

BUSINESS PAPER

21 October 2025

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 in which I am officially involved?
- 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
Department of Local Government	02 4428 4100	olg@olg.nsw.gov.au
ICAC	02 8281 5999	icac@icac.nsw.gov.au
Toll free	1800 463 909	
NSW Ombudsman	02 8286 1000	nswombo@ombo.nsw.gov.au
Toll Free	1800 451 524	

Community Strategic Plan Themes

1. Our Leadership

- 1.1. Model bold and transparent leadership.
- 1.2. Engage diverse voices to plan for the future.
- 1.3. Demonstrate good governance
- 1.4. Deliver efficient and responsive civic services.

2. Our Community

- 2.1. Champion respect and wellbeing so everyone feels safe.
- 2.2. Promote active and healthy living.
- 2.3. Strengthen social connections, cultural identity and inclusion.
- 2.4. Deliver accessible and quality health and community services.

3. Our Environment

- 3.1. Protect and enhance our natural environment, biodiversity and waterways.
- 3.2. Plan and develop a functional built environment.
- 3.3. Manage water and waste wisely for long-term sustainability.
- 3.4. Build resilience to climate change, natural shocks and disasters.

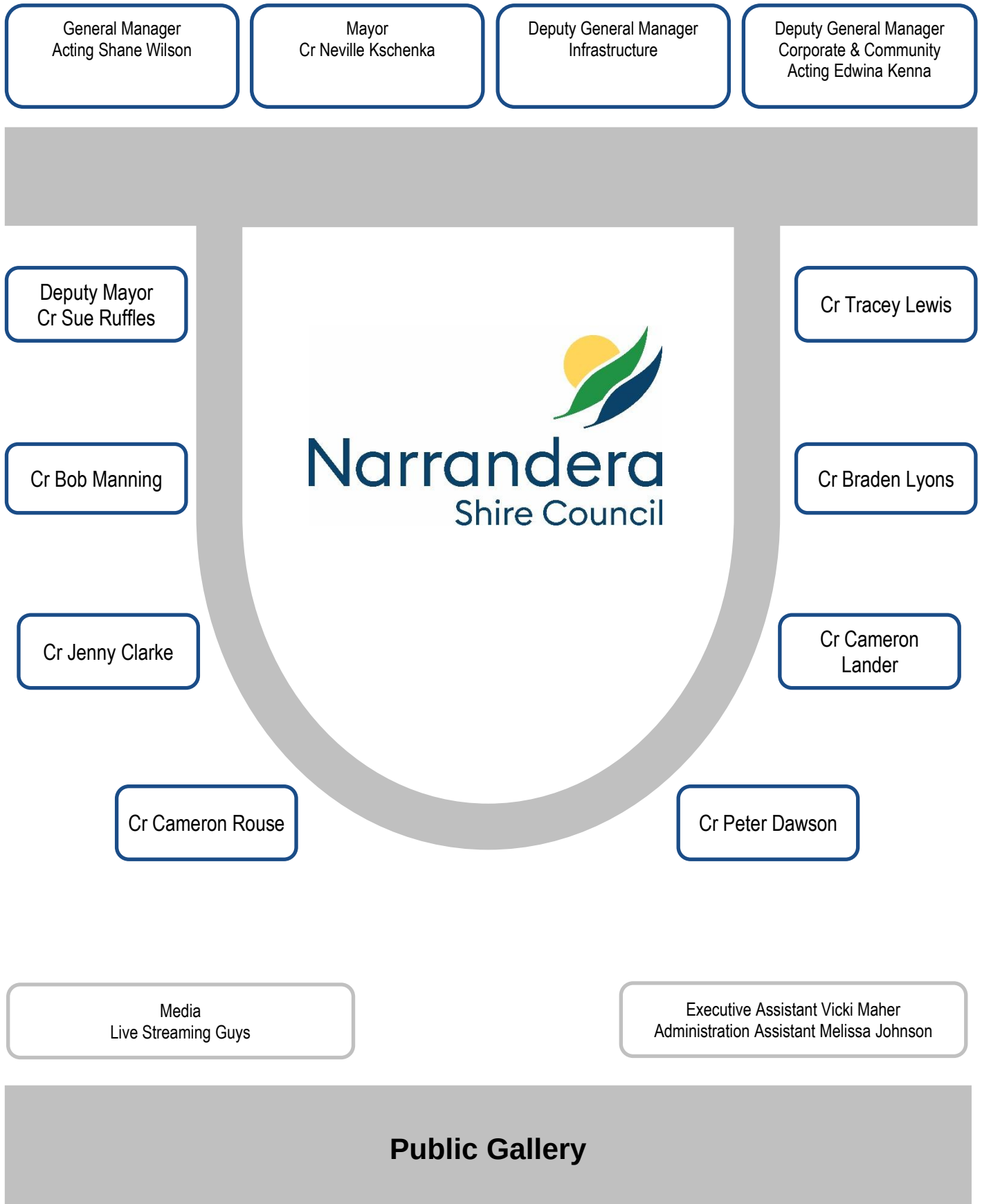
4. Our Economy

- 4.1. Enhance Narrandera Shire's appeal as a great place to live, learn, work and invest.
- 4.2. Grow tourism by showcasing Narrandera Shire's attractions, events and experiences.
- 4.3. Support local businesses and industry to enable innovation and economic expansion.
- 4.4. Attract strategic investment and partnerships to create local jobs and business opportunities.

5. Our Infrastructure

- 5.1. Improve our road network and transport infrastructure to ensure safety and connectivity.
- 5.2. Provide reliable waste, water, sewerage and stormwater infrastructure.
- 5.3. Improve public and community transport options to enhance access to regional centres.
- 5.4. Improve our internet and telecommunications infrastructure. Have a Council that provides leadership through actions and effective communication.

Council Chambers Seating Plan



**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held in the Council Chambers on:
Tuesday 21 October 2025 at 2pm**

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1 OPENING OF MEETING

2 ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4 APPLICATIONS FOR ATTENDANCE BY AUDIO-VISUAL LINK

5 DISCLOSURES OF INTERESTS

6 CONFIRMATION OF MINUTES

Ordinary Council Meeting - 16 September 2025

MINUTES

Ordinary Council Meeting

16 September 2025

**MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 16 SEPTEMBER 2025 AT 2PM**

The Mayor declared the Public Forum opened at **1.30pm** and welcomed the Councillors, Staff, Media, Members of the Gallery and those following via Live Streaming.

ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following 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.

Public Forum

Graham Pelligrino and Leanne Hawker joined the public Forum to Thank the General Manager, George Cowan for all of his efforts towards the Barellan Community in his time as General Manager.

1 OPENING OF MEETING

The Mayor declared the meeting opened at **2pm** and welcomed Councillors, Council Officers, media, members of the gallery and those following via livestreaming. Advice was provided of Council's Work, Health and Safety (WHS) Evacuation Plan and locations of amenities.

Present

Mayor Cr Neville Kschenka, Deputy Mayor Cr Sue Ruffles, Cr Bob Manning, Cr Jenny Clarke OAM, Cr Cameron Rouse, Cr Peter Dawson, Cr Cameron Lander, Cr Braden Lyons, Cr Tracey Lewis

Also in Attendance

General Manager George Cowan, Deputy General Manager Infrastructure Shane Wilson, Acting Deputy General Manager Corporate Community Craig Taylor, Executive Assistant Vicki Maher, Council Administration Assistant Melissa Johnson [Minute Taker]

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following 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.

3 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4 APPLICATIONS FOR ATTENDANCE BY AUDIO-VISUAL LINK

4.1 JOINING VIA VIRTUAL LINK

RESOLUTION 25/169

Moved: Cr Cameron Lander

Seconded: Cr Braden Lyons

Deputy Mayor Cr Sue Ruffles has sought approval to join the meeting via Virtual Link due to medical reasons.

CARRIED

The Mayor led a Minute Silence in respect for all who have passed recently within our Shire.

5 DISCLOSURES OF INTEREST

The Mayor reminded Councillors and Council Officers of their obligation under Council's Code of Conduct to disclose and manage any conflicts of interest they may have in matters being considered at the meeting, and invited Councillors and Council Officers to disclose any such interests:

DGMI Shane Wilson declared a Pecuniary Interest in Item 11.3 under the Local Government Act as *Nominated as A.GM* and will remain.

6 CONFIRMATION OF MINUTES

RESOLUTION 25/170

Moved: Cr Bob Manning

Seconded: Deputy Mayor Cr Sue Ruffles

That the minutes of the Ordinary Council Meeting held on 19 August 2025 and the Extraordinary Council Meeting held on 2 September 2025 be confirmed.

CARRIED

7 MAYORAL MINUTES

7.1 MAYOR REPORT - AUGUST AND SEPTEMBER 2025

RESOLUTION 25/171

Moved: Mayor Cr Neville Kschenka

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Mayor Report for August and September 2025.

CARRIED

7.2 MAYOR MINUTE - THANK YOU TO GENERAL MANAGER

RESOLUTION 25/172

Moved: Mayor Cr Neville Kschenka

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes this thank you to George Cowan and wishes him all the best in his retirement.

CARRIED

8 NOTICES OF MOTION AND QUESTIONS WITH NOTICE

Nil

9 REPORTS OF COUNCILLORS

Nil

10 REPORTS OF COMMITTEES

10.1 KOALA REGENERATION ADVISORY COMMITTEE - MINUTES - 9 SEPTEMBER 2025

RESOLUTION 25/173

Moved: Cr Braden Lyons

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Koala Regeneration Advisory Committee held on Tuesday 9 September 2025.

CARRIED

11 REPORTS OF THE GENERAL MANAGER

11.1 LGNSW ANNUAL CONFERENCE

RESOLUTION 25/174

Moved: Cr Cameron Lander

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the report noting that the LGNSW Annual Conference will be held 22-25 November 2025.
2. Endorses attendance by the Mayor and Deputy Mayor of the day and General Manager.
3. Cr Manning who self-nominated to attend, was endorsed unopposed.
4. Approves the draft motion on Electricity Supply Charges, and
5. Identifies any other matters it considers should be included in Draft Motions for consideration by the conference.

CARRIED

11.2 POLICY REVIEW - POL050 DELEGATION AND AUTHORISATION

RESOLUTION 25/175

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tracey Lewis

That Council:

1. Endorses the amendments to policy POL050 Delegation and Authorisation as presented for 21 days public exhibition seeking community feedback.
2. Deems the policy as adopted should no submissions be received at the conclusion of the exhibition period.

CARRIED

11.3 APPOINTMENT OF ACTING GENERAL MANAGER & DELEGATIONS TO THE GENERAL MANAGER

RESOLUTION 25/176

Moved: Cr Tracey Lewis

Seconded: Cr Peter Dawson

That Council:

1. In accordance with Section 334 of the Local Government Act 1993, appoints Mr Shane Wilson to the position of Acting General Manager for the period 17 September until 26 October 2025.
2. In accordance with Section 377 of the local Government Act 1993, delegates to Mr Wilson the powers and authorities as contained in Attachment 1 Instrument of Delegation, for that period noting that the Acting General Manager will subdelegate delegations to the staff for the purposes of carrying out Council's day-to-day functions.

3. Under Sec 375 Biosecurity Act 2015, also delegates its functions as Local Control Authority for that period to Mr Wilson.
4. In accordance with Section 377 of the NSW Local Government Act 1993, approves the Delegations for the General Manager, Mr Timothy Coote, as contained in Attachment 1 Instrument of Delegation, effective on and from 27 October 2025.
5. Notes that, in accordance with Section 378 of the NSW Local Government Act 1993, the General Manager will subdelegate delegations to staff for the purposes of those staff carrying out Council's day-to-day responsibilities.
6. Delegates its functions as Local Control Authority under Sec 375 Biosecurity Act 2015, to the following:
 - a. Biosecurity Officer positions
 - b. Manager Open Space and Recreation; and
 - c. All positions senior in the relevant Department, the Deputy General Manager Infrastructure and General Manager, outlined in the attachment.

CARRIED

12 REPORTS OF THE DEPUTY GENERAL MANAGER CORPORATE AND COMMUNITY SERVICES

12.1 SPECIAL VARIATION IMPROVEMENT PLAN PROGRESS REPORT - 30 JUNE 2025

RESOLUTION 25/177

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Receives and supports the Special Variation (SV) Improvement Plan Progress Report for the six-month period from 1 January 2025 to 30 June 2025 inclusive.

CARRIED

At 2.17pm Council's Consultant Finance Officer Mr Zac Mahon joined the meeting to present item 12.2.

12.2 COUNCIL FINANCIAL STATEMENTS 2024-25 - REFERRAL FOR AUDIT

RESOLUTION 25/178

Moved: Cr Jenny Clarke OAM

Seconded: Cr Cameron Rouse

That Council:

1. Pursuant to the provisions of Section 413 of the Local Government Act 1993,

hereby declares that it has prepared the General Purpose Financial Statements for the 2024-25 financial year ending 30 June 2025 and has formed an opinion, based on the advice of Council officers, that these reports:

- a. Have been prepared in accordance with:
 - i. the Local Government Act 1993 (as amended) and the Regulations made thereunder;
 - ii. the Australian Accounting Standards and professional pronouncements; and
 - iii. the Local Government Code of Accounting Practice and Financial Reporting.
 - b. Present fairly the operating result and financial position of the Narrandera Shire Council for the year ended 30 June 2025; and
 - c. Accord with Council's accounting and other records and policies
2. Declares that the Special Purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting.
 3. Resolves that the General and Special Purpose Financial Statements be certified by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer, in accordance with Section 413(2)(c) of the Local Government Act.
 4. Pursuant to the provisions of Section 413 of the Local Government Act 1993, hereby declares that the Financial Statements (including General Purpose and Special Purpose Reports) for the year ending 30 June 2025 be referred for audit.
 5. Resolves that Tuesday 18 November 2025 be fixed as the date for the public meeting to present the audited financial statements and auditor's reports for the year ended 30 June 2025, as required by Section 419 of the Local Government Act and that the Council's external auditors be present.
 6. Resolves to derestrict cash of \$3,443,100 from the Financial Assistance Paid in Advance Reserve to ensure that Council has positive restricted cash at 30 June 2025

CARRIED

At 2.30pm Council's Consultant Finance Officer Mr Zac Mahon left the meeting

12.3 MONTHLY FINANCIAL PERFORMANCE REPORT - AUGUST 2025

RESOLUTION 25/179

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Monthly Financial Performance Report for the month of August 2025, as detailed in this report.

CARRIED

12.4 MONTHLY STATEMENT OF INVESTMENTS - AUGUST 2025

RESOLUTION 25/180

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Statement of Investments as at 31 August 2025

CARRIED

12.5 PROPOSED MEMORANDUM OF UNDERSTANDING - TRANSFER OF THE BARELLAN TENNIS COURTS AND CLUBHOUSE TO COUNCIL

RESOLUTION 25/181

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Endorse the proposed Memorandum of Understanding as presented;
2. Issue to the Trustees of the Barellan War Memorial Club a copy of the endorsed Memorandum of Understanding for consideration, requesting the placement of authorised signatures and return to Council for signing under delegated authority;
3. Resolve to become the Reserve Trust Manager for Special Lease 77465 comprising Lots 9 & 10 Section 8 DP 758052 for the purpose of Recreation (tennis courts and clubhouse);
4. Resolve to purchase Lot 12 DP 212984 for the purchase price of \$15,000;
5. Provide delegated authority for the Mayor and the General Manager to negotiate any amendments to the endorsed Memorandum of Understanding; then to place their signatures and affix the Seal of Council to the Memorandum of Understanding and any other documentation associated with this matter.

CARRIED

13 REPORTS OF THE DEPUTY GENERAL MANAGER INFRASTRUCTURE SERVICES

13.1 POLICY REVIEW - POL121 CONTAMINATED LAND POLICY 2025

RESOLUTION 25/182

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That Council:

1. Endorses the revised POL121 Contaminated Land Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL121 Contaminated Land Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

13.2 POLICY REVIEW - POL104 WASTE MANAGEMENT POLICY 2025

RESOLUTION 25/183

Moved: Cr Tracey Lewis

Seconded: Cr Peter Dawson

That Council:

1. Endorses the draft POL104 Waste Management Policy 2025 as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL104 Waste Management Policy 2025 as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

13.3 POLICY REVIEW - POL133 WORKING WITH ASBESTOS POLICY & PROCEDURE

RESOLUTION 25/184

Moved: Cr Tracey Lewis

Seconded: Cr Bob Manning

That Council:

1. Endorses the draft POL133 Working with Asbestos Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL133 Working with Asbestos Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.
3. Notes the revised Working with Asbestos Procedure.

CARRIED

13.4 POLICY REVIEW - DEVELOPMENT & ENVIRONMENT POLICIES POL062, 080, 092

RESOLUTION 25/185

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Endorses and adopts the revised Development & Environment policies without exhibition due to only minor changes:
 - a. POL062 Mobile Food Trading Policy
 - b. POL080 Body Worn Video Device Policy
 - c. POL092 Compliance and Enforcement Policy

CARRIED

13.5 ALCOHOL FREE ZONE TEMPORARY SUSPENSION - CORNER EAST AND DOUGLAS STREETS

RESOLUTION 25/186

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That Council:

1. Approves temporary suspension of the current Alcohol-Free Zone (AFZ) at the corner of East and Douglas Streets on Saturday 1 November 2025 between the hours of 4:00pm to 9:00pm.
2. Contains the extent of the AFZ suspension to the external East Street frontage of the Charles Sturt Hotel.
3. Directs event organisers and participants to adhere to any direction given by NSW Police in regard to potential unruly behaviour.

CARRIED

13.6 NATIONAL CARP CONTROL PLAN - IN PRINCIPLE SUPPORT

RESOLUTION 25/187

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tracey Lewis

That Council:

1. Supports, in principle, the Murray Darling Association's urgent call for the Federal Government to fund and implement the National Carp Control Plan and its recommendations.
2. Endorses the Letter to the Minister for Agriculture, Forestry and Fisheries as attached to this report.
3. Signs the attached Letter to the Minister and sends it to the Minister for Agriculture, Fisheries and Forestry, the Hon Julie Collins MP, with a copy to be sent to the Murray

Darling Association for their records.

CARRIED

13.7 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - AUGUST 2025

RESOLUTION 25/188

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Development Services Activities Report for August 2025.

CARRIED

14 CONFIDENTIAL MATTERS

RESOLUTION 25/189

Moved: Cr Jenny Clarke OAM

Seconded: Cr Cameron Lander

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*:

14.1 Stromlo Energy - Planning Agreement Offer

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

CARRIED

At 2.40pm EDM Edwina Kenna joined the meeting.

14.1 STROMLO ENERGY - PLANNING AGREEMENT OFFER

RESOLUTION 25/190

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Accepts the draft Voluntary Planning Agreement offer provided by Stromlo Energy which outlines the Community Benefit Fund Structure and Allocation associated to the Devlin's Bridge Wind Farm Development Application.

CARRIED

At 3.08pm EDM Edwina Kenna left the meeting.

14.2 OPEN COUNCIL

RESOLUTION 25/191

Moved: Cr Cameron Lander

Seconded: Cr Bob Manning

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

CARRIED

15 REPORT OF CONFIDENTIAL RESOLUTIONS

In accordance with clauses 14.22 and 14.23 of Council's Code of Meeting Practice, resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the Chairperson as soon as practicable. Such resolutions must be recorded in the publicly available minutes of the meeting.

16 CONCLUSION OF MEETING

The Meeting closed at 3.10pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 21 October 2025.

.....
ACTING GENERAL MANAGER

.....
CHAIRPERSON

7 MAYORAL MINUTES

7.1 MAYOR REPORT - SEPTEMBER AND OCTOBER 2025

Document ID: 823144

Author: Mayor

Theme: 5 - Our Leadership

Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Mayor Report for September and October 2025

BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 16 September 2025, I attended 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. The Deputy Mayor, Cr Sue Ruffles, is also invited to attend the Monday prior to Ordinary Council meetings.

Media Interviews: Over the past reporting period I had media interviews with Prime 7, HiiT FM, and Tripple M Wagga, covering recent topics of interest, as well as our local Community Radio, 91.1 Spirit FM monthly segment.

September 2025

Wednesday 10: My wife Carmel and I attended the official opening of the Discovery Zone at the Narrandera Destination and Discovery Hub.

The event was well attended and guests included Robert Palmer, a former Narrandera resident who built the Big Guitar some years ago to promote the Country Music Festival back in the day. The guitar is now on display at the Hub, and Mr Palmer was very pleased to see it is still a major attraction.

All in attendance were very impressed with the displays.

Economic Development Manager (EDM) Edwina Kenna addressed the crowd and explained the journey leading up to the night's event and what the facility meant for our community and the visitor economy. Visitor Economy and Marketing Coordinator (VEMC) Meg Hollins also spoke about her role and the services available at the Hub.

This was the final piece of the Playground on the Murrumbidgee project made possible by grant funding from the State Government, supported by Member for Cootamundra Steph Cook, and Narrandera Shire Council.

I had the privilege of opening the Discovery Zone, funded through the Australian Government's Local Roads and Community Infrastructure Program and Narrandera Shire Council.



Mayor Kschenka with Robert Palmer at the official opening of the Discovery Zone. Robert was one of the main creators behind the Big Guitar.



Former General Manager George Cowan with Shirley Cowan at the official opening of the Discovery Zone.

Friday 12: Together with former GM George Cowan and Deputy GM Infrastructure (DGMI) Shane Wilson, I attended a meeting with the owner of an industry being established at Red Hill Industrial Estate. We received an update on progress and established what further assistance Council might be able to advocate for or provide.

Saturday 13: After accepting an invitation from AFL NSW, I attended the RFNL Grand Final Chairman's Function held at the Narrandera Sportsground. All who were in attendance were very impressed with all facilities at the Sportsground.



Michael McCormack MP Federal Member for Riverina, John Longmire former Sydney Swans Senior Coach, Mayor Kschenka

Tuesday 16: I chaired the September Ordinary Council meeting, and the unconfirmed Minutes of that meeting are submitted for Council's endorsement.

Later that day, and accompanied by my wife Carmel, fellow Councillors and Senior Managers and their partners, I attended a special dinner to celebrate the retirement of Council's General Manager George Cowan. George had been with us at NSC for the past eight years and is now looking forward to his and his wife Shirley's retirement.

Wednesday 17: Together with the Acting General Manager (AGM) Shane Wilson, I joined our regular segment on the local Community Radio, 91.1 Spirit FM, where we advise the

listeners on outcomes of agenda items from the Council meeting, as well as providing any updates on current projects. This informative segment is standardly held at 8:30am on Wednesday following the monthly Council meeting.

Friday 19: Attended the RAMJO Water Sub-Committee meeting via teams and chaired by Jackie Kruger, Leeton Shire GM.

Presenters included Harriett Whyte, Executive Director - Regional Programs and Partnerships - Regional Development and Delivery. She said that the initial \$15M had already been exceeded. I made it known that the Narrandera Shire Council area had not received an allocation from the Sustainable Communities Fund, and she advised to keep trying.

Many Council representatives agreed that the distribution of funding was unfair and should be directed at long-term employment rather than feel-good projects. It was mentioned that revised guidelines were to come.

Saturday 20: I attended the Annual Koala Festival that was held at Brewery Flats over the weekend and officially opened by Steph Cooke MP.

With lots of activities including koala habitat tours, a reptile encounter and guided bush walks on offer, these were enjoyed by everyone who attended on the day.



*Steph Cooke MP, delivering a speech
at the Koala Festival*

*Community members enjoying the bush at the koala
festival.*



Monday 29: I attended the annual Police Memorial Service at St Alban the Martyr Cathedral in Griffith and laid a wreath on behalf of Narrandera Shire Council. This was a very solemn service, particularly in light of the recent tragic loss of life in northern Victoria.

October 2025

Saturday 4: After receiving an invitation, I attended the annual Barellan Good Old Days event at the Barellan Showgrounds where a record crowd was in attendance.

Many people return each year to witness the reenactment of various activities of years gone by, or to catch up with old friends and reminisce about the 'good old days.

A successful attempt was made to break the world record for the number of horses pulling a loaded wagon.

Mayor Kschenka delivering a speech at the Good Old Days.

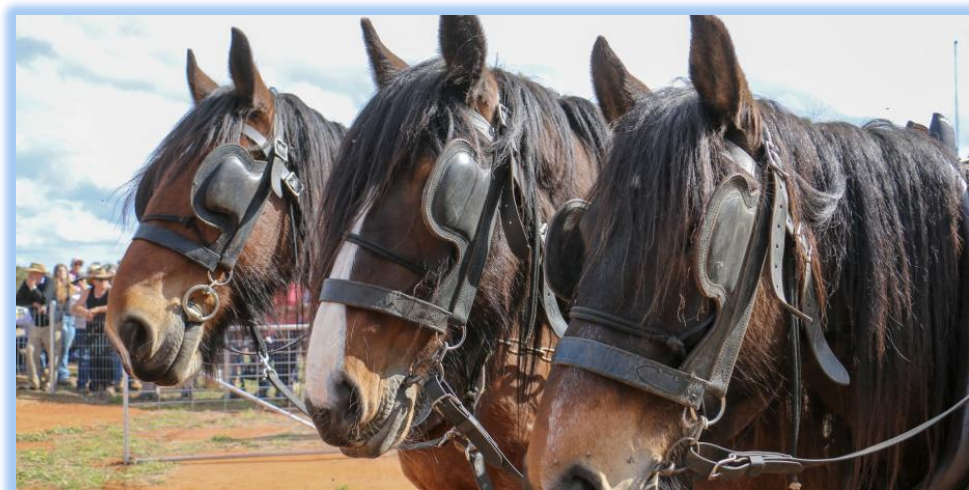


Congratulations to those who made this possible, including Bruce Bandy from Barellan, who has been a stalwart of the event since its inception.

