



BUSINESS PAPER

Ordinary Council Meeting

16 July 2019

ETHICAL DECISION MAKING & CONFLICT OF INTEREST

A Guiding Checklist for Councillors, Officers & Community Committees

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

Toll Free

1800 451 524

COMMUNITY STRATEGIC PLAN

Themes

Agenda Section 16 ~ Our Community

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

Agenda Section 17 ~ Our Environment

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

Agenda Section 18 ~ Our Economy

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

Agenda Section 19 ~ Our Infrastructure

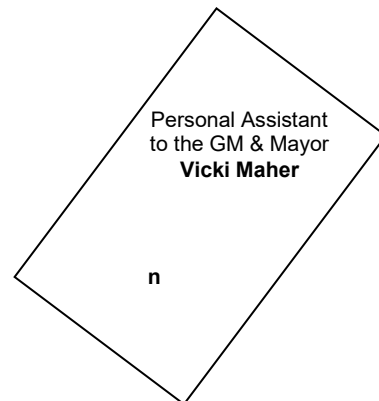
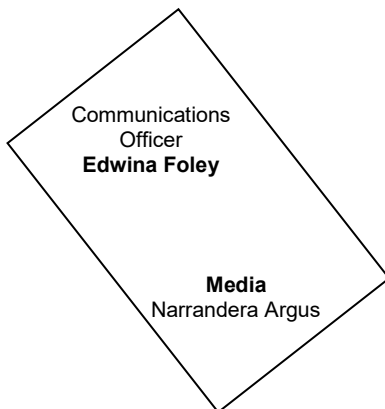
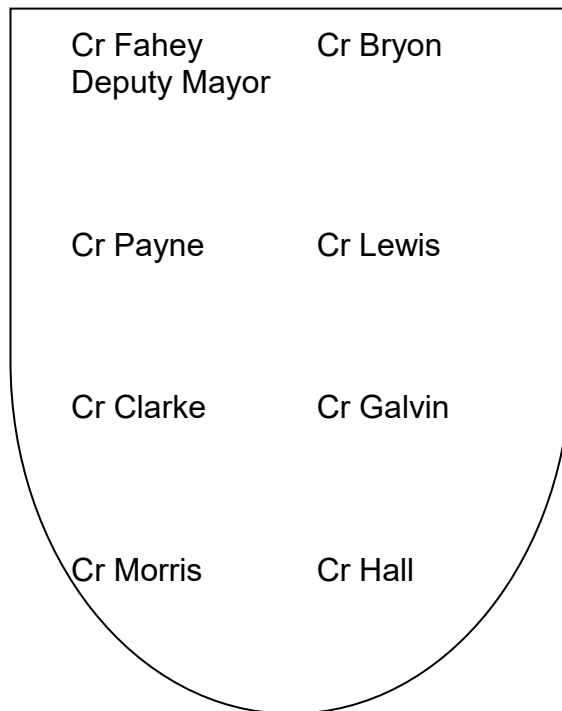
- 4.1 To have an improved and adequately maintained road network
- 4.2 To improve, maintain and value-add to our public and recreational infrastructure
- 4.3 To improve and enhance our water and sewer networks
- 4.4 To have a say when planning for new facilities or refurbishing existing facilities

Agenda Section 20 ~ Our Civic Leadership

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

SEATING

General Manager George Cowan	MAYOR Cr Kschenka	Deputy General Manager Infrastructure Julian Geddes	Deputy General Manager Corporate & Community Martin Hiscox
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PUBLIC QUESTION TIME

A question time is provided for by Council for the purpose of allowing members of the public to express concerns, in writing, on issues relevant to Council's powers and functions.

Notice of questions to be raised are required to be submitted in writing, addressed to the Chief Executive Officer, and received by Council no later than the Friday fortnight (11 days) preceding the meeting date.

A 30 Minute Public Question time is allowed for at the commencement of the Council meeting if further clarification is required only on those written questions received.

Questions and Responses are screened for viewing. A limit of 3 minutes per address applies. In the event that there is no questions from the public, Council will commence the meeting in accordance with the agenda.

Persons are advised that under the Local Government Act, 1993 and Regulations a person may NOT tape record the proceeding of a meeting of a Council, Committee or Workshop without the authority of the Council.

“Tape record” includes a video camera and electronic device capable of recording speech. Mobile phones are to be switched off so as not to disrupt the meeting.

**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held in the Council Chambers on:
Tuesday 16 July 2019 at 2pm**

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1 ACKNOWLEDGEMENT OF COUNTRY

2 HOUSE KEEPING

3 DISCLOSURE OF POLITICAL DONATIONS

4 PRESENT

5 APOLOGIES

6 DECLARATIONS OF INTEREST

7 PUBLIC QUESTION TIME

No Public Question Time

8 PRESENTATIONS BY THE PUBLIC

Nil

9 PRESENTATIONS BY STAFF AND CONTRACTORS

Nil

10 CONFIRMATION OF MINUTES

Ordinary Council Meeting - 18 June 2019



MINUTES

Ordinary Council Meeting

18 June 2019

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 18 JUNE 2019 AT 2PM**

The Mayor declared the meeting opened at **2.05pm** and welcomed the Councillors, Staff, and Media.

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 HOUSE KEEPING

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

3 DISCLOSURE OF POLITICAL DONATIONS

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

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

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

4 PRESENT

Cr Neville Kschenka, Cr Narelle Payne, Cr Kevin Morris, Cr Tracey Lewis, Cr Wesley Hall, Cr Tammy Galvin, Cr Barbara Bryon

In Attendance

Julian Geddes (Deputy General Manager Infrastructure), Martin Hiscox (Deputy General Manager Corporate & Community), George Cowan (General Manager) and Vicki Maher (Minute Taker)

5 APOLOGIES**RESOLUTION 19/074**

Moved: Cr Narelle Payne

Seconded: Cr Kevin Morris

That apologies from Cr David Fahey OAM and Cr Jenny Clarke OAM be received and accepted.

CARRIED

The Mayor extended sympathies on behalf of Council to Cr Clarke and family on the passing of her husband Abbey.

6 DECLARATIONS OF INTEREST

Cr Wesley Hall declared a Non Pecuniary Non Significant Interest in Item 19.1 under the Local Government Act as Mr and MRs Hands are clients of my Accounting business and will remain and take part in discussion and voting.

Cr Neville Kschenka declared a Pecuniary Non Significant Interest in Item 22.1 under the Local Government Act as My business is a supplier of Cameras and Sound Equipment and will remain and take part in discussion and voting.

General Manager Mr George Cowan declared a Non Pecuniary Significant Interest in Item 24.2 under the Local Government Act as GM Review and will leave the meeting during discussion and voting on the matter.

7 PUBLIC QUESTION TIME

Nil

8 PRESENTATIONS BY THE PUBLIC

Nil

9 PRESENTATIONS BY STAFF AND CONTRACTORS

Nil

10 CONFIRMATION OF MINUTES**RESOLUTION 19/075**

Moved: Cr Narelle Payne

Seconded: Cr Wesley Hall

That the minutes of the Ordinary Council Meeting held on 21 May 2019 be confirmed.

CARRIED

11 MAYORAL REPORT

11.1 MAYORAL REPORT JUNE 2019

RESOLUTION 19/076

Moved: Cr Neville Kschenka

Seconded: Cr Tammy Galvin

That Council receive and note the Mayoral Report for June 2019.

CARRIED

12 NOTICES OF RESCISSION

12.1 RESCISSION MOTION - NARRANDERA TOWN SIGNS - GATEWAY SIGNS

RESOLUTION 19/077

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council Rescind Motion 19/085 Item 12.2 Narrandera Town Signs – Gateway Signs passed at the Ordinary Meeting held on 21 May 2019;

That Council:

1. Considers the attached designs, as amended and selects one design for application to the construction of six (6) signs sized 3mx 1.8m each for erection at prominent gateway locations on the six (6) main entry routes to Narrandera, supported by landscaped surrounds and flanking poles and banners for each sign.

[As per Council's original motion endorsed 16 April, Option on Page 91 Darker Orange, Koala up tree, add outline and block to Lizard, Narrandera to be reflective]

2. Sign placements on all entrance roads to Narrandera at the appropriate distance out of town *before* travellers are actually *in* town, giving them time to decide to detour.
 1. Sign 1 - Newell Highway - Morundah side of Gillenbah
 2. Sign 2 - Newell Highway – Grong Grong side of Narrandera
 3. Sign 3 - Sturt Highway - Hay side of Gillenbah
 4. Sign 4 - Sturt Highway - Wagga side of Gillenbah
 5. Sign 5 - Irrigation Way - Leeton Road
 6. Sign 6 - Barellan Road - Barellan side of Red Hill Industrial Estate entrance.
3. Approve the removal of the existing Narrandera town signs.
4. Council to seek RMS approval for low level directional signage at the Newell Sturt intersection for Narrandera.
5. Incorporate Solar Lights within each signs landscaping at the cost of \$750+GST per sign.
6. Landscaping be designed to reflect the themes established by the design of the

Narrandera Cemetery and Lake Talbot Water Park entrances.

CARRIED

13 NOTICES OF MOTION

13.1 NOTICE OF MOTION - NARRANDERA TOWN SIGNS - GATEWAY SIGNS

RESOLUTION 19/078

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Considers the design options, (tabled) with the inclusion of "Welcome to" Narrandera Wiradjuri Country "The Narrungdera Clan - Place of Many Lizards" and that the wording Wiradjuri be increased in size. Also selecting one design option for application to the construction of six (6) signs sized 3mx 1.8m each for erection at prominent gateway locations on the six (6) main entry routes to Narrandera, supported by landscaped surrounds and flanking poles and banners for each sign.
[As per Council's original motion endorsed 16 April, Option on Page 91 Darker Orange, Koala up tree, add outline and block to Lizard, Narrandera to be reflective]
[Sign selected Option 2 page 37 with following format amendments - Lizard lighter and outlined as page 36, lettering to be Welcome to Narrandera WIRADJURI COUNTRY NARRUNGDERA CLAN – Place of many Lizards]
2. Sign placements on all entrance roads to Narrandera at the appropriate distance out of town *before* travellers are actually *in* town, giving them time to decide to detour.
 - Sign 1 - Newell Highway - Morundah side of Gillenbah
 - Sign 2 - Newell Highway – Grong Grong side of Narrandera
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 - Sign 4 - Sturt Highway - Wagga side of Gillenbah
 - Sign 5 - Irrigation Way - Leeton Road
 - Sign 6 - Barellan Road - Barellan side of Red Hill Industrial Estate entrance.
3. Approve the removal of the existing Narrandera town signs.
4. Council to seek RMS approval for low level directional signage at the Newell Sturt intersection for Narrandera.
5. Incorporate Solar Lights within each signs landscaping at the cost of \$750+GST per sign.
6. Landscaping be designed to reflect the themes established by the design of the Narrandera Cemetery and Lake Talbot Water Park entrances.

CARRIED

14 COUNCILLOR REPORTS

Nil

15 COMMITTEE REPORTS**15.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) 28 MAY 2019****RESOLUTION 19/079**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council receive and note the Minutes of the Economic Taskforce Committee meeting held 28 May 2019, together with the updated Economic Development Strategy (non-confidential).

CARRIED

15.2 MINUTES - GRONG GRONG COMMUNITY COMMITTEE - 9 MAY 2019**RESOLUTION 19/080**

Moved: Cr Barbara Bryon

Seconded: Cr Tammy Galvin

1. That the Minutes of the Grong Grong Community Committee held on Thursday 9 May 2019 be received and noted with the correction to name; Peter Skarlis not Skarlis Peter.

CARRIED

15.3 MINUTES - BETTERING BARELLAN COMMITTEE - 23 MAY 2019**RESOLUTION 19/081**

Moved: Cr Kevin Morris

Seconded: Cr Tammy Galvin

1. That the Minutes of the Bettering Barellan Committee held on Thursday 23 May 2019 be received and noted.

CARRIED

15.4 MINUTES - RAILWAY STATION MANAGEMENT COMMITTEE - 14 MAY 2019**RESOLUTION 19/082**

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

1. That the Minutes of the Railway Station Management Committee held on Tuesday 14 May 2019 be received and noted and that Cr Lewis be removed from the Present list.

CARRIED**16 OUR COMMUNITY****16.1 NARRANDERA OUT OF SCHOOL HOURS (NOOSH) SERVICE****RESOLUTION 19/083**

Moved: Cr Wesley Hall

Seconded: Cr Tammy Galvin

That Council:

1. Continue to support an ongoing viable Out of School Hours service in Narrandera through advocacy with existing providers and local schools.
2. Continue to engage with the State Government to emphasise the importance of the prompt release of new policies in regard to OOSH services.
3. Advise Narrandera East Infants School that operation of NOOSH is expected to terminate at its current location pending occupation of the facility by another OOSH operator.
4. Negotiate a revised licence with the Department of Education giving consideration to increased access and usage by the East Infants School and an assurance of the availability of the building for any future Out of School Hours Service operator who may wish to utilise the infrastructure in line with the new OOSH policies to be released by the Department of Education.
5. Follow-up on a Facebook posting from Local Member Steph Cooke MP regarding an Out of School Hours facility in the Cootamundra Electorate.

CARRIED**17 OUR ENVIRONMENT**

Nil

18 OUR ECONOMY

Nil

19 OUR INFRASTRUCTURE**19.1 PERIODIC REVIEW OF NARRANDERA LOCAL ENVIRONMENTAL PLAN 2013****RESOLUTION 19/084**

Moved: Cr Wesley Hall

Seconded: Cr Barbara Bryon

That Council commence a review of the *Narrandera Local Environmental Plan 2013* in line with obligations under the *Environmental Planning and Assessment Act 1979*.

CARRIED

20 OUR CIVIC LEADERSHIP

20.1 MODEL CODE OF MEETING PRACTICE

RESOLUTION 19/085

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council adopt the Model Code of Meeting Practice attached including the non-mandatory provisions shown in Red font and excluding those in Orange font.

CARRIED

20.2 CODE OF CONDUCT

RESOLUTION 19/086

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council extend the Code of Conduct to apply to volunteers working on Council services and to members of Section 355 Committees.

CARRIED

21 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

21.1 MAY DEVELOPMENT SERVICES ACTIVITIES

RESOLUTION 19/087

Moved: Cr Narelle Payne

Seconded: Cr Kevin Morris

That Council receive and note the Development Services Activities Report for May 2019.

CARRIED

22 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

22.1 MAY CAPITAL WORKS PROGRAM

RESOLUTION 19/088

Moved: Cr Wesley Hall

Seconded: Cr Narelle Payne

That Council receive and note the information contained in the Capital Works report as at 31 May 2019.

CARRIED

22.2 MAY STATEMENT OF BANK BALANCES

RESOLUTION 19/089

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

That Council receive and note the information contained in the Statement of Bank Balances report as at 31 May 2019.

CARRIED

22.3 MAY INCOME STATEMENT

RESOLUTION 19/090

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council receive and note the information contained in the Income Statement report for the period ending 31 May 2019.

CARRIED

22.4 MAY STATEMENT OF INVESTMENTS

RESOLUTION 19/091

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council receive and note the information contained in the Statement of Investments report as at 31 May 2019.

CARRIED

22.5 MAY STATEMENT OF RATES AND RECEIPTS

RESOLUTION 19/092

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council receive and note the information contained in the Statement of Rates and Receipts report as at 05 June 2019.

CARRIED

23 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

24 CONFIDENTIAL BUSINESS PAPER REPORTS

RESOLUTION 19/093

Moved: Cr Narelle Payne

Seconded: Cr Wesley Hall

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*:

24.1 Economic Taskforce Strategy Updates CONFIDENTIAL

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

24.2 Mayoral Report - Re-Submitted - GM Mid-Term Performance Review

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

CARRIED

24.1 ECONOMIC TASKFORCE STRATEGY UPDATES CONFIDENTIAL**RESOLUTION 19/094**

Moved: Cr Kevin Morris

Seconded: Cr Tammy Galvin

That Council receive and note the Economic Development Strategy 2019 (confidential version) containing updates following the Economic Taskforce Committee meeting held 27 May 2019.

CARRIED

At this point, time being 2.41pm, all staff left the meeting.

24.2 MAYORAL REPORT - RE-SUBMITTED - GM MID-TERM PERFORMANCE REVIEW**RESOLUTION 19/095**

Moved: Cr Wesley Hall

Seconded: Cr Tammy Galvin

That Council receive and note the information contained in the General Manager Mid-Term Review report as prepared by Local Government Management Solutions.

CARRIED

At this point, time being 3.03pm, the Minute Taker returned to the meeting.

RESOLUTION 19/096

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council moves out of Closed Council into Open Council.

CARRIED

The Meeting closed at 3.05pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 16 July 2019.

.....
GENERAL MANAGER

.....
CHAIRPERSON

Unconfirmed

11 MAYORAL REPORT**11.1 MAYORAL REPORT JULY 2019****Document ID:** 422123**Author:** Mayor**Theme:** Our Civic Leadership**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Mayoral Report for July 2019.

BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 18 June 2019, I have had the privilege to attend the following on behalf of our Council:-

Meetings with General Manager

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

Media Interviews and Shire News Promotions

I have had numerous media interviews with Narrandera Argus, Radio 2 MMM Griffith, Win News and ABC Radio throughout the past month covering recent topics of interest and/or concern.

JUNE 2019**Tuesday 18**

Chaired the monthly Councillors Briefing Session and Ordinary Council Meeting. Unconfirmed Minutes of the Council Meeting are further submitted for Council's endorsement.

Thursday 20

Together with fellow committee members, I attended the Grong Grong Community Hall meeting. Minutes of the meeting are further provided to Council.

Monday 24

Together with fellow committee members, I chaired the June meeting of the Economic Taskforce. Minutes of the meeting are further provided to Council.

Wednesday 26

I was pleased to accept an invitation from Council's Road Safety Officer to attend the Roads & Maritime Services (RMS) Heavy Vehicle Forum. RMS Regional Director - South West Region; Mr Lindsay Tanner and I, had the pleasure of doing the Official Opening and

Welcome to the Forum that was held at the Narrandera Ex-Serviceman's Club. Special guest speaker on the day was Lt Colonel Martin Levey with representatives from relative RMS branches, NSW Police and Cr Kevin Morris attended. Discussions held on Freight, Heavy Vehicle enforcement, changes to the National Chain of Responsibility (CoR) Laws and Heavy Vehicle enforcement overview by NSW Traffic and Highway Patrol. The group enjoyed the opportunity to interact informally with organisational representatives, both Corporate and Local, at the end of the session.

The forum focused on safety, both in driver behaviour and vehicle maintenance. I found it to most informative and I was pleased to see many visitors as well as local people in attendance.

Wednesday 26

I accepted an invitation from the Narrandera Rotary Club for my wife Carmel and I to attend the Rotary Changeover dinner for 2019 held at the Narrandera Golf Club. The General Manager George and his wife Shirley Cowan also attended. I had the privilege of addressing the gathering of Rotary Club members and their visitors. I expressed our gratitude for the important volunteer work the members do over the year. Elected to the role of President was Rotarian Craig Hartin. I wish the Executive Team all the best for the coming year in continuing their contributions to the community. Rotary exchange student from Germany Miss Alea Karsten, gave an impromptu speech and we wish her all the very best on her return to her home country.

Thursday 27

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

JULY 2019

Monday 1

Together with our Local Member for Cootamundra; Steph Cooke MP, Councillors Bryon, Lewis and Clarke and GM George Cowan, I was very pleased to accept an invitation from Police Chief Inspector John Wadsworth to attend a special event at Narrandera Police Station. Following years of lobbying on behalf of the residents of Narrandera Shire, it was great to be present for the long awaited announcement that the Narrandera Police Station will now have the full complement of Police staffing. I was also very pleased to meet the new Griffith LAC Super Intendant Craig Ireland also to welcome the new Police Officer now stationed at Barellan.



