		\$1,542.37		\$76,625.00	\$15,143.60	\$61,481.40	20%	Finalisation of issues paper through IWCM
163	Non Return Valve Bore 4	WSE	2900-1042-0000	A	-	\$2,500.00				\$2,500.00	\$0.00	\$2,500.00	0%	To be scheduled
164	North Zone Pressure Pump - low pressure issues	WSE	2900-1051-0000	A	-	\$43,924.00				\$43,924.00	\$560.76	\$43,363.24	1%	Project quotes sourced in November for additional pump and control
165	Low Level Chlorinator	WSE	2900-1052-0000	A	-	\$17,372.00			\$8,738.09	\$17,372.00	\$22,396.97	-\$5,024.97	129%	Project will be completed by March 2020. Analysers have been bought, awaiting contractor availability to complete installation. Dalgetty St scheduled to begin 10 February. Audley Street to be undertaken after Dalgetty St.
166	Water Main Replacements	WSE	2900-1056-0000	A	250,000				\$8,685.56	\$250,000.00	\$68,479.32	\$181,520.68	27%	Program has been developed. Works began in November anticipated completion February.
167	Hydrant and Valve replacements	WSE	2900-1057-0000	A	50,000			\$15,444.04		\$50,000.00	\$8,275.13	\$41,724.87	17%	As required.
168	Services Replacements	WSE	2900-1011-0000	A	50,000					\$50,000.00	\$38,645.48	\$11,354.52	77%	As required.
169	Water Main McGilvray Road	WSE	2900-1055-0000	F	-		\$8,000.00			\$0.00	\$6,328.87	-\$6,315.87	#DIV/0!	Project completed
170	WTP filter/Upgrade - including energy efficiency	WSE	2900-1060-0000	A	1,000,000					\$1,000,000.00	\$0.00	\$1,000,000.00	0%	Awaiting outcome of IWCM options assessment and grant funding approval.
171	High and Low Level reservoir fencing	WSE	2900-1061-0000	A	75,000					\$75,000.00	\$4,688.76	\$70,311.24	6%	Pending decision on WTP upgrade.
172	Investigate P51 Cracking	WSE	3900-1010-0000	F	-	\$6,731.00				\$6,731.00	\$0.00	\$6,731.00	0%	Project completed. Budget to be returned to reserves.
173	Primary Filter - EPA	WSE	3900-1016-0000	A	-	\$120,000.00				\$120,000.00	\$0.00	\$120,000.00	0%	To be scheduled on appointment of engineer
174	Manhole Replacements	WSE	3900-1021-0000	A	50,000	\$11,911.00				\$61,911.00	\$1,368.59	\$60,542.41	2%	To be scheduled on appointment of engineer
175	Flow meters for Pump Stations 2, 3, 4	WSE	3900-1025-0000	A	-	\$36,194.00		\$1,080.91		\$36,194.00	\$0.00	\$36,194.00	0%	Flow meters purchased, install to be confirmed
176	Sewer Service Replacements	WSE	3900-1029-0000	A	100,000	\$3,862.00		\$2,370.21		\$103,862.00	\$24,505.78	\$79,356.22	24%	As required.
177	Sewer Main Replacements	WSE	3900-1030-0000	A	50,000			\$31.82		\$50,000.00	\$1,806.70	\$48,193.30	4%	As required.
178	SP53 Replacement	WSE	3900-1031-0000	A	200,000					\$200,000.00	\$0.00	\$200,000.00	0%	Scope to be developed second half of year
179	Barellan Sewer	WSE	3900-1032-0000	A	1,000,000				\$1,401.90	\$1,000,000.00	\$11,796.09	\$988,203.91	1%	Project commenced October 2019, completion 2022. Community engagement in December.
180	Narrandera West Sewer Extension	WSE	3900-1033-0000	A						\$0.00	\$0.00	\$0.00		Grant funding received, budget to be adjusted in December QBR.