Aleks Berzins, a third-generation draught horse breeder, was in attendance and took the reins on the successful world record-breaking team on the weekend. Mr Berzins also brought a number of horses to add to the team and Steve Johnson also assisted on the day.

The number of volunteers who worked, not only on the weekend but throughout the year, is amazing. On behalf of Council, I thank them for making Narrandera Shire's biggest event even bigger each year. I also thank the many sponsors who generously donated, including Bendigo Bank – Community Bank Narrandera & District.

There was an opportunity for me to speak on behalf of Council.



Three of the horses at the Good Old Days in Barellan.

Finally, I would like to thank the Deputy Mayor, Sue Ruffles, Councillors and AGM Shane Wilson, who assisted me during my absence due to sick leave.

I extend my gratitude and thanks to those Councillors who have attended various meetings throughout the past month, either on my behalf, or as elected committee members.

Until next time, Mayor Kschenka

8 NOTICES OF MOTION AND QUESTIONS WITH NOTICE

Nil

9 REPORTS OF COUNCILLORS

9.1 CR CLARKE - 2025 ANNUAL ALWGA CONFERENCE

Document ID: 830809

Author: Councillor

Authoriser: Acting General Manager

Theme: Our Leadership

Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes information provided in the report ALWGA Conference held 4–6 September 2025.

PURPOSE

The purpose of this report is to provide Council with information following my attendance at the ALWGA Conference between 4-6 September 2025.

BACKGROUND

The 2025 NSW ALGWA Conference was held in the city of Griffith at the Griffith Exies Club. The theme was Taste the Inspiration.

REPORT

The Australian Local Government Women's Association (ALGWA) NSW 2025 Conference was held in Griffith, NSW, from Thursday 4 September 4 to Saturday 6 September 2025 and hosted by Griffith City Council.

The sold-out event was themed "Taste the Inspiration" and aimed to unite and empower over 100 women in local government.

Key highlights included a workshop by leadership specialist Alicia McKay, panel discussions on challenges facing women in the sector, a new workshop on councillor well-being led by Emma Broomfield, and a study tour of a local winery.

The conference also served as a platform for networking, sharing fresh ideas, and addressing issues like housing and water.

The purpose of the conference

To inspire, motivate, and empower women in local government, foster networking and share innovative approaches to leadership.

Conference Highlights

Expert Speakers:

Leadership specialist Alicia McKay delivered insights into leading with confidence, serving as the Master of Ceremonies for the event.

A new workshop by local government expert Emma Broomfield focused on councillor well-being.

Panel Discussions:

Discussions covered key issues facing women in local government, including housing and water.

Study Tour

A study tour to De Bortoli winery provided a relaxed setting for relationship – building and knowledge – sharing.

Also, aside from the winery we viewed an absolute gem of Emeri De Bortoli's Garden. For the past two decades, Emeri De Bortoli has lovingly cultivated her stunning fourteen- acre garden, a beautiful tribute to her late husband, Deen De Bortoli, adjacent to the winery that started out as a bare paddock that now is an enchanting oasis.

Networking

The conference provided an excellent opportunity for delegates to connect, share experiences, and receive support from fellow women in local government.

Outcomes & Impact

- The conference was a sold-out event, demonstrating significant interest and engagement from women in local government across NSW
- Participants left with fresh perspectives, practical skills, and strengthened leadership capabilities
- The event highlighted the importance of mutual support and advocacy among women, a core mission of ALGWA.
- New executive members were elected, including Cr Penny Pedersen as President and Cr Kate Dight as Country Vice-Chair, signifying the association's continued evolution.

A message from ALGWA President Penny Pedersen:

As many of you know, the Australian Local Government Women's Association was founded in 1951 and our vision is to achieve Gender Parity in local government by supporting through advice, advocacy, connection, mentoring and action.

Before the election 2024, thanks to a generous grant from the State Government, ALGWA NSW were able to deliver "get women elected" forums across the state, including two forums in Moree, facilitated by First Nations councillors. We had great attendance at our forums, and we were thrilled to see the number of women on NSW councils increase to 41%.

We will continue to push for parity as there are many other issues on our advocacy agenda that need to be addressed. Things that will make becoming a councillor more attractive to women and encourage them to re-contest after their first term.

Thursday 4 September in the Griffith Regional Theatre.

There was a welcome from the Griffith Mayor Cr Doug Curran where he stated. "I am delighted to welcome all women present to the ALGWA NSW Conference here in Griffith, a city rich in culture, community spirit, and strong leadership.

At Griffith City Council, we are proud of the incredible women who contribute to our success – whether as councillors, staff members or dedicated community leaders." He went on to say "in fact 52% of our staff are women, each playing a vital role in shaping our city.

After the welcome there was a performance by Puka Dance Group. The Griffith Pukapukan community have been in Griffith for 25 years. The group consisted of 12 dancers and 10 drummers.

The guest speaker on the night was Emma Norbiato, who is an accomplished figure in the Australian wine industry, known for her winemaking expertise. Emma's work emphasizes sustainable practices and producing award-winning wines.

Friday 5 September at the Griffith Ex-Servicemen's Club Function Room.

The MC for the conference Alicia McKay, welcomed all present.

First speaker was Local government NSW President Phyllis Miller who gave an insight into Local Government.

The next item was a group of Panellists with the Panel Discussion being Water Challenges.

Panel included

- Zara Lowien – National Irrigation Council.
Zara lead NIC through the negotiations and input into the Australian Government's Water Amendment (Restoring our Rivers) Bill 2033 and was appointed CEO in early 2024.
- Helen Dalton – Member for Murray
Helen Dalton is Griffith's Local Member for Murray. Known for her commitment to rural communities. Helen champions issues like water rights, agricultural sustainability, and local infrastructure.
- The Hon Sussan Ley MP – Member for Farrer
The Hon Sussan Ley is an experienced Australian politician, currently serving as Minister for the Environment and Water. She has a strong focus on sustainable environmental practices and regional development.
- Also joining the panel was Nalla Smith from Narrandera, speaking on a passion of hers -The Environment.

Another group of Panellists with the Panel Discussion – Housing Challenges

- The Hon. Minister Rose Jackson
Minister for Water, Minister for Housing, Minister for Homelessness, Minister for Youth, and Minister for the North Coast.
- Carolyn Doherty – Argyle Housing CEO
Argyle Housing is a not-for-profit organisation providing affordable housing and support services to people in need across NSW and the ACT
- Serena Hardwick – Business NSW
The Housing Now Initiative by Business NSW focuses on addressing housing affordability and availability across NSW. It collaborates with Industry, government and communities to meet growing demand.

Tour at De Bortoli Winery and Gardens, including the 14-acre garden mentioned earlier

Message delivered by Margot and Melissa – Subject: Why is Water so important?

Saturday 6 September

Morning Activity: Banna Murals Walk/CBD Activation.

A vibrant walking tour showcasing Griffith's unique murals and public art. Delegates experienced the creativity of the Her Way Program, which aimed to make public spaces around transport hubs feel safer for everyone, especially women, girls and gender diverse people.

Last two speakers for the day

- Emma Broomfield – Councillor Wellbeing Session

Emma had a vision to provide a niche consultancy with a focus on working with the local government sector. Since then, she has established a reputation for a down-to-earth, community-centred approach and has had the privilege of working across over 40 local government areas in NSW.

- Shirine Nehrne

Shirine, is a passionate Griffith local who advocates for rural Australia through her involvement in the Griffith Youth Advisory Group and public speaking. She won the 2025 Australia Day Award for Young Citizen.

The last three hours of the conference at the Ex-Services Club was taken up by summing up the conference, ALGWA NSW General Meeting, results of the election of the Executive team

The Gala Dinner, Saturday evening, was held at La Scala Function Centre. The winning council to hold the next conference in 2026 is Blacktown City Council

As has been stated within the conference, with the theme being “Taste the Inspiration”, water and housing featured throughout.

I would like to thank the council for allowing me to attend

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

1. Our Leadership

Strategy

- 1.2. Engage diverse voices to plan for the future.

How will we know when we get there?

A Council that supports ethical, transparent and corporate governance

10 REPORTS OF COMMITTEES**10.1 MINUTES - NARRANDERA ARTS AND CULTURE ADVISORY COMMITTEE****Document ID: 825644****Author: Library Services Coordinator****Authoriser: Acting Deputy General Manager Corporate & Community Services****Theme: Our Community****Attachments: 1. 2025-08-28 - Minutes - Arts and Culture Committee.pdf** [↓](#) **RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Arts and Culture Advisory Committee held on 28 August 2025.

**MINUTES OF NARRANDERA SHIRE COUNCIL
ARTS AND CULTURE ADVISORY COMMITTEE
HELD AT THE NARRANDERA LIBRARY YOUTH SPACE
ON THURSDAY, 28 AUGUST 2025 AT 4:00 PM**

1 PRESENT

Chair Alicia Gleeson, Member Julie Briggs, Member Aanya Whitehead, Member Lindee Russell, Member Erin Golding, Deputy Mayor Cr Sue Ruffles, Lyndall Ireland (Library Service Coordinator - Observer)

2 APOLOGIES

Sue Killham CDM

3 DECLARATIONS OF PECUNIARY INTEREST

NIL

4 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

5 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Member Aanya Whitehead

Seconded: Member Lindee Russell

That the minutes of the Arts and Culture Advisory Committee held on 29 May 2025 be confirmed.

CARRIED

6 REPORTS

6.1 REVENUE AND EXPENDITURE BUDGET 2025-26

COMMITTEE RESOLUTION

Moved: Member Lindee Russell

Seconded: Member Julie Briggs

That Committee:

Acknowledges the 2025-26 Budget Report as of July 2025

CARRIED

6.2 PROJECTS AND ASSETS MANAGER REPORT**COMMITTEE RESOLUTION**

Moved: Member Julie Briggs

Seconded: Member Erin Golding

That Committee:

1. Receive and note building maintenance and improvement works programmed by the Projects and Assets Manager.

CARRIED

6.3 STANDING ITEM - NARRANDERA ARTS CENTRE GROWTH STRATEGY**COMMITTEE RESOLUTION**

Moved: Member Aanya Whitehead

Seconded: Member Lindee Russell

That Committee:

Receive and note for discussion the:

1. Draft Plan of Management – Arts Centre 2015
2. Narrandera Arts and Community Centre Growth Strategy 2017-2019

Committee agreed to review documents and makes suggestions on new Management Plan and Growth Strategy at next meeting.

CARRIED

7 GENERAL BUSINESS

- Aanya to investigate "Live Performance Venue Grant \$15k - \$80K" to see if it could be utilised for the Arts Centre.
- Discussion around ways the Arts Centre could be staffed on a permanent / semi permanent basis to enable activation of the Centre.

8 NEXT MEETING

30 October 2025 – 4pm – Library Youth Space

9 MEETING CLOSE

Arts and Culture Advisory Committee Minutes

28 August 2025

Meeting Closed at 5.11pm.

The minutes of this meeting were approved by the Chairperson (magiQ #825208) and will be presented to the next meeting for confirmation.

10.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE - MINUTES - 26 SEPTEMBER 2025**Document ID: 830657****Author: Customer Service Officer****Authoriser: Acting Deputy General Manager Corporate & Community Services****Attachments: 1. Audit, Risk and Improvement Committee Minutes - 26 September 2025****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Extraordinary Audit, Risk and Improvement Committee held on Friday 26 September 2025.

**MINUTES OF NARRANDERA SHIRE COUNCIL
EXTRAORDINARY AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON FRIDAY, 26 SEPTEMBER 2025 AT 2:01 PM**

1 PRESENT

Chair John Batchelor (T), Mr Stewart Todd (T), Mrs Gayle Murphy, Observers AGM Shane Wilson, ADGMCC Edwina Kenna, ACFO Zac Mahon, AGEM Mel Gilmour, Michael Kharzoo (T) NSW Audit Office, Mubashshir Hassan (T) NSW Audit Office, Alisha Davies Minute Taker

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Chair John Batchelor

That the apology from Cr Cameron Lander be received and accepted.

CARRIED

Member Stewart Todd joined the meeting at 2:02pm

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 BUSINESS ARISING FROM PREVIOUS MINUTES

Deferred to next meeting 29 October 2025.

5 REPORTS

5.1 COUNCIL FINANCIAL STATEMENTS 2024-25 - REFERRAL FOR AUDIT

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. The draft 2024-2025 Financial Statements as presented be endorsed for external audit purposes.
2. Council to look at a planning process for Grant space tightening.

CARRIED

6 GENERAL BUSINESS

Nil

7 NEXT MEETING

At 29 October 2025 at 9:30am in the Council Chambers

8 MEETING CLOSE

The Meeting closed at 2:43pm.

The minutes of this meeting were approved by the Chairperson (magiQ #...) and will be presented to the next meeting for confirmation.

11 REPORTS OF THE GENERAL MANAGER**11.1 REGIONAL DROUGHT RESILIENCE PLAN - WESTERN RIVERINA
STORMWATER AND WASTEWATER MANAGEMENT STRATEGY****Document ID:** 827320**Author:** Economic Development Manager**Authoriser:** Acting General Manager**Theme:** Our Economy**Attachments:** 1. Western Riverina Stormwater and Wastewater Management Strategy [↓](#) 
2. Western Riverina Infographic [↓](#) **RECOMMENDATION**

That Council:

1. Endorses the Western Riverina Stormwater and Wastewater Management Strategy as presented for the purpose of public exhibition seeking community feedback for a period of 28 days.
2. Deems the Western Riverina Stormwater and Wastewater Management Strategy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

PURPOSE

The purpose of this report is to seek Council's endorsement of the Western Riverina Stormwater and Wastewater Management Strategy, in particular the Narrandera Shire Local Government Area content, and placement on 28 days public exhibition.

SUMMARY

This project was implemented through the Western Riverina Consortium and consultant GHD Pty Ltd was engaged to conduct a detailed analysis of the involved Local Government Areas' existing management of stormwater and wastewater, including current procedures and system capabilities.

The strategy identifies strengths, challenges and opportunities for re-purposing water and/or water saving measures. The incorporated Action Plan identifies actionable items to implement the Strategy and Action Plan by each council.

The priority project for Narrandera Shire is the Narrandera Reuse Scheme. This includes recommissioning of the existing reuse scheme, expanding it to new locations identified in the township and to the Red Hill Industrial Precinct. Benefits include the provision of a reliable alternative water source to irrigate green spaces and provide industry with fit-for-purpose recycled water, while also reducing discharges to the environment and the need for groundwater.

BACKGROUND

Following the endorsement of '*Action 1.4 – Councils to review stormwater management and town sewerage discharge strategies and approaches to maximise opportunities for reuse of water sources*' from the Western Riverina Regional Drought Resilience Plan (RDRP) through Council resolution [Res 25/084], the Western Riverina Consortium proceeded with implementation.

A public tender T-25-26-02 was undertaken and the successful tender by GHD Pty Ltd of \$301,396 ex-GST for the project management and delivery of the Western Riverina Stormwater and Wastewater Management Strategy and Action Plan was accepted by Council.

Project development has been progressing since 31 July 2025, with the approach and methodology consisting of:

- Desktop review
- Site visits across Western Riverina Consortium Local Government Areas
- Workshop with the Project Control Group and relevant Council staff.
- Projects overview and process of prioritisation
- Strategy preparation and delivery to Western Riverina Consortium for review.

During the investigative process, Narrandera Shire Council employees conducted multiple meetings to discuss and identify potential water savings projects across the Shire. A list of options was developed and site tours with GHD was carried out for further detailed inspections. Projects initially identified included:

1. Commission existing reuse scheme
2. Expand existing reuse scheme
3. Service Narrandera industrial estate
4. Large-scale stormwater harvesting scheme
5. Managed qualifier recharge.

A process of elimination by the Project Control Group was undertaken for the collection of projects based on economic diversity, council sustainability, water productivity, liveability and water resilience. Through this process, a decision was made to combine the three (3) Narrandera Shire Council projects related to the reuse scheme. Therefore 1. Commission existing reuse scheme, 2. Expand existing reuse scheme, and 3. Service Narrandera Red Hill Industrial Precinct, became Narrandera Reuse Scheme and was nominated as a priority project for the Western Riverina.

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

5. Our Infrastructure

Strategy

- 5.2. Provide reliable waste, water, sewerage and stormwater infrastructure.

Activity

5.2.1. Construct, maintain and deliver essential infrastructure and services that meet current and future needs.

ISSUES AND IMPLICATIONS**Policy**

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- *Environmental Planning & Assessment Act 1979*

Financial

- This project was jointly funded through the Federal Government's Future Drought and NSW Government for the Western Riverina Consortium to deliver a Regional Drought Resilience Plan (RDRP) and implements actions for this region.
- Western Riverina Consortium RDRP

RDRP development	\$210,000
RDRP implementation	<u>\$350,000</u> (conditional)
Total	\$560,000
- A total of \$34,670 was unspent from the plan development stage and will be pooled with implementation funds, bringing the total implementation value to: \$384,670.
- The contract agreement is \$301,696 (ex GST) leaving an unspent balance of \$82,974 of grant funding.

Community Engagement / Communication

- Significant community consultation was undertaken to develop the RDRP and its action items.
- The Western Riverina Stormwater and Wastewater Management Strategy will be placed on 28 days public exhibition to allow for community feedback.

RISKS

If the Western Riverina Stormwater and Wastewater Management Strategy is not adopted, it may negatively impact the Western Riverina Consortium's grant acquittal process for the Regional Drought Resilience Program through the NSW Government, which is to be finalised 28 November 2025. It may also have negative implications for future funding focused on drought resilience through the NSW Government.

OPTIONS

1. a. Council endorses the Western Riverina Stormwater and Wastewater Management Strategy as presented for the purpose of public exhibition seeking community feedback for a period of 28 days.
b. Deems the Western Riverina Stormwater and Wastewater Management Strategy as adopted should no submissions be received from the community at the conclusion of the exhibition period.
2. Council rejects the Western Riverina Stormwater and Wastewater Management Strategy for endorsements and requests a rework of the strategy.
3. Any other recommendation of the Council.

CONCLUSION

The acceptance of this strategy for public exhibition and endorsement allows each of the four councils in the Western Riverina Consortium under the Regional Drought Resilience Program, an opportunity to seek funding to implement their identified suitable projects. Each project is intended to provide benefit to those communities to increase regional resilience in times of drought through these water savings measures.

Western Riverina Stormwater and Wastewater Management Strategy

Reviewing Stormwater and Sewerage systems to maximise water reuse for a resilient Western Riverina

Western Riverina Consortium



Executive Summary

Water is central to life and prosperity across the Western Riverina, sustaining our farms, towns and natural environments.

The Western Riverina Stormwater and Wastewater Management Strategy was developed to deliver on Action 1.4 of the Regional Drought Resilience Plan (RDRP)—

“Councils to review stormwater management and town sewerage discharge strategies and approaches to maximise opportunities for reuse of water resources.”

This Strategy takes that directive forward, focusing on practical ways to strengthen water resilience and prepare the region for future dry periods.

Developed through a staged process combining detailed technical analysis with collaboration across the four councils, the Strategy examines how stormwater and wastewater are currently managed across the region. It identifies where improvements could best support local priorities, and assesses each option against shared criteria reflecting economic sustainability, community liveability, environmental health and water resilience – ensuring that the final outcomes balance the needs of our economy, communities and environment.

Fourteen potential opportunities were assessed, with the shortlisted options representing early priorities for further exploration. Other projects may also progress over time as feasibility and community needs evolve. Engagement to date has focused on technical and economic feasibility, with broader consultation to follow as concepts develop.

The result is a plan shaped by evidence, collaboration and regional insight. It reflects the Western Riverina’s cooperative spirit and shared commitment to practical action, including continued collaboration with Griffith City Council on opportunities such as recycled water use for farming and improving the quality of local water bodies. Together, these early priorities provide a clear, regionally informed pathway for strengthening water resilience and delivering the goals of the RDRP.

The following page provides a high-level overview of the four prioritised options, illustrating how councils are collectively responding to Action 1.4 of the Regional Drought Resilience Plan.



Executive Summary Continued

These four opportunities represent the most promising early priorities, identified for their strong alignment with regional goals and potential to deliver balanced economic, community, and environmental benefits.



Murrumbidgee Water Security

Murrumbidgee's small water treatment plant requires extensive modernisation to continue supplying quality drinking water as population and demand grows. Alternatively, connecting to the larger Leeton system through new pipelines would secure a reliable and sustainable supply, lower operating costs, and remove the need to upgrade the local facility.

\$15m - \$25M

Order of Magnitude Cost



Fivebough Wetlands Protection through Treatment Plant Optimisation

The Ramsar-listed Fivebough Wetlands rely on water from the Leeton Sewage Treatment Plant (STP), which faces quality and compliance challenges, particularly with phosphorus bacteria and other pollutants. Upgrading the STP would improve discharge quality, protect biodiversity, and support tourism, education, and recreation while meeting environmental and public health standards.

\$750M - \$1.5M

Order of Magnitude Cost



Lake Jerilderie Stormwater Harvesting

Lake Jerilderie is a valued community space that relies on costly general and high-security water to maintain amenity, placing pressure on limited allocations. Redirecting stormwater to the lake through new infrastructure would free up high-security water for farming or trade and maintain the lake for community wellbeing and tourism.

~\$1M

Order of Magnitude Cost

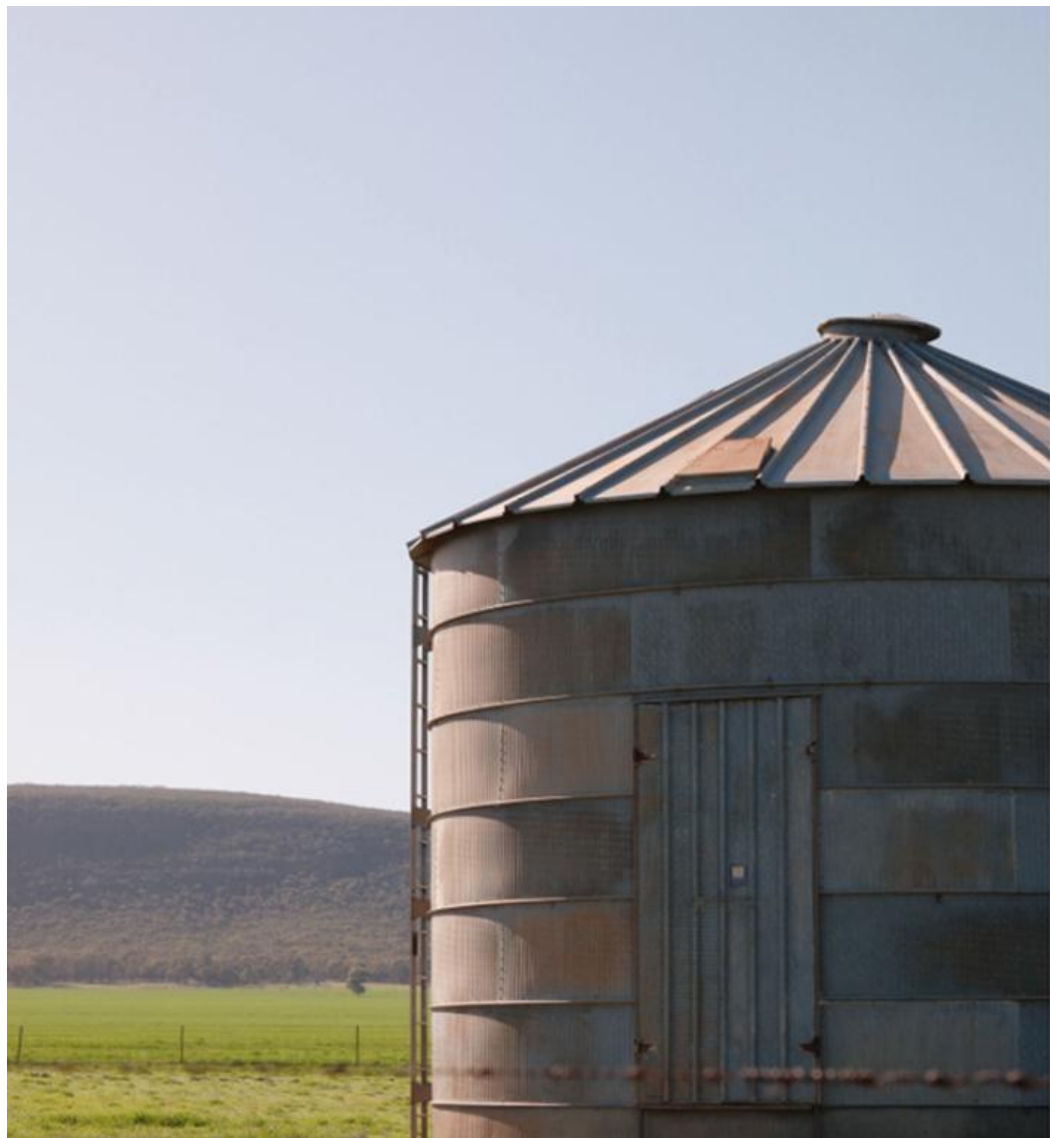


Recommissioning the Narrandera Reuse Scheme

Narrandera's recycled water scheme, designed to irrigate green spaces and support industry, is currently underused. Recommissioning and expanding it would provide a reliable alternative water source, improve environmental outcomes, and reduce reliance on the Murrumbidgee River and groundwater.