Wednesday 3

Together with GM George Cowan, I attended a forum in Wagga with members of RAMJO and RIVJO conducted by Mr David Kitto from the Department of Planning & Environment to receive information on and discuss the development of large scale solar farms in the region. Concerns were expressed about the approval process and the establishment of solar farms on prime agricultural land.

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

Until next time, Mayor Kschenk

RECOMMENDATION

That Council receive and note the Mayoral Report for July 2019.

12 QUESTION WITH NOTICE

Nil

13 NOTICES OF RESCISSION

Nil

14 NOTICES OF MOTION

Nil

15 COUNCILLOR REPORTS**15.1 2019 AUSTRALIAN NATIONAL GENERAL ASSEMBLY****Document ID: 424592****Author: Deputy Mayor****Authoriser: General Manager****Theme: Our Civic Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

1. Receive and note the Attendance at the 2019 Australian National General Assembly (ANGA) report,
2. Investigate the benefits of a Reconciliation Action Plan that may enhance our relationship with Indigenous Communities within our Shire,
3. Investigate a Food Waste Recycling Management Program and Green Waste Organics Collection Service,
4. Investigate joining the Mobile Muster Program; this is a free service,
5. Continue to investigate Solar Power for council buildings and infrastructure where appropriate,
6. Investigate Electric Car Fleet possibilities into the future.

PURPOSE

Deputy Mayor Cr David Fahey OAM submits this report and its purpose is to provide Council with information on the 2019 Australian National General Assembly (ANGA).

SUMMARY

The 2019 Australian National General Assembly (ANGA) was at the National Convention Centre Canberra from 16 to 19 June 2019.

BACKGROUND

Firstly, I would like to thank Narrandera Shire Council for giving me the opportunity to attend this conference and to represent Narrandera Shire Council.

There were 880 attendees from all the states and territories of Australia. The conference theme was "Future Focused" and it was the 25th Anniversary of the National General Assembly (NGA). The theme acknowledged that change is constant and councils needed to be ready to seize opportunities afforded them to reap the rewards for their communities.

Mayor David O'Loughlin, ALGA President, opened the conference. Following this was an address from the Deputy Prime Minister, Michael McCormack MP who spoke about the future of Local Government in Australia, including constitutional recognition so the Federal Government could directly fund council's better.

Karen Middleton, Political commentator then discussed the ins and outs for Local Government post-election. She discussed the surprises that the last Federal Election

created, policy changes by the Federal Opposition and gave a precis on the current situation in government on both sides. The biggest threat currently is the possibility of a recession. She also discussed the support of Anthony Albanese in constitutional recognition and direct funding to Local Government from the Commonwealth.

Karen also spent some time in suggesting that Local Government should send thankyou letters to their Federal MP's, especially before asking for more, this was brought up often in her address as another way to secure funding.

A panel discussion took place on Post-Election Opportunities for Local Government with Karen Reddman, Mayor of Gawler SA, Ken Keith, Mayor of Parkes NSW and Geoff Morton, Mayor of Diamantina Central West Queensland.

Urban sprawl and updating infrastructure was an issue in Gawler, Freight hubs discussed for Parkes but Diamantina had issues with finances, infrastructure and drought.

Diamantina Shire has a land area of 95,000 kms². There are only approximately 150 permanent residents and only six (6) people pay 95% of the rate base from 14 properties, leaving them vulnerable to financial risk. They have to spend many resources on road maintenance, especially when the Birdsville races are on.

There were presentations from Bundaberg Regional Council in regards to what they call Intelligent Communities. Reflected in their Corporate Plans of Development and implement a new Intelligent Communities Plan that positions the Bundaberg Region as a model intelligent community in regional Australia. As part of this, they are mapping the effect of street light pollution as it is affecting the breeding of turtles that traditionally lay eggs on the beaches surrounding Bundaberg, as they need dark beaches. Council is utilising new technologies in partnership with the EPA and other agencies.

Other presentations included were from Melbourne City Council on urban infill, Spyros Kalos from Mobile Muster, First Languages Australia where the City of Belmont in WA highlighted their Reconciliation Action Plan 2015-2017.

There was a focus on using big data to assist in solving problems for council. In Queensland, they are running a pilot to measure things such as barking dogs, electricity, fleet management and Library usage. More information is at LG Sherlock - Energy Detective.

Steve Sammartino, futurist, is planning building a house that takes together all of the pieces that modern houses are likely to have. It is going to be the world's most modern house. It is going to be 3D printed and fully off-grid. It will have special delivery devices for ecommerce, a drone-landing pad on the roof so he can fly to the city, he was an engaging presenter who has also built in collaboration with a Romanian student, a full sized Lego car that runs on air and launched a Lego space shuttle into space for less than \$2,000.00. He also discussed that the evolution of computing power and software is doubling every 18 months and that security and privacy is a priority into the future. He discussed how you could add artificial intelligence to communities and that you should spend, at least 10 minutes a week looking at new technologies that may benefit our communities. He reiterated that technology is there to serve the people and humans come first. He was a very inspiring speaker.

There were presentations regarding affordable housing, this mainly pertained to city councils as they investigate infilling areas of their cities and suburbs. Professor Andrew Beer spoke on the role of local government in housing Australians in the 21st century and concluded there is no one single actor who can fix the housing issue. It must be a networked approach. Robert Pradolin, a developer, spoke regarding why and how the private sector and local government should work together to increase affordable housing.

Gary Spivak from Port Phillip Council gave a presentation on the Inner Melbourne Action Plan (IMAP).

Naomi Westwood from the Australian Tax Office Business Registry gave a presentation regarding free access to ABR data.

There were 121 motions debated over the conference, one in particular I spoke as against. It was a motion from Blue Mountains City Council for the Federal Government to address the financial impact of visitation on local councils by exploring additional revenue raising options including differential rates for tourism businesses, bed taxes and Federal/State funding programs specifically for tourism infrastructure renewal and maintenance, Motion # 84.

I argued that there is already a differential rate for business and that asking the Federal Government to create a bed tax was not the answer. Tourism operators in our area do not need additional taxes or fees at any time let alone in a drought declared community.

What denotes a tourism business was also a topic of debate. Most of the speakers against were from regional councils. There were many speakers for and against and the motion passed with a vote of 108 for and 79 against.

There was a drought meeting for those interested during lunch. Others and I put forward issues and challenges on how the current drought is affecting our communities. The short time frames to complete projects funded by the drought assistance grants was a hot topic. Many delegates asked if it will be extended to a second round or continue into the future. Many Western Region Councils have to cart water to their communities, which is placing a great deal of pressure on their finances. The ALGA Executive will take our concerns to the Federal Government.

Romilly Maden from Infrastructure Australia gave a presentation regarding the 2019 Infrastructure Audit. It discusses the state of infrastructure around Australia, it identifies that there is a strong focus of "place" in the audit. Its intention is to create robust discussion with user-focused outcomes. They are now seeking feedback on the audit from councils and any other interested parties.

Networking events included dinner at the Australian War Memorial and the Conference Dinner at the Canberra Entertainment Centre. Both were excellent opportunities to meet other councillors from around Australia and I made many more acquaintances and caught up with many other councillors that I have met in previous conferences.

Overall, it was an excellent conference and I offer some suggestions/recommendations below.

Recommendations / suggestions

That Narrandera Shire Council

1. Investigate the benefits of a Reconciliation Action Plan that may enhance our relationship with Indigenous Communities within our Shire,
2. Investigate a Food Waste Recycling Management Program and Green Waste Organics Collection Service,
3. Investigate joining the Mobile Muster Program; this is a free service,
4. Continue to investigate Solar Power for council buildings and infrastructure where appropriate,
5. Investigate Electric Car Fleet possibilities into the future

RECOMMENDATION

That Council:

1. Receive and note the Attendance at the 2019 Australian National General Assembly (ANGA) report,
2. Investigate the benefits of a Reconciliation Action Plan that may enhance our relationship with Indigenous Communities within our Shire,
3. Investigate a Food Waste Recycling Management Program and Green Waste Organics Collection Service,
4. Investigate joining the Mobile Muster Program; this is a free service,
5. Continue to investigate Solar Power for council buildings and infrastructure where appropriate,
6. Investigate Electric Car Fleet possibilities into the future.

16 COMMITTEE REPORTS**16.1 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING 12 JUNE 2019****Document ID:** 422707**Author:** Senior Customer Service - Administration Officer**Authoriser:** Deputy General Manager Corporate and Community**Theme:****Attachments:** 1. Meeting Minutes - Audit, Risk and Improvement Committee [↓](#)**RECOMMENDATION:**

1. That the Minutes from the Audit, Risk and Improvement Committee meeting held on the 12 June 2019 be received and noted.

RECOMMENDATION

1. That the Minutes from the Audit, Risk and Improvement Committee meeting held on the 12 June 2019 be received and noted.

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON WEDNESDAY, 12 JUNE 2019 AT 11AM**

1 PRESENT

Mr Roger FitzGerald, Cr Wesley Hall, Cr Narelle Payne, Observer George Cowan (part attending), Observer Martin Hiscox, Observer Keith Coates, Observer Craig Taylor

2 APOLOGIES

Crowe Horwarth, and Audit office

3 DECLARATIONS OF PECUNIARY INTEREST

Potential Emerging issue regarding Code Of Conduct - Roger FitzGerald – Approached to affiliate with Keith Coates Auditing

4 CONFIRMATION OF PREVIOUS MEETING MINUTES**COMMITTEE RESOLUTION**

Moved: Cr Narelle Payne

Seconded: Cr Wesley Hall

That the minutes of the Audit, Risk and Improvement Committee held on 6 March 2019 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

The following action items were noted as outstanding after the current Agenda -

- NSW Audit Office observer to advise on local government performance audit reports tabled 2018-19 relevant to Narrandera (July meeting)
- Action List Item 15 Council-wide risk management policy framework (August meeting) to include breach and incident recording, and reporting re NAR&IC monitoring
- Action List Item 16 NAR&IC self-assessment included in its Annual Report (Chair / Internal Audit draft to August meeting)
- Action List 20-21 - Keith Coates drafts Internal Audit protocol/procedures (to include exception reporting on recordkeeping review) for GEM's advice (August meeting)
- Action List 23 - standing reports to NAR&IC on 'Internal Audit' to include review reports and scopings, and program and budget status (GEM/Internal Audit ongoing)
- Action List 22 GM considers scope for specialist archival recordkeeping advice (Chair to liaise with GM out-of-session)
- GM considers scope for NAR&IC presentation to Council 19-September
- Initiation of open process and direct invitation to broaden NAR&IC membership (GEM ahead of Committee charter review in Quarter 3/4)

– Action list to include target dates and items substantially completed for removal (July meeting)

6 REPORTS

6.1 RISK MANAGEMENT

NAR&IC noted the importance of management engagement in risk management and in training on 13-June from Jardine Lloyd Thompson for Statewide Mutual. Maturity in Council's risk management is a journey to be undertaken over a number of years.

NAR&IC is well placed to assist monitoring under the policy framework, noting the updating by management on current status on the Enterprise Risk Management Plans. Cr Payne raised the issue of risk level analysis in the current enterprise plan, in particular the importance of workforce for other high risks under management. The GM advised on Council's management of the risk to retention of crucial high-level technical skills.

The GM also reported a recent broadband outage and resumption incident. This reveals broader Shire continuity issues deriving from National Broadband management. Critical incidents can be included in an incident register to be established under the updated policy framework that encapsulate other events, compliance breaches (NIL current period), etc

The GM is to further managers' engagement early in the next financial year in Council's updating of the enterprise risk management plans and in the review and development of the organisational risk management policy framework.

The Committee is to receive further advice at its August meeting, potentially including a presentation on Council's current approaches in project risk management (Chair to liaise GM) and consideration of a draft risk management policy framework and updated Plan. Committee members are available to advise on the developments out-of-session in July.

Council's Information Technology manager Nicholas Price briefed NAR&IC on IT risk management. The IT team has continuity management and disaster recovery actions underway in the next budget cycle.

IT responses to Internal Audit reviews of IT controls and of recordkeeping are progressing and there is now scope to firm up timelines on the action spreadsheet. The IT team also takes account of External Audit assurance, for example in moving on the recent Audit Office recommendations on controls over password access, IT change management, information security and incident recording.

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Cr Wesley Hall

That the Audit, Risk and Improvement Committee:

1. Note that the current Enterprise Risk Management Plan is proposed to be reviewed following a training session to be conducted by Jardine Lloyd Thompson on behalf of Statewide Mutual with a revised framework to be presented to the August 2019 meeting of the Committee.

CARRIED

6.2 EXTERNAL AUDIT

Mr Hiscox as Chief Finance Officer presented a report analysing several new accounting standards to be implemented (subject to materiality considerations) in Councils' financial statements 2018-19 and 2019-20. The analysis indicates Council is well-placed. In support of the new standard on financial instruments the firm Ernst & Young has now reported to Southern Phone shareholders on the fair value of Councils' ordinary shareholdings, in accordance with a valuation methodology approved by the nsw audit office.

Crowe Horwath began interim auditing on 6 June and was on track to draft an Audit Office interim management letter by 28-June to be considered by NAR&IC teleconference (including External Audit and Narrandera-based attendees) on the morning of 3-July.

The Committee also noted favourable progress by Council in the area of fraud control framework under the actions list.

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Cr Narelle Payne

That the committee:

1. Note the implementation of new accounting standards AASB 9, 15, 16, and 1058 during the 2018-2019 and 2019-2020 financial years.

CARRIED

6.3 COMMITTEE GOVERNANCE

RECOMMENDATION

That the Audit, Risk and Improvement Committee:

1. That the existing Charter be amended to accommodate the existing Committee members being 2 Councillors and 3 independent members (including the independent Chairperson) as per option 2

Mr Hall and GEM reported on their attendance at a session on the governance reforms by the Office of Local Government in Leeton on 27-May 2019. Narrandera is generally well-advanced relative to comparable Councils and the OLG reform schedule.

Resourcing the Committee can be addressed in advance of potential for regional resource constraints as others catchup. Early action will help attend to membership skills and transition needs. The Committee leans towards an option of 3 to 5 members under the draft model OLG Charter, with a balance in the mix of skills and a majority independent membership. Consequential review of NAR&IC's Charter is scheduled later in 2019.

The Committee's work plan under its current Charter includes consideration of its annual report to Council and a rolling 3-year strategic internal audit plan (SIAP 2019-22, and encompassing a 2019-20 Internal Audit program) at its August meeting. The Chair will liaise in the course of Internal Audit's drafting up. GEM uses a summary Committee report for inclusion the Council's published Annual Report 2018-19.

NAR&IC's workplan also provides for assurance on Council delegations. In addition to Internal Audit review observations on delegations, there is scope for the status of the overall manual matrix of Council delegations to be considered at the August meeting.

ACTION – GEM – Brief NAR&IC August meeting on Council delegations matrix.

6.4 INTERNAL AUDIT

NAR&IC received the report with management responses on Internal Audit review of Development Assessments. Amongst other matters, the review included ICAC better practice controls, efficiency in processing, recordkeeping, and delegations.

Internal Audit review of Environmental Management has been scoped and initiated in time for reporting and management responses at the August meeting. The Internal Audit budget for 2019-20 includes this rollover in addition to the base annual resource.

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Cr Narelle Payne

The Audit, Risk and Improvement Committee:

1. Commend the findings and recommendations of the Development Assessment Internal Audit Report compiled April 2019 and the responses by management.

Action - **CARRIED**

6.5 COMBINED ACTION PLANS SPREADSHEETS

Internal Audit review of Environmental Management has been scoped and initiated in time for reporting and management responses at the August meeting. The Internal Audit budget for 2019-20 includes this rollover in addition to the base annual resource.

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Cr Narelle Payne

That the Committee:

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

CARRIED

7 GENERAL BUSINESS

Nil

8 CORRESPONDENCE

Nil

9 NEXT MEETING

Wednesday 3 July 2019

Wednesday 14 August 2019 (TBC)

10 MEETING CLOSE

The Meeting closed at 1.15pm.

The minutes of this meeting were confirmed at the Audit, Risk and Improvement Committee held on 3 July 2019.

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CHAIRPERSON

16.2 MINUTES - GRONG GRONG EXTRAORDINARY MEETING 20 JUNE 2019**Document ID: 422709****Author: Senior Customer Service - Administration Officer****Authoriser: Deputy General Manager Corporate and Community****Theme:****Attachments: 1. Grong Grong Community Committee 2019-06-20 [422086].DOCX [↓](#)****RECOMMENDATION:**

1. That the minutes from the Grong Grong Extraordinary meeting held on the 20 June 2019 be received and noted.

RECOMMENDATION

1. That the minutes from the Grong Grong Extraordinary meeting held on the 20 June 2019 be received and noted.



MINUTES

Grong Grong Community Committee Extraordinary Meeting

20 June 2019

**MINUTES OF NARRANDERA SHIRE COUNCIL
GRONG GRONG COMMUNITY COMMITTEE MEETING
HELD AT THE GRONG GRONG HALL
ON THURSDAY, 20 JUNE 2019 AT 7.00**

1 PRESENT

Chair Bob Manning, Member Jean Batchelor, Member Reiner Meier, Member Gemma Purcell, Member Julie Marwood, Member Leonard O'Reilly, Member Peter Skarlis, Observer Martin Hiscox, Observer Mayor Neville Kschenka, Minute Taker Mel Gilmour

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Member Reiner Meier
 Seconded: Member Leonard O'Reilly

That apologies from Cr Barbara Bryon and Member Graeme Missen be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

5 REPORTS

5.1 ACTION LIST / KEY REGISTER

COMMITTEE RESOLUTION

Moved: Member Gemma Purcell
 Seconded: Member Julie Marwood

Actions:

Volunteers List – Updated, List has been received and updating will continue. Gemma to contact HR & WHS Officer directly to arrange a date for Inductions.

Slashing/ mowing of Sportsground & Earth Park – Updated, Gemma to contact OSR Manager to discuss

Weed Spraying – Updated, Peter Skarlis to spray and maintain Horse Arena area

Lock on hall door – Not required

CARRIED

5.2 VOLUNTEER LIST**COMMITTEE RESOLUTION**

Moved: Member Reiner Meier

Seconded: Member Leonard O'Reilly

ACTIONS:

List of volunteers has been received by Council. Committee to continue with updating volunteer details.

Gemma to liaise with HR & WHSO to arrange a date for Induction. Committee to be advised at August meeting.

RECOMMENDATION

That the Committee:

1. Compile a list of Volunteers to be inducted by WHS&R Officer and added to Volunteer register.

CARRIED

5.3 UPDATE - EARTH PARK & GGG PONY CLUB ARCHERY CLINIC**RECOMMENDATION**

That the Committee receive and accept update on the Grong Grong Earth Park and Ganmain Grong Grong Pony Club Archery Clinic.

COMMITTEE RESOLUTION

Moved: Member Gemma Purcell

Seconded: Member Julie Marwood

CARRIED

5.4 INSTALLATION OF REMOTE SUPERVISION SIGNAGE

COMMITTEE RESOLUTION

Moved: Member Reiner Meier

Seconded: Member Peter Skarlis

Action:

Gemma to email symbols that have been selected by the Committee to Council for consideration. Item to be tabled.

