



BUSINESS PAPER

Ordinary Council Meeting

23 November 2021

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.

Contact	Phone	Email
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

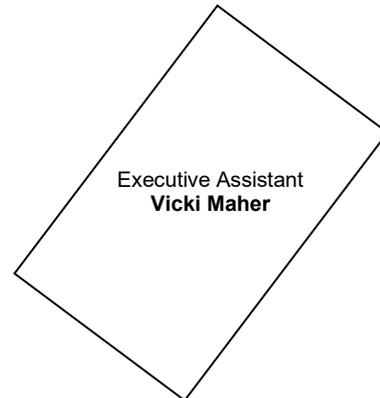
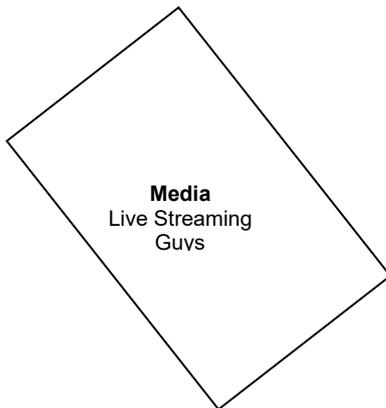
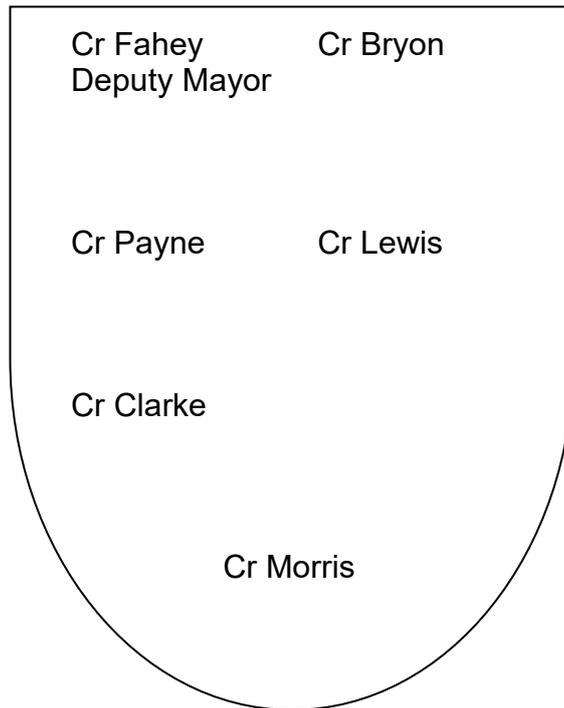
- 4.1 To have an improved and adequately maintained road network
- 4.2 To improve, maintain and value-add to our public and recreational infrastructure
- 4.3 To improve and enhance our water and sewer networks
- 4.4 To have a say when planning for new facilities or refurbishing existing facilities

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 Shane Wilson	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:
Tuesday 23 November 2021 at 3pm**

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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 October 2021

Extraordinary Council Meeting - 3 November 2021



MINUTES

Ordinary Council Meeting

19 October 2021

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 19 OCTOBER 2021 AT 2PM**

The Mayor declared the Public Forum opened at **1.30pm** and welcomed the Councillors, Staff, and those following on the Live Streaming.

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.

Public Forum

Cr Jenny Clarke presented an Olympic Torch to Mayor. This torch was carried by her daughter Heidi Clarke (deceased) for the 2000 Olympics held in Sydney. The Torch will be placed on display at the Library together with an interpretive sign.

The Mayor declared the Ordinary Meeting opened at **2pm**.

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 Tracey Lewis, Cr Barbara Bryon

In Attendance

George Cowan (General Manager), Shane Wilson (Deputy General Manager Infrastructure), Martin Hiscox (Deputy General Manager Corporate & Community), Vicki Maher (Minute Taker), Amanda Collins (Observer)

5 APOLOGIES

Nil

6 DECLARATIONS OF INTEREST

Cr Neville Kschenka declared a Non Pecuniary Non Significant interest in Item 15.1 under the Local Government Act as *Friends with one of the residents who has made a submission to this project* and will remain and take part in the discussion and voting.

Cr Barbara Bryon declared a Non Pecuniary Non Significant interest in Item 15.1 under the Local Government Act as *Husband John was part of the original organising committee* and will remain and take part in the discussion and voting.

Cr Jenny Clarke declared a Non Pecuniary Non Significant interest in Item 15.1 under the Local Government Act as *Distant relation of one of the writers of the letters* and will remain and take part in the discussion and voting.

Cr Tracey Lewis declared a Non Pecuniary Non Significant interest in Item 11.1 under the Local Government Act as *Chairperson NACNET and member of the Arts and Cultural Committee* and will leave the meeting during discussion and voting.

7 CONFIRMATION OF MINUTES**RESOLUTION 21/232**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That the minutes of the Ordinary Council Meeting held on 21 September 2021 be confirmed.

CARRIED

8 MAYORAL REPORT**8.1 MAYORAL REPORT SEPTEMBER / OCTOBER 2021****RESOLUTION 21/233**

Moved: Cr Neville Kschenka

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Mayoral Report for September / October 2021.

CARRIED

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION

At 2.06pm, Cr Tracey Lewis, after earlier declaring an Interest in Item 11.1, vacated the Chambers during discussions and voting on the matter.

11.1 NOTICE OF MOTION - ART ON SHOW**RESOLUTION 21/234**

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Resolves to support the Narrandera Arts and Cultural Advisory Committee in partnership with NACNET to promote local artists through an ongoing series of exhibitions activating the gallery area of the Narrandera Arts & Community Centre when it is not otherwise booked during the 12-month relocation of the Visitor Information Centre.
2. Resolves to waive hire fees for the gallery room when it is utilised by the Narrandera Arts and Cultural Advisory Committee in partnership with NACNET-over the period of the Visitor Information Centre's tenure at the Narrandera Arts & Community Centre.
3. Notes that artists whose work is to be exhibited will be required to sign an agreement prior to exhibition indemnifying Council against loss and damage and will be responsible for display and hanging of works.
4. Notes that the Arts and Cultural Committee in partnership with NACNET will contribute to the project through co-ordination and promotion of exhibitions and assistance to artists with hanging and display.

5. Notes that this project to showcase local art and artists may provide a range of benefits, including increased patronage for the Visitor Information Centre, activation of the gallery space, an ongoing opportunity to increase visitor participation and to promote Narrandera as an arts and cultural destination.

CARRIED

At 2.11pm, Cr Tracey Lewis returned to the meeting.

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS

13.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) - 14 SEPTEMBER 2021

RESOLUTION 21/235

Moved: Cr Kevin Morris

Seconded: Cr Jenny Clarke OAM

That Council receives and notes the:

1. Minutes of the Economic Taskforce Committee meeting held 14 September 2021.
2. Tourism Stimulus Projects (non-confidential) as at September 2021.
3. Economic Stimulus Projects (non-confidential) as at September 2021.
4. Economic Development Strategy (non-confidential) as at September 2021.

CARRIED

13.2 MINUTES - NARRANDERA DOMESTIC VIOLENCE ADVISORY COMMITTEE - 7 OCTOBER 2021

RESOLUTION 21/236

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That Council:

1. Receives and notes the Minutes of the Narrandera Domestic Violence Advisory Committee held on Thursday 7 October 2021.

CARRIED

13.3 MINUTES - AUSTRALIA DAY PLANNING COMMITTEE - 28 SEPTEMBER 2021

RESOLUTION 21/237

Moved: Cr Barbara Bryon
Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Committee held on Tuesday 28 September 2021.

CARRIED

13.4 MINUTES - NARRANDERA FLOODPLAIN RISK MANAGEMENT COMMITTEE - 6 OCTOBER 2021

RESOLUTION 21/238

Moved: Cr Narelle Payne
Seconded: Cr David Fahey OAM

1. That the Minutes of the Narrandera Floodplain Risk Management Committee held on Wednesday 6 October 2021 be received and noted.

CARRIED

14 OUR COMMUNITY

Nil

15 OUR ENVIRONMENT**15.1 DA-008-2021-2022 LATTICE BRIDGE DEVELOPMENT PROPOSAL****MOTION**

Moved: Cr Barbara Bryon

Seconded: Cr David Fahey OAM

That Council:

1. Approves the deferred commencement for DA-008-2021-2022 being the Railway Lattice Bridge Conversion subject to the Conditions of Consent in accordance with section 4.16 of the Environmental Planning and Assessment Act (subject to concurrence from Heritage NSW) for the following reasons:
 - The development complies with the Narrandera LEP 2013 and the Environmental Planning and Assessment Act 1979.
 - Submissions identifying potential impacts have been mitigated by the inclusion of appropriate conditions.
 - Heritage impacts have been assessed and are subject to Heritage NSW approval.
2. Conducts a Division to record the voting of Councillors.

In Favour: Crs Jenny Clarke OAM and Barbara Bryon

Against: Crs Neville Kschenka, David Fahey OAM, Narelle Payne, Kevin Morris and Tracey Lewis

LOST 2/5

RESOLUTION 21/239

Moved: Cr David Fahey OAM

Seconded: Cr Tracey Lewis

That Council:

1. Refuse, DA-008-2021-2022 being the Railway Lattice Bridge Conversion in accordance with section 4.16 of the Environmental Planning and Assessment Act (subject to concurrence from Heritage NSW) for the following reasons:
 - The potential impacts on amenity (loss of privacy) on the adjoining properties are unable to be adequately mitigated by the use of screening or alike.
 - The conditions identify an increased operational expense to Council which is not fully known and could cause undesired financial impacts.
 - Council has no tenure over the land or the bridge.
 - Attracting visitors to this area may impact the Aboriginal heritage on the surrounding lands.

Conducts a Division to record the voting of Councillors.

In Favour: Crs Neville Kschenka, David Fahey OAM, Narelle Payne, Kevin Morris and Tracey Lewis

Against: Crs Jenny Clarke OAM and Barbara Bryon

CARRIED 5/2

CARRIED

15.2 DA-017-2018-2019 SERVICE STATION REDEVELOPMENT

RESOLUTION 21/240

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Approves DA-017-2018-2019 for redevelopment of a service station on Lot 1 DP1246875 224 Irrigation Way Narrandera subject to the Conditions of Consent in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 for the following reasons:
 - The development complies with the Narrandera LEP 2013, Narrandera DCP and the Environmental Planning and Assessment Act 1979.
 - Submissions raising potential impacts have been mitigated by the inclusion of appropriate conditions
2. Conducts a Division to record the voting of Councillors.

In Favour: Crs Neville Kschenka, David Fahey OAM, Narelle Payne, Jenny Clarke OAM, Kevin Morris, Tracey Lewis and Barbara Bryon

Against: Nil

CARRIED 7/0

CARRIED

16 OUR ECONOMY

Nil

17 OUR INFRASTRUCTURE**17.1 TENDER T-21-22-01 SUPPLY OF MODULAR BRIDGE COMPONENTS****RESOLUTION 21/241**

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Approves the tender for the supply and delivery of modular bridge components for Sommerset Park Bridge from InQuik Bridging Systems for \$275,660.00 including GST in accordance with Section 55 of the Local Government Act 1993.
2. Approves the tender for the supply and delivery of modular bridge components for Mollys Lagoon Bridge from InQuik Bridging Systems for \$308,330.00 including GST in accordance with Section 55 of the Local Government Act 1993.

CARRIED

17.2 NARRANDERA SPORTSGROUND - EXISTING CLUBROOMS OPTIONS**MOTION**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Resolves to undertake community and user consultation, to consider the broader views and options for the existing clubrooms at the Narrandera Sportsground.

LOST

Cr Lewis recorded vote as Against the motion

RESOLUTION 21/242

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Resolves to not seek further community input and make a decision based on the information at hand today to demolish the building using funds allocated for that purpose.

CARRIED

Cr Lewis recorded vote as Against the motion

17.3 UPDATE ON NARRANDERA BUSINESS CENTRE MASTER PLAN - BOLTON STREET

RESOLUTION 21/243

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Notes the report detailing the proposed implementation of Stage 1 of the Narrandera Business Centre Master Plan, being Bolton Street from Cadell Street to East Street.

CARRIED

17.4 POLICY REVIEW - POL120 PROJECT MANAGEMENT POLICY

RESOLUTION 21/244

Moved: Cr David Fahey OAM

Seconded: Cr Barbara Bryon

That Council:

1. Endorse the rewritten POL120 Project Management Policy as presented.
2. Deems POL120 Project Management Policy as adopted should no submissions be received at the conclusion of the exhibition period.

CARRIED

18 OUR CIVIC LEADERSHIP

18.1 ANNUAL DISCLOSURE OF PECUNIARY INTEREST RETURNS FOR COUNCILLORS AND DESIGNATED PERSONS

RESOLUTION 21/245

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Acknowledge the annual Disclosure of Pecuniary Interest Returns lodged by both Councillors and designated persons and that these documents have been tabled for information.

CARRIED

18.2 FIVE-YEAR EXTENSION OF LICENCE AGREEMENT WITH RBA HOLDINGS - NGURANG ROAD COMMUNICATIONS TOWER**RESOLUTION 21/246**

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Endorses the acceptance of the final five-year option to extend the licence agreement with RBA Holdings Pty Ltd from 30 January 2022 to 29 January 2027 for use of space at the Ngurang Road, Narrandera communications tower; and
2. Endorses the continued NIL annual rental based on the business purpose of RBA Holdings Pty Ltd, and includes within each organisational Annual Report the amount of the annual rental foregone to inform the community of the contribution of Council to this service; and
3. Provides delegated authority to the Mayor and the General Manager to execute the document and place the Seal of Council on this and any other document relating to this matter if required.

CARRIED

18.3 RENEWAL OF LEASE OF LAND - NARRANDERA-LEETON AIRPORT PRIVATE AIRCRAFT HANGAR**RESOLUTION 21/247**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

1. Endorses the acceptance of a three-year lease agreement with Graeme John Mathieson for the term 1 July 2021 to 30 June 2024 for the lease of land for a private aircraft hangar at the Narrandera-Leeton Airport; and
2. Provides delegated authority to the Mayor and the General Manager to execute the document and place the Seal of Council on this and any other document relating to this matter if required.

CARRIED

18.4 COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT**RESOLUTION 21/248**

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That Council:

1. Endorses the draft policy Councillor Induction and Professional Development.
2. Authorises the General Manager to engage suitable consultants to prepare and deliver the first stages of the program.

CARRIED

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 SEPTEMBER 2021 DEVELOPMENT SERVICES ACTIVITIES

RESOLUTION 21/249

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Receives and notes the Development Services Activities Report for September 2021.

CARRIED

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 SEPTEMBER STATEMENT OF RATES AND RECEIPTS

RESOLUTION 21/250

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 30 September 2021.

CARRIED

20.2 SUBMISSIONS GENERAL PURPOSE FINANCIAL STATEMENTS AND AUDITORS REPORT

RESOLUTION 21/251

Moved: Cr David Fahey OAM

Seconded: Cr Barbara Bryon

That Council:

1. Notes that there were no submissions received in regard to the General Purpose Financial Statements and Auditors Report for the period ending 30 June 2021.
2. Concludes the 2020/2021 financial reporting process in accordance with the Local Government Act, 1993.

CARRIED

20.3 LOAN FUNDING BARELLAN SEWER PROJECT

RESOLUTION 21/252

Moved: Cr David Fahey OAM

Seconded: Cr Kevin Morris

That Council:

1. Receives and notes the loan funding options available to Council along with the associated costs.
2. Under Section 621 LG Act 1993, borrows \$1,620,000 for the Barellan Sewer Project to be funded by the NSW Treasury Corporation on a 15-year term at an indicative rate of 2.45% interest per annum with quarterly repayments of approximately \$32,346.
3. Acknowledges that the proposed loans are included in Council's Long-Term Financial Plan with provision to meet repayments.
4. Acknowledges that the proposed loans are within the 2020-21 loan borrowing request submitted to the Office of Local Government
5. Notifies the Director General (OLG) of the borrowings within seven days of Council borrowing money under the loan contract.
6. Notes under Local Government (General) Regulations 2021 Sec 229 that the repayment of money borrowed by Council, and the payment of any interest on that money, is a charge on the income of Council.
7. Acknowledges that the proposed borrowing complies with the Ministerial Borrowing Order issued under Section 624 LG Act 1993.

CARRIED

20.4 SEPTEMBER INCOME STATEMENT**RESOLUTION 21/253**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 30 September 2021.

CARRIED

20.5 SEPTEMBER STATEMENT OF BANK BALANCES**RESOLUTION 21/254**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 30 September 2021.

CARRIED

20.6 SEPTEMBER STATEMENT OF INVESTMENTS**RESOLUTION 21/255**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Statement of Investments report as at 30 September 2021.

CARRIED

20.7 SEPTEMBER CAPITAL WORKS PROGRAM**RESOLUTION 21/256**

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the information contained in the Capital Works report as of 30 September 2021.

CARRIED

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

21.1 PROPOSED SALE OF LAND FOR OVERDUE RATES AND CHARGES

RESOLUTION 21/257

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Resolves to sell the nine (9) identified properties detailed within the confidential memorandum addressed to Councillors in accordance with Section 713 (2)(a) of the Local Government Act, 1993.
2. That the General Manager, be granted delegated authority to review and withdraw, where deemed appropriate, those properties where payment of all overdue rates and charges is received or a satisfactory payment arrangement has been formalised by an interested party for the payment of all rates and charges.
3. Approval is given to affix the Common Seal of Council, if required, to any future documentation necessary relating to this matter.

CARRIED

22 CONFIDENTIAL BUSINESS PAPER REPORTS**RESOLUTION 21/258**

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 Updates

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 Land - Red Hill Industrial Estate

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.

CARRIED

22.1 ECONOMIC DEVELOPMENT UPDATES**RESOLUTION 21/259**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Barbara Bryon

That Council:

1. Receives and notes the Economic Development Strategy (confidential version) containing updates following the Economic Taskforce Committee meeting held 14 September 2021.

CARRIED

22.2 SALE OF LAND - RED HILL INDUSTRIAL ESTATE**RESOLUTION 21/260**

Moved: Cr Kevin Morris

Seconded: Cr Jenny Clarke OAM

That Council:

1. Accepts the offer to purchase 20,000 square metres of land at part Lot 12 DP869904 being proposed new allotment identified as Site 1 Paterson Place in the Red Hill Industrial Estate (see plans attached) for \$7.50 per square metre.
2. Accepts the offer to purchase approximately 5,254 square metres (or thereabouts) of land at part Lot 12 DP869904 being proposed new allotment identified as Site 2 Driscoll Road in the Red Hill Industrial Estate (see plans attached) for \$7.50 per square metre.
3. Notes that the offers at items 1 and 2 above are from the same purchaser.
4. Notes that Council's agents in this matter, being QPL Real Estate of Narrandera, are entitled to commission in each of the sales that may be concluded in relation to items 1 and 2 above.
5. Subdivides the required two lots identified as Site 1 being 20,000 square metres and Site 2 being approximately 5,254 square metres, at no cost to the purchaser.
6. Agrees to a six-month extended settlement, with settlement to occur on or about 29 April 2022.
7. Authorises the Mayor and General Manager to sign any documents on behalf of Council in relation to this matter.
8. Reserve the net proceeds of the sale to the Industrial lands reserve
9. Authorises the placement of the Seal of Council on any documents relating to this matter.

CARRIED

23 OPEN COUNCIL**RESOLUTION 21/261**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council moves out of Closed Council into Open Council and the Mayor advise of the resolutions endorsed in Closed Session.

CARRIED

The Meeting closed at 3.45pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 23 November 2021.

.....
GENERAL MANAGER

.....
CHAIRPERSON

Unconfirmed



MINUTES

Extraordinary Council Meeting

3 November 2021

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD VIA ZOOM
ON WEDNESDAY, 3 NOVEMBER 2021 AT 9AM**

The Mayor declared the meeting opened at **9.04am** and welcomed the Councillors, Staff and those following on the Live Streaming..

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

Advised that the meeting is via live streaming and recorded as per Council's standard procedure.

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 Tracey Lewis, Cr Barbara Bryon

In Attendance

George Cowan (General Manager), Shane Wilson (Deputy General Manager Infrastructure), Martin Hiscox (Deputy General Manager Corporate & Community), Peter Dale (Economic Development Manager), Vicki Maher (Minute Taker)

5 APOLOGIES

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC FORUM

Nil

8 CONFIDENTIAL BUSINESS PAPER REPORTS**RESOLUTION 21/262**

Moved: Cr Jenny Clarke OAM

Seconded: Cr David Fahey OAM

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*:

8.1 Sale of Large Consolidated Parcel of Industrial Land

This matter is considered to be confidential under Section 10A(2) - di, dii and diii 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, information that would, if disclosed, confer a commercial advantage on a competitor of the council and information that would, if disclosed, reveal a trade secret.

CARRIED**8.1 SALE OF LARGE CONSOLIDATED PARCEL OF INDUSTRIAL LAND****RESOLUTION 21/263**

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council:

1. Accepts the offer to purchase 3.5 hectares in Paterson Place in the Red Hill Industrial Estate being a site identified in the attached plan of subdivision incorporating lot 76 and an adjoining portion of land being 1.5 hectares approximately with total parcel shown as a hatched area totalling 3.5 hectares at a price of \$5 per square metre.
2. Notes that Council's agents in this matter being QPL Real Estate of Narrandera are entitled to receive a commission in the event that the sale proceeds to settlement.
3. Subdivides the identified hatched area as one parcel of land containing 3.5 hectares at no cost to the purchaser.
4. Agrees to a 6-month extended settlement with settlement to occur on or about 29 April 2022.
5. Reserves the net proceeds of the sale to the Industrial Lands Reserve.

6. Authorises the Mayor and General Manager to sign any documents on behalf of Council in relation to this matter.
7. Authorises the placement of the Seal of Council on any documents relating to this matter.

CARRIED

9 OPEN COUNCIL

RESOLUTION 21/264

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council moves out of Closed Council into Open Council and the Mayor advise of the resolutions endorsed in Closed Session.

CARRIED

The Meeting closed at 9.12am.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Narrandera Shire Council held on 23 November 2021.

.....
GENERAL MANAGER

.....
CHAIRPERSON

8 MAYORAL REPORT**8.1 MAYORAL REPORT OCTOBER / NOVEMBER 2021**

Document ID: 581552
Author: Mayor
Theme: Our Civic Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Mayoral Report for October / November 2021.

BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 19 October 2021, I have had the privilege to attend the following on behalf of our Council:

Meetings with General Manager

Attended regular Monday, and unscheduled, meetings with the General Manager (GM), George Cowan, to discuss various matters. Deputy Mayor also attends these meetings.

All Councillors and I attend a weekly Zoom meeting with the GM.

OCTOBER 2021**Tuesday 12**

Chaired the Australia Day Planning committee meeting at the VIC to discuss the upcoming event. Unconfirmed Minutes of the meeting are further presented to Council.

Wednesday 13

RAMJO Extraordinary Board meeting to review and endorse the 2020/2021 RAMJO General Purpose Financial Statements.

Tuesday 19

I chaired the monthly Councillors Briefing Session and Ordinary Council meeting. Unconfirmed minutes of the Council meeting submitted for Council's endorsement.

Public Forum

Cr Jenny Clarke presented an Olympic Torch to the Mayor. The torch was carried by her daughter, Heidi Clarke (deceased), on its journey through Narrandera for the 2000 Olympics held in Sydney. The Torch will be placed on display at the Library, together with an interpretive sign and will be an inspiration to future generations.



Cr Jenny Clarke presenting the Olympic Torch to Mayor Neville Kschenka

Tuesday 19

GM George Cowan, and I attended the Community Consultation session at Grong Grong. The consultation engaged with members of the public to discuss the development of Council's new Community Strategic Plan and Disability Inclusion Action Plan. The presentation was conducted by Council staff alongside Brendan Leary from Sea and Star Advisory.

Tuesday 19

Together with Council's Event Planning & Management staff, I attended a meeting to discuss the Rockin-On-East Festival to be held next year.

Wednesday 20

I attended the Community Consultation session evening session at Narrandera Bowling Club. The consultation engaged with members of the public to discuss the development of Council's new Community Strategic Plan and Disability Inclusion Action Plan. The presentation was conducted by Council staff alongside Brendan Leary from Sea and Star Advisory. The event was live streamed on Facebook and several online members engaged in the discussions.

Thursday 21

I also attended the Community Consultation session at Barellan War Memorial Club. This event concluded the first round of community consultations. These discussions are the first in a series that will inform the community of development of key plans and allow residents the opportunity to contribute through a quick survey that is now being promoted.

Friday 22

Together with GM George Cowan; Deputy General Manager Infrastructure (DGMI), Shane Wilson; and Council's Works Manager, Barry Heins; I joined a Zoom meeting with representatives from Transport for NSW for continued discussion regarding the Canal Bridge and other locations of concern on Irrigation Way, Narrandera.

Wednesday 27

Together with the General Manager, I enjoyed another segment on the local Community Radio, 91.1 Spirit FM, where GM George Cowan, and I advise the listeners on outcomes of agenda items from the monthly Council meeting as well as providing any updates on current projects. Positive comments continue regarding this segment held monthly at 8:30am, usually on the Thursday following the monthly Council meeting.

Thursday 28

Together with GM George Cowan, via Zoom; the Deputy General Manager, Corporate & Community (DGMCC), Martin Hiscox, and I met onsite with Teloca House Manager, Ms Joanne Preston, where we discussed various matters regarding the facility.

Friday 29

GM George Cowan, and I participated in a teams meeting with MLHN representatives to discuss concerns for access to health services in Narrandera.

NOVEMBER 2021**Monday 1**

I attended the Narrandera Business Group monthly meeting held at the Narrandera Ex-Servicemen's Club.

Tuesday 2

Together with fellow committee members, I attended and chaired the monthly Economic Taskforce meeting. Minutes of the meeting, together with the latest update to the Economic Development Strategy, are presented to Council.

Wednesday 3

I chaired an Extraordinary Council Meeting. Unconfirmed Minutes of this Council meeting are submitted for Council's endorsement.

Friday 5

Local Member for Cootamundra, Ms Steph Cooke MP, visited our shire to tour the Narrandera Sportsground Clubhouse and the Canal Bridge on Irrigation Way. We were accompanied by DGMI Shane Wilson. Following the site inspections, Steph Cooke and I joined GM George Cowan, via teams to discuss various matters in her electorate.



Thursday 11

DGMI Shane Wilson and I participated in the Remembrance Day Service at the Memorial Gardens and laid wreaths on behalf of the Shire.



Friday 12

I was invited by RSL Life Care to be their MC at the Teloca House Remembrance Day Service.

My thanks to those Councillors who have attended various meetings throughout the past month, either on my behalf, or as elected committee delegates.

As this is my last report for this Council term, I extend my gratitude to the Deputy Mayor, Cr Fahey and my fellow Councillors, Council Staff, and the community for their support over the last five years. Although there have been challenges, I am proud of our many achievements throughout the Shire. It has been a privilege to serve the residents of Narrandera Shire as Mayor during that period.



I extend my best wishes to all and wish everyone health and success in the future.

Mayor Kschenka

RECOMMENDATION

That Council:

- 1.Receives and notes the Mayoral Report for October / November 2021.

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION**11.1 NOTICE OF MOTION - THANK YOU****Document ID:** 584071**Author:** Cr David Fahey**Theme:** Our Civic Leadership**Attachments:** Nil

I, Councillor David Fahey, hereby submit the following Notice of Motion to the Narrandera Shire Council's Ordinary Meeting of Council be held on 23 November 2021.

MOTION

That Council:

1. Receives and notes Thank You by Deputy Mayor, Cr David Fahey.

BACKGROUND

As this will be my last meeting as a Narrandera Shire Councillor and Deputy Mayor, I would like to offer my verbal thanks to the Narrandera Shire Council (NSC) Staff, Senior Management, and my fellow Councillors regarding my last five years as a NSC Councillor.

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

5.1.2 - A highly skilled and motivated workforce

RECOMMENDATION

That Council:

1. Receives and notes Thank You by Deputy Mayor, Cr David Fahey.

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS

13.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE - MINUTES - 12 OCTOBER 2021

Document ID: 583645

Author: Manager Projects and Assets

Authoriser: Deputy General Manager Infrastructure

Attachments: 1. Local Emergency Management Committee Minutes - 12 October 2021

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Local Emergency Management Committee held on Tuesday 12 October 2021.

**MINUTES OF NARRANDERA SHIRE COUNCIL
LOCAL EMERGENCY MANAGEMENT COMMITTEE
HELD VIA ZOOM ON TUESDAY, 12 OCTOBER 2021 AT 9:10 AM**

1 PRESENT

Mr Chris Quiring, REMO Mr Owen Plowman, Acting Chair Fred Hammer, Mr Steven Evans, Mr Chris Andrews, Ms Tammy Galvin, Mr Shane Hargrave.

2 APOLOGIES

Chair Shane Wilson, Cr Neville Kschenka, Cr Tracey Lewis, Mr Alastair Macdonald, Mr Neil Cuthbertson, Mr Craig McIntyre, Mr Darren Wallet, Mr Daryl Cooper, Mr Jason Wall, Mr Justin Langley, Ms Kate Williams, Ms Kate Johanson, Mr Lance Quinn, Ms Lexi Hone, Mr Markus Zarins, Mr Michael Van Den Bout, Mr Neal Tait, Mr Nicholas Beattie, Mr Paul Billingham, Mr Quintin Young, Ms Samantha Sykes, Mr Wayne Heidtman.

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Chris Quiring

Seconded: Fred Hammer.

That the minutes of the Local Emergency Management Committee held on 8 June 2021 be confirmed.

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 GENERAL BUSINESS

6.1- Agency Reports

6.1.1 – REMO - Riverina Murray Emergency Management. Please refer to Attachment 2 – Riverina Murray Emergency Management Region Strategic Update / Sitrep 57 Report.

6.1.2 – NSW Police Force – Mr Quiring stated that officers are ensuring that current NSW Covid health orders restrictions are being followed. Narrandera station is currently fully staffed with the addition of a new lock up keeper and we are now looking to find a new officer for the vacant Barellan position.

6.1.3 – Ambulance NSW - No report provided.

6.1.4 – Fire + Rescue - Please refer to Attachment 1 – Fire Rescue LEMC Report.

6.1.5 – NSW Rural Fire Service - Please refer to Attachment 4 – Rural Fire Service LEMC Report.

6.1.6 – Local Lands Services - Please refer to Attachment 5 – AASFA - LLS LEMC Report and Attachment 6 – DPI Emergency Management Concept of Operations Report.

6.1.7 0 State Emergency Service – Mr Hargrave provided a brief updated on the current local operational structure. With no unit based out of Narrandera, SES staff out of Leeton are covering the Narrandera area and are working with Narrandera VRA. Fire + Rescue and RFS agencies to coordinate assistance with activities. It was highlighted that the 1st of October is the start of the storm season and SES staff are busy ensuring flood resourcing arrangement are in place.

6.1.8 – Volunteer Rescue Association - Please refer to Attachment 3 – VRA LEMC Report.

6.1.9 – Local Health District - Please refer to Attachment 8 – LHD LEMC Report.

6.1.10 – Red Cross - - Please refer to Attachment 7 – Red Cross LEMC Report.

6.1.11 – LEMO Report – Mr Hammer provided the committee with an update on the various grant funded projects, as part the Barellan and Narrandera Floodplain Risk Management Plan.

6.2 – General Business – Mr Andrews provided information on the 62RED resettable forced entry training pod. The pod is designed to offer emergency personnel realistic training scenarios to practice forced entry technics on secured doorways.

Please copy and paste the following link to view demonstration video <https://vimeo.com/606951986/e5841b89f1>

7 CORRESPONDENCE

All Agency reports that are included as attachments

ATTACHMENTS

Attachments

- 1 Attachment 1- LEMC Report - Fire Rescue.pdf
- 2 Attachment 2 - LEMC Report - Riverina Murray COVID REOC Strategic Update.pdf
- 3 Attachment 3 - LEMC Report - Volunteer Rescue Association.pdf
- 4 Attachment 4 - LEMC Report - NSW Rural Fire Service .pdf
- 5 Attachment 5 - LEMC Report - AASFA - Local Lands Service.pdf
- 6 Attachment 6 - Report - NSW DPI Emergency Management Concept of Operations 2021-22 v0.2.pdf
- 7 Attachment 7 - LEMC Report - Red Cross .pdf
- 8 Attachment 8 - LEMC Report - Local Health District.pdf

8 NEXT MEETING

9:10am - Tuesday 8th February 2022

9 MEETING CLOSE

The Meeting closed at 10:13am.

The minutes of this meeting were confirmed at the Local Emergency Management Committee held on.

.....
CHAIRPERSON

13.2 ECONOMIC TASKFORCE COMMITTEE (OPEN) - MINUTES - 2 NOVEMBER 2021**Document ID: 585181****Author: Council Administration Assistant****Authoriser: General Manager****Theme: Our Economy****Attachments:**

1. **2021-11-02 Economic Taskforce Minutes**
2. **Tourism Stimulus Projects - 2021 November**
3. **Economic Stimulus Projects - 2021 November - Open**
4. **Economic Development Strategy - 2021 November - Open**

RECOMMENDATION

That Council receives and notes the:

1. Minutes of the Economic Taskforce Committee meeting held **2 November 2021**.
2. Tourism Stimulus Projects (non-confidential) as at **November 2021**.
3. Economic Stimulus Projects (non-confidential) as at **November 2021**.
4. Economic Development Strategy (non-confidential) as at **November 2021**.

RECOMMENDATION

That Council receives and notes the:

1. Minutes of the Economic Taskforce Committee meeting held **2 November 2021**.
2. Tourism Stimulus Projects (non-confidential) as at **November 2021**.
3. Economic Stimulus Projects (non-confidential) as at **November 2021**.
4. Economic Development Strategy (non-confidential) as at **November 2021**.

**MINUTES OF NARRANDERA SHIRE COUNCIL
ECONOMIC TASKFORCE COMMITTEE
HELD AT THE VIA ZOOM
ON TUESDAY, 2 NOVEMBER 2021 AT 10AM**

1 PRESENT

Cr Neville Kschenka, Cr David Fahey OAM, Cr Jenny Clarke OAM, GM George Cowan, EDM Peter Dale, TEDC Toneale O'Connell,

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Jenny Clarke OAM
Seconded: Cr David Fahey OAM

That apologies from Cr Kevin Morris be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr David Fahey OAM
Seconded: Cr Jenny Clarke OAM

That the minutes of the Economic Taskforce Committee held on 14 September 2021 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

1. Item No 7 "Cr Fahey sought advice on any progress with Council resolution 21/068 seeking establishment of a Koala Research Centre in Narrandera" – EDM Peter Dale has spoken with Dr Joanne Conolly who is interested in our proposal and hopes to visit in the near future to discuss how she can help to endorse the project.
2. Cr Clarke sought an update on the proposed installation of a toilet at the truck wash. GM George Cowan advised no progress has been made at this stage, council has not made a recent resolution to action.
3. Advised the building at the caravan park is looking good, Cr Clark expressed an interest in having an inspection of building before next council meeting. GM George Cowan advised that this is possible at this stage as the building is at lock up stage and is still a construction site therefore is not suitable or safe for inspection as yet.

6 REPORTS

6.1 TOURISM AND ECONOMIC STIMULUS PROJECTS - NARRANDERA ENERGISED

COMMITTEE RESOLUTION

Moved: Cr Jenny Clarke OAM

Seconded: Cr Neville Kschenka

That the Economic Taskforce Committee:

1. Receive and note the Tourism and Economic Stimulus reports.
2. Endorse items written in **Blue** within the Tourism and Economic Stimulus reports for submission to the next Council Business Paper Agenda for consideration in Open Council.

CARRIED

6.2 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

Cr Clarke

1. Sought advise as to if there are any future information/plans of Proten establishing a site at Barellan – advised no known plans at this stage.
2. Sought update on Bike Trial Project – EDM Peter Dale advised funding submission has been submitted with the fund annulment anticipated to be released later this

month. There is still the ongoing issue of the unresolved aboriginal land claim of a large portion of the land, in discussion with aboriginal lands council to seek an outcome.

3. Cul-de-sac at Red Hill Estate looks good.
4. Sign at Boat Ramp near BBQ – peeling off and needs addressing.
5. Kiesling Lane being painted and looking much better.
6. Junee's Newspaper amalgamating with Narrandera Argus? – EDM Peter Dale advised that the intention at this time is to have a 2 – 4 page insert representing Junee commencing this Thursday onwards and that Narrandera will continue to run the Narrandera Argus.

Cr Fahey

1. Let's Go Nuts in Narrandera – proposed the idea to incorporate the nut farming industries around the area into an event/festival. Potential to coincide with another festival and draw further interest to the town.

Mayor Kschenka

1. Water tower sign needs fixing– Cnr Adams and Watermain Street – GM George Cowan suggested a generic sign for the Water Towers and arts trail rather than a sign with an arrow pointing to water tower.
2. Future Housing Estates - is there a need to identify an area we can expand into in the future.
3. Barellan industrial land development – propose to investigate a space that can be later developed as an industrial area in Barellan.
4. Golden Boot – GM advised it was still going ahead and confirmed to be taking place on Remembrance Day.
5. Lattice Bridge alternative project? – To retain funding, is there an alternate project that may be used for the funding granted for the Lattice bridge project – Council staff are in discussion with NSW agents and looking at possible projects to replace the Lattice Bridge proposal, currently being investigated is a plan for an elevated lookout between the pool and caravan park to extend outward toward the lake.

George Cowan

1. GM noted street signs around the town need addressing, especially the yellow signs which are fading, and some are almost unreadable.

8 CORRESPONDENCE

Nil

9 NEXT MEETING

TBC Tuesday 8 February 2022 – 2pm – **Chambers or Zoom**

*Moved to second Tuesday of February due to close proximity to the first Ordinary Council meeting for the new council held on 18 January 2022. Proposed schedule to continue as first Tuesday of the month held bi-monthly at 10 am.

10 MEETING CLOSE

The Meeting closed at 11.13am.

The minutes of this meeting were confirmed at the Economic Taskforce Committee held on 4 January 2022.

.....
CHAIRPERSON

Unconfirmed

Tourism Stimulus Projects

Item	Project	Status	Comments
1	Joint Marketing Initiative - Murrumbidgee Trails	<p>Collaboration of Narrandera, Leeton, Lockhart and Murrumbidgee Councils. Graphic Designer/ Copy writer engaged.</p> <p>Development of Booking form and advertising prospectus -Advertisers currently being sort.</p> <p>Developing information for guide.</p>	<p>Draft content now being reviewed and graphic designer laying out pages for adverts and content.</p> <p>Joint initiative underway with 21 local Narrandera businesses taking up advertising, local council owned operated places ads for as well (including Parkside, Lake Talbot, etc) Murrumbidgee Trails posters to be placed in high traffic areas in Narrandera.</p> <p>Social Media Campaign continuing through lockdown. See Murrumbidgee Trails Social Channels September Results Below.</p>
2	Social Media	<p>Facebook and Instagram Creation of posts using new imagery #visitnarrandera #lovenarrandera and #DreamNowVisitLater Free Webinar Series – A Digital Response to Covid 19 – 3 sessions in June and July professionally hosted through Zoom</p>	<p>Video being edited to be displayed in Visitor Centre and via social media channels</p> <p>Riverina Outdoor Art trail Instagram /Facebook posts being created regularly.</p> <p>Visitor Centre staff creating Narrandera Tourism posts with new photo catalogue.</p>
3	Water Tower	<p>Postage stamp feature launched by Australia Post. Riverina Outdoor Art Trail component</p>	<p>Water tower postage stamp Approached Narrandera signs to develop tourist photo op spot – a frame to be installed so people can take their photo “in a stamp” this could lead to a tourism initiative around town – for example a postcard frame for Sunrise of Lake Talbot etc.</p>
4	Tourism Website	<p>Developing and posting blog posts to interact with travelers Auditing website pages.</p> <p>Developing information and product for pages</p>	<p>Blog posts have begun.</p> <p>Web page information is being audited and updated as needed</p>
5	Tourism Newsletter	<p>Currently monthly, communicate information and resources.</p> <p>Business NSW, Tourism Australia, Destination Networks (DRM, DNSW)</p>	<p>Successfully getting information out to tourism operators and business</p> <p>Goal to gain more subscribers Tourism newsletter growth and information sharing.</p>

MagiQ F- 5133 – D-

Item	Project	Status	Comments
6	Australian Regional Tourism	Current member of ART Valuable resource for information	Current Financial Member of Australian Regional Tourism. Networking and information on Visitor Centre's, Marketing Opportunities and events.
7	Visit Riverina	Current board member Involvement in campaigns - Social Media, Newsletters, website Using #DreamNowVisitLater Riverina Outdoor Art Trail - social media platforms	Partnership program with Thrive member councils for a big promotional campaign – draft of destination audits was completed by participating Councils and a campaign is being developed for review. Thrive Visit Riverina Facebook/ Instagram posts – series of posts organized over the coming months. Thrive updating website with Narrandera information. Riverina outdoor art trail posts and reach growing. On a working group for thrive social media comp ideas for encouraging buy local Narrandera recently hosted the Visit Riverina meeting at the Narrandera Arts & Community Centre to discuss joint marketing initiatives and opportunities.
8	Destination Riverina Murray	Supporting the campaigns developed by DRM #LoveNSW	Scheduled a series of posts that DRM and DNSW, thrive via visit Riverina Social Page Facebook page analytics below table Love NSW Campaign is underway. Influencers – The Blonde Nomads visited Narrandera and posted frequently. Posts and stories included content on Narrandera Koalas, Murrumbidgee River & The Water Tower Art Work Campaign Completed
9	Country Change	Member of Country Change Use of Country Change social media and website inclusion Initiative by Regional Development Australia - Riverina	Narrandera to feature in July 2021 edition of country change. Owners of Pretty Little Lattes café to feature. Currently updating Country Change Image Library. See below feature.
10	Narrandera – Leeton Airport	Tourism initiatives – branding entry point Airport signage	The application of tourism and marketing collateral within the airport can have the potential to help generate a positive mood and attitude of passengers enhancing their experience from the start.