\$8M - \$12M

Order of Magnitude Cost



01 Our Story

The story of our region and the value of water in our shared future

02 Our Approach

How we worked together to shape this strategy

03 Our Priorities

The opportunities that matter most for our region

04 Our Action Plan

A roadmap for taking the next steps together

05 Appendix

Supporting information that underpins the strategy

01 Our Story



Western Riverina Consortium



LEETON
SHIRE COUNCIL



Murrumbidgee
COUNCIL



Narrandera
Shire Council

Building on our Drought Resilience Plan

Moving from planning to practical steps that strengthen water resilience across the Western Riverina.

The Western Riverina — part of Australia's broader food bowl — plays a vital role in feeding the nation. Across its farms, towns and industries, water sustains around 24,000 jobs and contributes more than \$3.5 billion each year through agriculture, manufacturing, utilities, health and education.

Our prosperity and quality of life depend on reliable water resources drawn from the Snowy Scheme and the Murrumbidgee Irrigation Area via Blowering and Burrinjuck Dams. These systems have long supported our communities, but are increasingly tested by drought, climate variability, changing policy and ageing infrastructure.

Building on the Regional Drought Resilience Plan (RDRP), the Western Riverina Stormwater and Wastewater Management Strategy moves from planning to implementation — reviewing how water is used, managed and reused across the region.

The Strategy and Action Plan:

- > Assesses how stormwater and wastewater are currently managed across the four councils.
- > Identifies opportunities for greater reuse and efficiency.
- > Sets out a practical roadmap of actions to guide implementation.

It is designed to guide decision-making at both regional and local levels, giving each council clear priorities to strengthen water security and resilience into the future. In doing so, it reflects the RDRP pathways of absorbing pressures, adapting to uncertainty, and transforming for the future — turning these principles into practical steps for water resilience.



Image: Carla Gottgen

The value of water in the Western Riverina

Protecting what sustains our economy, communities and environment.

The value of water in the Western Riverina

Water is the lifeblood of the Western Riverina. It drives the farms and food industries that make this region one of Australia's premier food bowls, supporting billions of dollars of economic output and thousands of local jobs each year. It sustains our towns, keeping parks, sporting grounds and cultural spaces alive, and it nourishes the wetlands, rivers and landscapes that support biodiversity and provide places of connection for the community.

For First Nations people, water is deeply tied to culture, identity and Country, with important sites such as the Fivebough and Tuckerbil Wetlands continuing to hold cultural and ecological significance.

This unique region benefits not only from local rainfall but also from irrigation waters drawn from the Snowy Hydro Scheme and the Murrumbidgee system, creating some of the nation's most productive agricultural lands. Yet this reliance also brings vulnerability. Water uncertainty is shaped by climate variability, policy changes, and the condition of our infrastructure — including the wastewater, sewerage and stormwater systems that collect, treat and return water to the environment.

Protecting and securing water — across every part of this cycle — is therefore central to protecting what matters most to the Western Riverina: a strong economy, thriving communities and a healthy environment.

Pressures on our water future

The value we place on water is under growing pressure. Climate change is altering long-term patterns, bringing less predictable rainfall and hotter conditions that affect productivity, liveability and the health of ecosystems. Extreme events — droughts, floods and other natural disasters — are becoming more frequent and more costly to recover from, placing stress on households, businesses and natural systems alike.

Population shifts are reshaping the region, reducing revenue in some areas while increasing demand for services in others. At the same time, councils are working with ageing water, wastewater, sewerage and stormwater infrastructure and limited capacity, making it harder to maintain and upgrade essential systems. With a small rate base, major investment depends on funding support from outside the region.

Taken together, these forces test the resilience of our economy, our communities and our environment. They show why it is essential that we act now — aligning with the RDRP and taking the next step to secure the value of water for the Western Riverina's future.



Image: Grant Hardwick

“

*Drought Resilience will ensure regional Australia can endure deeper, longer droughts, and recover from them sooner. This will help Australia’s agricultural industries **maintain national farm income, increase food security, and protect the regional jobs** that rely on agriculture during the toughest years. Importantly, it will also increase the resilience of rural and regional communities and improve environmental outcomes.*

(CSIRO, 2022)

Building Resilience Together



Narrandera is a proud river town on Wiradjuri Country, home to around 5,800 people. Agriculture is central to the local economy, with strong beef, dairy, grain and sheep production, alongside council's ambitions to attract new residents and industries through projects like the Red Hill Industrial Precinct. Water underpins these goals, keeping green spaces open, schools and parks irrigated, and supporting both community wellbeing and local business growth.



Current wastewater systems

Narrandera's sewage treatment plant processes about one megalitre a day which could be productively reused. Although a reuse network exists, it has not yet been commissioned, so irrigation for parks, schools and sporting fields still relies on groundwater bores.

Pressures

Reuse systems are not yet meeting the standards needed for safe use, which limits recycling benefits and increases reliance on groundwater bores. Hotter, drier conditions are also driving up irrigation demand, while Council balances daily operations with the need for upgrades. Planning is underway to improve the town's drinking water system by removing iron and manganese, which can cause discoloured water.

Opportunities

Activating the reuse scheme would reduce pressure on bores, lower the cost of producing drinking water, and defer the need for major new infrastructure. Extending supply to schools, parks and the industrial estate would support liveability and investment, while longer-term options such as stormwater harvesting and aquifer recharge could strengthen security through future droughts.

Building Resilience Together



Griffith is the largest centre in the Western Riverina and the heart of irrigated farming, food processing, and trade. Water sustains the city's role as a regional hub for business and industry, and keeps community spaces green to bring people together. Lake Wyangan is a local landmark, highly valued for recreation and tourism, and part of what makes Griffith a great place to live.



Current wastewater systems

Griffith's water reclamation plant produces recycled water, though much is not yet productively reused. Council also relies on raw and drinking water to keep parks, ovals and schools irrigated. Lake Wyangan's needs vary widely, from little water in wet years to over 2,000 megalitres in very dry ones.

Pressures

Griffith's water demands are increasing, and managing water quality at Lake Wyangan is a growing challenge. Supplying the lake in dry years helps reduce salinity, yet toxic blue green algae outbreaks are more frequent, disrupting recreation. Many public spaces still rely on raw water, while large volumes of recycled water remain underused, creating missed opportunities and adding strain in hotter, drier conditions.

Opportunities

Greater use of recycled water would reduce dependence on raw supplies and keep parks, schools and sporting fields green. A clear plan for Lake Wyangan would protect a valued community space while supporting tourism and recreation. Establishing a Council-owned farm could also use recycled water productively and deliver local benefits. Together, these steps would build resilience and help Griffith thrive through future droughts.

Building Resilience Together



LEETON
SHIRE COUNCIL

Leeton is the second largest centre in the Western Riverina, known for its citrus, rice, grape, nut and grain industries. Water supports the shire's farms, sustains local business, and helps maintain natural and cultural assets like the Fivebough and Tuckerbil Wetlands — internationally significant for bird habitat.



Image: Carla Gottgen

Current wastewater systems

Leeton's main Sewage Treatment Plant (STP) on Fivebough Road discharges treated effluent to the Fivebough Wetlands under an EPA licence. Wastewater systems also operate in Yanco and Whitton, with reticulated services in other areas. Council maintains stormwater systems to manage runoff, reduce flooding, and ease pressure on Murrumbidgee Irrigation's channels, helping to lower development costs.

Pressures

The STP needs upgrades to meet licence standards for nutrients, pH and pathogens, while stormwater and flooding risks are increasing with heavier rainfall, urban development and variable rainfall patterns. Limits on discharges to Murrumbidgee Irrigation channels add further costs for developers through larger detention basins, but stormwater harvesting offers a way to ease these pressures and create shared public spaces.

Opportunities

Upgrading the STP would improve compliance and support reuse of treated effluent, including maintaining healthy wetlands. The wetlands provide economic, social and environmental value to the region. Improved stormwater capture could further reduce flood risk, supply green spaces, and deliver community benefits.

Building Resilience Together



Murrumbidgee is a rural shire that includes the towns of Coleambally, Darlington Point, and Jerilderie. Agriculture is central to the local economy, while water also sustains lakes, parks, and community spaces that bring people together. Lake Jerilderie is highly valued for recreation and tourism, making it an important part of local life.



Current wastewater systems

Jerilderie's Sewage Treatment Plant (STP) achieves full reuse by irrigating the neighbouring racecourse, while urban runoff also flows into Lake Jerilderie. The lake is manmade and requires regular top ups to sustain its volume. At Coleambally, a small pond system is used with evaporation, while Darlington Point's plant services the township and provides water to adjacent landholders.

Pressures

Maintaining Lake Jerilderie places ongoing pressure on council, as its water needs vary with climate and can be significant in dry years. Coleambally's evaporation system provides little opportunity for beneficial reuse, and the small scale of each township means limited resources are available to invest in upgrades.

Opportunities

Harnessing stormwater to supplement Lake Jerilderie would secure its water levels, protecting a popular community asset that underpins recreation and tourism. By maintaining a healthy lake, Murrumbidgee can strengthen local resilience and ensure water continues to play a central role in community life.

02 Our Approach

Western Riverina Consortium



LEETON
SHIRE COUNCIL



Murrumbidgee
COUNCIL



Image: Grant Hardwick

Shaping the Strategy Together

A process that combined technical review with local voices to create a practical and balanced strategy.

This strategy was developed through a staged process that combined technical review with the voices of councils and communities. The first step was to review existing studies and past investigations to capture the breadth of ideas already raised across the Western Riverina. The project team then spent time in the region visiting sites and meeting with council staff. These visits provided a clearer picture of local conditions, opportunities and challenges, and helped to shape a long list of potential projects.

A regional workshop then brought the four councils together to confirm what outcomes mattered most for the region and to assess the long list of projects. The discussion was grounded in the priorities of the Regional Drought Resilience Plan, and projects were tested against clear criteria that reflected the balance between economy, community and environment. Through this transparent process, the long list of ideas was refined to a shortlist of priority projects for further development.

The strategy is strengthened by the development of an Investment Logic Model (ILM) and technical report including project overviews, cost estimates and cost benefits analysis (CBA).

The result is a strategy shaped by both evidence and community insight. It reflects local priorities, is grounded in regional strengths, and provides a practical set of actions to build economic opportunity, community wellbeing and environmental resilience in the face of future water challenges.

The assessment criteria (on the following page), was developed and endorsed by the project control group that represented each of the councils and their communities.

Reviewed

50+

Existing documents to inform recommendations

Consulted

12

Key stakeholders across 2 workshops and interviews

Inspected

8

Key facilities and end-use sites to inform

Assessed

14

Opportunities for water reuse and other water-saving measures

Shaping the Strategy Together

Prioritising new and existing solutions against a set of criteria to ensure value and impact.

This strategy considered and assessed 14 new and existing strategies and approaches for stormwater management and town sewage discharge to maximise opportunities for reuse of water resources. Options were assessed based on the extent that they achieved each of the 5 criterion, detailed on the right. The strategies and approaches considered were:

Narrandera Shire Council

- › N1 - Commission existing reuse scheme
- › N2 - Expand existing reuse scheme
- › N3 - Service Narrandera industrial estate
- › N4 - Large scale stormwater harvesting scheme
- › N5 - Managed qualifier recharge

Griffith City Council

- › G1 - Council managed farm
- › G2 - Expand existing raw water system

Leeton Shire Council

- › L1 - Enhance Fivebough Wetland via treatment plant optimisation
- › L2 - Rationalisation of Yanco to Leeton STP
- › L3 - Large scale stormwater harvesting
- › L4 – Yanco Landfill Rehabilitation
- › L5 - Murami water security

Murrumbidgee Council

- › M1 – Lake Jerilderie Stormwater harvesting

The shortlisting criteria were developed and endorsed by the project control group that represented each of the councils and their communities.

Consortia shortlisting criteria

Each project was considered for how it supports our economy, our communities and our environment.



Economic diversity

Broadening opportunities for industry and business.



Council sustainability

Realistic for councils to manage and deliver.



Water productivity

Making the best use of available water.



Liveability

Supporting green spaces, recreation and community wellbeing.



Water resilience

Protecting water quality, ecosystems and long-term supply.

03 Our Priorities

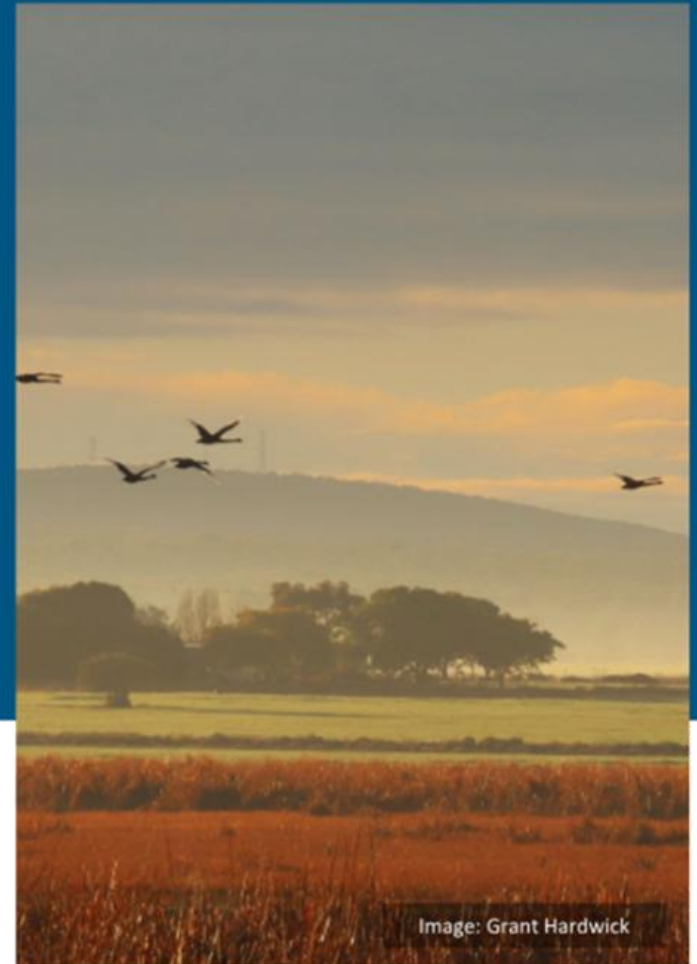
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Prioritised Options Overview

Identifying options that support our economy, our communities and our environment.

As part of the Strategy and Action Plan, each opportunity was reviewed against shared criteria balancing economic, community and environmental outcomes. This process highlighted four early opportunities with strong potential for further development:

- › Narrandera Reuse Scheme
- › Fivebough Wetlands Protection by Treatment Plant Optimisation,
- › Murrumbidgee Water Security, and
- › Lake Jerilderie Stormwater Harvesting.

Together, these projects offer practical pathways toward the region's shared goals — building economic diversity, supporting council sustainability, improving water productivity, enhancing liveability and strengthening long-term water resilience. They represent the first step in an evolving program of work, with other opportunities from the broader assessment to be revisited as priorities and conditions change.

Future planning for each initiative will include deeper discussions with councils, communities and stakeholders to test ideas, refine designs and confirm local benefits.

The following pages share these opportunities in more detail, outlining their indicative benefits, considerations and costs.

Four Prioritised Options

Four options were selected for progression following assessment against the shortlisting criteria.



Recommissioning the Narrandera Reuse Scheme

Narrandera's recycled water scheme was built to supply irrigation for sporting fields, open spaces, and industrial use, but has not been operating as intended. The underutilisation creates risks for the community, including higher discharge volumes from the STP and missed opportunities to reduce reliance on potable water.

Proposed Option

Recommissioning and expanding the scheme would bring recycled water back into productive use, including supply to the Red Hill Industrial Precinct. This would provide a reliable alternative water source for community and business needs and reduce discharges to the environment and extraction of groundwater.

Benefits

Reactivating the scheme safeguards public amenity, strengthens liveability through secure irrigation for green spaces, and supports economic development by providing industry with access to fit-for-purpose recycled water. It improves environmental outcomes through reduced effluent discharges to the Murrumbidgee river and reduced bore extraction from the Murrumbidgee Aquifer.

Considerations

Water quality will need to be carefully managed to protect public health and meet regulatory requirements. Council will also need to invest in upgrades, monitoring, maintenance, and community engagement to build confidence in reuse.

Cost

The project is expected to cost \$8 to \$12 million, with the scale of reuse depending on demand from open space and industry users.

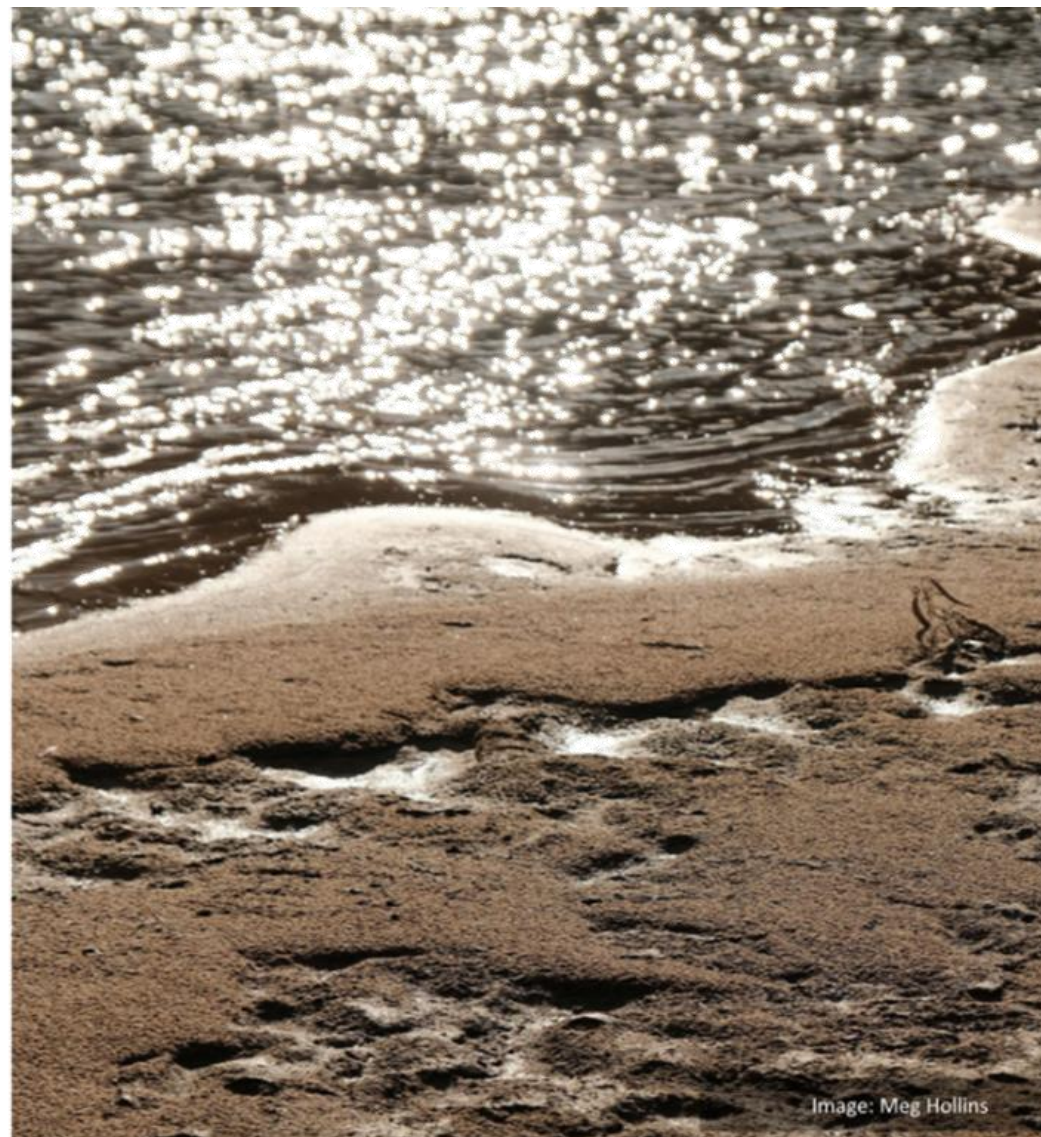


Image: Meg Hollins

Fivebough Wetlands Protection by Treatment Plant Optimisation

The Fivebough Wetlands are an internationally recognised Ramsar site, home to over 170 bird species, including several endangered species. The wetlands rely on discharges from the Leeton Sewage Treatment Plant (STP) ponds to maintain water levels and brackish conditions. It is suspected that as treated effluent travels through the ponds, environmental influences adversely impact the water quality. This project helps to optimise treatment to ensure a consistent quality of effluent water discharge into the wetland.

Proposed Option

This option involves upgrading the Leeton STP to improve treatment standards and reliability, reducing the risk of pollutants entering the wetlands. The scheme would secure a sustainable supply of treated water for the wetlands while meeting environmental and public health obligations.

Benefits

Improving the STP will protect the ecological health of Fivebough Wetlands and safeguard its Ramsar listing. It will also reduce compliance risks for council, improve community confidence in environmental management, and ensure this significant natural asset continues to support biodiversity, tourism, recreation, and education.

Considerations

Upgrades will require capital investment and ongoing management to meet strict environmental standards. Careful design and monitoring will be needed to balance wetland water needs with broader community and environmental priorities.

Cost

The project is expected to cost between \$750 thousand and \$1.5 million, depending on the level of treatment upgrades required.



Image: Paul Maytom

Murrami Water Security

Murrami relies on a small water treatment plant that requires significant investment and modernisation to meet updated drinking water quality standards. Reliable and safe drinking water is central to sustaining Murrami's liveability, local services, and community resilience.

Proposed Option

Murrami's drinking water would either be supplied through the larger Leeton system, with new pipelines connecting the two towns or an upgraded water treatment plant at Murrami's existing treatment plant location. A connecting pipeline would remove the need for Murrami's small, ageing treatment plant and provide a more reliable and sustainable supply for the community into the future. However, a plant upgrade could provide a lower cost solution but would have higher operating costs associated with it than the new pipeline.

Benefits

This option would secure Murrami's drinking water supply. A new pipeline reduces the ongoing operating costs and simplifies management by consolidating supply through Leeton. An upgraded plant may achieve the same water security at a lower cost however it would have higher on-going operating costs and increased operational complexity.

Considerations

Connecting Murrami to the Leeton system would place extra demand on Leeton's existing supply, meaning future upgrades may be needed to keep pace with growth. The longer pipelines could also make it more challenging to maintain water quality, but with careful monitoring and management this can be addressed. Operating costs of a new treatment plant should also be considered.

Cost

The project is expected to cost between \$15 and \$25 million.



Lake Jerilderie Stormwater Harvesting

Lake Jerilderie is a valued community space that currently relies on high-security water to maintain amenity. This draws on scarce allocations and adds cost to council and users.

Proposed Option

Stormwater that would otherwise flow into the Murrumbidgee is redirected to the lake through new infrastructure that protects creek flows. This reduces reliance on scarce high-security water and provides a more sustainable way of maintaining the lake for community.

Benefits

The project would safeguard a key recreational asset that attracts visitors, supports local businesses, and strengthens liveability and wellbeing for residents. At the same time, it would lower demand on high-security allocations, freeing water for trade or agriculture and creating long-term economic savings for council.

Considerations

The success of this option depends on rainfall, meaning supply will vary from year to year. Careful design will also be needed to ensure water quality is safe for recreation and that creek flows are not negatively affected.

Cost

The project is expected to cost approximately \$1 million. If delivered, it could reuse around 60 million litres of water each year — roughly the equivalent of 24 Olympic-sized swimming pools — depending on rainfall.