That the Committee:

1. Receive update on proposed signage symbols

CARRIED

5.5 GRONG GRONG FACILITY BOOKING SYSTEM

That the Committee:

1. Maintains a booking register to reserve dates
2. In the case of a private booking that this can be confirmed immediately
3. In the case of a ticketed event the date will be booked, the client will then be required to contact the Council to complete required documentation and provide insurance details upon booking confirmation.

COMMITTEE RESOLUTION

Moved: Member Reiner Meier

Seconded: Member Peter Skarlis

That Committee recommend to Council to amend the Terms of Reference to remove the delegation for booking of Grong Grong facilities.

CARRIED

COMMITTEE RESOLUTION

Moved: Member Reiner Meier

Seconded: Member Peter Skarlis

That a "Claim the date" register book be kept at AgnVet, Grong Grong for facilities. All booking are to be directed to Council for completion of appropriate forms and to finalise and secure bookings.

CARRIED

5.6 HIGHWAY SIGNAGE UPGRADE**COMMITTEE RESOLUTION**

Moved: Member Gemma Purcell

Seconded: Member Julie Marwood

That the Committee:

1. Requests an update from Council on the progress of the RMS funded Highway signage and the inclusion of the Earth Park icon.

CARRIED

COMMITTEE RESOLUTION

Moved: Member Gemma Purcell

Seconded: Member Julie Marwood

That the Committee would like a response from Council as to the over 12 month delay on the response to the Information Directional RMS signage to the Grong Grong facilities.

CARRIED

5.7 AMENITIES UPGRADE GRONG GRONG SPORTSGROUND**COMMITTEE RESOLUTION**

Moved: Member Julie Marwood

Seconded: Member Peter Skarlis

That the Committee:

1. Receive advice and investigation into the installation of "pit" toilets at the Sports Ground

CARRIED

COMMITTEE RESOLUTION

Moved: Member Julie Marwood

Seconded: Member Peter Skarlis

Moved: Member Julie Marwood

Seconded: Member Peter Skarlis

That the Amenities upgrade at Grong Grong Sportsground be moved to the Action List.

CARRIED

5.8 AQUITTAL PROCESS OF GRANT FUNDS

COMMITTEE RESOLUTION

Moved: Member Reiner Meier
Seconded: Member Peter Skarlis

The Committee:

- 1. Requests clarification from Council on the handling of GST funds on Grant income. **CARRIED**

5.9 REQUESTS CLARIFICATION ON ACQUITTAL PROCESS OF GRANT FUNDS.

COMMITTEE RESOLUTION

Moved: Member Reiner Meier
Seconded: Member Peter Skarlis

That the Committee requests that all the funds granted to Grong Grong Hall by the Drought Funding round are to be spent on the Grong Grong Hall. The Committee would also like a response from Council as to the reasons why some of the funds were not spent on the Hall.

CARRIED

6 CORRESPONDENCE

NIL

7 NEXT MEETING

- 1. Thursday, 8th August 2019

6 MEETING CLOSE

The Meeting closed at 8:27pm.

The minutes of this meeting were confirmed at the Grong Grong Community Committee Meeting held on .

.....
CHAIRPERSON

16.3 MINUTES - ECONOMIC TASKFORCE (OPEN) 24 JUNE**Document ID:** 422810**Author:** Executive Assistant**Authoriser:** General Manager**Theme:** Our Economy**Attachments:**

1. **2019-07-16 Economic Taskforce Minutes 24 June.DOCX** [↓](#)
2. **2019-07-16 Economic Development Strategy (Open) 24 June v2.docx** [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Economic Taskforce Committee meeting held 24 June 2019, together with the updated Economic Development Strategy (non-confidential).

RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Economic Taskforce Committee meeting held 24 June 2019, together with the updated Economic Development Strategy (non-confidential).

**MINUTES OF NARRANDERA SHIRE COUNCIL
ECONOMIC TASKFORCE COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON MONDAY, 24 JUNE 2019 AT 10.30AM**

Commenced at 10.33am

1 PRESENT

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

2 APOLOGIES

Nil

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Jenny Clarke OAM

Seconded: Cr Kevin Morris

That the minutes of the Economic Taskforce Committee held on 27 May 2019 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Item 7.1 – Car Wash – Discussion held with Owner who advised there is concern regarding the high level of vandalism at the facility causing an excessive amount of funds needed for repairs. Hoping for community support to keep facility in working condition.

Item 7.2 – Taxi Service – Discussions held with Owner and Driver. Taxi vehicle had been damaged by unknown persons and is in the process of being repaired for service.

No updates to date on investigations regarding possibility of Uber operating in Narrandera.

Item 7.3 – Site Visit to Coles Narrandera to meet with new Manager; Mr Mark Flemming. Initial connection made with a meeting to be arranged in near future.

Weekly Mail Item (To Crs 20 June) – Unemployment Statistics. Small Area Labour Markets Data - March Quarter 2019, stats show that unemployment rate for Narrandera is down from 8% to 6.6%.

6 REPORTS**6.1 ECONOMIC DEVELOPMENT STRATEGY****COMMITTEE RESOLUTION**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Kevin Morris

That the Economic Taskforce Committee:

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

CARRIED

At 11:10am, Cr Neville Kschenka left the meeting and Deputy Mayor Cr David Fahey assumed the Chair.

7 GENERAL BUSINESS**7.1 - New Piggery on Bonnie Doon Matong - Discussion**

Located in Wagga Wagga Shire with access via Old Wagga Road Narrandera Shire.

At 11:35am, Cr Neville Kschenka returned to the meeting and resumed Chair.

7.2 BREWERY FLAT CAMPING AREA**COMMITTEE RESOLUTION**

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That the EDM investigate the installation of a secured box, possibly near the information sign, offering passing campers the opportunity to leave their comments and/or concerns on the site and Narrandera Shire. Return outcome to next meeting.

CARRIED

7.3 WHEELCHAIR ACCESS**COMMITTEE RESOLUTION**

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That the EDM investigate capabilities of Wheelchair Access to every shop in town. Promotional possibilities; "Narrandera; Wheelchair Access Friendly". Return outcome to next meeting.

CARRIED

7.4 RESPONSE FROM THE HON. PAUL TOOLE MP – RAIL LINE

COMMITTEE RESOLUTION

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

That the EA forward to RAMJO Executive Officer for the Transport Sub Committee for their information, letter received from the Hon. Paul Toole MP (Mq # 419855) response on the Narrandera to Tocumwal proposed reinstatement Feasibility Study. The group noted that the formation of an industry lead advocacy group had been identified by Council earlier in the year.



The Hon Paul Toole MP
 Minister for Regional Transport and Roads

Our Ref: 00808617
 Your Ref: Mayor NR/sj: 4371

Councillor Neville Kschenka
 Mayor of Narrandera Shire
 141 East Street
 NARRANDERA NSW 2700

Dear Cr Kschenka

Thank you for your correspondence to the Deputy Premier, which was referred to me, about the Narrandera to Tocumwal Line.

I note your comments and appreciate the reasons that prompted you to write.

As you are aware, the Narrandera to Tocumwal Feasibility Study was completed in August 2018. I am advised council was informed the final report would not be publicly available, due to privacy requirements. However, I understand the outcomes of the study were presented to council in a general meeting on 28 August 2018 and an executive summary was provided in January 2019.

I am advised the executive summary showed the proposed reinstatement of the Narrandera to Tocumwal Line would not provide economic benefits that outweigh the construction costs and ongoing operational costs. This was the same across all nine different options investigated as part of the study.

If you have any further questions, Ms Sharon Bennett, Director Freight Strategic Initiatives at Transport for NSW, can be contacted on 0427 784 289 or via email at Sharon.bennett@transport.nsw.gov.au.

I trust this information is of assistance.

Yours sincerely

THE HON PAUL TOOLE MP

30/05/2019

CARRIED

7.5 CONFIDENTIAL - EMERGENCY SERVICES

COMMITTEE RESOLUTION

Moved: Cr David Fahey OAM

Seconded: Cr Kevin Morris

Meeting with Owner/Operators of King Bee Honey. Mr David Mumford suggested Council give consideration to facilitate a meeting with Emergency Services with the scenario of an accident involving a truckload of Bee Hives. The Question being; "are the Emergency Services trained and equiped to handle a truckload of angry bees while attending an accident". EDM to investigate facilitating a meeting and return update to next meeting.

CARRIED

8 CORRESPONDENCE

8.1 AMBULANCE SERVICES

COMMITTEE RESOLUTION

Moved: Cr Neville Kschenka

Seconded: Cr Jenny Clarke OAM

Email received by Mayor from Sandy Fitter, Senior Policy Adviser Office of the Minister for Health and Medical Research (Mq # 419579) regarding Ambulance numbers and Patient Transport in Narrandera Shire. Mayoral letter to be sent to the Hon. Brad Hazzard MP, Minister for Health asking to look into the ambulance services in our area.

CARRIED

9 NEXT MEETING

Monday 22 July 2019 – 11.30am – Council Chambers

10 MEETING CLOSE

The Meeting closed at 12.05pm.

The minutes of this meeting were confirmed at the Economic Taskforce Committee held on 22 July 2019.

.....
CHAIRPERSON

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

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

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

Strategies		Key Actions		Progress
			website.	Economic Development Strategy on Website. REX Community fare on website
1.2	Continue to build partnerships and strategic alliances.	1.2.1	Strengthen relationships with Government Agencies, regional organisations and service providers through: <ul style="list-style-type: none"> • Active participation in regional programs, forums and workshops. • Briefing and updating these organisations on the Shire's needs and priorities. • Advocating strongly for improved facilities, infrastructure and services. • Ensuring that the Shire's priorities and projects are recognised in regional plans and strategies. 	<ul style="list-style-type: none"> • ED participates in RDA Riverina forums, RAMROC, Destination Riverina Murray and Thrive meetings. • EDM attended Economic Development Officers Forum in Temora-27/9. Various speakers and networking. • Shire's priorities contained in Western Riverina Regional Economic Development Strategy (REDS) officially completed as at February 2019.
		1.2.2	Build and strengthen strategic alliances with Councils within the Riverina Region and along strategic road and rail corridors.	<ul style="list-style-type: none"> • Narrandera and Leeton representatives noted above agree to the strategic alliance between Narrandera and Leeton being called 'The Narrandera/Tocumwal Rail Line & Intermodal Support Alliance.' • Council provided letter of support for Wagga Wagga City Council's bid for the Qantas Cadet Training facility. • Working relationships with Western Riverina Councils known as Functional Economic Regions
1.3	Engage pro-actively with local businesses and business / industry	1.3.1	Build knowledge and understanding of local economic sectors and businesses, including organising a program of industry briefings and tours for Councillors and Council staff.	<ul style="list-style-type: none"> • EDM arranged Anton Barton, Executive Chairman of Bio-Ag to address a Narrandera Business Group breakfast on 21 May with other industry representatives invited also. He discussed his business operation and how it contributes to Narrandera's economy in terms of

Strategies		Key Actions		Progress
	organisations.			<p>jobs etc.</p> <ul style="list-style-type: none"> • EDM organised Council sponsored business breakfast on 31 July as an activity for Local Government Week. Narrandera Business Group invited as well as wider Narrandera business community. • Council participates in Small Business Month October with two main events Narrandera Activated and Narrandera Connected. • Mayor, GM and EDM inspected ProTen poultry facility on 23 July 2018. • Narrandera includes Leeton in partnership arrangement with Rex Airline for Community Fares 5 year agreement. • Attend regular meetings of Narrandera Business Group and attend new Narrandera Business Chamber meetings as appropriate. • Mayor and GM inspect Grants Sawmill with proprietor. • Little Red Laundrette open for business in East Street on Saturday 23 March.
		1.3.2	Encourage and facilitate opportunities for professional development, networking and innovation.	<p>EDM attends Narrandera Business Group. Information has been provided re Business Enterprise Centres courses held in Narrandera with local businesses participating. A partnership with Leeton and TAFE NSW has delivered the Digital Ready Program to Narrandera Businesses during 2017. Information re Business Grants has been provided to businesses.</p> <p>EDM becomes member of LG Professionals as result of Council's Gold membership arrangements for staff.</p>

Strategies		Key Actions		Progress
				NSW Business Bus visited on 3 April 2019-flyer circulated electronically and hard copies to business houses.
		1.3.3	Establish effective networks and communication channels.	EDM has contacted and met with representatives of - RDA-Riverina CEO Rachel Whiting, Destination NSW Riverina/Murray CEO Richie Robinson,, NSW Business Chamber Murray Riverina CEO, Andrew Cottrill, Riverina Skilled Migration Officer, Faye Anderson and Regional Director South West Office of Regional Development Margaret O'Dwyer, RAMROC CEO Ray Stubbs, Industry Capability Network Regional Manager Klaus Baumgartel, Port of Melbourne BDM David Bardos, ARTC Riverina BDM Joe Fealy and Nicola James, AusIndustry Regional Manager; site and administration managers at Yanco Agricultural Institute (Tocal College), Bi monthly newsletter for business prepared and circulated by EDM since start of 2019.
		1.3.4	Support business groups and networks.	EDM attends Narrandera Business Group meeting and discusses rolling program of guest speakers. EDM facilitated. First breakfast meeting guest speaker on 21 May (Anton Barton). Subsequent meeting addressed by Michael Jones who made arrangements direct with Narrandera Business Group to address members on the Plains Water Droughtmaster project. Arranged for Manager Council Engagement, Easy to do Business Program, Service NSW to address Narrandera Business Group on 10 September. Major program of events organised for Small Business Month October with support from NSW Department of Industry. Narrandera Activated Business Forum on 4 October

Strategies		Key Actions		Progress
				and Narrandera <i>Connected Business</i> event at new TAFE Connected Learning centre at Narrandera on 25 October. Attended Inaugural Meeting of Narrandera Business Chamber. Attended AGM Narrandera Business Group on 11 March.
		1.3.5	Harness skills and experience available in the Shire and surrounding region (eg through forming task forces and working groups) to address specific challenges and realise opportunities.	To be addressed as opportunities and shared purposes arise. Negotiate with Klaus Baumgartel of ICN for audit of services in Narrandera Shire to support the imminent development requirements for the 3 new solar farms. Organise small taskforce from the community to address the goods and services audit for solar farm development. Organised Steering Committee for Central West Lifestyle Magazine project.
1.4	Build a strong, positive profile for Narrandera Shire.	1.4.1	Implement the branding strategy and signage strategy.	EDM, EDO and Tourism Team Leader discussing strategy approach and budget. Redundant signs identified and property owner's permission obtained to remove signs. Removal of old signs completed. 10 Shire entry signs designed and costed and locations determined for installation. Installation completed. Options to progress development of 3 Narrandera Town entry signs to be considered by Council Feb 2019. Revised sign concept produced by designer Gryphonox with 3mx1.8m mock-up in black and white with colour options for Council to consider at its meeting of 16 April. Council endorses town entry signs and locations at its meeting on 16 April. Council agrees on style, wording and location of 6

Strategies		Key Actions		Progress
				new town entry sign at its 18 June 2019 meeting. Red Hill Industrial Estate sign at Corner Newell Hwy and Barellan Rd is replaced with prominent and highly visible sign.
		1.4.2	Develop and implement a communications strategy, including articulating key messages.	Reinforce process with ED staff for communicating event arrangements to ensure no breakdown in arrangements. EDM prepares media releases as appropriate as well as items for Council communique.
		1.4.3	Build the Shire's digital presence, including launching a new Council website, embracing social media and capitalising on opportunities provided by third party data bases, websites and apps.	Development of Council website underway. EDO is on development team. Partnership with BEC for a digital and online marketing workshop on 6 December 2018. Review Federal Government's National Digital Economy Strategy released Dec 2018 titled Australia's Tech Future". "Review Federal Govt Small Business Digital taskforce Report March 2018.
		1.4.4	Effectively market and promote the Shire, to raise its profile and increase awareness of its strengths, assets and opportunities.	<ul style="list-style-type: none"> • New glossy collateral in form of Industry Prospectus, Red Hill Estate Marketing Brochure and Lifestyle flyer now available to support marketing activities. Four videos produced featuring testimonial from three Red Hill Industrial Estate businesses. The collateral launched on Tuesday 5 June at TAFE. • Investigate the opportunity to feature in the Central West Lifestyle Magazine. Promote this opportunity to a business forum in Narrandera on 4 October • Council approves inclusion of a 100 page feature in the Winter 2019 edition of the magazine. Steering committee formed. EDM attends Tumut/Snowy Council magazine launch Feb

Strategies		Key Actions		Progress
				<p>16,2019.</p> <ul style="list-style-type: none"> • Publishers advise that the Narrandera feature in the Winter edition of the Central West Lifestyle Magazine will now be 130 pages. All arrangements for launch on 24 May progressing smoothly. • Dame Marie Bashir will be a special guest at the event launch. • CWL magazine Winter Edition 2019 with 130 page Narrandera feature launched at gala event on 24 May 2019 at Narrandera Arts and Community Centre. Dame Marie Bashir is special guest among 130 people in attendance.
		1.4.5	Encourage the community to be advocates for the Shire, including speaking about the positives.	Positive testimonials collected from participants in business training programs, new residents, industry members, and visitors via Visitor's Centre.
		1.4.6	Re-develop the Narrandera Visitor Information Centre as focal point for both tourism and economic development.	<ul style="list-style-type: none"> • Funding dependent. An application in late 2017 for funding to develop a cultural centre incorporating the Visitor's Centre function was unsuccessful. Feedback has been received and a further enhanced application will be made under Environment and Tourism Fund should this fund continue into 2018. Fund announced August 2018 but guidelines too restrictive for our project as minimum application threshold amount is \$5 million. • Current application underway to the Regional Growth Cultural Fund for development of the Frontiers and Futures facility on Cadell Street. However, change in guidelines meant full application required, detailed design, costings etc Insufficient time to generate detailed design and implication of significant costs to do this.

Strategies		Key Actions		Progress
				<p>Application discontinued.</p> <ul style="list-style-type: none"> Investigate the possibility of making an application for funding for a new VIC/Cultural centre through the Building Better Regions Grants program-Tourism Infrastructure. Convene a meeting with stakeholders to plan the application, determine scope and ensure proposed facility is fit for purpose. Robust application made to Building better Futures Fund Round 3-Tourism Infrastructure for Narrandera Destination and Discovery Hub total cost \$2.5 million. Application to BBR Fund unsuccessful-awaiting feedback from Fund program directors. Further application made for funding for the Destination and Discovery Hub as a component of the Playground on the Murrumbidgee Project. Feedback session with BBRF personnel with notes provides excellent tips for future funding application(s), grants etc. Round 3 SCCF opening 1 July 2019.
✓	Additional resources required in Year 1 to build the framework to support implementation in Years 2 and 3.			

Initiative 2: Enhancing our Liveability

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

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

Strategies		Key Actions		Progress
2.1	Continue to improve presentation – creating positive first impressions.	2.1.1	Implement the Narrandera CBD Masterplan – subject to funding and staging –further developing the town centre as an attractive place to shop and socialise, including provision of free public WIFI in main street.	<p>Some progress statements removed from the NON-Confidential Version...</p> <ul style="list-style-type: none"> Gateway treatment for entry to Red Hill Industrial Estate-flagpoles, landscaping, clearing and sign. DGMI put amount in budget 2018-2019. New colourful and prominent 3mx2m billboard and 7 'for sale' signs erected on NSC land in the estate. Entry to Industrial Estate to be highlighted with pole mounted flags and cleared area at Cnr Driscoll Rd and Barellan Rd to be considered for small recreation/park treatment. Flags to be erected late June/early July 2019. Shire boundary welcome signs designed and costed and locations mapped for installation. Installation completed. Refer 1.4.1 for Town entry signage
		2.1.2	Develop attractive gateway arrival points and entry corridor to the Shire, Narrandera and villages.	
		2.1.3	Improve the presentation of the Shire's industrial areas.	
2.2	Enhance lifestyle.	2.2.1	Continue to improve and expand recreation, sporting and leisure facilities within the Shire.	<ul style="list-style-type: none"> \$673,000 funding received from NSW State Government under the Stronger Country Communities Program for upgrade works at Marie Bashir Park and for Barellan Sportsground amenities. EDO assisted Narrandera Golf Club with an application for a Club's Grant. Forestry Nursery land interest – Council's offer was unsuccessful. EDO contributed to three funding applications under the Stronger Country Communities Fund Round 2 (Lake Talbot facilities and Bolton Street upgrade) and Regionals Sports Infrastructure Fund (Lake Talbot Water Park upgrade).
		2.2.2	Develop and diversify arts and cultural activities.	