MagiQ F- 5133 – D-

Item	Project	Status	Comments
			<p>Quote is being developed for design concepts with a graphic designer, Narrandera Signs have measured and are quoting on installation costs.</p> <p>Signage complete</p>
11	Narrandera – Welcome Banners	<p>Tourism initiatives – branding entry point</p> <p>Narrandera Welcome Banners</p>	<p>Replacement of existing banners at Gillenbah island and entry from Newell Highway as previous banners are faded and damaged.</p> <p>Newly designed image banners & replacement banners at printers.</p> <p>Updated Banner images below with Narrandera Signs for Printing</p> <p>Banners to be placed on new banner poles along Irrigation Way.</p>
12	Narrungdera Earth Festival	<p>Building Better Regions grant funded 3 day Wiradjuri Cultural Festival</p>	<p>Expressions of interest for a Wiradjuri event coordinator currently open. Closing 03 July</p> <p>Information on event provided to Narrandera Argus</p> <p>Event Coordinator appointed – Rosie Powell was the successful expression of interest.</p> <p>Logo and draft program below.</p>
13	Narrandera Destination and Discovery Hub	<p>A multi- faceted project that will be the tourism showpiece in the region.</p> <p>Scheduled to commence construction in November 2021 for completion in October 2022.</p> <p>Significant employment during construction and continuing employment in the Visitor Information Centre component and in other active workspaces within the Hub.</p>	<p>Project team has been formed</p> <p>Generation of ideas for planning spaces Out for public viewing and feedback on concept plans.</p> <p>Review of needs of new Centre including staffing, deliver of services, stock, activities and experiences.</p> <p>S2 Architects have been engaged, updated plans to be delivered in May.</p> <p>Meeting to discuss internal fit out of NDDH with S2 Architects to occur in July.</p> <p>Fit out for Visitor Information Centre area determined. Meeting with Narrandera Fisheries to discuss fish tank fit out requirements</p> <p>Exhibition Space Designer selected and engaged.</p>

Item	Project	Status	Comments
14	Upcoming Advertisements	List of all advertisements Narrandera Tourism Team under work or in publication	<p>Caravan and camping Magazine – Autumn advert & editorial complete</p> <p>Out and About – Autumn advert & editorial complete</p> <p>Central West Lifestyle Magazine segment & advertisement complete</p> <p>Caravanning Australia Spring Edition Complete</p> <p>Out & About Spring Edition – Complete</p> <p>Out & About Summer Edition –Editorial & Advert</p>
15	Narrandera Regional Tourism Famil	Narrandera Tourism team has created a famil for regional visitor center's, Narrandera accommodation providers, Regional Development Australia & Destination Riverina Murray to attend to increase promotional opportunities and showcase what Narrandera has to offer. This will provide an educational opportunities for Visitor Services Officers in surrounding regions.	<p>Invites sent to attendees</p> <p>Local Businesses and Tour Operators Booked Completed</p>
16	REA Wagga Wagga Horse Trials Report	Councils Tourism & Economic Development Coordinator assisted Wagga REA Horse Trials in submitting a report to council for support.	Council resolved to support the ambulance fees for the event. Wagga REA Horse Trials were provided a feedback form by council to distribute to event participants.
17	Wagga Wagga (Late) Spring Road tripping Marketing Cooperative.	<p>Wagga Wagga City Council was successful in receiving funding support through the recent NSW Government's Tourism Industry Marketing Support – Grants Program for the delivery of a road tripping campaign.</p> <p>The campaign will highlight the Wagga Wagga + Surrounds region through day trips from Wagga Wagga to our neighbouring shires. Each day trip will start and finish in Wagga Wagga and highlight attractions along the journey, as well as when in-destination, a visitor can experience. The itineraries will feature between two and five attractions so they can be completed in a typical day trip. Featured attractions may include: bookable</p>	<p>Interactive mapping</p> <p>Webpages for the campaign will be housed on the Visit Wagga Wagga website and will showcase regions and drive itineraries through interactive mapping software. Visitors will be able to easily see suggested itineraries as well create their own custom itineraries on the platform. All mapping and itineraries created will remain on the visitwagga.com website for a period of 12 months – however, targeted marketing for this campaign will stop on November 30, 2021.</p> <p><u>Videography/photography</u> Hero videography and photography will be captured to elevate, and 'bring to life' each road trip itinerary. Videos will be shot in a style that includes audio narration – both scripted pre-recorded and live when in region shooting, adding an authentic, story-telling element to the content.</p>

MagiQ F- 5133 – D-

Item	Project	Status	Comments
		<p>experiences, things to see + do when in region – especially unique and authentic experiences, places to eat and drink, shopping etc. Itinerary building for the campaign will be done in consultation with the partnering shire, and, where possible will also highlight individual Wagga Wagga Tourism Partner Program members in each destination.</p> <p>Campaign objectives To boost awareness and improve knowledge of the Wagga Wagga + Surrounds region/experiences To build on the desire to explore your own backyard following COVID-19 Drive conversion by focusing on region-specific experiences and travel drivers ie. regional restaurants, unique experiences, unique stays</p>	<p>Creative content to be captured and delivered includes: 1 x dedicated 2-3min video showcasing road trip from Wagga Wagga to destination and return to Wagga Wagga 1 x preview 30-60sec video of road trip Feature in hero promotional video for campaign Unlimited high-resolution photography when in region Host talent to feature in video Opportunity to include local</p> <p><u>Additional marketing</u> The above deliverables will be marketed in the following ways: Paid social media through Visit Wagga Wagga Facebook and Instagram Media/influencer buying EDM newsletters Social media sharing – partnering shires, tourism partner program platforms, additional Wagga Wagga City Council and Wagga Wagga community pages Partnerships – with Wagga Wagga and regional businesses offering promotions that align to the campaign.</p> <p>This campaign may be delayed due to COVID19, there are 3 other contingency plans.</p> <p>Narrandera Itinerary & Filming information below</p>

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Murrumbidgee Trails Social Media Report – September 2021

Quick glance: The numbers

Platform	Measure	Last month	Current	Growth	Shift %
Facebook	Followers	1,544	1,609	65	4.2%
	Engagements	1,559	3,385	1,826	117.1%
	Total impressions	29,676	55,156	25,480	85.9%
Instagram	Followers	1088	1131	43	4.0%
	Engagements	1164	1136	-28	-2.4%
	Total impressions	13,478	12,989	-489	-3.6%

Quick glance: To date

Platform	Measure	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Jul 2021	Aug 2021	Sep 2021
Facebook	Followers	707	790	894	1,081	1,221	1,320	1,388	1,459	1,525	1,544	1,609
	Follower growth	N/A	11.7%	13.2%	20.9%	13.0%	8.1%	5.2%	5.1%	4.5%	1.2%	4.2%
	Engagements	1,332	996	3,041	5,799	3,412	3,301	3,845	4,816	5,338	1,559	3,385
	Impressions	15,076	12,499	25,141	52,454	36,932	38,148	42,827	40,358	46,020	29,676	55,156
Instagram	Followers	214	394	557	685	802	915	989	1025	1051	1088	1131
	Follower growth	N/A	84.1%	41.4%	23.0%	17.1%	14.1%	8.1%	3.6%	2.5%	3.5%	4.0%
	Engagements	151	660	905	851	954	1050	1122	966	1156	1164	1136
	Impressions	1,009	6,839	9,129	9,374	12,225	13,100	12,692	12,735	13,715	13,478	12,989

Facebook: Best performing posts

Reach

8,022 people

<https://www.facebook.com/107029294115045/posts/395524368598868/>



Engagements

444 (inc. 249 reactions, 23 comments + 13 shares)

<https://www.facebook.com/107029294115045/posts/395524368598868/>



Engagement rate

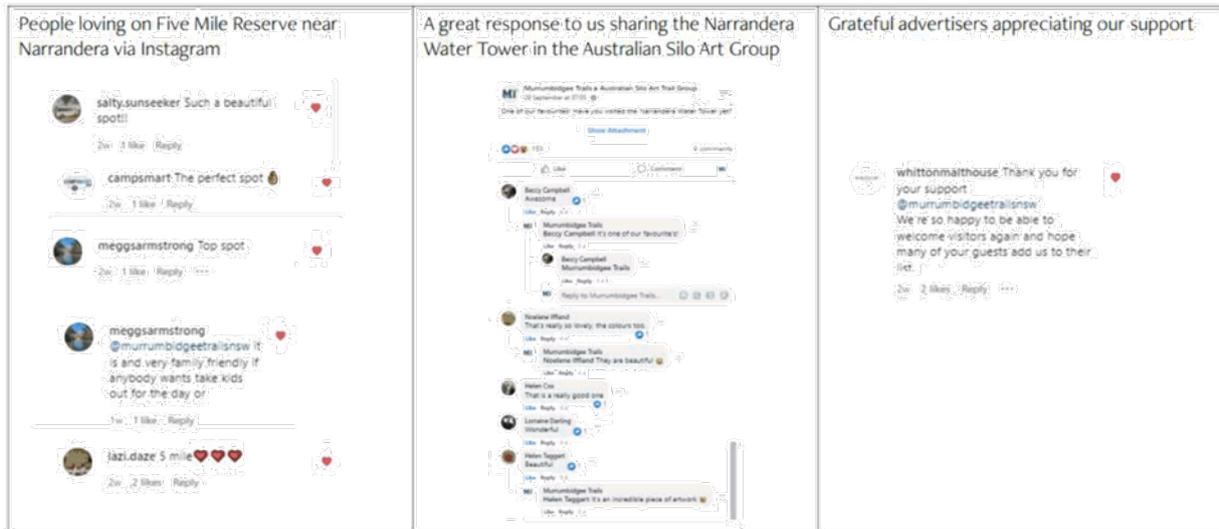
21.6%

<https://www.facebook.com/107029294115045/posts/391618165656155/>



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Highlights



Website snapshot

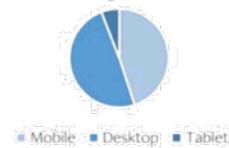
Overview

Measure	Last month	Current month
Users	143	120
Sessions	171	140
Page views	259	238

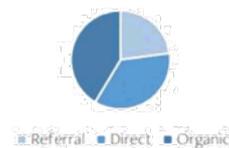
Most visited pages

Page	Views	Users
Home	69	54
Visitor Guide	41	32
Maps and trails	38	28
Jerilderie, Coleambally, Darlington Point and surrounds	27	20
Lockhart, The Rock, Yerong Creek and surrounds	12	11
Narrandera, Barellan, Grong Grong and surrounds	12	11
Our region	11	9
Leeton, Whitton, Yanco and surrounds	8	7
Contact	6	5
Blog	5	5

Users by device



Traffic sources

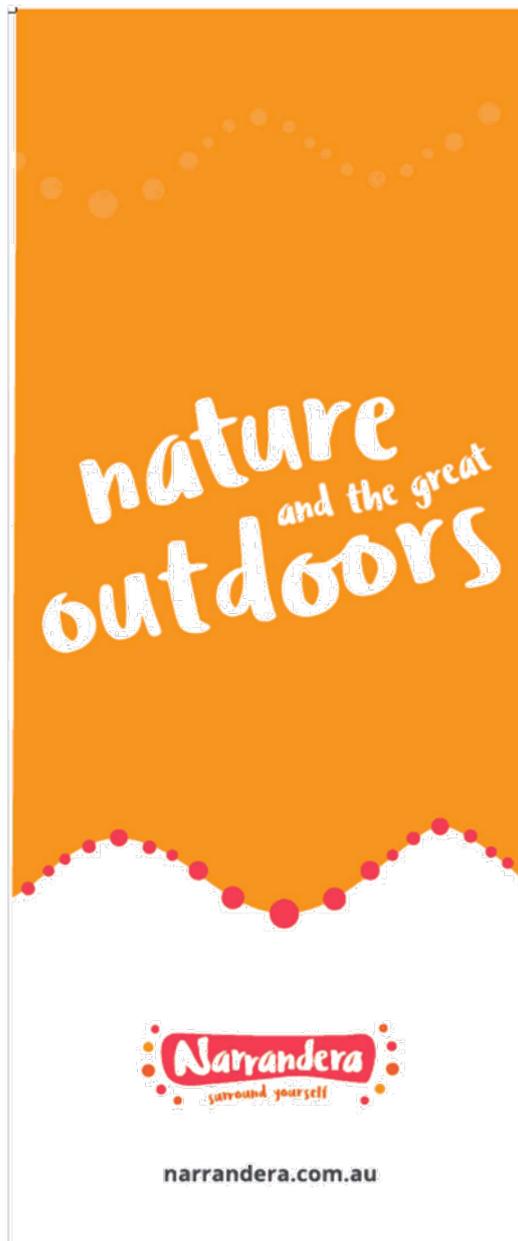
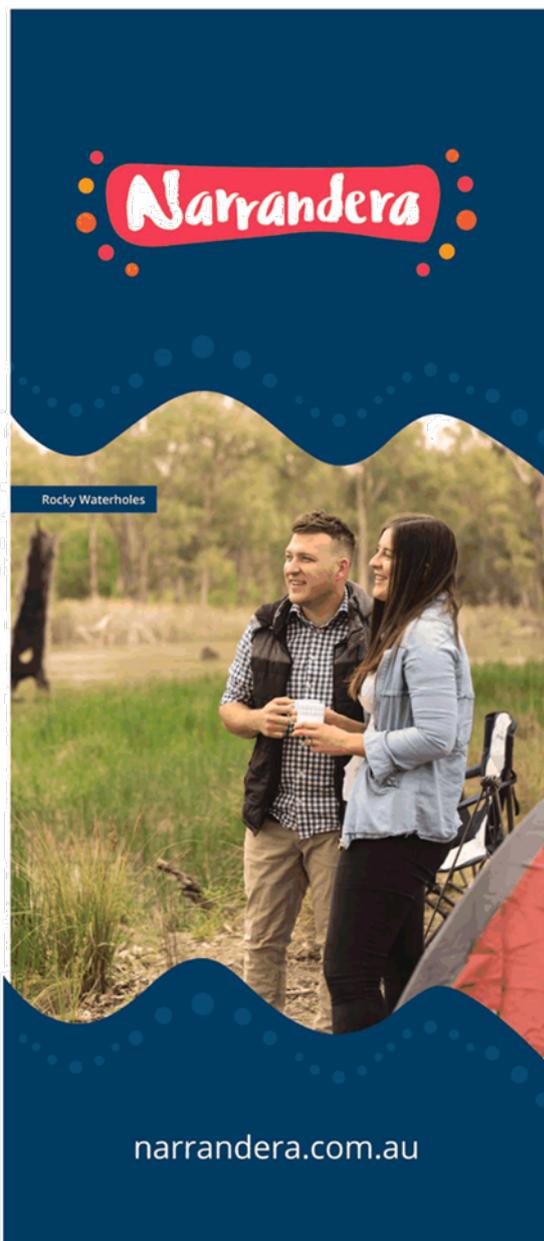


Source / medium	Users	Sessions
Google / organic	49	53
(direct) / (none)	35	50
l.instagram.com / referral	9	9
m.facebook.com / referral	9	9
l.facebook.com / referral	4	5

Tourism Welcome Banner Images

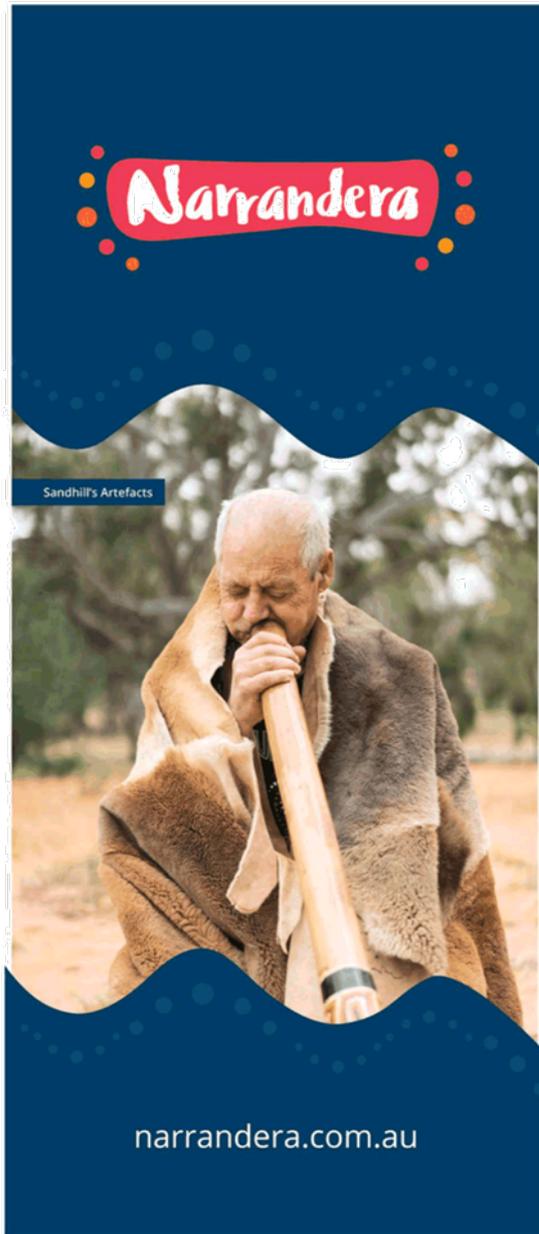


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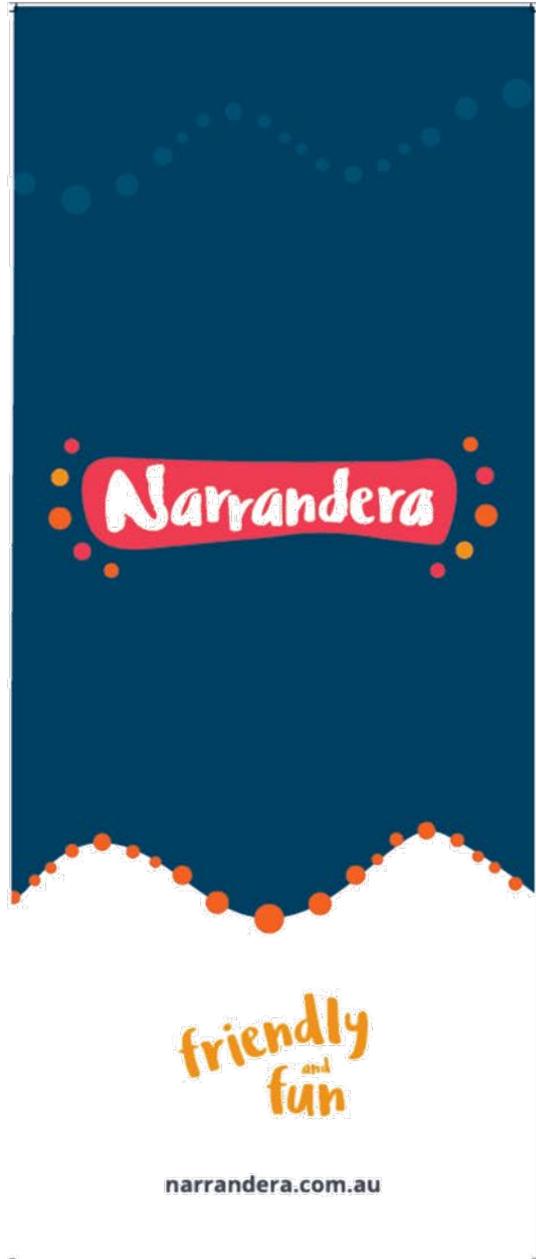
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Tourism Welcome Banner Image & Text Banners



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Tourism Welcome Banner Image & Text Banners



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Wagga Wagga + Surrounds road trip run sheet
 Week 2 | November 16 to November 20

Narrandera (overnight in Wagga Wagga)

Day 4 – Friday 19 November			
All crew departs for Narrandera 9am – drive time 1 hour			
Location + time	Script/Shoot list	Contacts	Notes
1. Arrive Narrandera Flora and Fauna Reserve 10am 1 hour	Host narration + IV with local guide + footage		
2. Head to Sandhills Artefacts 11.15am 1 hour 30 mins	Host narration + IV with Michael Lyons + footage	Michael Lyons Sandhills Artefacts 0416 704 127 sandhills.artefacts2700@gmail.com	
3. Head to Red Door Café 12.45pm		Justine Nielsen Red Door Café (02) 6959 4020 juadineinteriors@gmail.com	
BREAK 12.45pm – 1.15pm			
4. Lunch at Red Door Café + shopping at Jaudine Interiors 1.15pm 45mins	Host narration + footage only	Justine Nielsen Red Door Café (02) 6959 4020 juadineinteriors@gmail.com	
5. Head to Narrandera water tower 2pm 45mins	Host narration + footage only	Toneale O’Connell Narrandera Shire Council 02 6959 5539	
6. Head to Lake Talbot – check out Lake Talbot + water park 3pm 1 hour	Host narration + footage only	Dycinta Lee Lake Talbot Swimming Complex 0409 529 026 Cinta22333@hotmail.com	Narrandera to organise talent/props for here, i.e. jet skiers, stand up paddle boarders, boat, kids at the pool
7. Return to Wagga Wagga 4pm 1 hour drive			
END 5pm Stay in Wagga Wagga			



Logo created by Shelby Kschenka-Lyons

Narrungdera Earth Fest 2022

“Connecting to Country – Celebrating Culture!”

May 19 to 22, 2022

The Narrungdera Earth Fest is a three-day festival honouring and celebrating the Wiradjuri peoples of Narrungdera (Narrandera), their culture and practices.

DRAFT - PROGRAM OF EVENTS

Thursday 19 May – Elders meet & greet

Friday 20 May – Welcome Event
 Cultural Tour – Uncle Michael - TBC
 Light emersion show

Saturday 21 May – Connection to Country Bush walk - TBC
 Cultural Day

Sunday 22 May – Yindymarra Ceremony @ Wiradjuri Honour wall
 Long table lunch with Celebrity chef The Black Olive.

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THURSDAY

ELDERS MEET & GREET EVENT

Date: Thursday, 19th May 2022

Time: 6pm – 9pm

Location: Narrandera High School Hall

Event Overview: This will be an invite only event bringing together Narrungdera Elders & Cultural knowledge holders, festival sponsors & partner's, Councillors, Council leadership and other stakeholders.

The event will be opened by a Welcome to country followed by a didgeridoo performance, and a local Wiradjuri Elder telling their story.

Guests will then be served tapas style menu inspired by traditional foods.

FRIDAY

WELCOME EVENT

Date: Friday, 20th May 2022

Time: Starting at 10am – 2pm

Location: Narrandera Fisheries

Event overview: The Welcome event is a community event opening the three-day festival.

The welcome event will open with a welcome to country, a smoking ceremony, a traditional welcome dance, primary school children's choir performance, Mayoral Civic Welcome and a photography display showcasing the magic of Narrungdera.

After the official proceedings guest will be invited to spend the afternoon at the Fisheries enjoying a BBQ lunch followed by afternoon activities such as joint painting of an artwork to be hung at the fisheries, tours of new hatchery facility and showing of the Elder video (to be created as part stage 1 of project).

Discuss with Uncle Michael about offering a paid Cultural Tour

LIVE EMERSION LIGHT EXPERIENCE

Date: Friday, 20th May 2022

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Time: 6pm – 9pm

Location: Narrandera Showground

Event overview: Working with lighting specialists, community and local artists, we will create a live emersion experience for community and visitors. Using art installations, projections, lighting, and sound. The event will be a walk-through emersion art show representing connection to country and celebrating culture and traditions.

At the end of the light trail will be live music, a coffee van and soup & damper (drinks & food at own cost).

SATURDAY

CONNECTION TO COUNTRY BUSH WALK

Date: Saturday, 21st May 2022

Time: 8am to 10am

Location: Starting at Sandhills

Event overview: With permission from Elders Bidgee Boxing (Neville Bamblett) to lead a connection to country bush walk starting at Sandhills. Trail to be decided.

Commencing with Uncle Michael sharing the history of the Sandhills 60, then walking down through bush areas to Koori's Beach. Leader to discuss the importance of connection and caring for country.

CULTURAL DAY

Date: Saturday, 21st May 2022

Time: 11am to 5pm

Location: Narrandera Showground

Event overview: This event is a day of knowledge sharing, celebrating, and showcasing Aboriginal culture. The event will include:

- Welcome to Country
- Welcome Dance
- Didgeridoo Performance
- Knowledge tents – weaving, traditional tools demos, native plants demos
- Kids area – animal encounters, painting, storytelling, face painting, dancing, and traditional games.
- Aboriginal Market stalls – giftware, Aboriginal art, and food – All Aboriginal businesses and community groups
- Live music – local musicians and visiting musicians
- Emersion trail will still be in place to see during day
- Health stall – ran by local Aboriginal Health team

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- Have Zac Williams or Dan Christian attend – Signings and painting football and cricket bat

*see if NAIDOC committee want to use hall for trivia night fundraiser.

SUNDAY

YINDYMARRA CEREMONY

Date: Sunday, 22nd May 2022

Time: 10:00 to 11:00

Location: Marie Bashir Park – Wiradjuri Honour Wall

Event overview: This event will allow community members and visitors to show Yindymarra (respect) to Wiradjuri Ancestors and Elders. Starting with a short ceremony and smoking ceremony and concluding with morning tea (Coffee van & dampers).

LONGTABLE LUNCH

Date: Sunday, 22nd May 2022

Time: 12pm – 4pm

Location: Koori's Beach

Event overview: This will be a ticketed event where guests will meet at Koori's beach for a long table lunch cooked by celebrity chef The Black Olive (funding pending) including a bush tucker talk by Wiradjuri Elder Uncle Michael Lyons.

At the conclusion of the lunch guests can visit Sandhills Art Gallery.

Economic Stimulus Projects

Item	Project	Status
1	Yarrabee Solar farm	<p>Directors of Yarrabee advise that, as at July 2020, they are still confident of financial closure by the end of 2020 and commencement of construction in the first half of 2021.</p> <p>Directors Tony Concannon and David Webster address Council on 17th November 2020. Yarrabee Solar on track for commencement mid to late 2021.</p> <p>Directors Tony Concannon and David Webster address Council Briefing session on 15 June and advise that revised commencement of construction is expected to occur in 1st half of 2022</p>
2	Avonlie Solar farm	<p>Executive representative of RES confirms in July that Siemen/Gamesa have withdrawn as preferred EPC as the whole company representation has withdrawn from Australia. RES will appoint a replacement EPC and are hopeful of construction commencement in first half of 2021.</p> <p>As at 28 June 2021 construction commencement is expected to be imminent. Further delays due to Covid restrictions. Possible commencement now likely in September 2021.</p> <p>As at September 29 by Press Release RES advises that it has sold its Avonlie Solar farm development to Iberdrola.</p> <p>Road constructions works associated with construction commencement are imminent as at 25 October.</p> <p>Contact made with Beon (the EPC) the solar farm builder. In Narrandera week of 8 November.</p>
3	AAPA at Narrandera/Leeton airport	<p>Briefing facility established in Council owned airport residence on \$0 rental arrangement for 12 months lease, Sign established by AAPA describes the facility as 'Briefing Centre Narrandera Campus. Casa approves use of facility, Narrandera airport and airspace around Narrandera for AAPA training requirements.</p> <p>Briefing Facility on Narrandera Campus officially opened by Chris Hine CEO of AAPA and Mayor Kschenka of Narrandera and Mayor Maytom from Leeton.</p> <p>As at 23 April 2021 Chris Hine, CEO of AAPA, advises that AAPA has received preliminary funding approval, subject to submission of more details, from NSW Job Creation Fund for development of a further AAPA Campus. # Confidential memo attached.</p> <p>As at June 2021 no further developments.</p> <p>As at September 2021 no further developments</p> <p>As at October 25th 2021 no further developments</p>
4	Parallel taxiway at the airport	<p>Preferred quotation received for taxiway design and technical services team negotiating variations to the taxiway proposal.</p> <p>Funding application submitted as at December 2020 to Regional Airports program for funds to build the parallel taxiway.</p> <p>As at June 2021 no word on the funding submission.</p>
5	Energy Connect-High voltage interconnect between S.A and NSW	
6	Development at Red Hill Industrial Estate-	
7	Independent Living Village Concept. Cnr Elwin and Crescent Streets Narrandera	<p>Noel Thomson Architect prepares concept report from brief provided and presents options for consideration by ELT. Proposal referred back to Noel for expansion of concept proposal and resubmission to Council in due course.</p>

Item	Project	Status
		<p>Council approves marketing strategy for this land with preference for an Independent Living Village with community facility. Expressions of Interest to be invited from various providers through direct letters and advertisements in metro, regional and local media as well as online. Commencing Jan 19 2021 and submissions close on 26 Feb 2021. No Expressions of Interest received. Discussions continuing with several potential developers. As at June 2021 discussions are being held with the CEO of Argyle Housing and a private builder to examine the feasibility of a mixed housing development on the subject site. As at 1 September 2021 Further discussions being held with Anglicare as to their possible interest in a mixed housing development on the site. Confidential Statement Removed</p>
8	Affordable Housing	<p>Several meetings have been held with Argyle Housing a major developer of affordable housing in NSW. Argyle considering the feasibility of developing a mixed housing estate on Cnr Elwin and Crescent Streets. and is discussing the prospects for this with a known builder/developer. No further contact as at 25 October 2021.</p>
9	Playground on the Murrumbidgee	<p>Project management team established under Emily Currie as Project Manager. Initial meeting held and timelines and activities matrix accepted. Various additional meetings held to consider operational and space usage issues. Review of Pre-design report by project team for Destination and Discovery Hub-report provided by Studio S2 architects of Melbourne. Review of Pre-design report by project team for Destination and Discovery Hub-report provided by Studio S2 architects of Melbourne. Further visit by architects planned for July. Meeting held on 2 September with Martin Asmus, Narrandera Fisheries, to discuss specifications for the proposed aquarium and arrangements for subsequent population of the aquarium by rare native freshwater fish species. As at 25 October Draft MOU prepared for consideration by the parties</p>
10	Grant funded projects and projects in budget	<p>Over \$30 million in projects will provide much need work for many locals. Emerging opportunities with road work projects associated with improvements to the Newell Highway. Overview of Council projects presented in a power-point presentation to a Regional Outreach meeting of RDA Riverina held in Narrandera on 3 June.</p>

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 Committee to consider frequency of ED taskforce meetings on a monthly or bi-monthly basis. Ed Taskforce meetings to be held bi-monthly with next meeting scheduled for 2 November 2021 Discuss scheduling for new Council in 2022
		1.1.3	Review Council's policies, plans and regulations to ensure that they facilitate and support development.	Ongoing EDM has drafted a Business Recovery Plan as a short/medium term measure to indicate how Council can support local businesses during the Covid 19 emergency. This plan is designed to dovetail with the current Economic Development Strategy 2017-2020 which will be fully reviewed and updated when the health emergency is considered to be over. Narrandera Energised-Business Recovery Strategy 2020 will be presented to Council's briefing session and then to regular meeting on July 21 meeting for adoption. Narrandera Energised-Business Recovery Strategy 2020 adopted by Council at its meeting on 21 July. Separate report tables recording Economic Development Stimulus projects and Tourism Stimulus projects reported under separate cover. Pol ES 270 reviewed and now new Pol 048 Red Hill Industrial Estate has been adopted by Council and is active in the register. Small Business Incentive Strategy Pol 010 adopted by Council and submitted for public exhibition.
		1.1.4	Ensure that Council's systems and procedures for handling and processing development and investment enquiries are	Ongoing

Strategies		Key Actions	Progress
		welcoming, stream-lined and customer service focussed.	
	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.	<p>REMPLAN subscription renewed to 2022</p> <p>REMPLAN Training session for staff on 9 July (subject to Covid restrictions)</p> <p>Training session conducted by zoom connection.</p>
	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.	<p>Effective use of REMPLAN into the future for development applications, grant applications etc.</p> <p>January 2019: REMPLAN introduces Business Analysis Model (BAM) Current data transferred from ABR and now available in Economy/Business tab in Remplan.</p> <p>Businesses within selected local geography reported to committee</p> <p>Survey of attendees at 39th National Cavy Show to inform future event arrangements.</p> <p>ED team through Marketing Tourism and ED Coordinator have produced a Facebook initiative called Narrandera Takeaway and Delivery Service and Business as usual in conjunction with Narrandera Business Group as well as creating a business online directory which is under development. The Facebook initiative is to assist business to keep operating and it has been very well received with 500 followers.</p> <p>As at June 2020 there are 640 followers</p> <p>As at July there are 700+ followers.</p> <p>Updated quarterly Small Area labour market data for Narrandera. December qtr. 2019 reveals unemployment rate of 5.9% and 180 unemployed out of total workforce of 3075. March qtr. 2020 reveals unemployment rate of 6.3% and 194 unemployed out of a total workforce of 3093.</p> <p>This is consistent with trend across the Riverina and is considered not yet reflecting impact of Covid 19 pandemic.</p> <p>June qtr. 2020 SALM data reveals unemployment rate of 6.7% and 202 unemployed out of labour force of 3003.</p> <p>Sept.2020 SALM data reveals unemployment rate of 7.4% 218 unemployed out of labour force of 2937.</p>

Strategies		Key Actions		Progress
				<p>Dec. 2020 SALM data reveals unemployment rate of 6.6% 193 unemployed out of labour force of 2930.</p> <p>March 2021 QTR SALM data reveals unemployment rate of 5.5% with 158 unemployed out of labour force 2898.</p> <p>June 2021 QTR SALM reveals unemployment rate of 4.1% with 120 unemployed out of labour force of 2905.</p> <p>Council has commissioned an independent survey called a VIBE survey being undertaken by NDP Economic Development Group. The survey is an independent audit to determine Narrandera Shire's economic performance and highlight any areas of concern and potential growth. It is expected to explain the severity of Covid-19 impacts on the Shire's economy, the nature of local business sentiment and guidance on economic development programs and planning. The survey is expected to be completed by early/mid October. Survey completed and received and submitted to ELT for consideration prior to consideration by Council in April 2021. Follow up survey to be conducted 6 months after Covid impact ends. Vibe survey presented to Council's April briefing session and subsequently to Narrandera Business Group.</p>
		1.1.7	Include comprehensive information on economic development and business assistance on Council's website.	<p>Economic Development Department has contributed to planning of Council's Website upgrade.</p> <ul style="list-style-type: none"> • Economic Development Strategy on Website. • REX Community fare on website • Information on BEC workshops for business on website/Facebook
1.2	Continue to build partnerships and strategic alliances	1.2.1	<p>Strengthen relationships with Government Agencies, regional organisations and service providers through:</p> <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.

Strategies		Key Actions		Progress
				<ul style="list-style-type: none"> • 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. • Wed 22 April EDM participated in regional zoom forum of Economic Development officers from Western Riverina Councils organised by Nicola James-AusIndustry. • EDM to participate in Skills Forum as a component o the Riverina Skills Audit conducted by CSU research team (9 October zoom meeting) • EDM participated in RDA Skills Forum with report due from CSU in due course. • EDM to participate in Regional Australia Institute presentation of Deputy PM pre budget speech on 30 September • RDA Riverina committee holds Regional Outreach meeting in Narrandera on 3 June 2021 at Arts and Community Centre. Mayor gives welcome and EDM makes power-point presentation on economic development, business activity and capital works.
		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. • Development of marketing prospectus and strong support from advertisers. • Murrumbidgee Trails name and logo adopted. • Strong response across the targeted region for advertising in the new guide which is scheduled for launch in November 2020. • Official launch of guide on 18 November. • The Murrumbidgee Trails Council Group has made a submission to the NSW Local Government Excellence Awards for the Murrumbidgee Trails Visitor Guide initiative in the 'Special Projects' category. Submission identified as a Finalist in the Excellence Awards. • The above submission was unsuccessful

Strategies		Key Actions		Progress
				<ul style="list-style-type: none"> The Murrumbidgee Trails Council Group has made a joint bid for the March 2022 Destination NSW Tourism Conference to be held at Whitton Malthouse with accommodation and tours shared between Narrandera, Leeton, Lockhart and Murrumbidgee. The above submission was unsuccessful
1.3	Engage pro-actively with local businesses and business / industry organisations	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.	<p>Ongoing</p> <p>17/9 Visit to Glendale completed ED team working closely with Narrandera Business Group to provide assistance to business during Covid 19 business closures and limitations.</p> <p>As at June 2020 proposed new Narrandera Business Chamber not yet functional. Narrandera Business Group meetings suspended during Covid 19 health crisis. Narrandera Business Group to reconvene at meeting on 10 August . Narrandera Business Group meets on 10 August. Christmas Fun fair and Markets to be discussed at September meeting. Industry tours to recommence when Covid 19 emergency has passed. Council members and staff toured the Agri Australia facility on 14 April. Manager Claudio Cavallini briefed the tour on the operations at the farm which grows and propagates hazelnuts. Tour on 7 July of Australian Mohair Marketing Organisation (Deferred until July 2022)</p>
		1.3.2	Encourage and facilitate opportunities for professional development, networking and innovation.	<p>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 in 2019.</p>

Strategies		Key Actions	Progress
			Tiffany attends Regional Economic Development Officers Forum at Whitton Malthouse on 19 November.
	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 March 2021. Newsletter published in June 2021. Business Newsletter circulated October 2021
	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. Formation meeting for Narrandera Business Chamber held on 3 Feb 2020 and interim committee established. Questionnaire in circulation early July Regular distribution of information and advice on business recovery to business database. Information received from State and Federal Government, EDA, Regional Australia Institute, Business NSW, AusIndustry, BEC, etc on recovery and support initiatives during covid 19 pandemic. Ongoing interaction with Narrandera Business Group (NBG). Tiffany Thornton communicates training needs strategy information to NBG. Attend special NBG meeting 26 October to arrange Christmas brochure insert to Argus with support and cooperation from the Editor and Krystal Maytom from Leeton BEC. Support publication of Christmas brochure insert to promote "Shop Locally" initiative. Attend Business Group AGM. Assist in Christmas Stocking prize draw. Present Vibe survey results to April meeting on Narrandera Business Group Continuing attendance at Narrandera Business Group meetings. September meeting cancelled-Covid impact Partnering with Riverina Murray Business (BEC) and Narrandera Business Group to hold a networking gathering on 9 December at TAFE CLC Narrandera.
	1.3.5	Harness skills and experience available in the Shire and surrounding region (eg through forming task forces and working	To be addressed as opportunities and shared purposes arise.

Strategies		Key Actions		Progress
			groups) to address specific challenges and realise opportunities.	<p>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.</p> <p>Organise small taskforce from the community to address the goods and services audit for solar farm development.</p> <p>Klaus Baumgartel contacts all people on EOI list to ensure they have direct registration particulars for Avonlie Solar.</p> <p>Organised Steering Committee for Central West Lifestyle Magazine project.</p> <p>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.</p> <p>Survey of motels in Dec 2019 indicates approx. 60 solar farm workers from Darlington Point project staying in Narrandera facilities.</p> <p>February survey reveals 30+ Darlington Point Solar farm workers accommodated in Narrandera.</p> <p>Solar Farm Reference Group considers final draft of Accommodation and Employment Strategy for Avonlie Solar farm.</p> <p>Strategy adopted and endorsed by Dept of Planning</p>
1.4	Build a strong, positive profile for Narrandera Shire	1.4.1	Implement the branding strategy and signage strategy.	<p>Council agrees on style, wording and location of 6 new town entry sign at its 18 June 2019 meeting.</p> <p>Designs of signs agreed and signs ordered. Installation around end of August/early September.</p> <p>All 6 signs installed as at 16 September.</p> <p>3 signs installed at prominent locations promoting the Easter Rod Run Show and Shine</p> <p>Planning underway for new banners and window decals at the airport promoting Narrandera. Window decals installed.</p> <p>Draft design for Wiradjuri welcome message prepared and approved by elders group.</p> <p>New pole banners designed and ready to go into production</p>
		1.4.2	Develop and implement a communications strategy, including articulating key messages.	<p>Reinforce process with ED staff for communicating event arrangements to ensure no breakdown in arrangements.</p> <p>EDM prepares media releases as appropriate as well as items for Council communicate and newsletter.</p>
		1.4.3	Build the Shire's digital presence, including launching a new Council website,	<p>Development of Council website underway. EDO is on development team.</p> <p>New website launched</p>

Strategies		Key Actions		Progress
			embracing social media and capitalising on opportunities provided by third party data bases, websites and apps.	<p>Partnership with BEC for a digital and online marketing workshop on 6 December 2018.</p> <p>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.</p> <p>Review Business Listings category for new website. Prepare new list and content.</p> <p>February meeting with Mark Wilkie to discuss future possible meeting of the Digital Economy Group.</p>
		1.4.4	Effectively market and promote the Shire, to raise its profile and increase awareness of its strengths, assets and opportunities.	<p>Ongoing. Progressive and targeted distribution of Winter Edition 2019 of Central West Lifestyle Magazine featuring Narrandera o people of influence in various organisations.</p> <p>Provide comment for NRMA Annual Report 2019 on invitation from NRMA regarding installation of EV fast Charger at Narrandera.</p> <p>Australia post announces that it has developed a postage stamp featuring the image of the lizard on the National Award -winning Narrandera Water Tower. Supporting postcard also produced depicting the Koala fascia of the water tower.</p> <p>Enter the Reverse Vending Machine-Return and Earn project in the relevant section of the Keep Australia Beautiful Awards.</p> <p>CEO of Keep Australia Beautiful Council visits Narrandera in September and inspects town and the RVM</p> <p>Judging of applications in KAB awards deferred until March 2021.</p> <p>Council advised that it is a finalist in the Return and Earn prize category and will either be the overall winner or highly commended.</p> <p>Council receives award in Local Government category Return and Earn litter prevention award and is commended for social, economic and environmental outcomes. EDM accepts award on behalf of Council at KAB Awards function in Murrurundi on Saturday 13 March.</p> <p>Tiffany organises several key publication advertisements.</p> <p>Advertisement prepared for Regional Lifestyle Magazine Collectors Edition 2 due for publication in October 2021 featuring Lake Talbot Award Winning Water Park and Water Tower art.</p> <p>Regional Lifestyle Magazine published October including Narrandera feature.</p>

Strategies		Key Actions		Progress
		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.	<p>Awaiting response from 'Playground on the Murrumbidgee' NSW State Funding application.</p> <p>Considering application for current round of funding with BBRF.</p> <p>Funding confirmed from NSW Government of \$8 Million for Playground on Murrumbidgee project including the replacement of the VIC with the Narrandera Destination and Discovery Hub.</p> <p>VIC closed during Corona Virus Pandemic and staff either working from home or redeployed.</p> <p>Possible reopening 1 June 2020</p> <p>VIC reopens on 1 June with strict social distancing requirements in place.</p> <p>Perspex barriers installed to protect staff and customers.</p> <p>Enquiry levels reduced compared to normal times but public is travelling again in reduced numbers.</p> <p>23/7 First meeting of project team to progress the construction of the Destination and Discovery Hub-Emily Curry as Project Manager. Project plan and timelines established.</p> <p>April/May meetings with Amy Smedley from Studio S2 Architects to review pre-design report for Narrandera Destination and Discovery Hub. Further meeting with architects in July.</p> <p>Preparations underway for vacating the VIC on 10/11 September and moving into the Arts and Community centre.</p> <p>Transition from old VIC to Arts and Community Building completed as planned and excellent temporary facility established.</p>

✓ 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 Pole banners installed at Grong Grong highway entry point. Window decals promoting Narrandera are now in place at the airport and new Community Fare Banner on display.
		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. National Party Conference deferred till health emergency passes Cavy Show cancelled Good old Days cancelled Rockin’ on East cancelled Fully booked pop - up drive in theatre event for 3 October with 120 vehicles booked to attend. Highly successful event with 135 in attendance and positive feedback from patrons.

Strategies		Key Actions		Progress
				<p>Successful Show 'n Shine event in conjunction with Easter Rod Run 2021. 5,000 tickets issued for Shown N Shine on Easter Sunday. 350 vehicles on display at Narrandera Sportsground. Positive feedback on the event from organisers Steve and Ray Alldrick.</p> <p>Discussions with Rockin on East committee around possible festival on October long weekend 2021.</p> <p>Rockin on east planning progressing. Events and Visitor Services Team leader Brenda Hartmire assisting Rockin on East committee.</p> <p>Rockin on East Event cancelled-Covid impacts</p> <p>Good ol' Days Barellan Cancelled-Covid impacts</p>
2.3	Advocate for the retention and expansion of facilities and services	2.3.1	Advocate for improved childcare, health care, aged care and social assistance facilities and services within the Shire.	<p>Preparing for Health Alliance meeting to bring together primary health and aged care and associated agencies in Narrandera Shire.</p> <p>EDM to meet with Dr Romeo who is unavailable until end of July 2019.</p> <p>Requested meeting with Dr and Mrs Romeo</p> <p>Meeting with Dr and Mrs Romeo held and support expressed for Alliance meeting.</p> <p>Alliance meeting arranged for 29 November in Narrandera with representatives of agencies will discuss proposal for a Narrandera Health Alliance.</p> <p>Meeting arranged with Federal MP Sussan Ley and State MP Stephanie Cooke to discuss Health issues 29 November at 2pm</p> <p>Narrandera Health Advisory Group formed at meeting held on 29 November in Narrandera.</p> <p>Meeting with Minister Mark Coulton Thurs 13th Feb at which he advises that the MLHD has had its "Pathway" GP trainee program approved.</p> <p>Meeting of Narrandera Health Advisory Group convened for 5 March to consider pilot Pathway program developed by MLHD.</p> <p>CEO of MLHD outlines Rural Generalist GP Training pilot that will provide doctors in GP practice and at hospitals in rural area of the MLHD.</p> <p>New Doctor commences at Dr Romeo's practice in May 2020 for 12 months.</p> <p>2 new Doctors to commence at Dr Romeo's Practice early in new financial year 2020 on long term contract.</p> <p>Dr Sonia Volante has finished as at 26 October 20 with Dr Romeo Practice and she has left Narrandera and is practising in Canberra. She has vacated 19 Argyle st and a new Doctor at the Romeo practice, Dr Abdallah, is renting the house for \$150 per week for 6 months initially from commencement on 22 Dec 2020.</p>

Strategies		Key Actions		Progress
				Jill Ludford advises that a new VMO is commencing in Narrandera in 2021 Narrandera Health Advisory Group in recess during Covid pandemic recognising the significant workload on all those in the health sector.
		2.3.2	Ensure that facilities and services have the capacity to support 'aging in place'.	<p>Strategy included in Western Riverina REDS.</p> <p>Council considering at its March meeting the preferred quote to develop a concept plan for an Independent Living Village at 1.4 ha site at Cnr Crescent and Elwin Streets.</p> <p>Council accepts quote from Noel Thomson Architecture of Wagga Wagga. Prerequisite reports required by Noel Thomson include land survey, environmental report and geotechnical report. Qualified providers engaged and work in progress.</p> <p>All reports completed and provided to Noel Thomson. Concept plans (Draft) expected to be presented to seniors' group in July.</p> <p>3 Options of concept plan prepared by Noel Thomson are to be refined and together with a report presented to ELT on 11 August then to the seniors' group on 17 August prior to Council briefing and Council meeting on 18 August.</p> <p>Noel Thomson concept plans presented to ELT and referred back to architect to further develop alternative concepts for development of the subject land. It is expected that amended submission will be available for Council in October. Final drafts expected to be presented to ELT on 13 October and then to Council.</p> <p>Final drafts presented to Council briefing session by EDM and Noel Thomson architect. Proposals to be presented to seniors' group and to November Council with emphasis on marketing plan for Independent Living complex.</p> <p>Marketing Plan adopted by Council and invitations to provider organisations to provide Expressions of Interest in negotiating the purchase of land at Cnr Elwin and Crescent to develop an Independent Living Village were circulated on 18 January 2021 supported by metro, regional and local media with closing date for submissions being 26 February 2021.</p> <p>No Expressions of interest received but discussions continuing with possible interested parties. Meeting with seniors' group and surveys issued to members to determine preferred model.</p> <p>Meetings held with Argyle Housing CEO Wendy Middleton to discuss possible mixed housing model with independent living and affordable housing.</p>

Strategies		Key Actions		Progress
				Discussions commenced with recognised builder to work in conjunction with Argyle. Ongoing discussions. Further discussions with Anglicare as a possible interested developer of a mixed housing complex on Elwin/Crescent Streets site. Confidential Statement Removed
		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. PIC piggeries apply for Labour agreement for skilled piggery workers that could see as many as 40 workers over the 5year period of the agreement with 19 potential permanent residents in years 4 and 5 of the agreement.
		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. Corona Virus response advocated by Federal Government and Senior Health Officials includes avoiding gatherings in excess of 500 people. This will impact proposed events such as Folk Festival on 20-22 March and Rod Run Events on 11 -12 April. These events have been cancelled. Meeting held with Ray and Steve Alldrick late 2020 and confirmed that the Rod Run will be held at Easter 2021 under closely managed arrangements to satisfy any Covid restrictions in place at the time. Show and Shine to be conducted at the Sports Ground on Easter Sunday. Successful Show and Shine event. New Events and Visitor Services Team Leader Brenda Hartmire commences at VIC in June.
		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.

Strategies		Key Actions		Progress
				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 residents	2.5.1	Develop and implement a Resident Attraction and Retention Strategy.	Winter Edition 2019 of Central West Lifestyle Magazine highlights opportunities in Narrandera for new residents. New promotional videos produced Narrandera is feature month in January 2021 for Country Change program with Facebook banner proclaiming 'Live the Dream in Narrandera'. Narrandera is feature month for Country Change in July 2021.

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"> Information received from a variety of agencies eg RDA, Business Connects, RDA, EDA, Regional Australia Institute and others disseminated to Narrandera Business database from time to time as received.
		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).	Ongoing Hosting Small Business month October on October 14 2021 at TAFE CLC in conjunction with Narrandera Business Group and TAFE-speakers and networking-eats/drinks. TAFE will be a financial contributor to this event if it can proceed-depends on Covid restrictions. Small Business Month October 2021 postponed by State Government until March 2022 when an event to be developed in conjunction with Narrandera Business Group.
3.2	Support and nurture existing businesses	3.2.1	Provide access to information, advice and leverage opportunities for information sharing.	Distribute information cards for NSW Business Connect eg through Business Group and at NSC front counter Refer public enquiries to Remplan Community and Economic profile Electronically distribute via group emails to local business, advice on Corona Virus support programs from AusIndustry, Business NSW, RDA, EDA and others.