	Project	Resp.	Job Number	Status	Proposed Budget	Carryover	Other	Sept	Commitment	Budget	YTD Expenditure	Balance	%	Comments
181	CCTV Review	IT	5200-1001-0000	A	\$0.00	\$5,000.00				\$5,000.00	\$0.00	\$5,000.00	2%	Ongoing works
182	Branding Strategy	EDM	8750-0127-0000	O	\$0.00	\$2,350.00				\$2,350.00	\$0.00	\$2,350.00	0%	Promotion and marketing tourism video commenced. Expected completion end of November.
183	Urban Roads Maintenance	WM	0001-0001-0000	O	\$723,500.00				\$24,618.08	\$723,500.00	\$331,947.37	\$391,552.63	46%	Ongoing works
184	Sealed Rural Roads Maintenance	WM	0002-0001-0000	O	\$281,700.00				\$7,505.13	\$281,700.00	\$145,085.45	\$136,614.55	52%	Ongoing works
185	Rural Unsealed Roads Expenses	WM	0003-0001-0000	O	\$797,880.00				\$15,139.57	\$797,880.00	\$466,608.23	\$331,271.77	58%	Ongoing works
186	Regional Roads (M&R Grant)	WM	0005-0000-0000	O	\$210,000.00					\$210,000.00	\$34,066.96	\$175,933.04	16%	Ongoing Works
187	State Road Contract Works RMCC	WM	0004-0002-0000	O	\$170,500.00				\$7,773.08	\$170,500.00	\$47,338.67	\$123,161.33	28%	Ongoing Works
188	Ordered Works Expenses - MR 80	WM	0004-0005-0000	O	\$82,000.00					\$82,000.00	\$1,525.54	\$80,474.46	2%	Proposal submitted to RMS for approval
189	Ordered Works Expenses - MR 84	WM	0004-0006-0000	O	\$82,000.00					\$82,000.00	\$0.00	\$82,000.00	0%	Proposal submitted to RMS for approval
190	Noxious Weeds Expenses	OSR	5900-0000-0000	O	\$161,554.00					\$161,554.00	\$48,351.34	\$113,202.66	30%	On-going Operating Costs
191	Public Toilets Expenses	OSR	6620-0000-0000	O	\$62,274.00					\$62,274.00	\$43,026.57	\$19,247.43	69%	On-going Operating Costs
192	Cemetery Expenses	OSR	0800-0000-0000	O	\$114,603.00					\$114,603.00	\$62,630.97	\$51,972.03	55%	On-going Operating Costs
193	Sports Ground Expenses	OSR	0200-0000-0000	O	\$230,943.00					\$230,943.00	\$94,638.37	\$136,304.63	41%	On-going Operating Costs
194	Parks Expenses	OSR	0300-0000-0000	O	\$554,270.00					\$554,270.00	\$181,165.84	\$373,104.16	33%	On-going Operating Costs
195	Lawn Areas	OSR	0300-0040-0000	O	\$22,750.00				\$1,255.99	\$22,750.00	\$14,040.96	\$8,709.04	62%	On-going Operating Costs
196	East Street - Street Scaping	OSR	0300-0041-0000	O	\$17,000.00				\$2,158.15	\$17,000.00	\$3,938.20	\$13,061.80	23%	On-going Operating Costs
197	Street Trees	OSR	0500-0001-0000	O	\$196,500.00				\$7,435.81	\$196,500.00	\$59,428.01	\$137,071.99	30%	On-going Operating Costs
198	Lake Talbot Expenses	OSR	0600-0000-0000	O	\$24,000.00					\$24,000.00	\$0.00	\$24,000.00	0%	On-going Operating Costs
199	Sports Stadium Expenses	OSR	0400-0000-0000	O	\$119,122.00					\$119,122.00	\$39,702.57	\$79,419.43	33%	On-going Operating Costs
200	Bores Expenses	WSE	2300-0001-0000	O	\$56,000.00				\$1,340.81	\$56,000.00	\$32,822.42	\$23,177.58	59%	On-going Operating Costs
201	Pump Station Expenses	WSE	2300-0002-0000	O	\$79,000.00				\$8,926.36	\$79,000.00	\$59,017.58	\$19,982.42	75%	On-going Operating Costs
202	Mains Expenses	WSE	2100-0003-0000	O	\$300,000.00				\$12,797.19	\$300,000.00	\$111,991.69	\$188,008.31	37%	On-going Operating Costs
203	Recycled Water	WSE	2200-0004-0000	O	\$48,000.00				\$948.97	\$48,000.00	\$3,826.11	\$44,173.89	8%	On-going Operating Costs
204	Reservoirs Expenses	WSE	2400-0005-0000	O	\$61,500.00				\$517.38	\$61,500.00	\$4,414.61	\$57,085.39	7%	On-going Operating Costs
205	Water Supply Licence	WSE	2000-0032-0000	O	\$30,500.00				\$471.76	\$30,500.00	\$16,403.89	\$14,096.11	54%	Water Licence costs
206	Chlorine & Chemicals Expenses	WSE	2700-0033-0000	O	\$30,000.00				\$1,440.88	\$30,000.00	\$6,411.38	\$23,588.62	21%	On-going Operating Costs
207	Meter Reading Expenses	WSE	2000-0014-0000	O	\$10,000.00					\$10,000.00	\$12,174.98	-\$2,174.98	122%	On-going Operating Costs
208	Telemetry System Maintenance	WSE	2000-0040-0000	O	\$11,500.00				\$8,228.75	\$11,500.00	\$204.54	\$11,295.46	2%	On-going Operating Costs
209	Pump Stations Electricity Expenses	WSE	2300-0023-0000	O	\$250,000.00					\$250,000.00	\$44,109.49	\$205,890.51	18%	On-going Operating Costs
210	Pump Station Expenses	WSE	3200-0002-0000	O	\$64,000.00				\$5,925.96	\$64,000.00	\$39,723.71	\$24,276.29	62%	On-going Operating Costs
211	Mains Expenses	WSE	3100-0003-0000	O	\$205,000.00				\$7,560.21	\$205,000.00	\$62,510.16	\$142,489.84	30%	On-going Operating Costs
212	Treatment Works Expenses	WSE	3400-0006-0000	O	\$200,000.00				\$22,367.66	\$200,000.00	\$91,192.31	\$108,807.69	46%	On-going Operating Costs
213	Sewer Heating & Electricity	WSE	3300-0023-0000	O	\$90,000.00					\$90,000.00	\$65,424.90	\$24,575.10	73%	On-going Operating Costs
214	Telemetry System Maintenance	WSE	3000-0040-0000	O	\$7,500.00					\$7,500.00	\$0.00	\$7,500.00	0%	On-going Operating Costs