Strategies		Key Actions		Progress
		2.2.3	Continue to develop and promote a dynamic and vibrant program of events and activities.	and cultural relationship with Narrandera. <ul style="list-style-type: none"> Express support for possible future Annual General Meeting of NSW National Party in Narrandera in 2020.
2.3	Advocate for the retention and expansion of facilities and services.	2.3.1	Advocate for improved child care, health care, aged care and social assistance facilities and services within the Shire.	Advocacy has been successful in retaining a strong presence of Service NSW in Narrandera. Advocacy has continued re the location of the Service NSW Centre with the result that a central location at 4 & 6 Twynam St is now the preferred option and has been endorsed by the relevant Minister. Plans have been presented to NSC by Service NSW and renovations have been costed by NSC and Service NSW Architects have inspected the premises. Discussions to be held with DGMI and EDM and Service NSW representatives for final scope of works responsibilities and determination of rental structure. Draft lease received for 4 & 6 Twynam Street. Building quotes and assessments progressing. Renovation work commenced as at March 2019. Preparing for Health Alliance meeting before 30 June to bring together primary health and aged care and associated agencies in Narrandera Shire. EDM to meet with Dr Romeo
		2.3.2	Ensure that facilities and services have the capacity to support 'aging in place'.	Strategy included in Western Riverina REDS.
		2.3.3	Explore options / advocate for improved education outcomes within the Shire, including the re-opening of the Grong Grong Public School (if warranted), and the redevelopment of the TAFE campus as a ONE TAFE Flexible Learning Centre.	The Grong Grong School Building was sold in 2017.
2.4	Encourage and support opportunities	2.4.1	Explore opportunities for providing information, activities and programs that will help new residents and people on temporary work visas assimilate into	Liaise with RDA skilled migration unit. EDM attended multicultural meeting in Leeton with all relevant agencies present to evaluate what services

Strategies		Key Actions		Progress
	for community development.		the community.	might be available to Narrandera residents as an outreach service. Focus on migrants and refugees.
		2.4.2	Continue to support activities (eg events, sport, creative arts etc) that encourage engagement and social inclusion and build pride in, and commitment to, the local community.	ED and tourism team prepare for annual Earlies and Rod Run at Easter. All arrangements progressing well. Easter Rod Run and Shown N Shine a huge success. Council de-brief held with external group debrief to follow.
		2.4.3	Support community initiatives to develop, grow and enhance the liveability of the Shire.	ED Dept. continues to contribute to preparation of funding applications such as Stronger Country Communities, Fixing Country Roads Regional Growth Fund etc. Narrandera Imperials Football Netball Club has been invited to apply for funds to build a new Club House through the NSW Government's Regional Sports Infrastructure Fund. ED staff have assisted with preparation of the Business Case and other requirements where needed.
2.5	Attract new residents.	2.5.1	Develop and implement a Resident Attraction and Retention Strategy.	Participation in Country Change. Production of a Lifestyle Flyer for use by local industry to attract workers. Major project in collaboration with publishers of Central West Lifestyle Magazine for Narrandera to feature solely in a 130 page feature in the Winter 2019 edition of the magazine.

Initiative 3: Economic Growth and Diversification

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

Strategies	Key Actions	Progress
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Strategies		Key Actions		Progress
3.1	Encourage and nurture business start-ups.	3.1.1	Provide access to information and business advisory services.	<ul style="list-style-type: none"> Negotiating with Services NSW for development of a service centre in CBD of Narrandera. Site in Twynam St under consideration, plans provided by Service NSW Valuer for operational requirements. Building assessment and costings completed for suitability for purpose. Indicative rent to be advised to Service NSW when scope of works agreed between parties. Draft lease received from Service NSW-under review by staff. Lease signed, building renovations almost complete and fit out as at 19 June 2019.
		3.1.2	Assess feasibility of hosting business start-up events to link people with business ideas to business advisory and support services (eg Many Rivers, BEC etc).	<p>Narrandera Business Group to commence seminar/workshop program with BEC commencing 28 May. MTTL has facilitated attendance of Sandhills Artefacts at a NSW Aboriginal Tourism Workshop in Wagga and re an on-site hosting of a famil for Destination NSW personnel.</p> <p>Easy to do Business Program to be implemented by Council and Manager Council Engagement for the program to address Narrandera Business Group on 10 September</p>
3.2	Support and nurture existing businesses.	3.2.1	Provide access to information, advice and leverage opportunities for information sharing.	<p>EDM facilitating business breakfasts under auspices of Narrandera Business group to share information to be provided by representatives of larger industries operating in Narrandera.</p> <p>Circulated information and flyer on workshop being delivered by Office of Environment and Heritage-Energy Management Basics for Small Business. Coordinate arrangements for 2 April workshop. 9 people attend workshop</p>
		3.2.2	Encourage and support 'buy local' initiatives.	The Narrandera Business Group held a business breakfast on 14/4 and provided members with

Strategies		Key Actions		Progress
				<p>promotional items (door mat and bags) in support of the Buy Local campaign. NBG erect large 'Buy Local' signs at strategic CBD locations.</p> <p>Buy local message in Council communique.</p> <p>Installation of new RVM at Narrandera Landfill will provide vouchers redeemable at Coles Narrandera.</p>
		3.2.3	Raise awareness of business advisory and support services and encourage businesses to participate in business and skills development programs.	ED maintains a business distribution list and uses it to share information re opportunities for businesses in the Shire. Business Bus, as part of NSW Government Business Connect program, visited Narrandera on August 13.
		3.2.4	Facilitate opportunities for professional development, networking and innovation.	<ul style="list-style-type: none"> • INNOVATION • NRMA Electric Vehicle Fast Charger successfully installed in Twynam St adjacent to Marie Bashir Park. <p>Some progress statements removed from the NON-Confidential Version...</p> <ul style="list-style-type: none"> • Contact made with Tomra/Cleanaway CEO and rapid progress made in acquiring offer to install an RVM at the entrance to Narrandera landfill site at 16 Red Hill Rd. Recommendation to Council meeting of 16 April to provide suitably prepared site to enable installation of 4 deposit point RVM kiosk. • Council approves site and funding for placement of 40ft x 4 deposit point RVM kiosk. DGMI assembling small project team to plan site preparation. • Site at landfill confirmed as suitable for 4- point RVM kiosk. Site plans prepared and execution of licence agreement with Tomra/Cleanaway imminent as at 19 June 2019.
		3.2.5	Identify training programs and resources available	Local Government NSW sponsors Inclusive Tourism:

Strategies		Key Actions		Progress
			on-line from Government Agencies and training providers and provide links to these from the Economic Development page of Council's website.	Economic Opportunities. A new online learning course now available to explain how you can better service this market. VIC staff to undertake.
		3.2.6	Raise the profile of local businesses by providing opportunities to showcase, market and promote businesses products and services.	New visitor guide completed, new Industry Prospectus, Red Hill Industrial Estate new brochure and new lifestyle insert all available.
		3.2.7	Encourage businesses to list on relevant industry data bases and websites and participate in programs such as trade missions.	As advised to NBG
		3.2.8	Encourage and assist local businesses to register on Federal, State and Council procurement data bases.	Developing relationship with Klaus Baumgartel, Regional Manager for Industry Capability Network to assist local industry connect with procurement data bases. Klaus to make contact with Uarah Fisheries and solar power companies considering locating in Narrandera Shire.
		3.2.9	Work with major project proponents to identify the goods and services required and provide introductions to local businesses.	Refer to Klaus Baumgartel, Regional Manager Industry Capability Network (ICN) who specialises in this field. Local businesses surveyed to determine interest in providing goods and services to the EPC contractors which will bid to build the three (3) new solar farms planned for the Shire. Spreadsheet developed for easy reference detailing respondents and their goods/services/contact details. 45 respondents now recorded on EOI database. Database provided to Reach Solar.
		3.2.10	Encourage and assist businesses to prepare for the NBN and embrace digital / on-line business and marketing opportunities.	<ul style="list-style-type: none"> Local businesses were offered the opportunity to attend Digital Ready Course and free face to face merchandising consult during 2017. GM provide report on meeting with NBN. Met with Field Solutions personnel together with NSC IT personnel to discuss range of their

Strategies		Key Actions		Progress
				alternative telecommunications and digital services. • Partner with BEC Small Business Advisory Service to present a Digital and Online Marketing workshop on 6 December.
		3.2.11	Facilitate access by business and community groups to funding programs.	A data base of funding programs is maintained and provided to community groups. Media releases and funding program announcements emailed to business group database.
3.3	Strengthen and grow key sectors.	3.3.1	Agriculture and Agri Business	
			<ul style="list-style-type: none"> Develop a producer data base and establish networks and communication channels. 	Sandigo Solar farm. 2018-01-30 – Developers have met with Council on the proposal. Sandigo or Avonlie Solar project, an initiative of Renewable Energy Systems (RES), was explained during community consultation sessions. RES has proposed a \$250,000 community fund component as one of its initiatives. This proposal is currently being reviewed by staff. Avonlie scheduled to provide notice to proceed in March 2019 with commercial operation May 2020.
			<ul style="list-style-type: none"> Continue to advocate for water security. 	Proposal for support for Plains Water Ltd about project to rebuild Ardlethan pipeline 50km with benefit to 150 dryland farmers and Grong Grong village re-submitted to Council at its 15 May meeting. Council resolved to Receive and Note the report. Michael Jones MD for Plains Water address NBG on Monday 18/6. Mr Jones addressed Council at its 21 August meeting. Council resolves to provide in principle letter of support. Letter of support provided. Meet with Plains water Engineering Consultants. Council facilitates a Drought Assistance initiative in

Strategies		Key Actions		Progress
				September as an arrangement with Dept of Industry to repurpose funding to provide expert business advice to farmers across the Shire utilising repurposed Business Connect Bus. Letters to State and Federal Water Ministers advocating support for farmers with increased water allocations for them in times of drought. Response from State Minister
			<ul style="list-style-type: none"> Encourage and support adoption of new activities and technologies, sustainable land management practices, and innovative business models. 	<ul style="list-style-type: none"> NRMA completes installation of Electric Vehicle Fast Charger with Council's support, in Twynam st. Refer 3.2.4 Final drawings received and power supply plan addressed. EV fast charger installed January 2019
			<ul style="list-style-type: none"> Advocate for and assist producers to develop strategies to address labour and skills shortages and develop the local workforce. 	EDM attended Workforce Futures Forum presented by RDA Riverina in Griffith on 10 May. Piggery Forum held in Narrandera addressed by industry experts on 30 August.45 people present.
			<ul style="list-style-type: none"> Explore opportunities for and encourage development of new processing and value-adding opportunities and utilisation of waste products. 	Waste Forum to be held in Narrandera in November 2018-ICN. Deferred. Major animal feed mill considering Red Hill Industrial Estate. Interest from the Sydney investor has been withdrawn as at November 2018. Distance/administration issues.
		3.3.2	Aquaculture	
			<ul style="list-style-type: none"> Support the expansion of the aquaculture industry within the Shire. 	Some progress statements removed from the NON-Confidential Version...
			<ul style="list-style-type: none"> Build skills and knowledge about the industry within Council and the local community. 	Ongoing
			<ul style="list-style-type: none"> Explore the possibility of positioning the Narrandera Fisheries Research Centre as a Centre of Excellence for the Murray Cod industry. 	Some progress statements removed from the NON-Confidential Version... Meet with Manager Narrandera Fisheries and

Strategies		Key Actions		Progress
				<p>establish partnership arrangement for development of large inland fish aquarium at proposed Narrandera Destination and Discovery Hub.</p> <p>Narrandera Fisheries selected as safe facility to relocate distressed Murray Cod and other species transferred from other environments under stress as a result of the drought..</p>
		3.3.3	Retail & Wholesale	
			<ul style="list-style-type: none"> Position and promote Narrandera as a lifestyle centre. 	<p>A Lifestyle insert has been produced. It will be used in association with the Country Change Program and to support the Red Hill Industrial Estate Prospectus and the Industry Prospectus and other collateral produced as part of the Red Hill Estate Front & Centre Project part funded by Premier & Cabinet.</p> <p>Narrandera to feature in 130 page special feature in Winter 2019 edition of Central West Lifestyle Magazine.</p> <p>Magazine launched on 24 May 2019 and targeted distribution by Council to strategic individuals and organisations commenced.</p>
			<ul style="list-style-type: none"> Encourage and facilitate training (customer service, merchandise display, e.commerce etc) 	<p>EDM addressed VIC team meeting at team session in April on customer service. VIC team to complete online learning course on Inclusive Tourism to understand how to deliver tourism services and products that make people of all abilities feel welcome and wanted as customers.</p> <p>Narrandera Activated, a Small Business Month October Event, is addressed by Marguerite Bell of Retail Life, a leading marketing/retail/merchandising consultant.</p>
			<ul style="list-style-type: none"> Encourage development of and participation in cooperative marketing and promotional campaigns. 	<p>Invited Griffith, Leeton and Lockhart to send brochures with staff to Adelaide for Caravan and Camping Expo. New Country Change promotion by RDA is imminent.</p>

Strategies		Key Actions	Progress
			Country Change program launched by RDA.
	3.3.4	Tourism / Visitor Economy	
		<ul style="list-style-type: none"> Continue to develop products, experiences and activities, including events. 	<p>Debrief meeting with Steven Alldrick Event Organiser of the Easter Rod Run. He wishes to install permanent signs on the highways into Narrandera promoting the fact that the Rod Run is held in Narrandera every Easter. He will design and build signs and has requested Council's assistance to locate suitable sites and to install signs. Awaiting sign designs from Mr Alldrick.</p> <p>Mr Alldrick visits Narrandera in September and meets with Council and community stakeholders. Planning is underway for 2019.</p> <p>Mr Alldrick and father Ray attend meeting in Feb 2019 and discuss arrangements for Easter 2019 event. Steven Alldrick agrees to meet cost of 6 street banners each 2000mmx850mm using design supplied by his Hot Rod Group. Council will match this by meeting cost of 6 street pole mounted banners at Gillenbah.</p> <p>Street plan reviewed and Marie Bashir Park Plan for Hot Rod event reviewed.</p> <p>12 banners erected at Gillenbah and Newell Highway approach to Narrandera.1 banner inside VIC.</p> <p>As at 16 April all planning in place, road closures arranged, insurance/risk management requirements addressed, project plan under construction.</p> <p>2019 Easter Rod Run and Show n'Shine considered a huge success with over 450 vehicles involved and very large crowds at the Saturday evening parade and at Show and Shine on Easter Sunday.,</p>
		<ul style="list-style-type: none"> Continue to improve infrastructure, facilities and services for visitors 	<p>Awaiting opening of Environment and Tourism Fund to complete application for funds to redevelop the VIC as a cultural and interpretational centre with various</p>

Strategies		Key Actions		Progress
				<p>services including traditional VIC Services. The above fund does not have compatible guidelines with minimum application threshold at \$5 million. Current application to Regional Growth Cultural Fund to develop new cultural Frontiers and Futures Centre in Cadell St. discontinued as a result of design and cost requirements. <u>Redevelopment of VIC/Cultural Centre.</u> Researching feasibility of making application to Building Better Regions Grants round for Tourism Infrastructure. Scope out purpose, fine tune design for deadline 15 November 2018. Funding application submitted in accord with BBR guidelines for Narrandera Destination and Discovery Hub. Funding application unsuccessful. Await next BBR Round to consider follow-up application.</p>
			<ul style="list-style-type: none"> Update and improve information and promotional collateral. 	<ul style="list-style-type: none"> New Narrandera Shire Visitor Guide now available. Staff are updating pet friendly promotional material, heritage walk information and car touring routes around the region. Agri-Australis-discuss possibility of a Nut Festival or include with John O'Brien Bush Festival. Ideas include a pop-up nut shop etc. Possible meeting with Claudio to discuss future developments and proposals. Enquire of Claudio if any interest in producing hazelnut oil. Meeting held with Claudio to include GM and EDM and strong support given by him for support of events, festivals etc.
			<ul style="list-style-type: none"> Effectively market and promote the Shire, 	<ul style="list-style-type: none"> Facebook - promoting Narrandera events e.g.