Strategies		Key Actions		Progress
				Continuing distribution electronically of business advice and programs received from various agencies.
		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>Last 3 weeks data from RVM as follows: Week ended 5/4 \$1496.90 Week ended 12/4 \$1367.60 Week ended 19/4 \$2649.20#</p> <p>Total voucher redemptions in May as advised by Coles is \$17,500(over 5 weeks)</p> <p>This is increased spending at Coles by locals thereby contributing to local employment and minimising shopper bleed to Leeton etc.</p> <p>Total voucher redemptions in June total \$12,500 (over 4 weeks) Total voucher redemptions in July total \$12,522 (over 4 weeks) Total Voucher redemptions for August total \$15,081(over 5 weeks) CEO of Tomra advises that as at September 2020 over 1,100,000 containers deposited in Narrandera RVM (approx. 35,000 per week) Total voucher redemptions for September \$13,178.80 (4 weeks) Total Voucher redemptions for October, November and December 2020 are \$13,983, \$19,439 and \$16.804 respectively. RVM total voucher redemptions for January 2021 are \$23,480 (5 weeks) RVM total voucher redemptions for February 2021 are \$18,593 (4 weeks) RVM voucher redemptions for March 2021 are \$14,799 (4 weeks) RVM voucher redemptions for April 2021 are \$16,255 over 4 weeks RVM voucher redemptions for May 2021 are \$15,294 over 4 weeks RVM voucher redemptions for June 2021 are \$15983 over 5 weeks RVM voucher redemptions for July 2021 are \$13025 over 4 weeks RVM Voucher redemptions for August 2021 are \$9348 over 4 weeks RVM Voucher redemptions for September 2021 are \$20,402 over 5 weeks</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. Temora, Cootamundra and Tumut also targeted.</p>

Strategies		Key Actions		Progress
				<p>Lobbying by the Mayors stops this potentially very negative impact on our retailers in Narrandera and similarly in the other towns.</p> <p>Early 2020 investigate 'Why leave Town Promotions' Community Gift Card program in conjunction with Narrandera Business Group.</p> <p>Join COSBOA Facebook group to access campaign digital content and supporter material and toolkit for a Government supported "Go Local First" campaign-no cost to Council. This complements the Narrandera 'Buy Local' initiative.</p> <p>Tiffany to attend 9 December Narrandera Business Group meeting to again discuss Why Leave Town Gift Card initiative as a 'buy local' initiative.</p> <p>Official opening by Mayor of new IGA supermarket postponed because of Covid lockdown. Supermarket is open to the public effective 18 August</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> <p>Advise business database of series of short courses available at TAFE at no cost to people who enrol.</p> <p>Circulate business recovery material from various government agencies to local business database as received.</p>
		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.

Strategies		Key Actions		Progress
				<ul style="list-style-type: none"> Actively promote Small Business Month October activities for professional development, networking and business tips. RVM scheduled for installation on 25 Feb 2020. RVM installed and operational with generator power on 28 Feb 2020 with solid use over first weekend. EDM and Marketing Tourism and ED Coordinator attend webinars by Economic Development Australia, Treasury on Covid 19 business support and recovery strategies Partner with Riverina Murray Business (BEC) and NBG for networking event to be held at TAFE CLC on 9 December.
		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. In response to Covid 19 challenges to all business the Ed team through Tiffany Thornton has developed an online strategy through Facebook that at last report (July) had over 700 followers. Recurring opportunity provided through the Easter Rod Run Events. Circulate information from Geoff Reardon Manger ICN Southern Region on opportunities arising from proposed construction works for Energy Connect project.
		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 on Federal, State and Council procurement data bases.	Developing relationship with Klaus Baumgartel, 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. Klaus Baumgartel has retired, and his replacement is Geoff Reardon. Circulate advice from Geoff Reardon to local business database about registration of EOIs for provision of goods and services to Energy Connect project.

Strategies		Key Actions		Progress
		3.2.9	Work with major project proponents to identify the goods and services required and provide introductions to local businesses.	<p>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.</p> <p>Beon Energy takeover construction of Avonlie from Siemens Gamesa to be finalised before end of 2019.</p> <p>As at 18 Feb 2020 information received which points to delay in Avonlie project which is unlikely to commence before May/June as a result of grid capacity constraints. Confirmed by Mike Whitbread of RES.</p> <p>As at May 2020 RES advises that Siemens/Gamesa is confirmed as their EPC and Accommodation and Employment Strategy finalised for sign-off by the Department.</p> <p>As at July 2020 Siemens /Gamesa withdraws from Australia and therefore from Avonlie project. RES to appoint new EPC and advise Council in due course.</p> <p>Register via ICN for opportunities associated with the Energy Connect project-new transmission line from South Australia to Wagga Wagga.</p>
		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. Meeting with Mark Wilkie to discuss future meeting of Digital Economy Group. Work with RAMJO to participate in Regional Connectivity program to improve online data capabilities.
		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		3.3.1	Agriculture and Agri Business	

Strategies		Key Actions		Progress
	Strengthen and grow key sectors		<ul style="list-style-type: none"> Develop a producer data base and establish networks and communication channels. 	<p>Sandigo Solar farm. 2018-01-30 – Developers have met with Council on the proposal. 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. Avonlie awarded Development Consent on 8 August 2019. 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. Accommodation and Employment Strategy reviewed and completed. Avonlie development now not expected to commence until H1 2021 as EPC Siemens Games has withdrawn from Australian projects and therefore RES need to appoint a new EPC (solar farm builder). As at September 2021 commencement of construction of "Avonlie" Solar farm is believed to be imminent. As at 29 September RES advises that it has sold its interest in the Avonlie Solar farm to Iberdrola which operates one of the largest portfolios of renewable energy assets in Australia. Iberdrola senior management has already made contact with the General Manager.</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. Piggery Forum held in Narrandera addressed by industry experts on 30 August. 45 people present. Explore possible opportunities for the pig industry resulting from the African Swine Fever sweeping China and other Asian countries.</p>

Strategies		Key Actions		Progress
				<p>Advice received from DPI International Engagement Division that Australia does not have a pork export arrangement with China. PIC Australia apply for Pork Industry labour Agreement for Grong Grong Piggery. Letter of support provided. EDM to participate in focus group on 9 October for CSU Research project being Riverian Skills Audit.</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. Enquiry from investor about establishing pig abattoir on Red Hill Industrial Estate. Investor provided with development guidelines.</p>
		3.3.2	Aquaculture	
			<ul style="list-style-type: none"> Support the expansion of the aquaculture industry within the Shire. 	<p>Preliminary discussions held with Uarah Fisheries on Old Wagga Rd. Dr John Yu. He is planning expansion at the fishery estimated to cost \$2.5 million. Arranged for Wayne Murphy, Export Adviser to contact John Yu. Also arranged for Klaus Baumgartel of ICN to contact Dr Yu to offer him assistance with his expansion planning. Advised possible sources of funding. Uarah advises late May that DA is imminent. Assist Dr Yu with information on how to source an apprentice in aquaculture.</p> <p>14 Jan 2021 Dr Yu submits Development Application for large shed at Uarah Fisheries. DA approved and consent issued to applicant. April 26 2021.</p> <p>EDM Assisted Uarah Fisheries to obtain Government Funding support through the Regional Job Creation Fund to the value of \$140,000 to expand activity at the fishery.</p>
			<ul style="list-style-type: none"> Build skills and knowledge about the industry within Council and the local community. 	<p>Ongoing</p>
			<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. 	<p>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. Murray cod to feature on stage 2 mural for Narrandera water tower. Completion of the mural delayed as a result of Covid restrictions.</p>

Strategies		Key Actions		Progress
				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. 	<p>Central West Lifestyle Magazine Winter Edition launched on 24 May 2019 and targeted distribution by Council to strategic individuals and organisations commenced.</p> <p>Reserved 12 pages dedicated to Narrandera in Collector's Edition no. 2 of Regional Lifestyle Magazine. \$4500. Free one page advert and 20 complimentary issues for Council. To be circulated October. 6000 copies to be printed. Estimated readership 25,000 to 30,000.</p> <p>One page advertisement featuring Lake Talbot Water Park and Water Tower Murals prepared and lodged with Regional Lifestyle magazine. Due for publication in October 2021.</p> <p>Special feature on Narrandera appears in Collector's Edition of Regional Lifestyle Magazine October 2021.</p>
			<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. 	<p>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.</p> <p>Country Change program launched by RDA.</p> <p>Enrolled in Country change for 2020.</p> <p>Country Change magazine launched by Deputy PM in September 2020</p> <p>Country Change participant for 2021.Narrandera as feature location January 2021.</p> <p>Narrandera Koalas and lifestyle issues to feature in Whatsup Downunder documentary filmed in Narrandera on 22 April.</p>
		3.3.4	Tourism / Visitor Economy	
			<ul style="list-style-type: none"> Continue to develop products, experiences and activities, including events. 	<p>Ongoing</p> <p>Tourism team organising pop-up drive-in cinema experience for 3 October with good early registrations. At Henry Mathieson Oval. 120 vehicles registered to comprise a full house.</p> <p>Successful movie event as reported.</p>

Strategies		Key Actions		Progress
				<p>REA Wagga Horse Trials conducted in Narrandera weekend 24/25 October with very positive feedback. Possible future development of this event in Narrandera is being researched by events team.</p> <p>Communication from Emily of Wagga Horse Trials 13 Jan 2021 indicated desire to stage next major event in Narrandera in August 2021 and in subsequent years. Events and Tourism team to make contact and facilitate arrangements between Narrandera Pony Club and the Wagga Horse Trials people. Pony Club representative indicates that are happy to host the Wagga Horse Trials event in August 2021.</p> <p>EDM and team finalise artwork with Apparition Media for stage 2 mural on the water tower and schedule the artwork for 23 August following completion of remedial paintwork to the water tower in June. Painting of the mural delayed indefinitely due to Covid restrictions.</p> <p>Painting rescheduled for around end of January 2022</p> <p>Funding application made to the Regional Tourism Activation Fund to establish formal mountain bike trails on Rocky Waterholes Crown lands precinct. Expecting an announcement in November</p> <p>Discuss Koala Research Centre proposal with Tourism Team and arrange to attend Koala Committee meeting to discuss the proposal on 3 November</p>
		<ul style="list-style-type: none"> Continue to improve infrastructure, facilities and services for visitors 		<p>Awaiting outcome of 'Playground on the Murrumbidgee' funding application under NSW funding program.</p> <p>Funding of \$8 million approved by NSW State Government</p> <p>VIC closed during health emergency</p> <p>VIC reopens to public on 1 June 2020</p> <p>Positive feedback from participants in REA Equestrian competition held in Narrandera on 24/25 October. Future development of this event being explored by events team.</p>
		<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. Survey box to be installed on amenities block at Brewery Flats for survey collection. Survey Box installed and positive responses being received. Data collected will be advised to the Taskforce in due course

Strategies		Key Actions	Progress
		<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 Plan new banners/flags at Airport terminal as a branding exercise Distinctive painted images promoting Narrandera on side curtains of Hayllars semi-trailer.
	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 Discussions with Janus Electrics GM on the desirability of establishing Narrandera as a changeover hub for batteries for electric trucks. To be addressed in stage 2 or 3 of Janus Electrics strategy.
	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 Narrandera Health Advisory Group (NHAG) established on 29 November 2019. NHAG meeting on 5 March to consider pilot Pathway program developed by MLHD and approved by Government. CEO of MLHD outlines program that will provide more trainee Generalist Pathway trainee doctors into local health system as GPs and at the hospital New GP commencing in Narrandera at Dr Romeo's practice on 9 May 2020. Dr Sonia Volante is coming from another NSW rural location and is independent of the MLHD Generalist Pathway program.. Dr Volante has left Dr Romeo practice as at 26 October 2020. Dr Abdallah has commenced with Dr Romeo Practice as at 22 December 2020 and is occupying 19 Argyle St as tenant at \$150/week with Council subsidy \$100 per week (market rent \$250 per week)

Strategies		Key Actions		Progress
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.	<p>Policy ES 270 under review and going to ELT Jan 2021. Investigating new subdivision potential for Paterson Place in Red Hill Industrial Estate.</p> <p>POL ES 270 to new number POL 048 endorsed by Council for public exhibition. Exhibition period concludes 26 April 2021. Policy now in the policy register.</p> <p>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.</p> <p>Council provides response to EOI request from Australian Airline Pilot Academy and Rex Group for extended flying school academy. Narrandera/Leeton Airport facility submitted as ideal location in extensive proposal.</p> <p>Council representatives meet with senior Rex and AAPA officials on 27 Feb in Sydney. Strong indication that Narrandera will be selected as a training campus with facility development to occur at the airport.</p> <p>AS at April 16 CEO of AAPA planning visit to Narrandera in near future as a requirement to provide information to CASA authorising AAPA use of facilities at the airport.</p> <p>2 May inspect airport house with AAPA senior representatives Andrew Messer Head of Operations at Ballarat and Geoff Cook head of Operation at Wagga Wagga. Discuss other aspects of airport for AAPA use.</p> <p>15 May arrange zoom meeting with above AAPA representatives with key users Craig day from Aero Club and Steve Burgess of Millbrae Quarries.</p> <p>Craig Day provides AAPA with aerial map of South Western training area at Narrandera.</p> <p>Airport residence lease signed by AAPA and they take possession on 1 June. Awaiting confirmation of media opportunity for announcement of AAPA use of the residence as a briefing facility. AAPA awaiting CASA confirmation of arrangements.</p> <p>July 2020 CASA formally approves use of airport facilities and Narrandera airspace by AAPA. AAPA have commissioned construction and installation of a sign at front of airport residence. This will provide a media opportunity with AAPA involvement.</p>

Strategies		Key Actions		Progress
				<p>AAPA sign completed and installed in front of airport residence now promoted as "AAPA Briefing centre-Narrandera Campus" Awaiting advice from AAPA as to a mutually convenient date for a media event.</p> <p>AAPA briefing centre officially opened with Chris Hine CEO of AAPA and Mayor Kschenka and Mayor Maytom of Leeton. Extensive and positive media exposure for this event</p> <p>Small Business Incentive Policy prepared and presented to Council for adoption and public exhibition. Policy 010 refers.</p> <p>5 blocks of industrial land on Red Hill Estate in process of sale to various business developers. New businesses expected to be developed include a truck depot, an apiary business, a storage facility for large recreational vehicles, a modular home construction business, a milling facility for modular homes construction.</p>
		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.
		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 19</p>
		3.4.4	Explore opportunities to leverage off Council's Sister City programs.	Current relationship with Urumqi is problematic given ongoing serious ethnic unrest in that city and its region, Xinjiang.

Strategies		Key Actions		Progress
				As at November no response to August 2018 Communication to Chinese Ambassador seeking support for relationship with Urumqi. Feb 2019 still no communications from Chinese Ambassador
		3.4.5	<p>Investigate the potential of emerging / new activities:</p> <ul style="list-style-type: none"> • Government and service sector • Intensive agriculture • Niche / boutique agriculture and agri-businesses • Manufacturing – value-adding and processing • Renewable energy and use of waste products 	<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> <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>Met with CEC representatives in Melbourne (see separate report).</p> <p>Attended Renewables in Agriculture National Conference in Wagga wagga and obtained valuable information and made useful contacts with experts from the renewable energy sector,</p> <p>Arranging teleconference with Jessica Berry of Pitt and Sherry to assess solar farm development opportunities on Council land.</p> <p>Recent purchase of lots 163 and 164 Driscoll Road to accommodate an industrial development involving road construction materials manufacture with site construction expected to commence early 2021 and up to 13 employees over time.</p> <p>Lot 169 Driscoll Road sold to owner of two adjoining lots. Under contract.</p> <p>Sale of lot 169 settled.</p> <p>New enquiry for industrial process on lot 12 Driscoll Road (1.98 ha).</p> <p>Power availability being researched through Essential Energy.</p> <p>Discussions held with Geoff Reardon on potential business opportunities around solar farm construction in the Shire-eg waste disposal associated with solar components packaging.</p>

Strategies		Key Actions		Progress
		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 Ref 3.4. Investigating an overlay plan for Paterson Place to provide for future subdivision to provide small to medium industrial zoned land for sale. 10,000 sq metres of land being part lot 12 Driscoll Road sold by agents QPL for trucking depot. Endorsed by Council with conditions. 6000 square metres of land sold on Cnr Driscoll Rd and Paterson Place for large vehicle (Caravans/motor homes) storage. Endorsed by Council with conditions. DAs approved for subdivision to provide the above two parcels of land. Contracts exchanged in both sales. Awaiting roadworks, K&G and land clearing to commence in Driscoll Rd. Western end. Future subdivision plans for Red Hill Industrial Estate being reviewed to accommodate increasing enquiry.
		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. As at September 2020 review opportunity to subdivide some small/medium sized lots in Red Hill Industrial Estate to be made available to small to medium enterprises. Presently only one subdivided lot available for sale.

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.	<p>Buffers are noted as an important selling point in our Redhill Marketing and Communications Strategy.</p> <p>Current offer to purchase lot 169 Driscoll Rd to be communicated to ELT and then to Council at 21 July meeting</p> <p>Offer to purchase lot 169 Driscoll Rd accepted by Council and contracts prepared and provided to purchaser's solicitors. Contracts exchanged and deposit paid.</p> <p>Sale settled</p> <p>Ref 3.4 and 4.1.1</p>
		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.	<p>Under consideration</p> <p>To be addressed in update of Policy ES 270 currently under review.</p> <p>New Policy POL048 submitted to March 2021 Council meeting. Endorsed for public exhibition which ends on 26 April. Policy now in the register.</p> <p>Draft Business Incentive Policy developed and presented to ELT and then to Council in July with amendments.</p> <p>Ref. 3.4.1. New Small Business Incentive Policy adopted by Council and submitted for public exhibition POL 010.</p> <p>Policy now fully endorsed and accessible on Councils online policy register.</p>
		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.	<p>Current. See earlier comments. New bright 'for sale' signs and 3mx2m billboard erected on Red Hill Industrial Estate. Gateway entrance poles and banners installed.</p> <p>Promotional flyer provided to real estate agents who have listed Red Hill Industrial Estate for sale.</p>
		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.	<p>ED Dept contributed to successful submission re Truckwash under Fixing Country Truckwash Grant.</p> <p>Nothing currently available at NSW state level-enquiry through Dept of Regional Development.</p>
4.3	Ensure that the power	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.

Strategies		Key Actions		Progress
	supply can accommodate growth			Power extension negotiated with Essential Energy to service proposed RVM at Landfill site. Power to site in progress. Low voltage completed. Investigations continuing to assess Red Hill Ind Estate as a location to develop a solar farm initiative.
		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. Various briefings by the proponents of the Haystack Solar Farm at Grong Grong known as solar gardening. Formation of a cooperative imminent and construction work expected to commence early 2021. Engaged in discussions with Reach Solar (David Webster) to examine mutually beneficial opportunities that may present through accessing the Regional and Remote Communities Reliability Fund (Federal) for Microgrids. Explore suitability of Red Hill Industrial Estate, Reach Solar not interested in involvement in Microgrid projects 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 road network in the Shire to accommodate increased truck movements and higher productivity vehicles	4.5.1	Develop a Road Improvement Strategy, identifying strategically important production and freight routes within and through the Shire and the works required to remove 'pinch points' and expand capacity to accommodate HPVs.	Flood-proofing of Sturt Hwy at Gillenbah included in Regional Economic Development Strategy for 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	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

Strategies		Key Actions		Progress
	to support the road transport sector.			Narrandera Stock and Bitumen Truckwash completed March 2020. Update industrial estate signage with Truckwash details. 1ha of Industrial land on Red Hill Industrial Estate planned for truck depot.
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. New lines and upgrades being planned at Illabo/Stockinbingal as part of Inland Rail connectivity to other rail systems.
		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 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 Paterson's 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. 15 September 2020-Mayoral letter of support to Strathbogie Shire in Victoria supporting their proposal with other stakeholders to reopen the Tocumwal to Narrandera Rail Line to complement an intermodal facility under consideration at Mangalore VIC. Letter of support addresses Strathbogie's submission of an

Strategies		Key Actions		Progress
				EOI to the Federal Government's Inland Rail Interface Improvement program in a bid to gain funding for a business case for the conversion to standard gauge of the Goulburn Valley rail line between Mangalore Junction and Tocumwal and the refurbishment of the rail line between Tocumwal and Narrandera. No financial involvement is contemplated for Narrandera Shire Council.
		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. Shooters Fishers and Farmers party negotiating to have the Narrandera Tocumwal rail study declassified as confidential so findings can be publicly released. Ongoing.
4.9	Retain commercial air services to Narrandera	4.9.1	Continue to upgrade the Narrandera – Leeton Airport to ensure on-going compliance.	<p>Give consideration to future proofing the airport infrastructure with possible aircraft type obsolescence.</p> <p>Potential development opportunity with Wagner Group interest in freight opportunities.</p> <p>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.</p> <p>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 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>Contact specialist consultancy group BECA who provide outline for a Draft Airport Masterplan and Business Case for Narrandera/Leeton Airport in context of \$100million Regional Airport Fund soon to be opened.</p> <p>Regional Airport Fund announced 11 Oct 2019.Under consideration by Manager Works and EDM.</p> <p>Funding application being developed for \$950,000 main runway reseal at airport.</p> <p>Banners commissioned to advertise community fares.</p> <p>Rex supported by Council during Covid 19 emergency through waiving head taxes between 1 April 2020 and 31 December 2020.</p>

Strategies		Key Actions		Progress
				<p>Rex operating 3 flights per week through Covid emergency.</p> <p>Funding received to re-seal main runway and improve lighting & fencing. Quotes imminent for design of parallel taxiway to support AAPA training activities.</p> <p>Quotes received for parallel taxiway and under consideration by technical services team</p> <p>Design proposal accepted and preliminary studies have commenced-eg survey, geotechnical etc.</p> <p>Funding application to Regional Airports program for construction of parallel taxiway -December 2020.</p> <p>Qantas announces commencement of a Griffith/Sydney service scheduled for February 2020.</p> <p>Seeking meeting with REX and AAPA to discuss aviation matters impacting Narrandera/Leeton airport.</p> <p>Meeting held with REX and AAPA (Warrick Lodge and Chris Hine) on 12 Jan 2021 when assurances given by REX that there will be a continuation of services to Narrandera for foreseeable future and they don't expect the commencement of Qantas service into Griffith will impact Rex services to Narrandera/Leeton airport.</p> <p>July 2021 \$1.1 million approved by Federal Government through Regional Airports Fund Round 2. Council approves matching funding to enable work to proceed to construct a parallel taxiway. This will future proof the airport and provide opportunity for future aviation business expansion.</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> <p>AS at 20 April 2020 Rex confirms it has received Government support to enable 2 services per week to be continued for next 6 months.</p> <p>Currently up to 4 services per week into Narrandera/Leeton airport.</p> <p>Full services resume to/from Narrandera as at 29 March 2021.</p> <p>Services affected mid 2021-current- as a result of Covid lockdowns across the State.</p>

Strategies		Key Actions		Progress
4.10	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.	Tourism activities will now be reported to Council via this Strategic Plan Report. Barellan has gained recognition as an RV Friendly destination. Early November 30-60 electricians from Darlington Point expected to occupy local motels until February-organised by Rick Shaw. Survey of Motels in December 2019 reveals approx. 60 workers from Darlington Point project accommodated in Narrandera. Survey Feb 2020 reveals 30+ Darlington Point workers still in accommodation in Narrandera.
		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.	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. 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 Met with Zara Durnan Senior Consultant for Jacobs on 20 August and discussed 1 st draft of accommodation and employment strategy which is to be reviewed by Solar Reference Group. Strategy reviewed by Solar farm Reference Group and submitted to Jacobs. Accommodation and Employment Strategy finalised. August 2021 made a submission to the NSW Housing Taskforce outlining the current and likely future housing needs in Narrandera.
		4.10.3	Undertake a review of camping areas and facilities in the Shire to maximise economic benefits.	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 Survey box installed and branded information backpacks being distributed to campers/travellers at Brewery Flats. Camping areas closed due to Corona Virus related Government direction Camping areas reopened as at 1 June 2020 subject to social distancing requirements. Up grade of brewery flats facilities and management arrangements being implemented.

Strategies		Key Actions		Progress
4.11	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 Participate in RDA skills survey Facilitate contact between TAF at Narrandera and Avonlie project owners RES and EPC Siemens /Gamesa to discuss development of relevant courses to support solar farm works.
		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 Riverina Skills audit involvement in focus group.
		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 Ref. 4.11.2
		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 Riverina Skills Audit ref 4.11.3
		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
		4.11.9	Retain young people within the community, through programs such as	For consideration

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

13.3 YOUTH ADVISORY COUNCIL - MINUTES - 8 NOVEMBER 2021

Document ID: 585519

Author: Community Support Manager

Authoriser: Deputy General Manager Corporate and Community

Attachments: 1. Youth Advisory Council Minutes - 8 November 2021

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 8 November 2021.



MINUTES

Youth Advisory Council Meeting

8 November 2021

**MINUTES OF NARRANDERA SHIRE COUNCIL
YOUTH ADVISORY COUNCIL MEETING
HELD AT THE LIBRARY YOUTH SPACE
ON MONDAY, 8 NOVEMBER 2021 AT 3.30PM**

1 PRESENT

Mayor Braden Lyons, Deputy Mayor Wesley Bamblett, Cr Alyssa Sanders, Cr Madeline Fraser, Cr Memphis Singh, CLO Suzanne Litchfield, CSM Stacie Mohr

2 APOLOGIES

Nil

3 BUSINESS ARISING FROM PREVIOUS MINUTES

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Deputy Mayor Wesley Bamblett

Seconded: Cr Alyssa Sanders

That the minutes of the Youth Advisory Council Meeting held on 11 October 2021 be confirmed.

CARRIED

5 REPORTS

5.1 2021-2024 YOUTH STRATEGY ACTIONS - 30 SEPTEMBER QUARTERLY REVIEW

COMMITTEE RESOLUTION

Moved: Deputy Mayor Wesley Bamblett

Seconded: Cr Memphis Singh

The Youth Council:

1. Endorses the 2021-2024 Youth Strategy Actions quarterly review dated 30 September 2021 and progresses the report to the 23 November 2021 Council meeting

CARRIED

5.2 REVIEW OF TERMS OF REFERENCE

COMMITTEE RESOLUTION

Moved: Cr Madeline Fraser

Seconded: Cr Memphis Singh

The Youth Council:

1. Review the Narrandera Shire Youth Advisory Council Terms of Reference and adopt the recommended changes, including amending the age range from 12-21 to 12-24, to allow younger members from the leadership groups of the Primary schools to apply and to allow members to remain members until the age of 24 without the need to reapply or until a letter of resignation is received
2. Progress the reviewed Narrandera Shire Youth Advisory Council Terms of Reference to the 23 November 2021 Council meeting

CARRIED

5.3 PROPOSED BOOKINGS FOR THE FOOD TRAILER

COMMITTEE RESOLUTION

Moved: Deputy Mayor Wesley Bamblett

Seconded: Cr Alyssa Sanders

The Youth Council:

1. Endorse the proposed schedule of bookings (attached) for the Food Trailer to attend
2. Recommend events and dates for the Food Trailer to be included in the schedule of bookings (attached)

CARRIED

5.4 SOCIAL MEDIA AND MEDIA POLICY

COMMITTEE RESOLUTION

Moved: Cr Alyssa Sanders

Seconded: Cr Memphis Singh

The Youth Council:

1. Receive and note Council's Social Media and Media Policies including the requirements for Youth Advisory Council members must adhere to, including the procedure for contact with the media as presented by Council's Communications Officer
2. Participate in media training at the 8 February 2022 meeting, to be facilitated by Council's Communications Officer
3. Develop a Youth Community E-Newsletter for young people to assist with engaging with the community and to provide relevant information on Council events

CARRIED

5.5 FOOD TRAILER OPERATIONAL PLAN

COMMITTEE RESOLUTION

Moved: Cr Madeline Fraser

Seconded: Cr Memphis Singh

The Youth Council:

1. Receive and note the Draft Food Trailer Operational Plan (attached) and progress to the 23 November 2021 Council meeting, without change

CARRIED

5.6 BARELLAN YOUTH ENGAGEMENT

COMMITTEE RESOLUTION

Moved: Deputy Mayor Wesley Bamblett

Seconded: Cr Memphis Singh

The Youth Council:

1. Endorse the proposed Pizza and Pitch Evening to be held in Barellan in 2022 to encourage participation and engagement from young people living in Barellan at a date to be confirmed
2. Include activities for Barellan in the next event planning schedule for youth

CARRIED

5.7 CLEAN UP AUSTRALIA DAY 2022

COMMITTEE RESOLUTION

Moved: Deputy Mayor Wesley Bamblett

Seconded: Cr Alyssa Sanders

The Youth Council:

1. Endorse the participation of the Youth Advisory Council in local Clean Up Australia Day events, held annually in March, through the creation of their own event

CARRIED

5.8 YOUTH SPACE OPEN DAYS

COMMITTEE RESOLUTION

Moved: Cr Madeline Fraser

Seconded: Cr Alyssa Sanders

The Youth Council:

1. Implement a rotating roster, to commence on 10 January 2022, for Youth Advisory Council members to attend the Youth Space of a Monday afternoon to encourage participation by young people and to create an inviting space to gather to utilise the Youth Space
2. Recommend that the Youth Advisory Council logo be displayed on the entrance to the Youth Space and the entrance of the Narrandera Shire Library, to be fabricated and installed by Narrandera Signs

CARRIED

5.9 YOUTH WEEK ACTIVITIES 2022

COMMITTEE RESOLUTION

Moved: Cr Alyssa Sanders

Seconded: Deputy Mayor Wesley Bamblett

The Youth Council:

1. Endorses the proposed Movie Night, Skate Event, Service Provider Expo, Youth Space Open afternoons and Colour Run to be held on Sunday 10 April 2022 to be events for the 2022 Youth Week celebrations, held annually in April

CARRIED

5.10 LETTER OF SUPPORT

COMMITTEE RESOLUTION

Moved: Mayor Braden Lyons

Seconded: Cr Alyssa Sanders

The Youth Council:

1. Receive and note the request for a Letter of Support from the Cultural Development Manager, signed by the Youth Mayor, to seek grant funding to purchase furnishings for the kids' section of the Narrandera Shire Library

CARRIED

6 NEXT MEETING

8 February 2022 to be held at the Youth Space

7 MEETING CLOSE

Meeting Closed at 5.26pm

13.4 YOUTH ADVISORY COUNCIL - MINUTES - 11 OCTOBER 2021

Document ID: 585520

Author: Community Support Manager

Authoriser: Deputy General Manager Corporate and Community

Attachments: 1. Youth Advisory Council Minutes - 11 October 2021

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 11 October 2021.



MINUTES

Youth Advisory Council Meeting

11 October 2021

**MINUTES OF NARRANDERA SHIRE COUNCIL
YOUTH ADVISORY COUNCIL MEETING
HELD AT THE LIBRARY YOUTH SPACE
ON MONDAY, 11 OCTOBER 2021 AT 3.30PM**

1 PRESENT

Mayor Braden Lyons, Deputy Mayor Wesley Bamblett, Cr Madeline Fraser, Cr Memphis Singh, CLO Suzanne Litchfield, CSM Stacie Mohr,

2 APOLOGIES

RECOMMENDATION

That apologies from Cr Alyssa Sanders be received and accepted.

3 BUSINESS ARISING FROM PREVIOUS MINUTES

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Memphis Singh

Seconded: Deputy Mayor Wesley Bamblett

That the minutes of the Youth Advisory Council Meeting held on 9 August 2021 be confirmed.

CARRIED

5 REPORTS

5.1 YOUTH STRATEGY UPDATE

COMMITTEE RESOLUTION

Moved: Deputy Mayor Wesley Bamblett

Seconded: Cr Memphis Singh

The Youth Council:

1. Receive and note the update on the Youth Strategy following the 21 day public exhibition period that concluded on 10 August 2021

CARRIED

5.2 FOOD TRAILER PROJECT

COMMITTEE RESOLUTION

Moved: Cr Memphis Singh

Seconded: Cr Madeline Fraser

The Youth Council

1. Receive and note the update for the Food Trailer Project, which is nearing completion
2. Recommend a soft launch to be held after 1 December 2021 attended by key stakeholders and will signify the completion of the project

CARRIED

5.3 YOUTH WEEK ACTIVITIES 2022

COMMITTEE RESOLUTION

Moved: Cr Madeline Fraser

Seconded: Deputy Mayor Wesley Bamblett

The Youth Council:

1. Provides recommendation to the 8 November 2021 meeting for Youth Week Activities to be run by Council during the 2022 Youth Week, held annually in April

CARRIED

5.4 COMMUNITY CONSULTATION FOR COUNCIL'S STRATEGIC DOCUMENTS

COMMITTEE RESOLUTION

Moved: Cr Madeline Fraser

Seconded: Cr Memphis Singh

The Youth Council:

1. Consult with Brendan and Alicia of Sea and Star Advisory to give input and feedback on the Community Strategic Plan and the Disability Action Plan on Thursday 21 October. The YAC will provide recommendations on how Council can best engage with the youth during the consultation process and make recommendations for inclusion in the plans.

CARRIED

5.5 FOOD TRAILER OPERATIONAL PLAN

COMMITTEE RESOLUTION

Moved: Cr Memphis Singh

Seconded: Deputy Mayor Wesley Bamblett

The Youth Council:

1. Receive and note the Draft Food Trailer Operational Plan (attached) and provide recommendations for any necessary changes. A final draft to be presented at 8 November 2021 meeting

CARRIED

5.6 NAIDOC WEEK 2021

COMMITTEE RESOLUTION

Moved: Cr Madeline Fraser

Seconded: Cr Memphis Singh

The Youth Council:

1. Receive and note the cancellation of NAIDOC Week Celebrations 2021 due to the restrictions placed on events during the NSW State Lockdown

CARRIED

6 GENERAL BUSINESS

NIL

7 NEXT MEETING

8 November 2021 to be held at 3.30pm at the Youth Space

8 MEETING CLOSE

Meeting Closed at 4.20pm

13.5 RAILWAY STATION MANAGEMENT COMMITTEE - MINUTES - 9 NOVEMBER 2021

Document ID: 585904

Author: Senior Customer Service Administration Officer

Authoriser: Deputy General Manager Corporate and Community

Attachments:

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Railway Station Management Committee held on Tuesday 9 November 2021.

**MINUTES OF NARRANDERA SHIRE COUNCIL
RAILWAY STATION MANAGEMENT COMMITTEE
HELD AT THE RAILWAY ROOMS
ON TUESDAY, 9 NOVEMBER 2021 AT 11:05AM**

1 PRESENT

Chairperson Josie Middleton, Members Tony Taylor, Bob Manning, Tony Andracchio,
Cr Barbara Bryon, CDM Sue Killham, Minute Taker Mel Gilmour

2 APOLOGIES

Nil

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Tony Taylor

Seconded: Cr Barbara Bryon

That the minutes of the Railway Station Management Committee held on 21 July 2021 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS

**6.1 REVIEW OF EXISTING TERMS OF REFERENCE AND FUTURE DIRECTION
OF THE COMMITTEE**

COMMITTEE RESOLUTION

Moved: Mr Tony Taylor

Seconded: Cr Barbara Bryon

The Committee:

1. Advises that they would like to change from their existing status as a 355 Committee to become an Advisory Committee relinquishing all associated delegations.

CARRIED

6.2 REVENUE & EXPENDITURE BUDGET 2021-22

COMMITTEE RESOLUTION

Moved: Mr Bob Manning

Seconded: Cr Barbara Bryon

The Committee:

1. Receives and notes the Revenue & Expenditure reports as of November 2021.

CARRIED

6.3 ACTION LIST / KEY REGISTER

COMMITTEE RESOLUTION

Moved: Mr Tony Andracchio

Seconded: Cr Barbara Bryon

The Committee:

1. Update action list and key register and authorise the remove of completed items as follows;
 - Volunteer list – completed
 - Step on concourse – completed
 - Water leaking in kitchen

CARRIED

8 NEXT MEETING

February 2022 time and date TBA

9 MEETING CLOSE

The Meeting closed at 12:06pm.

The minutes of this meeting were confirmed at the Railway Station Management Committee held on .

.....
CHAIRPERSON

13.6 PARKSIDE COTTAGE MUSEUM COMMITTEE - MINUTES - 4 NOVEMBER 2021

Document ID: 585954

Author: Senior Customer Service Administration Officer

Authoriser: Deputy General Manager Corporate and Community

Attachments: 1. Parkside Cottage Museum Committee Minutes - 4 November 2021

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Parkside Cottage Museum Committee held on Thursday 4 November 2021.

**MINUTES OF NARRANDERA SHIRE COUNCIL
PARKSIDE COTTAGE MUSEUM COMMITTEE
HELD AT THE PARKSIDE COTTAGE MUSEUM
ON THURSDAY, 4 NOVEMBER 2021 AT 1:30PM**

1 PRESENT

Mr Steve Wicker, Mrs Josie Middleton, Mrs Nerelle Daly, Mrs Lesley Bailey, Cr Barbara Bryon, Alternate Tracey Lewis, Observer Kim Biggs, CDM Sue Killham, Minute Taker Mel Gilmour,

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mrs Lesley Bailey
Seconded: Cr Barbara Bryon

That apologies from Ms Lynette Burrell and Mr Bob Bennett be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mrs Josie Middleton
Seconded: Mrs Nerelle Daly

That the minutes of the Parkside Cottage Museum Committee held on 7 June 2021 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS

6.1 REVIEW COMMITTEE OF EXISTING TERMS OF REFERENCE

COMMITTEE RESOLUTION

Moved: Mrs Lesley Bailey

Seconded: Mrs Josie Middleton

The Committee:

1. Has reviewed the Terms of Reference with no changes to be made.
2. Advises Council of the following items to be added to the 5year Capital Works plan;
 - Complete external painting of the building
 - Complete internal painting of the kitchen, workrooms, and kitchen area
 - Dust mitigation of the printing press shed – workshop - lining of shed & double doors with viewing glass
 - Closing in of the shed along Cadell street side to reduce dust
 - Extension of open shed awning to backyard gate
 - Lighting for shed
 - Additional concreting in the area in front of rear sheds
 - Investigate the mitigation of surface stormwater around the outdoor display
 - Installation of exterior handrails on step areas
 - Decommission the external toilet, pan, cistern etc. but leaving the external structure in place

CARRIED

6.2 MUSUEM ADVISOR REPORT

COMMITTEE RESOLUTION

Moved: Cr Barbara Bryon

Seconded: Mr Steve Wicker

The Committee

1. Receives and notes the report and draft Covid Plan from Museum Advisor Kim Biggs.

CARRIED

6.3 REVENUE & EXPENDITURE BUDGET 2021-22

COMMITTEE RESOLUTION

Moved: Mrs Nerelle Daly

Seconded: Mrs Lesley Bailey

The Committee:

1. Receives and notes the Revenue & Expenditure reports as of November 2021.

CARRIED

7 NEXT MEETING

February 2022 time and date to be advised

8 MEETING CLOSE

The Meeting closed at 3:05pm.

The minutes of this meeting were confirmed at the Parkside Cottage Museum Committee held on .

.....
CHAIRPERSON

13.7 BETTERING BARELLAN COMMITTEE - MINUTES - 3 NOVEMBER 2021**Document ID: 586274****Author: Senior Customer Service Administration Officer****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Bettering Barellan Committee Minutes - 3 November 2021****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Bettering Barellan Committee held on Wednesday 3 November 2021.
2. Review of existing Terms of Reference and future direction of the Committee.

COMMITTEE RESOLUTION

The Committee:

1. Advises that they would like to change from their existing status as a 355 Committee to an Advisory Committee relinquishing all associated delegations.



MINUTES

Bettering Barellan Committee Meeting

3 November 2021

**MINUTES OF NARRANDERA SHIRE COUNCIL
BETTERING BARELLAN COMMITTEE MEETING
HELD AT THE BARELLAN SWIMMING POOL
ON WEDNESDAY, 3 NOVEMBER 2021 AT 10AM**

1 PRESENT

Chairperson Kevin Morris, Members Donna Robertson, Heather White, Nola Trembath, CDM Sue Killham, Minute Taker Mel Gilmour, Observers Lesley Bandy, ISO Helen Ryan

2 APOLOGIES

Nil

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

Nil

5 REPORTS

5.1 REVIEW OF EXISTING TERMS OF REFERENCE AND FUTURE DIRECTION OF THE COMMITTEE

COMMITTEE RESOLUTION

Moved: Member Donna Robertson

Seconded: Member Heather White

The Committee:

1. Advises that they would like to change from their existing status as a 355 Committee to an Advisory Committee relinquishing all associated delegations.

CARRIED

5.2 REVENUE & EXPENDITURE BUDGET 2021-22

COMMITTEE RESOLUTION

Moved: Member Donna Robertson

Seconded: Member Heather White

The Committee:

1. Receives and notes the Budget & Expenditure reports as of November 2021.

CARRIED

6 NEXT MEETING

February 2022, time and date to be advised

7 MEETING CLOSE

Meeting Closed at 11:07am.

13.8 GRONG GRONG COMMUNITY COMMITTEE - MINUTES - 10 NOVEMBER 2021

Document ID: 586717

Author: Senior Customer Service Administration Officer

Authoriser: Deputy General Manager Corporate and Community

Attachments: 1. Grong Grong Community Committee Minutes - 10 November 2021

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Grong Grong Community Committee held on Wednesday 10 November 2021.



MINUTES

Grong Grong Community Committee Meeting

10 November 2021

**MINUTES OF NARRANDERA SHIRE COUNCIL
GRONG GRONG COMMUNITY COMMITTEE MEETING
HELD AT THE GRONG GRONG HALL
ON WEDNESDAY, 10 NOVEMBER 2021 AT 7PM**

1 PRESENT

Chairperson Bob Manning, Members Jean Batchelor, Reiner Meier, Gemma Purcell, Julie Marwood, Leonard O'Reilly, Cr Barbara Bryon, CDM Sue Killham, Minute Taker Mel Gilmour

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Barbara Bryon

Seconded: Member Reiner Meier

That apologies from Member Graeme Missen be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Member Jean Batchelor

Seconded: Member Julie Marwood

That the minutes of the Grong Grong Community Committee Meeting held on 10 March 2021 and the Grong Grong Community Committee Meeting held on 10 June 2021 be confirmed.

CARRIED

5 REPORTS

5.1 CHAIRPERSON ANNUAL REPORT

COMMITTEE RESOLUTION

Moved: Cr Barbara Bryon

Seconded: Member Jean Batchelor

The Committee:

1. Receive and note the Chairperson Annual Report.

CARRIED

5.2 REVIEW OF EXISTING TERMS OF REFERENCE AND FUTURE DIRECTION OF THE COMMITTEE

COMMITTEE RESOLUTION

Moved: Member Jean Batchelor

Seconded: Member Leonard O'Reilly

The Committee:

1. Has reviewed the Terms of Reference with no changes to be made and would like to remain a 355 Committee of Council.

CARRIED

5.3 GRONG GRONG SPORTSGROUND - STORAGE SHED PROJECT

COMMITTEE RESOLUTION

Moved: Member Gemma Purcell

Seconded: Member Jean Batchelor

The Committee:

1. Has reviewed the two options and selected option A Scope of Works with the following amendments:

Removal of

- Supply mower – Honda – HRU216 Buffalo Cutter
- Supply brush cutter – Honda – UMK 425 with bike handles
- 7x5 Golf Buggy Tipper trailer – for mower transport only

Addition of

- Sink and preparation area as per diagram submitted by Committee
- A serving area depending on budget.

CARRIED

Note: Following the meeting and discussions with the DGMI, it was realised that the scope of the grant required the inclusion of garden maintenance equipment as originally desired by the Committee. This was discussed with the committee chair, whom was going to advise all if the committee members.

This alters the outcome of the above resolution to the following:

1. Has reviewed the two options and selected option A Scope of Works with the following amendments:

Removal of

- 7x5 Golf Buggy Tipper trailer – for mower transport only

Addition of

- Sink and preparation area as per diagram submitted by Committee
- A serving area depending on budget.

5.4 PROPOSED LEASE/LICENCE AGREEMENT

COMMITTEE RESOLUTION

Moved: Member Gemma Purcell

Seconded: Member Jean Batchelor

The Committee

1. Endorses the proposed Service Agreement 2021 for the Grong Grong Sportsground

CARRIED

5.5 ACTION LIST / KEY REGISTER

COMMITTEE RESOLUTION

Moved: Member Gemma Purcell

Seconded: Member Leonard O'Reilly

The Committee:

1. Has reviewed and updated the action list and key register.

CARRIED

5.6 REVENUE & EXPENDITURE BUDGET 2021-22

COMMITTEE RESOLUTION

Moved: Member Reiner Meier

Seconded: Member Julie Marwood

The Committee:

1. Receives and notes the Budget & Expenditure reports as of November 2021.

CARRIED

6 NEXT MEETING

February 2022, time and date to be confirmed

7 MEETING CLOSE

Meeting Closed at 9:02pm

13.9 AUSTRALIA DAY PLANNING COMMITTEE - MINUTES - 9 NOVEMBER 2021

Document ID: 587033

Author: Events & Visitor Services Team Leader

Authoriser: General Manager

Attachments: 1. Australia Day Planning Committee Minutes - 9 November 2021

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Committee held on Tuesday 9 November 2021.

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUSTRALIA DAY PLANNING COMMITTEE
HELD AT THE NARRANDERA ARTS CENTRE
ON TUESDAY, 9 NOVEMBER 2021 AT 8:30AM**

1 PRESENT

Cr Neville Kschenka, Ms Helen McDermott, Mr Bob Manning, Ms Beryl Brain, Mr Stephen Targett, Mr Graeme Davies, Cr Narelle Payne, Ms Barbara Bryon, Minute Taker Brenda Hartmire

2 APOLOGIES

Nil

3 DECLARATIONS OF PECUNIARY INTEREST

Cr Neville Kschenka – advised he will refrain from being part of the Citizen of the Year nominee discussion and voting.

Cr Barbara Bryon – advised she will refrain from being part of the Organisation of the Year nominee discussion and voting.

Both were non-pecuniary interests.

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Bob Manning

Seconded: Mr Stephen Targett

That the minutes of the Australia Day Planning Committee held on 12 October 2021 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

The Showground Hall was chosen as a wet weather venue for the Awards.