Image: Amelia Mansell

04 Our Action Plan

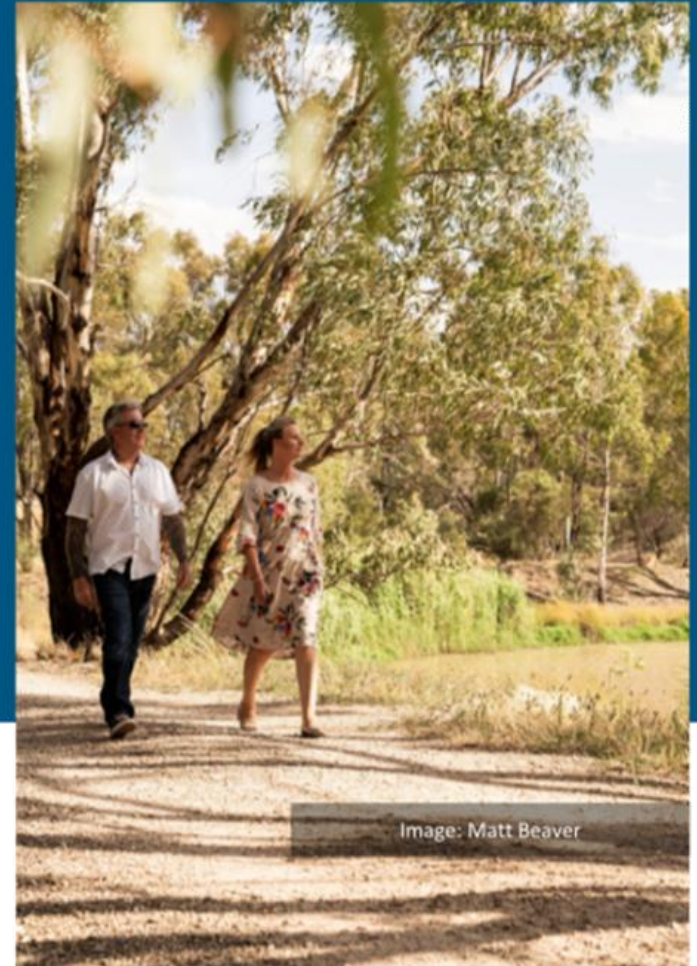
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Action Plan Overview

An adaptive approach to decision-making and action as conditions and circumstances change over time.

The Western Riverina Stormwater and Wastewater Management Strategy identifies priority options and a clear pathway to secure water for our communities, now and into the future. For each prioritised option, the action plan outlines:

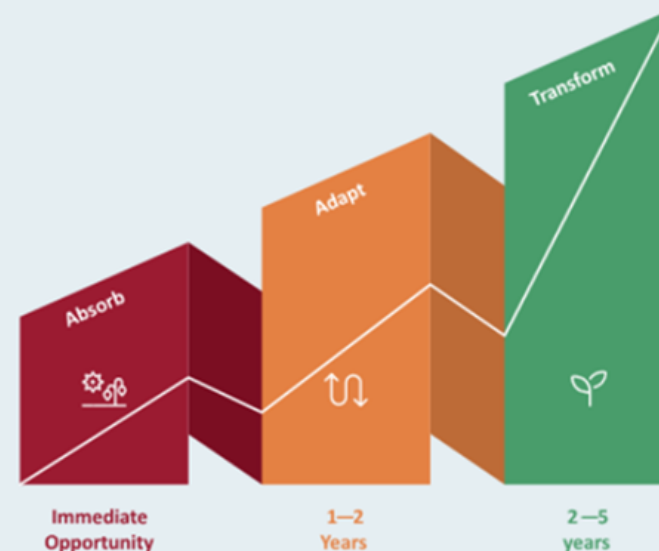
- › Details of specific actions required for each option
- › The alignment of the action to an implementation pathway

Timeframes are indicative and depend on opportunities, funding, and other variables. They align with the Resilience Theory of Change model introduced in the RDRP, which categorises actions by whether they absorb, adapt, or transform how the region collectively prepares for and strengthens resilience to drought effects. This scale also shows the anticipated level of effort and time required to bring each action to life.

While Council will lead and advocate for the progression of these actions, delivery will often rely on collaboration rather than sole responsibility. Many actions are broader in scale or sit beyond Council's direct operations, requiring funding, resourcing, or partnership with other levels of government and industry.

Action Plans for Prioritised Options

Specific actions were identified for each of the four prioritised options aligned to the resilience theory of change.



Resilience theory of change

Recommissioning the Narrandera Reuse Scheme

Making the most out of the water we already have

This indicative action plan outlines the steps to recommission and expand the Narrandera Recycled Water Reuse Scheme— from early design and engagement through to delivery and ongoing reliability — giving the community confidence in a safe and sustainable supply.

No.	Actions	Timeframe
1.1	Secure Funding for Treatment Capacity Assessment and New Reuse User Engagement Obtain funding to undertake preliminary investigations to confirm treatment improvements and network augmentation requirements	Absorb
1.2	Capacity Assessment and New Reuse Scheme User Engagement Reach out to potential reuse scheme users identified and understand interest and concerns. This will inform what changes to the reuse scheme network are required. A treatment performance assessment will also confirm what is required to recommission the recycled water supply	Adapt
1.3	Secure funding and approvals Obtain government funding and the required necessary approvals to recommission and expand reuse scheme	Adapt
1.4	Stakeholder engagement and communication Work with the Narrandera communities, facility managers and NSW EPA to explain benefits, impacts, timing, and measures to protect health and wellbeing of the community. Communication will be ongoing	Adapt - Transform
1.5	Design of treatment upgrades and network expansion Determine specifications and design treatment upgrades to improve treatment resilience. Design pipelines and network configuration to supply water to new users	Adapt - Transform
1.6	Procurement and construction Tender for contractors and construct treatment upgrades and network expansion	Adapt - Transform
1.7	Monitoring and future planning (Ongoing) Track water quality and reliability, to ensure health and wellbeing of community and environment are maintained	Transform



Image: Meg Hollins

Fivebough Wetlands Protection by STP Optimisation

Looking after our natural environment and vulnerable waterways

This indicative action plan outlines the steps to improve the quality of water received by the Fivebough Wetland through optimisation of the Leeton Sewage Treatment Plant ponds. The effluent maturation ponds play an important role to provide disinfection of lingering pathogens – like E coli – but are susceptible to the influence of algae growth which is negatively affecting compliance with EPA discharge requirements.

No.	Actions	Timeframe
1.1	Secure funding for STP optimisation concept design Obtain government funding to undertake a water quality sampling study and concept design STP optimisation	Absorb
1.2	Design of treatment optimisation Undertake a sampling study to understand what is happening to water quality as it travels through the effluent maturation ponds. Design the augmentations required to optimise treatment performance	Adapt
1.3	Stakeholder engagement Engage with relevant stakeholders to notify them of STP changes intended to improve quality of water received by the Fivebough Wetlands	Adapt
1.4	Secure funding for design finalisation, procurement and construction Now that changes required are better understood, this step seeks to secure additional funding to carry out changes to optimise the plant treatment process	Adapt - Transform
1.4	Procurement and construction Tender for contractors and construct treatment optimisation improvements	Adapt - Transform
1.5	Monitoring and future planning (Ongoing) Track water quality and reliability, to ensure health and wellbeing of community and environment are maintained	Transform



Image: Carla Gottgen

Murrami Water Security

Securing Murrami's water for generations to come

This indicative action plan outlines the steps to secure Murrami's future water supply — from early design and engagement through to delivery and ongoing reliability — giving the community confidence in a safe and sustainable supply.

No.	Actions	Timeframe
2.1	Confirm scope and design Undertake a process assessment of the existing Murrami WTP to confirm upgrade requirements and costs. Finalise the pipeline design, ensuring it integrates smoothly with the Leeton system and meets local needs. Update the economic evaluation to confirm the most cost-effective supply option for Murrami	Absorb
2.2	Stakeholder engagement and communication Work with the Murrami and Leeton communities to explain benefits, impacts, and timing of the recommended solution	Absorb
2.3	Secure funding and approvals Obtain government funding and the required necessary approvals to implement the preferred solution	Adapt
2.4	Leeton system capacity planning Assess Leeton's current water capacity and plan upgrades if needed to support both towns	Adapt
2.5	Procurement and construction Tender for contractors to build and construct the preferred solution	Transform
2.6	Monitoring and future planning (Ongoing) Track water quality and reliability, while planning for population growth and changing climate conditions	Transform

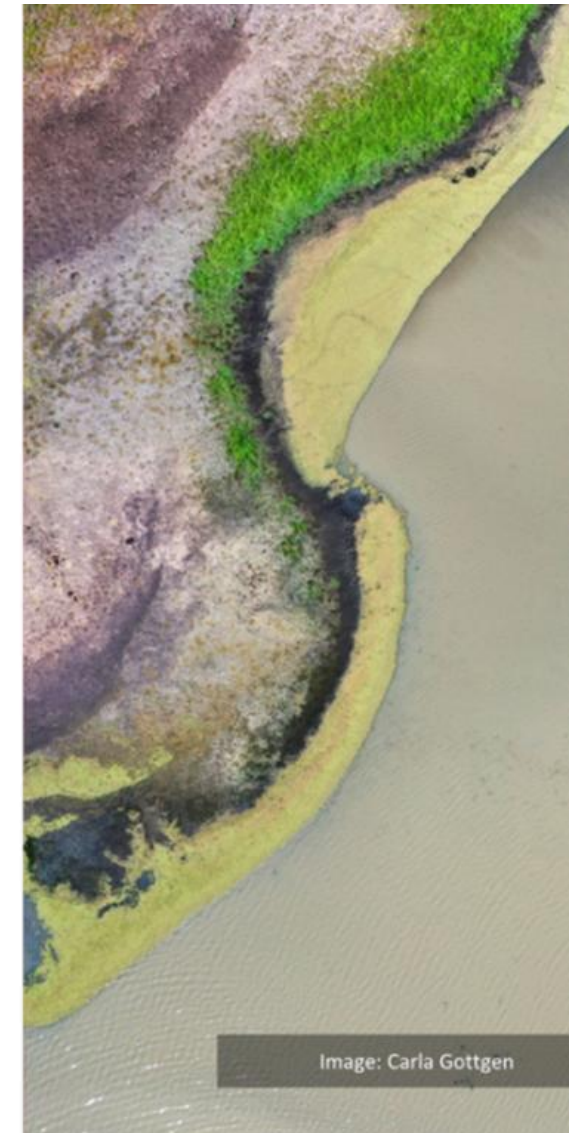


Image: Carla Gottgen

Lake Jerilderie Stormwater Harvesting

Enhancing the Liveability of the Community

This indicative action plan outlines the steps to harvest stormwater and use it to top up Lake Jerilderie – helping us to reduce reliance on potable water and optimising how we use our water resources and provide community value.

No.	Actions	Timeframe
4.1	Secure funding and approvals for preliminary assessments Obtain funding to proceed with initial stages of the stormwater harvesting project	Absorb
4.2	Preliminary assessments, design and community engagement Undertake detailed investigation of Lake Jerilderie area to better understand how stormwater can be harvested to replenish Lake Jerilderie and infrastructure required to do so. Engaging with the community and other relevant stakeholders in the process	Adapt
4.3	Secure funding to construct scheme Obtain funding to procure and construct designed solution based on preliminary assessment outcomes	Adapt
4.4	Construction phase Procure and construct Lake Jerilderie stormwater harvesting scheme	Adapt
4.5	Ongoing maintenance and monitoring Ongoing upkeep and performance monitoring to maintain a fit for purpose scheme	Transform

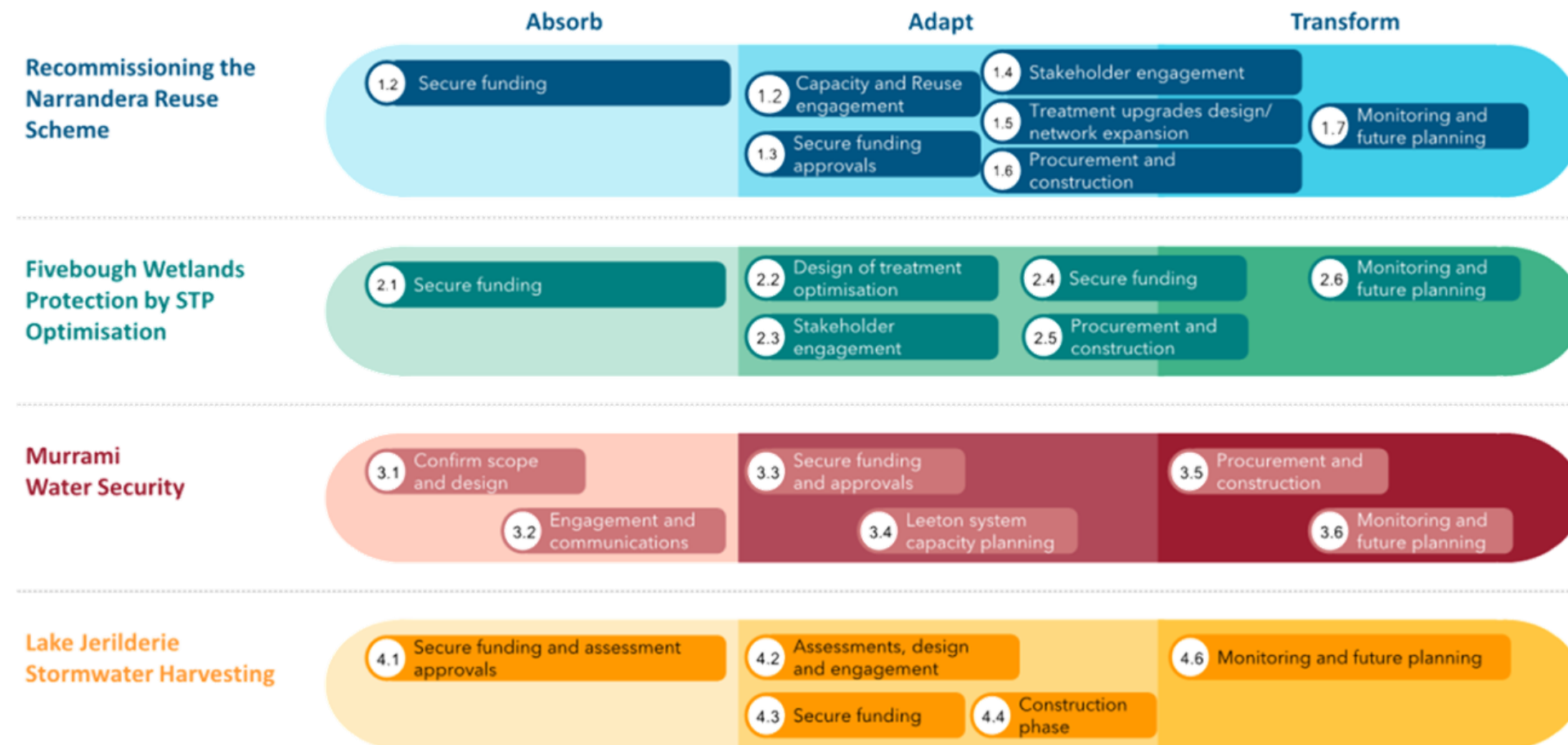


Image: Visit NSW

Our Action Plan to a Sustainable Water Future



The roadmap is indicative and outlines how each project may progress through short, medium and long-term stages to be designed, approved, funded and delivered with lasting community benefit in mind.



05 Appendix

Western Riverina Consortium



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Narrandera
Shire Council

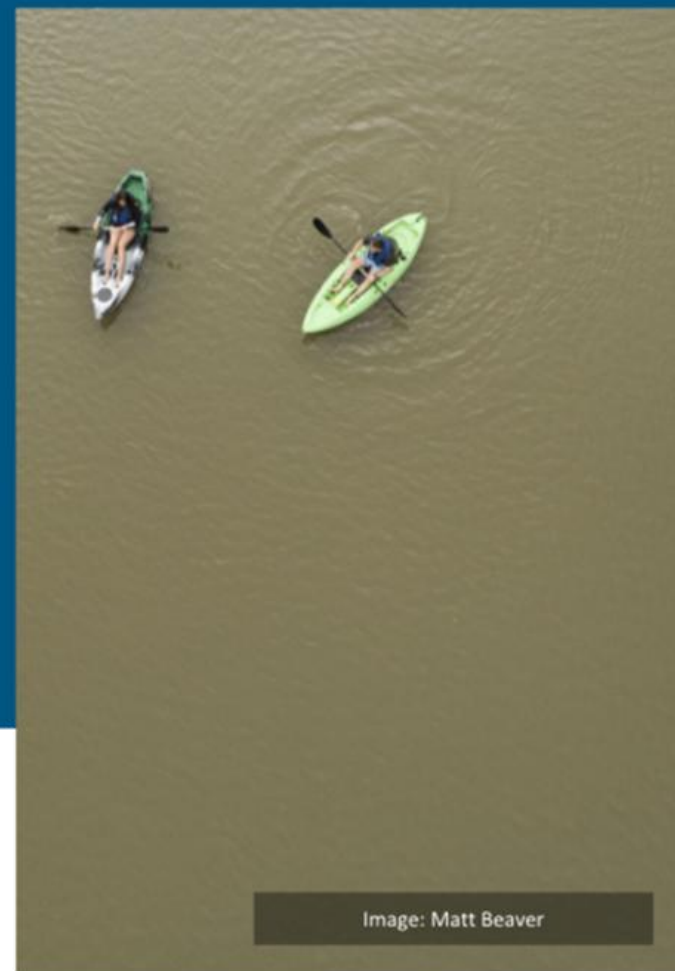


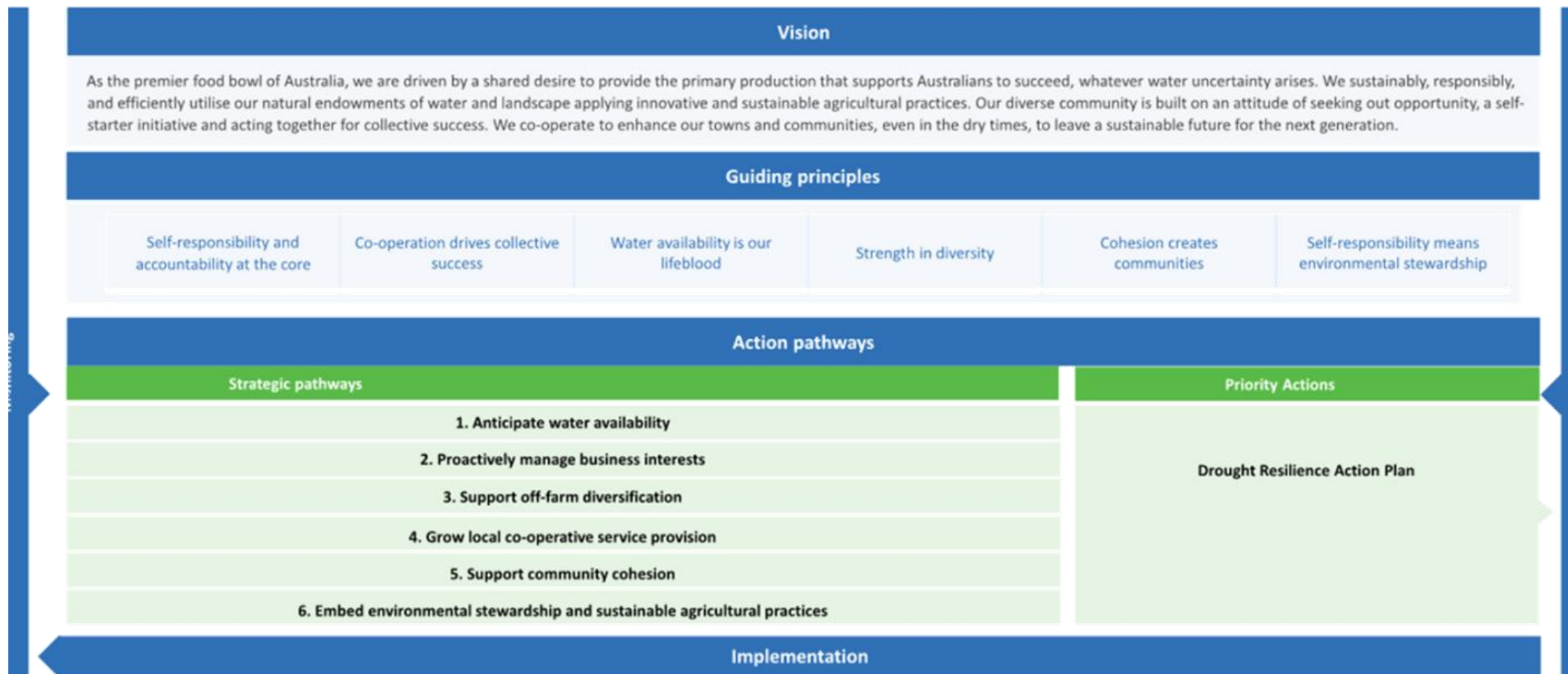
Image: Matt Beaver

Glossary

Adaptation	Adjustment or modification in natural and/or human systems in response to actual or expected shocks and stresses to moderate harm, reduce vulnerability and/or exploit beneficial opportunities.
Drought	Drought means acute water shortage. Drought is a prolonged, abnormally dry period when the amount of available water is insufficient to meet our normal use.
Economic Resilience	The ability of the economy to absorb the economic impact of shocks and stresses without changing the economic or community system.
EPA	Environmental Protection Agency
ILM	Investment Logic Map
Intervention Options	Alternative or complementary actions, projects, programs, policies, initiatives, and investments that are planned to bring about change in the system.
LGA	Local Government Area
Local Knowledge	Local knowledge and First Nations knowledge incorporates elements of lived experience within a landscape, bearing witness to the operation of systems. It includes aspects of people, landscape, culture – how people interact with surroundings and as part of communities and processes.
MERI	Monitoring, Evaluation, Reporting, and Improvement

NSW DPE	NSW Department of Planning and Environment
RDRP	Regional Drought Resilience Plan
Resilience	The ability of a system to absorb a disturbance and reorganise to maintain the existing functions, structure, and feedback. Also see general resilience, specified resilience, economic resilience, environmental resilience, and social resilience.
Risk	The potential for adverse consequences for human or ecological systems, recognising the diversity of values and objectives associated with such systems.
STP	Sewage Treatment Plant
Social Resilience	The ability of the human society to cope with a diverse range of shocks and stressors while maintaining existing social and community functions.
Theory of Change	Refers to theories, causal mechanisms and assumptions that explain how key outcomes and impacts will be achieved and how the implementation and production of those outcomes will generate outputs, activities, and outputs.
Trends	Major global or regional influences that are expected to affect the baseline or shape change into the future.
Transform	The process of radically changing or building a new system where the structure, function, feedback, and identity are redefined.
WTP	Water Treatment Plant

Western Riverina Regional Drought Resilience Plan Framework



Western Riverina Stormwater and Wastewater Management Strategy



Maximise water reuse for a resilient Western Riverina

Water is central to life and prosperity
across the Western Riverina, sustaining
our farms, towns and natural environments

The Western Riverina Stormwater and Wastewater Management Strategy focuses on practical ways to strengthen water resilience and prepare the region for future dry periods. It was developed to deliver on Action 1.4 of the Regional Drought Resilience Plan (RDRP)—“Councils to review stormwater management and town sewerage discharge strategies and approaches to maximise opportunities for reuse of water resources.”

Developed in collaboration with the four councils, the Strategy identifies where improvements to stormwater and wastewater could best support local priorities.

Each project is prioritised by how it supports our economy, our communities and our environment

- Economic diversity:** Broadening opportunities for industry and business.
- Council sustainability:** Realistic for councils to manage and deliver.
- Water productivity:** Making the best use of available water.
- Liveability:** Supporting green spaces, recreation and community wellbeing.
- Water resilience:** Protecting water quality, ecosystems and long-term supply.



Murrumbidgee Water Security

Murrumbidgee's small water treatment plant is nearing capacity, posing risks to the community's drinking water security as population and demand increase. Ageing infrastructure further heightens the risk of breakdowns, threatening the town's liveability, essential services, and overall resilience. Murrumbidgee's drinking water would either be supplied through the larger Leeton system, with new pipelines connecting the two towns or an upgraded water treatment plant at Murrumbidgee's existing treatment plant location. A connecting pipeline would remove the need for Murrumbidgee's small, ageing treatment plant and provide a more reliable and sustainable supply for the community into the future. However, a plant upgrade could provide a lower cost solution but would have higher operating costs associated with it than the new pipeline.

\$15M - \$25M
Order of Magnitude Cost



Fivebough Wetlands Protection by Treatment Plant Optimisation

The Fivebough Wetlands are an internationally recognised Ramsar site, home to over 170 bird species. The wetlands rely on water from the Leeton Sewage Treatment Plant (STP) to stay healthy. However, the deterioration of quality in the ponds is causing NSW EPA compliance challenges, particularly with phosphorus and other pollutants. This puts the wetlands and the local community at risk of environmental harm. Upgrading the Leeton STP would make the water cleaner and more reliable. It would help protect the wetlands from harmful pollutants and make sure they keep supporting wildlife, tourism, education, and local recreation. The upgrade would also help meet important environmental and public health standards.