Strategies		Key Actions		Progress
			including implementing the branding strategy and expanding the Shire's on-line presence and capitalising on digital and social media opportunities.	<p>QBR, Australia Day, John O'Brien Bush Festival, Hot Rod Rally, Koala Count, Lake Talbot Swimming Complex.</p> <ul style="list-style-type: none"> • Attendance at Adelaide Caravan & Camping Show to over 21,000 people. • New Narrandera Shire Visitor Guide completed. National Digital Strategy released Dec 2018.. • Shire features in a 130 page special feature in the Central West Lifestyle Magazine Winter 2019 edition.
		3.3.5	<p>Transport and Logistics</p> <ul style="list-style-type: none"> • Leverage off Narrandera's strategic location to position and develop the Shire as a road transport hub. 	<ul style="list-style-type: none"> • Scheduled construction of a dual purpose Truck Wash at Red Hill Industrial Estate supports this. Also supported by the Redhill Estate Front & Centre Project with video \$,) print (3) and signage (billboard + 4 For Sale) collateral. • Also - advocacy for inclusion of development of Narrandera as transport hub in Regional Economic Development Plan. • Lobby for development of unbroken AB Triple routes in the region. • Contact made with major transport companies outlining Narrandera's strategic location at junction of two major highways and strategic rest point.
		3.3.6	<p>Health Care & Social Assistance</p> <ul style="list-style-type: none"> • Advocate for continued improvements in health, aged care and social assistance services, programs and facilities. 	<ul style="list-style-type: none"> • Working with Service NSW to re-locate to central position – provide services relating to 14 govt. agencies. Services NSW assessing suitability of CBD property. • 2018-01-30 Consultation with community conducted at location of Coles. • Announcement by local MP Steph Cooke of \$673,000 grant for upgrade of Marie Bashir Park \$400,000+ and Barellan Sportsground \$300,000. The Aged Care project for Barellan and small

Strategies		Key Actions		Progress
				<p>project at Grong Grong were eliminated as they did not reach the \$100,000 threshold.</p> <ul style="list-style-type: none"> • 2018-01-30 – That Council approach leading Aged Care providers including RSL Care and other appropriate organisations to consider the development of a low care aged care facility in Narrandera. • Communicate with local health sector agencies to seek support for program initiated by the Gwydir Health Alliance. Proposal is to convene a meeting in Narrandera to form a local health alliance. Little indication of support and limited response to petition aimed at bringing shortages of rural doctors to the attention of Government. • Plan for Health Alliance meeting after Easter 2019 break. Meet with Dr Romeo, obtain feedback from RAMJO Health Group to prepare for possible meeting in June/July.
3.4	Target and attract new businesses and activities.	3.4.1	Investigate possible investment attraction incentives and formulate an Economic Development Assistance Policy that articulates the support that Council can offer new businesses and investors.	<p>Red Hill Industrial Land for Sale Policy ES270 amended.</p> <p>EDM attends Direct Foreign Investment Training in Sydney presented by Andreas Dressler an international identity, formerly with KPMG for 23 years, who has extensive experience representing countries and large corporations seeking foreign investment opportunities. Arranged by DPC.</p>
		3.4.2	Produce information and promotional collateral – in both digital and print formats.	<p>See above – collateral: Industry Prospectus, Redhill Prospectus, Lifestyle Insert, 4 Redhill Videos, billboard sign, Land For Sale signs.</p>
		3.4.3	Participate in forums, expos, trade missions etc that have the potential to bring new businesses / investment into the Shire.	<p>Ongoing.</p> <p>EDM attends Direct Foreign Investment training in Sydney in March organised by DPC. Program emphasises the importance of thoroughly developing</p>

Strategies		Key Actions	Progress
			and communicating Narrandera's value proposition.
	3.4.4	Explore opportunities to leverage off Council's Sister City programs.	Current relationship with Urumqi is problematic given ongoing serious ethnic unrest in that city and its region, Xinjiang. As at November no response to August 2018 Communication to Chinese Ambassador seeking support for relationship with Urumqi. Feb 2019 still no communications from Chinese Ambassador
	3.4.5	Investigate the potential of emerging / new activities: <ul style="list-style-type: none"> • Government and service sector • Intensive agriculture • Niche / boutique agriculture and agri-businesses • Manufacturing – value-adding and processing • Renewable energy and use of waste products 	Opportunities discussed to capitalise on the Smart Cities funding program, in particular the opportunity to develop projects around the renewable energy, solar farm developments planned for Narrandera Shire. Ongoing development with 3 renewable energy companies developing major solar farms in the Shire. Wrote to Australian Renewable Energy Agency (ARENA) to seek opportunity to discuss Narrandera's unique position in the Renewables development in Australia-i.e 3 Solar Farms and TransGrid duplication of 330KV line S.A to NSW. As at 19 June 2019.
	3.4.6	Market the Shire's strengths, assets and opportunities.	See above. Also recent launch of new Visitor Information Booklet. ongoing

Initiative 4: Planning for the Economy of the Future

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

Strategies		Key Actions		Progress
Land & Premises				
4.1	Ensure sufficient supply of land and premises to facilitate and support growth.	4.1.1	Annually review land use plans and strategies to ensure sufficient land is zoned to accommodate growth for industrial and residential activities.	Reviewed 2017
		4.1.2	Investigate the need for a light industrial / business park land and/or premises in Narrandera, and if needed, encourage owners of vacant and/or underutilised land in the Narrandera West (Leeton Road) and Pine Hill Industrial Estates to bring this land into production (subdivision, sale, lease or development).	To be reviewed
4.2	Facilitate further development of the Red Hill Industrial Estate.	4.2.1	Retain general / heavy industry zoning and preserve buffer areas around the Estate.	Buffers are noted as an important selling point in our Redhill Marketing and Communications Strategy.
		4.2.2	Develop a sales policy for Council-owned land in the Estate that provides incentives for developers, fosters a quick development timeline, and discourages land banking.	Under consideration
		4.2.3	Formulate and implement a marketing plan for the Estate that includes quality promotional material and supporting information, as well as conceptual subdivision layouts and servicing plans.	Current. See earlier comments. New bright 'for sale' signs and 3mx2m billboard erected on Red Hill Industrial Estate. Gateway entrance markers in advanced stages of planning. Promotional flyer provided to real estate agents who have listed Red Hill Industrial Estate for sale.
		4.2.4	Organise famils of the Estate (and Narrandera) for regional development agency (eg RDA, Industry NSW, BEC) staff and regularly update these agencies regarding the availability of commercial and industrial land and premises within Narrandera.	Under consideration.
		4.2.5	Advocate for Government Funding to assist in providing	ED Dept contributed to successful submission re

Strategies		Key Actions		Progress
			enabling infrastructure to facilitate subdivision and development.	Truckwash under Fixing Country Truckwash Grant.
4.3	Ensure that the power supply can accommodate growth.	4.3.1	Advocate for on-going improvements in the power supply in Narrandera Shire.	Consideration being given as a component of the Smart Cities funding program.
		4.3.2	Advocate for and assist local businesses access grant funds for 'last mile' infrastructure.	For consideration
		4.3.3	Support the development of renewable / green energy producers within the Shire.	Currently 3 renewable energy groups planning developments in the Shire. Public consultations held in March in Narrandera and in locations under consideration for solar farm development. Council updated by Reach Solar Energy representatives on satisfactory progress of Yarrabee Park Solar project. Esco Pacific development at Sandigo approved by Department of Planning. Will not progress until their Finley Solar Farm is built. Yarrabee Park project (Reach Solar) is approved and commencement of construction targeted for September 2019 with 450MW first stage. RES approval imminent. Transgrid briefing on 16 April addressing planned new 330kv transmission line through Narrandera Shire with significant employment opportunities after 2020.
4.4	Improve telecommunications.	4.4.1	Develop and implement a Digital Strategy in consultation with industry and community groups.	Monitor development of National Digital Strategy for compatibility. National Digital Strategy released December 2018. Under review.
4.5	Increase the capacity of the road network in the Shire to accommodate	4.5.1	Develop a Road Improvement Strategy, identifying strategically important production and freight routes within and through the Shire and the works required to remove 'pinch points' and expand capacity to accommodate HPVs.	Flood-proofing of Sturt Hwy at Gillenbah included in Regional Economic Development Strategy for Western Riverina.

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

Strategies		Key Actions		Progress
				on Melbourne Port to bring 4 dual rail sidings onto the dock each to accommodate 600m trains that will be deconstructed from longer trains at outlying intermodals. This eliminates 'last mile' transfer costs from train to truck.
4.8	Plan for freight infrastructure to meet growing demand	4.8.1	Liaise with local producers (eg Agri Australis, Proten, Grants Sawmilling, Hutchins Bros Engineering) to determine likely future freight transport requirements.	Discussions with Patersons transport re local/regional freight task. Consider in context of Lycopodium report. Document remains confidential to Council.
		4.8.2	Advocate to have the Narrandera-Tocumwal rail corridor recognised as strategic infrastructure and protected and preserved for future use.	Ongoing. Transport NSW have appointed a project manager to lead the process and are currently seeking cost estimates from John Holland to carry out the engineering assessment component. Council has also approached Shepparton City Council to facilitate an approach to the Victorian Government to provide funding for a Feasibility Assessment in Victoria. Cr Hall engaged in high level discussions with key industry and political influences and decision makers. Also investigating funding from the Federal Government. Council meeting in May with consultants conducting part of the feasibility study. Consultants Lycopodium conduct feasibility study workshop in May with strong attendance. Study completed and released to Council as a Confidential Report. Council to consider and review Executive Summary of the report that can be made available to the public, received Feb 2019. Independent freight demand study commenced in light of final Executive Summary received from NSW Transport.

Strategies		Key Actions		Progress
				Discussions with Senior Executives from Sydney Ports on 18 June on opportunities for freight from this region into Port Botany and Port Kembla with excellent rail access.
		4.8.3	Plan for a small intermodal terminal / freight receival site in Narrandera.	Amazon has been provided with relevant information highlighting Narrandera as a potential site for an Amazon distribution facility. 22/3/18
4.9	Retain commercial air services to Narrandera.	4.9.1	Continue to upgrade the Narrandera – Leeton Airport to ensure on-going compliance.	Give consideration to future proofing the airport infrastructure with possible aircraft type obsolescence. Potential development opportunity with Wagner Group interest in freight opportunities. Assess potential producers and processors, types of exports and tonnages and frequency of export for advice to Wagners. Advice again provided to Wagners on export task potential from Narrandera-Leeton airport, as at February 2019. John Wagner advised of KPMG study, as advised by DPC.
		4.9.2	Implement the Airport Strategic Plan.	Ongoing.
		4.9.3	Build patronage on the route by diversifying the market base – eg through growing the conference, meetings and events markets.	Venue guide produced in 2017. Community fare agreement negotiated with Rex for the benefit of airline commuters out of Narrandera/Leeton Airport. 5 year agreement with Rex commencing 4 October 2018.
4.10	Diversify and improve accommodation available in the Shire.	4.10.1	Monitor demand for motel and hotel accommodation and, when needed, advocate for the development of new accommodation within the Shire.	Tourism activities will now be reported to Council via this Strategic Plan Report. Barellan has gained recognition as an RV Friendly destination.
		4.10.2	Advocate for improved supply of rental housing and other accommodation for temporary and seasonal workers and position Narrandera as the	EDM attends Workforce Futures Forum in Griffith on 10 May when discussion was held about overall accommodation shortages in the Western

Strategies		Key Actions		Progress
			accommodation hub to service the Narrandera – Leeton area.	Riverina and consideration given to possible strategies to address.
		4.10.3	Undertake a review of camping areas and facilities in the Shire to maximise economic benefits.	For consideration.
4.1 1	Grow the local workforce, ensuring that it is aligned with local and regional industry needs.	4.11.1	Profile and articulate existing and future local and regional workforce requirements and jobs and skills gaps.	Refer 4.10.2
		4.11.2	Work with regional organisations and education and training providers to address job and skill gaps and formulate and deliver 'job readiness' and skills development opportunities.	Refer 4.10.2
		4.11.3	Participate in relevant employment and skills development programs and initiatives (eg the 'Grow our Own' program being implemented in the Western Riverina).	Refer 4.10.2
		4.11.4	Encourage proponents of major developments to 'grow their own' workforce by employing local residents and investing in training and skills development.	Refer 4.10.2
		4.11.5	Work with the Shire's Aboriginal community and residents who are socially disadvantaged, to improve training and employment outcomes.	For consideration
		4.11.6	Work with industry and businesses to attract skilled workers to the Shire to fill vacant positions and address skills gaps.	For consideration
		4.11.7	Investigate opportunities to harness skills of visitors to the Shire (eg retirees, back packers) to address labour shortages, particularly for seasonal work (eg harvesting, picking, truck drivers).	For consideration
		4.11.8	Advocate for improved access to education and training services and flexible approaches to workplace training, apprenticeships and traineeships.	Partnership event with new TAFE connected Learning centre in Narrandera on 25 October will provide invited business community guests to interact with senior TAFE personnel and hear presentation on new digital learning pathways

Strategies		Key Actions		Progress
		4.11.9	Retain young people within the community, through programs such as school based vocational training, transition to work / work ready, offering apprentice and traineeships and providing access to tertiary training.	from TAFE experts. October 25 event will provide an excellent opportunity for the business community to understand the choices available at TAFE through the digital learning pathways available to young people.
		4.11.10	Develop and implement programs to welcome and orientate new employees and integrate them into the community.	For consideration

17 OUR COMMUNITY**17.1 2020 NARRANDERA ROD RUN FUNDING REQUEST****Document ID: 421737****Author: Marketing, Tourism and Economic Development Coordinator****Authoriser: General Manager****Theme: Our Economy****Attachments: Nil****RECOMMENDATION**

That Council

1. Endorse the request for \$20,000 funding for the 2020 Narrandera Rod Run event including in-kind services as outlined in option two (2).

PURPOSE

The purpose of this report is for Council to consider the request for increased funding of \$20,000 towards the 2020 Narrandera Rod Run event. The event will be held on the Easter long weekend 9 to 13 April 2020, bringing event goers and entrants from across the Nation to Narrandera.

SUMMARY

The Narrandera Rod Run is organised by the Earlies Street Rod & Custom Club with support of Council and held annually in Narrandera over the Easter long weekend.

There are two public elements of the event; Cruizin' No Boozing and Show'n'Shine. These events both require additional support services such as traffic management, waste management, equipment hire, entertainment, and cleaning from Council. Increased funding will help to elevate and grow the event into the future. Increased funding will allow the event to overcome hurdles including accommodation shortage, advertising limitations and greater use of the park.

BACKGROUND

The Street Rod Nationals was first held in Narrandera in the 1973, with street rodders camping in the Narrandera Sport Ground. While the Nationals event moved to other towns and cities and found a permanent home in Canberra, there was a group who liked the atmosphere in Narrandera and were interested in creating a new event which would have a strong emphasis on families enjoying their cars. This new event became the Narrandera Rod Run and has been organised by the Earlies Street Rod & Custom Club, which is based in Melbourne.

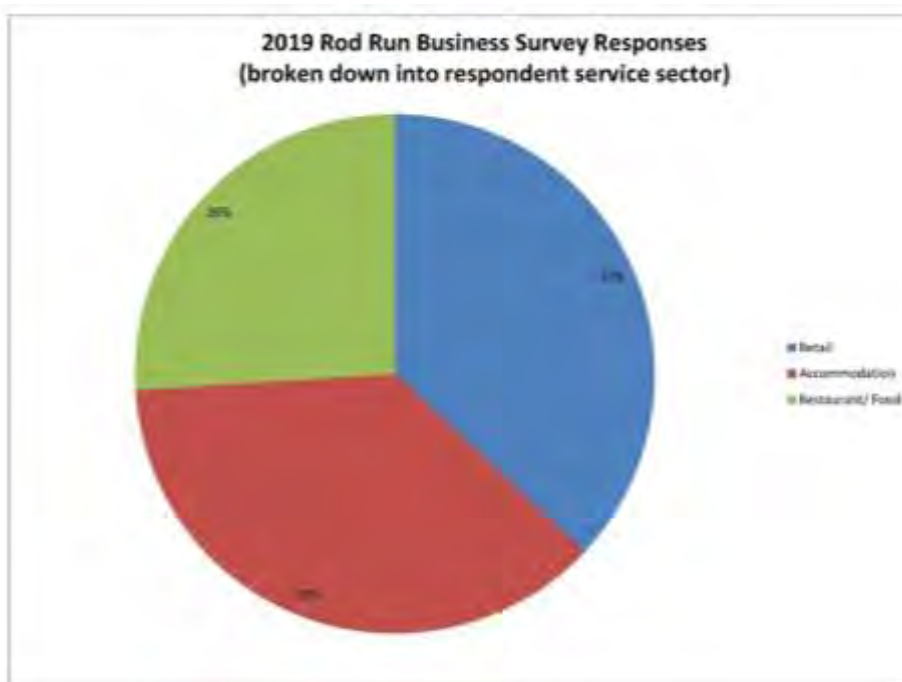
Council has received an event application, event risk management plan and Certificate of Currency (Public Liability Insurance) from the Earlies Street Rod & Custom Club each year for the Narrandera Rod Run. Additional requests from Earlies Street Rod & Custom Club for Council support include; traffic management, cleaning and waste management, entertainment, stall organisation and advertising.

The 2019 event saw an impressive 450 car entrants, thousands of event goers, accommodation near capacity and growth in the local economy. The estimated direct economic impact of the Narrandera Rod Run 2019 event for Narrandera Shire was \$753,300.

Direct Impact	Domestic Day	Domestic Overnight	Total
Number of Visitors	2,800	500	3,300
Number of Nights	n/a	3.00	
Estimated Expenditure per Visitor (\$)	\$201	\$381	
Total Estimated Expenditure (\$)	\$562,800	\$190,500	\$753,300

(Remplan Estimation 2019 Rod Run)

A post event survey was sent to businesses; percentage of responses from 3 service sectors:



Survey results included;

- 100% of businesses surveyed reported positive impact on their business
- 87% capacity for all accommodation providers
- 80% returned an excellent rating of the event and 20% very good overall rating of the event

It is anticipated that the 2020 event will bring a greater economic impact for Narrandera Shire with the possible inclusion of more activities, greater advertising exposure and increased accommodation options.

The 2020 event will be the event’s 36th year in Narrandera and held Easter long weekend 9 to 13 April 2020. Based on feedback from presentation to the June Council briefing

session it is recommended that Council provide greater financial assistance totally \$20,000 to the 2020 Narrandera Rod Run.

The increase in funds will support the following major initiatives for future growth of the Rod Run:

- Greater Promotion
- Overcoming Accommodation limitations
- Increased Park Activities

The proposed expenditure for 2020 Narrandera Rod Run includes greater exposure of event through new advertising avenues and attendance at other events to promote Rod Run, overcoming accommodation limitations by bus and camping options and investigating increased activity options for Show 'n Shine and a "Go to Whoa" event as part of the weekend.

Investigation into these activities outlined above has begun through; contacting event organisers of similar natured events to seek costings of hosting a "Go to Whoa"; sourcing quotes for camping and bus options; advertising costs for magazines including Killer Rides and Street Machine magazine.

A breakdown budget expenses provided below:

Expenditure	\$
Signs / Banners • Installation	\$1,000.00
Park Activities - Children's activities, children's performer (Dirt Girl), Roving entertainers), workshops (local businesses – Yarn by River, Sew Fab, Shady Gum, Jewellery making, painting, cultural activities)	\$3000.00
Bus Hire – Narrandera – Leeton (approximated @ \$350/day)	\$1000.00
Advertising Social Media Print Media • Engage graphic designer • Publications (Newspapers/Magazines- Advertiser, Area News, Border Mail, Argus, Street Machine, Killer rides, Caravan and Camping, Open Road) Radio • Engage radio station • Develop advert Other Events • Bright Rod Run • Lake Mulwala Rod Run • Royal Easter Show	\$7000.00
Hire of Camping tents/ set up (4m Bell Tents approximated @ \$360 x 10)	\$3600.00
Band - Saturday Night	\$1,200.00
Band - Sunday Night	\$1,000.00
Works - outdoor staff • Bin emptying and maintaining • Extra bin supply • Traffic control (closure of streets, staffing)	\$3000.00
Plant Expenses • Vehicles	\$460.00
Tech Services - Outdoor Staff • Cleaning/Maintaining Toilet • Fencing in Park	\$1000.00
Advertising Road closure	\$160.00
Merchandise – Visitor Information Centre	\$100.00
Administration (in kind)	\$1,500.00
Total	\$23,720

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

Theme

Our Community

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

Narrandera Shire Council Events Policy

Financial

The 2018-2019 Events Activities and Promotional Expense budget allocated \$6,000 with a total of \$13,514.04 expended to meet the needs of the 2019 event. The current 2019-2020 budget allocation in the Events Activities and Promotional Expense for the Rod Run is \$6,000. Balance of funding required to provide the requested \$20,000 is \$14,000. This can be allocated from an existing budget allocation for economic development initiatives at Job Cost number 8600-0124-0001.

Legal / Statutory

Local Government Act 1993

Community Engagement / Communication

Communication with event organiser representatives from the Earlies Street Rod & Custom Club, this will be ongoing in the lead up to the event.

Human Resources / Industrial Relations (if applicable)

Staff resources to implement:

- Traffic Management
- Waste Management
- Open the Narrandera Visitor Information Centre for an additional hour on the Sunday
- Advice and advocacy for event management

RISKS

The Earlies Street Rod & Custom Club submits an event risk assessment for both public elements of the Narrandera Rod Run yearly.

OPTIONS

The three (3) options available to Council are:

Option 1: Decline the financial request for additional funds over normal budget allocation

Council declines the additional financial request for the 2020 Narrandera Rod Run. The risk with this option is that the costs associated with hosting the event will need to be passed on to the entrants via the Earlies Street Rod & Custom Club, which will deter many from coming and staying in Narrandera for the long weekend. This also limits the opportunity for growth of the event and in-kind services that can be supported by Council.