6 REPORTS

6.1 AUSTRALIA DAY GRANT

COMMITTEE RESOLUTION

Moved: Mr Stephen Targett

Seconded: Mr Bob Manning

Australia Day Community Grant is applied for to create a more inclusive event

CARRIED

6.2 LATE AUSTRALIA DAY NOMINATION

COMMITTEE RESOLUTION

Moved: Ms Beryl Brain

Seconded: Cr Narelle Payne

Committee accept a late nomination for Young Citizen of the Year.

CARRIED

6.3 ORGANISATION OF THE YEAR NOMINEES

COMMITTEE RESOLUTION

Moved: Mr Graeme Davies

Seconded: Cr Narelle Payne

Committee choose an Australia Day Organisation of the Year recipient from the nominees. (Details contained within the Confidential Report – Narrandera Shire Australia Day Awards 2022)

CARRIED

6.4 YOUNG CITIZEN OF THE YEAR

COMMITTEE RESOLUTION

Moved: Ms Beryl Brain

Seconded: Cr Narelle Payne

Committee choose an Australia Day Young Citizen of the Year recipient from the nominees. (Details contained within the Confidential Report – Narrandera Shire Australia Day Awards 2022)

CARRIED

6.5 SENIOR CITIZEN OF THE YEAR

COMMITTEE RESOLUTION

Moved: Mr Bob Manning

Seconded: Mr Graeme Davies

Committee choose an Australia Day Senior Citizen of the Year recipient from the nominees. (Details contained within the Confidential Report – Narrandera Shire Australia Day Awards 2022)

CARRIED

6.6 CITIZEN OF THE YEAR

COMMITTEE RESOLUTION

Moved: Ms Helen McDermott

Seconded: Mr Bob Manning

Committee choose joint Australia Day Citizens of the Year recipient from the nominees. (Details contained within the Confidential Report – Narrandera Shire Australia Day Awards 2022)

CARRIED

7 NEXT MEETING

8 MEETING CLOSE

The Meeting closed at TBA.

The minutes of this meeting were confirmed at the Australia Day Planning Committee held on .

.....
CHAIRPERSON

13.10 KOALA REGENERATION COMMITTEE - MINUTES - 3 NOVEMBER 2021

Document ID: 587038

Author: Events & Visitor Services Team Leader

Authoriser: General Manager

Attachments: 1. Koala Regeneration Committee Minutes - 3 November 2021

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Koala Regeneration Committee held on Wednesday 3 November 2021.

**MINUTES OF NARRANDERA SHIRE COUNCIL
KOALA REGENERATION COMMITTEE AGM
HELD AT THE NARRANDERA ARTS AND COMMUNITY CENTRE
ON WEDNESDAY, 3 NOVEMBER 2021 AT 6:00PM**

1 PRESENT

Ms Kimberley Beattie (Chair), Cr Jenny Clarke OAM, Mrs Betty Bradney, Mr Bob Manning, Mrs Lindsay Hayes, Ms Lorna Quilter, Mrs Nella Smith, Mr Roy Wade, Ms Angela Lewis (NPWS), Mrs Brenda Hartmire (EVSTL) (Minute Taker), Mr Peter Dale (Economic Development Manager) and Mayor Neville Kschenka,

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mr Bob Manning

Seconded: Mrs Betty Bradney

That apologies from Ms Christine Sercombe and Mrs Lee Reavley be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

NIL

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Bob Manning

Seconded: Cr Jenny Clarke OAM

That the minutes of the Koala Regeneration Committee held on 9 August 2021 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS**6.1 ANNUAL REPORT BY THE CHAIRPERSON****COMMITTEE RESOLUTION**

Moved: Ms Lorna Quilter

Seconded: Mr Bob Manning

Annual Report presented by Chairperson and accepted by the committee.

CARRIED

6.2 COMMITTEE TO SUBMIT COMMITTEE MEMBERSHIP APPLICATIONS AFTER COUNCIL ELECTION AND AS SUCH EXTEND TERM**COMMITTEE RESOLUTION**

Moved: Mr Bob Manning

Seconded: Cr Jenny Clarke OAM

The committee agreed to extend the term of the committee and chairperson to remain throughout Council's current caretaker period. After which, committee members wishing to remain on the committee will be required to submit Committee Membership Applications for approval by the newly-elected Council, and appoint a chairperson for 2022.

CARRIED

6.3 DIFFERENCE OF SECTION 355 COMMITTEE

The committee and attending Councillors discussed the difference between a Section 355 committee and an advisory committee.

7 GENERAL BUSINESS

Nil

8 CORRESPONDENCE

Nil

9 NEXT MEETING FOLLOWING AT 6.30PM

10 MEETING CLOSE

The Meeting closed at 6.25pm

The minutes of this meeting were confirmed at the Koala Regeneration Committee held on .

.....
CHAIRPERSON

13.11 KOALA REGENERATION COMMITTEE - MINUTES - 3 NOVEMBER 2021

Document ID: 587040

Author: Events & Visitor Services Team Leader

Authoriser: General Manager

Attachments: 1. Koala Regeneration Committee Minutes - 3 November 2021

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Koala Regeneration Committee held on Wednesday 3 November 2021.

**MINUTES OF NARRANDERA SHIRE COUNCIL
KOALA REGENERATION COMMITTEE
HELD AT THE NARRANDERA ARTS AND COMMUNITY CENTRE
ON WEDNESDAY, 3 NOVEMBER 2021 AT 6.30PM - GENERAL**

1 PRESENT

Ms Kimberley Beattie (Chair), Cr Jenny Clarke OAM, Mrs Betty Bradney, Mr Bob Manning, Mrs Lindsay Hayes, Ms Lorna Quilter, Mrs Nella Smith, Mr Roy Wade, Ms Angela Lewis (NPWS), Mrs Brenda Hartmire (EVSTL) (Minute Taker), Mr Peter Dale (Economic Development Manager) and Mayor Neville Kschenka

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mr Bob Manning

Seconded: Mrs Betty Bradney

That apologies from Ms Christine Sercombe and Mrs Lee Reavley be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

Confirmed at AGM.

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS

6.1 KOALA RESEARCH CENTRE DISCUSSION

COMMITTEE RESOLUTION

Moved: Mr Bob Manning

Seconded: Cr Jenny Clarke OAM

That the Koala Regeneration Committee supports Narrandera Shire Council in their endeavours to facilitate the development of a Koala Research Facility in Narrandera.

CARRIED

6.2 PROMOTIONAL MATERIALS, MERCHANDISE AND SITE-MARKERS

An update was given regarding the proposed purchase of promotional materials, merchandise and site-markers for the annual koala count.

6.3 PROPOSED KOALA FESTIVAL 2022

COMMITTEE RESOLUTION

Moved: Cr Jenny Clarke OAM

Seconded: Ms Lindsay Hayes

The Koala Regeneration committee supports the proposed Koala Festival April 2022

CARRIED

6.4 PASSING OF MR GEOFFREY SULLIVAN

COMMITTEE RESOLUTION

Moved: Mrs Betty Bradney

Seconded: Mr Bob Manning

That the Committee sends a Sympathy Card to the wife of Mr Geoff Sullivan.

CARRIED

8 CORRESPONDENCE

Nil

9 NEXT MEETING

TBC

10 MEETING CLOSE

The Meeting closed at 7.22pm.

The minutes of this meeting were confirmed at the Koala Regeneration Committee held on [TBA].

.....
CHAIRPERSON

14 OUR COMMUNITY**14.1 2021-2024 YOUTH STRATEGY ACTIONS QUARTERLY REVIEW - 30 SEPTEMBER 2021****Document ID: 586781****Author: Community Support Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Community****Attachments: 1. 2021-2024 Youth Strategy Actions 30 September 2021 (under separate cover)****RECOMMENDATION**

That Council:

1. Endorses the 2021-2024 Youth Strategy Actions quarterly review dated 30 September 2021.

PURPOSE

The purpose of this report is for Council to endorse the 2021-2024 Youth Strategy Actions quarterly review as of 30 September 2021.

SUMMARY

The attached quarterly review contains updated actions from the 2021-2024 Youth Strategy as of 30 September 2021.

BACKGROUND

The Narrandera Shire Youth Strategy was developed by the Youth Advisory Council and identifies the main priorities and objectives of the Youth Advisory Council. The Narrandera Shire Youth Strategy contains a list of actions to ensure the needs of children and young people within the Narrandera Shire are being met.

The 2021-24 Youth Strategy was adopted by Council on 20 July 2021. The attached quarterly review contains the first update of actions as of 30 September 2021.

There are 23 actions contained within the Youth Strategy. Some actions are delivered directly by Council and, for other actions, Council plays the role of advocate.

Highlights of the 30 September 2021 reporting quarter are:

- Through the successful application for grant funding, Youth Week activities were held in April and were extremely successful and well attended. Events included Fun Day in the Park, boxercise and pilates classes, road safety in the Youth Space and Cinema Under the Stars.
- Council provided work experience opportunities to 11 high school students. One each in Community Liaison, Finance, Water and Sewer; and two each in the Library, Ranger Services, Open Space and Recreation, and urban planning.
- The Youth Advisory Council participated in three radio interviews, has been active on Council's Facebook and Instagram pages through videos, photos and written posts to

promote events including Youth Week, the upcoming Food Trailer and the Youth Strategy.

- Council utilised the skills of young people by purchasing photographs from a member of the youth community for use as graphic design on the Youth Trailer.
- A meeting between the Youth Advisory Council and the Local Health Advisory Committee was held to discuss working together to help address the need for mental health services within the Shire.

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

Theme

Our Community

Strategy

3.2 - Population growth, retention and identify needs for our youth

Action

3.2.1 - Strategic advocacy to support population retention with particular focus on the youth of our Shire

ISSUES AND IMPLICATIONS

Policy

- Nil

Financial

- Nil

Legal / Statutory

- Local Government Act, 1993

Community Engagement / Communication

- The 2021-2024 Youth Strategy was recently adopted by Council after a 21-day exhibition period. This document is available on Council's website. Actions will be discussed in an open forum at Council meetings.

Human Resources / Industrial Relations (if applicable)

- Nil

RISKS

Nil

OPTIONS

That Council:

1. Endorses the 2021-2024 Youth Strategy Actions quarterly review dated 30 September 2021.

2. Does not endorse the 2021-2024 Youth Strategy Actions quarterly review dated 30 September 2021 and returns it to staff for amendment.

CONCLUSION

It is recommended that Council endorses the attached quarterly review which contains updated actions from the 2021-2024 Youth Strategy as of 30 September 2021, as presented.

RECOMMENDATION

That Council:

1. Endorses the 2021-2024 Youth Strategy Actions quarterly review dated 30 September 2021.

15 OUR ENVIRONMENT**15.1 NARRANDERA SHIRE COUNCIL 2020-2025 TREE AUDIT****Document ID:** 586772**Author:** Open Space and Recreation Manager**Authoriser:** Deputy General Manager Infrastructure**Theme:** Our Environment**Attachments:**

1. POL127 Tree Management Policy
2. Tree Audit Cover Report (under separate cover)

RECOMMENDATION

That Council:

1. Acknowledges the 2020-2025 Narrandera Shire Council Tree audit.
2. Adopts POL127 Tree Management Policy.
3. Formally adopts to purchase a digital based tree management program to assist with managing and documenting works in the field.
4. Ensures that appropriate resources, including budget, are allocated to address the tree maintenance requirements identified in the Narrandera Shire Council Tree Audit 2020-2025.

PURPOSE

The purpose of this report is to inform Council of outcomes of the 2020-2025 Tree Audit and the review of POL127 Tree Management Policy.

SUMMARY

Every five years, Council engages a suitably qualified arborist to conduct an audit of Council's tree population. The audit provides a comprehensive report to Council of the current tree population, along with recommendations for routine maintenance of tree assets. In September 2020, Council engaged Wagga Tree Consultancy to complete a tree audit of Council-managed street trees. The audit included trees within Barellan, Grong Grong and Narrandera, including trees located in parks, cemeteries, and sporting venues. Visual inspections were also conducted on walking tracks within the Flora and Fauna Reserve. The findings from the tree audit are used to identify and prioritise future tree maintenance work.

BACKGROUND

The purpose of Council's Tree Service is to ensure a safe environment for residents and visitors, while maintaining the aesthetics of the streetscape.

Whilst the health, safety and welfare of Council staff and the community, and the protection of public and private property where Council trees may encroach, is paramount, Council is also committed to preserving trees, improving the aesthetic urban landscape, and effectively managing the environment.

Narrandera Shire Council is responsible for the management of 5000-6000 trees in streets, parks, sporting venues and cemeteries. Council also manages trees within a number of reserves.

Council staff conducted a Tree Service review in 2015/16. The objective of this review is not only to try and identify savings but to ensure value for money for rate payers whilst also ensuring the sustainable ongoing future management of Narrandera Shires trees.

The Tree service review identified six key recommendations:

1. Conduct a tree audit. Council conducts a formal survey and assessment of its tree population on a five-year cycle.
2. Develop an ongoing Tree Maintenance Program based on the findings from the tree audit.
3. Consider, as part of future Operational Plans, adopting a long-term financial commitment that funds the works identified through the Tree Maintenance Program.
4. Explore the possibility of contracting public amenity cleaning through the next cleaning contract to enable OSR staff to focus on core functions. Council now contracts public toilet cleaning.
5. Investigate the purchase of specialised plant. Elevated work platform (EWP) purchased; chipper and other specialised equipment to be investigated.
6. Endorse specialised staff training to meet skills gaps. Council staff training is ongoing.

All six recommendations have been addressed and led to Council receiving 97% compliance rating in the recent Statewide Mutual Risk Audit. Council has a long-term budget forecast, with the operational funding allocation considered annually.

The tree audit is a crucial component in ensuring Council's legislative requirements are met, whilst assisting to mitigate Council's potential liability risks. By utilising the tree audit, Council is able to demonstrate that trees are being managed in accordance with Statewide Mutual Public Liability Management guidelines.

The tree audit is required to address a number of objectives including:

- Current tree condition
- Pest, disease and other disorders that may affect trees
- Species performance
- Review of tree risk - identification of trees with elevated failure potential and an unacceptable risk of harm; application of Quantified Tree Risk Assessment (QTRA)
- Recommendations for management of the issues identified, including suggested maintenance schedules and re-plantings.

A Tree Management Plan has been developed as a working document providing guidelines for staff to make well-informed decisions with an emphasis on continual improvement in regard to tree management.

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

Theme

Our Environment

Strategy

2.2 - To effectively manage and beautify our public spaces

Action

2.3.1 - Consider and where possible implement sustainable environmental practices

ISSUES AND IMPLICATIONS**Policy**

- POL127 Tree Management Policy – the review was generally cosmetic with no notable changes to the content.

Financial

- Fulfilling all of the recommendations of the tree audit may result in a need to increase to the operating budget to meet the service levels from the tree maintenance program identified within the tree audit.
- Council prioritises works and can only carry out maintenance programs with the funds available, this is often difficult as the increased storm events sees a greater need for emergency tree works to ensure community safety.
- Capital expenditure on specialised plant may need to be funded to ensure resources can be utilised to their full potential.
- Any considerations for additional operating costs or capital costs will be subject to the availability and allocations in future operating budget processes.

Legal / Statutory

- AS 4773-2007 Pruning of Amenity Trees
- AS 4970 Protection of trees on development sites
- Civil Liability Act (NSW) 2002
- Local Government Act 1993
- WHS Act and Legislation

Community Engagement / Communication

- The use of digital based tree management programs like *TREEPLOTTER* may assist in providing quicker, more detailed responses to public requests regarding tree maintenance.

Human Resources / Industrial Relations (if applicable)

- The Open Space and Recreation section has 10 fulltime staff, including the OSR Manager. Four staff are allocated tree maintenance work, along with other core duties.
- Council utilises the tree audit to create tree maintenance packages. These packages are sent to contractors to bid for and carry out the works if successful. If Council chooses to provide a higher level of service, then additional staff, plant and budget will need to be allocated.

RISKS

- Lack of species diversity. Narrandera tree species are borderline of being classified a monoculture - three dominate species which could be subject to pest and virus issues. A maximum of five to 10 percent for any one particular species is acceptable.
- Increase of areas of service, combined with an increase of customer expectations may lead to lack of consistency in allocating resources to ensure new tree plantings reach maturity.
- Previously selected tree species may no longer be suited to Narrandera's climate.
- Previous tree management practices have limited the way Narrandera trees can be managed.
- Council may become more focused on preserving a tree well past its useful life rather than replacement.
- Council may not be able to retain staff with the expertise to effectively manage Narrandera Shire's current and future tree population.
- As Narrandera is known for its trees, any obstruction that prevent the maintenance of the tree population will have a potential impact on the council's reputation. These impacts are also felt by the professional staff who can only achieve the outcomes that are financially permitted.
- Recent times has seen an increase of concerns raised within social media, to which there is an expectation that actions will be taken by staff to remove what are considered healthy trees. This has the potential to create an unsustainable expectation and undermines the strategic approach to tree management.

OPTIONS

There are four main elements for Council to consider:

1. Acknowledge the 2020-2025 Narrandera Shire Council Tree audit
2. Adopt POL127 Tree Management Policy
3. Formally adopt to purchase a digital-based tree management program to assist with managing and documenting work in the field.
4. Ensure that appropriate resources, including budget, are allocated to address the tree maintenance requirements identified in the Narrandera Shire Council Tree Audit 2020-2025.

CONCLUSION

Trees are a valuable asset and necessary part of both the urban and natural environment. They are the cornerstone of our environment and provide numerous benefits to our social wellbeing, biodiversity and ecology of any area. Trees provide water balance stability, salinity and erosion control, amenity, cultural, public health and aesthetic benefits; and all efforts need to be made to preserve and plant new trees where possible. As an asset, they require appropriate management and resource inputs.

A total of 4570 trees were evaluated and reported in the 2020-2025 NSC Tree Audit. Drive-by visual tree inspections (VTA) on a number of reserves also were completed.

- 204 tree species were reported, with 40 species accounting for 85% of the tree population.
- 87% of the tree population were graded as in Fair, Good or Excellent condition.

- The three most common species made up 28% of the tree population, all exotic species:
 - 14 % *Platanus X acerifolia* (London Plane)
 - 8% *Liquidambar styraciflua*
 - 6% *Fraxinus* 'Raywood' Claret Ash
- 34% of the tree population were Australian Native species.
- 290 trees were identified with a life span of 0 or 0-five years. This means the majority of these trees are likely to require removal in the coming five years for a range of reasons.

It is evident that a number of “theme” plantings of different species took place 50-100 years ago. A number of streetscape plans have been developed as part of the audit to ensure species diversity and succession planting continues to take place.

It should be noted that trees cannot be guaranteed ‘risk free’. All trees represent some degree of risk. Arboriculture is not an exacting science, rather it is an educated interpretation of the interaction of biotic and environmental circumstances which change over time.

RECOMMENDATION

That Council:

1. Acknowledges the 2020-2025 Narrandera Shire Council Tree audit.
2. Adopts POL127 Tree Management Policy.
3. Formally adopts to purchase a digital based tree management program to assist with managing and documenting works in the field.
4. Ensures that appropriate resources, including budget, are allocated to address the tree maintenance requirements identified in the Narrandera Shire Council Tree Audit 2020-2025.



Tree Management Policy 202X1

POL127



NARRANDERA SHIRE COUNCIL

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Policy No: POL127
Policy Title: Tree Management Policy
Section Responsible: Open Space & Recreation
Minute No/Ref: XXXXXX
Doc ID: 13332

1. INTENT

The town of Narrandera is renowned for its tree lined streets and parks and gardens and is often referred to by travellers as an oasis. A rich diversity and maturity of trees can be found throughout the town and is widely acknowledged as providing a positive contribution towards maintaining the town's sustainability. Great value is placed on the shire's overall tree population by the local communities. They recognise that in total, trees play a significant role in determining the character of the shire and in maintaining community health and serenity.

Collectively, trees provide many social and environmental benefits. They beautify and soften streetscapes, complement architecture, screen unsightly views, provide wildlife habitat and provide privacy together with a sense of security and peace.

While trees play an important role in the urban landscape, it is also recognised that trees of the wrong type, or growing in the wrong place, can create problems and risks that are not reasonable in some instances. Property owners and public authorities have obligations with respect to the protection of trees, and responsibilities for any damage or injury associated with the presence, failure or growth of trees.

Issues relating to tree management have a high profile and can generate considerable public debate and passion and as a consequence, careful planning is required in order to facilitate effective tree management.

This policy outlines Council's tree management processes in line with relevant legislative requirements, strategic policies and accepted tree care practices.

2. SCOPE

This policy shall apply to all **significant** trees that are growing on any property under Council's control.

The health, safety and welfare of Council staff and the community, and the protection of public and private property is paramount, and these considerations shall take precedence in any determination regarding existing plantings, preferred or prohibited species selection or any individual tree. **Whilst these considerations are a high priority to Council, the significance and values of the tree will also be considered within the assessment.**

3. OBJECTIVE

The policy seeks to provide a practical and balanced approach to tree management and provide the strategic framework for the management of trees located on Council managed land. It includes an overview of practices used by Council to protect, maintain and develop the shire's tree resource. It will guide decision making and is intended for use by staff dealing with issues relating to trees on Council managed land.

The policy is complemented by a Tree Management Plan that contains more detailed guidelines regarding specific tree related issues including:

- Tree selection and planting
- Risk assessment
- Maintenance and tree removal
- Preservation

4. POLICY STATEMENT

Council is committed to the maintenance and improvement of its "urban forest" environment. This policy provides for the planting, maintenance and, where necessary the removal, of trees on Council controlled property.

Whilst the health, safety and welfare of Council staff and the community, and the protection of public property, and private property where Council trees may encroach, is paramount; Council is also committed to preserving trees, improving the aesthetic urban landscape, and effectively managing the environment. Whilst these objectives can be conflicting, responsible risk management shall take precedence in any determination regarding existing or future plantings.

5. PROVISIONS

5.1 GENERAL TREE MANAGEMENT PRINCIPLES

In order to make effective management decisions it is necessary to have a core group of basic objectives. The following basic principles apply to most tree related situations and are incorporated in Council's Tree Management Plan:

- Tree management
- Community consultation
- Tree protection

- Tree selection
- Tree planting
- Tree roots
- Pest, disease, animal and weed species
- Tree removal

5.2 MANAGEMENT TASKS

In managing its tree assets, Council shall:

- Engage at five yearly intervals, a suitably qualified arborist to conduct an audit of Council's tree population and to provide a comprehensive report to Council with recommendations for routine maintenance of tree assets.
- Maintain and enhance the existing tree population for inheritance by future generations by preserving tree health, aesthetic appearance and amenity value.
- Utilise a program of systematic tree assessment and best practice tree management to mitigate tree risk for residents and visitors to the town.
- Remove poor performing trees where necessary in order that the town's landscapes are reinvigorated and maintained with regard to safety and amenity.
- Select tree species for planting for their suitability to the site, performance, and potential to contribute to the landscape.
- Protect Council trees from development and other activities that threaten their health and viability.
- Consult and inform the community about all major tree projects, for example, removals that impact a whole street, high profile business centre tree replacements
- Manage trees on Council managed land in accordance with Council's Tree Management Plan.

5.3 BUDGET

Budget allocations in support of this policy shall be made on the basis that maintenance of existing trees or plantings of new or replacement trees, is costed and funded in accordance with recognised risk management principles to ensure tree asset protection, community safety, risk and resource priorities and best value.

6. DEFINITIONS

- **DGMI:** Deputy General Manager Infrastructure Services
- **NSC:** Narrandera Shire Council
- **OSR:** Open Space and Recreation

7. ROLES AND RESPONSIBILITIES

7.1 DEPUTY GENERAL MANAGER INFRASTRUCTURE

The DGMI has the overall responsibility for the tree management program at Narrandera Shire Council.

7.2 OPEN SPACES AND RECREATION MANAGER

The Open Spaces and Recreation Manager (OSR) is responsible:

- for implementing this policy in line with Council's Tree Management Plan
- seeking arborist advice as required; and
- developing the annual tree management program in consultation with the DGMI.

7.3 OSR STAFF

OSR operational staff are responsible:

- for undertaking all works associated with the tree management program as directed by the OSR Manager and in accordance with the Tree Management Plan.

8. RELATED LEGISLATION

- Civil Liability Act (NSW) 2002
- Local Government Act (NSW) 1993

9. RELATED POLICIES AND DOCUMENTS

- AS 4373-2007 - Pruning amenity trees, pruning types, classes and suitability
- **AS 4970 - Protection of trees on development sites.**
- AS/NZS ISO 31000:2009 Risk management – Principles and guidelines
- NSC Footpaths, Nature Strips, Medians and Shared Paths Inspection and Maintenance Procedure
- NSC Tree Management Plan
- NSC TS350 Footpath Inspection and Maintenance Policy
- NSC WHS-POL001 Work Health Safety Policy
- StateWide Mutual Best Practice Manual – Trees and Tree Roots

10. VARIATION

Council reserves the right to review, vary or revoke this policy in accordance with legislation, regulation and award changes, where applicable. Council may also make changes to this policy and the relevant procedures from time-to-time to improve the effectiveness of its operation.

11. PREVIOUS VERSIONS

Reference to a superseded policy number and/or name is also considered a reference to the new policy number. This policy was previously named:

- TS50 Tree Management Policy
- Street Trees and Nature Strip Policy

POLICY HISTORY

Responsible Officer	Open Space and Recreation Manager		
Approved by	General Manager		
Approval Date	DD Month 202Y		
GM Signature <i>(Authorised staff to insert signature)</i>			
Next Review	1 October 2024		
Version Number	Endorsed by ELT	Endorsed by Council	Date signed by GM
1 Adopted	-	-	08/1997
2 Reviewed	-	-	9/12/2008
3 Reviewed	12/04/2016	17/05/2016	31/03/2017
4 Reviewed	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY

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12. Acknowledgement of Training Received (if required)

I hereby acknowledge that I have received, read and understood a copy of Council's XXXXX Tree Management Policy POL 127 .	
Employee Name	
Position Title	
Signature	
Date	

16 OUR ECONOMY**16.1 SALE OF LAND PROCEEDING WITH NEW BUYER****Document ID: 586437****Author: Economic Development Manager****Authoriser: General Manager****Theme: Our Economy****Attachments: Nil****RECOMMENDATION**

That Council:

1. Notes that the sale of part Lot 12 DP869904, proposed lot 71 Driscoll Road in the Red Hill Industrial Estate, is proceeding in accordance with Council's resolution 21/216 of 21 September 2021.

Proposed Lot 71 Driscoll Road

Council resolved at its 21 September 2021 meeting (21/216) to sell proposed lot 71 Driscoll Road for the conduct of an apiary business. The agents in this matter, QPL, advised by email and phone on 8 November that the purchaser had withdrawn its offer and was unable to progress with the purchase. Contracts were not exchanged.

Subsequently, Council's agents in this matter, QPL, have advised that they have successfully attracted another purchaser who is offering to purchase lot 71 at the asking price of \$8 per square metre plus GST. The new sale will therefore result in the same price outcome, that is \$84,603.20 incl GST. The new purchaser intends to construct modular industrial units.

The block of land comprising 9,614 square metres can now be contracted for the new sale at Council's scheduled asking price of \$8 per square metre plus GST. The contractual conditions as resolved in resolution 21/216 of 21 September 2021 therefore remain unchanged.

RECOMMENDATION

That Council:

1. Notes that the sale of part Lot 12 DP869904, proposed lot 71 Driscoll Road in the Red Hill Industrial Estate, is proceeding in accordance with Council's resolution 21/216 of 21 September 2021.

16.2 WAIVE FEES FOR STALLHOLDERS - CHRISTMAS PROMOTION

Document ID: 587179
Author: Events & Visitor Services Team Leader
Authoriser: General Manager
Theme: Our Economy
Attachments: Nil

RECOMMENDATION

That Council:

1. Waives fees for stallholders on the occasion of the Special Christmas promotion on 4 December 2021.

PURPOSE

The purpose of this report is to request Council's support to waive stallholder fees for the Narrandera Business Group's Christmas Shopping Day Bonanza to be held in December.

SUMMARY

The Narrandera Business Group proposes to hold a Christmas Shopping Day Bonanza on Saturday 4 December 2021 between 9am-3pm. Their intention is to revitalise the sense of community and support for local businesses with a boost to Christmas trading.

The Business Group has invited local community groups and charities to take part and is asking Council to waive the usual \$25 stall fee to encourage participation.

BACKGROUND

The Narrandera Business Group Christmas Shopping Day Bonanza is to be held on Saturday 4 December 2021. The Group has organised a lift-out in the Narrandera Argus' edition on 25 November to promote the event. The Group has also arranged, at its cost, for a mini bus to bring community members from Barellan to Narrandera on the day.

The majority of stores which open on Saturdays are participating and looking forward to seeing much of the community either before or after voting in the local Council election.

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

Our Economy

Strategy

3.1 - To encourage new business and industry that can be sustained also support local business and industry to grow and prosper

Action

3.1.1 - Continued delivery of actions contained within the Economic Development Strategy

ISSUES AND IMPLICATIONS**Policy**

- Buy Local Use Local Strategy
- ES230 Events Policy
- TS150 Use of Footpath by Commercial Premises

Financial

- Anticipated waived stallholders' fees \$250-\$375 (10-15 stallholders)
- Funds to be allocated from job cost 8600-0129-000 Christmas Promotions.

Statutory

- N/A

Community Engagement / Communication

- Information provided as a report to Council's November 2021 meeting.

Human Resources / Industrial Relations (if applicable)

- N/A

RISKS

There are no perceived risks.

OPTIONS

1. That Council agrees to waive 100% of the \$25 stallholder fee.
2. That Council agrees to waive a different value of stallholder fees.
3. That Council does not agree to waive stallholder fees and requires the stallholder to pay the \$25 fee to participate.

CONCLUSION

That Council waives fees for stallholders to help promote the Special Christmas Shopping Day Bonanza on Saturday 4 December 2021.

RECOMMENDATION

That Council:

1. Waives fees for stallholders on the occasion of the Special Christmas promotion on 4 December 2021.

17 OUR INFRASTRUCTURE**17.1 PLAYGROUND ON THE MURRUMBIDGEE - CHANGE OF PROJECT SCOPE****Document ID: 584679****Author: Deputy General Manager Infrastructure****Authoriser: Deputy General Manager Infrastructure****Theme: Our Infrastructure****Attachments: 1. Skywalk Lake Talbot Concept****RECOMMENDATION**

That Council:

1. Approves the reallocation of \$821,000 from the now cancelled Lattice Bridge walk project to the alternate project, being elevated walk (skywalk) and viewing platform, improved pedestrian access and lakeside deck.

PURPOSE

The purpose of this report is for Council to consider a suitable replacement project for the Lattice Bridge walk, that can align with the Playground on the Murrumbidgee program.

SUMMARY

Council has the opportunity to reallocate \$821,000 from the now cancelled Lattice Bridge walk, subject to approval from the NSW Government. It is recommended that a new project, comprising an elevated walk (skywalk) and viewing platform, improved pedestrian access and lakeside deck, be considered as a suitable replacement project. This project aligns with the desired outcomes of the Playground on the Murrumbidgee program and can be delivered within the available time.

BACKGROUND

Council at its October 2021 ordinary meeting resolved to refuse the development application for the Lattice Bridge walk, which was a nominated project under the Playground on the Murrumbidgee program.

The funding remaining unspent on this project is \$821,000, about which discussion has been held with NSW Government representatives regarding the ability to have the funds reallocated to another project. This was generally supported; however, it needs to align with the desired outcomes of the program, that is to attract visitors and highlight the features of the Murrumbidgee River and associated infrastructure.

There was previously some vision and desire to enhance the attraction to the Lake Talbot area for both visitors and locals alike. Whilst exploring potential options, the idea of an elevated walkway (skywalk) came to mind; this would maximise the topography of the area and allow for a feature not generally associated with the Riverina area.

It is proposed the replacement project could include a 50m long skywalk, starting at the top carport of the Lake Talbot water park and extending around 10m over the north-western bank of the lake, as per the attached diagram. The walkway would be about 12m above the water of the lake and allow for an unobstructed view of the lake and surrounding area, as can be seen in the drone photos below.

The walkway would be of steel construction with a plastic mesh floor, there would be a 1.5m high balustrade/handrail and relevant remote signage to advise all users of the risks and hazards. It is proposed to place interpretative signage on the viewing platform which informs and further promotes the area, along with some centralised seating to allow people to sit and enjoy the views.



Above & Below: the view from drone at the centre of the proposed viewing platform.



In addition to the skywalk, it is proposed to improve pedestrian access from the carpark to the boat ramp area. This would result in the existing stone steps being renewed and the path being formalised.

The next activity, subject to available funds, would be construction of a deck and mooring area on the western side of the existing boat ramp. This would allow for boats to safely moor and reduce the erosion of the bank in this area.

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

Theme

Our Infrastructure

Strategy

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

Action

4.2.1 - Plan and source funding for redevelopment of or the construction of key facilities and infrastructure

ISSUES AND IMPLICATIONS

Policy

- Nil

Financial

- The funding remaining unspent from the Lattice Bridge walk project is \$821,000. The grant portion of this allocation (approx. two thirds) either needs to be returned as unspent, or a suitable replacement project identified and submitted to the NSW Government as a modification to the existing Playground on the Murrumbidgee program. It is expected that the available funds would fund the skywalk and access path improvements, with a potential to commence the lake bank deck.
- As these funds are already available, there is no additional financial burden on Council.

Legal / Statutory

- The reallocation of the grant funding would require a formal variation to the existing deed.
- The construction of a viewing platform and associated works as detailed within the report are considered exempt development under the Infrastructure State Environmental Planning Policy.

Community Engagement / Communication

- Community engagement will be undertaken once the project receives Council support. This engagement will be undertaken in accordance with Council's engagement policy.

RISKS

There are two main areas of risk associated with this report, these being:

- Financial risk – the risk of losing the funding should Council not seek the reallocation of funds. This risk will be mitigated if the recommendation is supported, or another suitable project is nominated.
- Physical user safety – any structure, such as the one proposed, comes with potential safety concerns. These concerns are generally managed by way of physical improvements or signage. The skywalk would require increased balustrades to prevent falling and signage that identifies all the associated risks of such a structure. Nevertheless, these only protect users who choose to do the right thing, with the potential of persons not adhering to the warnings. The remote warning signage provides Council with an insurable protection, along with the reasonable construction measures that need to be aligned with the useability of the structure.

OPTIONS

1. Approve the reallocation of funding from the now cancelled Lattice Bridge walk project to the skywalk and associated infrastructure, as detailed within the report and subsequent recommendation.
2. Nominate another project that would be deemed to align with the Playground on the Murrumbidgee program and could be delivered within the timeline available.
3. Elect to not undertake a replacement project and return the funding to the NSW Government.

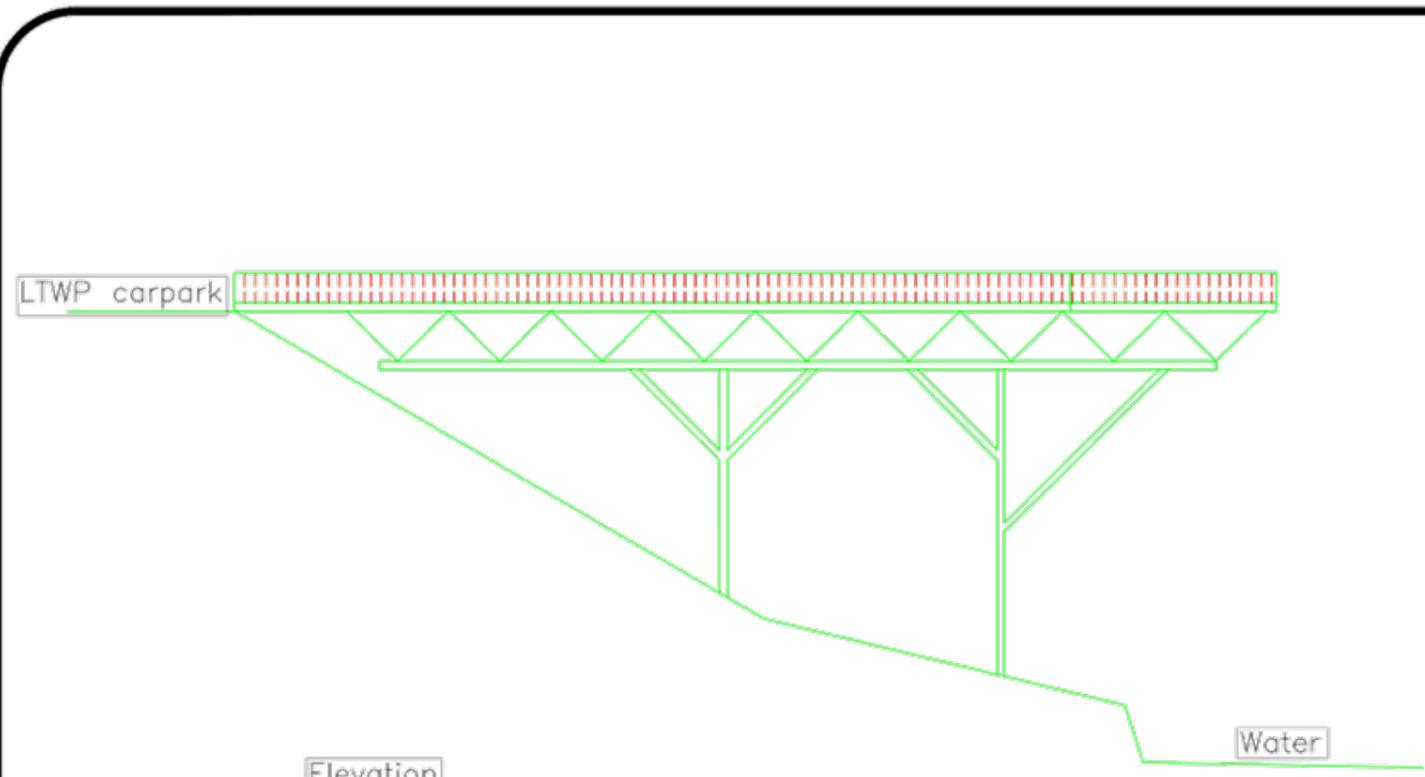
CONCLUSION

The proposed skywalk project has been designed to ensure that the ongoing operational cost to Council is minimal, whilst aligning with the expectations and desired outcomes of the Playground on the Murrumbidgee program. It is thought that this project would be a unique visitor experience, whilst improving the amenity for visitors and locals alike.

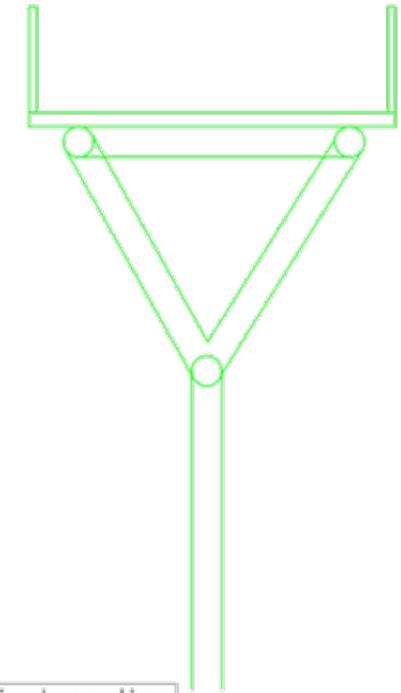
RECOMMENDATION

That Council:

1. Approves the reallocation of \$821,000 from the now cancelled Lattice Bridge walk project to the alternate project, being elevated walk (skywalk) and viewing platform, improved pedestrian access and lakeside deck.



Elevation



Typical section



Aerial Plan

General Notes

Project Scope

- Construction of a 50m long skywalk from the carpark of LTWP to Lake Talbot.
- Upgrade of the pedestrian access from the carpark to the Lake Talbot.
- Construction of a deck and wharf on the western side of the boat ramp.

No.	Revision/Issue	Date

Client Name and Address

Project Name and Address

Skywalk – Concept
Lake Talbot

Project	2021-004	Sheet	A1
Date	21.10.2021	Scale	NTS

18 OUR CIVIC LEADERSHIP**18.1 PRESENTATION OF REDACTED 2020-2021 ANNUAL REPORT AND ATTACHMENTS****Document ID: 563370****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments:**

1. Office of Local Government - Circular 21-12 - Electoral Matter
2. Redacted - 2020-2021 Annual Report (under separate cover)
3. GIPA Annual Report 2020-2021 (under separate cover)
4. Public Interest Disclosures Act 1994 Annual Report 30 June 2021 (under separate cover)
5. Redacted - 2020-2021 Financial Statements (under separate cover)
6. Redacted - 2020-2021 Annual Report - Disability Inclusion Action Plan 2017-2021 (under separate cover)
7. Redacted - 2020-2021 Delivery Program Annual Report (under separate cover)
8. Redacted - End of Term Report 2016-2021 (under separate cover)

RECOMMENDATION

That Council:

1. Acknowledges that the attached 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, have been redacted to remove information that could be used as 'electoral matter' for the upcoming 4 December 2021 local government election – Circular 21-12 from the Office of Local Government makes the task of redacting some items of information a requirement.
2. Adopts the redacted version of the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, for the purpose of publishing the reports to the community using Council's website and then provides the URL to the Office of Local Government.
3. Adopts the un-redacted version of the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, presented to Council during the briefing session.
4. Resolves to publish the documents in three to the community following the 4 December 2021 local government election via Council's website and provides the Office of Local Government with an updated URL.

PURPOSE

The purpose of this report is for Council to adopt the redacted version of the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, for publication purposes before 30 November 2021.

SUMMARY

Council's 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, have been prepared in accordance with Sections 406 & 428 of the *Local Government Act 1993* and Clause 217 of the *Local Government (General) Regulation 2021*, also the Integrated Planning and Reporting Guidelines for local government in NSW issued by the Office of Local Government September 2021.

It is a statutory requirement that both reports are to be presented to the November 2021 meeting for adoption and for publication purposes using Council's website before 30 November 2021.

BACKGROUND

Reporting is a key element of the Integrated Planning and Reporting framework for NSW Councils, the process requires reporting back to the community about progress being made on the implementation of the Delivery Program and progressing to achieving the strategies within the Community Strategic Plan.

The Annual Report reports on the achievements in implementing the Delivery Program and the effectiveness of the principal activities undertaken in achieving the strategies detailed within the Community Strategic Plan.

The End of Term Report reports on the Council's progress in implementing the Community Strategic Plan over the term of the Council. This report looks at outcomes such as what have been the results for the community and Council because of the activities undertaken.

The attached 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, differ significantly from previous years. Due to the COVID-19 pandemic postponing the local government general election on two occasions, unfortunately the presentation of these statutory reports falls within the 40 days preceding the 4 December 2021 election which means that the complete reports are not able to be presented to the community as they are considered as 'electoral matter' and could be used to affect voting in the upcoming election.

Circular 21-12 issued by the Office of Local Government on 11 June 2021 (attached to this report) considers that the redaction of references to the Mayor and Councillors who are candidates and whose images or statements are removed from a publication will not likely affect voting at the upcoming election. For the attached reports this means that images and statements of the Mayor and Councillors have been redacted from the documents, so too has any information which could potentially be used by a candidate to influence voting at the upcoming election.

Unfortunately, given the restrictions imposed by the Office of Local Government, details of highlights from the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, are not able to be included in this report.

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**

- Nil

Financial

- Nil

Legal / Statutory

- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- Integrated Planning and Reporting Guidelines published September 2021

Community Engagement / Communication

- Publishing the redacted version of the 2020-2021 Annual Report and attachments, including the redacted version of the 2016-2021 End of Term Report, in the Ordinary section of the November 2021 business paper promotes their adoption by Council at the last meeting of the outgoing Council.
- The report also informs the community that the complete versions will be published to the community following the 4 December 2021 Council general election.

Human Resources / Industrial Relations (if applicable)

- Nil

RISKS

There are no perceived risks associated with the adoption and publication of the redacted version of the 2020-2021 Annual Report and attachments, including the redacted version of the 2016-2021 End of Term Report.

OPTIONS

The options available to Council are:

1. Endorse the redacted version of the 2020-2021 Annual Report and attachments as presented, including the redacted version of the 2016-2021 End of Term Report, then publish the redacted documents to the community using Council's website then advising the Office of Local Government of the appropriate URL; or
2. Require identified amendments to be made to the redacted version of the 2020-2021 Annual Report and attachments as presented, including the redacted version of the 2016-2021 End of Term Report, then publish the documents to the community using

Council's website and advising the Office of Local Government of the appropriate URL.

CONCLUSION

The attached redacted version of the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report have been prepared in accordance with Circular 21-12 dated 11 June 2021 with any information that could be used to influence voting in the upcoming Council general election being removed.

The documents (although heavily redacted) do provide an insight into the achievements of both the community and Council across the reporting terms.

The recommendation is for Council to adopt the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, as presented; publish the redacted documents to the community using Council's website; and provide the URL to the Office of Local Government.

A further recommendation is that, following the 4 December 2021 Council general election, the complete documents be published to the community using Council's website and the Office of Local Government be provided with the updated URL.

RECOMMENDATION

That Council:

1. Acknowledges that the attached 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, have been redacted to remove information that could be used as 'electoral matter' for the upcoming 4 December 2021 local government election – Circular 21-12 from the Office of Local Government makes the task of redacting some items of information a requirement.
2. Adopts the redacted version of the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, for the purpose of publishing the reports to the community using Council's website and then provides the URL to the Office of Local Government.
3. Adopts the un-redacted version of the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, presented to Council during the briefing session.
4. Resolves to publish the documents in three to the community following the 4 December 2021 local government election via Council's website and provides the Office of Local Government with an updated URL.

Circular Details	21-12 / 11 June 2021 / A755939
Previous Circular	17-12 – “Electoral matter” and use of council resources prior to local government elections
Who should read this	Councillors / General Managers / All council staff
Contact	Council Governance Team / 02 4428 4100 / olg@olg.nsw.gov.au
Action required	Information / Council to Implement

“Electoral matter” and use of council resources prior to local government elections

What’s new or changing

- Council officials must not use council resources, property (including intellectual property), and facilities for the purposes of assisting their election campaign or the election campaign of others unless the use is lawfully authorised and proper payment is made where appropriate.
- In the 40 days preceding the election, councils need to consider whether their publications could amount to an “electoral matter”.