Capital Expenditure as at 30 November 2019

	Sum of Proposed Budget	Sum of Other	Sum of Carryover	Sum of Sept	Sum of Budget	Sum of YTD Expenditure	Sum of Balance
Administration							
Information Technology	\$ 225,000.00		\$ 166,990.00		\$ 391,990.00	\$ 21,298.02	\$ 370,691.98
Public Order & Safety							
Pound	\$ 6,000.00				\$ 6,000.00	\$ -	\$ 6,000.00
Security Cameras	\$ 18,000.00		\$ 5,000.00		\$ 23,000.00	\$ -	\$ 23,000.00
Rural Fire Service	\$ 60,000.00				\$ 60,000.00	\$ 673.75	\$ 59,326.25
Environment							
Narrandera Landfill	\$ 390,000.00		\$ 66,146.00	\$ 113,151.00	\$ 569,297.00	\$ 76,129.14	\$ 493,167.86
Stormwater	\$ 103,560.00		\$ 45,392.00		\$ 148,952.00	\$ 16,816.31	\$ 132,135.69
Housing & Community Amenities							
Barellan Cemetery	\$ 2,800.00		\$ 8,000.00		\$ 10,800.00	\$ -	\$ 10,800.00
Grong Grong Cemetery	\$ 5,000.00				\$ 5,000.00	\$ -	\$ 5,000.00
Recreation & Culture							
Barellan Pool	\$ 155,000.00				\$ 155,000.00	\$ -	\$ 155,000.00
Lake Talbot Pool	\$ 1,898,500.00		\$ 1,632,849.00		\$ 3,531,349.00	\$ 1,534,713.87	\$ 1,996,635.13
Lake Talbot Recreation Area	\$ 10,000.00		\$ 154,600.00		\$ 164,600.00	\$ -	\$ 164,600.00
Library	\$ 29,696.00		\$ 223,779.00	-\$ 34,394.00	\$ 219,081.00	\$ 139,711.49	\$ 79,369.51
Marie Bashir Park	\$ 83,000.00		\$ 115,710.00		\$ 198,710.00	\$ 31,201.60	\$ 167,508.40
Narrandera Memorial Park	\$ 80,000.00		\$ 66,680.00		\$ 146,680.00	\$ 28,230.39	\$ 118,449.61
Narrandera Sports Stadium	\$ 5,000.00				\$ 5,000.00	\$ -	\$ 5,000.00
Narrandera Sportsground	\$ 170,000.00		\$ 24,600.00		\$ 194,600.00	\$ 28,956.45	\$ 165,643.55
Henry Mathieson Oval	\$ 25,000.00				\$ 25,000.00	\$ -	\$ 25,000.00
Brewery Flats	\$ 5,000.00				\$ 5,000.00	\$ -	\$ 5,000.00
Barellan Park	\$ -		\$ 31,906.00		\$ 31,906.00	\$ 26,099.14	\$ 5,806.86
Transport & Communication							
Ancillary Roadworks	\$ 162,719.00		\$ 587,304.00	-\$ 19,194.00	\$ 730,829.00	\$ 320,831.43	\$ 409,997.57
Regional Roads	\$ 430,600.00		\$ 375,218.00		\$ 805,818.00	\$ 128,635.15	\$ 401,964.85
Roads to Recovery	\$ 997,362.00				\$ 997,362.00	\$ 72,781.54	\$ 923,468.84
Rural Roads	\$ 769,050.00		\$ 1,173,462.00		\$ 1,942,512.00	\$ 35,702.24	\$ 2,347,196.52
Urban Roads	\$ 2,113,984.00		\$ 191,801.00	-\$ 1,668,109.00	\$ 637,676.00	\$ 1,828.03	\$ 841,972.97
Economic Affairs							