Option 2: Approve the funding request

Council endorses the financial request of \$20,000 for the 2020 Narrandera Rod Run event including in-kind with the below activities:

- Traffic Management for Cruizin' No Boozing (Saturday evening vent down East St, Narrandera), including advertising the road closure in the Narrandera Argus - \$2,000
- Waste Management (provision of bins and street sweeper post Cruizin' No Boozing event) - \$600
- Hire of two port-a-loos for Cruizin' No Boozing and Show'n'Shine (this would be outsourced to a third party)- \$500
- Installation and removal of the road banner in East St before and after the event- \$600
- Equipment hire – orange traffic cones and orange mesh for Show'n'Shine - \$100
- Cover the cost of entertainment on the Saturday Cruizin' no Boozing and Sunday Show'n'Shine - \$2,200
- Provision of tourist information (Narrandera post cards, Visitor Guides, town maps) for the entrants welcome packs \$100
- Assistance with event management in the lead-up to the event, including media releases, promotion and marketing of the Show'n'Shine regionally, site maps for the event
- Cleaning of public toilets (Saturday evening Cruizin' No Boozing and Sunday Show'n'Shine) \$1000
- Narrandera Visitor Information Centre to remain open for an additional hour on Sunday while the Show and Shine is still operational \$100

Total cost to Council – in-kind \$7,200 plus \$20,000 TOTAL: \$27,200

Option 3: Amend the value for the funding request

Council endorses the 2020 Narrandera Rod Run event at a reduced funding amount. The risk with this is the ability for the event to expand and grow is again restricted.

The endorsement of a revised funding amount also includes the following in-kind activities:

- Traffic Management for Cruizin' No Boozing (Saturday evening vent down East St, Narrandera), including advertising the road closure in the Narrandera Argus - \$2,000
- Waste Management (provision of bins and street sweeper) - \$600
- Installation and removal of the road banner in East St before and after the event- \$600
- Equipment hire – orange traffic cones and orange mesh for Show'n'Shine - \$100
- Provision of tourist information (Narrandera post cards, Visitor Guides, town maps) for the entrants welcome packs \$100
- Assistance with event management in the lead-up to the event, including media releases, promotion and marketing of the Show'n'Shine regionally, site maps for the event
- Narrandera Visitor Information Centre to remain open for an additional hour on Sunday while the Show and Shine is still operational \$100

Total cost to Council – in-kind \$3,800 plus the amended financial request amount.

CONCLUSION

Endorsement by Council of Option two (2) will underpin the growth and future planning for this event by effectively addressing its financial requirements. The endorsement of in-kind services also shows Council support and collaboration with the Earlies Street Rod & Custom Club. This is an important aspect as it builds community relations and ensures the effective annual running of the event.

RECOMMENDATION

That Council

1. Endorse the request for \$20,000 funding for the 2020 Narrandera Rod Run event including in-kind services as outlined in option two (2).

17.2 2020 JOHN O'BRIEN FESTIVAL FUNDING REQUEST**Document ID: 424480****Author: Tourism & Economic Development Coordinator****Authoriser: General Manager****Theme: Our Economy****Attachments: Nil****RECOMMENDATION**

That Council

1. Supports the ongoing strategic development of the John O'Brien Festival with \$10,000 sponsorship for the 2020 event (option 2)
2. The sponsorship include any in-kind activities and costs incurred by Council
3. That financial support beyond 2020 be subject to the receipt and consideration of a report from event organisers outlining financial, social and community outcomes from the 2020 event

PURPOSE

7. The purpose of this report is to seek Council's support for a funding request from the John O'Brien Committee as outlined in a recent briefing to Councillors.

SUMMARY

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

BACKGROUND

In 2018 the John O'Brien Festival ceased being a 355 committee of Council; a new committee was convened with three new members, two of whom are experienced event professionals. The 2019 event saw a streamlined approach to rebuilding this event.

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

Our Community

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

Narrandera Shire Council Event Policy (ES230)

Financial

The 2019 Narrandera John O'Brien Bush Festival organising committee was allocated \$5,000 in financial assistance. There is no current allocation of funds in the 2019/2020 Events Activities and Promotion Expenses budget for the John O'Brien Festival. However, there is an amount of \$10,000 that is held in a reserve that could be utilised to meet this request.

Legal / Statutory

Nil

Community Engagement / Communication

2020 John O'Brien Festival Committee

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

Nil

OPTIONS

The 3 Options available to Council are:

Option 1: Decline the financial request

Option 2: Approve the funding request

Option 3: Amend the value for the funding request

CONCLUSION

The 2020 John O'Brien Festival organising committee would like to see the support of Narrandera Shire Council continue to help this unique event move into a financially stable future.

RECOMMENDATION

That Council

1. Supports the ongoing strategic development of the John O'Brien Festival with \$10,000 sponsorship for the 2020 event (option 2)
2. The sponsorship include any in-kind activities and costs incurred by Council
3. That financial support beyond 2020 be subject to the receipt and consideration of a report from event organisers outlining financial, social and community outcomes from the 2020 event

17.3 PROPOSED DOMESTIC VIOLENCE ADVISORY COMMITTEE**Document ID:** 423986**Author:** Deputy General Manager Corporate and Community**Authoriser:** General Manager**Theme:** Our Community**Attachments:** 1. **Narrandera Domestic Violence Committee - Terms of Reference** [↓](#)**RECOMMENDATION**

That Council:

1. Request the development of terms of reference for a Domestic Violence Advisory Committee for potential inclusion in council's committee structure.

PURPOSE

The purpose of this report is for Council to consider the implementation of a Domestic Violence advisory committee within council's committee structure.

SUMMARY

Council has been requested to consider forming a Domestic Violence advisory committee following the windup of the Narrandera Domestic Violence Committee.

BACKGROUND

The Narrandera Domestic Violence Committee has operated for some years as an incorporated association with the objective of raising awareness of domestic and family violence issues within the community.

The committee has limited revenue and has found it impossible to fund Public Liability insurance. Without insurance the members are at personal financial risk and the committee cannot insure for risks arising from activities it undertakes.

Given these circumstances the committee has resolved to windup it's incorporated association and propose to Council that council's committee structure be expanded to provide for a Domestic Violence advisory committee.

With an advisory committee in place activities to achieve the committee's objectives could be conducted as activities within the council's community services section where committee members could participate as volunteers undertaking these activities.

Should Council support this proposal staff will work with members of the past committee to draft a terms of reference for a Domestic Violence advisory committee within council's committee structure. Attached is a copy of the current committee's terms of reference. It is anticipated the terms of reference for a council advisory committee would have similar objectives while its operation will be consistent with existing council advisory committees.

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

Our Community

Strategy

1.3 - To feel connected and safe

Action

1.1.2 - Continue with strategic advocacy for the delivery of integrated health and wellbeing programs

ISSUES AND IMPLICATIONS**Policy**

NA

Financial

Corporate and Community Services staff resourcing will be required to support the committee and undertake activities to achieve the outcomes of the terms of reference.

Legal / Statutory

The committees terms of reference will be in accord with the Local Government Act, 1993.

Community Engagement / Communication

Should Council resolve to proceed with an advisory committee public applications will be called for appointment to membership.

Human Resources / Industrial Relations

Support of the committee will utilise staff resources.

RISKS

An incorporated association operating without Public Liability insurance places its members at individual financial risk and does not provide protection to the public through insurance around activities conducted by the association.

OPTIONS

- The existing Narrandera Domestic Violence Committee wind up its incorporation and activities promoting an awareness of domestic and family violence in the community cease.
- The existing Narrandera Domestic Violence Committee remains incorporated and council provide funding from the annual community donations pool to purchase Public Liability insurance for the committee.
- The existing Narrandera Domestic Violence Committee wind up its incorporation and Council implement a Domestic Violence advisory committee for activities promoting an awareness of domestic and family violence in the community.

CONCLUSION

The existing Narrandera Domestic Violence Committee wind up its incorporation and Council implement a Domestic Violence advisory committee for activities promoting an awareness of domestic and family violence in the community.

RECOMMENDATION

That Council:

1. Request the development of terms of reference for a Domestic Violence Advisory Committee for potential inclusion in council's committee structure.

TERMS OF REFERENCE

UP DATED 18/4/17

TITLE Narrandera Domestic Violence Committee**PURPOSE**

DOMESTIC VIOLENCE IS A CRIME. The Narrandera Domestic Violence Committee aims to raise awareness of domestic & family violence issues within their community and the surrounding district

This is to be achieved through :

- **development, provision and dissemination of information**
- **participation in activities to raise awareness of domestic violence and to advocate for the safety of all community members**
- **develop strategies & practices that assist in educating the community with regards to domestic violence**

AIM

To facilitate change to attitudes and responses to family and domestic violence

OBJECTIVES

- **provide a forum for collaborative and cooperative information sharing and service provision**
- **to enhance service provision for people affected by family & domestic violence**
- **community education to increase public awareness of family & domestic violence**

- **confidentiality – what is said in meetings and to each other must remain private**

QUORUM

Four members present at the meeting represent a quorum. One member holding a position.

MEETINGS

- **At 1pm the first Monday of the month or date selected due to public holiday. Held Monthly**
- **Maximum meeting time - 2hrs**
- **Agenda will be forwarded to members one week before scheduled meetings**
- **Minutes will be forwarded to members two/three weeks after scheduled meeting**

DECISION MAKING

Each member has an individual vote

EVALUATION

The committee will undertake a 12 monthly evaluation of the meetings effectiveness and to review the Terms of Reference

Committee Members

Service Club Representatives

Professional Associated Agency Representatives

Narrandera Shire Councillors and Staff

NSW Police Force

Church Representatives

Community Members

Guidelines

- **Additional membership to the committee by invitation only after agreement from the members of the established committee**
- **Members to nominate a representative from organisation if they are unable to attend**
- **Expectation of members to conduct themselves in a professional and respectful manner**



Iris Schofield

Secretary/Treasurer

41 Dalgetty St

Narrandera NSW 2700

Phone- 026959 9220

Email-traveliris@hotmail.com

Mr Martin Hiscox

2/7/19

Dear Martin,

Following our recent meeting with Narrandera Shire Council staff we have moved to dissolve our incorporation. We request Council give consideration to us continuing as an Advisory Committee under the council banner.

We would appreciate any help Council staff could give us while going through this process.

Please find attached our Aims and Objectives. Would it be possible for this matter to be on the Agenda for the next Council meeting

With thanks

Iris Schofield

Secretary/Treasurer NDVC

18 OUR ENVIRONMENT

Nil

19 OUR ECONOMY

Nil

20 OUR INFRASTRUCTURE

20.1 NARRANDERA SPORTSGROUND CLUBROOMS DEVELOPMENT

Document ID: 424493

Author: Deputy General Manager Infrastructure

Authoriser: Deputy General Manager Infrastructure

Theme: Our Infrastructure

Attachments:

1. 2019-07-08 Attach 3 - Detailed Timeline.pdf [↓](#)
2. 2019-07-09 CONFIDENTIAL ATTACH - Cost Estimate.pdf - Confidential

RECOMMENDATION

That Council:

1. Adjust the 2018/19 capital works programme to include the redevelopment of the clubrooms at the Narrandera Sportsground;
2. Transfer from the Closure of Teloca Fund Reserve \$263,000 and \$52,000 from the Delivery of Aged Strategies Reserve as Council's contribution including project management to the project;
3. Does not collect Section 94 or Section 64 Developer Contributions for this project;
4. Support the location of the new clubroom facility on the southern side of the existing grandstand subject to assessment through the Development Application process;
5. Receive a further report on the future use or demolition of the existing clubrooms;
6. Require the current 20 year licence to be surrendered by the NIFNC and re-negotiated to ensure the licence adequately reflects the utilisation of the new asset in the community's best interests; and
7. Only supports the project in its current form subject to a \$200,000 cash contribution from the AFL and a \$73,360 cash contribution from NIFNC.

PURPOSE

The purpose of this report is to reconfirm Council's support and financial commitment to the redevelopment of the Narrandera Sportsground Clubrooms in light of the commitment from local Federal Member Sussan Ley, MP, to provide a financial contribution to the project.

SUMMARY

The Narrandera Imperial Football Netball Club (NIFNC) has been working on a proposal to redevelop the existing clubrooms. Originally the proposal involved demolition of the current clubrooms and construction of a new clubroom facility on the current site. This proposal formed an application under the Regional Sports Infrastructure Grant programme that was unsuccessful.

As part of the application for the above Grant, Council resolved to support the proposal and provide assistance toward the necessary co-contribution of 25%. The project value was \$1,797,800.00 with financial support from Council of \$267,622.00.

The associated resolution is as follows:

RESOLUTION 18/001

Moved: Cr David Fahey

Seconded: Cr Jenny Clarke

1. *That:*

- (a) Council support the Narrandera Imperial Football Netball Club in applying for a grant under the Regional Sports Infrastructure Fund for the redevelopment of the club house located at the Narrandera Sports Ground.*
- (b) The Narrandera Imperial Football Netball Club is responsible for preparation and submission of the EOI to the Regional Sports Infrastructure Fund.*
- (c) Council place into reserves \$267,622 funded from internally restricted reserves to be used as a co-contribution for a grant application subject to the Narrandera Imperial Football Netball Club raising \$181,818 of cash and or in kind contributions.*
- (d) Council is not responsible for the operating costs of the new building including electricity, cleaning and maintenance for the duration of the licence period and separate metering of the building is included in the project costs.*
- (e) The new change rooms are available for other sporting groups on non AFL competition days subject to suitable hire arrangements being put in place and agreed to between Council and the NIFNC.*
- (f) The current 20 year licence is surrendered by the NIFNC and re-negotiated to ensure the licence adequately reflects the responsibilities of the new assets and the community's best interests.*

This resolution was specifically tied to support of a particular application under the Regional Sports Infrastructure Grant that was unsuccessful. There is no indication of on-going support by this resolution.

The NIFNC has now received the opportunity for \$1.4M in funding through an election promise by Federal Member, the Hon. Sussan Ley. Council has received a letter from the NIFNC (attachment one) seeking Council's financial support for the project as previously agreed.

It should be noted the project is now quite different in terms of location and delivery. Further, the letter indicates a review of the project costs and escalation of costs. The location of the building is proposed to change to the southern side of the existing grandstand.

BACKGROUND

The NIFNC has written to Council seeking support to re-develop the current clubrooms as they are considered no longer fit for purpose. The Federal Member for Farrer, the Hon. Sussan Ley, has pledged \$1.4M toward the costs of the project that was previously unavailable through other grant sources. The availability of this funding and other stakeholder contribution now makes the project a reality.

The NIFC occupies a clubhouse at the Narrandera sportsground under an exclusive agreement with Narrandera Shire Council. The licence has a 20 year term and was entered to on 21st March 2016.

The NIFC now propose to construct new clubrooms with bar, kitchen and amenities on the main floor and change rooms, umpires rooms, strapping and medical rooms on the lower ground floor. The location of the new building has changed from the current location to the southern side of the existing grandstand as indicated on the attached site plan (attachment two). This new location is supported by Council staff as a better location in the long term.

Tenure and Ownership

The tenure of the current licence is 19 years. The licence agreement was entered into on 21st March 2016 for a period of 20 years. This is the maximum period allowed for licence agreements under the Local Government Act 1993. The licence may be extended after this period in accordance with the terms of the licence.

The current clubrooms and the Narrandera Sportsground are owned by Council. Notwithstanding the NIFNC intention to develop new clubrooms, they remain a Council asset.

Considering the extensive nature of the project and Council's contribution, it would be prudent to seek the current licence to be relinquished and renegotiated to ensure the licence remains in the best interest of the community. It is considered there may be broader uses for the facility and community access of a modern fit for purposes facility that includes new change rooms and amenities.

Building Location

The proposed new building is substantially larger than the existing clubrooms. This provides for a modern facility to meet the future needs of the NIFNC and other users. The change rooms meet modern standards and the building will be fully compliant with access requirements.

The original proposal was to demolish the existing clubrooms and construct the new building in the current location, although the footprint is much larger. The opportunity to consider the best location of the new building is now while the opportunity is available.

There are really two options:

1) Current location

While this is adequate, it is not ideal. This location does not have the best view of the entire field and visibility of the scoreboard is not great. If this site was to be developed there is a disconnect between the proposed new change rooms and the existing change rooms under the grandstand.

2) Proposed Location (southern side of grandstand)

The proposed location offers some advantages over the current location:

- There is a superior view of the oval and score board;
- There is the ability to secure and integrate grandstand change rooms and new change rooms for major events;
- If needed, parking and traffic movements can be restricted at the back of the change room facilities;
- There is no real change in construction costs; and
- The existing clubroom can be used while the new clubrooms and facilities are being constructed.

The disadvantage of changing the location is Council is left with an old building that needs to be dealt with and still possibly demolished. Options for the use of the old building will be subject to a separate report if the new location is supported.

A Development Application will be submitted for the development and neighbours notified as part of that process in regards to the new location.

Project Management Control

Should Council endorse the project, it is proposed to set up a project management team to oversee and manage the project.

The project team is proposed to consist of:

- Project Manager – Council - through the Deputy General Manager Infrastructure or Delegate. This position has the necessary delegation to act on Council's behalf to make decisions, sign contracts and invoices within the terms of the delegations issued by Council and overall responsibility for project administration and delivery.
- Project Superintendent – TBC – will be suitably experienced to undertake project supervision work and recommend progress claims and undertake contract administration.
- NIFNC – Up to three members consisting of the President, Secretary and treasurer - along with all the project team to provide an advisory role to deliver the project.

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

Theme

Our Infrastructure

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

Procurement Policy

Financial

The design and costing undertaken by the NIFNC has the project costed at \$2,046,000. This allows for escalation of costs and increased contingency. The detailed breakdown is provided as a confidential attachment.

The project costing has been determined by a quantity surveyor using the design plans from a Building Designer. A price from a local builder has also been obtained that is close to the Quantity Surveyor's estimate. It should be noted that until the detailed designs are completed and a competitive tender process is undertaken, the current project costs are estimates.

The project to re-build the clubrooms will have a financial implication for Council. The NIFNC is seeking Council to commit a cash contribution of \$268,000 and an in-kind contribution of \$45,000 to cover development related costs (DA/CC and developer contributions). The in-kind contribution is still a cost to Council that needs to be funded in some form. The requested funding is therefore \$313,000 and this does not include Council's project management costs. It is recommended that some project management costs be included and not be in-kind.

This project has not been identified as part of the long term financial plan and future capital works budget. Should Council wish to support this project, funding will need to be identified to meet the requested commitment.

The options for Council are:

a. Reserves

Internally restricted cash reserves held by Council do not identify this project specifically. Should Council wish to support this project through reserves, adjustments will need to be made to existing reserve funds and projects they support.

The total internal restricted funds are anticipated to be \$4,255,570 at 30 June 2020. These reserves are made up of:

- Plant and vehicle replacement
- Employee leave entitlements
- Carry over works
- Building maintenance and repair
- Community activities
- Construction of buildings
- Office equipment
- Property development
- Other

The following reserves and anticipated balances are provided as examples of available funds that relate to buildings or property development:

Class of Reserve	Anticipated Balance 30 June 2018	Comment
Shire Property	\$132,917	Primarily for building upgrades and urgent maintenance of entire building portfolio.
Visitor Centre Services	\$240,300	Building upgrades to VIC
Closure of Teloca Fund	\$263,000	Not specifically allocated by resolution.
Property Development (Red Hill)	\$132,243	Future development works at Red Hill industrial area.

Delivery of Aged Strategies	\$230,000	To fund works or programs identified through councils positive aging strategy.
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b. Loan Funds

Council could take a loan to assist to fund the requested contribution. This could be via an internal loan through the water fund or externally through a financial institution. The water fund has an anticipated balance of \$7,020,000 at 30 June 2020. The loan repayment from General Fund to Water Fund will be \$23,292 P/A at 2.47% over a 10 year period. The annual interest charge will vary with market rates over the period of the loan.