What this will mean for your council

- Council officials must use council resources lawfully, ethically, effectively and carefully keeping in mind the council’s code of conduct and other policies such as the policy on the payment of expenses and the provision of facilities to mayors and councillors.
- “Electoral matter” is defined under clause 356A of the *Local Government (General) Regulation 2005*, and broadly includes any matter that is intended or likely to affect voting in an election. The name, photograph and likeness of a candidate fall within the definition of “electoral matter”.
- Council publications that promote the achievements of the council may also potentially fall within the definition of “electoral matter”.

Key points

- Under the *Model Code of Conduct for Local Councils in NSW*, the following **must not** be used for the purpose of assisting anyone’s election campaign:
 - council resources, property or facilities (unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility); and
 - council letterhead, council crests and other information that could give the appearance it is official council material.
- Breaches of a council’s code of conduct may result in disciplinary action.
- Councils and council officials should be mindful of the need to maintain community confidence in the integrity of the performance of the council’s functions and activities in the lead-up to elections. Councils should be mindful of how the community may perceive any of their activities or actions during this time.

Office of Local Government
 5 O’Keefe Avenue NOWRA NSW 2541
 Locked Bag 3015 NOWRA NSW 2541
 T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
 E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 20 770 707 468

Where to go for further information

- For further clarification on “electoral matter”, refer to “Frequently Asked Questions” attached to the Circular.
- For further information, contact the Office’s Council Governance Team on 4428 4100.



Luke Walton
Acting Deputy Secretary
Local Government, Planning and Policy

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Frequently Asked Questions

Q. What is “electoral matter”?

“Electoral matter” is defined under clause 356A of the *Local Government (General) Regulation 2005* (the Regulation) and broadly includes any matter that is intended or likely to affect voting in an election. The name, photograph and likeness of a candidate also fall within the definition of electoral matter.

The regulatory requirements that relate to “electoral matter” and “electoral material” under the Regulation apply in the 40 days preceding the election.

Q. Can council publications be “electoral matter”?

A council publication that makes no reference to the Mayor or councillors who are candidates and does not carry their images or statements will not constitute electoral matter if it is not intended or likely to affect voting at the election.

However, council publications that promote the achievements of the council may potentially have this effect and therefore may constitute “electoral matter” even if they do not carry the images or statements of the Mayor or councillors. This potentially includes end-of-term reports. More information on this is provided below.

Ultimately whether a council publication constitutes “electoral matter” is an assessment that needs to be made by each council on a case-by-case basis. If a council is in doubt, then it should defer issuing the publication until after the election.

Q. Does the Mayoral column constitute “electoral matter”?

Yes. Because the Mayoral column carries the Mayor’s image and name, it will constitute electoral matter if the Mayor is a candidate. Councils should instead consider publishing the Mayoral column in the 40 days preceding the election as a generic council column.

Q. Does the end-of term report constitute “electoral matter”?

Because the end of term report identifies the achievements of the council over its preceding term it may potentially constitute “electoral matter” because of its potential to impact on voting at the election.

Q. Can the end of term report be reported to council during caretaker period?

Yes. The end-of-term report *must* be presented to the final meeting of an outgoing council. The provisions in the Regulation relating to “electoral material” do not prevent the end-of-term report being presented to the council or from being made available on a council’s website as part of the business papers of the meeting.

However, because the final meeting of the outgoing council will normally fall within the 40 day “regulated period” preceding the election, councils should refrain from publishing the end-of-term report as a separate publication until after the elections on 4 September 2021. The end-of-term report should be appended to that year’s annual report.

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Q. Can mayors or councillors who are candidates attend council-arranged or community events?

Nothing in this circular should be interpreted as preventing the Mayor or councillors who are candidates from attending or presiding over council-arranged or community events in the lead up to the election.

Q. Can mayors or councillors who are candidates make “political statements” at council-arranged events?

Mayors or councillors who are candidates must not use council arranged events that they attend in an official capacity to actively campaign for re-election. However, nothing under the Model Code of Conduct would serve to preclude a councillor who is a candidate from expressing their political views or making political statements at such events.

Q. Can the mayor or councillors who are candidates make comments in the media?

This circular does not seek to prevent the Mayor or councillors who are candidates from offering media comment, provided that comment is not made in an advertisement, newspaper column, or a radio or television broadcast paid for by the council or produced by the council or with council resources and the comment is not inconsistent with the council's adopted media policy.

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18.2 MODEL CODE OF CONDUCT COMPLAINTS STATISTICS - 1 SEPTEMBER 2020 TO 31 AUGUST 2021**Document ID: 582432****Author: Deputy General Manager Corporate and Community****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: 1. Code of Conduct Complaints Statistics 2020-2021****RECOMMENDATION**

That Council:

1. Notes the Model Code of Conduct complaints statistics for the reporting year 1 September 2020 to 31 August 2021.
2. Submits the statistical return as presented to the Office of Local Government by 31 December 2021.

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 2020 to 31 August 2021, with the statistics to be submitted by 31 December 2021.

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 annually by 31 December on Code of Conduct complaints lodged against Councillors or the General Manager for the reporting period 1 September to 31 August.

Council received two Code of Conduct complaints against Councillors or the General Manager in the reporting period. The statistical return prepared for the Office of Local Government is attached.

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

- Cost incurred in dealing with complaints during the reporting period are listed at \$5000. This cost consists of payments to a conduct reviewer and an estimate of staff time to administer the process.

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 November 2021 meeting of Council and supplying data to the Office of Local Government for sector reporting.

Human Resources / Industrial Relations

- N/A

RISKS

There are no perceived risks.

OPTIONS

The options available are to:

1. Note the statistical report as presented 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. The report is based on the number of complaints received, how the complaints were managed, and the outcome of the preliminary assessment or investigation.

RECOMMENDATION

That Council:

1. Notes the Model Code of Conduct complaints statistics for the reporting year 1 September 2020 to 31 August 2021.
2. Submits the statistical return as presented to the Office of Local Government by 31 December 2021.

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	2
	b	The total number of complaints finalised in the period about councillors and the GM under the code of conduct	2
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 (OLG) under a special complaints management arrangement	0
	c	The number of code of conduct complaints referred to a conduct reviewer	1
	d	The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	1
	e	The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
	f	The number of finalised code of conduct complaints investigated by a conduct reviewer	0
	g	The number of finalised complaints investigated where there was found to be no breach	0
	h	The number of finalised complaints investigated where there was found to be a breach	0
	i	The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police	0
	j	The number of complaints being investigated that are not yet finalised	0
	k	The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	5,000

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 (clause 6.13(a) of the 2018 and 2020 Procedures)	1
b	To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2018 and 2020 Procedures)	0
c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2018 and 2020 Procedures)	0
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2018 and 2020 Procedures)	0
e	To investigate the matter (clause 6.13(e) of the 2018 and 2020 Procedures)	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 (clause 7.37 of the 2018 Procedures or clause 7.40 of the 2020 Procedures)	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 (clause 7.36(a) of the 2018 Procedures or clause 7.39 of the 2020 Procedures)	0
b	In the case of a breach by the GM, that action be taken under the GM's contract for the breach (clause 7.36(h) of the 2018 Procedures or clause 7.37(a) of the 2020 Procedures)	0
c	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.36(i) of the 2018 Procedures or clause 7.37(b) of the 2020 Procedures)	0
d	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.36(j) of the 2018 Procedures or clause 7.37(c) of the 2020 Procedures)	0
6	Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2018 or 2020 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) 2
b	Non-pecuniary conflict of interest (Part 5) 0
c	Personal benefit (Part 6) 0
d	Relationship between council officials (Part 7) 0
e	Access to information and resources (Part 8) 0
Outcome of determinations	
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 OLG 0

18.3 2022-2023 BUDGET TIMELINE**Document ID:** 583498**Author:** Finance Manager**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:** 1. 2022-2023 Budget Timeline**RECOMMENDATION**

That Council:

1. Receives and notes the information contained in the 2022-2023 Budget Timeline.

PURPOSE

The purpose of this report is to present Council with the 2022-2023 Budget Timeline.

SUMMARY

This report contains the timeline for the 2022-2023 Budget for presentation, exhibition and adoption by Council.

BACKGROUND

Council is required to have an operational plan, revenue policy, long term-financial plan and fees and charges that are adopted before the beginning of each financial year in accordance with the Local Government Act 1993.

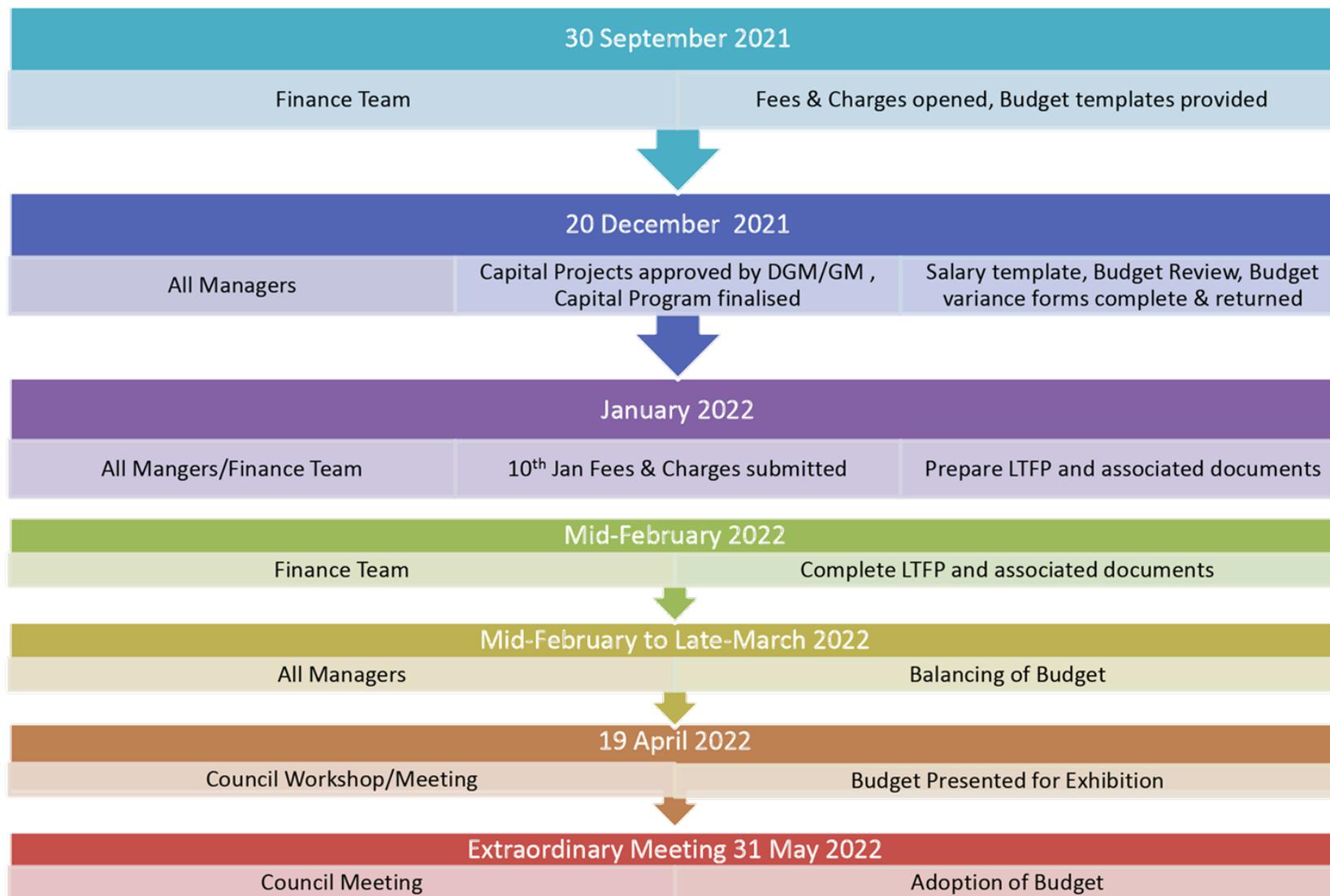
Prior to adoption, Council must prepare these documents in draft format and give public notice that submissions can be made to Council at any time during the 28-day period of public exhibition. Upon closure of the exhibition period, Council must consider any submissions that have been made concerning the draft plan prior to adoption of these documents. Details on the timeline to achieve this are provided in the attachment.

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the 2022-2023 Budget Timeline.

Timelines - Budget preparation and adoption 2022-2023



30 SEPTEMBER 2021

Fees & Charges are now accessible via the portal. Managers are able to increase their fees either by a council wide indexation or CPI indexation.

Finance team will distribute templates for Salaries, Operating Budget and 10-year Capital program.

Finance are available to provide assistance to staff on all documents

20 DECEMBER 2021

Finance are available to provide assistance to staff on all documents.

20th Salaries Budget, Operational Budget and Budget variance forms completed and returned to Finance.

20th Proposed Capital and Operational Projects – Capital projects submitted to GM/DGM for approval prior and only included in Capital program once approval is granted. 10-year Capital program finalised.

JANUARY 2022

Fees and Charges due 10th

Finance Team commence preparing Long Term Financial Plan, Revenue Policy, 10-year Capital Works Program and Fees and Charges.

Councillor Road & Facility inspections. A listening post will be advised and the date confirmed

MID-FEBRUARY 2022

Finance Team complete preparing Long Term Financial Plan, Revenue Policy, 10-year Capital Works Program and Fees and Charges.

Proposed Rating structure, fees & charges (incl. Water, Sewer & Waste) scheduled for discussion at the March 2021 briefing session to bring to Council's attention any new charges or items where there have been significant changes. Council feedback will be used in the draft fees & charges to be presented in the budget.

MID FEB TO LATE-MAR 2022

Finance Team and Management balance Operating Budget

Finance Team and Management balance Capital Budget and Cash Flow

Draft Fees & Charges, Revenue Policy and Capital Works program provided to March 2022 Council Briefing session for discussion and confirmation

19 APRIL 2022

Council workshop to review Draft Budget, Fees & Charges, Revenue Policy and operational plan

Council Meeting adopts Draft budget for exhibition along with fees & charges, revenue policy, operational plan, capital works and road's program.

Budget Roadshow – Council date to be confirmed

31 MAY 2022

Council workshop reviews budget submissions received during the exhibition period

Council meeting adopts the draft budget as exhibited or with amendments

18.4 INTENTION TO ADVERTISE THE CLASSIFICATION OF LAND AS OPERATIONAL LAND

Document ID: 584542

Author: Governance and Engagement Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Civic Leadership

Attachments: 1. Certificate of Title Lot 1 DP 1277925
2. Deposited Plan 1277925

RECOMMENDATION

That Council:

1. Notes that the subdivision of part of the Landervale Road reserve has been registered with the 2,066 square metres of land now known as Lot 1 DP 1277925.
2. Notes the intention to remove the notation 'Public Road' from the Certificate of Title for Lot 1 DP 1277925.
3. Resolves to publicly advertise the intention of Council to classify Lot 1 DP 1277925 as Operational Land in accordance with Section 34 of the *Local Government Act* 1993 for no less than 28 days.
4. Notes that at the end of the 28-day exhibition period, a report will be prepared for consideration at the 18 January 2022 meeting.
5. Authorises the Mayor and the General Manager to sign any documentation relating to this matter.
6. Approves the placement of the Seal of Council on any documentation relating to this matter.

PURPOSE

The purpose of this report is for Council to advertise the intention to classify Lot 1 DP 1277925 as Operational Land.

SUMMARY

In May 2020, the MIA Zone office of the NSW Rural Fire Service contacted Council about their proposal to construct the Landervale Bushfire Brigade Station on part of the Landervale Road reserve, south of the intersection with Glen Moor Road. The subdivision of part of the Landervale Road reserve has now been finalised and a Certificate of Title in the name of Narrandera Shire Council has been issued.

Section 31 of the *Local Government Act* 1993 states that a Council may resolve to classify land as either Community Land or Operational Land. Section 34 of the *Local Government Act* 1993 requires that before finalising a classification that the intention to classify as Operational Land must be publicly advertised for a period of not less than 28 days.

Council will note that the attached Certificate of Title has the notation that the land is a Council Public Road because it was excised from a road reserve, however actions are underway to remove this notation to permit occupation by the NSW Rural Fire Service.

BACKGROUND

Council agreed to progress the application to subdivide and close part of the Landervale Road reserve in February 2021; a copy of the Minute is provided below for information.

Ordinary Council Meeting Minutes

16 February 2021

18.4 APPLICATION TO CLOSE PART OF A COUNCIL MANAGED ROAD RESERVE**RESOLUTION 21/018**

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council:

1. Agrees to progress the application from NSW Rural Fire Service - MIA District to close part of the Landervale Road road reserve for the purpose constructing a bushfire shed for use by the Landervale Bushfire Brigade.
2. Approves delegated authority to the Mayor and the General Manager to sign any documentation relating to this matter.
3. Endorses the placement of the Common Seal of Council to any documentation relating to this matter.

CARRIED

Section 34 of the *Local Government Act 1993* requires that Council gives public notice of the intention to classify or to reclassify land as Operational Land for a period of not less than 28 days within which submissions can be made to Council.

It is intended to advertise the intention as soon as possible, then submit a report to the 18 January 2022 meeting to both consider any submissions received and for formal classification of Lot 1 DP 1277925 as Operational Land.

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

- The costs to advertise the proposal to classify the land as Operational Land and the removal of the 'Public Road' notation from the Certificate of Title will be paid using rural fire service funds managed by Council.

Legal / Statutory

- *Conveyancing Act 1919*
- *Local Government Act 1993*

Community Engagement / Communication

- Achieved by advertising the intended classification of the land as Operational Land using Council's website, the Narrandera Argus and Council's social media platforms.

Human Resources / Industrial Relations (if applicable)

- N/A

RISKS

Not classifying the land as Operational Land would see the land classified as Community Land by default, therefore limiting the use of the site.

OPTIONS

Should the land not be classified as Operational Land, the default classification is Community Land whereby the land use will be restricted to community purposes. A plan of management would also be required. Land classified as Community Land is not able to be sold, nor can it have a lease or licence issued for more than 30 years.

CONCLUSION

The recommendation will be for Council to publicly advertise the intention to classify Lot 1 DP 127795 as Operational Land.

RECOMMENDATION

That Council:

1. Notes that the subdivision of part of the Landervale Road reserve has been registered with the 2,066 square metres of land now known as Lot 1 DP 1277925.
2. Notes the intention to remove the notation 'Public Road' from the Certificate of Title for Lot 1 DP 1277925.
3. Resolves to publicly advertise the intention of Council to classify Lot 1 DP 1277925 as Operational Land in accordance with Section 34 of the *Local Government Act 1993* for no less than 28 days.
4. Notes that at the end of the 28-day exhibition period, a report will be prepared for consideration at the 18 January 2022 meeting.
5. Authorises the Mayor and the General Manager to sign any documentation relating to this matter.
6. Approves the placement of the Seal of Council on any documentation relating to this

matter.



LAND REGISTRY SERVICES
Title Search
 NEW SOUTH WALES LAND REGISTRY SERVICES - TITLE SEARCH

Information Provided Through
 Aussearch
 Ph. 02 9267 9728 Fax. 02 9267 9226

FOLIO: 1/1277925

SEARCH DATE	TIME	EDITION NO	DATE
20/10/2021	9:18 AM	1	19/10/2021

LAND

LOT 1 IN DEPOSITED PLAN 1277925
 AT LANDERVALE
 LOCAL GOVERNMENT AREA NARRANDERA
 PARISH OF BOLARO COUNTY OF COOPER
 TITLE DIAGRAM DP1277925

FIRST SCHEDULE

NARRANDERA SHIRE COUNCIL (CA176647)

SECOND SCHEDULE (1 NOTIFICATION)

1) LAND ABOVE DESCRIBED IS PUBLIC ROAD

NOTATIONS

UNREGISTERED DEALINGS: NIL

*** END OF SEARCH ***

PN13627

PRINTED ON 20/10/2021

* Any entries preceded by an asterisk do not appear on the current edition of the Certificate of Title. Warning: the information appearing under notations has not been formally recorded in the Register. InfoTrack an approved NSW Information Broker hereby certifies that the information contained in this document has been provided electronically by the Registrar General in accordance with Section 96B(2) of the Real Property Act 1900.

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PLAN FORM 1 (A3)

WARNING: CREASING OR FOLDING WILL LEAD TO REJECTION

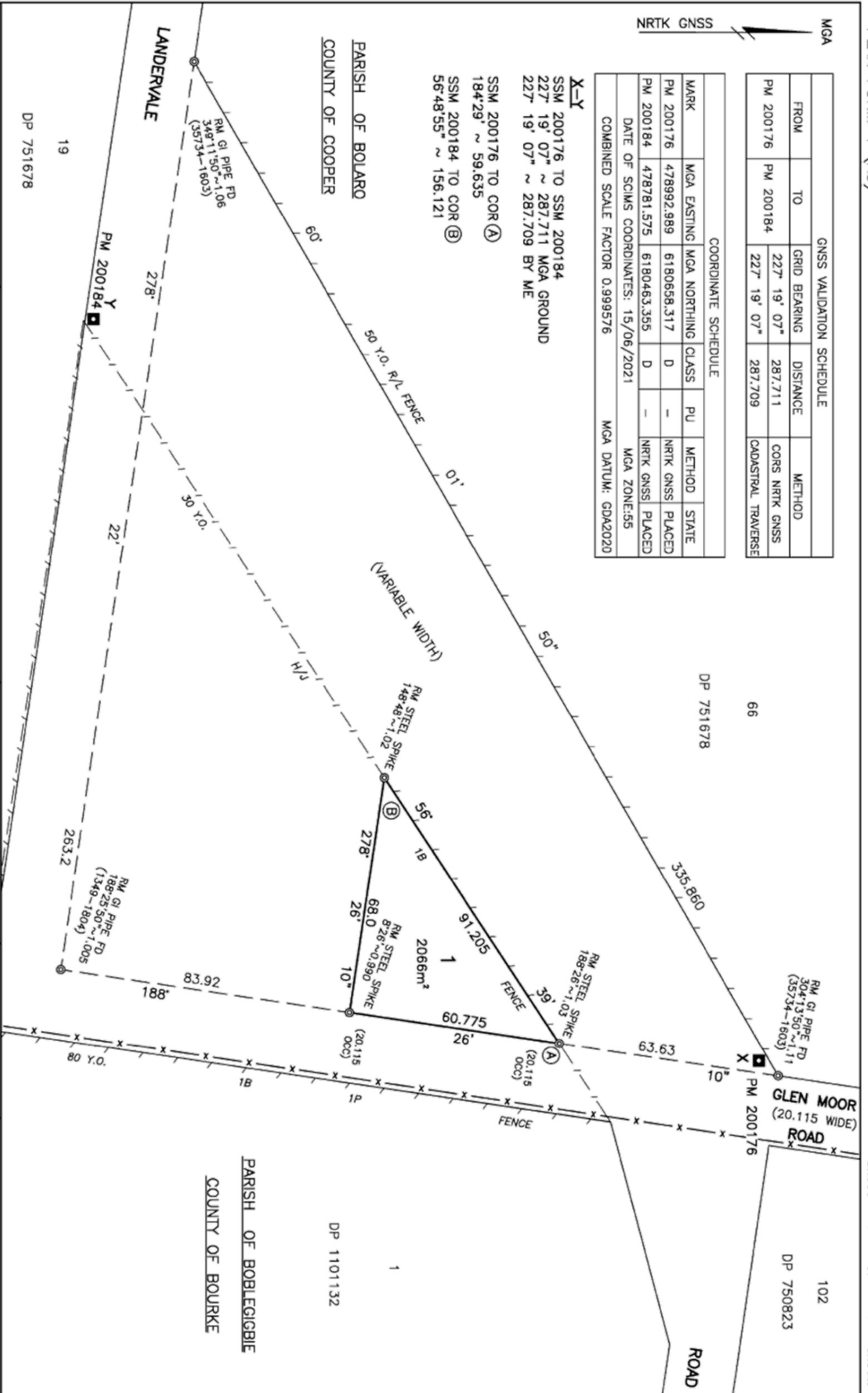
Sheet 1 of 1 sheets

GNS VALIDATION SCHEDULE				
FROM	TO	GRID BEARING	DISTANCE	METHOD
PM 200176	PM 200184	227° 19' 07"	287.711	CORS NRTK GNS
		227° 19' 07"	287.709	CAADSTRAL TRAVERSE

COORDINATE SCHEDULE						
MARK	MGA EASTING	MGA NORTHING	CLASS	PU	METHOD	STATE
PM 200176	478992.989	6180658.317	D	-	NRTK GNS	PLACED
PM 200184	478781.575	6180463.355	D	-	NRTK GNS	PLACED

DATE OF SCIMS COORDINATES: 15/06/2021
MGA ZONE:55
COMBINED SCALE FACTOR 0.9999576
MGA DATUM: GDA2020

X-Y
SSM 200176 TO SSM 200184
227° 19' 07" ~ 287.711 MGA GROUND
227° 19' 07" ~ 287.709 BY ME
SSM 200176 TO COR (A)
184°29' ~ 59.635
SSM 200184 TO COR (B)
56°48'55" ~ 156.121



Surveyor : JOHN DAMIEN HARRISON
Date of Survey : 17/06/2021
Surveyor's Ref : PN 13627

PLAN OF PART OF LANDERVALE ROAD FOR TITLE
ISSUE AND ROAD CLOSING UNDER THE ROADS ACT
1993 (BEING LAND ACQUIRED BY GOV. GAZ. DATED
22/10/1976 FOLIOS 4576 & 4577).

LGA : NARRANDERA
Locality : LANDERVALE
Subdivision No : SD-003-2021-2022
Lengths are in metres. Reduction Ratio 1:1000

Registered
19.10.2021

DP1277925

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Table of mm

PLAN FORM 6 (2020)

WARNING: Creasing or folding will lead to rejection

DEPOSITED PLAN ADMINISTRATION SHEET

Sheet 1 of 2 sheet(s)

<p>Office Use Only</p> <p>Registered:  19.10.2021</p> <p>Title System: OLD SYSTEM</p>	<p>Office Use Only</p> <h1 style="text-align: center;">DP1277925</h1>
<p>PLAN OF ROAD TO BE CLOSED UNDER THE ROADS ACT 1993 PART OF LANDERVALE ROAD FOR TITLE ISSUE AND ROAD CLOSING UNDER THE ROADS ACT 1993 (BEING LAND ACQUIRED BY GOV. GAZ. DATED 22/10/1976 FOLIOS 4576 & 4577)</p>	<p>LGA: NARRANDERA Locality: LANDERVALE Parish: BOLARO County: COOPER</p>
<p style="text-align: center;">Survey Certificate</p> <p>I, John Damien Harrison of PHL SURVEYORS a surveyor registered under the <i>Surveying and Spatial Information Act 2002</i>, certify that:</p> <p>*(a) The land shown in the plan was surveyed in accordance with the <i>Surveying and Spatial Information Regulation 2017</i>, is accurate and the survey was completed on 17/06/2021.</p> <p>*(b) The part of the land shown in the plan ("being"excluding) was surveyed in accordance with the <i>Surveying and Spatial Information Regulation 2017</i>, the part surveyed is accurate and the survey was completed on..... the part not surveyed was compiled in accordance with that Regulation, or</p> <p>*(c) The land shown in this plan was compiled in accordance with the <i>Surveying and Spatial Information Regulation 2017</i>.</p> <p>Datum Line: X-Y Type: *Urban/*Rural The terrain is *Level-Undulating /*Steep-Mountainous.</p> <p>Signature:  Dated: 21/6/21</p> <p>Surveyor Identification No: SU001220..... Surveyor registered under the <i>Surveying and Spatial Information Act 2002</i></p> <p>*Strike out inappropriate words. **Specify the land actually surveyed or specify any land shown in the plan that is not the subject of the survey.</p>	<p style="text-align: center;">Crown Lands NSW/Western Lands Office Approval</p> <p>I, (Authorised Officer) in approving this plan certify that all necessary approvals in regard to the allocation of the land shown herein have been given.</p> <p>Signature: Date: File Number: Office:</p>
<p>Plans used in the preparation of survey/compilation. 35734-1603 1349-1804</p>	<p style="text-align: center;">Subdivision Certificate</p> <p>I, <u>SHANE WILSON</u> *Authorised Person/*General Manager/*Registered Certifier, certify that the provisions of s.6.15 of the <i>Environmental Planning and Assessment Act 1979</i> have been satisfied in relation to the proposed subdivision, new road or reserve set out herein.</p> <p>Signature:  Registration number: 1061 Consent Authority: NARRANDERA SHIRE COUNCIL Date of endorsement: 01-SEPTEMBER-2021 Subdivision Certificate number: SD-003-2021-2022 File number: 128878</p> <p>*Strike through if inapplicable.</p>
<p>Surveyor's Reference: PN 13627</p>	<p>Statements of intention to dedicate public roads create public reserves and drainage reserves; acquire/resume land. Lot 1 is public road intended to be closed</p> <p>Signatures, Seals and Section 88B Statements should appear on PLAN FORM 6A</p>

PLAN FORM 6A (2019) DEPOSITED PLAN ADMINISTRATION SHEET Sheet 2 of 2 sheet(s)	
Registered: 19.10.2021 Office Use Only	Office Use Only <h1 style="margin: 0;">DP1277925</h1>
PLAN OF PART OF LANDERVALE ROAD FOR TITLE ISSUE AND ROAD CLOSING UNDER THE ROADS ACT 1993 (BEING LAND ACQUIRED BY GOV. GAZ. DATED 22/10/1976 FOLIOS 4576 & 4577)	
Subdivision Certificate number: SD-003-2021-2022 Date of Endorsement: 01 SEPTEMBER 2021	This sheet is for the provision of the following information as required: <ul style="list-style-type: none"> A schedule of lots and addresses - See 60(c) SSI Regulation 2017 Statements of intention to create and release affecting interests in accordance with section 88B Conveyancing Act 1919 Signatures and seals- see 195D Conveyancing Act 1919 Any information which cannot fit in the appropriate panel of sheet 1 of the administration sheets.
Street addresses of all lots are not available	
Narrandera Shire Council by its authorised delegate Pursuant to S.377 Local Government Act 1993 Signature of authorised delegate GEORGE COWAN Name of authorised delegate	I certify that I am an eligible witness and that the delegate signed in my presence Signature of witness CRAIG TAYLOR 141 EAST STREET, NARRANDERA Name and address of witness NSW 6/10/2021 2700
If space is insufficient use additional annexure sheet	
Surveyor's Reference: PN 13627	

18.5 MAYORAL DELEGATIONS

Document ID: 585134
Author: General Manager
Authoriser: General Manager
Theme: Our Civic Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Delegates to Mr Neville Kschenka the following roles during the period 4 December 2021 until 5 January 2022:
 - a. to be the leader of the Council and a leader in the local community
 - b. to advance community cohesion and promote civic awareness
 - c. to be the principal member and spokesperson of the governing body, including representing the views of the Council as to its local priorities
 - d. to promote partnerships between the Council and key stakeholders
 - e. to advise, consult with and provide strategic direction to the General Manager in relation to the implementation of the strategic plans and policies of the Council
 - f. in conjunction with the General Manager, to ensure adequate opportunities and mechanisms for engagement between the Council and the local community
 - g. to carry out the civic and ceremonial functions of the Mayoral office, and
2. Continues to pay the equivalent of the Mayoral allowance to Mr Kschenka during this period.

PURPOSE

The purpose of this report is to allow Council to consider the need for the Mayoral role during the period immediately following the local government elections.

SUMMARY

Under the provisions of the Local Government legislation, all Councillors including the Mayor cease to hold office on 3 December 2021. That means Council will be without a Mayor until the extraordinary meeting scheduled for 5 January 2022, when new councillors will be sworn in and elections held.

During that period, there may be a number of civic and ceremonial activities where Council should be represented. It is appropriate that the current Mayor, Councillor Kschenka, continues to represent Council during that period.

BACKGROUND

Under previous legislation, it was normal practice for the Mayor of the day to continue in office between elections. Following amendments to the Local Government Regulation, that is no longer the case

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

Choose an item.

ISSUES AND IMPLICATIONS**Policy**

- N/A

Financial

- N/A

Legal / Statutory

- Sec 226 Local Government Act describes the role of the Mayor as:
 - a. to be the leader of the council and a leader in the local community,
 - b. to advance community cohesion and promote civic awareness,
 - c. to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,
 - d. to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,
 - e. to preside at meetings of the council,
 - f. to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act,
 - g. to ensure the timely development and adoption of the strategic plans, programs and policies of the council,
 - h. to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,
 - i. to promote partnerships between the council and key stakeholders,
 - j. to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,
 - k. in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,
 - l. to carry out the civic and ceremonial functions of the mayoral office,
 - m. to represent the council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,

- n. in consultation with the councillors, to lead performance appraisals of the general manager,
- o. to exercise any other functions of the council that the council determines.

Community Engagement / Communication

- N/A

Human Resources / Industrial Relations (if applicable)

- N/A

RISKS

There is little or no risk involved in Mr Kschenka continuing the role during the period 4 December 2021 to 5 January 2022.

OPTIONS

1. Council can adopt the recommendation or
2. Council can refuse to adopt the recommendation in which case the General Manager would assume the duties involved

CONCLUSION

Under the provisions of the Local Government legislation, all Councillors including the Mayor cease to hold office on 3 December 2021. That means Council will be without a Mayor until the extraordinary meeting scheduled for the 5 January 2022.

Whilst many of the duties of Mayor will no longer be relevant, it is appropriate that the current Mayor, Councillor Kschenka, continues to represent Council during that period.

RECOMMENDATION

That Council:

1. Delegates to Mr Neville Kschenka the following roles during the period 4 December 2021 until 5 January 2022:
 - a. to be the leader of the Council and a leader in the local community
 - b. to advance community cohesion and promote civic awareness
 - c. to be the principal member and spokesperson of the governing body, including representing the views of the Council as to its local priorities
 - d. to promote partnerships between the Council and key stakeholders
 - e. to advise, consult with and provide strategic direction to the General Manager in relation to the implementation of the strategic plans and policies of the Council
 - f. in conjunction with the General Manager, to ensure adequate opportunities and mechanisms for engagement between the Council and the local community
 - g. to carry out the civic and ceremonial functions of the Mayoral office, and

- | |
|---|
| <p>2. Continues to pay the equivalent of the Mayoral allowance to Mr Kschenka during this period.</p> |
|---|

18.6 REVIEW OF YOUTH ADVISORY COUNCIL TERMS OF REFERENCE**Document ID: 586798****Author: Community Support Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: 1. UNDER REVIEW 2021 Youth Advisory Council Terms of Reference (under separate cover)****RECOMMENDATION**

The Council:

1. Receives and notes the recommended changes of the Narrandera Shire Youth Advisory Council Terms of Reference
2. Progresses the recommended changes of the Narrandera Shire Youth Advisory Council Terms of Reference to the newly elected Council for consideration.

PURPOSE

The purpose of this report is for Council to receive and note the proposed changes of the Narrandera Shire Youth Advisory Council Terms of Reference and progress the recommended changes to be endorsed by the newly elected Council.

SUMMARY

The Narrandera Shire Youth Advisory Council Terms of Reference is the document that guides the operation of the Youth Advisory Council. This document was adopted in 2019 by the current Council and is due for review in the first year of the new Council. The Youth Advisory Council reviewed this document at its 8 November 2021 meeting and has provided recommended changes to be adopted by Council.

BACKGROUND

The primary role of the Youth Advisory Council is to be an advocacy and advisory committee representing the voice of young people aged 12-21 who live, work, study in or have significant links to Narrandera Shire. The Youth Advisory Council brings together young people and provides a platform for programs, activities, cooperation and discussion. The Youth Advisory Council may also run programs and events aimed at involving young people and inspiring future leaders within the community.

Along with providing a platform for community involvement, the Youth Advisory Council also operates as an advisory arm. The advisory arm provides all levels of government and business with the opportunity to connect with young people and seek their advice and recommendations on a range of issues.

Attachment 1 is the current Terms of Reference document, with proposed amendments to these Terms of Reference, highlighted in red. The recommended changes are:

Under the heading Composition:

- Changing the age range from 12-21 to 12-24

- Allowing consideration for youth aged 11 years old from local schools' Year 6 leadership groups on a case-by-case basis.

Under the heading Tenure:

- The Narrandera Youth Advisory Council will be an ongoing initiative. Members will have the opportunity to be part of the Narrandera Youth Advisory Council until the age of 24 or until a letter of resignation is received.

Under the heading Public Profile:

- The Narrandera Youth Advisory Council's interactions with media outlets and the press will be undertaken as per Council's policy - with the approval of the General Manager, under the guidance of the Community Liaison Officer, in conjunction with the Communications Officer and the Community Support Manager (in the absence of the Community Liaison Officer)

Under the heading Narrandera Youth Advisory Council Terms of Reference:

- Changing the review period from annually to the end of each Council term.

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

Theme

Our Civic Leadership

Strategy

3.2 - Population growth, retention and identify needs for our youth

Action

3.2.1 - Strategic advocacy to support population retention with particular focus on the youth of our Shire

ISSUES AND IMPLICATIONS

Policy

- Code of Meeting Practice
- Model Code of Conduct

Financial

- Nil

Legal / Statutory

- Local Government Act 1993

Community Engagement / Communication

- The Youth Advisory Council reviewed the Youth Advisory Council Terms of Reference at its 8 November 2021 meeting.

Human Resources / Industrial Relations (if applicable)

- Nil

RISKS

The Youth Advisory Council must have clear understanding around the extent of the Youth Advisory Council's powers and expectations to protect Council's reputation.

OPTIONS

The Council

1. Receives and notes the recommended changes of the Narrandera Shire Youth Advisory Council Terms of Reference and progresses the recommended changes to be endorsed by the newly elected Council, as presented.
2. Receives and notes the recommended changes of the Narrandera Shire Youth Advisory Council Terms of Reference and progresses the recommended changes to be endorsed by the newly elected Council with recommendations for further changes.
3. Does not receive and note the recommended changes of the Narrandera Shire Youth Advisory Council Terms of Reference, nor progress the recommended changes to be endorsed by the newly elected Council.

CONCLUSION

The proposed changes of the Narrandera Shire Youth Advisory Council Terms of Reference should be received and noted by the current Council and progressed to be endorsed by the newly elected Council.

RECOMMENDATION

The Council:

1. Receives and notes the recommended changes of the Narrandera Shire Youth Advisory Council Terms of Reference
2. Progresses the recommended changes of the Narrandera Shire Youth Advisory Council Terms of Reference to the newly elected Council for consideration.

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 OCTOBER 2021 DEVELOPMENT SERVICES ACTIVITIES

Document ID: 584834

Author: Administration Assistant

Authoriser: Deputy General Manager Infrastructure

Theme: Statutory and Compulsory Reporting – Development Services

Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Development Services Activities Report for October 2021.

PURPOSE

The purpose of this report is to inform Council of Development Applications and other development services provided during October 2021 as of 30 October 2021.

BACKGROUND

Development & Complying Development Applications

A summary of Development & Complying Development Applications processed during October 2021 detailed in the following table:

Stage Reached	Number
Lodged	5
Stop-the-Clock / Under Referral / Awaiting Information	1
Under Assessment	5
Determined	3

The value of Development & Complying Development Applications approved by Council during October 2021 is detailed in the following table:

Development Type	2021/2022			
	October 2021		Year to Date	
	Number	Value \$	Number	Value \$
Residential	1	\$ 426,664	17	\$ 1,669,042
Industrial			0	\$ -
Commercial	2	\$ 1,880,000	8	\$ 17,094,209
Rural Residential			2	\$ 817,000
Subdivisions			1	\$ -
Other			0	\$ -
TOTAL	3	\$ 2,306,664	28	\$ 19,580,251

Under the provisions of section 4.59 of the Environmental Planning and Assessment Act Narrandera Shire Council determined the following development applications, applications for modification of development consents and complying development certificate applications during October 2021.

No	Lot	DP/SP	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
017-18-19	1	1246875	218-224 Irrigation Way NARRANDERA	Service Station Redevelopment	Conditionally Approved	637	154*
006-21-22	165	751719	11-17 Bamblett St NARRANDERA	Dwelling	Conditionally Approved	-	20
008-21-22	Narrandera Tocumwal Railway Corridor			Rail Bridge Conversion	Refused	-	28

*Application was re-advertised & re-referred due to the length of time passed since original notification period

Joint Regional Planning Panel							
No	Lot	DP/SP	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
050-20-21	133 & 134	726537	Sturt Highway GILLENBAH	Quarry Extension	Conditionally Approved	-	126

Type explanation

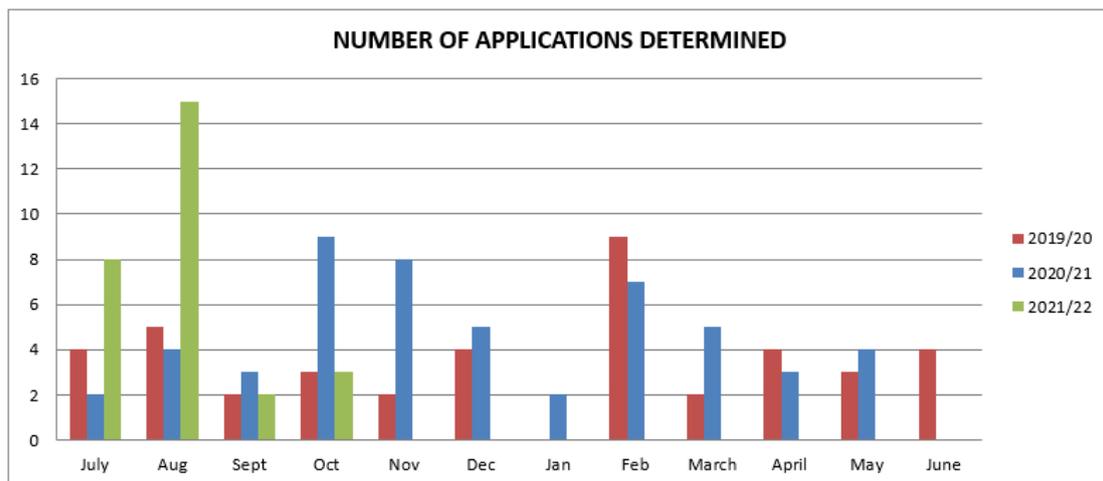
Local (L)	Merit based assessment where development consent is required. Target determination time of 40 business days.
Integrated (I)	Merit based assessment where approval from other authorities, such as RMS, RFS, DPI, is required in addition to development consent. The referral process extends the target 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.

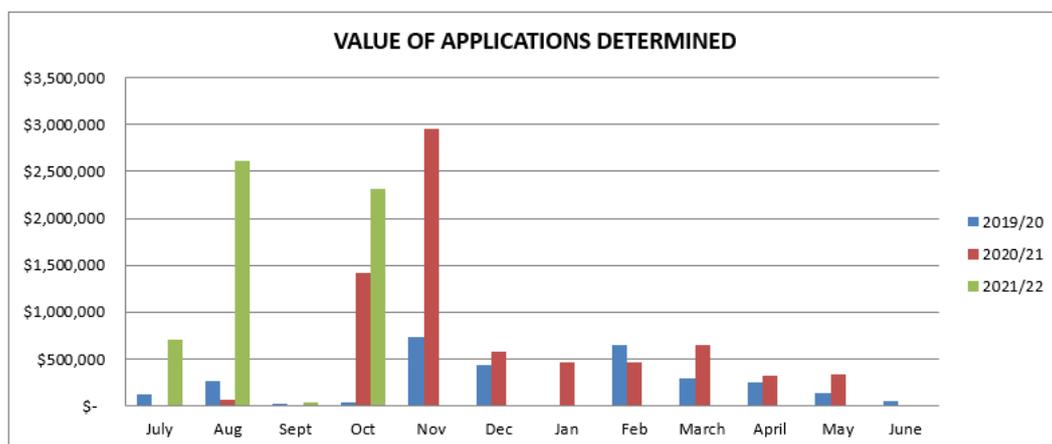
Comparison determination times

2014/15	Narrandera Shire Council average	42 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	32 days
2020/21	Narrandera Shire Council average	30 days
2021/22	Narrandera Shire Council average YTD	39.5 days

This graph details the comparative number of Development & Complying Development Applications determined by month since 2019/20.



This graph details the comparative value of Development & Complying Development Applications determined by month since 2019/20.



*2021/22 August figures exclude \$13,915,445 for 2 micro solar farms

Certificates Issued

A summary of other development services activities undertaken during October 2021 is detailed in the following table:

Certificate Type	Number Issued
Construction Certificates	3
Building Certificates	-
Subdivision Certificates	1
Occupation Certificates	-
Compliance Certificates	-
Section 10.7 (previously 149) Certificates	24
Swimming Pool Compliance Certificates	1
On-Site Septic Management System Certificates	-

RECOMMENDATION

That Council:

1. Receives and notes the Development Services Activities Report for October 2021.

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS**20.1 OCTOBER INCOME STATEMENT****Document ID: 584487****Author: Senior Finance Officer****Authoriser: Deputy General Manager Corporate and Community****Theme: Statutory and Compulsory Reporting – Financial / Audit****Attachments: 1. October 2021 Income Statement.pdf****RECOMMENDATION**

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 October 2021.

PURPOSE

The purpose of this report is to present Council with the Statement of Income for the period ending 31 October 2021.

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 27 May 2021. 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 2021/2022 were issued on 2 July 2021.

Depreciation

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

Major Variations to Budget

There are no major variations to budget evident.

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 October 2021.