\$750k - \$1.5M
Order of Magnitude Cost



Lake Jerilderie Stormwater Harvesting

Lake Jerilderie is a valued community space that currently depends on general and high-security water to maintain amenity. This draws on scarce allocations and adds cost to council and users. The proposed option is to build new infrastructure that sends stormwater to the lake instead of letting it flow into the Murrumbidgee river. This helps protect creek flows and means the lake won't need as much high-security water, which is expensive and limited. It's a smarter, more sustainable way to keep the lake full for the community. This project would protect a much-loved local spot that brings in visitors, supports small businesses, and boosts wellbeing for locals. It would also ease pressure on high-security water, freeing it up for farming or trade, and save money for council over the long term.

~\$1M
Order of Magnitude Cost



Recommissioning the Narrandera Reuse Scheme

Narrandera's recycled water scheme was built to supply irrigation for sporting fields, open spaces, and industrial use, but has been underutilised. Recommissioning and expanding the scheme would bring recycled water back into productive use, including supply to the Narrandera Industrial Estate. This would provide a reliable alternative water source for community through irrigation for green spaces, and supports economic development by providing industry with access to fit-for-purpose recycled water. It improves environmental outcomes through reduced effluent discharges to the Murrumbidgee river and reduced bore extraction from the Murrumbidgee aquifer.

\$8M - \$12M
Order of Magnitude Cost

11.2 DOCTOR ATTRACTION AND RETENTION - REQUEST FOR ASSISTANCE**Document ID:** 827479**Author:** Acting General Manager**Authoriser:** Acting General Manager**Theme:** Our Community**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Endorses the action of the Mayor and Acting General Manager in offering assistance agreements to two doctors in accordance with the Doctor Attraction and Retention Incentives Policy 2025.
2. Allocates \$35,000 to be placed in the 2026-27 financial year budget to fund the second phase of the assistance.

PURPOSE

The purpose of this report is to inform Council of the request for assistance under the Doctor Attraction and Retention Incentives Policy 2025 and to confirm the action taken by the Mayor and Acting General Manager.

SUMMARY

Council received two applications for financial assistance to medical doctors to assist in their relocation to Narrandera. The applications were assessed in accordance with the Doctor Attraction and Retention Incentives Policy 2025 and found to meet the criteria, thus agreements have been offered.

BACKGROUND

In December 2024, Council resolved to endorse the actions of the Mayor in offering a recruitment incentive of \$35,000 to cover the cost of subsidised rental of a suitable dwelling and enrolment fees for the next phase of the doctor's training. Further to this, a Doctor Attraction and Retention Incentives Policy was adopted by Council effective 30 June 2025.

The policy provides for financial assistance to medical doctors to support them in relocating to the Narrandera Shire local government area and retaining them in the local health workforce. The support includes reimbursement of visa application expenses and relocation assistance, with doctors required to engage in medical practice in the Narrandera Shire local government area for a minimum period of two (2) years.

In September 2025, Narrandera Medical Centre approached the General Manager seeking support of two doctors under the Doctor Attraction and Retention Incentives Policy 2025. In considering the applications, it was confirmed that both doctors met the criteria and required timely approval to meet the application close requirements of the visa process.

Based on the need to support the incoming doctors, the General Manager and Mayor made the decision to enter into agreements with both doctors. It was noted that they would

not be seeking any funding until early 2026 and the current budget is adequate to fund the arrangement in the current financial year. The same allocation will be required in the 2026-27 financial year.

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

Theme

2. Our Community

Strategy

2.4. Deliver accessible and quality health and community services.

Activity

2.4.3. Support the delivery of quality health services in Narrandera Shire.

ISSUES AND IMPLICATIONS

Policy

- Doctor Attraction and Retention Incentives Policy 2025

Financial

- \$35,000 was allocated in December 2024 that will cover the arrangements for the remainder of the 2025-26 financial year.
- An additional allocation of \$35,000 to be placed in the 2026-27 financial year budget.

Legal / Statutory

- *Local Government Act 1993*, Section 356

RISKS

The potential risk to Council in providing the assistance is mitigated by the agreement that has express terms with the obligation to refund any monies in the event that the doctor leaves the practice within two years.

OPTIONS

1. Endorse the recommendation as provided, including the allocation of additional funding in the 2026-27 financial year.
2. Seek to vary the policy to remove the authority of the General Manager to determine the payment of financial assistance and enter into agreements for the provision of financial assistance on behalf of Council.

CONCLUSION

The two doctors have been identified as suitable for the assistance. Agreement with both was expedited to align with the visa application process.

11.3 CROWN LAND PLANS OF MANAGEMENT

Document ID: 827717

Author: Acting General Manager

Authoriser: Acting General Manager

Theme: Our Environment

Attachments:

1. Draft Plan of Management – Lake Talbot & Environs Narrandera (under separate cover) 
2. Draft Plan of Management – Lake Talbot Tourist Park (under separate cover) 
3. Draft Plan of Management – Historical Cemetery Site Narrandera (under separate cover) 
4. Draft Plan of Management – Recreational Space & Community Use (under separate cover) 

RECOMMENDATION

That Council:

1. Adopts the four Plans of Management (as below) for Crown Land under clause 70B of the Crown Land Management Regulation 2018.
 - a. Draft Plan of Management – Lake Talbot and Environs
 - b. Draft Plan of Management – Lake Talbot Tourist Park Narrandera
 - c. Draft Plan of Management – Historical Cemetery Site
 - d. Draft Plan of Management – Recreational Space and Community Use

PURPOSE

The purpose of this report is for Council to adopt the Plans of Management (PoM) for Crown Land where Council is the land manager in accordance with the delegation provided under clause 70B of the Crown Land Management Regulation 2018.

SUMMARY

Council, as the appointed manager of several Crown Land reserves, began reviewing the PoMs with funding of \$70,615 under the Crown Land Management Plans of Management Funding Support Program.

The PoMs include land-use specific aims and were on public exhibition for 28 days, closing 17 September 2025, with a 42-day submissions window. No submissions were received.

Once adopted, the PoM will authorise lawful use and occupation of Crown Land with activities on reserves requiring explicit authorisation in the PoM and compliance with native title obligations.

BACKGROUND

Council, as the appointed manager of several Crown Land reserves, undertook an initial categorisation process in October 2018 in accordance with the Crown Land Management

Act 2016 (CLM Act) and assigned an appropriate categorisation in accordance with the Local Government Act 1993 (LG Act) of either 'operational land' or 'community land'. Community land was further sub-categorised as either natural area, sportsground, park, area of cultural significance, general community use, bushland, wetland, escarpment, watercourse or foreshore.

Following initial categorisation and concurrence from the Minister, Council commenced the process of creating the PoMs utilising financial assistance of \$70,615 in funding under the Council Crown Land Management Plans of Management Funding Support Program.

Riverina Agri consultants have now finalised the final drafts for the four plans being:

- Draft Plan of Management – Lake Talbot and Environs
- Draft Plan of Management – Lake Talbot Tourist Park Narrandera
- Draft Plan of Management – Historical Cemetery Site
- Draft Plan of Management – Recreational Space and Community Use

The broad purpose of the PoM's is to:

- Review, update and strengthen the initially approved PoM's for Crown Land Reserves within Narrandera Shire Council
- Meet and contribute to Council's broader strategic goals and vision as set out in the Community Strategic Plan Our Narrandera Shire 2034
- Ensure compliance with the LG Act and the CLM Act
- Provide a strategic framework for Council to guide sustainable development, land use and management of various Crown Land parcels identified within the specific PoM's
- Ensure consistent management that reflects the values and expectations of the community, users and other stakeholders in the use of Crown Lands under Council control.

Each of the PoM's have specific purposes that relate to the land uses that they represent.

The PoM's were on public exhibition for a period of 28 days, concluding 17 September 2025 and with submissions received for a period of 42 days. At the conclusion of the submission period, no submissions had been received.

An adopted PoM authorises the lawful use and occupation of Crown land. Council must ensure that any activities planned on the reserve are expressly authorised in the adopted PoM and native title obligations are met.

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

Theme

3. Our Environment

Strategy

3.1. Protect and enhance our natural environment, biodiversity and waterways.

Activity

3.1.3. Effectively manage and maintain our cemeteries, public lands and reserves.

ISSUES AND IMPLICATIONS**Policy**

- The adoption of these PoMs will result in the current plans being revoked.

Legal / Statutory

- Crown Land Management Act 2016
- Local Government Act 1993

Community Engagement / Communication

- Section 39 of the LG Act requires that any PoM for a Crown reserve is required to be referred to the Department (as owner of the land) in draft form prior to Council placing the PoM on public exhibition.
- As part of the community engagement process, Council must give notice of draft PoM's for a period of not less than 28 days, with a period of 42 days required within which submissions may be made to Council. Nil submissions were received at the end of the exhibition period.

RISKS

There are no risks associated with the adoption of the Plans.

OPTIONS

1. Adopt the four PoMs as per the recommendation.
2. Resolve to amend the Plans, acknowledging if these are material changes then further Ministerial approval and exhibition would be required.
3. Resolve to not adopt the four Plans of Management and continue to use the current outdated plans.

CONCLUSION

Adopting the PoMs authorises the lawful use and occupation of Crown land by Council. Council will be able to carry out any activities planned on the reserve in the PoM without further approval of the Crown.

11.4 POLICY REVIEW - POL031 ADVERTISING POLICY**Document ID:** 827769**Author:** Communications Officer**Authoriser:** Acting General Manager**Theme:** Policy**Attachments:** 1. UNDER REVIEW POL031 Advertising Policy  **RECOMMENDATION**

That Council:

1. Endorses the amendments to policy POL031 Advertising as presented for 21 days public exhibition seeking community feedback.
2. Deems the policy as adopted should no submissions be received at the conclusion of the exhibition period.

PURPOSE

The purpose of this report is to present draft policy POL031 Advertising Policy for public exhibition.

BACKGROUND

POL031 was last reviewed in June 2023 and is due for its periodic review.

SUMMARY

POL031 provides a framework for how Narrandera Shire Council communicates with the community through advertising, ensuring that all communications are consistent, coordinated and compliant with relevant legislation.

A minor review of the policy has been undertaken to incorporate the introduction of the Digital Community Noticeboards which were installed this year.

These new platforms offer an additional avenue for sharing approved community announcements, events, and other relevant information. The policy now includes provisions for their use, along with a reference to the Digital Community Noticeboards Submission Guidelines.

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

Policy

ISSUES AND IMPLICATIONS**Policy**

- POL031 Advertising Policy

Financial

- N/A

Legal / Statutory

- Local Government Act

Community Engagement / Communication

- This matter is being presented in the ordinary business paper for discussion.

RISKS

Policy being out of date.

OPTIONS

1. Endorse the policy and send to exhibition
2. Endorse the policy with revisions and send to exhibition
3. Refer the policy back to staff for further review

CONCLUSION

It is recommended that Council endorses the policy as presented, directing it to public exhibition seeking community comment, and deeming the policy adopted should no submissions be received. In the event that submissions are received by the conclusion of the exhibition period, the policy will be returned to Council for further consideration.



Advertising Policy 202^Y

POL031



NARRANDERA SHIRE COUNCIL

Chambers: 141 East Street Narrandera NSW 2700
Email: council@narrandera.nsw.gov.au

Phone: 02 6959 5510
Fax: 02 6959 1884



Policy No: POL031
Policy Title: Advertising Policy
Section Responsible: Executive Services
Minute No/Ref: YY/###
Doc ID: 8634

1. INTENT

Council's Advertising Policy aims to:

- Ensure that the community understands the role of Council and its programs, services and initiatives
- Ensure community awareness of the scope of Council's activities and provide opportunities for community comment
- Ensure consistent, coordinated and cost-effective advertisement of Council activities that best reaches the target audience.

2. SCOPE

This policy applies to all advertising relating to Council matters and includes print, radio, television and online, including social media and the digital community noticeboards. Advertising may be conducted at local, state or national level depending upon the content and purpose of the advertisement. With the exception of Planning matters which are governed by the Community Participation Plan - Planning

3. OBJECTIVE

This policy provides reference to the NSW Government regulatory standards for local government advertising to ensure that Narrandera Shire Council advertising communications are well coordinated, effectively managed and responsive to the diverse information needs of the public.

- Assisting in the preservation of order in the event of a crisis or emergency; and
- Recruiting staff, disseminating important statutory information and promoting business opportunities with the NSW Government.

4. POLICY STATEMENT

Narrandera Shire Council will, in undertaking advertising for the purposes outlined in the Government Advertising Act 2011, ensure that it adheres to the:

- [Government Advertising Act 2011 No.35](#)
- [Government Advertising Regulation 2012](#)
- [Government Advertising Guideline \(S5 of the Government Advertising Act 2011\)](#)

5. PROVISIONS

5.1 ADVERTISING PRINCIPLES

5.1.1 Information dissemination

Council will endeavour to keep the citizens of the Narrandera local government area informed of important Council services, operations, initiatives, programs and activities such as festivals and events, development applications, access to services, community consultations, new initiatives, disruptions to regular services, ceremonies, grants, awards, Council meetings, tenders, programs and any other community information.

- Encouraging changed behaviours or attitudes that will lead to improved public health and safety or quality of life;
- Maximising public and commercial compliance with laws and regulations
- Encouraging use of government products and services
- Encouraging public involvement in government decision making
- Raising awareness of a planned or impending initiative and reporting on performance in relation to NSW Government undertakings.

5.1.2 Selecting media for information dissemination

Council will select the most appropriate avenue of advertising, such as print, radio, television or online, for the message being communicated and its target audience.

5.1.3 Consistent style and corporate branding

Council will endeavour to advertise in a coordinated, consistent, and effective manner. The standardised use of Council's corporate colours, logo and language style will be maintained to familiarise the community with Council's brand.

5.2 ADVERTISING OPPORTUNITIES

5.2.1 Print

Publications that service the wider Narrandera Shire area.

5.2.2 Radio and television

Radio stations that service the wider Narrandera Shire area.

5.2.3 Online and social media

- Website
- Social media including but not limited to Facebook and Instagram.

5.2.4 Local Government specialised press

Publications such as Local Government Focus, Government News, Local Agenda.

5.2.5 Trade and specialty press

Publications that target specific niche audiences.

5.2.6 Digital Community Noticeboards

Council provides access to Digital Community Noticeboards located at:

- East Street, Narrandera
- Narrandera Destination and Discovery Hub
- Yapunyah Street, Barellan

These noticeboards are available for community announcements, events, and other approved information.

Submissions must comply with the Digital Noticeboards Submission Guidelines.

5.3 COUNCIL NEWSLETTER

Publishing a periodic Council newsletter is one of Council's main sources of communication and community consultation and provides transparency in Council practice. The Council newsletter consists of a printed flyer delivered by Australia Post to all residences in the Shire. The newsletter is also shared electronically to a sign-up email list, Council's website and Narrandera Argus.

Contents include news and events, Council meeting information, matters seeking community submissions, etc. The Council Column is not available to promote commercial organisations.

5.4 CASUAL ADVERTISING

Council advertises activities, notices, tenders and other matters as and when required. A number of factors are considered when placing advertisements:

- Target audience - consideration is be given to the target audience that the advertisement should reach.
- Sections - newspapers have specific sections and radio stations have time slots that target specific demographics and consideration is given to the effective targeting of advertising in these areas.
- Timing - advertisements are placed to allow adequate time for response.

- Cost - most effective use of allocated budget.

5.5 STATUTORY ADVERTISING

Council will meet statutory obligations in communicating with citizens, ratepayers and the wider community, including but not limited to:

- Annual Report
- Public notices
- Recruitment

6. DEFINITIONS

- NSC: Narrandera Shire Council
- Digital Community Noticeboards: Outdoor digital display units managed by Council for publishing approved community and emergency content.

7. ROLES AND RESPONSIBILITIES

7.1 COMMUNICATIONS OFFICER

- Council's Communications Officer is operationally responsible for the efficient management of advertisement.
- The Communications Officer will assist all employees in fulfilling their advertisement requirements.
- The Communications Officer is responsible for reviewing the Policy document on a regular basis to take into account any changes to legislation, business activities or priorities.

7.2 MANAGERS

- It is the responsibility of all Managers to provide accurate, proofread and timely information to the Communications Officer for dissemination.
- Funding availability must be confirmed and within financial delegation schedules before proceeding with the placement of any advertisement.
- Advertisements are to be allocated to project specific or role specific job costings, with the exception of Council wide matters, including ad-hoc requests, to come from the general advertising fund.

7.3 GENERAL MANAGER

- The General Manager, or delegate, is the only staff member permitted to authorise advertisements.

7.4 ALL NSC EMPLOYEES

- Follow the correct procedures.

8. RELATED LEGISLATION

- Local Government Act 1993

9. RELATED POLICIES AND DOCUMENTS

- Code of Conduct
- Code of Meeting Practice
- Community Engagement Strategy 2025
- Community Participation Plan - Planning
- Digital Community Noticeboards Submissions Guidelines
- POL002 Procurement Policy
- POL018 Websites Policy 2021
- POL047 Media and Public Relations Policy
- POL056 Social Media Policy
- POL073 Equal Employment Opportunity Policy

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:

- ES10 Advertising Policy

POLICY HISTORY

Responsible Officer	Communications Officer		
Approved by	General Manager		
Approval Date	DD Month 202Y – Admin update when finalising		
GM Signature <i>(Authorised staff to insert signature)</i>			
Next Review	1 September 2029		
Version Number	Endorsed by ELT	Endorsed by Council	Date signed by GM

1 Adopted	-	-	29/04/1997
2 Reviewed	-	9/12/2008	9/12/2008
3 Reviewed	13/07/2015	18/08/2015	19/08/2015
4 Reviewed	11/04/2023	16/05/2023	20/06/2023
5 Reviewed	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY

NOTE: This is a controlled document. If you are reading a printed copy, please check that you have the latest version via Council's website (external) or MagiQ (internal). Printed or downloaded versions of this document are uncontrolled.

These sections to be updated by admin when finalising policy and adding GM signature

11.5 REQUEST TO WAIVE SPORTSGROUND FEE - GOLDEN BOOT**Document ID:** 828724**Author:** Events & Visitor Services Team Leader**Authoriser:** Acting General Manager**Theme:** Our Community**Attachments:** 1. Request to waive fees for Golden Boot [↓](#) **RECOMMENDATION**

That Council:

1. Approves the request from the NSW Police Force to waive the Narrandera Sportsground hire charge of \$1,250 for the 2025 Police Charity Golden Boot Touch Football Carnival to be funded from the Mayor and General Manager donations funds.

PURPOSE

The purpose of this report is for Council to consider a request from the NSW Police Force for Council to waive the Narrandera Sportsground hire for the 2025 Police Charity Golden Boot Touch Football Carnival.

SUMMARY

NSW Police Force has requested that the standard hire fee of \$1,250 for the use of Narrandera Sportsground on Wednesday 12 November 2025 be waived for the purpose of holding the Golden Boot Touch Football Carnival. Event organisers will undertake much of the ground preparation including field markings and will clean up following the event.

BACKGROUND

The Golden Boot Touch Football Carnival is run by local NSW Police officers for emergency service workers from across this region, the Central West Slopes, Victoria, and Sydney. Accommodation, food, and other services are sourced locally by visiting players. The carnival has been run on and off since the late 1980's but has been conducted as a fundraising event for the past 12 years.

Over the years more than \$115,000 has been raised, benefitting many local organisations and individuals. Last year over \$14,000 was raised and donated to the family of Sgt Kerry Bartlett from the Riverina Police District, whose son suffered a horrific injury whilst playing rugby league resulting in many months of rehabilitation.

Through NSW Police Legacy, funds raised this year will be donated to the family of a young constable. He tragically lost his life in a car accident on the way home from work earlier in the year, leaving behind a very young family. The organisers have also been recently made aware of a local Narrandera emergency services worker who has recently been given a cancer diagnosis.

The day grows bigger each year, with close to 350 participants attending last year providing a great economic boost to the town. The day also gives their city colleagues the chance to enjoy time in regional NSW providing a small boost to the local economy.

Council has previously supported this event financially:

- 2024 - \$1200 (CR24/171)
- 2023 - \$1000 (CR23/143)
- 2022 - \$491 (CR22/148)
- 2021 - \$491 (CR 21/158)
- 2020 – Not Held
- 2019 - \$461 (CR 19/109)
- 2018 - \$461 (CR 18/167)
- 2017 - \$450 (CR 17/274)
- 2016 - \$500 (CR 16/138)
- 2015 - \$489.70 (CR 15/228)

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

Theme

Our Community

Strategy

1.1 - To live in an inclusive, tolerant and healthy community which demonstrates a positive attitude

Action

1.1.1 - Develop relationships with both local and regional communities fostering a healthy and community attitude

ISSUES AND IMPLICATIONS

Policy

- POL008 Financial Assistance Policy.

Financial

- Ground fees for the event would be \$1,250.

Legal / Statutory

- Section 356 of the Local Government Act, 1993.

Community Engagement / Communication

- By discussing this matter in an open forum of Council.

RISKS

An event risk assessment will be submitted by the NSW Police Force for the 2025 Carnival.

OPTIONS

The options available to Council are:

1. Approve the funding request.
2. Amend the value for the funding request.
3. Decline the funding request.

CONCLUSION

The Police Charity Golden Boot Touch Football competition is an annual event held at Narrandera, with the event attracting participants from across NSW and Victoria. NSW Police Force has identified costs which require support from Council to ensure the event remains viable.

**NSW Police Force**

The General Manager

Narrandera Shire Council

141 East St, Narrandera

RE: Assistance to waive ground hire fees for the 2025 Golden Boot Touch Football Carnival

The Golden Boot Touch Football Carnival will once again be held in Narrandera, this year, on Wednesday 12 November, 2024. The event has been run on and off since the late 1980's but in recent times, has been conducted as a fundraising event for the previous eleven years.

The carnival is run by local Police officers for emergency service workers not only in the region, but from the Central West Slopes, Victoria and Sydney.

Over the years, in excess of \$115,000 has been raised with many local organisations and individuals benefitting. Last year over \$14,000 was raised and donated to the family of Sgt Kerry Bartlett from the Riverina Police District whose son suffered a horrific injury whilst playing rugby league resulting in many months of rehabilitation.

This year the funds raised will be donated to the family of a young constable who tragically lost his life in a car accident on the way home from work earlier in the year, leaving behind a very young family. We have also been recently made aware of a local Narrandera emergency services worker who has recently been given a cancer diagnosis.

The day grows bigger each year with close to 350 participants attending last year providing a great economic boost to the town. The day also gives our city colleagues the chance to enjoy a bit of time in regional NSW providing a small boost to the local economy.

I am seeking assistance from council to once again waive the ground hire fees for the Narrandera Sportsground to maximise the financial benefit we can provide to both families.

Regards,

Marc LAWRENCE

Detective Senior Constable

Wagga Wagga Criminal Investigation

Ph: 02 6922 2587

Fax: 02 6922 2575

Email: lawr2mar@police.nsw.gov.au

**Riverina Police District
Criminal Investigation**

217 – 219 Tarcutta St, Wagga Wagga

T 02 6922 2599 F 02 6922 2511 W www.police.nsw.gov.au

TTY 02 9211 3776 for the hearing and speech impaired ABN 43 408 613 180

TRIPLE ZERO (000)

POLICE ASSISTANCE LINE (131 444)

CRIME STOPPERS (1800 333 000)

11.6 POLICY REVIEW - POL042 AUSTRALIA DAY POLICY**Document ID:** 830861**Author:** Events & Visitor Services Team Leader**Authoriser:** Acting General Manager**Theme:** Policy**Attachments:** 1. POL042 Australia Day Policy 2025 - Additional point [↓](#) **RECOMMENDATION:**

That Council:

1. Endorses the revised POL042 Australia Day Policy to incorporate an additional provision as received during the public exhibition.

PURPOSE

The purpose of this report is to provide the addition of a point in the POL042 Australian Day Policy to Council.

SUMMARY

Revisions to this draft policy are administrative and do not alter the policy's intent.

Council resolved at its Ordinary meeting held 19 August 2025 to endorse the policy for the purpose of public exhibition [Res 25/153]. During the exhibition period from 20 August 2025, a submission was received and this amendment drafted.

The additional point suggested:

4.5.3 Selection of Local Australia Day Ambassador

The Australia Day Planning Advisory Committee shall nominate a Local Australia Day Ambassador for recommendation to Council. Prior to the recommendation being submitted for Council endorsement, the selected individual will be approached to confirm their willingness to accept the role.

In review, this was considered to be suitable and therefore added to the post exhibition version of the POL042 Australia Day Policy and returned to council for consideration.

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

Policy

ISSUES AND IMPLICATIONS**Policy**

- POL042 Australia Day Policy

Community Engagement / Communication

- One submission was received during the exhibition period.

RISKS

- Policy being out of date.

OPTIONS

The options available for Council are to either:

1. Adopt the amendment to POL042 Australia Day Policy as presented; or
2. Not adopt the proposed amendment to the Australia Day Policy.

CONCLUSION

That Councillors receive the revised POL042 Australian Day Policy as presented.