It should be noted Council is undertaking the Integrated Water Cycle Management Plan process and an outcome of this Plan maybe an upgrade to the Water Treatment Plant. Any upgrades will require a substantial investment from the Water Fund Reserve.

Internal loans require approval through the NSW Office of Local Government.

Current loans through the water fund include:

- Narrandera airport lighting \$100,000
- Festoon lighting \$60,000

The recommendation is to use the reserves available, as it is cash that is available and not specifically identified for another purpose or project. This allows Council to avoid unnecessary interest on loans.

Narrandera Shire Contribution

Fund	Purpose	Amount (\$)	Current Balance	Remaining Balance
Closure of Teloca Fund	Cash Contribution	263,000	263,000	0.00
Delivery of Aged Strategies	DA/CC Fees	15,000	230,000	215,000
Delivery of Aged Strategies	Project Management	37,000	215,000	178,000
Total contribution		315,000		

The option above does not include the payment of S94 and S64 fees. That results in a loss of income to the S94 Plan of \$17K and S64 Plan of \$13K. This could be considered on the basis that section 94 Plan funds are generally used to provide community facilities of the type being built.

Legal / Statutory

- Local Government Act and Regulation
- Council has a long term licence agreement with the NIFNC that affords exclusive use of the current clubrooms and barbeque area under the conditions listed in the licence. The current project as presented provides a significantly improved and enhanced asset that is ultimately a community asset. It is considered appropriate that the licence is renegotiated to ensure the licence remains in the best interest of the community.

- It is anticipated that this project will be delivered under a Prime Contract structure with a legally binding construction contract.

Community Engagement / Communication

The scope of this project and the planned expenditure has not been tested through the community, as it has not formed part of the Community Strategic Plan. The Narrandera Sports Ground Plan of Management (POM) does list a project of this nature as one of a list of improvement works at the Sports Ground that should be considered for improvement works. Council is aware of this project and previously supported the NIFNC to apply for grants and committed funds. A Development Application will be required and neighbour notification undertaken.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

Financial Risk

- How critical is the project in meeting the Council's Strategic Plans and alignment to the Community Strategic Plan?
- How strong is the budget estimate? There are other commitments required through the NIFNC and AFL. If any of these commitments are not realised, it puts the project's finances at risk. It is considered the project should not substantially commence until financial certainty is available.
- Are there funding restrictions, such as allocation of grants or Council budget approval? This is unknown, as Sussan Ley's office has not specified the funding path yet. Staff are not aware that any co-contribution to the project is required to meet the funding commitment by Sussan Ley.
- What are the implications on the Council's long term financial plan, the potential impact on the Asset Renewal & Operating Result Ratio? This project will result in depreciation of approximately \$40,000 P/A, however, there is \$9,000 current depreciation rate on the existing structure. If this structure is demolished the new annual depreciation will be \$31,000.

Organisational Risk

- What is the political risk of Council undertaking the project? This risk is considered to be low.
- What is the risk of Council receiving unfavourable media by undertaking the project? This risk is considered to be low. Replacing aging community infrastructure is normally seen positively by the community.
- What is Council's exposure to Public Liability claims from the project? This risk is considered to be low but possible, being a construction contract. Suitable systems and processes need to be in place along with insurance.
- How many areas within Council will be involved in the project? Infrastructure Services, Finance and HR through the WHS Officer.
- What is the likely level of Legal Process in the project? Standard procurement processes, WHS requirements and construction contract.

Delivery Risk

- What is the anticipated level of regulatory requirements/compliance for the project? High. Construction projects have a number of legal and construction related regulations that require compliance.
- How large will the project team and associated working groups be? As described earlier in the report.
- What will be the exposure to procurement risk in the project? High. Procurement will need to comply with the Local Government Act and Council's Procurement Policy.
- Does the project trigger the Public/Private Partnership legislative provisions? No.
- Does the project have any related or dependant projects? Potentially the demolition of the existing clubrooms or upgrades.
- Are adequate financial, material and human resources available for the project? Yes.
- Does the project introduce new technologies, processes or delivery methods? No.
- How familiar is the project team with any proposed new technology or process. Minimal risk of unknown factors.
- Has Council undertaken this type of project before? Yes. Minimal risk.
- What will be the impact on Council's day to day operations during the project? Normal resources will be diverted to delivery of this project from a professional staff. Minimal impact on operational staff.

Community & Environmental Risk

- What is the anticipated impact or disruption to the community? Low level of disruption.
- What are the anticipated environmental impacts of the project? Low. Existing cleared site proposed.

OPTIONS

Option 1 – Council supports the project and provides the level of funding being requested by the NIFNC. This provides the opportunity for a new, large, purpose built, modern clubroom and amenities, as per the plans provided by NIFNC. This option also assists to promote Narrandera and its facilities as suitable for top level sporting fixtures.

This option does require a contribution from the Council in terms of cash and staff time to deliver the project. Suitable funds need to be identified and Council will carry the project risks associated with the development.

Option 2 – Council not provide a financial contribution to the project. The NIFNC may still access the \$1.4M offered by Federal Member Sussan Ley and access other funds through the AFL that typically equal 10% of construction costs or \$140,000 in this case. The project will need to be delivered for approximately \$1.54M. This option would require the current proposal to be modified to meet the project budget. Council may still be requested to waive the associated S94 and S64 fees.

CONCLUSION

The NIFNC has developed a proposal to re-develop the aging clubrooms and change room facilities that are no longer fit for purpose. A significant financial contribution has become available through the Federal Member for Farrer, the Hon Sussan Ley, of \$1.4m towards the project. Council had previously supported this project concept through an application to the Regional Sports Infrastructure Grant programme that was unsuccessful. The NIFNC is seeking Council support to deliver this project now that new funding has become available.

Attachments

Attach 1. Letter from NIFNC (enclosed below)

Attach 2. Proposed Site Plan (enclosed below)

Attach 3. Detailed Timeline (attached)

Attach 4. CONFIDENTIAL – Revised Estimate of cost and Funding Sources
(Separate for Councillors Only)

Attachment 1. Letter from NIFNC

RECEIVED
 13 JUN 2019



Narrandera Imperial Football - Netball Club Inc.
FORMED 1913
 ABN 90 411 571 294
 PO BOX 201 NARRANDERA NSW 2700



President: Mark Savage. **Phone:** 0427490524
Secretary: Joyleen Hutchins joyleen@nifnc.com.au **Phone:** 02 69563219 or 0428262726
Treasurer: Ryan Koschitzke **Phone:** 0408502338

PREMIERS:
 1913; 1914; 1924; 1928; 1932; 1933; 1947; 1948; 1960; 1966; 1967; 1972; 1974; 1979; 1981; 1986; 2012.

12th June 2019.

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

SUBJECT: Narrandera Sportsground Club Rooms and Changerooms Redevelopment

Dear Sir,

Following the recent re-election of the Morrison Government, their pre-election promise of funding of \$1.4M towards this project now becomes realistic, and it is hoped that it can be completed in as a short time period as possible.

Members of our Club met with Susan Ley MP on Friday 24th May, and she requested that a copy of the submission to the 2018 Regional Sports Infrastructure Fund be forwarded to her to allow for sourcing of this grant.

Prior to doing this, it is considered prudent to reassess the costs which were presented to Council in March 2018. This has now been done as a preliminary estimate by increasing building costs by 5% and rounding up the Contingency item to take full advantage of a possible 10% contribution by AFL (a copy of this work sheet is attached). It would be appreciated if you would confirm that Council will still provide funding towards this project as previously agreed.

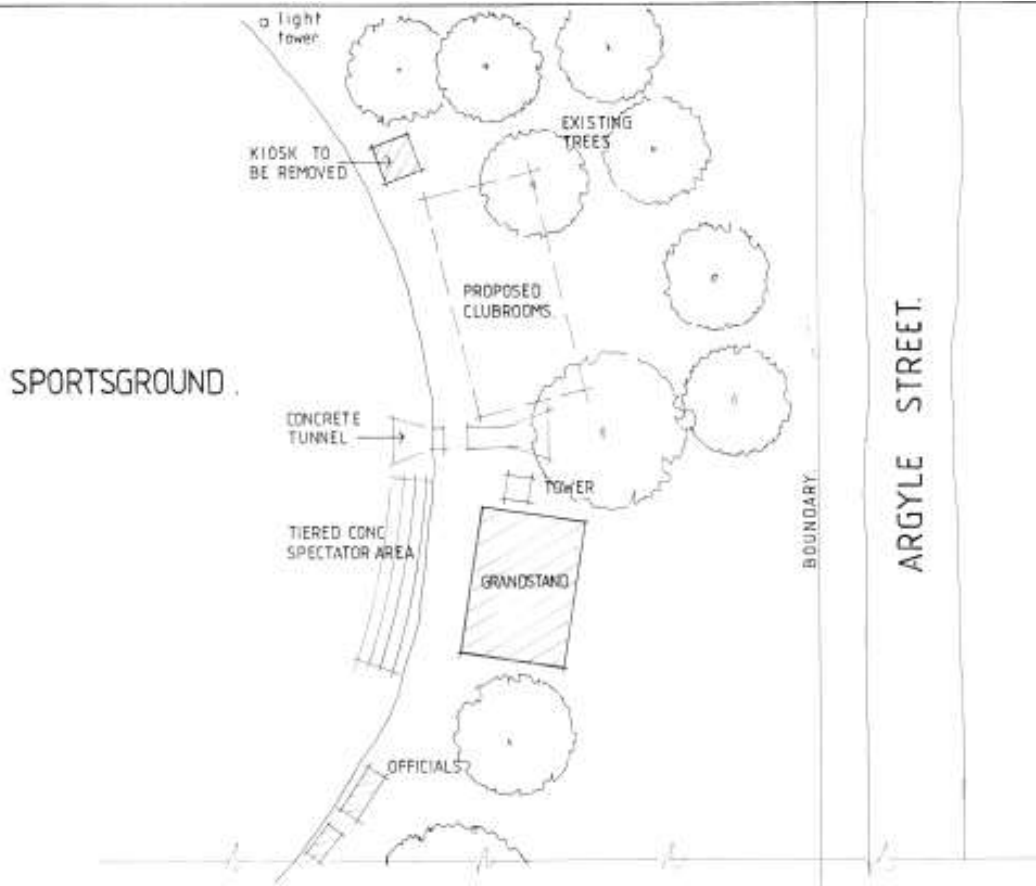
It is also considered to be the right time to re-assess the location of the new building, and I advise that the Club favours a position on the western side of the oval, just south of the existing grandstand. We now seek Council's concurrence to this location so that any modifications that may be required can be made to the design drawings.

If you require further information and/or discussion, please do not hesitate to contact me.

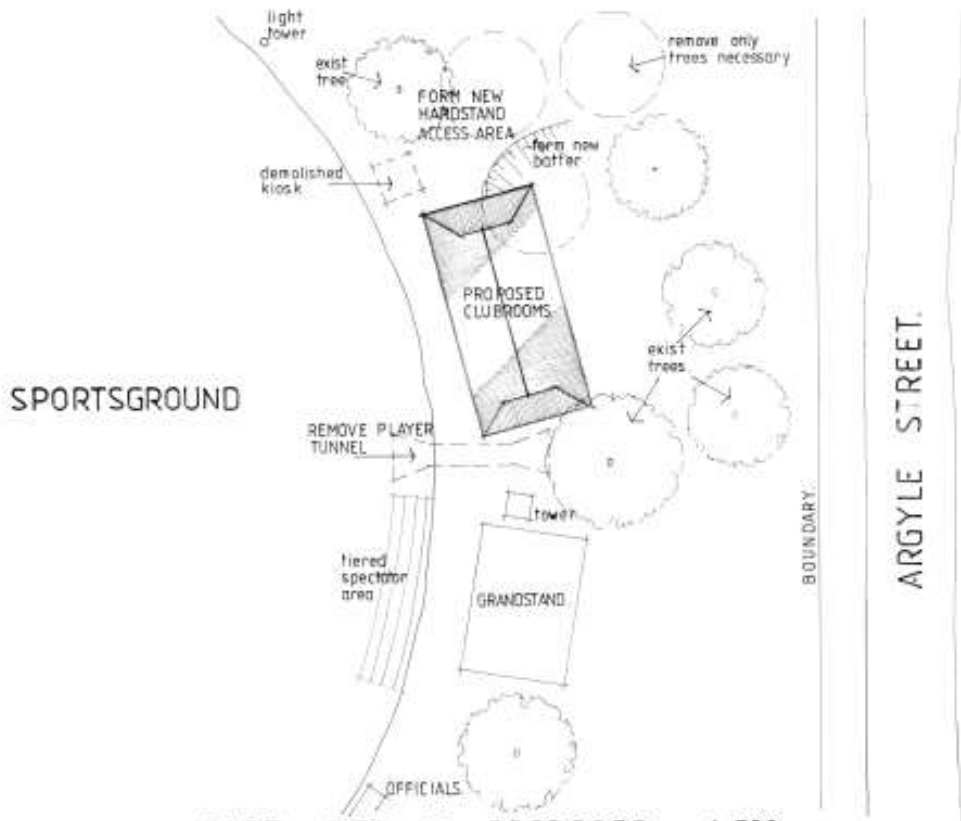
Yours faithfully,

Joyleen Hutchins
 Secretary

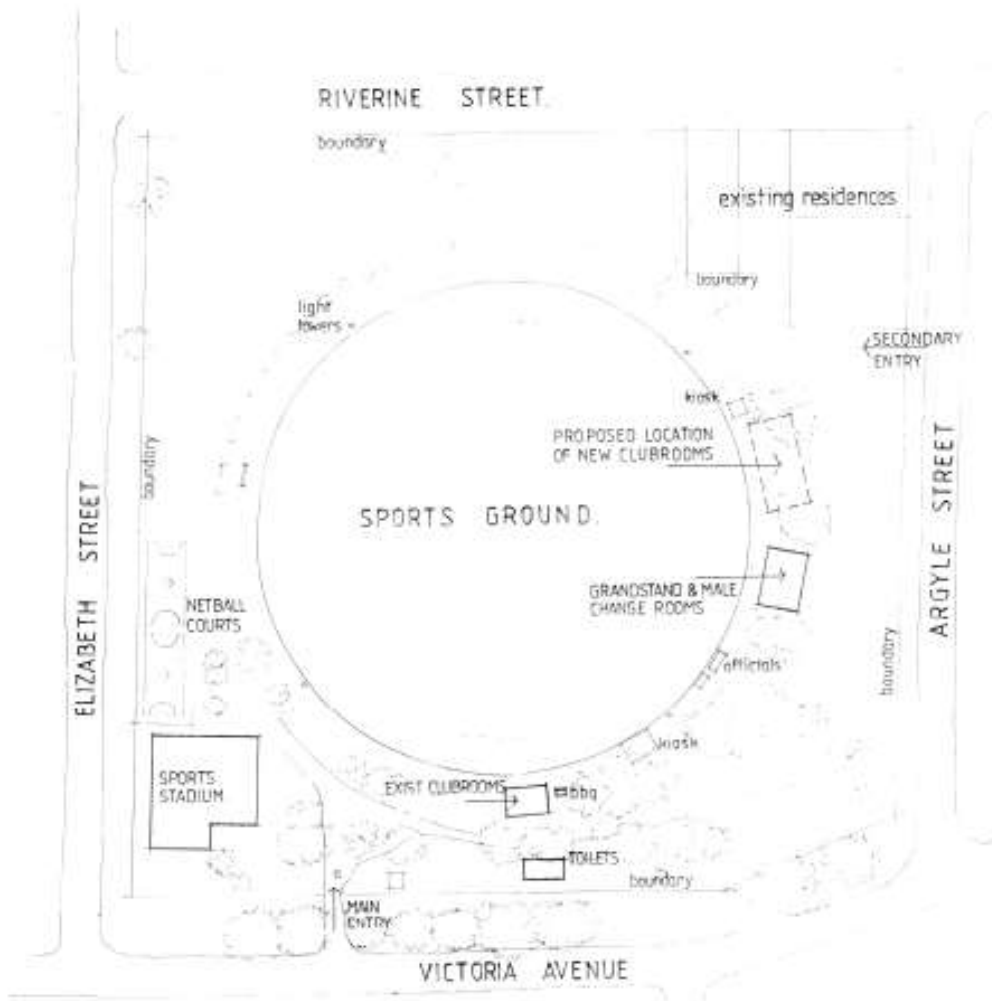
Attachment 2. Proposed Site Plan (below)



PART SITE PLAN AS EXISTING 1:500 app.



PART SITE AS PROPOSED 1:500 app.



OVERALL SITE PLAN 1:1250 app.



RECOMMENDATION

That Council:

1. Adjust the 2018/19 capital works programme to include the redevelopment of the clubrooms at the Narrandera Sportsground;
2. Transfer from the Closure of Teloca Fund Reserve \$263,000 and \$52,000 from the Delivery of Aged Strategies Reserve as Council's contribution including project management to the project;
3. Does not collect Section 94 or Section 64 Developer Contributions for this project;
4. Support the location of the new clubroom facility on the southern side of the existing grandstand subject to assessment through the Development Application process;
5. Receive a further report on the future use or demolition of the existing clubrooms;
6. Require the current 20 year licence to be surrendered by the NIFNC and re-negotiated to ensure the licence adequately reflects the utilisation of the new asset in the community's best interests; and
7. Only supports the project in its current form subject to a \$200,000 cash contribution from the AFL and a \$73,360 cash contribution from NIFNC.

21 OUR CIVIC LEADERSHIP**21.1 POLICY REVIEW - ES340 - SOCIAL MEDIA****Document ID: 423652****Author: Communications Officer****Authoriser: General Manager****Theme: Our Civic Leadership****Attachments: 1. ES340 Social Media Policy [↓](#)****RECOMMENDATION**

That Council

1. Review and endorse the ES340 Social Media policy as presented.

PURPOSE

The purpose of this report is for Council to review, endorse and adopt changes to the following policy numbered ES340 Social Media.

SUMMARY

The existing policy titled ES340 Social Media has been reviewed to make it more relevant to the current needs of the organisation and to reflect current practices. All Council policies are reviewed to ensure they are current and if the changes made need to be recommended to Council for adoption.

BACKGROUND

The attached policy has been reviewed with a number of changes made to remove ambiguity and to make them more contemporary to the current needs of users and the organisation.

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

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

- Policy Review- ES340 Social Media

Financial

Nil

Legal / Statutory

Local Government Act, 1993

Community Engagement / Communication

This policy regulates how all Council affiliates communicate with the public relation to Council matters.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

Nil

OPTIONS

Option 1 – Endorse the Policy for adoption without amendment.

Option 2 – Endorse the Policy for adoption with amendments.

Option 3 – Do not accept the draft Policy.

CONCLUSION

That Council endorse the amendments made to the existing policy numbered ES340 Social Media as presented.

RECOMMENDATION

That Council

1. Review and endorse the ES340 Social Media policy as presented.

SOCIAL MEDIA POLICY



Policy No: ES340
Policy Title: Social Media Policy
Section Responsible: Executive Services/Communications
Minute No: 47/138
MagiQ File No: 17812
Next Review Date: 16 May 2021

Objective

- To provide guidelines for Councillors, Council staff and all other Council officials on business and individual use of social media.
- To specify who is authorised to speak on behalf of Council in a social media context; and to provide guidance on the use of personal social media accounts in relation to Council matters.
- To provide guidance on the establishment, management and use of all social media platforms at Narrandera Shire Council.
- To outline the acceptable use of the social media platforms during ordinary work hours.