Narrandera Shire Council

Consolidated Income Statement

for the period ending 31 October 2021

	Original Budget	Actual YTD
Income from continuing operations		
Rates and annual charges	8,253	8,461
User charges and fees	3,338	1,336
Other revenues	524	463
Grants and contributions provided for operating purposes	7,043	1,010
Grants and contributions provided for capital purposes	7,199	107
Interest and investment revenue	214	7
Other income	277	90
Net gain from the disposal of assets	91	26
Total income from continuing operations	26,939	11,500
Expenses from continuing operations		
Employee benefits and on-costs	8,414	2,633
Materials and services	3,489	1,671
Borrowing costs	9	2
Depreciation and amortisation	5,705	1,426
Other expenses	1,852	826
Net loss from the disposal of assets	-	-
Total expenses from continuing operations	19,469	6,558
Operating result from continuing operations	7,470	4,942
Operating result from discontinued operations	-	-
Net operating result for the year attributable to Council	7,470	4,942
Net operating result for the year before grants and contributions provided for capital purposes	271	4,835

Narrandera Shire Council

General Fund Income Statement

for the period ending 31 October 2021

	Original Budget	Actual YTD
Income from continuing operations		
Rates and annual charges	6,044	6,174
User charges and fees	1,712	856
Other revenues	524	463
Grants and contributions provided for operating purposes	7,000	1,010
Grants and contributions provided for capital purposes	5,516	131
Interest and investment revenue	139	4
Other income	277	90
Net gain from the disposal of assets	91	26
Total income from continuing operations	21,303	8,754
Expenses from continuing operations		
Employee benefits and on-costs	6,844	2,139
Materials and services	2,845	1,385
Borrowing costs	9	2
Depreciation and amortisation	4,868	1,217
Other expenses	1,476	743
Net loss from the disposal of assets	-	-
Total expenses from continuing operations	16,042	5,486
Operating result from continuing operations	5,261	3,268
Operating result from discontinued operations	-	-
Net operating result for the year attributable to Council	5,261	3,268
Net operating result for the year before grants and contributions provided for capital purposes	(255)	3,137

Narrandera Shire Council

Water Fund Income Statement

for the period ending 31 October 2021

	Original Budget	Actual YTD
Income from continuing operations		
Rates and annual charges	771	811
User charges and fees	1,464	425
Other revenues	-	-
Grants and contributions provided for operating purposes	23	-
Grants and contributions provided for capital purposes	10	16
Interest and investment revenue	65	1
Other income	-	-
Net gain from the disposal of assets	-	-
Total income from continuing operations	2,333	1,253
Expenses from continuing operations		
Employee benefits and on-costs	949	266
Materials and services	434	223
Borrowing costs	-	-
Depreciation and amortisation	521	130
Other expenses	220	49
Net loss from the disposal of assets	-	-
Total expenses from continuing operations	2,124	668
Operating result from continuing operations	209	585
Operating result from discontinued operations	-	-
Net operating result for the year attributable to Council	209	585
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	199	569

Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 31 October 2021

	Original Budget	Actual YTD
Income from continuing operations		
Rates and annual charges	1,438	1,476
User charges and fees	162	55
Other revenues	-	-
Grants and contributions provided for operating purposes	20	-
Grants and contributions provided for capital purposes	1,673	(40)
Interest and investment revenue	10	2
Other income	-	-
Net gain from the disposal of assets	-	-
Total income from continuing operations	3,303	1,493
Expenses from continuing operations		
Employee benefits and on-costs	621	228
Materials and services	210	63
Borrowing costs	-	-
Depreciation and amortisation	316	79
Other expenses	156	34
Net loss from the disposal of assets	-	-
Total expenses from continuing operations	1,303	404
Operating result from continuing operations	2,000	1,089
Operating result from discontinued operations	-	-
Net operating result for the year attributable to Council	2,000	1,089
Net operating result for the year before grants and contributions provided for capital purposes	327	1,129

20.2 OCTOBER STATEMENT OF INVESTMENTS

Document ID: 584847
Author: Senior Finance Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Investments report as at 31 October 2021.
2. Approves the revised portfolio credit limits and amendment to Policy CS40 Investments.

PURPOSE

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

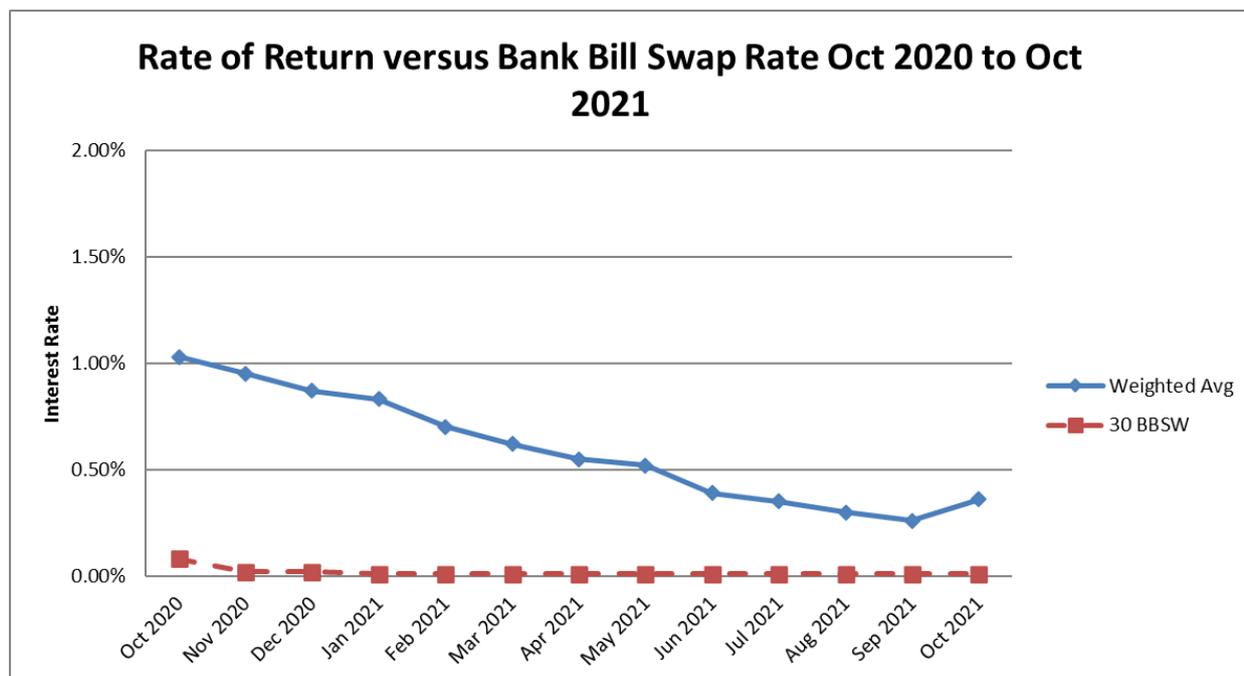
SUMMARY

Fund Balance (GL)	
General	16,870,462.22
Water	6,845,198.91
Sewerage	738,359.48
Trust	85,725.48
	24,539,746.09

BACKGROUND

Council Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments A to BBB-				
Elders Rural Bank	1,000,000.00	4.09%	0.70%	18 Nov 2021
Elders Rural Bank	1,000,000.00	4.09%	0.30%	3 Dec 2021
Bendigo Bank	1,000,000.00	4.09%	0.50%	3 Dec 2021
Bendigo Bank	1,000,000.00	4.09%	0.30%	16 May 2022
Bendigo Bank	750,000.00	3.07%	0.30%	11 Aug 2022
Direct Investments AA- to A	4,750,000.00	19.43%		

Direct Investments AAA to AA-				
NAB Cashmaximiser	2,704,020.61	11.06%	0.10%	31 Oct 2021
NAB	1,000,000.00	4.09%	0.30%	4 Jan 2022
NAB	1,000,000.00	4.09%	0.32%	24 Jan 2022
NAB	1,000,000.00	4.09%	0.35%	19 Apr 2022
NAB	1,000,000.00	4.09%	0.35%	9 Aug 2022
NAB	1,000,000.00	4.09%	0.35%	30 Sep 2022
St George	1,000,000.00	4.09%	0.60%	23 Nov 2021
St George	1,000,000.00	4.09%	0.37%	18 Jun 2022
St George	1,000,000.00	4.09%	0.37%	14 Jul 2022
St George	1,000,000.00	4.09%	0.37%	10 Sep 2022
CBA	1,000,000.00	4.09%	0.42%	24 Feb 2022
CBA	1,000,000.00	4.09%	0.42%	24 Feb 2022
CBA	1,000,000.00	4.09%	0.38%	14 Mar 2022
CBA	1,000,000.00	4.09%	0.42%	16 Mar 2022
CBA	1,000,000.00	4.09%	0.38%	14 Apr 2022
CBA	1,000,000.00	4.09%	0.40%	8 Jun 2022
Westpac	1,000,000.00	4.09%	0.34%	26 May 2022
Westpac	1,000,000.00	4.09%	0.31%	1 Sep 2022
	19,704,020.61	80.59%		
Council Funds	24,454,020.61	100%		
Monthly Investment Performance				
Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
Oct 2020	26,959,617.52	1.03%	0.080%	0.95%
Nov 2020	27,209,684.39	0.95%	0.020%	0.93%
Dec 2020	26,009,696.10	0.87%	0.020%	0.85%
Jan 2021	24,259,702.13	0.83%	0.010%	0.82%
Feb 2021	24,659,709.71	0.70%	0.010%	0.69%
Mar 2021	23,659,720.19	0.62%	0.010%	0.61%
Apr 2021	23,668,951.65	0.55%	0.010%	0.54%
May 2021	22,418,960.75	0.52%	0.010%	0.51%
Jun 2021	25,718,971.87	0.39%	0.010%	0.38%
Jul 2021	24,454,020.61	0.35%	0.010%	0.34%
Aug 2021	24,159,715.34	0.30%	0.010%	0.29%
Sep 2021	25,189,731.21	0.26%	0.010%	0.25%
Oct 2021	24,539,746.09	0.36%	0.010%	0.35%
Trust Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments AAA to AA-				
National Australia Bank (Art Trust)	53,323.12	67.62%	0.35%	2 Aug 2022
Bendigo Bank (Tourist Trust)	32,402.36	32.38%	0.30%	21 Mar 2022
Trust Funds	85,725.48			



Individual Limits					
Institution	Rating		Amount Invested	Council %	
Bendigo Bank	BBB+	A2	\$ 2,782,402.36	11.3%	Max 20%
Elders Rural Bank	BBB+	A2	\$ 2,000,000.00	8.2%	Max 20%
IMB	BBB	A3	\$ -	0.0%	Max 10%
NAB	AA-	A1+	\$ 7,757,343.73	31.6%	Max 35%
Suncorp	A+	A1	\$ -	0.0%	Max 25%
StGeorge	AA	A1+	\$ 4,000,000.00	16.3%	Max 35%
Macquarie Bank	A+	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 6,000,000.00	24.5%	Max 35%
Westpac	AA-	A1+	\$ 2,000,000.00	8.2%	Max 35%

INVESTMENT FRAMEWORK

Council resolved at its October meeting to obtain loan funding from NSW Treasury Corporation for the Barellan sewer project (\$1,620,000). As part of NSW Treasury Corporation’s terms and conditions for the loan funding, Council agrees to comply with their investment framework. Accordingly minor amendments are required to policy CS40 Investments and the portfolio credit limits contained within, outlined in the below tables. The amendment will not affect any term deposits Council currently holds.

Current maximum available limits in each rating category:

Portfolio Credit Limits				Individual Limits
Long Term Credit Ratings	Short Term Credit Ratings	Direct Investments Maximum	TCorp Managed Funds Maximum	Direct investments Maximum
AAA	A-1+	100%	100%	35%
AA	A-1	100%	100%	25%
A	A-2*	30%	60%	15%
BBB*	A-2*	30%		20%
Unrated*	Unrated*	0%	20%**	5%

Revised maximum available limits in each rating category:

Portfolio Credit Limits				Individual Limits
Long Term Credit Ratings	Short Term Credit Ratings	Direct Investments Maximum	TCorp Managed Funds Maximum	Direct investments Maximum
AAA	A-1+	100%	100%	35%
AA+ to AA-	A-1+	100%	100%	35%
A+ to A	A-1+, A-1	100%	100%	25%
A-	A-1, A-2	20%	40%	20%
BBB+	A-2	30%	30%	20%
BBB & Below	A-3	30%	10%	10%
Unrated*	Unrated*	0%	5%	5%

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

The investments listed above have been made in accordance with the Local Government Act, the Regulations and Council’s Investment Policy.

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 had announced interest rates are anticipated to remain low for two years. Central banks and the market are at odds regarding projected interest rates. It appears the cash rate may be increased throughout 2022. Increasing rates will have a positive impact on returns from Council’s portfolio. Changes in the market are based on predictions of continuation of increases in the core inflation rate.

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Investments report as at 31 October 2021.
2. Approves the revised portfolio credit limits and amendment to Policy CS40 Investments.

20.3 OCTOBER STATEMENT OF BANK BALANCES

Document ID: 585128
Author: Costing Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 October 2021.

PURPOSE

The purpose of this report is to make Council aware of the amount of funds held in its operating account.

BACKGROUND

Opening Cashbook Balance	208,070.58
Plus Receipt	3,060,398.22
Less Payments	2,916,993.53
Current Cashbook Balance	<u>351,475.27</u>
Statement Summary	
Opening Statement Balance	175,780.27
Plus Receipts	3,013,372.12
Less Payments	2,907,068.64
Current Statement Balance	<u>282,083.75</u>
Plus Unpresented Receipts	80,502.88
Less Unpresented Payments	11,111.36
Reconciliation Balance	<u>351,475.27</u>
GL BALANCE	<u>351,475.27</u>
Unpaid Creditors	1,005,007.71
Overdraft Limit arranged with Bank 01/01/1989	350,000.00

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 October 2021.

20.4 OCTOBER STATEMENT OF RATES AND RECEIPTS

Document ID: 585211
Author: Revenue Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 31 October 2021.

RATES & CHARGES

Arrears as at 01.07.2021	864,910.14
21/22 Rate levies & supplementary levies (excl. postponed amounts)	<u>8,469,346.94</u>
	9,334,257.08
Less Pensioner rebates	<u>208,074.16</u>
NET BALANCE	9,126,182.92
Less receipts to 31.10.2021	<u>3,613,903.88</u>
	<u><u>5,512,279.04</u></u>

Actual % Rate Collection to Net Balance as at 31.10.2021 = 39.60%

Comparative % Collection to Net Balance as at 31.10.2020 = 35.91%

Comparative % Collection to Net Balance as at 31.10.2019 = 37.43%

Anticipated % Collection Rate as at 30.06.2022 = 94.00%

WATER CONSUMPTION / SEWER USAGE CHARGES

Arrears as at 01.07.2021	256,707.64
21/22 Water / Sewer usage charges, supplementary levies & interest	<u>463,072.68</u>
NET BALANCE	719,780.32
Less receipts to 31.10.2021	<u>169,668.50</u>
	<u><u>550,111.82</u></u>

PURPOSE

The purpose of this report is to present the Statement of Rates and Receipts as at 31 October 2021.

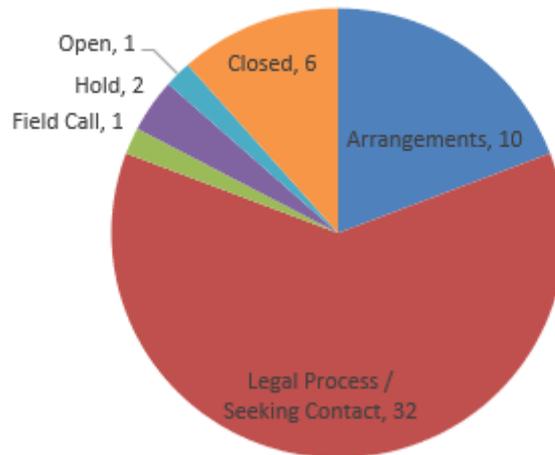
SUMMARY

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

OVERDUE RATES AND CHARGES

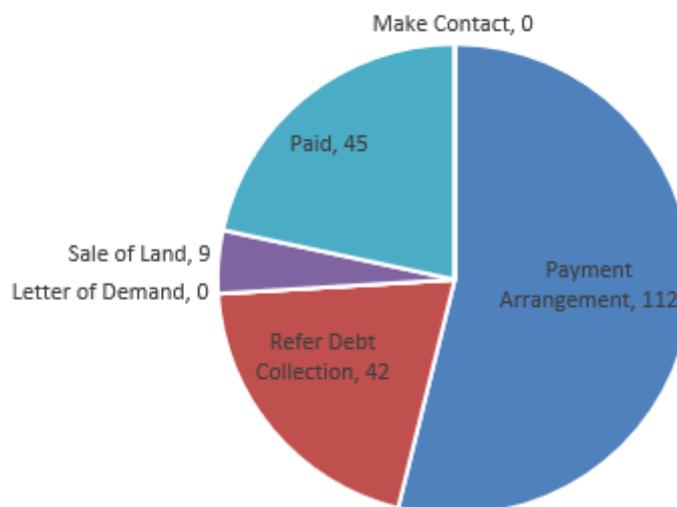
The table below provides information on the status of outstanding accounts under the management of Council’s debt recovery agency.

Debt Recovery Agency



The table below displays overdue accounts under review by Council staff, with the potential to be referred to Council’s debt recovery agency.

Narrandera Shire Council



RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 31 October 2021.

20.5 OCTOBER CAPITAL WORKS PROGRAM

Document ID:	585405
Author:	Senior Finance Officer
Authoriser:	Deputy General Manager Corporate and Community
Theme:	Statutory and Compulsory Reporting – Financial / Audit
Attachments:	1. October 2021 Capital Program 2. October 2021 Capital Expenditure 3. October 2021 Operational Expenditure

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Capital Works report as of 31 October 2021.

PURPOSE

The purpose of this report is to enable Council to track the progress of capital works programs. This report is for the period ending 31 October 2021.

BACKGROUND

Works listed in the attachment are for works against new budgeted projects for the 2021/2022 year. Key operational expenses are also included in this report and have been highlighted separately.

PROGRESS TO DATE IN EACH AREA**Administration**

Administration projects are scheduled as follows:

- IT Review and Software Licencing will be reviewed throughout the year.
- Migrating software to the new SQL 2019 server as time allows for the SQL Server Software Licenses project.
- Staff are being migrated to Multi Factor Authentication for the Azure Premium P1 Implementation.
- The implementation is complete for the SSA implementation project.
- Software Licencing will be reviewed throughout the year.
- iPads for selected staff and ELT have been ordered as part of the Councillor iPad Project.
- The grant submission for the main street CCTV system has been reviewed; awaiting outcome prior to project commencement.
- Current plans are being reviewed for the Disaster Recovery Plan before organising the consultant.
- Mobile Device Management and MagiQ Publishing Portal have been ordered; awaiting implementation dates.

- Investigation into an Integrated Software System has commenced and will continue through the financial year.
- Quotes are being organised for the Replace Firewall project and Secure Wireless Network.
- GIS Imagery acquisition will commence in December.
- Replacement of Network Switches will commence in January 2022.
- Replacement of Desktops and Laptops will commence in May 2022.

Public Order & Safety

- Quotations for the purchase and installation of a gatekeeper's shelter for the Waste Depot Improvement Works at Barellan Landfill are currently being sought.
- Construction is complete for the Pound Cattery Holding system; additional works are to be undertaken with remaining funds.
- Rural Fire Service arranging works for the Barellan RFS Station Amenities.

Environment

- Narrandera West Drainage Improvements are subject to an easement over the existing basin; currently awaiting Land Council's approval.
- The Gabion Mattresses have been ordered for the Larmer Street Flood Mitigation Works - Stage 2 – Works are to provide erosion protection for Padman Stop and are to commence in early November.
- The design for an internal road is nearly complete for the Narrandera Landfill Masterplan improvement works.
- Design has been finalised for Drainage Improvements at Driscoll Road. Pipes to be ordered and construction of detention basin to be scheduled.
- Specifications were developed in October for the Cemetery Management Plans and Mapping software, as per the cemetery service review. Quotations to commence in November.

Housing & Community Amenities

- Additional furniture to be ordered in January 2022 for the Narrandera and Grong Grong Cemetery.
- Quotes are being sought again due to contractor unavailability for the Barellan Cemetery entrance gate.

Recreation & Culture

- Project scope is being defined for the removal of pipes and plant room as part of the Lake Talbot Pool Remediation works. A meeting is scheduled with Murrumbidgee Irrigation to discuss bank rehabilitation requirements.
- Suitability and engineering limitations are being determined for the Lake Talbot Pool installation of shade structures and seating located at the Plant Room.
- The scope and timeframe for delivery is being determined for the Narrandera Park Oval Grandstand upgrade. An external contractor is being engaged.

- The contract has been completed for the Narrandera Sportsground Clubrooms. External works are to be undertaken by Council.
- The Outdoor Court Furniture and shelters are expected to be completed in March 2022.
- Design has been reviewed for the Narrandera Sportsground drainages and soak. Works are scheduled for February 2022.
- Awaiting on grants submission for additional funds for the Barellan Netball Courts.
- OSR New Shed design is under review and ready for procurement.
- Signs have been installed at Grong Grong Earth Park and Henry Mathieson Oval for the Remote Signage Project. A sign will be made for Brewery Flats.
- A meeting has taken place with representatives for the Marie Bashir Park Irrigation Management System. Quotation specifications to be developed in November.
- Marie Bashir Park drinking fountains/bottle fillers to be ordered in November.
- Procurement is expected in November for the Narrandera Playgrounds Upgrades.
- Additional seating and soft fall upgrades will be ordered in November for the Narrandera Adventure Playground Upgrades.
- Other Town Park upgrades landscaping is scheduled for November 2021.
- The festive decorations will be ordered in November for the Barellan Playground Upgrades and festive decorations project. However, procurement issues are being experienced.
- The Tree Audit is 98% complete; all data is being reviewed. Any savings will be contributed towards the irrigation management system.
- IT is ensuring the Biosecurity Mapping Systems are compatible with Council's spatial systems.
- The purchase of the Boat is expected to take place in November.
- Scope of works are currently being developed for the Lake Talbot Recreation toilet block landscaping; works are planned to commence in November.
- The scope of works is to be developed for the Lake Talbot seating and shelter revamp.
- The Contractor is scheduled to repair the damage of units 5 and 6 at the Lake Talbot Tourist Park by 22 November.
- Book & Resources annual replacement purchasing is on target.
- Replacement Computer Seating for the library was purchased in 2020-2021 financial year, funds to be reallocated

Drought Community Funding (Round 2)

- Narrandera Stadium Upgrade works are complete.

Stronger Country Communities (Round 3)

- The Creating Future Farmers project has been delayed due to COVID-19. It is anticipated that the workshops will commence in Term 1 2022, pending the availability of Tocal Agricultural College.

- Youth Food Trailer project is nearing completion with the artwork and wrap applied. A suitable time and location are being considered for a soft launch.

Playground on the Murrumbidgee

- Tender is to close mid-December for the build of the Destination and Discovery Hub. Demolition of existing building is to commence in late November.
- Construction of the new building is underway at the Lake Talbot Tourist Park Amenity Block and Camp Kitchen. Works are scheduled to be completed in January 2022.
- Melbourne Street kerb and gutter is complete for the Northbank Walking Track project, with the footpath to be installed prior to January 2022.
- Detailed design is being completed for the Northbank Pedestrian Bridge. Tender is to close mid-December.
- Materials have been ordered for the Lake Talbot Tourist Park playground; construction commenced in late October. Over expenditure is to be funded from amenities upgrade savings.
- Development Application has been refused for the Lattice Railway Bridge. Reallocation of funding to be reported at November Council meeting.
- Lake Talbot deepening works are grant dependant.

Local Roads and Community Infrastructure Round 1

- Works to be scheduled are Laneway Upgrades and Drainage works (Various)
- Planter boxes and painting are now complete for the Kiesling Lane Beautification project; planting to be finalised in November.
- Melbourne Street kerb and gutter works are nearing completion. Overspend to be covered from Urban kerb and gutter footpath work.
- Completed Projects include Weir Park Road 1200m gravel Resheet and Otta Seal works, Ridgeview Road, Weir Park Road, Brewery Flat Improvements, Art Centre Storage, Water Tower Surrounds, and Tree planting – all towns.

Local Roads and Community Infrastructure Round 2

- Pump track modular units have been ordered for the Barellan Pump Track; delivery is expected in April 2022.
- The shed has been ordered for the Grong Grong Village storage facility and toilet. Quotes for electrical, plumbing, and internal room construction are to close by 8 November.
- Revised plans have been developed for the Wiradjuri Memorial Wall stage 1 with detailed engineering being finalised prior to tender.
- Barellan Cemetery – works are well underway for the installation of an accessible unisex toilet at the cemetery, including onsite sewerage management system. Procurement of modular toilet structure has been committed, due to be delivered early December. Water and septic contracted works have commenced with slab to be poured by mid-November.
- Narrandera Sportsground – awaiting grant confirmation for a disabled spectator access area and installation of a digital scoreboard with video capability.

- Narrandera Flora and Fauna Reserve – awaiting grant confirmation for the upgrade of the carpark and entrance to the reserve.

Community Building Partnership

- Artwork is scheduled for 31 January 2022 for the Stage 2 Art on the Water Tower project.

Crown Lands Infrastructure

- Works have commenced to construct drainage and seal the remaining access road at Rocky Water Hole.

Fixing Local Roads Round 1

- Design is complete for the Brewarrana Bridge Retrofitting. Works are to be scheduled when water levels drop. Necessary approvals are currently being obtained.

Fixing Local Roads Round 2

- Settlers Road is sealed for the FCR - Sandigo Kywong School Bus Route. Rosedale Road works are nearly completion and awaiting seal.

Fixing Local Roads Round 3

- Roads Resheeting (Unsealed Rural Roads Resheeting) Boree Road is co-contribution to match Fixing Local Roads Round 3 grant application.
- Rural Road reseals; Grant was unsuccessful for Kamarah Road Heavy Vehicle and Erigolia Road Heavy Vehicle. Grant was successful for Cowabbie Road Northern Bus Route.

Fixing Country Bridges

- The tender has been awarded for Mollys Bridge and Somerset Bridge.

Transport & Communication

- Works to be scheduled are: Urban Pavement Rehabilitation, Urban Laneways Upgrade – Additional, Culvert/Bridge assessment works and Urban reseals including Bendee, Bolton, Boundary, Dalgetty, Douglas, Mallee, Shady, Wilga Streets and Victoria Avenue. Innovation for Rural Infrastructure Management, Urban Laneway Upgrade – Arthur and Willans Lane, Urban Kerb and Gutter Replacement, Urban Footpath Replacement, Active transport – Walking, and PAMP – Urban Footpath Cadell Street (Twynam and Audley Streets).
- Urban Roads Construction: Still awaiting sealing works to extend to the kerb for Arthur Street (Victoria to Audley) and Baylis Stree (Jonsen to May).
- Urban Roads Construction – Laneways: Peters and Arthur Lanes - King to Whitton Street projects have been deferred due to lack of funding. Works are to be scheduled for Arthur Lane – Victoria to Bolton Streets.
- Procurement has commenced for the Improvement of Water Haulage project.
- The Urban Footpath to railway overpass project is awaiting the grant funding announcement.
- Rural Sealed Roads Construction works have commenced for Driscoll Road.

- Roads to Recovery resheeting projects works to be scheduled include Holloway and Baldwins Roads. Galore Park Road works has commenced. McDonalds Road project has been cancelled.
- Reseal Works to be scheduled include Strontian, Federal Park and Sandy Creek Roads.
- Regional Roads Capital component of block grant include MR243, MR370, MR596 and MR7608, which will be completed as required. Barellan Road works to be completed in the second quarter.
- School Zone Infrastructure Program (SZI) – Larmer, Adams and Douglas Streets are in design phase.
- The LED Street Lighting Replacement project is complete and awaiting invoice.
- Completed works include: FLR Round 1 - Paintings Bridge, Red Hill, Bassetts Roads, Box Street, Druces, Pethers, Bogolong, Pinehope Roads and Banner Poles Leeton Road. Roads to Recovery projects; culvert Manderlay road 7.78km and culvert McKenzies Road

Economic Affairs

- Red Hill Signage and Gateway Entrance Signs are under review.
- Council Chambers cleanout of storage facility works activities have been delayed due to COVID-19 restrictions.
- Building Renewal and Upgrades annual program has been identified and scoped. Barellan Street Stall, various building fixtures and renewal activities have been committed or procurement is underway.
- Parkside Museum renewal works have commenced. Internal renewal works are committed with the replacement of kitchen cabinets. Procurement of external painting is underway and is scheduled to be completed by Mid-December.
- Scope is now being prepared for the Solar Panels.
- Works are underway and on track for the Workshop Vehicle Wash Bay. Shed and concrete procurement has commenced.
- Works are nearing completion for the Runway, Taxiway and Apron resealing and remark project and the Installation (3) of the Apron Flood lights.
- Quotes are currently being sought to undertake works for the Security and Wildlife Perimeter fencing.
- Scope is being developed for Light Vehicles, Trucks and Trailers, Heavy Plant Sales and Other Plant Capital.

Water Supplies

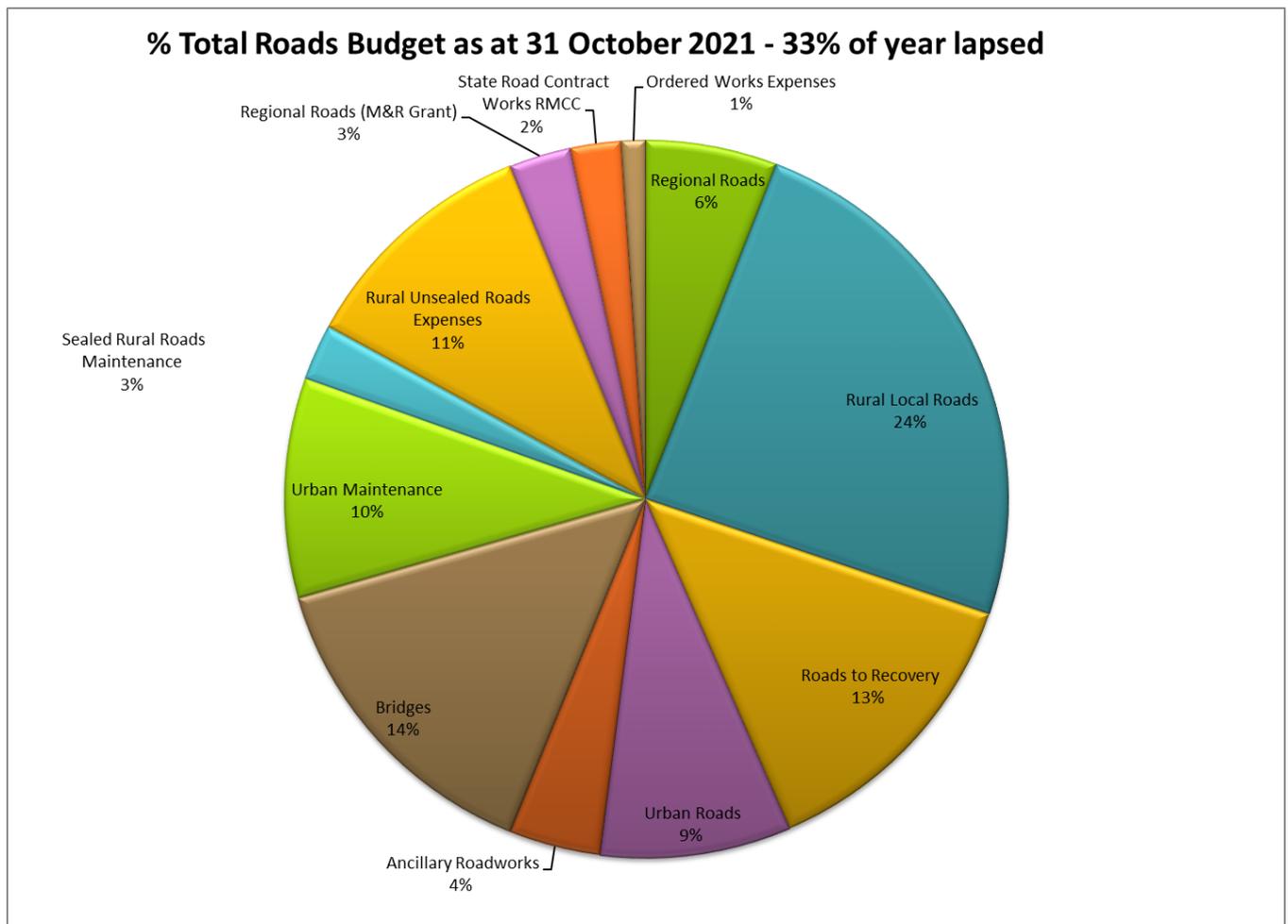
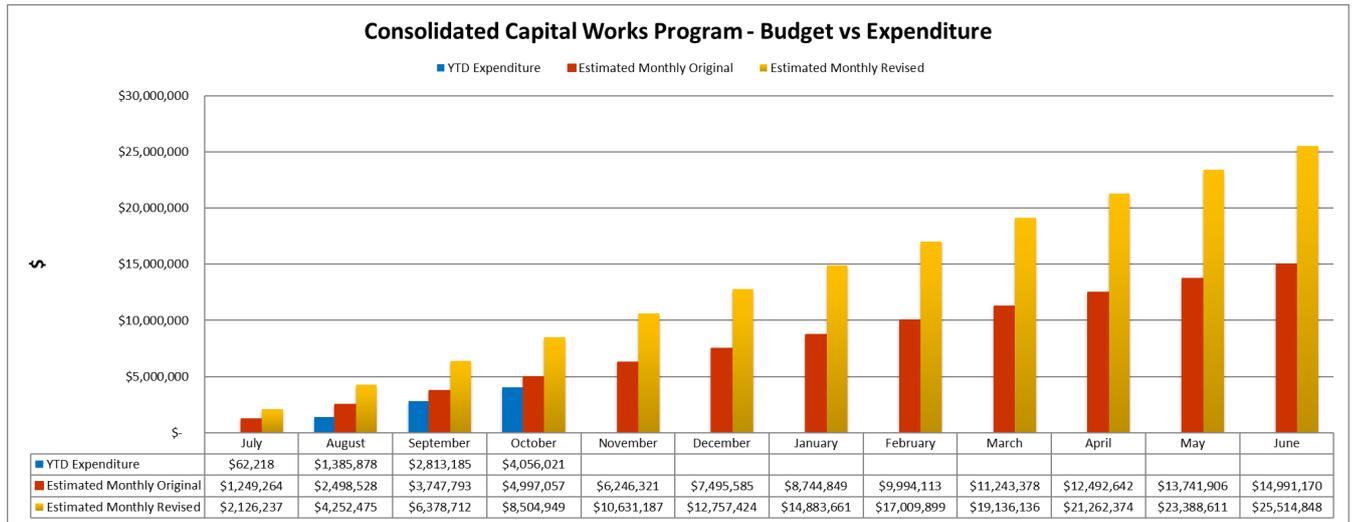
- Hydrant and Valve replacements program is being developed. Works are to begin early 2022.
- Service replacements will commence as required.
- Hydraulic model is complete for the North Zone Pressure Pump low pressure issues. Specifications are being developed.

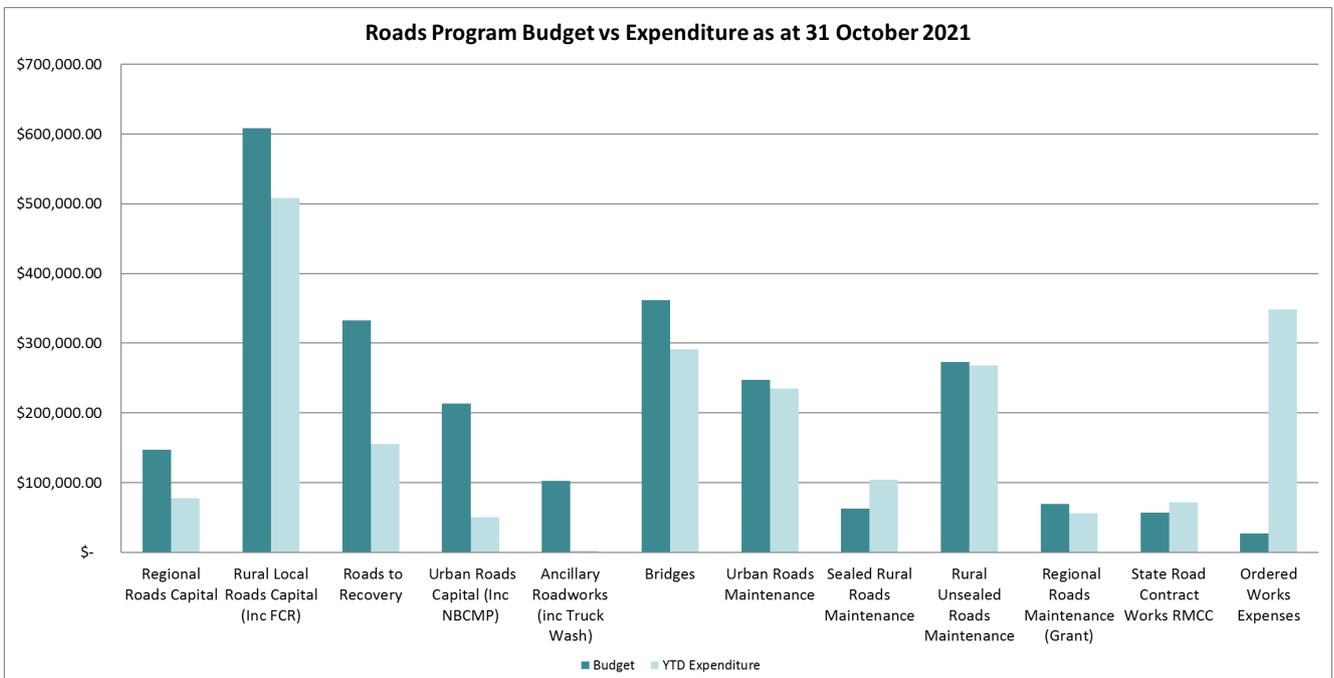
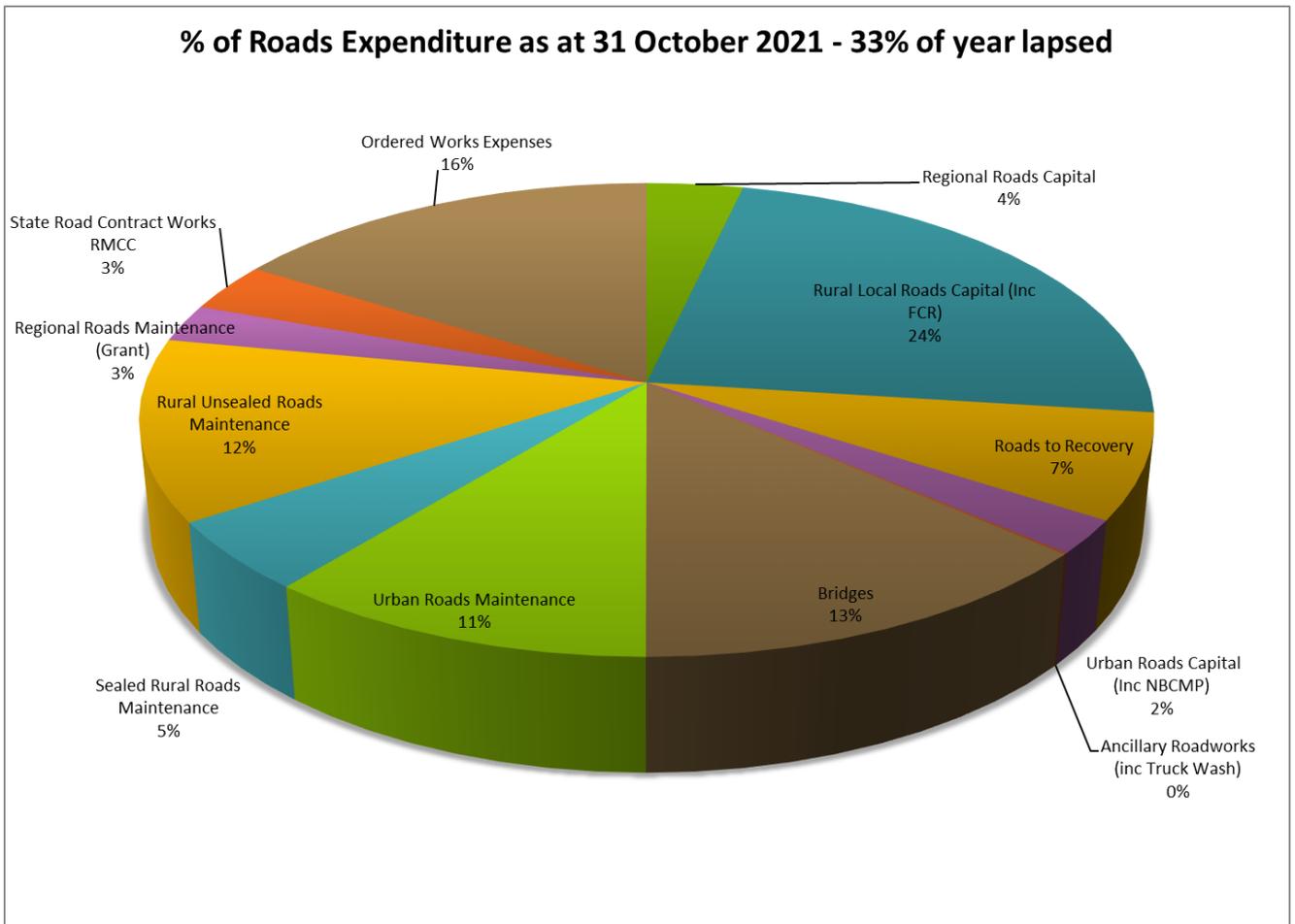
- Sawmill Road Extension, Elwin Street Water Main Replacement is continuing. Final details of the 2021/22 program are being developed. Grosvenor, Adams, and King Streets works have commenced.
- Scoping study is being prepared for the Water Treatment Plant (WTP) filter/Upgrade design. Awaiting the draft deed from Restart prior to commencement of the WTP Scoping Study.
- Pine Hill Reservoir Upgrade construction is underway. Completion is expected early 2022.
- Pine Hill Reservoir fencing project to commence upon completion of the new Reservoir.
- The Pine Hill Pumps Replacement to be programmed after the Reservoir construction is complete.
- Program for the cul-de-sac ring mains is being developed, works to commence upon completion of the watermain replacements.
- Gordon Street fencing procurement has commenced.
- Department of Planning Industry and Environment (DPIE) concurrence for Groundwater Study has been provided for the Integrated Water Cycle Management (IWCM) Additional works; consultant has been engaged and study is underway.
- Taggle Software and implementation is underway. Completion expected for next billing cycle.
- The third batch of filter installations is underway for the Household Filter Project. Installation is underway, 68 filters have been installed with 30 pending.
- Telemetry Software Upgrade and Hardware Upgrade specifications are complete, works to be programmed end 2021.
- Quotes have been received for the Valve Exerciser review is being undertaken.
- Solar Panel scope is being prepared.
- Lake Talbot Tourist Park Fire Service Watermain is underway and is expected to be completed in November.
- Completed projects: Reservoir cleaning and structural assessments.

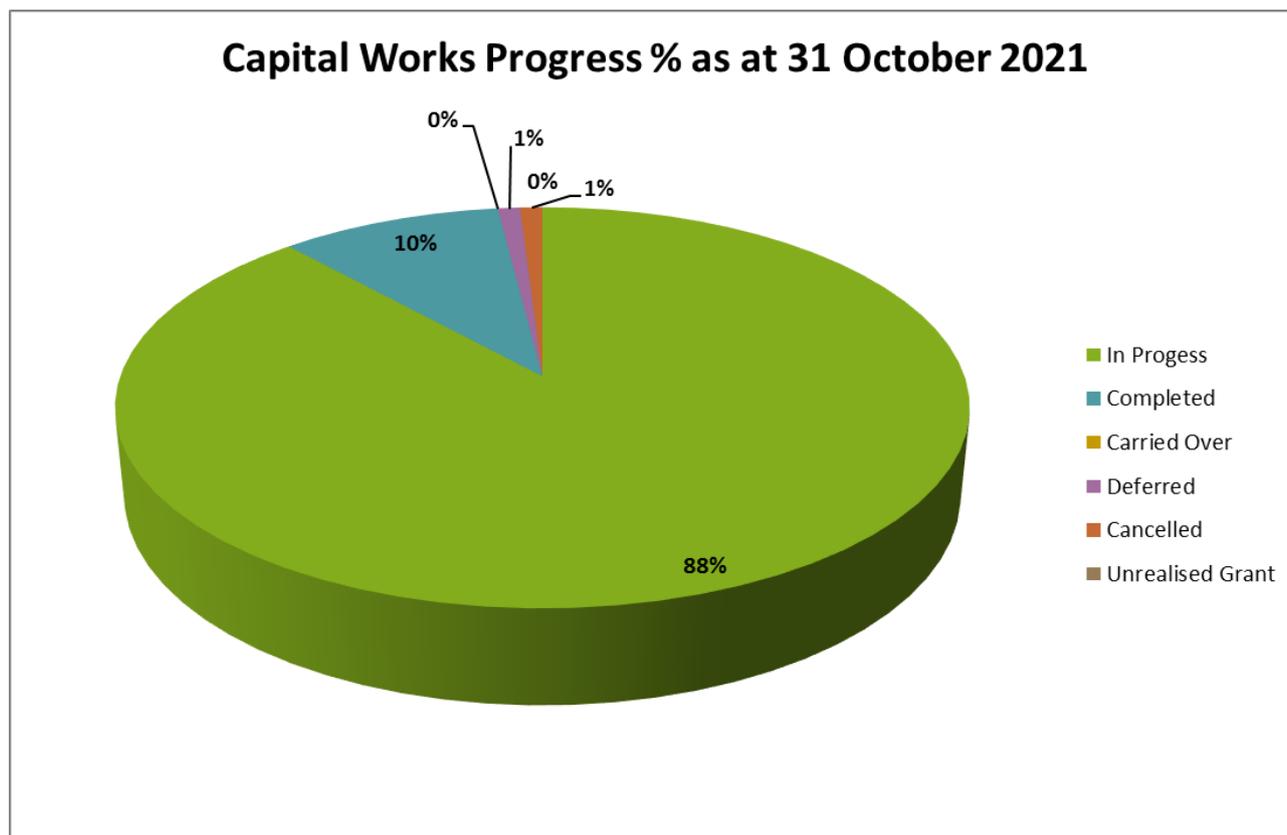
Sewerage Supplies

- The Barellan Sewer design tender has been awarded and is underway with anticipated completion in December.
- The design has been updated for the Primary Filter EPA (Environment Protection Authority) with procurement to begin in December.
- Manhole and Sewer Service Replacements will be performed as required.
- Quotes have been received for the Flow Meters for Sewer Pump Stations 2, 3 and 4 with a review to be undertaken.
- Public consultation to be undertaken in November for the Narrandera West Sewer Extension with draft report due to the DPIE (Department of Planning Industry and Environment) in January.
- Scope is being prepared for the Solar Panel project.