Australia Day Policy 2025

POL042



NARRANDERA SHIRE COUNCIL

Chambers: 141 East Street Narrandera NSW 2700
Email: council@narrandera.nsw.gov.au

Phone: 02 6959 5510
Fax: 02 6959 1884



Policy No: POL042
Policy Title: Australia Day Policy
Section Responsible: Economic Development
Minute No/Ref: 2Y/XXX
Doc ID: 8361

1. INTENT

Narrandera Shire undertakes to celebrate Australia Day through an array of activities throughout the day with the foremost activity being the official function and presentation of the Australia Day awards. This policy addresses elements of the official proceedings.

2. SCOPE

This policy applies to the Narrandera Shire Council Australia Day Awards program and hosting of the annual Australia Day official ceremony.

3. OBJECTIVE

To provide a set of procedures and standards to follow with regard to the hosting of the annual Australia Day official ceremony and the promotion and selection of suitable award recipients.

4. POLICY STATEMENT

Australia Day, January 26, is a significant day of celebration in the nation and is observed as a public holiday in all states and territories.

On Australia Day we come together as a nation to celebrate what's great about Australia and being Australian. It is the day to reflect on what we have achieved and what we can be proud of in our great nation.

Australia Day Celebrations are underpinned by values such as inclusiveness, celebration of citizenship, equality, tolerance and fairness.

PROVISIONS

4.1 AWARDS

It should be noted that all awards except the Longstanding Citizen to the Shire are for excellence in the preceding year only.

4.1.1 Citizen of the Year

Criteria: For notable service to the community over a number of years.

4.1.2 Young Citizen of the Year (aged between 16 and 24)

Criteria: For notable service to the community during the preceding year.

4.1.3 Senior Citizen of the Year

Criteria: For notable service to the community over a number of years.

A nomination for this category will not prevent consideration for the Citizen of the Year nomination.

4.1.4 Organisation of the Year

Criteria: For outstanding service/achievement by an organisation (business, group, club or committee) to the community of the Narrandera Shire in the preceding year.

4.1.5 Environmental Australia Day Award – Individual or Organisation of the Year

Criteria: For outstanding service/achievement for environmental initiatives for individual or organisation within Narrandera Shire.

4.1.6 Disability Advocate of the Year – Individual or Organisation

Criteria: For outstanding service/achievement recognising a significant contribution to the disability sector or the promotion of inclusivity and/or accessibility.

4.2 NOMINATIONS

Suitable nominations to be sought for award categories through advertising and canvassing of relevant service groups and community organisations which should commence no later than August each year.

Award nominations are to be sought in accordance with the Australia Award Category Guidelines.

Award nominees can be Narrandera Shire residents and not necessarily Australian residents.

Relevant and easily understood selection criteria and guidelines shall be developed in line with current requirements to ensure that applications are of an acceptable standard.

Nominations may be rejected if it is deemed that the information provided is inadequate, irrelevant or in direct contrast to the spirit of the Australia Day Awards.

Should no nominations be received for a particular category then that award will lapse for that year.

4.3 ELIGIBILITY

This policy shall apply to residents of Narrandera Shire or persons, who at the discretion of Council, are considered to have an affinity with a community of the Narrandera Shire Council through commercial, recreation, education or social activities.

4.4 SELECTION OF RECIPIENTS

Nominations will be forwarded to the Australia Day Planning Committee consisting of a panel of various representatives widely selected from the community who will assess the suitability and merits of each of the applications and make recommendations to Council on suggested recipients.

Council will make the final decision at the November Ordinary meeting of Council based on the information provided by the Australia Day Planning Committee.

Award winners are to be kept confidential until the presentation on Australia Day. All accepted nominees shall be invited to attend the official function with unsuccessful recipients receiving a token gift on behalf of the Shire.

4.5 ACTIVITIES

4.5.1 Venue

Narrandera will be the principal venue in the Shire for the Australia Day celebrations, with Council supporting the communities of Barellan and Grong Grong in any activities that they have planned for the day.

4.5.2 Australia Day Ambassador Program

Council will participate each year in the Australia Day Ambassador Program and seek agreement via that program for the chosen Ambassador to include a visit to the townships of Barellan and Grong Grong (in alternate years) in support of their activities.

4.5.3 Selection of Local Australia Day Ambassador

The Australia Day Planning Advisory Committee shall nominate a Local Australia Day Ambassador for recommendation to Council. Prior to the recommendation being submitted for Council endorsement, the selected individual will be approached to confirm their willingness to accept the role.

4.5.4 Naturalisation Ceremony

Where possible any persons awaiting naturalisation have this undertaken as part of the Australia Day official program.

4.6 EVALUATION

A review will be conducted after Australia Day each year to ensure that expectations are being met with regard to the success of the program and the practicality of procedures.

5. DEFINITIONS

Australia Day means a national public holiday in Australia, commemorating the founding on 26 January 1788 of the colony of New South Wales.

6. ROLES AND RESPONSIBILITIES

6.1 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE

- Australia Day celebrations and activities will be organised by the Australia Day Planning Advisory Committee in conjunction with relevant Council staff. A budget is provided to meet expenses, which shall increase each year with the Consumer Price Index (CPI).

7. RELATED LEGISLATION

- Public Holidays Act 2010 No 115

8. RELATED POLICIES AND DOCUMENTS

- National Australia Day Council Australia Day Ambassador Program

9. 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.

10. 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:

- ES20 Australia Day Policy

POLICY HISTORY

Responsible Officer	Economic Development Manager		
Approved by	General Manager		
Approval Date	DD Month 202Y		
GM Signature (Authorised staff to insert signature)			
Next Review	DD Month 202Y (↑ + 2-4 years)		
Version Number	Endorsed by ELT	Endorsed by Council	Date signed by GM

1 Adopted	16/06/2014	19/08/2014	14/10/2014
2 Reviewed	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY

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11. Acknowledgement of Training Received (if required)

I hereby acknowledge that I have received, read and understood a copy of Council's POL042 Policy.	
Employee Name	
Position Title	
Signature	
Date	

12 REPORTS OF THE DEPUTY GENERAL MANAGER CORPORATE AND COMMUNITY SERVICES

12.1 2025 MODEL CODE OF MEETING PRACTICE

Document ID: 824299

Author: Governance and Engagement Manager

Authoriser: Acting Deputy General Manager Corporate & Community Services

Theme: Our Leadership

Attachments:

1. 2025 Model Code of Meeting Practice (management recommendations) (under separate cover) 
2. OLG Circular 25-20 (under separate cover) 
3. 2025 Model Code - Frequently Asked Questions (under separate cover) 

RECOMMENDATION

That Council:

1. Resolves to adopt the 2025 Model Code of Meeting Practice as presented for the purpose of public exhibition.

PURPOSE

The purpose of this report is to inform Council that the NSW Office of Local Government (OLG) has developed a revised Model Code of Meeting Practice (the 2025 Code).

The 2025 Code will be prescribed under the *Local Government (General) Regulation*, 2021. Council must adopt a code of meeting practice which incorporates the mandatory provisions of the 2025 Code by 31 December 2025.

SUMMARY

Council adopted its current Model Code of Meeting Practice in June 2019 and reviewed it in February 2022.

The 2025 Code (attachment 1) includes significant changes. The OLG informed NSW councils about the 2025 Code in Circular 25-20 dated 29 August 2025 (attachment 2) and developed a list of frequently asked questions (attachment 3).

BACKGROUND

Prior to the OLG developing the initial Code of Meeting Practice, meeting rules were prescribed within the Local Government Act and its supporting Regulation. There was no uniform set of meeting rules.

Narrandera Shire Council adopted the initial Model Code of Meeting Practice document in 1999 and amended it in February 2022.

The rationale for developing and enhancing the Model Code of Meeting Practice is to:

1. Establish minimum standards of behaviour
2. Promote integrity and accountability
3. Enhance public confidence
4. Provide clear guidance
5. Support fair and transparent process
6. Flexibility for local context
7. Respond to emerging issues.

2025 CODE OF MEETING PRACTICE

Elements of 2025 Code of Meeting Practice

- Mandatory provisions must be adopted.
- Non-mandatory provisions are identified by **red font**.
- Provisions that apply to boards of joint organisations and county councils are non-mandatory for Narrandera Shire Council and identified by **blue font**.
- Non-mandatory elements recommended for removal have been identified by ~~striketrough~~ formatting.
- Additional recommended provisions for Narrandera Shire Council are identified by **green font**.

Key changes of the 2025 Code of Meeting Practice

Key reasons for the changes in the 2025 Code are to ensure meetings are conducted in a dignified and orderly way and to further promote community confidence in NSW councils and their decisions.

Following is a summary of the key changes which are outlined with additional detail in the 2025 Model Meeting Code – Frequently Asked Questions attachment:

- Extraordinary meetings
- Dealing with urgent business at meetings
- Prohibition on pre-meeting briefing sessions
- Public forums
- Councillors' attendance at meetings by audio-visual link
- Absences from council meetings
- Livestreaming meetings
- New rules of etiquette at meetings
- Mayoral minutes
- Rules of debate
- Voting on planning decisions
- Representations by the public on the closure of meetings
- Making information considered at closed meetings public
- Dealing with disorder
- Committees

In addition to the mandatory provision requiring councillors to give notice of any business by a notice of motion, a provision has also been included that the notice of motion must clearly align with the Community Strategic Plan and associated Integrated Planning and Reporting documentation.

Meeting day considerations

1. The 2025 Code deals only with matters that require a decision by council. Matters not requiring a decision by council are to be dealt with in a public session prior to the meeting. Public forums are encouraged for the purpose of hearing oral submissions on items to be considered at the meeting.
2. Pre-meeting briefing sessions are prohibited. The intent is for NSW councils to conduct business openly and transparently.
3. Councillors may not participate in a meeting of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link. Councillors must be physically present at a meeting where the Mayor is to be elected.
4. The public session will involve three components. It is envisaged that the public session will be part of the content webcast on meeting day.
 - a. Section 4 of the 2025 Code provides for a public forum prior to each ordinary meeting for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting.
 - b. Council ceremonies such as citizenship, service awards, garden and lights competition awards, etc have been conducted during council meetings. These ceremonies will now take place in a public forum prior to the meeting.
 - c. Public presentations by staff and contractors currently delivered within council meetings will now take place prior to the meeting in the public forum.

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

1. Our Leadership

Strategy

- 1.3. Demonstrate good governance

Activity

- 1.3.2. Develop and embed a robust governance and integrity framework.

ISSUES AND IMPLICATIONS**Policy**

- Council is encouraged to adopt the new 2025 Model Code of Meeting Practice for exhibition purposes as soon as possible.
- The current Model Code of Meeting Practice are applicable until 31 December 2025. The provisions of the 2025 Code will apply from 1 January 2026.

Financial

- There are no financial implications for Council associated with this report.

Legal / Statutory

- If Council does not adopt the 2025 Code prior to 31 December 2025, any existing meeting practice provisions that are inconsistent with the mandatory provisions of the 2025 Code will cease to have effect.

Community Engagement / Communication

- Council must place the draft 2025 Model Code of Meeting Practice on exhibition for a minimum of 28 days and allow the community 42 days to comment on the draft.

RISKS

Non-mandatory provisions that Council includes in the adopted 2025 Code are inconsistent with the mandatory provisions.

OPTIONS

1. Council considers the proposed 2025 Narrandera Shire Code of Meeting Practice and adopts the draft for the purpose of exhibition.
2. Council considers the proposed 2025 Narrandera Shire Code of Meeting Practice and adopts the draft with amendment/s for the purpose of exhibition.

CONCLUSION

That Council considers the proposed 2025 Code of Meeting Practice with mandatory provisions, the removal of some optional provisions and the inclusion of additional provisions.

12.2 ANNUAL DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS RETURN 2024-25**Document ID:** 827378**Author:** Customer Service Coordinator**Authoriser:** Acting Deputy General Manager Corporate & Community Services**Theme:** Statutory and Compulsory Reporting – Other

Attachments:

1. Redacted - 2024-2025 Disclosures by Councillors and Designated Persons - Return - Councillors (under separate cover) 
2. Redacted - 2024-2025 Disclosures - Designated Persons Return - Staff (under separate cover) 

RECOMMENDATION

That Council:

1. Acknowledges the attached annual Disclosure by Councillors and Designated Persons Returns lodged by both Councillors and designated staff within Narrandera Shire Council for the reporting period 30 June 2024 to 30 June 2025; and
2. Upon adoption publishes the redacted documents to the community via Council's website.

PURPOSE

The purpose of this report is to table the annual Disclosure by Councillors and Designated Persons Returns lodged by Councillors and designated staff for the financial year ending 30 June 2025.

SUMMARY

Council's Code of Conduct adopted 15 September 2020 requires that each Councillor and designated staff makes and lodges with the General Manager a return disclosing the Councillors' or designated persons' interests within three months of 30 June each year.

BACKGROUND

Clause 4.25 of the Council's Code of Conduct requires that the Disclosure by Councillors and Designated Persons Returns be tabled by the General Manager at the first available Council meeting after the 30 September annually.

The redacted returns for the reporting period 30 June 2024 to 30 June 2025 are now attached for information and will also be made publicly available via Council's website.

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

1. Our Leadership

Strategy

- 1.3. Demonstrate good governance

Activity

- 1.3.2. Develop and embed a robust governance and integrity framework.

ISSUES AND IMPLICATIONS**Policy**

- Council's Model Code of Conduct adopted 15 September 2020

Financial

- There are no financial implications

Legal / Statutory

- *Local Government Act, 1993*
- *Local Government (General) Regulation 2021*
- Code of Conduct adopted 15 September 2022

Community Engagement / Communication

- By presenting this report in the Ordinary section of the business paper and publishing the declarations to the community via Council's website

RISKS

Non-compliance would breach Council's Model Code of Conduct adopted 15 September 2020.

OPTIONS

As civic leaders, Councillors and designated persons must comply with the current Model Code of Conduct.

CONCLUSION

The recommendation is for Council to acknowledge the annual Disclosure of Pecuniary Interest Returns lodged by individual Councillors and designated staff for the 2024-25 financial year and publish the documents to the community using Council's website.

12.3 MONTHLY STATEMENT OF INVESTMENTS - SEPTEMBER 2025**Document ID: 828283****Author: Contractor Chief Financial Officer****Authoriser: Acting Deputy General Manager Corporate & Community Services****Theme: Statutory and Compulsory Reporting – Financial / Audit****Attachments: Nil****RECOMMENDATION**

That Council:

1. Receives and notes the Statement of Investments as at 30 September 2025

PURPOSE

The purpose of this report is to provide details to Council of its investment portfolio as at 30 September 2025, and confirm that Council's Responsible Accounting Officer has certified that the investments listed have been made in accordance with the *Local Government Act 1993* ("the Act"), the *Local Government (General) Regulation 2021* ("the Regulation") and Council's Investment Policy.

SUMMARY

In accordance with clause 212 of the Regulation, the Responsible Accounting Officer must provide Council with a monthly written report setting out details of Council's investments under section 625 of the Act. The report must also include certification that Council's investments have been made in accordance with the Act, the Regulation, and Council's adopted Investment Policy.

Table 1 summarises the value of Council's investments. As illustrated, Council's investments totalled \$30.540M as at 30 September 2025. Actual interest income to 30 September 2025 is \$90,105.04 which compares favourably with the cumulative budgeted amount.

Table 1 Summary of Council's investments as at 30 September 2025

Fund	Balance
General	21,608,582.43
Water	6,223,984.48
Sewerage	2,707,680.78
Trust	58,755.19
Total	30,540,247.69

Background

Council's Chief Financial Officer monitors the organisation's cash flow daily, with surplus funds being invested in accordance with Council's Investments Policy, as well the statutory requirements outlined in the Act and the Regulation.

Subject to those constraints, Council's objective when investing funds is to obtain the most favourable rate of interest, whilst taking into consideration the risks and security

associated with the investment, as well as ensuring that Council's liquidity requirements are also being met.

Council seeks independent advice for investments and consults with its investment advisor (Arlo Advisory Pty Ltd) in managing the portfolio to ensure that returns are maximised, considering diversification and risk. A complete analysis of the performance is addressed in the Monthly Investment Review Report, appended at *Attachment 1*, prepared by the investment advisor.

Included in this report are the following items that highlight Council's investment portfolio performance for the month and an update on the investment environment:

- Council's Investment Portfolio for the month
- Application of Investment Funds
- Investment Portfolio Performance
- Investment Commentary
- Responsible Officer Certification

Council Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (On call)	781,492.50	2.56%	0.50%	A-1+	30 Sep 2025
National Australia Bank	1,000,000.00	3.28%	5.00%	A-1+	19 Nov 2025
National Australia Bank	1,000,000.00	3.28%	5.10%	A-1+	26 Nov 2025
National Australia Bank	1,000,000.00	3.28%	5.05%	A-1+	4 Dec 2025
National Australia Bank	1,000,000.00	3.28%	5.00%	A-1+	19 Dec 2025
Commonwealth Bank	1,000,000.00	3.28%	4.75%	A-1+	1 Oct 2025
Suncorp	1,000,000.00	3.28%	5.00%	A-1+	20 Oct 2025
Suncorp	1,000,000.00	3.28%	4.96%	A-1+	20 Jan 2026
Suncorp	500,000.00	1.64%	4.70%	A-1+	29 Dec 2025
Bendigo Bank	1,000,000.00	3.28%	4.09%	A-2	16 Mar 2026
Bendigo Bank	1,000,000.00	3.28%	4.09%	A-2	2 Apr 2026
IMB	1,000,000.00	3.28%	4.75%	A-2	22 Jul 2025
Australian Unity	1,000,000.00	3.28%	4.25%	A-2	5 Jun 2026
Australian Unity	1,000,000.00	3.28%	4.25%	A-2	15 Jun 2026
Bank of Us	1,000,000.00	3.28%	4.10%	A-2	26 Jun 2026
Bank of Vic	1,000,000.00	3.28%	4.35%	A-2	14 Apr 2026
Bank of Vic	1,000,000.00	3.28%	4.40%	BBB+	14 Apr 2027
Bank of Vic	1,000,000.00	3.28%	4.10%	BBB+	3 May 2027
Bank of Queensland	1,000,000.00	3.28%	4.19%	A-2	9 Feb 2026
National Australia Bank	1,000,000.00	3.28%	4.10%	A-1+	27 Jul 2026
Westpac Bank	1,000,000.00	3.28%	4.14%	A-1+	7 Sep 2026
Westpac Bank	1,000,000.00	3.28%	5.10%	A-1+	25 Nov 2025
Westpac Bank	1,000,000.00	3.28%	4.89%	A-1+	9 Jan 2026
Westpac Bank	1,000,000.00	3.28%	4.70%	A-1+	27 Feb 2026
Westpac Bank	1,000,000.00	3.28%	4.63%	A-1+	3 Mar 2026
Westpac Bank	1,000,000.00	3.28%	4.38%	A-1+	19 May 2026
Westpac Bank	1,000,000.00	3.28%	4.15%	A-1+	12 Jun 2026
Westpac Bank	200,000.00	0.66%	4.05%	AA-	1 Jul 2026
National Australia Bank	1,000,000.00	3.28%	4.05%	A-1+	28 Aug 2026
National Australia Bank	1,000,000.00	3.28%	4.07%	A-1+	28 Aug 2026
Westpac Bank	1,000,000.00	3.28%	4.12%	A-1+	24 Feb 2026
Westpac Bank	1,000,000.00	3.28%	4.11%	A-1+	5 May 2026
Total Council Funds	30,481,492.50	100%			
Trust Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
Westpac bank	58,755.19	100.00%	4.19%	AA-	4 Aug 2026
Total Trust Funds	58,755.19	100%			

Investment Portfolio Performance

Actual interest received for the month totalled \$90,102.04 which compares favourably with the budget for the period of \$53,333 – outperforming budget for the month by \$36,769.04.

Council's outperformance to budget for September is due to better than budgeted returns of Council investment portfolio as well as a higher than anticipated investment portfolio balance.

Council's Cash and At-Call accounts are utilised for daily cash flow management and need to be available to meet operating and contractual payments as they fall due.

For the month of September, the portfolio (excluding cash) provided a solid return of +0.37% (actual) or +4.63% p.a. (annualised), outperforming the benchmark AusBond Bank Bill Index return of +0.29% (actual) or +3.62% p.a. (annualised).

As at the end of September 2025, Council's **deposit** portfolio was yielding 4.46% p.a. (down 6bp from the previous month), with a weighted average duration of around 202 days (~7 months). To optimise long term returns, reinvestments will have longer durations to increase this figure up to a minimum 9 months this calendar year.

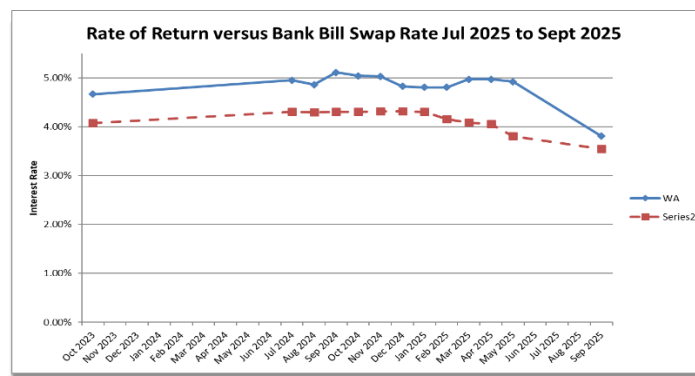
Council's performance (excluding cash) for the month ending September 2025 is summarised as follows

Performance (Actual)	1 month	3 months	6 months	FYTD	1 year
Cash Rate Index	0.29%	0.92%	1.89%	0.92%	4.04%
AusBond Bank Bill Index	0.29%	0.92%	1.94%	0.92%	4.19%
Council's Portfolio^	0.37%	1.14%	2.35%	1.14%	4.90%
Outperformance	0.08%	0.23%	0.41%	0.23%	0.71%

^Total portfolio performance excludes Council's cash account holdings.

Performance (Annualised)	1 month	3 months	6 months	FYTD	1 year
Cash Rate Index	3.60%	3.68%	3.81%	3.68%	4.04%
AusBond Bank Bill Index	3.62%	3.69%	3.92%	3.69%	4.19%
Council's Portfolio^	4.63%	4.61%	4.75%	4.61%	4.90%
Outperformance	1.01%	0.93%	0.84%	0.93%	0.71%

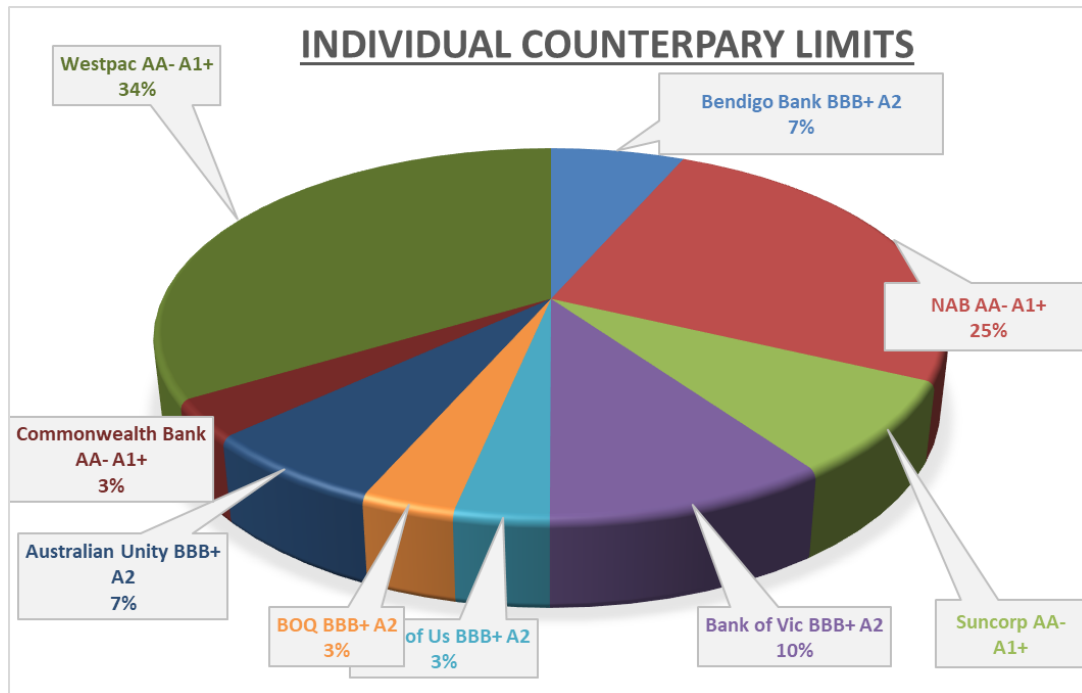
^Total portfolio performance excludes Council's cash account holdings.



1. Investment Commentary

Council's investment portfolio is well diversified in complying assets across the entire credit spectrum. It is also well diversified from a rating perspective. Credit quality is diversified and is invested amongst the investment grade Authorised Deposit-taking Institutions (ADI's) (being BBB+ or higher).

All investments are within the defined Policy limits, as outlined in the Rating Allocation chart below:



Investment Portfolio Balance

Council's investment portfolio balance increased over the past month by \$1.4M from \$29.14M to \$30.54M. All term deposits have been reinvested, and extra investment was placed due to the income received from the first rates instalment due 31 August 2025.