Capital Expenditure as at 30 November 2019

Airport	\$ 420,000.00			\$ 420,000.00	\$ 7,821.71	\$ 412,178.29
Buildings	\$ 235,600.00	\$ 33,725.00		\$ 269,325.00	\$ 24,147.52	\$ 245,177.48
Plant	\$ 1,468,380.00		\$ 15,801.00	\$ 1,484,181.00	\$ 591,937.58	\$ 892,243.42
Tourist Park	\$ 20,000.00	\$ 18,209.00		\$ 38,209.00	\$ -	\$ 38,209.00
Economic Development	\$ -	\$ 3,800.00		\$ 3,800.00	\$ -	\$ 3,800.00
Water Supplies						
Water	\$ 1,475,000.00	-\$ 8,000.00	\$ 447,277.00	\$ 1,922,277.00	\$ 285,196.16	\$ 1,637,080.84
Sewer Supplies						
Sewer	\$ 1,400,000.00		\$ 171,967.00	\$ 1,571,967.00	\$ 39,477.16	\$ 1,532,489.84
Grand Total	\$ 12,764,251.00	-\$ 8,000.00	\$ 5,544,415.00	-\$ 1,592,745.00	\$ 3,412,188.68	\$ 13,673,914.46

Key Operational as at 30 November 2019

Row Labels	Sum of Proposed Budget	Sum of Other	Sum of Carryover	Sum of Budget	Sum of YTD Expenditure	Sum of Balance
			Sum of Sept			
Economic Affairs						
Economic Development	\$ -		\$ 2,350.00	\$ 2,350.00	\$ -	\$ 2,350.00
Housing & Community Amenities						
Noxious Weeds	\$ 161,554.00			\$ 161,554.00	\$ 48,351.34	\$ 113,202.66
Public Toilets	\$ 62,274.00			\$ 62,274.00	\$ 43,026.57	\$ 19,247.43
Cemetery Expenses	\$ 114,603.00			\$ 114,603.00	\$ 62,630.97	\$ 51,972.03
Recreation & Culture						
Sports Ground Expenses	\$ 230,943.00			\$ 230,943.00	\$ 94,638.37	\$ 136,304.63
Parks Expenses	\$ 554,270.00			\$ 554,270.00	\$ 181,165.84	\$ 373,104.16
Lawn Areas	\$ 22,750.00			\$ 22,750.00	\$ 14,040.96	\$ 8,709.04
Lake Talbot Expenses	\$ 24,000.00			\$ 24,000.00	\$ -	\$ 24,000.00
Sports Stadium Expenses	\$ 119,122.00			\$ 119,122.00	\$ 39,702.57	\$ 79,419.43
Street Scaping	\$ 17,000.00			\$ 17,000.00	\$ 3,938.20	\$ 13,061.80
Street Trees	\$ 196,500.00			\$ 196,500.00	\$ 59,428.01	\$ 137,071.99
Transport & Communication						
Ordered Works	\$ 164,000.00			\$ 164,000.00	\$ 1,525.54	\$ 162,474.46
Regional Roads	\$ 210,000.00			\$ 210,000.00	\$ 34,066.96	\$ 175,933.04
State Roads	\$ 170,500.00			\$ 170,500.00	\$ 47,338.67	\$ 123,161.33
Urban Roads	\$ 723,500.00			\$ 723,500.00	\$ 331,947.37	\$ 391,552.63
Sealed Rural Roads	\$ 281,700.00			\$ 281,700.00	\$ 145,085.45	\$ 136,614.55
Unsealed Rural Roads	\$ 797,880.00			\$ 797,880.00	\$ 466,608.23	\$ 331,271.77
Water Supplies						
Water	\$ 876,500.00			\$ 876,500.00	\$ 291,376.69	\$ 585,123.31
Sewer Supplies						
Sewer	\$ 566,500.00			\$ 566,500.00	\$ 258,851.08	\$ 307,648.92
Grand Total	\$ 5,293,596.00		\$ 2,350.00	\$ 5,295,946.00	\$ 2,123,722.82	\$ 3,172,223.18

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

22 CONFIDENTIAL BUSINESS PAPER REPORTS

Nil