- Telemetry Software Upgrade and Hardware Upgrade specifications are complete, works are to be programmed in December.
- Completed works: Sewer main Relines.







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 Council’s accounting records.

Capital works are funded from several 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, Councils 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**

- N/A

Financial

- Advises Council of the 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. Receives and notes the information contained in the Capital Works report as of 31 October 2021.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at 31 October 2021

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

33.00%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
1	IT Review	-		\$2,453.00	\$0.00	\$2,453.00	0%	Will review throughout the year.
2	SQL Server Software Licenses	-		\$17,530.00	\$5,915.00	\$11,615.00	34%	Migrating software to new SQL 2019 server as time allows.
3	Azure Premium P1 Implementation	-	\$41.18	\$12,220.00	\$7,881.00	\$4,297.82	64%	James is migrating staff to MFA when they are available.
4	GDA and SSA Implementation	-		\$16,053.64	\$15,681.00	\$372.64	98%	SSA Implementation completed.
5	Replace Desktops/Laptops	20,000	\$12,810.00	\$20,000.00	\$2,906.50	\$4,283.50	15%	Will commence in May.
6	Software Licencing	20,000		\$20,000.00	\$2,700.00	\$17,300.00	14%	Will review throughout the year.
7	Councillor iPad Project	5,000	\$3,494.00	\$5,000.00	\$1,658.00	-\$152.00	33%	New iPads for ELT and selected staff have been ordered.
8	Replace Firewall	35,000		\$35,000.00	\$0.00	\$35,000.00	0%	Organising Quotes.
9	Secure Wireless Network	15,000		\$15,000.00	\$0.00	\$15,000.00	0%	Organising Quotes.
10	Replace Network Switches	25,000		\$25,000.00	\$0.00	\$25,000.00	0%	Will commence in January.
11	Disaster Recovery Planning	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	James is reviewing the current plans before organising consulting.
12	Mobile Device Management	10,000	\$6,960.00	\$10,000.00	\$0.00	\$3,040.00	0%	Ordered and awaiting implementation dates.
13	Integrated Software System	20,000		\$20,000.00	\$0.00	\$20,000.00	0%	Will commence in August and continue through the financial year.
14	GIS Imagery	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Will commence in December.
15	MagiQ Publishing Portal	-	\$12,570.00	\$0.00	\$0.00	-\$12,570.00	#DIV/0!	Ordered and awaiting implementation dates.
16	Pound: Cattery Holding System	-	\$1,830.00	\$3,120.07	\$143.59	\$1,146.48	5%	Construction complete, with some additional works to be undertaken with remaining funds.
17	CCTV system for the Main Street	60,000		\$60,000.00	\$5,134.00	\$54,866.00	9%	Completed a review of the public CCTV systems for Grant submission. Now awaiting outcome of Grant submission before starting.
18	Barellan RFS Station Amenities	-		\$28,739.54	\$0.00	\$28,739.54	0%	RFS arranging works.
19	Ndra Landfill Masterplan	-	\$2,860.00	\$149,963.91	\$3,900.00	\$143,203.91	3%	Design for internal road nearly complete.
20	Waste Depot Improvement Works Barellan	87,000		\$87,000.00	\$0.00	\$87,000.00	0%	Quotations for the purchase and installation of a gatekeepers shelter are currently being sought for the Barellan Landfill.
21	Larmer St Flood Mitigation Works - Stage 2	-	\$3,575.45	\$5,309.75	\$1,185.44	\$548.86	22%	Gabion Mattresses Ordered - Works to provide Erosion Protection for Padman Stop to commence between December - January .
22	Narrandera West Drainage	28,000		\$28,000.00	\$0.00	\$28,000.00	0%	Subject to an easement over existing basin awaiting Land Councils approval.
23	Drainage Improvements Driscoll Road	60,000	\$15,663.09	\$65,627.24	\$5,403.74	\$44,560.41	8%	Design finalised - Pipes have been ordered and construction of detention basin to be scheduled
24	Book & Resources annual	30,896		\$34,613.91	\$4,084.31	\$30,529.60	12%	Purchasing on target.
25	Replacement of Computer Seating	3,000		\$3,000.00	\$0.00	\$3,000.00	0%	replacement computer/desk seats for clients and staff were purchased and received in the 2020-2021 financial year. Assembly and installation are underway.
26	LT Pool Remediation Works	136,000		\$136,000.00	\$37,513.18	\$98,486.82	28%	Project scope is being defined for the removal of pipes and plant room. A meeting is sheduled with M.I discuss bank rehabilitation requirements
27	LT Pool Install shade structures and seating located on Plant Room	60,000		\$60,000.00	\$0.00	\$60,000.00	0%	Project investigation to commenced - Currently determining suitability and engineering limitations of Shade Structure to be fitted to Plant Room building.
28	Narrandera Sportsground Drainages	95,000		\$100,000.00	\$0.00	\$100,000.00	0%	Works schedules for February 2022.
29	Ndra Sportsground Clubrooms	-	\$77,642.27	\$939,925.02	\$821,879.98	\$40,402.77	99%	Contract complete. External works to be undertaken by Council.
30	Outdoor Courts Furniture/Shelters	-		\$15,000.00	\$0.00	\$15,000.00	0%	expected completion March 2022.
31	Barellan Netball Courts	-		\$103,500.00	\$0.00	\$103,500.00	0%	Waiting on grants submission for additional funds.
32	Ndra Park Oval Grandstand upgrade	20,000		\$20,000.00	\$1,062.58	\$18,937.42	5%	Councils Carpenter is providing a scope and timeframe for delivery. Engaging external contractor.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at 31 October 2021

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

33.00%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
33	MBP Irrigation management system	125,000		\$125,000.00	\$0.00	\$125,000.00	0%	Meeting has taken place with representatives, quotation spec to be developed November.
34	OSR New Shed	125,000		\$125,000.00	\$0.00	\$125,000.00	0%	Design under review and ready for procurement.
35	Narrandera Playgrounds Upgrades	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Procurement expected November.
36	Narrandera Adventure Playground Upgrades	25,000		\$25,000.00	\$0.00	\$25,000.00	0%	Additional seating, Softfall upgrades to be ordered November.
37	Brln Playground Upgrades and festive decorations	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Festive decorations will be ordered November, procurement issues being experienced.
38	Flag Poles for Festive Flags	-		\$0.00	\$570.00	-\$570.00	#DIV/0!	
39	MBP Drinking fountains/ bottle fillers	-		\$8,000.00	\$0.00	\$8,000.00	0%	Drink station to be ordered November 2021.
40	DCF/LCRI - Narrandera Stadium Upgrade	-		\$56,289.50	\$52,469.08	\$3,820.42	93%	Completed
41	SCCF - Youth Food Van Project	-		\$9,161.78	\$10,053.28	-\$891.50	110%	Youth Food Trailer project is nearing completion. The artwork has been completed and wrap applied a suitable time and location is being considered for a soft launch.
42	SCCF3A - 0009- Creating Future Farmer	-		\$19,950.00	\$0.00	\$19,950.00	0%	Creating future farmers has been delayed due to COVID. It is anticipated that the workshops will commence in Term 1, 2022 pending availability of Total.
43	POM - Destination & Discovery Hub	-	\$45,385.82	\$3,061,303.30	\$121,441.65	\$2,894,475.83	4%	Tender to close mid-December. Demolition existing to commence late November.
44	POM - Northbank Walkway	-		\$0.00	\$156.64	-\$156.64	#DIV/0!	Footpath to be completed Mid-December.
45	POM - Lattice Railway Bridge	822,000		\$831,545.16	\$9,779.17	\$821,765.99	1%	DA refused reallocation of funding to be reported to November Council meeting.
46	POM - LTTP Upgrades to Amenity block & Camp Kitchen	-	\$530,406.26	\$833,690.72	\$200,525.26	\$102,759.20	24%	Construction underway. Scheduled completion January 2022
47	POM - LTTP New Playground	60,741	\$86,126.36	\$60,741.00	\$32,089.44	-\$57,474.80	53%	Materials ordered, construction commenced late October. Over expenditure to be funded from amenities upgrade savings.
48	POM - Northbank Walking Track	61,967		\$444,615.58	\$53,941.27	\$390,674.31	12%	Melbourne St kerb and gutter, completed with footpath to be installed prior to January 2022.
49	POM - Northbank Pedestrian Bridge	283,639	\$29,916.36	\$302,181.07	\$922.37	\$271,342.34	0%	Detailed design being completed. Tender to close mid-December.
50	Other Town Park upgrades	-		\$20,000.00	\$0.00	\$20,000.00	0%	Landscaping scheduled for November 2021
51	2020-25 Tree Audit	-	\$12,075.75	\$38,000.00	\$18,000.00	\$7,924.25	47%	98% complete, reviewing all data. Any savings to contribute towards management system.
52	Biosecurity Mapping System	-		\$23,060.00	\$0.00	\$23,060.00	0%	IT review systems to ensure they are compatible with Councils document management system
53	Remote Signage	7,500		\$15,000.00	\$12,000.00	\$3,000.00	80%	Signs have been installed at Grong Grong Earth Park and Henry Mathieson Oval. A sign will be made for Brewery Flats.
54	LRCI - Brewery Flat Improvements - Fire Pits, Seating, Shelters.	-		\$3,147.55	\$1,295.07	\$1,852.48	41%	Complete
55	LRCI - Art Centre Storage - Deck and Storage at the rear of the Art centre	-		\$5,012.22	\$1,924.57	\$3,087.65	38%	Complete, funds to be used for other LRCI projects.
56	LRCI - Kiesling Lane Beautification	-	\$2,468.18	\$19,620.00	\$8,766.07	\$8,385.75	45%	Planter boxes complete, painting complete. Planting to be finalised in November.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at 31 October 2021

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

33.00%

Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
57 LRCI - Water Tower Surrounds - Tidy up and make usable (Gardens, paths, seating)	-	\$2,363.64	\$7,926.46	\$831.09	\$4,731.73	10%	Complete - Awaiting invoice.
58 LRCI - Tree planting - All towns (Subject to consultation)	-		\$856.01	\$11,086.58	-\$10,230.57	1295%	Complete
59 LRCI - Melbourne Street - Kerb & Gutter works,	-	\$2,225.09	\$54,587.88	\$89,813.23	-\$37,450.44	165%	Works nearing completion. Overspend to be covered from carryover from 8-1018-0
60 LRCI - Laneway Upgrade - Drain and seal a selected laneway.	-		\$7,974.66		\$7,974.66	0%	
61 LRCI - Arthur Lane	-			\$0.00			Works to be scheduled
62 LRCI - Willans Lane	-			\$0.00			Works to be scheduled
63 LRCI - Drainage Works (Various) - New Culverts and causeways	-		\$12,058.35		\$9,540.38	21%	
64 LRCI - Ridgeview Road	-			\$2,517.97			Complete
65 LRCI - Weir Park Road - 1200m gravel Resheet and Otta seal	-		\$2,982.51	\$1,350.00	\$1,632.51	45%	Complete
66 Art on the Water Tower Stage 2	-		\$25,859.90	\$0.00	\$25,859.90	0%	scheduled artwork 31 Jan 2022
67 LCRI R2 - Barellan Pump Track	-	\$49,700.00	\$160,000.00	\$52,529.53	\$57,770.47	33%	Pump Track modular units order committed expected to arrive April 2022 -
68 LCRI R2 - Grong Grong Village - Storage facility, toilet, and associated equipment	-	\$23,800.00	\$108,200.00	\$24,436.18	\$59,963.82	23%	Procurement of Shed completed and works to commence mid-November. Quotes for electrical, plumbing and internal room construction to close by 8 November.
69 LCRI R2 - Wiradjuri Memorial Wall Stage 1	-		\$279,964.00	\$9,116.29	\$270,847.71	3%	Revised plan developed with detailed engineering being finalised prior to tender.
70 LCRI R2 - Ndra Sportsground - Disabled spectator access areas.	-	\$57,540.00	\$39,440.18	\$769.95	-\$18,869.77	2%	Awaiting grant confirmation
71 LCRI R2 - Ndra Sportsground - Installation of a digital scoreboard, with video capability.	-	\$47,550.00	\$120,000.00	\$47,550.00	\$24,900.00	40%	Awaiting grant confirmation
72 LCRI R2 - Brln Cemetery - Install unisex toilet & sewerage management system.	-	\$27,845.07	\$75,000.00	\$8,506.94	\$38,647.99	11%	Works well underway - Procurement of modular Toilet structure committed due to be delivered early December. Water and Septic contracted works have commenced. Slab to be poured by mid November
73 LCRI R2 - Ndra Flora and Fauna reserve - Upgrade carpark & entrance	-		\$54,975.00	\$0.00	\$54,975.00	0%	Awaiting grant confirmation
74 LCRI Audit Requirements	-	\$4,000.00	\$0.00		-\$4,000.00	#DIV/0!	
75 CRIF - Construct drainage and seal the remaining access road at Rocky Water Hole	-	\$18,770.91	\$86,435.90	\$10,898.66	\$56,766.33	13%	Works commenced
76 LT Rec Seating and Shelter Revamp	-		\$10,000.00	\$0.00	\$10,000.00	0%	Scope of works to be developed
77 LT Deepening Works	2,000,000		\$2,000,000.00	\$0.00	\$2,000,000.00	0%	Grant dependent
78 LT Rec Toilet block landscaping	20,000		\$20,000.00	\$0.00	\$20,000.00	0%	Developing scope of works landscaping planned for November.
79 Boat Purchase	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Purchase expected November.

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Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

33.00%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
80	LED Street Lighting Replacement	350,000		\$350,000.00	\$0.00	\$350,000.00	0%	Complete - invoice pending.
81	Barellan Cemetery Entrance gate	-		\$8,000.00	\$0.00	\$8,000.00	0%	Seeking quotes again due to contractor unavailability
82	GG Cemetery Furniture	-		\$3,834.00	\$0.00	\$3,834.00	0%	Additional furniture to be ordered January 2022.
83	Furniture - Narrandera Cemetery	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	Furniture will be ordered January 2022.
84	Cemetery management plans, master planning, management and mapping software - as per cemetery service review	70,000		\$70,000.00	\$0.00	\$70,000.00	0%	Scope and quotation specification currently being developed. Specification developed October. Quotations to commence November 2021.
85	Barellan Stormwater Design	-		\$0.00	\$386.53	-\$386.53	#DIV/0!	
86	Urban Roads Construction	131,381		\$141,709.37		\$134,275.81	5%	
87	Arthur St (Victoria to Audley) Extend to kerb				\$0.00			awaiting seal
88	Baylis St (Jonsen St to May St) Extend to kerb				\$4,936.06			awaiting seal
89	Box Street (Barellan)				\$0.00			Completed
90	Intersections Upgrade Local & Reg. Rds				\$2,497.50			
91	Culvert/bridge assessment works	-		\$15,683.00	\$0.00	\$15,683.00	0%	Works to be scheduled
92	Urban Roads Construction - Laneways	40,922		\$40,922.00		-\$1,051.24	103%	
93	Audley Lane				\$0.00			
94	Peters Lane				\$0.00			project deferred due to lack of funding
95	Jonsen Lane				\$41,973.24			
96	Arthur Ln - Victoria to Bolton				\$0.00			Works to be scheduled
97	Arthur Lane - King to Whitton Street				\$0.00			project deferred due to lack of funding
98	Urban Reseals	120,612		\$120,612.00		\$120,612.00	0%	
99	Bendee Street				\$0.00			Works to be scheduled
100	Bolton Street				\$0.00			Works to be scheduled
101	Boundary Road				\$0.00			Works to be scheduled
102	Dalgety Street				\$0.00			Works to be scheduled
103	Douglas Street				\$0.00			Works to be scheduled
104	Mallee Street				\$0.00			Works to be scheduled
105	Shady Street				\$0.00			Works to be scheduled
106	Victoria Avenue				\$0.00			Works to be scheduled
107	Wilga Street				\$0.00			Works to be scheduled
108	Urban Pavement Rehabilitation	132,458		\$132,458.00		\$127,003.44	0%	
109	Anzac/ Keisling intersection Heavy Patch		\$1,363.64		\$0.00			Works scheduled late 2021 early 2022.
110	East/ Larmer Intersection Heavy Patch		\$1,363.64		\$0.00			Works scheduled late 2021 early 2022.
111	Red Gum Street Heavy Patch		\$1,363.64		\$0.00			Works scheduled late 2021 early 2022.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at 31 October 2021

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Carryover	Key Operational	Deferred

33.00%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
112	Adams Street Heavy Patch		\$1,363.64		\$0.00			Works scheduled late 2021 early 2022.
113	Urban Laneways Upgrade - additional				\$0.00			Works to be scheduled
114	Urban K&G Replacement	15,759		\$51,593.11	\$270.61	\$51,322.50	1%	Works to be scheduled
115	Improvement of water haulage	-		\$15,000.00	\$0.00	\$15,000.00	0%	Procurement commenced.
116	Innovation for Rural infrastructure Mgmt	-		\$11,995.00	\$0.00	\$11,995.00	0%	Works to be scheduled
117	Urban Footpath Replacement	10,506	\$25.27	\$10,506.00	\$53.41	\$10,427.32	1%	Works to be scheduled
118	Urban Footpath Add. Funds requested - To railway overpass	100,000		\$100,000.00	\$0.00	\$100,000.00	0%	Awaiting Grant Funding announcement
119	Roads to Recovery	997,362		\$997,362.00		\$808,318.22	16%	
120	Merribee Rd				\$10,622.05			
121	Rosedale				\$14,008.80			
122	Strontian Road - Reseal				\$408.24			Works to be scheduled
123	Federal Park Road - Reseal				\$0.00			Works to be scheduled
124	Sandy Creek Road - Reseal				\$0.00			Works to be scheduled
125	Druces Road (4.35 to 5.35) Resheeting				\$22,185.13			completed
126	Pethers Road (0.0 to 0.3) Resheeting				\$6,392.46			completed
127	Galore Park Road (0.0 to 1.3) Resheeting				\$24,591.60			works commenced
128	Mcdonalds Road (0.0 to 1.97) Resheeting				\$0.00			project cancelled
129	Bogolong Road (6.94 to 9.8) Resheeting		\$18,181.82		\$43,462.24			completed
130	Pinehope Road (1.69 to 2.69) Resheeting				\$20,362.04			completed
131	Baldwins Road (0.0 to 0.75) Resheeting				\$2,927.06			Works to be scheduled
132	Holloway Road (2.5 to 4.0) Resheeting				\$2,836.88			Works to be scheduled
133	Galore Forest Rd (0.0 to 1.97) Resheeting				\$7,288.04			
134	Birrego Rd (7.7 to 9.7) Resheeting				\$0.00			
135	Jackson Rd (1.0 to 1.67) Resheeting		\$3,818.18		\$395.60			
136	The Gap Rd (6.55 to 9.55) Resheeting				\$0.00			
137	Donaldsons Rd (0.5 to 2.6) Resheeting		\$11,563.64		\$0.00			

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	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
138	Rural Sealed Roads Construction	206,620		\$206,620.00		\$188,359.60	9%	
139	Euratha Road				\$18,260.40			
140	Culvert Manderlay Road 7.78 km	-		\$8,440.00	\$1,914.26	\$6,525.74	23%	completed
141	Culvert McKenzies	-		\$6,255.00	\$0.00	\$6,255.00	0%	completed
142	FLR R1 - Paintings Bridge	-		\$29,387.34	\$0.00	\$29,387.34	0%	Completed
143	Driscoll Road	-	\$20,620.00	\$175,000.00	\$71,694.77	\$82,685.23	41%	Works commenced
144	Roads Resheeting - (Unsealed rural roads resheeting)	297,368		\$297,368.00		\$241,896.55	19%	Co contribution to match Fixing Local Roads Road 3 grant application
145	HVSPK Kamarah Road				\$23,593.00			Completed
146	Red Hill Road				\$15,808.95			Completed
147	Bassetts Road				\$16,069.50			Completed
148	FLR R1 - Brewarrana Bridge Retrofitting	-	\$20,096.29	\$415,586.23	\$10,982.81	\$384,507.13	3%	design complete works to be scheduled when water levels drop. Current in process to obtain necessary approvals.
149	FCR - Sandigo Kywong school bus route	454,440	\$2,063.64	\$901,347.03	\$350,025.97	\$549,257.42	39%	Settlers Road sealed. Rosedale Road works nearly complete, awaiting seal.
150	Boree Road	-	\$205,198.40	\$37,395.81	-\$0.01	-\$167,802.58	0%	Co contribution to match Fixing Local Roads Road 3 grant application
151	Rural Roads Reseals	153,995		\$153,995.00		\$153,995.00	0%	
152	FLR 3 - Kamarah Road Heavy vehicle				\$0.00			Grant Unsuccessful. Project deferred.
153	FLR 3 - Erigolia Road Heavy Vehicle				\$0.00			Grant Unsuccessful. Project deferred.
154	FLR 3 - Cowabbie Road Northern bus route				\$0.00			Grant successful.
155	Fixing Country Bridges	1,083,532		\$1,083,532.00		\$495,508.80	27%	
156	FCB - Molly's Bridge		\$156,021.36		\$152,674.11			Tender awarded.
157	FCB - Somerset Bridge		\$141,171.36		\$138,156.37			Tender awarded.
158	Regional Roads Capital Works	441,400		\$441,400.00		\$363,967.15	18%	
159	MR243 - Canola Way to (GG, Gainain, Matong & Coolamon)				\$18,653.85			As required.
160	MR370 - To Lockhart				\$20,031.99			As required.
161	MR596 - Back Yamma Road (south-west of Morundah)				\$0.00			As required.
162	MR7608 - Barellan Road				\$38,747.01			Barellan Road works to be completed second quarter
163	Active Transport - Walking	270,000		\$273,727.79	\$452.51	\$273,275.28	0%	Works to be scheduled
164	Banner Poles Leeton Road	-		\$8,276.04	\$1,087.39	\$7,188.65	13%	Complete
165	PAMP - Urban Footpath Cadell st (Tywnam and Audley Sts)	25,000		\$25,000.00	\$0.00	\$25,000.00	0%	Works to be scheduled
166	School Zone Infrastructure Program (SZI) - Larmer Street	-		\$0.00	\$0.00	\$0.00	#DIV/0!	Design phase
167	School Zone Infrastructure Program (SZI) - Adams and Douglas Street	-	\$8,250.00	\$0.00	\$390.00	-\$8,640.00	#DIV/0!	Design phase
168	Red Hill Signage	-		\$3,700.00	\$0.00	\$3,700.00	0%	under review

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169	Gateway/Entrance signs	-		\$4,183.52	\$0.00	\$4,183.52	0%	under review
170	LTP Unit 5 & 6 Damage Repairs	-	\$67,176.00	\$0.00	\$354.37	-\$67,530.37	#DIV/0!	Contractor scheduled to complete repairs by 22 November 2021
171	Light Vehicles	462,509		\$462,509.00	\$45,454.54	\$417,054.46	10%	Scope being developed
172	Trucks & Trailers	517,600		\$517,600.00	\$0.00	\$517,600.00	0%	Scope being developed
173	Heavy Plant Sales	492,963		\$492,963.00	\$0.00	\$492,963.00	0%	Scope being developed
174	Other Plant Capital	20,000		\$20,000.00	\$3,510.00	\$16,490.00	18%	Scope being developed
175	Building renewal and upgrades in portfolio of Manager of Works	146,000	\$29,700.60	\$163,354.84	\$54,308.67	\$79,345.57	33%	Annual program has been identified scoped and procurement underway. Barellan Street stall replacement underway, Various building fixture and renewal procurement activities have been committed.
176	Museum - Ext. paint, disabled ramp, public toilets	-	\$2,280.55	\$25,939.83	\$10,156.39	\$13,502.89	39%	Internal renewal works are to for the replacement of kitchen cabinets, Procurement of external painting and is scheduled to be completed by Mid December.
177	Council Chambers Cleanout of Storage Facility	-		\$5,709.14	\$0.00	\$5,709.14	0%	Works activities delayed due to Covid restrictions.
178	Solar Panels	100,000		\$100,000.00	\$0.00	\$100,000.00	0%	Scope is now being prepared.
179	Workshop vehicle washbay	100,000	\$64,946.27	\$100,000.00	\$55,510.24	-\$20,456.51	56%	Shed and concrete procurement committed - Works are under way and on track
180	Runway, Taxiway & Apron resealing & re-mark	-	\$79.40	\$210,932.55	\$209,041.48	\$1,811.67	99%	Works nearing completion
181	Installation (3) Apron Flood Lights	-	\$2,327.85	\$27,479.29	\$24,199.15	\$952.29	88%	Works nearing completion
182	Security & Wildlife Perimeter fencing	-	\$2,900.00	\$409,657.73	\$3,983.32	\$402,774.41	1%	currently seeking quotes to undertake works.
183	Airport Taxiway	-		\$0.00	\$35,316.00	-\$35,316.00	#DIV/0!	
184	Services Replacements	20,000	\$734.28	\$20,000.00	\$9,112.10	\$10,153.62	46%	As required.
185	Reservoir cleaning and structural assessment	-		\$11,559.60	\$25,696.33	-\$14,136.73	222%	Complete
186	WTP filter/Upgrade design	-	\$2,272.73	\$41,912.00	\$0.00	\$39,639.27	0%	Scoping study being prepared.
187	North Zone Pressure Pump - low pressure issues	40,000		\$40,000.00	\$272.64	\$39,727.36	1%	Hydraulic model complete, specification being developed.
188	Water Main Replacements	300,000	\$18,014.02	\$300,000.00		\$143,719.05	52%	2021/22 Program being developed
189	Sawmill Road Extension	-			\$2,551.75			
190	Adams St watermain replacement	-			\$35,887.27			Works commenced
191	King St Watermain Replacement	-			\$71,970.74			Works commenced
192	Grosvenor St Watermain Replace	-			\$45,871.19			Works commenced
193	Hydrant and Valve replacements	65,000	\$2,373.25	\$65,000.00	\$6,100.28	\$56,526.47	9%	Program for 2021/22 being developed. Works to begin early 2022.
194	Pine Hill reservoir upgrade	-	\$749,091.81	\$1,145,576.88	\$313,775.89	\$82,709.18	27%	Construction underway. Completion expected early 2022.
195	Pine Hill reservoir fencing/ demolition	50,000		\$50,000.00	\$0.00	\$50,000.00	0%	Project will start once new reservoirs are complete.
196	Solar	95,000		\$100,000.00	\$0.00	\$100,000.00	0%	Scope being prepared.
197	IWCM additional works	-		\$130,774.00	\$0.00	\$130,774.00	0%	DPIE concurrence for Groundwater Study provided, consultants engaged. Study is underway.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at 31 October 2021

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

33.00%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
198	Taggle Software and implementation	-	\$39,981.82	\$59,217.91	\$1,125.37	\$18,110.72	2%	Project well underway - Completion expected for next billing cycle.
199	Household Filter Project	-	\$2,272.73	\$46,898.85	\$16,474.90	\$28,151.22	35%	Third batch of filter installations underway. 68 filters already installed, 30 pending.
200	Gordon St fencing	50,000		\$50,000.00	\$10,412.15	\$39,587.85	21%	Procurement underway
201	Cul-de-sac ring mains	140,000		\$140,000.00	\$0.00	\$140,000.00	0%	Program for 2021/22 being developed. To start once watermain replacements are complete.
202	Valve Exerciser + Non destructive digger	135,000		\$135,000.00	\$762.81	\$134,237.19	1%	Quotes received, review being undertaken.
203	Telemetry software upgrade	40,000		\$40,000.00	\$0.00	\$40,000.00	0%	Specifications complete, procurement to be programmed end 2021.
204	Telemetry hardware upgrade	150,000		\$150,000.00	\$0.00	\$150,000.00	0%	Specifications complete, procurement to be programmed end 2021.
205	Pine Hill Pumps Replacement	50,000		\$50,000.00	\$0.00	\$50,000.00	0%	Still to be programmed after reservoir construction is complete.
206	LTP Fire Service Watermain	-	\$2,542.05	\$0.00	\$26,447.32	-\$28,989.37	#DIV/0!	Fire service watermain is underway - completion November.
207	WTP Scoping Study	-		\$0.00		\$0.00	#DIV/0!	Awaiting the draft deed from Restart prior to commencement.
208	Primary Filter EPA	-	\$725.09	\$117,459.12	\$4,220.24	\$112,513.79	4%	Design updated with procurement to begin in December.
209	Manhole replacements	-		\$8,103.95	\$0.00	\$8,103.95	0%	As required.
210	Flowmeters for sewer pump stations 2,3 and 4	-		\$35,455.78	\$0.00	\$35,455.78	0%	Quotes received, review being undertaken.
211	Sewer Service Replacements	-	\$4,619.98	\$0.00	\$23,850.44	-\$28,470.42	#DIV/0!	As required.
212	Barellan Sewer	2,220,000	\$205,064.74	\$2,313,710.02	\$42,543.91	\$2,066,101.37	2%	Design tender awarded and design underway. Design to be complete by December 2021.
213	Narrandera West Sewer Extension	-		\$16,511.74	\$0.00	\$16,511.74	0%	Public consultation to be undertaken in November, with draft report due to DPIE in January.
214	Sewer Main Relines	350,000	\$120,472.65	\$350,000.00	\$192,415.99	\$37,111.36	55%	Completed - awaiting final invoice.
215	Solar	95,000		\$100,000.00	\$166.38	\$99,833.62	0%	Scope being prepared.
216	Telemetry hardware upgrade	100,000		\$100,000.00	\$0.00	\$100,000.00	0%	Specifications complete, procurement to be programmed end 2021.
217	Telemetry software upgrade	40,000		\$40,000.00	\$0.00	\$40,000.00	0%	Specifications complete, procurement to be programmed end 2021.
218	Mountain Bike Park Rocky Water	-		\$5,000.00	\$7,000.00	-\$2,000.00	140%	Ongoing operational costs
219	Grong Grong Earth Park - RMS	-		\$10,095.10	\$1,563.64	\$8,531.46	15%	Ongoing operational costs
220	Newell Hwy Contribution Grong Grong Reseal	-		\$93,050.00	\$0.00	\$93,050.00	0%	Ongoing operational costs
221	Newell Hwy Contribution Grong Grong town entrance signs	-		\$8,000.00	\$0.00	\$8,000.00	0%	Ongoing operational costs
222	Urban Roads Maintenance	\$755,502.00	\$4,334.26	\$755,502.00	\$235,031.40	\$516,136.34	31%	Ongoing operational costs
223	Sealed Rural Roads Maintenance	\$294,020.00	\$5,349.14	\$294,020.00	\$103,826.14	\$184,844.72	35%	Ongoing operational costs to be rectified with the introduction of the taggle software.
224	Rural Unsealed Roads Expenses	\$682,002.00	\$1,138.08	\$682,002.00	\$268,237.49	\$412,626.43	39%	Ongoing operational costs
225	Regional Roads (M&R Grant)	\$207,600.00		\$207,600.00	\$55,901.80	\$151,698.20	27%	Ongoing operational costs
226	State Road Contract Works RMCC	\$174,763.00	\$6,807.13	\$174,763.00	\$72,141.70	\$95,814.17	41%	Ongoing operational costs
227	Ordered Works - MR80 Irrigation Way & MR84 Burley Griffin Way	\$168,100.00		\$168,100.00	\$348,140.43	-\$180,040.43	207%	Ongoing operational costs
228	Noxious Weeds Expenses	\$172,120.00		\$172,120.00	\$66,102.62	\$106,017.38	38%	Ongoing operational costs

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at 31 October 2021

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

33.00%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
229	Public Toilets Expenses	\$109,439.00		\$109,439.00	\$35,234.01	\$74,204.99	32%	Ongoing operational costs
230	Cemetery Expenses	\$137,645.00		\$137,645.00	\$51,793.21	\$85,851.79	38%	Ongoing operational costs
231	Sports Ground Expenses	\$249,118.00		\$249,118.00	\$61,930.45	\$187,187.55	25%	Ongoing operational costs
232	Parks Expenses	\$459,175.00		\$459,175.00	\$254,612.58	\$204,562.42	55%	Ongoing operational costs
233	Lawn Areas	\$36,550.00		\$36,550.00	\$20,803.03	\$15,746.97	57%	Ongoing operational costs
234	East Street - Street Scaping	\$17,255.00		\$17,255.00	\$2,356.78	\$14,898.22	14%	Ongoing operational costs
235	Street Trees	\$228,120.00	\$73,510.91	\$228,120.00	\$91,323.81	\$63,285.28	40%	Ongoing operational costs
236	Lake Talbot Expenses	\$24,360.00		\$24,360.00	\$0.00	\$24,360.00	0%	Ongoing operational costs
237	Sports Stadium Expenses	\$118,520.00		\$118,520.00	\$26,504.86	\$92,015.14	22%	Ongoing operational costs
238	Bores Expenses	\$44,410.00	\$7,900.00	\$44,410.00	\$30,152.05	\$6,357.95	68%	Ongoing operational costs
239	Pump Station Expenses	\$130,000.00	\$675.22	\$130,000.00	\$37,466.09	\$91,858.69	29%	Ongoing operational costs
240	Mains Expenses	\$350,000.00	\$6,743.33	\$350,000.00	\$103,009.21	\$240,247.46	29%	Ongoing operational costs
241	Recycled Water	\$49,800.00	\$70.00	\$49,800.00	\$43,829.06	\$5,900.94	88%	Ongoing operational costs
242	Reservoirs Expenses	\$30,000.00	\$909.09	\$30,000.00	\$9,441.14	\$19,649.77	31%	Ongoing operational costs
243	Water Supply Licence	\$31,750.00		\$31,750.00	\$14,959.94	\$16,790.06	47%	Ongoing operational costs
244	Chlorine & Chemicals Expenses	\$25,000.00	\$10.45	\$25,000.00	\$5,803.52	\$19,186.03	23%	Ongoing operational costs
245	Meter Reading Expenses	\$30,500.00		\$30,500.00	\$12,085.83	\$18,414.17	40%	Ongoing operational costs to be rectified with the introduction of the taggle software.
246	Telemetry System Maintenance	\$9,000.00	\$3,470.00	\$9,000.00	\$54.36	\$5,475.64	1%	Ongoing operational costs
247	Hydrant Flushing Program	\$75,000.00		\$75,000.00	\$88,639.95	-\$13,639.95	118%	Ongoing operational costs
248	Pump Stations Electricity Expenses	\$215,000.00	\$3,102.55	\$215,000.00	\$44,807.63	\$167,089.82	21%	Ongoing operational costs
249	Pump Station Expenses	\$92,000.00	\$7,909.09	\$92,000.00	\$30,127.07	\$53,963.84	33%	Ongoing operational costs
250	Mains Expenses	\$182,000.00	\$6,230.37	\$182,000.00	\$78,826.98	\$96,942.65	43%	Ongoing operational costs
251	Treatment Works Expenses	\$212,000.00	\$27,892.79	\$212,000.00	\$79,921.09	\$104,186.12	38%	Ongoing operational costs
252	Sewer Heating & Electricity	\$143,100.00	\$1,179.99	\$143,100.00	\$18,220.33	\$123,699.68	13%	Ongoing operational costs
253	Telemetry System Maintenance	\$2,000.00		\$2,000.00	\$0.00	\$2,000.00	0%	Ongoing operational costs

Capital Expenditure as at 31 October 2021

	Sum of Adopted Budget	Sum of Revised Budget	Sum of YTD Expenditure	Sum of Balance
Administration				
Information Technology	\$ 225,000.00	\$ 273,256.64	\$ 41,875.50	\$ 195,505.96
Environment				
Stormwater	\$ 88,000.00	\$ 98,936.99	\$ 6,589.18	\$ 73,109.27
Barellan Waste	\$ 87,000.00	\$ 87,000.00	\$ -	\$ 87,000.00
Narrandera Landfill	\$ -	\$ 149,963.91	\$ 3,900.00	\$ 143,203.91
Housing & Community Amenities				
Narrandera Cemetery	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00
Street Lighting	\$ 350,000.00	\$ 350,000.00	\$ -	\$ 350,000.00
Barellan Cemetery	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
Grong Grong Cemetery	\$ -	\$ 3,834.00	\$ -	\$ 3,834.00
Local Roads Comm. & Infrastructure R2	\$ -	\$ 183,200.00	\$ 32,943.12	\$ 98,611.81
Transport & Communication				
Ancillary Roadworks	\$ 295,000.00	\$ 307,003.83	\$ 1,929.90	\$ 296,823.93
Regional Roads	\$ 441,400.00	\$ 441,400.00	\$ 77,432.85	\$ 363,967.15
Rural Roads	\$ 1,112,423.00	\$ 2,231,394.41	\$ 508,349.65	\$ 1,475,066.43
Urban Roads	\$ 551,638.00	\$ 640,478.48	\$ 50,117.35	\$ 584,881.30
Roads to Recovery	\$ 997,362.00	\$ 997,362.00	\$ 155,480.14	\$ 808,318.22
Bridges	\$ 1,083,532.00	\$ 1,083,532.00	\$ 290,830.48	\$ 495,508.80
Local Roads Comm. & Infrastructure Crown Reserves Improvement Fund Program	\$ -	\$ 77,603.40	\$ 93,681.20	-\$ 18,302.89
	\$ -	\$ 86,435.90	\$ 10,898.66	\$ 56,766.33
Economic Affairs				
Airport	\$ -	\$ 648,069.57	\$ 272,539.95	\$ 370,222.37
Buildings	\$ 346,000.00	\$ 395,003.81	\$ 119,975.30	\$ 178,101.09
Plant	\$ 1,493,072.00	\$ 1,493,072.00	\$ 48,964.54	\$ 1,444,107.46
Local Roads Comm. & Infrastructure R2	\$ -	\$ 54,975.00	\$ -	\$ 50,975.00
Economic Development	\$ -	\$ 7,883.52	\$ -	\$ 7,883.52
Tourist Park	\$ -	\$ -	\$ 354.37	-\$ 67,530.37
Recreation and Culture				
Lake Talbot Pool	\$ 196,000.00	\$ 196,000.00	\$ 37,513.18	\$ 158,486.82
Lake Talbot Recreation Area	\$ 2,030,000.00	\$ 2,040,000.00	\$ -	\$ 2,040,000.00
Library	\$ 33,896.00	\$ 37,613.91	\$ 4,084.31	\$ 33,529.60
Marie Bashir Park	\$ 285,000.00	\$ 293,000.00	\$ -	\$ 293,000.00
Narrandera Sportsground	\$ 115,000.00	\$ 1,074,925.02	\$ 822,942.56	\$ 174,340.19
Barellan Park	\$ 10,000.00	\$ 10,000.00	\$ 570.00	\$ 9,430.00
Playground on the Murrumbidgee	\$ 1,167,606.00	\$ 5,473,335.83	\$ 386,766.36	\$ 4,480,861.03
Narrandera Parks	\$ 7,500.00	\$ 73,000.00	\$ 30,000.00	\$ 30,924.25
Lake Talbot Tourist Park	\$ 60,741.00	\$ 60,741.00	\$ 32,089.44	-\$ 57,474.80
Outdoor Courts	\$ -	\$ 103,500.00	\$ -	\$ 103,500.00
Stronger Country Community Funding	\$ -	\$ 29,111.78	\$ 10,053.28	\$ 19,058.50
Noxious Weeds	\$ -	\$ 23,060.00	\$ -	\$ 23,060.00
Drought Community Funding	\$ -	\$ 56,289.50	\$ 52,469.08	\$ 3,820.42
Local Roads Comm. & Infrastructure	\$ -	\$ 36,562.24	\$ 23,903.38	\$ 7,827.04
Community Building Partnership	\$ -	\$ 25,859.90	\$ -	\$ 25,859.90
Local Roads Comm. & Infrastructure R2	\$ -	\$ 599,404.18	\$ 109,965.77	\$ 334,648.41
Water Supply Network				
Water	\$ 1,135,000.00	\$ 2,575,939.24	\$ 566,460.74	\$ 1,210,209.83
Sewerage Network				

Capital Expenditure as at 31 October 2021

Sewer	\$ 2,805,000.00	\$ 3,081,240.61	\$ 263,196.96	\$ 2,487,161.19
Public Order and Safety				
Pound	\$ -	\$ 3,120.07	\$ 143.59	\$ 1,146.48
Rural Fire Service	\$ -	\$ 28,739.54	\$ -	\$ 28,739.54
Grand Total	\$ 14,991,170.00	\$ 25,514,848.28	\$ 4,056,020.84	\$ 18,489,181.69

Key Operational as at 31 October 2021

Row Labels	Sum of Adopted Budget	Sum of Revised Budget	Sum of YTD Expenditure	Sum of Balance
Economic Affairs				
Economic Development	\$ -	\$ 5,000.00	\$ 7,000.00	-\$ 2,000.00
Housing & Community Amenities				
Noxious Weeds	\$ 172,120.00	\$ 172,120.00	\$ 66,102.62	\$ 106,017.38
Public Toilets	\$ 109,439.00	\$ 109,439.00	\$ 35,234.01	\$ 74,204.99
Cemetery Expenses	\$ 137,645.00	\$ 137,645.00	\$ 51,793.21	\$ 85,851.79
Transport & Communication				
Ordered Works	\$ 168,100.00	\$ 168,100.00	\$ 348,140.43	-\$ 180,040.43
Regional Roads	\$ 207,600.00	\$ 207,600.00	\$ 55,901.80	\$ 151,698.20
State Roads	\$ 174,763.00	\$ 174,763.00	\$ 72,141.70	\$ 95,814.17
Urban Roads	\$ 755,502.00	\$ 856,552.00	\$ 235,031.40	\$ 617,186.34
Sealed Rural Roads	\$ 294,020.00	\$ 294,020.00	\$ 103,826.14	\$ 184,844.72
Unsealed Rural Roads	\$ 682,002.00	\$ 682,002.00	\$ 268,237.49	\$ 412,626.43
Water Supplies				
Water	\$ 990,460.00	\$ 990,460.00	\$ 390,248.78	\$ 577,330.58
Sewer Supplies				
Sewer	\$ 631,100.00	\$ 631,100.00	\$ 207,095.47	\$ 380,792.29
Recreation and Culture				
Sports Ground Expenses	\$ 249,118.00	\$ 249,118.00	\$ 61,930.45	\$ 187,187.55
Parks Expenses	\$ 459,175.00	\$ 469,270.10	\$ 256,176.22	\$ 213,093.88
Lawn Areas	\$ 36,550.00	\$ 36,550.00	\$ 20,803.03	\$ 15,746.97
Lake Talbot Expenses	\$ 24,360.00	\$ 24,360.00	\$ -	\$ 24,360.00
Sports Stadium Expenses	\$ 118,520.00	\$ 118,520.00	\$ 26,504.86	\$ 92,015.14
Street Scaping	\$ 17,255.00	\$ 17,255.00	\$ 2,356.78	\$ 14,898.22
Street Trees	\$ 228,120.00	\$ 228,120.00	\$ 91,323.81	\$ 63,285.28
Grand Total	\$ 5,455,849.00	\$ 5,571,994.10	\$ 2,299,848.20	\$ 3,114,913.50

20.6 SEPTEMBER 2021 QUARTERLY BUDGET REVIEW

Document ID: 586587
Author: Finance Manager
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: 1. September 2021 Quarterly Budget Review Statement.pdf

RECOMMENDATION

That Council:

1. Receives, notes and adopts the information and variations contained in the September Quarterly Review.

PURPOSE

The purpose of this report is to present Council’s September Quarterly Budget Review Statement.

SUMMARY

The General Fund forecast net operating result from continuing operations after the quarter is a surplus \$8,032,000 compared to the original budget forecast result of a surplus of \$5,261,000.

The General Fund forecast net operating result before grants and contributions provided for capital after the quarter is a deficit of \$2,617,000 compared to original budget forecast deficit of \$255,000. This is a result of transferring out \$2,629,336 for the Financial Assistance Grant (FAG) that was received in advance last financial year.

Below is a table that outlines each of Council Fund’s operating positions before capital grants.

Operating Position before Capital Grants		
	Original	Sept
Fund	(000's)	(000's)
General	-255	-2,617
Water	199	171
Sewer	327	299
Consolidated	271	-2,147

BACKGROUND

Council, in accordance with the Local Government Financial Regulations, is required to prepare a Quarterly Budget Review Statement (QBRs).

The Financial Regulations mandate a minimum of six statements that must be produced. These are a Statement by the Responsible Accounting Officer, Income & Expenses Statement, Capital Budget Statement, Cash & Investments Position Statement, Key Performance Indicators and a Statement of Contracts and Other Expenses.

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

Nil

ISSUES AND IMPLICATIONS**Policy**

- Nil

Financial

- Council's short-term financial position (the level of working capital) is satisfactory as at 30 September 2021.

Legal / Statutory

- To comply with Local Government Regulations 2005 Part 9 Division 3 Clause 203.

Community Engagement / Communication

- N/A

Human Resources / Industrial Relations (if applicable)

- N/A

RISKS

N/A

VARIATIONS

Significant variations during the September quarter are detailed below by Activity.

INCOME**Rates & Annual Charges**

- Ordinary Rates have been decreased \$8,000 to reflect the actual amount levied, this will be recovered in the 2022-2023 levy.

User Charges & Fees

- Income for Section 603 Certificates \$3,000 and CT revenues \$3,000 have been increased to reflect higher than anticipated income.

Other Revenues

- Insurance Claims income has been increased \$63,176 for the approved claim at the Lake Talbot Tourist Park (Unit 5 and 6).
- The budget increased \$287,106 for the sale of water allocations; the net proceeds have transferred to reserve.

Grants & Contributions – Operating

- The Training Revenue budget has been increased \$25,000 resulting from the COVID-19 training stimulus package.
- The budget has been increased for RSO Project Income (\$2,650) and RSO Wages contribution (\$7,708); this was not known at the time of budgeting.