RESPONSIBLE ACCOUNTING OFFICER (RAO) CERTIFICATION

- a. I hereby certify that the investments listed above have been made in accordance with section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2021* and Council's Investment Policy.

Zac Mahon

Responsible Accounting Officer

12.4 MONTHLY FINANCIAL PERFORMANCE REPORT - SEPTEMBER 2025**Document ID: 829165****Author: Chief Financial Officer****Authoriser: Acting Deputy General Manager Corporate & Community Services****Theme: Statutory and Compulsory Reporting – Financial / Audit****Attachments: Nil****RECOMMENDATION**

That Council:

1. Receives and notes the Monthly Financial Performance Report for the month of September 2025, as detailed in this report.

PURPOSE

The purpose of this report is to provide Council with an overview of the organisation's financial position and performance for the month of September 2025.

SUMMARY**Consolidated Operating Statement**

All figures shown in the below table are shown as they appear in Council's management accounting system. Income is shown as negative (-), and expenses are shown as positive (+) numbers. Any amendments to Council's budget that may be required in response to significant variances are done so via the Quarterly Budget Review ("QBR") process.

Table 1 Consolidated Income Statement – September 2025

Consolidated Income Statement September	Original Budget \$'000	Actual YTD \$'000	Variance YTD \$'000	Actual vs Budget %
Income from continuing operations				
Rates and annual charges	12,107	12,008	(12,008)	99%
User charges and fees	3,053	1,035	(1,035)	34%
Other revenues	1,190	181	(181)	15%
Grants and contributions - operating	9,436	772	(772)	8%
Grants and contributions - capital	16,842	508	(508)	3%
Interest and investment revenue	947	184	(184)	19%
Other income	242	-	-	0%
Net gain from the disposal of assets	92	-	-	0%
Total income from continuing operations	43,909	14,688	(14,688)	
Expenses from continuing operations				
Employee benefits and on-costs	10,035	2,697	7,338	27%
Materials and services	7,162	2,384	4,778	33%
Borrowing costs	181	31	150	17%
Depreciation and amortisation	6,803	201	6,602	3%
Impairment of receivables	6	4	2	67%
Other expenses	454	101	353	22%
Total expenses from continuing operations	24,641	5,418	19,223	
Operating result from continuing operations	19,268	9,270	9,998	
Operating result before capital grants & cont.	2,426	8,762	(6,336)	

Financial Performance by Fund

The following tables summarise Council's financial performance for the reporting period by Fund.

Table 2 General Fund Operating Statement – September 2025

General Fund Income Statement September	Original Budget \$'000	Actual YTD \$'000	Variance YTD \$'000	Actual vs Budget %
Income from continuing operations				
Rates and annual charges	9,261	9,205	56	99%
User charges and fees	1,534	558	976	36%
Other revenues	1,190	181	1,009	15%
Grants and contributions - operating	9,436	772	8,664	8%
Grants and contributions - capital	16,598	14	16,584	0%
Interest and investment revenue	711	118	593	17%
Other income	242	-	242	0%
Net gain from the disposal of assets	92	-	92	0%
Total income from continuing operations	39,064	10,848	28,216	
Expenses from continuing operations				
Employee benefits and on-costs	9,274	2,436	6,838	26%
Materials and services	5,183	2,150	3,033	41%
Borrowing costs	65	1	64	2%
Depreciation and amortisation	5,598	-	5,598	0%
Impairment of receivables	6	4	2	67%
Other expenses	454	101	353	22%
Total expenses from continuing operations	20,580	4,692	15,888	
Operating result from continuing operations	18,484	6,156	12,328	
Operating result before capital grants & cont.	1,886	6,142	(4,256)	

Table 3 Water Fund Operating Statement – September 2025

Water Fund Income Statement September	Original Budget \$'000	Actual YTD \$'000	Variance YTD \$'000	Actual vs Budget %
Income from continuing operations				
Rates and annual charges	984	977	7	99%
User charges and fees	1,328	458	870	34%
Other revenues	-	-	-	0%
Grants and contributions - operating	-	-	-	0%
Grants and contributions - capital	236	7	229	3%
Interest and investment revenue	211	58	153	27%
Other income	-	-	-	0%
Net gain from the disposal of assets	-	-	-	0%
Total income from continuing operations	2,759	1,500	1,259	
Expenses from continuing operations				
Employee benefits and on-costs	396	152	244	38%
Materials and services	1,275	135	1,140	11%
Borrowing costs	-	-	-	0%
Depreciation and amortisation	718	120	598	17%
Impairment of receivables	-	-	-	0%
Other expenses	-	-	-	0%
Total expenses from continuing operations	2,389	407	1,982	
Operating result from continuing operations	370	1,093	(723)	
Operating result before capital grants & cont.	134	1,086	(952)	

Table 4 Sewer Fund Operating Statement – September 2025

Sewer Fund Income Statement September	Original Budget \$'000	Actual YTD \$'000	Variance YTD \$'000	Actual vs Budget %
Income from continuing operations				
Rates and annual charges	1,862	1,826	36	98%
User charges and fees	191	19	172	10%
Other revenues	-	-	-	0%
Grants and contributions - operating	-	-	-	0%
Grants and contributions - capital	8	487	(479)	6088%
Interest and investment revenue	25	8	17	32%
Other income	-	-	-	0%
Net gain from the disposal of assets	-	-	-	0%
Total income from continuing operations	2,086	2,340	(254)	
Expenses from continuing operations				
Employee benefits and on-costs	365	109	256	30%
Materials and services	704	99	605	14%
Borrowing costs	116	30	86	26%
Depreciation and amortisation	487	81	406	17%
Impairment of receivables	-	-	-	0%
Other expenses	-	-	-	0%
Total expenses from continuing operations	1,672	319	1,353	
Operating result from continuing operations	414	2,021	(1,607)	
Operating result before capital grants & cont.	406	1,534	(1,128)	

Investments and Borrowings

Clause 212 of the *Local Government (General) Regulation 2021* requires the Responsible Accounting Officer (Chief Financial Officer) to provide Council with a monthly written report setting out details of Council's investments under section 625 of the *Local Government Act 1993* ("the Local Government Act"). Accordingly, details of Council's investments and borrowings as at 30 September 2025 are set out in a separate report included in this Business Paper.

Capital Works

As at 30 September 2025, capital expenditure is \$1,552,032 against a YTD budget of \$10,655,485.89. Commitments (approved purchase orders to external suppliers) of \$1,397,823 have been raised for delivery this year.

Current expenditure against budget indicates that delivery of works is trending behind the anticipated timing, noting that delivery of works typically accelerates in the second half of the financial year. Delivery of works can be impacted by several factors, including weather conditions, availability of suppliers, and any required procurement and approval processes.

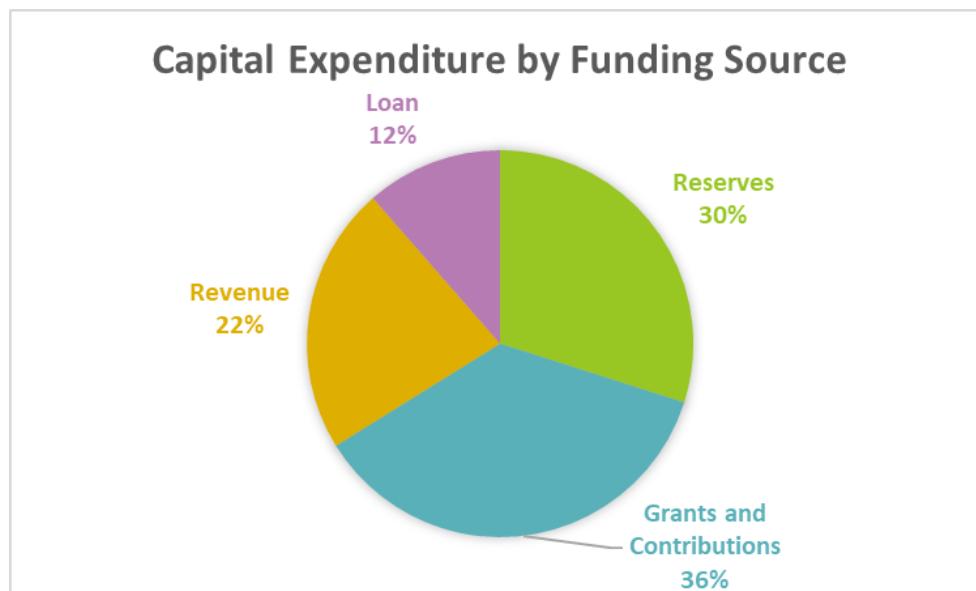
Detailed information on the delivery of Council's Capital Works Program is contained in quarterly Capital Works Reports provided to Council.

Table 5 Capital Expenditure -September 2025

Department	Original Budget	Revised Budget	Committed	YTD Actuals	Balance
	000's	000's	000's	000's	000's
Administration	147	147	27	133	160
Environment	120	120		22	120
Housing & Community Amenities	50	50	-	-	50
Transport & Communication	5,316	5,316	776	149	5,316
Economic Affairs	2,383	2,383	239	279	2,383
Recreation and Culture	568	568	322	293	568
Water Supply Network	1,432	1,432	34	145	1,432
Sewerage Network	625	625		527	625
Public Order & Safety	15	15	-	4	15
	10,655	10,655	1,398	1,552	10,655

Council's capital expenditure is funded via a combination of grants, contributions, restricted funds and general revenue. *Figure 1* illustrates capital expenditure for the reporting period by funding source.

Figure 1 Capital Expenditure by Funding Source



Bank Balances

The table below sets out the funds held in Council's operating account as at 30 September 2025.

Table 6 Bank Balances – September 2025

Bank Balances	
Opening Cashbook Balance	995,693
Plus Receipt	4,773,402
Less Payments	5,124,367
Current Cashbook Balance	644,728
Statement Summary	
Opening Statement Balance	1,065,594
Plus Receipts	4,843,302
Less Payments	5,124,367
Current Statement Balance	784,529
Plus Unpresented Receipts	139,801
Reconciliation Balance	784,529
GL BALANCE	644,728
Overdraft limit arranged with Bank 01/01/1989	350,000

BACKGROUND

The monthly Financial Performance Report has been prepared by Council's Responsible Accounting Officer (Chief Financial Officer) in accordance with the requirements of the:

- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards.

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

Theme

1. Our Leadership

Strategy

- 1.1. Model bold and transparent leadership.

Activity

- 1.1.1. Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.

ISSUES AND IMPLICATIONS**Policy**

- There are no policy implications for Council associated with this report.

Financial

- This report illustrates Council's financial position as at the end of the reporting month.

Legal / Statutory

- Section 8B of the Local Government Act mandates the principles of sound financial management that apply to local councils. Specifically, section 8B(c) provides that councils should have effective processes for performance management and reporting in place to support effective financial decision-making

Community Engagement / Communication

- There are no community engagement or communication requirements for Council associated with this report.

RISKS

As noted above, Council is required to implement appropriate processes for performance management and reporting to support informed financial decision-making. Provision of this monthly report enables Councillors to better understand the organisation's financial position and overall performance, thereby supporting informed decision-making.

CONCLUSION

Council's financial position remains sound. It is recommended that Council resolves to receive and note the Financial Performance Report for the month of September 2025.

13 REPORTS OF THE DEPUTY GENERAL MANAGER INFRASTRUCTURE SERVICES

13.1 POLICY REVIEW - POL128 ACCESS TO COMMUNICATION FACILITIES

Document ID: 827326

Author: Manager Projects and Assets

Authoriser: Deputy General Manager Infrastructure

Theme: Policy

Attachments: 1. UNDER REVIEW POL128 Access Communications Facilities Policy [↓](#) 

RECOMMENDATION

That Council:

1. Endorses and adopts the revised POL128 Access to Communication Facilities policy without exhibition due to only minor changes.

PURPOSE

The purpose of this report is for Council to endorse and adopt the updated POL128 Access to Communication Facilities policy.

SUMMARY/ BACKGROUND

Review of the policy has been undertaken, with only minor changes and updates to legislation and related responsibility title changes within the body of the policy.

The policy review date is set to occur on 1 March 2029, being within the first 12 months of the next Council term.

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

Theme

Policy

ISSUES AND IMPLICATIONS

Policy

- POL128 Access to Communication Facilities

Community Engagement / Communication

- No exhibition is required as there have been no material changes made to the policy.

CONCLUSION

The policy is actively used and considered appropriate.

It is recommended that Council endorses the revised policy as presented and deems it adopted.



Access to Communication Facilities Policy 202^Y

POL128



NARRANDERA SHIRE COUNCIL

Chambers: 141 East Street Narrandera NSW 2700
Email: council@narrandera.nsw.gov.au

Phone: 02 6959 5510
Fax: 02 6959 1884



Policy No:	POL128
Policy Title:	Access to Communication Facilities Policy
Section Responsible:	Projects & Assets
Minute No:	XXXXXX
Doc ID:	8399

1. INTENT

Any ~~The~~ sharing of a NSC Communication Facility must be completed in an appropriate manner to ensure safety of existing users, security of the site and no interference with other users. The purpose of this policy is to establish guidelines for any requests that Council may receive to access and establish upon NSC communication facilities.

2. SCOPE

This policy applies to the following communication facilities:

- Quarry Communication Tower (ACMA ID -35613)

3. OBJECTIVE)

Narrandera Shire Council (NSC) ~~has constructed a~~ TV retransmission and radio communication facility. ~~This facility~~ by way of its elevated position off Broad Street may be the subject of requests from other organisations to seek access to establish communication services for their own purposes.

4. POLICY STATEMENT

Subject to the satisfaction of availability, engineering, technical and operational conditions as outlined in NSC General Conditions, the NSC may be prepared to make communications facilities available to other being not-for-profit or commercial organisations.

The detailed conditions and permitted use of the NSC Communication facility is subject to the requirements outlined in the General Conditions **and detailed requirements of this policy.**

5. PROVISIONS

5.1 CONDITIONS

- Availability of Narrandera Shire Council facility.
- All users of the NSC Communications facility shall sign a Licence/Lease Agreement with Council. Continued use of the facility will be specified in the Agreement.
- The prospective licensee/lessee shall acknowledge each and every clause of this specification in the following manner: agree, disagree or noted.
- Licensees shall pay such costs as specified in the License Agreement. The initial licence fee shall be set in accordance with Council's schedule of fees and charges.
- The dispute resolution procedure is set out in the License Agreement.

5.2 AVAILABILITY

The availability of the Narrandera Shire Council (NSC) Facility will be subject to the following general conditions:

- NSC will not make facilities available or allow availability to continue where action may prejudice the current operation or development of Telecommunications or Retransmission.
- The Licensee/Lessee must meet all engineering, technical and operational requirements.
- Occupation of the site or use of the facilities shall be governed by a Licence/Lease Agreement between the NSC and the user.
- No work shall proceed on the site until the written permission of the Deputy General Manager Infrastructure is given.
- A Licensee/Lessee may be refused access to or asked to remove the licensee's /lessees equipment if there is any contravention to the conditions specified herein.

5.2.1 Extent and availability of facilities

Application may be made, for consideration, to the following facilities:

- Space on the Radio Communication Tower for the erection of equipment accommodation and/or associated Hut.
- Space in the equipment store for the accommodation of equipment in an area provided by Council.
- Space on the Radio Communications Tower for the erection of antenna systems.
- Use of mains, battery, solar or wind power supplies at the site.

5.2.2 Approval of applications

An Application for Permission to Use the Radio Communications Facility can be obtained from the Shire Administration Centre. This must be completed and submitted to the General Manager Facility Manager.

5.3 SECURITY

5.3.1 Security and access to site

The NSC will restrict the distribution of keys or their equivalent to its communication site. These shall be provided to the licensee where essential and at the licensee's expense. The issue of keys or their equivalent will be done against a signature; their custody may be regularly reviewed and may be changed by the NSC at any time. Where it is necessary to replace a lock or locks and keys due to the loss of a key in the custody of the licensee, the total costs incurred shall be borne by the Licensee/Lessee.

- The NSC reserves the right of entry to inspect or maintain common building engineering services and for any purpose relating to the protection of the integrity of the Network.
- The Licensee/Lessee will observe all security procedures in force at the time of the Agreement or any other procedure that may, from time to time, be introduced. Such additional security procedures to be advised in writing by the NSC.
- No additional locks are to be placed into the security gate, fence or door.
- No licensee/lessee or representative may enter any site without first notifying the ~~prescribed Council Officer~~ **Facility Manager** as set out in the terms and conditions applicable to the particular site: Time of entry, Date of entry, Name/Names of all persons entering site, Purpose of entry and name of prescribed officer notified.
- The NSC is the custodian of the key to access the site. NSC will issue keys to the Licensee/Lessee.

5.3.2 Security clearance of personnel

The name of the Licensee/Lessee and all personnel who may be required to enter the site on their behalf is to be provided in writing at the time of application. The list of Licenses/Lessee's names and personnel must be updated whenever there is a change in personnel. Such notification is to be made in writing to the ~~General Manager~~ **Facility Manager** within seven days of change of personnel.

5.4 DETAILED REQUIREMENTS

5.4.1 Quality of work and cleanliness

All the work shall be in accordance with good engineering practice and the appropriate Australian and International Standards for the provision of radio communications facilities. The licensee shall ensure that the site including the building is left in a tidy manner and that all of the licensee's rubbish is removed from the site.

5.4.2 Use of space on the site

The ~~General Manager~~ **Facility Manager** will advise the licensee of the site space available for the installation, access and other conditions governing the use of that space in writing.

- The licensee will bear all the costs associated with the provision of any separate area occupied by such licensee including any occupancy fee payable to the Narrandera

Shire Council for maintenance of the site tower and or buildings, electricity and local government charges.

- The licensee's occupancy of the site shall be subject to, and limited by, any Act, Agreement or condition under which the Narrandera Shire Council occupies the site.
- The Narrandera Shire Council may make available site services such as road access, water and toilet facilities. Such licensee will be obliged to contribute to the provision of/or maintenance of such services, in addition to any capital contribution towards the establishment of that service, irrespective of the age of the service. Any such contribution shall be subject to review by the Narrandera Shire Council as specified in the Licence Agreement.
- Prior to construction of any building, tower, mast or other structure, the licensee shall undertake a site survey using a registered surveyor. The results of the survey shall be submitted with the application.

5.4.3 Use of space on the Council tower

- Prior to any approval to use the Council facilities, the prospective licensee shall, at the licensee's expense, undertake a wind loading assessment using a certified Engineer. This shall include their antennae and any additional Council Radio Facilities that may be planned. The wind loading report shall accompany the application. **Refer to Access Communication Facility Application Form (Maqiq Documents #549847)**
- The Council will advise the licensee in writing of the location of the mounting space on the Tower for the erection of the licensee's antenna.
- The Council may undertake maintenance work on the tower and reserves the right to relocate the licensee's antenna or feeder system. Relocation shall be at the licensee's expense.

5.4.4 Electrical or radio frequency interference or noise

- Radio frequency radiation from the licensee's equipment, cabling and power sources shall not exceed the safe limits for personnel as defined in the Australian Standards.
- Prior to any approval to use Council facilities, the prospective licensee shall, at the licensee's expense, undertake a radio frequency and electromagnetic compatibility analysis using a qualified/certified person or organisation. **Refer to Access Communication Facility Application Form (Maqiq Documents #549847)**
- The licensee's equipment shall not cause electrical or radio frequency interference to any other equipment on the site. Forms of interference include but are not limited to, receiver desensitisation, cabinet radiation, receiver blocking and spurious transmissions. Where interference does occur, the licensee will accept full responsibility and bear all costs of any equipment modifications or additions needed to eliminate the interference whether those modifications are required to any other equipment whether owned by the Council or any licensee whose equipment is installed on or in the vicinity of the site.

- Narrandera Shire Council reserves the right to require the termination of the operation of the equipment causing interference, and to disconnect such equipment without notice. The cost of such repairs, modifications, additions or reconnection is to be paid by the licensee.
- Narrandera Shire Council also reserves the right to, without notice, to temporarily disconnect any equipment that it has reason to believe is causing or is contributing to interference to its, or other equipment located on that site. The cost of reconnection of such equipment is to be paid by the licensee.
- The licensee will accept responsibility for ensuring that the performance of his/her equipment is not unacceptably impaired by the normal operation of any other equipment at that site.
- The Narrandera Shire Council will not accept any responsibility for investigating interference or recommending remedial measures. Upon being notified either verbally or in writing of interference, the licensee will immediately initiate investigations as to the cause of such interference. All costs of such investigation, including the use of consultant personnel shall be borne and paid for by the licensee.

5.4.5 Additions or changes to equipment to equipment or frequencies

Following finalisation of the Licence/Lease Agreement, the licensee shall not install any additional equipment or frequencies or change any existing equipment or frequencies without the prior approval of the **General Manager Facility Manager**.

5.4.6 Facilities installed with separate access

Under this arrangement, accommodation of the Licensee's equipment may be in a separate building, which is physically isolated from the area occupied by the provided equipment store and has separate external access.

- The **General Manager Facility Manger** will advise the Licensee of the location of the building space allocated for the installation of the equipment.
- The Narrandera Shire Council reserves the right to relocate any installation at the Licensee's expense. A minimum 14 days' notice shall be given to the licensee, such money may be verbal or in writing.
- The licensee shall bear all costs associated with the provision of any new separate area that may, from time to time, be required by the Council in order to house the licensee's service. Such costs shall be deemed to include construction costs for buildings, towers, fences, gates, and the provision of electrical power and metering, costs will include survey, local government charges, and costs in respect to environmental reports. All such charges payable to the Council will be advised in writing to the licensee.

5.4.7 Facilities installed with common access

Under this arrangement, accommodation of the licensee's equipment or equipment provided by the Council may be provided in the same area of the Council building as occupied by the Council equipment.

- The ~~Prescribed Officer Facility Manager~~ will advise the licensee of the location of building space allocated for the installation of the licensee's equipment.
- Under this arrangement, the licensee may, subject to approval by the ~~Prescribed Officer Facility Manager~~, undertake the installation and maintenance work on their own equipment. The Council will not accept legal responsibilities or liabilities relating to the continuity or the reliability of the Licensee's service.
- In the case of shared facilities, the Council reserves the right to determine maintenance priorities where conflicting requirements occur.
- The Narrandera Shire Council reserves the right to relocate any installation for whatever reason deemed appropriate by the Council at the licensee's expense. A minimum of 14 days' notice shall be given to the licensee.
- Any leased lines or other telecommunications services provided by the telecommunications carriers or any other body to and from the site shall be the responsibility of the licensee.

5.5 HEALTH AND SAFETY

5.5.1 General

- Council, other technicians and riggers are required to climb towers and masts, often at short notice. It is essential that they do so in safety. Normal private mobile radio facilities operate at low power and generally at a low duty cycle. However, other systems including mobile telephone and trunking may run continuously and present a hazard.
- Prospective licensees shall meet the requirements of ~~Australian Standard AS 2772.1-1990 Radiofrequency Radiation: Part 1: Maximum exposure levels—100kHz to 300 GHz. ARPNSA – Radiation Protection Standard – Maximum Exposure Levels to Radiofrequency Fields – 3 kHz to 300 GHz.~~
- Licensees shall guarantee that the equipment installed on Council facilities will not present a hazard to Council Officers or other personnel who may be required to work in the area or on the antenna support structures.
- The prospective licensee shall state what precautions will be taken to ensure the safety of Council Officers or other personnel who may be required to work in the area or on the antenna support structures.
- The prospective licensee shall state what precautions will be taken to ensure the safety of Council Officers or other personnel who may be required to work in the area or on the antenna support structures.

5.5.2 Hazardous materials and substances

- The licensee shall not store hazardous materials or substances on the site.
- Any hazardous materials used in the licensee's installation shall receive the written approval of the ~~General Manager Facility Manager~~.

5.5.3 Fire precautions

- Materials used in the licensee's installation shall be self-extinguishing or non-combustible. Any combustible material shall receive the written approval of the ~~General Manager~~ Facility Manager.
- Licensees shall provide and maintain fire protection equipment and take such fire precautions as specified by the Council.

5.6 COMPONENTS

5.6.1 Use of the AC Power Source

- Where the Council Radio site is supplied with AC power, it will be the responsibility of the licensee to provide suitable power outlets, via a protected circuit from the electrical distribution board. Additional outlets are to be installed by a qualified, licensed electrical contractor. The installation must comply with the appropriate standards applicable to the installation.
- Power used by the licensee shall be paid for at the current rates applicable.
- Where the licensee provides external accommodation for equipment, all electrical cables/feeders are to be installed to the satisfaction of the ~~General Manager~~ Facility Manager.
- The licensee will pay the costs of establishing the power connection from the Council power distribution board to the licensee's equipment, and will be required to reimburse the Council or the supply authority concerned at cost, for electrical power consumed.
- In the event of failure of the commercial supply, emergency power supply facilities will not normally be available from the Council installation.

5.6.2 Batteries

- The licensee shall not install radio batteries in the radio equipment room without the ~~General Manager's~~ permission of the Facility Manager.
- Unsealed lead acid batteries shall not be installed in the radio equipment room unless installed in accordance with the Australian Standards.

5.6.3 Earthing

- Unless otherwise approved by the ~~General Manager~~ Facility Manager, there shall be only a single station earth.
- All equipment racks, cable trays and antennae support structures shall be earthed and connected to the station earth.

5.6.4 Lighting Protection

- All radio frequency and communications cables entering the building shall be protected from lighting.

5.6.5 Cabling

- The use of Council cable trays, aerials, cable ladders and other cabling shall be approved by the ~~General Manager~~ **Facility Manager**.
- All cabling shall be installed with the relevant Australian and Austel standards.
- All cabling shall be run neatly in cable trays.
- Licensee cables, cable trays, terminating devices and other cabling facilities shall not obstruct or restrict access to Council or other licensee cables or equipment.

5.6.6 Plinths

- All racks shall be mounted on plinths.

6. DEFINITIONS

- **Communication Facility:**
- **NSC:** Narrandera Shire Council
- **ARPANS:** Australian Radiation Protection and Nuclear Safety Act 1998
- **AUSTEL:** Australian Telecommunications Authority

7. ROLES AND RESPONSIBILITIES

7.1 GENERAL MANAGER

- To advise the Mayor on matters of access to communication facilities and to lead staff in their understanding and compliance with this policy and application form.
- To ensure that this policy is reviewed at least once during the term of each Council.

7.2 DEPUTY GENERAL MANAGER / MANAGER

- To Supervise and help staff in their understanding and compliance with this policy and the application form.

7.3 FACILITY MANAGER

- To ensure that the access to communication activities and application are actioned in accordance with this policy and delegation

8. RELATED LEGISLATION

- Local Government Act 1993
- Local Government General Regulations 2020
- ARPANS ACT

9. RELATED POLICIES AND DOCUMENTS

- Access Communications Facilities Application **#549847**

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:

- C7000 Access to Communication Facilities
- TS60 Access to Communication Facilities

POLICY HISTORY

Responsible Officer	Position Title		
Approved by	General Manager		
Approval Date	DD Month 202Y – Admin to update		
GM Signature (Authorised staff to insert signature)			
Next Review	1 March 2029		
Version Number	Endorsed by ELT	Endorsed by Council	Date signed by GM
1 Adopted	-	18/04/2006	18/04/2006
2 Reviewed	-	20/04/2010	20/04/2010
3 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 Access to Communication Facilities Policy.

Employee Name

Position Title

Signature

Date

13.2 POLICY REVIEW - POL108 DRONE USAGE POLICY 2025**Document ID:** 827568**Author:** Manager Projects and Assets**Authoriser:** Deputy General Manager Infrastructure**Theme:** Policy**Attachments:** 1. DRAFT POL108 Drone Usage Policy  **RECOMMENDATION**

That Council:

1. Endorses the draft POL108 Drone Usage Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL108 Drone Usage Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

PURPOSE

The purpose of this report is for Council to consider and endorse the draft POL108 Drone Usage Policy for public exhibition.

SUMMARY/ BACKGROUND

The draft POL108 Drone Usage Policy has been developed to ensure responsible usage of remotely piloted aircraft (RPA) and data collection by the RPA during work activities.

Drone technology is an emerging field within Local Government which has the potential to reduce WH&S risks to employees as well as reduce the amount of time it takes to complete certain tasks, such as surveying.

This policy aims to allow Council to use the RPA for activities such as surveying, aerial imagery, and inspections whilst ensuring the privacy of residents of Narrandera Shire Council.

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

Policy

ISSUES AND IMPLICATION**Policy**

- The policy, once adopted, will set out the responsibilities in following the Standard Operating Conditions (SOC) and the rules outlined in Civil Aviation Safety Regulations (CASR) for Council pilots.
- The policy also identifies the process to be undertaken by any person who believes that personal information relating to them has been captured by a Council RPA.

Legal / Statutory

- Civil Aviation Safety Regulations Part 101 (Commonwealth).
- Work Health and Safety Act 2011 (NSW)
- Work Health and Safety Regulation 2017 (NSW)
- Narrandera Shire Council Code of Conduct

Community Engagement / Communication

- Once endorsed, the draft POL108 Drone Usage Policy will be placed on exhibition for 28 days.

OPTIONS

1. Endorse the policy and send to exhibition.
2. Endorse the policy with revisions and send to exhibition.
3. Refer the policy back to staff for further review.

CONCLUSION

POL108 Drone Usage Policy will guide Council and community on the requirements surrounding usage of RPA's and management of data collected by RPA's by Council pilots undertaking work activities.

It is recommended that Council endorses the policy as presented, directing it to public exhibition seeking community comment, and deeming the policy adopted should no submissions be received. In the event that submissions are received by the conclusion of the exhibition period, the policy will be returned to Council for further consideration.



Draft - Drone Usage Policy 202^Y

POL108



NARRANDERA SHIRE COUNCIL

Chambers: 141 East Street Narrandera NSW 2700
Email: council@narrandera.nsw.gov.au

Phone: 02 6959 5510
Fax: 02 6959 1884



Policy No: POL108
Policy Title: Drone Usage Policy
Section Responsible: Projects & Assets
Minute No/Ref: XXXXXXX
Doc ID: 519155

1. INTENT

To ensure responsible usage of Remotely Piloted Aircraft (RPA's) and management of data collected by RPA's by council pilots.

2. SCOPE

This policy applies to all RPA pilots who are operating for or on behalf of council.

3. OBJECTIVE

To ensure that all drone usage follows Civil Aviation Safety Authority (CASA) requirements as well as correct storage and management of data collected by the RPA during work activities.

4. POLICY STATEMENT

Drone technology is an emerging field within Local Government which has the potential to reduce WH&S risks to employees as well as reduce the amount of time it takes to complete certain tasks such as surveying.

This policy aims to allow Council to use the RPA for activities such as Surveying, Aerial Imagery, and Inspections whilst ensuring the privacy of residents of Narrandera Shire Council.

5. PROVISIONS**5.1 Usage**

Only approved pilots may use Councils RPA. Employees who fail to follow the Standard Operating Conditions (SOC) and the rules outlined in Civil Aviation Safety Regulations (CASR) part 101 may face both internal disciplinary actions, as well as fines from CASA. To reduce this risk all pilots must on a site-by-site basis determine the risks of them not

being able to follow the SOC, and what actions they must take to ensure that all conditions are met for safe usage.

5.2 Access to data

Any person who believes that personal information relating to them has been captured by a Council RPA may contact Council and request to view it by following Council's "Access to Council Information (CS310)" Policy.

Any application for access to personal information potentially captured by the RPA must specify the approximate location, date, and time that the images were taken to allow Council to find the specific data.

If images are inadvertently captured by the RPA that contain personal information the member of the public can either request that the related images be deleted, or they can acknowledge that the images are acceptable for continued use within Council.

6. DEFINITIONS

- RPA – Remotely Piloted Aircraft
- Drone – A commonly used colloquialism for Remotely Piloted Aircraft
- CASA – Civil Aviation Safety Authority
- CASR – Civil Aviation Safety Regulations
- SOC – Standard Operating Conditions
- RePL – Remote Pilots Licence
- ReOC – Remote Operators Certificate
- AVCRM – Aviation Compliance and Risk Management

7. ROLES AND RESPONSIBILITIES

7.1 STAFF

- Must follow CASA's Standard Operating Conditions unless they hold a Remote Pilots Licence (RePL), in which case they must comply with the standards of a Remote Operators Certificate (ReOC) when planning to operate outside of the SOC.
- Must log all required information when flying under a ReOC in the Aviation Compliance and Risk Management (AVCRM) software.
- When flying within the SOC with a drone that is also used under the ReOC, the pilot must log all details regarding that drone in the AVCRM software.
- Any staff member without an RePL must have an Aviation Reference Number (ARN) and have acquired a drone accreditation.
- Must ensure that the drone has a current registration before completing a flight.

7.2 DEPUTY GENERAL MANAGER / MANAGER

- Must ensure that users follow all rules and regulations.

8. RELATED LEGISLATION

- Civil Aviation Safety Regulations Part 101 (Commonwealth). This consolidates the rules governing all unmanned aeronautical activities into one body of legislation. It prescribes the rules for the use of unmanned moored balloons and kites, unmanned free balloons, unmanned rockets, remote piloted aircraft, model aircraft, and pyrotechnic displays.
- Work Health and Safety Act 2011
- Privacy and Personal Information Protection Act 1998

9. RELATED POLICIES AND DOCUMENTS

- Access to Council Information (CS310)
- Section 5.7 – Workplace Surveillance Policy (HRW005)
- Narrandera Shire Council Code of Conduct

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.

POLICY HISTORY

Responsible Officer	Projects & Assets Manager		
Approved by	General Manager		
Approval Date	DD Month 202Y (ADMIN: update when GM signature added)		
GM Signature (Authorised staff to insert signature)			
Next Review	DD Month 202Y		
Version Number	Endorsed by ELT	Endorsed by Council	Date signed by GM
1 Adopted	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY
2 Reviewed	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY

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11. Acknowledgement of Training Received

I hereby acknowledge that I have received, read and understood a copy of Council's POL108 Drone Use Policy.	
Employee Name	
Position Title	
Signature	
Date	

13.3 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - SEPTEMBER 2025

Document ID: 830597

Author: Administration Assistant

Authoriser: Deputy General Manager Infrastructure

Theme: Our Environment

Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Development Services Activities Report for September 2025.

PURPOSE

The purpose of this report is to inform Council of Development Applications and other development services provided during September 2025.

BACKGROUND

Development & Complying Development Applications

A summary of Development and Complying Development Applications processed during the reporting month/s detailed in the following table:

Stage Reached	September
Lodged	4
Stop-the-Clock / Under Referral / Awaiting Information	2
Determined	6

The value of Development and Complying Development Applications approved by Council during the reporting month is detailed in the following tables:

Development Type	2025-26			
	SEPTEMBER		Year to Date	
	Number	Value \$	Number	Value \$
Residential	4	\$ 1,374,400	8	\$ 2,183,400
Industrial	-	\$ -	0	\$ -
Commercial	-	\$ -	0	\$ -
Rural Residential	-	\$ -	0	\$ -
Subdivisions	2	\$ 50,000	2	\$ 50,000
Other	-	\$ -	0	\$ -
TOTAL	6	\$ 1,424,400	10	\$ 2,233,400

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 the reporting month.

No	Type	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
CDC-003 2025-2026	L	19 Frank St NARRANDERA	Dwelling	Conditionally Approved	-	1
DA-040 2024-2025	L	Barellan Road NARRANDERA	Subdivision (boundary adjustment)	Conditionally Approved	40	14
DA-002 2025-2026	L	156 Larmer St NARRANDERA	Dwelling alterations & additions	Conditionally Approved	-	10
DA-003 2025-2026	L	10-12 Gundagai St NARRANDERA	Dwelling	Conditionally Approved	-	10
DA-052 2021-2022 MOD 2	L	46 King St NARRANDERA	Subdivision (2 into 3 lots)	Conditionally Approved	-	4
DA-006 2025-2026	L	2 Humby St KAMARAH	Shipping Container (storage)	Conditionally Approved	-	3

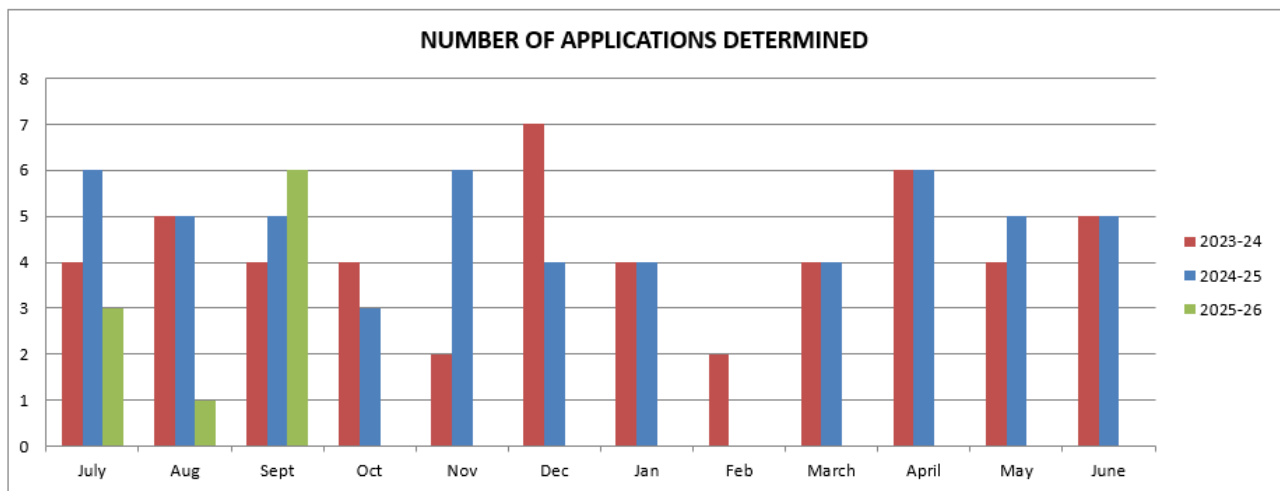
Type explanation

Complying (CDC)	Fast track approval process without the need for a full development application if specific criteria are met.
Local (L) Delegated authority	Merit based assessment where development consent is required. Target determination time of 40 business days.
Council (L/C)	Local development determined by Council at an ordinary meeting.
Integrated (I)	Merit based assessment where approval from other authorities, such as TfNSW, 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.
Request for further information (RFI)	Request for further information.

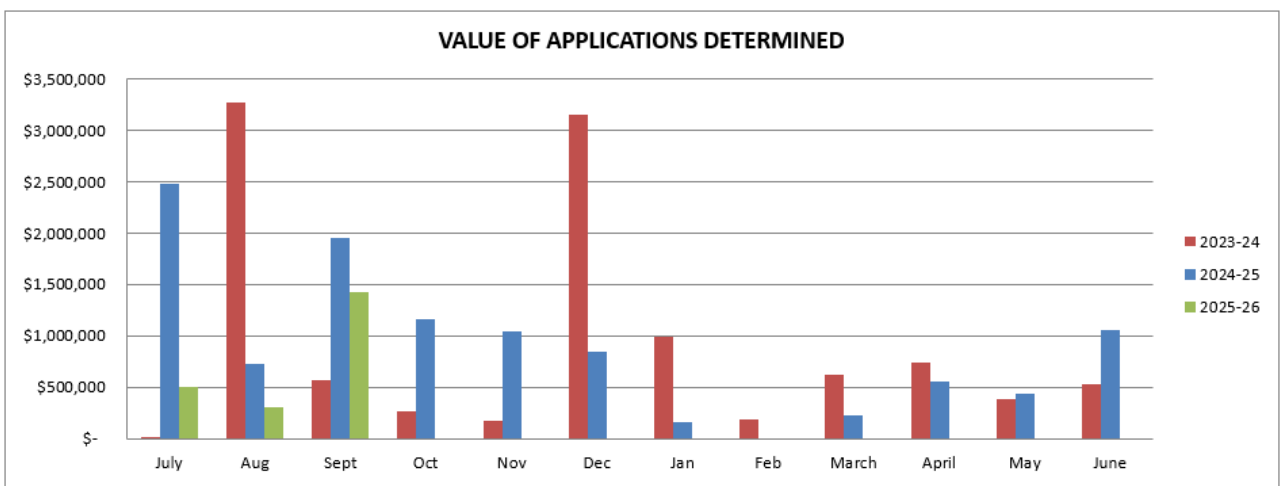
Comparison determination times

2020-21	Narrandera Shire Council average	30 days
2021-22	Narrandera Shire Council average	25 days
2022-23	Narrandera Shire Council average	18.6 days
2023-24	Narrandera Shire Council average	12.9 days
2024-25	Narrandera Shire Council average	11.8 days
2025-26	Narrandera Shire Council average YTD	6.8 days

This graph details the comparative number of Development and Complying Development Applications determined by month over the past three years.



This graph details the comparative value of Development and Complying Development Applications determined by month over the past three years.



Certificates Issued

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

Certificate Type	
Construction Certificates	1
Building Certificates	-
Subdivision Certificates	-
Occupation Certificates	2
Section 10.7 Certificates	18
Swimming Pool Compliance Certificates	-
S68 Approvals	-

Construction Activities

A summary of Critical Stage building inspections undertaken during the reporting month is detailed in the following tables:

Building Surveyor Inspections	
Critical Stage Inspections	7

Compliance Activities

A summary of compliance services activities undertaken during the reporting month is detailed in the following tables:

Companion Animal Activity – Dogs	
Impounded	7
Returned	3
Rehomed	-

Companion Animal Activity – Cats	
Impounded	4
Returned	-
Rehomed	-

Compliance Activity	
Call outs	18
Infringement warnings/fines issued	2
Menacing/Dangerous dog incidents	-

14 CONFIDENTIAL MATTERS

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*:

14.2 Narrandera Leeton Airport - Hangar Lease

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

14.1 ELECTRICAL CONNECTION - BHULLAR GROUP

Document ID: 827325

Author: Economic Development Manager

Authoriser: Acting General Manager

Theme: Our Economy

Attachments:

1. Overhead Electrical Line and Substation Install Design [↓](#)
2. Substation Install Detailed Project Works - Confidential (under separate cover)

RECOMMENDATION

That Council:

1. Resolves to contribute \$53,990.94 (ex GST) to Bhullar Group towards the construction of the overhead electrical lines along Drover Place in the Red Hill Industrial Estate.
2. Resolves to fund the contribution from the Property Development internal reserve.

PURPOSE

The purpose of this report is to obtain Council's approval to contribute \$53,990.94 (ex GST) to Bhullar Group towards the construction of overhead electrical lines comprising four (4) new timber poles and the overhead conductors.

SUMMARY

Bhullar Group is seeking contribution towards infrastructure costs totalling \$53,990.94 (ex GST) for the establishment of above-ground power lines along Drover Place in the Red Hill Industrial Estate, as part of larger infrastructure project to establish an electrical substation at 5 Drover Place, Narrandera.

BACKGROUND

At its 15 February 2022 Ordinary Meeting [Res22/057], Council resolved to sell land to Bhullar Group in the Red Hill Industrial Estate for the purposes of attracting a new industry to Narrandera Shire, in accordance with the policy POL048 Sale Industrial Land Red Hill Estate Policy.

Council has since undertaken works to establish Drover Place, a new road within the precinct, which expands the length of Bhullar Group's land purchase to the eastern side.

Bhullar Group continues to establish and expand as a large-scale steel fabricator, creating employment opportunities regionally and adding to Narrandera Shire's gross domestic product (GDP) and local economy.

To continue development to full capacity, increased electrical supply is required to 5 Drover Place. This includes the construction of an overhead electrical line as part of a larger scale of works to establish a substation onsite at Bhullar Group, as identified in attachment 1.

Bhullar Group has requested a financial contribution of \$53,990.94 (ex GST) for the construction of the overhead lines, which will be constructed along Drover Place on Council-owned land.

Cost Breakdown (Listed under Pricing Schedule in Attachment 2):

3.0	Overhead Construction Schedule	\$ 33,677.53
	Breakdown of four (4) x new timber poles installed	
	• Peg 2 - \$13,033.61	
	• Peg 3 - \$4,698.90	
	• Peg 4 - \$4,698.90	
	• Peg 5 - \$8,540.10	
4.0	Overhead Conductor Schedule	\$ 20,313.41

This support directly reflects the direction of Council's Community Strategic Plan item 4.3 and the Economic Development Strategy through Project 4.2 – Progress Development of the Red Hill Industrial Estate (Precinct), and it aligns with Strategic Pillar 3:

“BUSINESS – support a productive and engagement business community and workforce to facilitate industry development and growth, as well as expand the job base.”

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

Theme

4. Our Economy

Strategy

4.3. Support local businesses and industry to enable innovation and economic expansion.

Activity

4.3.1. Support economic growth and employment diversification through new and existing businesses. Annual Deliverable Success Measure/Target Responsible Service Unit Year 1 2025-26 Year

ISSUES AND IMPLICATIONS**Policy**

- Nil

Financial

- This contribution of \$53,990.94 (ex GST) would be funded from the Property Development internal reserve.

RISKS

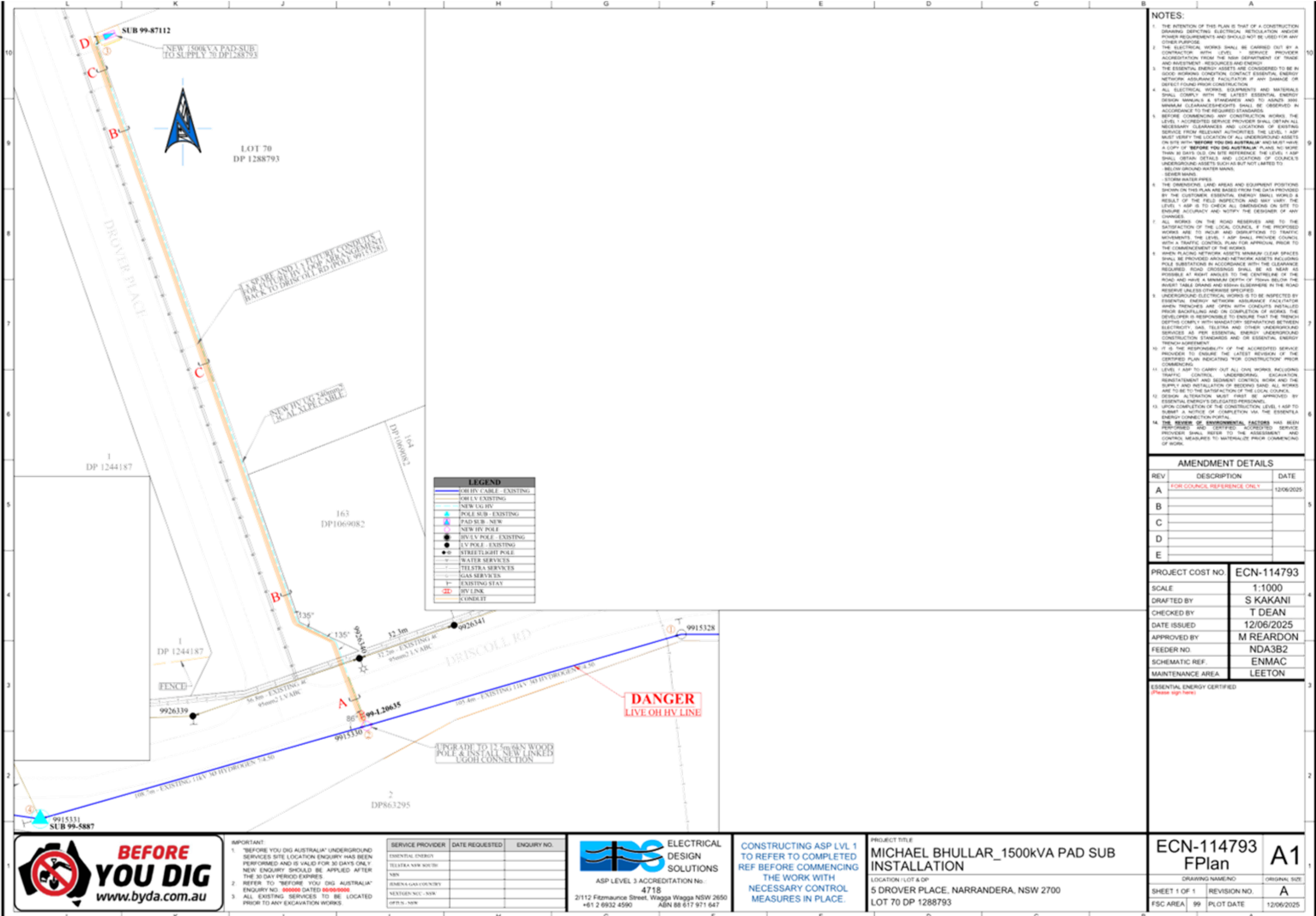
The risk associated with this proposal is the potential precedence that it could be seen to create for similar developments. This risk is not considered to be of major concern as future industrial land will be provided with the necessary servicing or be fully detailed within the contract.

OPTIONS

1. Council resolves to reimburse the sum of \$53,990.94 (ex GST) to Bhullar Group for the construction of an overhead electrical line along Drover Place.
2. Council resolves to reimburse the sum of \$53,990.94 (ex GST) to Bhullar Group for the construction of an overhead electrical line along Drover Place with additional parameters associated to the reimbursement.
3. Council declines the request for reimbursement to Bhullar Group for the construction of an overhead electrical line along Drover Place.

CONCLUSION

The contribution of funds totalling \$53,990.94 (ex GST) to Bhullar Group for the construction of an overhead electrical line along Drover Place accounts for the provision of additional infrastructure to an establishing business in the Red Hill Industrial Estate, supporting local business expansion.



15 REPORT OF CONFIDENTIAL RESOLUTIONS

16 CONCLUSION OF MEETING