Grants & Contributions – Capital

- Income for FCR - Sandigo Kywong Bus Route Grant has been decreased by \$454,000 due to funds received in the 2020/2021 financial year.
- Council was successful in obtaining a School Zone Infrastructure grant of \$121,400 and has been included in the budget.

Rental Income

- Rental income for the Lake Talbot pool residence has been increased \$3,000 for income received prior to the signing of the new contract.

The total increase in income for the September budget review is \$51,000.

EXPENDITURE**Employee Costs**

- Finance Salaries budget has been increased \$14,000 from savings in materials and services.

Materials & Contracts

- Records Management Expenses (\$3,500) and Admin Office Equipment & Maintenance (\$9,000) budgets have been transferred to the magiQ Web Publishing Portal project.
- The approved grant funding for the RSO Projects has been allocated to RSO Project expenses (\$7,280).
- Councillor Fees have been decreased \$15,495 due to the December end of term vacancies; funds reallocated to Finance Salaries
- The Financial charges budget increased \$8,940 for the sale of water brokerage fees.
- The insurance expenses overall for 2021/22 were \$20,000 less than anticipated; the budgets have been adjusted to reflect this.
- The budget for Home Modifications has been increased \$5,000 for higher than anticipated expenses.
- The Rural Fire Service Electricity expenses has been increased \$7,506 and is a reimbursable expense.
- The budgets for the Weeds Program (\$3,470), Cemetery Expenses (\$1,735), Playing Fields expenses (\$1,735) and Street Tree expenses (\$3,470) has been transferred to the Computer and Laptop replacement budget for the purchases of iPad's.

Legal Costs

- HR legal costs has been increased (\$20,000) for investigation expenses incurred.

The total increase in operating expenditure for the general fund is (\$5,000).

Capital Expenditure

- Information Services budget increased \$22,910 for the MagiQ Web Publishing Portal (\$12,500) and Computer and Laptop replacement program (\$10,410); funds reallocated from operational budgets.

- FCR – Sandigo Kywong Bus Route decreased \$454,440 due to funds received in the 2020/2021 financial year and brought through in carry forwards.
- The budget of \$121,400 has been included for the successful School Infrastructure Grant for Larmer Street (\$6,400) and Adams Street works (\$115,000).
- Included in the budget is \$69,176 for repairs to Units 5 and 6 at the Lake Talbot Tourist Park, \$63,176 received from insurance and \$6,000 transferred from the Buildings Maintenance program.
- The Works Vehicle Wash Bay has been increased \$21,000 due to higher than anticipated expenses, this has been transferred from the plant replacement reserve.

The Water Fund income increased \$115,000 with higher than anticipated income for rates and annual charges (\$2,000) and the successful Capital Grant for the Water Treatment Plant scoping study (\$113,000). The Materials and Services budget increased \$30,000 for asset revaluation expenses. Capital expenses increased \$248,000 for the Water Treatment Plant scoping study (\$150,000) and Lake Talbot Tourist Park Fire Services project (\$98,000)

The Sewer Fund income increased \$2,000 with higher than anticipated income for rates and annual charges. The Materials and Services budget increased \$30,000 for asset revaluation expenses.

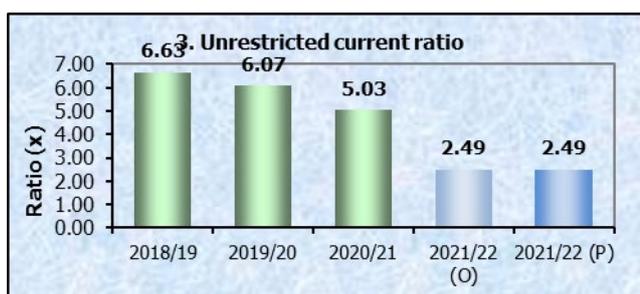
Key Performance Indicators



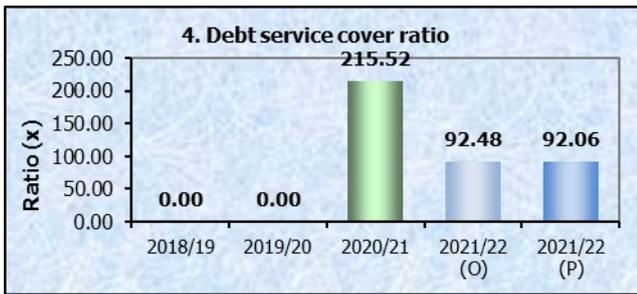
This ratio measures Council's achievement of containing operating expenditure within operating revenue.



This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.



To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.



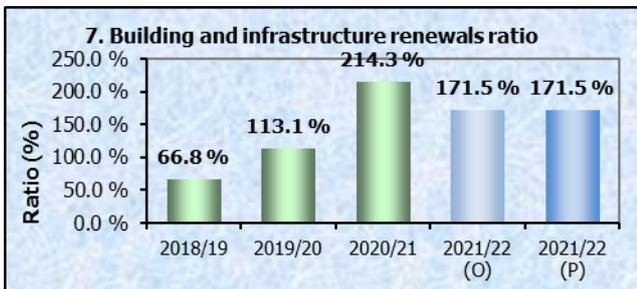
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.



To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.



This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.



To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.



This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.



Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the Infrastructure Backlog growing.

CONCLUSION

That Council receives, notes and adopts the September Quarterly review in accordance with the Local Government Financial Regulations.

RECOMMENDATION

That Council:

1. Receives, notes and adopts the information and variations contained in the September Quarterly Review.

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/07/21 to 30/09/21

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Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/07/21 to 30/09/21

Report by responsible accounting officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

30 September 2021

It is my opinion that the Quarterly Budget Review Statement for Narrandera Shire Council for the quarter ended 30/09/21 indicates that Council's projected financial position at 30/6/22 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:



Martin Hiscox

date: 9-11-2021

Martin Hiscox
Responsible accounting officer

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/07/21 to 30/09/21

Income & expenses budget review statement

Budget review for the quarter ended 30 September 2021

Income & expenses - Council Consolidated

(\$000's)	Original budget 2021/22	Approved Changes		Revised budget 2021/22	Variations for this Sep Qtr	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS				
Income							
Rates and annual charges	8,371	-	-	8,371	(4)	8,367	8,253
User charges and fees	3,429	-	-	3,429	6	3,435	698
Other revenues	509	29	-	538	348	886	404
Grants and contributions - operating	6,966	(2,625)	224	4,565	35	4,600	1,066
Grants and contributions - capital	7,199	5,647	-	12,846	(220)	12,626	(196)
Interest and investment revenue	214	-	-	214	-	214	(8)
Net gain from disposal of assets	91	-	-	91	-	91	23
Fair value increment on investment properties	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-
Rental income	228	-	-	228	3	231	40
Share of interests in joint ventures	-	-	-	-	-	-	-
Total income from continuing operations	27,007	3,051	224	30,282	168	30,450	10,280
Expenses							
Employee benefits and on-costs	8,278	23	-	8,301	31	8,332	1,965
Borrowing costs	9	-	-	9	-	9	2
Materials and services	5,025	245	73	5,343	14	5,357	1,829
Depreciation and amortisation	5,704	-	-	5,704	-	5,704	1,426
Impairment of receivables	6	-	-	6	-	6	2
Legal costs	35	-	-	35	20	55	20
Consultants	154	22	6	182	-	182	9
Other expenses	326	-	-	326	-	326	118
Interest & investment losses	-	-	-	-	-	-	-
Net Loss from disposal of assets	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-
Share of interests in joint ventures	-	-	-	-	-	-	-
Total expenses from continuing operations	19,537	290	79	19,906	65	19,971	5,371
Net operating result from continuing operations	7,470	2,761	145	10,376	103	10,479	4,909
Discontinued operations - surplus/(deficit)				-		-	
Net operating result from all operations	7,470	2,761	145	10,376	103	10,479	4,909
Net Operating Result before Capital Items	271	(2,886)	145	(2,470)	323	(2,147)	5,105

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/21 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

Consolidated Income Statement

for the period ending 30 September 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	8,371	8,367	8,253
User charges and fees	3,429	3,435	698
Other revenues	509	886	404
Grants and contributions provided for operating purposes	6,966	4,600	1,066
Grants and contributions provided for capital purposes	7,199	12,626	(196)
Interest and investment revenue	214	214	(8)
Rental income	228	231	40
Net gain from the disposal of assets	91	91	23
Total income from continuing operations	27,007	30,450	10,280
Expenses from continuing operations			
Employee benefits and on-costs	8,278	8,332	1,965
Materials and services	5,214	5,594	1,858
Borrowing costs	9	9	2
Depreciation and amortisation	5,704	5,704	1,426
Impairment of receivables	6	6	2
Other expenses	326	326	118
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	19,537	19,971	5,371
Operating result from continuing operations	7,470	10,479	4,909
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	7,470	10,479	4,909
Net operating result for the year before grants and contributions provided for capital purposes	271	(2,147)	5,105

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/07/21 to 30/09/21

Income & expenses budget review statement

Budget review for the quarter ended 30 September 2021

Income & expenses - General Fund

(\$000's)	Original budget 2021/22	Approved Changes		Revised budget 2021/22	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS					
Income								
Rates and annual charges	6,119	-	-	6,119	(8)		6,111	6,040
User charges and fees	1,803	-	-	1,803	6		1,809	678
Other revenues	509	29	-	538	348		886	404
Grants and contributions - operating	6,966	(2,625)	224	4,565	35		4,600	1,066
Grants and contributions - capital	5,516	5,466	-	10,982	(333)		10,649	(172)
Interest and investment revenue	139	-	-	139	-		139	(4)
Net gain from disposal of assets	91	-	-	91	-		91	23
Fair value increment on investment properties	-	-	-	-	-		-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-		-	-
Reversal of impairment losses on receivables	-	-	-	-	-		-	-
Rental income	228	-	-	228	3		231	40
Share of interests in joint ventures	-	-	-	-	-		-	-
Total income from continuing operations	21,371	2,870	224	24,465	51		24,516	8,075
Expenses								
Employee benefits and on-costs	7,641	23	-	7,664	14		7,678	1,797
Borrowing costs	9	-	-	9	-		9	2
Materials and services	3,071	245	73	3,389	(29)		3,360	1,359
Depreciation and amortisation	4,868	-	-	4,868	-		4,868	1,217
Impairment of receivables	6	-	-	6	-		6	2
Legal costs	35	-	-	35	20		55	20
Consultants	154	22	6	182	-		182	9
Other expenses	326	-	-	326	-		326	118
Interest & investment losses	-	-	-	-	-		-	-
Net Loss from disposal of assets	-	-	-	-	-		-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-		-	-
Fair value decrement on investment properties	-	-	-	-	-		-	-
Share of interests in joint ventures	-	-	-	-	-		-	-
Total expenses from continuing operations	16,110	290	79	16,479	5		16,484	4,524
Net operating result from continuing operations	5,261	2,580	145	7,986	46		8,032	3,551
Discontinued operations - surplus/(deficit)				-			-	
Net operating result from all operations	5,261	2,580	145	7,986	46		8,032	3,551
Net Operating Result before Capital Items	(255)	(2,886)	145	(2,996)	379		(2,617)	3,723

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/21 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

General Fund Income Statement

for the period ending 30 September 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	6,119	6,111	6,040
User charges and fees	1,803	1,809	678
Other revenues	509	886	404
Grants and contributions provided for operating purposes	6,966	4,600	1,066
Grants and contributions provided for capital purposes	5,516	10,649	(172)
Interest and investment revenue	139	139	(4)
Rental Income	228	231	40
Net gain from the disposal of assets	91	91	23
Total income from continuing operations	21,371	24,516	8,075
Expenses from continuing operations			
Employee benefits and on-costs	7,641	7,678	1,797
Materials and services	3,260	3,597	1,388
Borrowing costs	9	9	2
Depreciation and amortisation	4,868	4,868	1,217
Impairment of receivables	6	6	2
Other expenses	326	326	118
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	16,110	16,484	4,524
Operating result from continuing operations	5,261	8,032	3,551
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	5,261	8,032	3,551
Net operating result for the year before grants and contributions provided for capital purposes	(255)	(2,617)	3,723

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/07/21 to 30/09/21

Income & expenses budget review statement

Budget review for the quarter ended 30 September 2021

Income & expenses - Water Fund

(\$000's)	Original budget 2021/22	Approved Changes		Revised budget 2021/22	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS					
Income								
Rates and annual charges	794	-	-	794	2		796	772
User charges and fees	1,464	-	-	1,464	-		1,464	9
Other revenues	-	-	-	-	-		-	-
Grants and contributions - operating	-	-	-	-	-		-	-
Grants and contributions - capital	10	98	-	108	113		221	16
Interest and investment revenue	65	-	-	65	-		65	(6)
Net gain from disposal of assets	-	-	-	-	-		-	-
Fair value increment on investment properties	-	-	-	-	-		-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-		-	-
Reversal of impairment losses on receivables	-	-	-	-	-		-	-
Rental income	-	-	-	-	-		-	-
Share of interests in joint ventures	-	-	-	-	-		-	-
Total income from continuing operations	2,333	98	-	2,431	115		2,546	791
Expenses								
Employee benefits and on-costs	342	-	-	342	(3)		339	83
Borrowing costs	-	-	-	-	-		-	-
Materials and services	1,261	-	-	1,261	33		1,294	317
Depreciation and amortisation	521	-	-	521	-		521	130
Impairment of receivables	-	-	-	-	-		-	-
Legal costs	-	-	-	-	-		-	-
Consultants	-	-	-	-	-		-	-
Other expenses	-	-	-	-	-		-	-
Interest & investment losses	-	-	-	-	-		-	-
Net Loss from disposal of assets	-	-	-	-	-		-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-		-	-
Fair value decrement on investment properties	-	-	-	-	-		-	-
Share of interests in joint ventures	-	-	-	-	-		-	-
Total expenses from continuing operations	2,124	-	-	2,124	30		2,154	530
Net operating result from continuing operations	209	98	-	307	85		392	261
Discontinued operations - surplus/(deficit)								
Net operating result from all operations	209	98	-	307	85		392	261
Net Operating Result before Capital Items	199	-	-	199	(28)		171	245

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/21 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

Water Fund Income Statement

for the period ending 30 September 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	794	796	772
User charges and fees	1,464	1,464	9
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	10	221	16
Interest and investment revenue	65	65	(6)
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	2,333	2,546	791
Expenses from continuing operations			
Employee benefits and on-costs	342	339	83
Materials and services	1,261	1,294	317
Borrowing costs	-	-	-
Depreciation and amortisation	521	521	130
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	2,124	2,154	530
Operating result from continuing operations	209	392	261
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	209	392	261
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	199	171	245

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/07/21 to 30/09/21

Income & expenses budget review statement

Budget review for the quarter ended 30 September 2021

Income & expenses - Sewer Fund

(\$000's)	Original budget 2021/22	Approved Changes		Revised budget 2021/22	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS					
Income								
Rates and annual charges	1,458	-	-	1,458	2		1,460	1,441
User charges and fees	162	-	-	162	-		162	11
Other revenues	-	-	-	-	-		-	-
Grants and contributions - operating	-	-	-	-	-		-	-
Grants and contributions - capital	1,673	83	-	1,756	-		1,756	(40)
Interest and investment revenue	10	-	-	10	-		10	2
Net gain from disposal of assets	-	-	-	-	-		-	-
Fair value increment on investment properties	-	-	-	-	-		-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-		-	-
Reversal of impairment losses on receivables	-	-	-	-	-		-	-
Rental income	-	-	-	-	-		-	-
Share of interests in joint ventures	-	-	-	-	-		-	-
Total income from continuing operations	3,303	83	-	3,386	2		3,388	1,414
Expenses								
Employee benefits and on-costs	295	-	-	295	20		315	85
Borrowing costs	-	-	-	-	-		-	-
Materials and services	693	-	-	693	10		703	153
Depreciation and amortisation	315	-	-	315	-		315	79
Impairment of receivables	-	-	-	-	-		-	-
Legal costs	-	-	-	-	-		-	-
Consultants	-	-	-	-	-		-	-
Other expenses	-	-	-	-	-		-	-
Interest & investment losses	-	-	-	-	-		-	-
Net Loss from disposal of assets	-	-	-	-	-		-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-		-	-
Fair value decrement on investment properties	-	-	-	-	-		-	-
Share of interests in joint ventures	-	-	-	-	-		-	-
Total expenses from continuing operations	1,303	-	-	1,303	30		1,333	317
Net operating result from continuing operations	2,000	83	-	2,083	(28)		2,055	1,097
Discontinued operations - surplus/(deficit)				-			-	
Net operating result from all operations	2,000	83	-	2,083	(28)		2,055	1,097
Net Operating Result before Capital Items	327	-	-	327	(28)		299	1,137

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/21 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 30 September 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	1,458	1,460	1,441
User charges and fees	162	162	11
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	1,673	1,756	(40)
Interest and investment revenue	10	10	2
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	3,303	3,388	1,414
Expenses from continuing operations			
Employee benefits and on-costs	295	315	85
Materials and services	693	703	153
Borrowing costs	-	-	-
Depreciation and amortisation	315	315	79
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	1,303	1,333	317
Operating result from continuing operations	2,000	2,055	1,097
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	2,000	2,055	1,097
Net operating result for the year before grants and contributions provided for capital purposes	327	299	1,137

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/07/21 to 30/09/21

Capital budget review statement

Budget review for the quarter ended 30 September 2021

Capital budget - Council Consolidated

(\$000's)	Original budget 2021/22	Approved changes		Revised budget 2021/22	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS					
Capital expenditure								
New assets								
- Plant & Equipment	10	-	-	10	-		10	-
- Land & Buildings	100	4,104	-	4,204	21		4,225	417
- Office Equipment	25	54	-	79	-		79	23
- Other Structures	1,966	1,012	-	2,978	-		2,978	159
- Roads Bridges & Footpaths	336	98	-	434	121		555	39
- Recreational	2,082	421	-	2,503	-		2,503	72
- Drainage	60	11	-	71	-		71	4
- Water	420	284	-	704	248		952	27
- Sewer	2,315	268	-	2,583	-		2,583	44
- Pool	60	-	-	60	-		60	-
Renewal assets (replacement)								
- Plant & Equipment	1,493	-	-	1,493	-		1,493	49
- Land & Buildings	166	1,024	-	1,190	(6)		1,184	929
- Roads, Bridges, Footpaths	4,145	1,340	-	5,485	(454)		5,031	544
- Office Equipment	143	18	-	161	23		184	13
- Other Structures	175	695	-	870	69		939	306
- Library Books	31	4	-	35	-		35	3
- Recreational	95	5	-	100	-		100	-
- Drainage	28	-	-	28	-		28	-
- Water	715	404	753	1,872	-		1,872	361
- Sewer	490	8	-	498	-		498	142
- Pool	136	-	-	136	-		136	37
Loan repayments (principal)	52	-	-	52	-		52	13
Total capital expenditure	15,043	9,750	753	25,546	22		25,568	3,182
Capital funding								
Rates & other untied funding	3,187	460	-	3,647	86		3,733	483
Capital grants & contributions	6,711	7,257	-	13,968	(220)		13,748	1,667
Reserves:								
- External restrictions/reserves	1,915	1,075	753	3,743	135		3,878	548
- Internal restrictions/reserves	2,675	935	-	3,610	21		3,631	484
New loans	555	23	-	578	-		578	-
Receipts from sale of assets								
- Plant & equipment	-	-	-	-	-		-	-
- Land & buildings	-	-	-	-	-		-	-
Total capital funding	15,043	9,750	753	25,546	22		25,568	3,182
Net capital funding - surplus/(deficit)	-	-	-	-	-		-	-

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/21 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/07/21 to 30/09/21

Cash & investments budget review statement

Budget review for the quarter ended 30 September 2021

Cash & investments - Council Consolidated

(\$000's)	Balance 30-Jun-21	Original budget 2021/22	Approved changes		Revised budget 2021/22	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
			Carry forwards	Other than by QBRs					
Externally restricted ⁽¹⁾									
Developer Contributions	183	391	-	-	574	-		574	178
Specific Purpose Unexpended Grants	2,658	84	(1,816)	-	926	3		929	2,377
Water Supplies	7,667	(470)	(590)	(753)	5,854	(163)		5,691	7,787
Sewerage Service	835	65	(193)	-	707	(28)		679	1,781
Domestic Waste Management	1,276	94	(150)	-	1,220	-		1,220	1,952
Stormwater Management	566	(16)	(11)	-	539	-		539	618
Crown Lands	263	62	(155)	-	170	-		170	256
Unspent Internal Loans	-	-	-	-	-	-		-	-
Total externally restricted	13,448	210	(2,915)	(753)	9,990	(188)		9,802	14,949
<small>(1) Funds that must be spent for a specific purpose</small>									
Internally restricted ⁽²⁾									
Employee Leave Entitlements	1,230	-	-	-	1,230	-		1,230	1,230
Replacement - Plant & Vehicles	1,564	(365)	-	-	1,199	(21)		1,178	1,351
Carried Over Works	510	-	(510)	-	-	-		-	413
Information Technology Replacement	376	89	(46)	151	570	-		570	588
Cemetery Perpetual	372	(20)	-	-	352	-		352	372
Other	172	(122)	-	-	50	-		50	172
Council Committees	56	-	-	-	56	-		56	56
Property Development	200	-	(175)	-	25	-		25	195
Organisational Service Assets & Projects	5,639	(847)	(714)	-	4,078	278		4,356	5,560
Quarry Rehabilitation	4	15	-	-	19	-		19	9
Financial Assistance Grant	2,629	-	(2,629)	-	-	-		-	-
Bonds, Retentions & Trusts	242	-	-	-	242	-		242	242
Total internally restricted	12,994	(1,250)	(4,074)	151	7,821	257		8,078	10,188
<small>(2) Funds that Council has earmarked for a specific purpose</small>									
Unrestricted (ie. available after the above Restrict	254	-	-	-	254	-		254	254
Total Cash & investments	26,696	(1,040)	(6,989)	(602)	18,065	69		18,134	25,391

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/21 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/07/21 to 30/09/21

Cash & investments budget review statement

Comment on cash & investments position

Not applicable

Investments

Investments have been invested in accordance with Council's Investment Policy.

Cash

The Cash at Bank figure included in the Cash & Investment Statement totals \$25,391,119

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 30/09/21

Reconciliation status

The YTD cash & investment figure reconciles to the actual balances held as follows:

		\$ 000's
Cash at bank (as per bank statements)		157
Investments on hand		25,202
less: unpresented cheques	(Timing Difference)	1
add: undeposited funds	(Timing Difference)	33
less: identified deposits (not yet accounted in ledger)	(Require Actioning)	-
add: identified outflows (not yet accounted in ledger)	(Require Actioning)	-
less: unidentified deposits (not yet actioned)	(Require Investigation)	-
add: unidentified outflows (not yet actioned)	(Require Investigation)	-
Reconciled cash at bank & investments		25,391
Balance as per QBRS review statement:		25,391
Difference:		-

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/07/21 to 30/09/21

Contracts budget review statement

Budget review for the quarter ended 30 September 2021

Part A - Contracts listing - contracts entered into during the quarter

Contractor	Contract detail & purpose	Contract value (GST inc.)	Start date	Duration of contract	Budgeted (Y/N)	Notes
Narrandera Security Services	Council facilities - security and patrol services	184,764	01/09/21	3 years	Y	
Peopleworks Cleaning Services	Council buildings and public toilets - cleaning	392,320	01/09/21	3 years	Y	
Eskapold Logistics Pty Ltd	Lake Talbot Water Park - lease for management	1,680,000	01/09/21	5 years	Y	

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.
3. Contracts for employment are not required to be included.

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/21 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/07/21 to 30/09/21

Consultancy & legal expenses budget review statement

Consultancy & legal expenses overview

Expense	YTD expenditure (actual dollars)	Budgeted (Y/N)
Consultancies	34,999	Y
Legal Fees	19,504	N

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Comments

Expenditure included in the above YTD figure includes:

Details

Legal Fees

Debt Recovery Legal Fees	\$	-
General Legal Expenses	\$	19,504.00
Lease & License Agreements	\$	-
Other Legal Expenses	\$	-

Consultancies

Local Government NSW	GM Performance Review	\$	3,000.00
John Stuart & Associates	Finance Consultant	\$	10,147.00
Noel Thomson Architecture P/L	Heritage Advisor Services	\$	1,400.00
National Audits Group	Internal Audit	\$	8,360.00

CASH - RESERVE BALANCES 30-JUNE-2022

CLASS OF RESERVE	Balance 30 Jun 2021	Budget Movement 21/22	Other	Carry over	Sept	Net Transfer 21/22	Balance 30 Jun 2022	Grant Commitments	22/23 Budget Movement	Balance 30 Jun 2023	23/24 Budget Movement	Balance 30 Jun 2024
GENERAL FUND - DETAILS												
Employee's Leave Entitlement												
Employee's Leave Entitlement	\$ 1,229,888.00					\$ -	\$ 1,229,888.00			\$ 1,229,888.00		\$ 1,229,888.00
Plant & Vehicle Replacement												
Plant & Vehicle Replacement	\$ 1,563,767.68	-\$ 364,875.00			-\$ 21,000.00	-\$ 385,875.00	\$ 1,177,892.68		\$ 53,732.00	\$ 1,231,624.68	\$ 199,144.00	\$ 1,430,768.68
Information Technology Replacement												
Office Furniture & Equipment	\$ 56,746.00	-\$ 56,746.00				-\$ 56,746.00	\$ -			\$ -		\$ -
Street Camera Replacement	\$ 1,000.00	-\$ 1,000.00				-\$ 1,000.00	\$ -			\$ -		\$ -
Computer Replacement	\$ 319,103.04	\$ 146,471.00	\$ 150,544.00		-\$ 45,803.64	\$ 251,211.36	\$ 570,314.40		-\$ 250,000.00	\$ 320,314.40		\$ 320,314.40
Carry Over Works												
Carry Over Operating Program	\$ 50,623.81			-\$ 50,623.81		-\$ 50,623.81	\$ -			\$ -		\$ -
Carry Over Capital Program	\$ 459,524.43			-\$ 459,524.43		-\$ 459,524.43	\$ -			\$ -		\$ -
Organisational service assets and projects												
Contribution Narrandera Sportsground clubrooms	\$ 263,000.00			-\$ 263,000.00		-\$ 263,000.00	\$ -			\$ -		\$ -
Public Art & Festive Tree Maintenance	\$ 20,000.00	\$ 20,000.00				\$ 20,000.00	\$ 40,000.00		\$ 20,000.00	\$ 60,000.00	\$ 20,000.00	\$ 80,000.00
Infrastructure Replacement & Renewal	\$ 1,984,327.22	-\$ 575,000.00		-\$ 162,017.39	\$ 278,166.00	-\$ 458,851.39	\$ 1,525,475.83	-\$ 650,000.00	-\$ 140,000.00	\$ 735,475.83	-\$ 15,000.00	\$ 720,475.83
Narrandera Business Centre Master Plan	\$ 2,005,287.03					\$ -	\$ 2,005,287.03			\$ 2,005,287.03		\$ 2,005,287.03
Delivery of Aged strategies	\$ 368,896.45	-\$ 136,000.00		-\$ 52,000.00		-\$ 188,000.00	\$ 180,896.45			\$ 180,896.45		\$ 180,896.45
Shire Property Renewal & Cyclical Maintenance	\$ 737,710.00	-\$ 134,187.00				-\$ 134,187.00	\$ 603,523.00		-\$ 96,412.00	\$ 507,111.00		\$ 507,111.00
Visitor Centre Building Replacement	\$ 237,379.00			-\$ 237,379.00		-\$ 237,379.00	\$ -			\$ -		\$ -
Narrandera Park Landscape	\$ 21,804.00	-\$ 21,804.00				-\$ 21,804.00	\$ -			\$ -		\$ -
Other Internal Reserves												
Promotion, Marketing & Events	\$ 49,378.00					\$ -	\$ 49,378.00			\$ 49,378.00		\$ 49,378.00
Election & Integrated Planning Exp	\$ 122,500.00	-\$ 122,500.00				-\$ 122,500.00	\$ -			\$ -		\$ -
Financial Assistance Grant												
Financial Assistance Grant	\$ 2,629,336.00			-\$ 2,629,336.00		-\$ 2,629,336.00	\$ -			\$ -		\$ -
Council Committees												
355 Committee - Barellan Museum	\$ 3,616.87					\$ -	\$ 3,616.87			\$ 3,616.87		\$ 3,616.87
355 Committee - Koala Committee	\$ 17,667.21					\$ -	\$ 17,667.21			\$ 17,667.21		\$ 17,667.21
355 Committee - Railway Station Commitment	\$ 9,074.38					\$ -	\$ 9,074.38			\$ 9,074.38		\$ 9,074.38
355 Committee - Parkside Museum	\$ 3,133.00					\$ -	\$ 3,133.00			\$ 3,133.00		\$ 3,133.00
355 Committee - Barellan Hall	\$ 21,252.69					\$ -	\$ 21,252.69			\$ 21,252.69		\$ 21,252.69
355 Committee -Grong Grong Community Hall	\$ 1,023.65					\$ -	\$ 1,023.65			\$ 1,023.65		\$ 1,023.65
Domestic Violence Committee	\$ 186.90					\$ -	\$ 186.90			\$ 186.90		\$ 186.90
Cemetery Perpetual												
N'dra Cemetery - Perpetual mtnce all	\$ 372,143.28	-\$ 20,000.00				-\$ 20,000.00	\$ 352,143.28			\$ 352,143.28		\$ 352,143.28
Property Development												
Property Development (Red Hill)	\$ 200,169.00			-\$ 175,000.00		-\$ 175,000.00	\$ 25,169.00			\$ 25,169.00		\$ 25,169.00
Quarry Rehabilitation												
Quarry Rehabilitation	\$ 4,002.45	\$ 15,000.00				\$ 15,000.00	\$ 19,002.45		\$ 15,000.00	\$ 34,002.45	\$ 15,000.00	\$ 49,002.45
Domestic Waste Management												
Narrandera Waste Depot	\$ 469,805.82	\$ 180,658.00		-\$ 149,963.91		\$ 30,694.09	\$ 500,499.91		\$ 183,589.00	\$ 684,088.91	\$ 186,623.00	\$ 870,711.91
Narrandera Waste Depot - Excavation	\$ 104,704.00					\$ -	\$ 104,704.00			\$ 104,704.00		\$ 104,704.00
Narrandera Waste Depot - Rehabilitation	\$ 368,644.00					\$ -	\$ 368,644.00			\$ 368,644.00		\$ 368,644.00
Barellan Waste Depot	\$ 120,278.00	-\$ 87,000.00				-\$ 87,000.00	\$ 33,278.00			\$ 33,278.00		\$ 33,278.00

CASH - RESERVE BALANCES 30-JUNE-2022

CLASS OF RESERVE	Balance 30 Jun 2021	Budget Movement 21/22	Other	Carry over	Sept	Net Transfer 21/22	Balance 30 Jun 2022	Grant Commitments	22/23 Budget Movement	Balance 30 Jun 2023	23/24 Budget Movement	Balance 30 Jun 2024
Barellan Waste Depot - Excavation	\$ 36,592.00					\$ -	\$ 36,592.00			\$ 36,592.00		\$ 36,592.00
Barellan Waste Depot - Rehabilitation	\$ 53,429.00					\$ -	\$ 53,429.00			\$ 53,429.00		\$ 53,429.00
Narrandera Depot Compactor Expenses	\$ 48,379.00					\$ -	\$ 48,379.00			\$ 48,379.00		\$ 48,379.00
Grong Grong Waste Depot Rehabilitation	\$ 73,876.00					\$ -	\$ 73,876.00			\$ 73,876.00		\$ 73,876.00
Crown Reserves												
Lake Talbot Tourist Park	\$ 263,346.20	\$ 61,760.00		-\$ 154,861.00	-\$ 83.00	-\$ 93,184.00	\$ 170,162.20		\$ 81,515.00	\$ 251,677.20	\$ 81,266.00	\$ 332,943.20
Stormwater												
Narrandera Stormwater Reserve	\$ 558,407.90	-\$ 24,475.00		-\$ 10,936.99	-\$ 450.00	-\$ 35,861.99	\$ 522,545.91		\$ 63,525.00	\$ 586,070.91	\$ 63,525.00	\$ 649,595.91
Barellan Stormwater Reserve	\$ 8,071.64	\$ 8,850.00				\$ 8,850.00	\$ 16,921.64		\$ 8,850.00	\$ 25,771.64	\$ 8,850.00	\$ 34,621.64
Unspent Internal Loans												
Developer Contributions												
Section 7.11	\$ 183,499.30	\$ 391,000.00				\$ 391,000.00	\$ 574,499.30		\$ 315,000.00	\$ 889,499.30	\$ 65,000.00	\$ 954,499.30
Bonds, Retentions & Trusts												
Kaniva Quarry	\$ 30,000.00					\$ -	\$ 30,000.00			\$ 30,000.00		\$ 30,000.00
Tourist Trust	\$ 32,402.36					\$ -	\$ 32,402.36			\$ 32,402.36		\$ 32,402.36
Arts Centre Trust	\$ 53,153.58					\$ -	\$ 53,153.58			\$ 53,153.58		\$ 53,153.58
Sale of Land	\$ 4,778.15					\$ -	\$ 4,778.15			\$ 4,778.15		\$ 4,778.15
Slide Replacement Retention	\$ 114,619.41					\$ -	\$ 114,619.41			\$ 114,619.41		\$ 114,619.41
Funds held in Trust	\$ 3,181.06					\$ -	\$ 3,181.06			\$ 3,181.06		\$ 3,181.06
BrIn Pool Retention	\$ 3,491.50					\$ -	\$ 3,491.50			\$ 3,491.50		\$ 3,491.50
External Restrictions (Note 6 order)												
Water Fund												
Asset Replacement	\$ 6,751,937.68	-\$ 479,699.00	-\$ 753,000.00	\$ -	-\$ 163,082.00	-\$ 1,395,781.00	\$ 5,356,156.68		-\$ 2,360,812.00	\$ 2,995,344.68	-\$ 2,217,509.00	\$ 777,835.68
Carry Over Works	\$ 589,858.74	\$ -	\$ -	-\$ 589,858.74	\$ -	-\$ 589,858.74	\$ -		\$ -	\$ -	\$ -	\$ -
Retention - Pine Hill Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
Section 64	\$ 325,542.37	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 335,542.37		\$ 10,000.00	\$ 345,542.37	\$ 10,000.00	\$ 355,542.37
Sewer Fund												
Asset Replacement	\$ 563,567.63	\$ 57,241.00	\$ -	\$ -	-\$ 27,588.00	\$ 29,653.00	\$ 593,220.63		\$ 188,750.00	\$ 781,970.63	\$ 214,147.00	\$ 996,117.63
Carry Over Works	\$ 193,574.29	\$ -	\$ -	-\$ 193,574.29	\$ -	-\$ 193,574.29	-\$ 0.00		-\$ 0.00	-\$ 0.00	-\$ 0.00	-\$ 0.00
Section 64	\$ 77,771.90	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 8,000.00	\$ 85,771.90		\$ 8,000.00	\$ 93,771.90	\$ 8,000.00	\$ 101,771.90
General Fund - External Restrictions												
Specific Purpose Unexpended Grants (from separate sheet)	\$ 949,024.31	\$ 84,398.00	\$ -	-\$ 107,635.09	\$ 2,615.00	-\$ 20,622.09	\$ 928,402.22		\$ 49,843.00	\$ 978,245.22	\$ 55,503.00	\$ 1,033,748.22
Other Contributions	\$ 111,145.00	\$ -	\$ -	-\$ 111,145.00	\$ -	-\$ 111,145.00	\$ -		\$ -	\$ -	\$ -	\$ -
Unspent grant & contributions Liability	\$ 1,596,961.10	\$ -	\$ -	-\$ 1,596,961.10	\$ -	-\$ 1,596,961.10	\$ -		\$ -	\$ -	\$ -	\$ -
Developer Contributions	\$ 183,499.30	\$ 391,000.00	\$ -	\$ -	\$ -	\$ 391,000.00	\$ 574,499.30		\$ 315,000.00	\$ 889,499.30	\$ 65,000.00	\$ 954,499.30
Domestic Waste Management	\$ 1,275,707.82	\$ 93,658.00	\$ -	-\$ 149,963.91	\$ -	-\$ 56,305.91	\$ 1,219,401.91		\$ 183,589.00	\$ 1,402,990.91	\$ 186,623.00	\$ 1,589,613.91
Stormwater	\$ 566,479.54	-\$ 15,625.00	\$ -	-\$ 10,936.99	-\$ 450.00	-\$ 27,011.99	\$ 539,467.55		\$ 72,375.00	\$ 611,842.55	\$ 72,375.00	\$ 684,217.55
Crown Reserves	\$ 263,346.20	\$ 61,760.00	\$ -	-\$ 154,861.00	-\$ 83.00	-\$ 93,184.00	\$ 170,162.20		\$ 81,515.00	\$ 251,677.20	\$ 81,266.00	\$ 332,943.20
Total External Restrictions	\$ 13,448,415.88	\$ 210,733.00	-\$ 753,000.00	-\$ 2,914,936.12	-\$ 188,588.00	-\$ 3,645,791.12	\$ 9,802,624.76	\$ -	-\$ 1,451,740.00	\$ 8,350,884.76	-\$ 1,524,595.00	\$ 6,826,289.76
Internal Restrictions (Note 6 order)												
Plant & vehicle replacement	\$ 1,563,767.68	-\$ 364,875.00	\$ -	\$ -	-\$ 21,000.00	-\$ 385,875.00	\$ 1,177,892.68		\$ 53,732.00	\$ 1,231,624.68	\$ 199,144.00	\$ 1,430,768.68
Employee Leave Entitlements	\$ 1,229,888.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,229,888.00		\$ -	\$ 1,229,888.00	\$ -	\$ 1,229,888.00
Carry over works	\$ 510,148.24	\$ -	\$ -	-\$ 510,148.24	\$ -	-\$ 510,148.24	\$ -		\$ -	\$ -	\$ -	\$ -
Other Internal	\$ 171,878.00	-\$ 122,500.00	\$ -	\$ -	\$ -	-\$ 122,500.00	\$ 49,378.00		\$ -	\$ 49,378.00	\$ -	\$ 49,378.00
Cemetery Perpetual	\$ 372,143.28	-\$ 20,000.00	\$ -	\$ -	\$ -	-\$ 20,000.00	\$ 352,143.28		\$ -	\$ 352,143.28	\$ -	\$ 352,143.28
Council Committees	\$ 55,954.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,954.70		\$ -	\$ 55,954.70	\$ -	\$ 55,954.70
Information Technology Replacement	\$ 376,849.04	\$ 88,725.00	\$ 150,544.00	-\$ 45,803.64	\$ -	\$ 193,465.36	\$ 570,314.40		-\$ 250,000.00	\$ 320,314.40	\$ -	\$ 320,314.40
Property Development	\$ 200,169.00	\$ -	\$ -	-\$ 175,000.00	\$ -	-\$ 175,000.00	\$ 25,169.00		\$ -	\$ 25,169.00	\$ -	\$ 25,169.00
Infrastructure Replacement & Renewal	\$ 5,638,403.70	-\$ 846,991.00	\$ -	-\$ 714,396.39	\$ 278,166.00	-\$ 1,283,221.39	\$ 4,355,182.31		-\$ 216,412.00	\$ 4,138,770.31	\$ 5,000.00	\$ 4,143,770.31
Quarry Rehabilitation	\$ 4,002.45	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 15,000.00	\$ 19,002.45		\$ 15,000.00	\$ 34,002.45	\$ 15,000.00	\$ 49,002.45
Financial Assistance Grant	\$ 2,629,336.00	\$ -	\$ -	-\$ 2,629,336.00	\$ -	-\$ 2,629,336.00	\$ -		\$ -	\$ -	\$ -	\$ -
Bonds, Retentions & Trusts	\$ 241,626.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 241,626.06		\$ -	\$ 241,626.06	\$ -	\$ 241,626.06
Total Internal Restrictions	\$ 12,994,166.15	-\$ 1,250,641.00	\$ 150,544.00	-\$ 4,074,684.27	\$ 257,166.00	-\$ 4,917,615.27	\$ 8,076,550.88	\$ -	-\$ 397,680.00	\$ 7,678,870.88	\$ 219,144.00	\$ 7,898,014.88
Total Restrictions	\$ 26,442,582.03	-\$ 1,039,908.00	-\$ 602,456.00	-\$ 6,989,620.39	\$ 68,578.00	-\$ 8,563,406.39	\$ 17,879,175.64	\$ -	-\$ 1,849,420.00	\$ 16,029,755.64	-\$ 1,305,451.00	\$ 14,724,304.64

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS**21.1 RESPONSE TO DRAFT GUIDELINES - RISK MANAGEMENT AND INTERNAL AUDIT FOR LOCAL COUNCILS IN NSW****Document ID: 586907****Author: Deputy General Manager Corporate and Community****Authoriser: Deputy General Manager Corporate and Community****Theme: Statutory and Compulsory Reporting - Other****Attachments:**

- 1. Proposed Council Response to Draft Guidelines for Risk Management & Internal Audit for Local Councils in NSW (under separate cover)**
- 2. Council Response to Risk Management & Internal Audit Framework Discussion Paper - September 2019 (under separate cover)**

RECOMMENDATION

That Council

1. Adopts the attached response to Draft Guidelines – Risk Management and Internal Audit for Local Councils in NSW for submission to the Office of Local Government.

PURPOSE

The purpose of this report is to provide a response to the Draft Guidelines – Risk Management and Internal Audit for Local Councils in NSW issued by the Office of Local Government (OLG) in August 2021. Responses are open until 30 November 2021.

SUMMARY

The Local Government Act 1993 has been amended to include provisions which require councils to implement a Risk Management Framework and an Audit Risk and Improvement Committee (ARIC).

Implementation of these provisions will be through the Local Government General Regulation and Guidelines issued by the OLG. The OLG has issued draft guidelines which are open for comment until 30 November 2021.

Council staff have reviewed the guidelines and the proposed response to the OLG guidelines is provided with this report (Attachment 1).

BACKGROUND

The Local Government Act 1993 has been amended to include provisions that require councils to implement a Risk Management Framework and an Audit Risk and Improvement Committee (ARIC). Councils must have an ARIC in place by 30 June 2022 followed by a staged implementation of the legislative requirements in the subsequent years.

Narrandera Shire first introduced an Audit Committee in 2012. That committee has subsequently evolved into an ARIC. Further review of the committee will be required in the new year with the release of OLG Guidelines.

Draft Guidelines are currently on exhibition for comment until 30 November 2021. The Draft Guidelines issued in August 2021 followed consideration of submissions made to the 2019 Discussion Paper – A New Risk Management & Internal Audit Framework. Council's response to the 2019 Framework Discussion Paper is attached to this report for reference (Attachment 2).

Council staff have reviewed the draft Guidelines and provided a response to the OLG. Attachment 1 is a response to the Draft Guidelines currently on exhibition.

Matters of concern in the Guidelines include a mandate for councils to implement risk standard ISO 3100:2018 and best practice methodology. This will require significant resourcing to engage and fund key personnel, technology, and training to achieve the implementation of the prescribed standard across the organisation.

Within the ARIC, its chair must be selected from a panel prequalified through a NSW Treasury selection process. Finding a person willing to undertake prequalification and who meets the independence criteria will be problematic in a rural environment. This will be accompanied by fees and expenses for the ARIC members, along with ongoing training.

The ARIC will require significant resourcing, including an Internal Audit Officer and secretarial service to support the ARIC. The scope of these resources is not within the existing budget and will require the reallocation of funds from service delivery to support the ARIC function.

While the ARIC requires independence, the guidelines provide for it to operate in closed sessions which may raise concerns around governance and transparency. While the ARIC will overview internal and external audit and the delivery program within the Community Strategic Plan, care must be taken to maintain an environment where the ARIC reports to Council rather than on Council. An environment where the ARIC is perceived to report on Council can become confrontational and adversarial.

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

- NA

Financial

- Implementing an Enterprise Risk Management Program across the organisation will require significant reallocation of finances to fund key personnel, technology, and training.
- Support for the ARIC will require member fees, expenses and training along with additional staff resources and an operational budget for the committee to undertake its role. Funding for this does not exist in current budget provisions.
- The implementation time is over a number of years which will allow for the reallocation of funds within the budget over this period.

Legal / Statutory

- Compliance with the Local Government Act, Local Government Regulations and Guidelines issued by the Office of Local Government.

Community Engagement / Communication

- These are legislative provisions required by the Local Government Act.
- Implementation will require the reallocation of funding within Council's budget which will involve community consultation in the development of the annual operating plan.

Human Resources / Industrial Relations

- The guidelines propose specific new roles within Council's organisation, being an Internal Audit Officer and Risk Manager.

RISKS

While implementation of an Enterprise Risk Management System and methodology will reduce Council's exposure to a range of risks, it will come at the expense of reduced levels of direct community services. Likewise, the ARIC will provide independent oversight of council but at the expense of existing services.

OPTIONS

1. Council adopts the attached response to Draft Guidelines – Risk Management and Internal Audit for Local Councils in NSW for submission to the OLG.
2. Council adopts with amendment the attached response to Draft Guidelines – Risk Management and Internal Audit for Local Councils in NSW for submission to the OLG.
3. Council resolves to not make a submission in response to Draft Guidelines – Risk Management and Internal Audit for Local Councils in NSW for submission to the OLG.

CONCLUSION

Council adopts the attached response to Draft Guidelines – Risk Management and Internal Audit for Local Councils in NSW for submission to the OLG.

RECOMMENDATION

That Council

1. Adopts the attached response to Draft Guidelines – Risk Management and Internal Audit for Local Councils in NSW for submission to the Office of Local Government.

PUBLIC MEETING CLOSES

At this point, members of the Gallery and Press are advised that Council will now move into Closed Session of Council for the consideration of the Confidential Items. They are asked to leave the Chambers and advised that they may return to the Chambers if they wish, upon resumption of Open Council.

22 CONFIDENTIAL BUSINESS PAPER REPORTS**RECOMMENDATION**

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 Updates

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 Narrandera Shire Australia Day Awards 2022

This matter is considered to be confidential under Section 10A(2) - a 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 personnel matters concerning particular individuals (other than councillors).

RETURN TO PUBLIC MEETING

At this point, members of the Gallery and Press may return to the Chambers for the conclusion of the meeting.