Policy Statement

Social media platforms are an open communication tool for Council and Council representatives to engage with the public, providing a level of immediacy for sharing public information. Council’s use of social media is under the direction of the General Manager and is monitored, updated and resourced through the Communications Officer.

Scope

This policy applies to all Councillors, Council employees, agents and contractors (including temporary contractors), administrators appointed under Section 256 of the *Local Government Act 1993* (NSW), members of council committees, conduct reviewers, delegates of Council, work experience employees and volunteers of the Council (**Users**).

Definitions

Confidential Information	Includes but is not limited to trade secrets of Council; non-public information about the organisation and affairs of Council: pricing information such as internal cost and pricing rates, production scheduling software, special supply information; marketing or strategy plans; exclusive supply agreements or arrangements; commercial and business plans; contractual arrangements with third parties; tender policies and arrangements; financial information and data; training materials; technical data; schematics; proposals and intentions; designs; policies and procedures documents; concepts not reduced to
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	material form; information which is personal information for the purposes of privacy law; and all other information obtained from Council or obtained in the course of working or providing services to Council that is by its nature confidential.
Council Official	Includes Councillors, employees, agents and contractors (including temporary contractors), administrators appointed under Section 256 of the <i>Local Government Act 1993 (NSW)</i> , members of council committees, conduct reviewers, delegates of council, work experience employees and volunteers of the Council.
Authorised Administrator	Council staff member who has been given authority in accordance with their delegations to represent Council on social media.
Intellectual Property	Means all forms of intellectual property rights throughout the world including copyright, patent, design, trade mark, trade name, and all Confidential Information and including know-how and trade secrets.
Social Media	Refers to a page or profile created within a social media channel to promote a brand or service.
Social Networking Site and Social Media Platform	Includes Facebook, LinkedIn, YouTube, Twitter, Instagram, Yahoo Groups, Google Groups, Snap Chat and all similar sites defined as social media platforms.
User	Anyone who is directly interacting with a computer system in real time.

Purpose of Official Council Social Media sites

- Direct people to Council information, services and Council's website
- Rapid sharing of information that is coordinated, accurate and up to date to a wide targeted audience
- Enhance Council's reputation online (with respect, responsibility and transparency)
- Deal openly and effectively with controversial, crisis and sensitive information, while maintaining confidentiality where appropriate
- Create a platform for community engagement and interaction
- Low-cost marketing of services and events

Users of Social Networking Sites and Social Media Platforms

Users of Social Media must **not** publish any material which identifies themselves as being associated with Council or a related entity of Council.

This would include:

- a) Making comments about Council policies, decisions or activities. This applies to both making disparaging comments about Council and/or **defending Council, Council staff and Council representatives.**
- b) If you do see inaccurate or disparaging comments about Council, Council staff and/or Council representatives on social media, please bring this to the attention of the Communications Officer who will inform management.

- c) Authorised officers of Council will then determine the appropriate way to respond to inaccurate information being portrayed about Council, Council employees and/or Council representatives.

A User must not disparage or make any adverse comment about Council, any policy or decision of Council or any of Council's related entities, employees, contractors and other Council Officials or any other person or organisation providing services to or on behalf of Council that relate to that person's employment or relationship with Council.

A User must not harass, bully, intimidate or threaten another employee, contractor or other Council Official (or a person the User knows to be a relative or associate of a Council Official) when contributing to a Social Networking Site or accessing a Social Media Platform.

A User may only disclose publicly available information and must not disclose or cause to be disclosed Confidential Information.

A User must ensure that any information he or she posts about Council or a related entity of Council is informed and factually accurate.

A User must use a disclaimer when referring to Council or a related entity of the Council or a Council Official. Such a disclaimer is *"the views expressed in this post are mine only and do not necessarily reflect the views of Council."*

A User must not transmit or send Council's documents, emails or text messages (in any format) to any external parties or organisations unless expressly authorised to do so.

If the User subsequently discovers a factual inaccuracy or error in their blog or social networking entry, they are required to immediately notify the General Manager of the error and include a plan to correct the error. All alterations should indicate the date on which the alteration was made.

Standards in relation to blogs and sites operated by Council

Users must not engage in prohibited conduct. Further:

- a) Only Users who are authorised by the General Manager are permitted to publish a blog or social network entry on any sites operated by Council, and the content of any such blog or entry must first be approved by the General Manager.
- b) Public communications concerning Council must not violate any provisions of any applicable Council policy, procedure or contract.
- c) A User may participate in Council-related public communications during normal work time. However, if doing so interferes with any of the User's normal work responsibilities, the Council reserves the right to withdraw the User's access to the communication facilities.
- d) A User must not communicate any material that violates the privacy or publicity rights of another party.
- e) A User must not cite or refer to clients, rate payers, business partners, suppliers, other Users etc without their prior approval.
- ~~f) A User may respectfully disagree with Council's actions, policies, or management, but must not make personal attacks on any person.~~

- g) Users will be personally legally responsible for any content they publish and need to be aware of applicable laws.

Mayor and Councillors

Council's Mayor and councillors have the right to establish their own social media presence as a member of the governing body and as a representative of the community.

When speaking publicly, including on social media platforms, Mayor and councillors must clarify if they acting in an official capacity or as a private individual.

Mayor and councillors using social media in an official capacity to represent Council and Council matters must do so using their official title e.g. Councillor John Smith for Narrandera Shire Council.

Mayor and councillors using a social media platform as a private individual must state they are expressing their own opinion and not representing the official position of Council. Such a disclaimer is *"the views expressed in this post are mine only and do not necessarily reflect the views of Council."*

A level of qualified privilege applies to councillors under the law, which recognises that councillors may need to speak freely and publically in the discharge of their civic duties.

However, this should be treated with caution. Qualified privilege covers only statements made at Council or committee meetings in the discharge of a councillor's duties which are pertinent to the business of Local Government. Such statements also need to be made in good faith and must not be made maliciously.

Councillors are subject to defamation law and it is contrary to law to injure another person's reputation in the eyes of society through the written word, pictorially or in speech.

If a councillor becomes aware of a media interest in a particular aspect of Council business that could be contentious, they should bring it to the attention of the General Manager.

Authorised administrators

Authorised administrators are only permitted to contribute to blogs and social network entries on Council's website and social media accounts in order to share information and knowledge, obtain constructive feedback, interact directly with rate payers or clients, collaborate over projects and solve problems, promote our organisation, and raise Council's profile, or in the pursuit of the relevant departments of their tourism and marketing and/or economic development work.

When contributing to a Council managed Social Networking Site or accessing a Social Media Platform, an authorised administrator must not identify him or herself on a **Public Page** or forum as representing Council or any of Council's related entities unless specifically authorised to do so in writing by the General Manager.

When responding to a **Social Media Inbox Message** authorised administrators must disclose that he or she is an employee, contractor or other Council Official of the Council or a related entity and what the User's role is e.g. "Hi – this is (name), (position) at Narrandera Shire Council."

Authorised administrators must ensure that:

- (a) Any content published is factually accurate and complies with relevant policies of Council;
- (b) He or she only comments on topics that fall within his or her area of responsibility at Council;
- (c) He or she does not post material that is obscene, defamatory, threatening, harassing, discriminatory or hateful to another person or entity or which causes (or could cause) insult, offence, intimidation or humiliation;
- (d) He or she does not disclose another person's personal information.
- (e) He or she respects copyright, privacy, financial disclosure, work health and safety, employment and other applicable laws;
- (f) He or she does not create any legal or contractual obligations on behalf of Council unless expressly authorised by Council;
- (g) The use of Council's Facebook page is in accordance with the electoral act, particularly in relation to individual Councillors;
- (h) He or she does not send or cause to be sent chain or SPAM emails or text messages in any format.
- (i) As ambassadors for Narrandera Shire Council he or she reflects the organisation in a professional and appropriate manner at all times.

General Enquiries

Sites need to be actively administered during working hours and responses to comments need to be within 24 hours (or within 2 hours of the first day back following a weekend, RDO or public holiday).

If an issue is reported e.g. a pot hole, the request must be screen shot or copied and registered into MagiQ with a Customer Service Request created and an appropriate officer assigned to the task. Note that it has come through Social Media and that the administrator requires a response to the enquiry.

All administrators should seek advice and written approval from the relevant Manager prior to posting a response to a comment that is critical of Council (including Councillors, staff, services etc). Please refer to the "Guidelines for NSC Social Media Administrators" when formulating responses.

Negative comments or serious matters

The Communications Officer has overarching oversight of the social media sites and is authorised to remove or hide any defamatory posts or inappropriate Council supplied posts.

Via the Communications Officer, an authorised administrator may recommend to their Manager or the General Manager that a user be banned from a platform where that user continually displays abusive behaviour, makes vexatious complaints or consistently unsubstantiated negative comments that unfairly compromise the reputation of NSC, its Council or its staff.

Responses should encourage the issue to be taken off line and handled via Social Media inbox messages, phone, email or in person.

All discussions are to be approved by the General Manager and recorded into MagiQ.

No political associations are to be accepted nor political posts be placed on any Narrandera Shire Council social media platform.

Use of Social Networking Sites & Social Media Platforms during ordinary work hours

All Users are permitted to have access to Social Networking Sites and Social Media Platforms during ordinary work hours for a limited and reasonable personal use. Councils ordinary work hours are generally 8.15am to 4.30pm.

Using Social Networking Sites and Social Media Platforms for personal use must not impact upon the User's work performance or Council resources or violate this policy or any other Council policy.

Users must not inappropriately use Social Networking Sites and Social Media Platforms. Inappropriate use includes but is not limited to:

- a) using Social Networking Sites and Social Media Platforms to send, post or otherwise publish:
 - i. obscene messages
 - ii. racially and/or sexually harassing messages
 - iii. sexually explicit material

Warning

Apart from the potentially damaging effects a blog or social networking entry may have on the Council, inappropriate blogs on internal or external sites can also have adverse consequences for a User in terms of future career prospects, as the material remains widely and permanently accessible to other site users.

Enforcement

Users must comply with the requirements of this policy. Any breach of this policy may result in disciplinary action which may include termination of employment (or, for Persons other than employees, the termination or non-renewal of contractual arrangements).

Other disciplinary action that may be taken includes, but is not limited to, issuing a warning, suspension or disconnection of access to all or part of the Council's Computer Network whether permanently or on a temporary basis.

Set up or disestablishment of a NSC Social Media site and/or specific purpose group page

- The General Manager must formally approve the set up or disestablishment of any social media site, and approve who are the administrators for each specific site.
- Any proposals to set up or disestablish a social media site must be presented in the first instance to the Communications Officer who will prepare – in partnership with the recommending officer – a recommendation to the Executive Leadership Team for consideration.
- Any proposal for a new site or group page should consider purpose, suitability, audience fit, strategy, administration and sustainability (including whole of life

costings). It should be noted that NSC's preference is to have fewer, quality and well administered sites.

Current Social Media Platforms:

Social media site	Administrators
Narrandera Shire Council Facebook page	Communications Officer, Records Officer, Executive Assistant to Mayor and Community Development Library Manager, General Manager
Narrandera Shire Council Instagram Page	Communications Officer, Records Officer, Executive Assistant to Mayor and Community Development Library Manager, General Manager
Narrandera Tourism Facebook page	Marketing Tourism Economic Development Coordinator, Events and Visitor Services Team Leader
Narrandera Tourism Instagram page	Marketing Tourism Economic Development Coordinator, Events and Visitor Services Team Leader
Narrandera Shire Council LinkedIn	Communications Officer, Human Resources Manager, Human Resources Officer

Associated Documents

- Email and Internet Usage Policy
- Media and Public Relations Policy
- Guidelines for NSC Social Media Administrators
- Code of Conduct

Variations

The Council reserves the right to vary, replace or terminate this policy from time to time.

Policy History

Adopted	02/04/2014
Reviewed	10/05/2017
Amended	16/05/2017
Amended	14/09/2018
Amended	08/04/2019

Signed: General Manager

Date:

ACKNOWLEDGEMENT

I acknowledge:

- *receiving the Council Social Media Policy;*
- *that I should comply with the policy; and*
- *that there may be disciplinary consequences if I fail to comply, which may result in the termination of my employment.*

Your name:

Signed:

Date:

21.2 POLICY REVIEW - ES250 - MEDIA AND PUBLIC RELATIONS**Document ID:** 423655**Author:** Communications Officer**Authoriser:** General Manager**Theme:** Our Civic Leadership**Attachments:** 1. [ES250 Media and Public Relations](#) **RECOMMENDATION**

That Council

1. Review and endorse the ES250 Media and Public Relations policy as presented.

PURPOSE

The purpose of this report is for Council to review, endorse and adopt changes to the following policy numbered ES250 Media and Public Relations.

SUMMARY

The existing policy titled ES250 Media and Public Relations has been reviewed to make it more relevant to the current needs of the organisation and to reflect current practices. All Council policies are reviewed to ensure they are current and if the changes made need to be recommended to Council for adoption.

BACKGROUND

The attached policy has been reviewed with a number of changes made to remove ambiguity and to make them more contemporary to the current needs of users and the organisation.

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

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

- Policy Review- ES250 Media and Public Relations

Financial

Nil

Legal / Statutory

Local Government Act, 1993

Community Engagement / Communication

This policy regulates how all Council affiliates communicate with the public relation to Council matters.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

Nil

OPTIONS

Option 1 – Endorse the Policy for adoption without amendment.

Option 2 – Endorse the Policy for adoption with amendments.

Option 3 – Do not accept the draft Policy.

CONCLUSION

That Council endorse the amendments made to the existing policy numbered ES250 Media and Public Relations as presented.

RECOMMENDATION

That Council

1. Review and endorse the ES250 Media and Public Relations policy as presented.

MEDIA AND PUBLIC RELATIONS POLICY

Policy No:	ES250
Policy Title:	Media and Public Relations
Section Responsible:	Executive Services
Minute No:	14/186
MagiQ No:	8385
Next Review Date:	16 May 2021

Objective

- To establish clear roles, responsibilities and rules for all Narrandera Shire Council representatives when dealing with media and public relations' opportunities.
- To foster positive and effective relationships with media representatives and utilise the media to its full advantage in promoting the efforts of Council and its achievements, Narrandera Shire's liveability and supporting tourism and commercial business activity.
- To deal openly and effectively with controversial, crisis and sensitive information, while maintaining confidentiality where appropriate.
- To ensure coordinated, accurate and up to date information is provided.
- To continue building a positive and professional public image for Narrandera Shire Council and to educate the community on the role of Council.
- To encourage open communication with the community and improve communication within the organisation.

Policy Statement

Proactive media relations and well managed public relations are essential if Narrandera Shire Council is to achieve its strategic outcomes in relation to improving resident satisfaction with Council. Council will consistently promote Council's key messages and corporate priorities through news releases, social media and other proactive and reactive media and public relations activity.

While Council will always seek to provide good news stories for the media, it is equally important that media enquiries from a journalist or reporter are responded to in an appropriate and timely manner, and within the required deadline wherever possible and reasonable.

Council requires positive relationships with the media for many reasons – how Council and Narrandera Shire are portrayed in the media impacts greatly on how the organisation and the Shire are perceived; the media are a strong ally in many situations, including

assistance with the promotion of Council programs, events and initiatives; in times of crisis when information needs to be conveyed to the public, such as during severe storms and bushfires.

Scope

This policy applies to Councillors, employees, contractors, volunteers and Section 355 Committee Members.

Definitions

Media	Official, registered publications and official, registered online news sites eg. Newspapers, magazines, journals, websites, social media, advertising, radio, television, digital media and journalists.
Public Relations material	Official speeches, promotional literature, website content
Political	Issues pertaining to decisions of the council and or council policy
Topical	Issues which are current and of a local interest (not necessarily related to Council business)
High profile	Issues which have generated a high media profile and therefore strong community interest (may not be related to Council business)
Operational	Issues relating to the day to day running of Council that are not deemed to be political or likely to come before the council
Technical expertise	Refers to the underlying knowledge and skills that are necessary to carry out duties or complete a task.
Online material	All of Council’s online material including the websites and social media presence.

Related Legislation/Guidelines/Narrandera Policies and Associated Procedures

The following legislation and policies are applicable to this policy:

- Government Information (Public Access) Act 2009
- Copyright Act 1879
- Defamations Act, 2005
- Privacy and Personal Information Act, 1988
- Narrandera Shire Council Code of Conduct
- Narrandera Shire Council Disciplinary Policy
- Narrandera Shire Council Community Engagement Policy (when adopted)
- Narrandera Shire Council Website and Social Media Policy

Roles and Responsibilities

All requests for comments from the media are to be directed to the Communications Officer to ensure the correct Council representative is commenting on Council matters. All media interviews are to be coordinated by the Communications Officer.

Major announcements will only be released by the Communications Officer to maximize the media and marketing potential for Council as an organisation and/or Narrandera Shire.

Mayor

The Mayor is the official spokesperson on political issues, policy issues, topical issues or issues that have generated high media interest. If unavailable, delegate to the Deputy Mayor.

The Mayor will give final approval for all media releases, which quote him/her directly.

Councillors

Councillors may provide media comment as private individuals, identifying that it is provided as their own opinion and not representing the official position of Council. When commenting on a decision of Council, Councillors shall reference the resolution as carried by council to provide context to their comment.

Councillors are encouraged to seek the assistance of the General Manager prior to making public statements to ensure the information is factually accurate.

Councillors have the right to establish their own social media presence as a member of the governing body and as a representative of the community.

General Manager

The General Manager is the official spokesperson on all operational and administration issues. The General Manager may nominate specialist members of staff to respond to technical questions on operational issues only. This may include a joint approach with the Mayor or a Manager.

The General Manager approves all media releases.

The General Manager and the Mayor will confer as to who is the most appropriate person to speak to the media when issues cross over political and operational lines.

Managers

Managers may provide media comment on issues within their portfolio as delegated by the General Manager.

Managers and designated staff are to make themselves or a member of their team available to brief the Mayor and General Manager on any technical issues relating to a particular media issue.

Managers are to pro-actively prepare media releases and identify opportunities for public relations.

Managers are responsible for approving all website content before it is uploaded to the live site.

Communications Officer

The Communications Officer is responsible for coordinating responses and providing information to the media on behalf of Council and organising media/photo opportunities and preparing speeches for the Mayor.

The Communications Officer is responsible for distributing all written media comment to media outlets and placing all media onto the website and social media platforms where required.

The Communications Officer may provide information to the media which is freely available to any member of the public. The information will be provided in order to improve or clarify the media's understanding of issues.

The Communications Officer can comment to the media within the delegated areas of responsibility as defined by the Position Description of this position.

The Communications Officer should be advised of all media contacts and requests for information on Council matters to ensure a consistent message and representation of Council is given. This will also allow for the adequate monitoring of media coverage.

Designated Departmental Staff

Designated staff in each department will be responsible for ensuring the website content and approved social media content, related to their activities, is kept up to date and is relevant to the needs of the community.

Designated staff will ensure all promotional material and presentations are of a high standard of professional content and format.

In some circumstances, including if a specific request is made by the media, Council staff may participate in photographs and media articles or interviews. Prior approval must be granted from the General Manager.

Outdoor and external staff approached by the media for information on the job/project on which they are working, should refer those inquiries to their immediate supervisor who should then advise the relevant manager. Should the manager be unavailable, supervisors should notify the Communications Officer.

IT Department

The IT Department is responsible for maintaining the technical aspects of approved Council websites.

Handling media enquires/requests

Responding to media requests for information and interviews will take into account staff availability and time constraints of both Council staff and media.

It is an expectation that a sufficient amount of detail and context will be provided at the time of the request to enable an appropriate and informed response by Council.

Council staff who receive requests direct from media representatives are to decline to comment and report the request to the Communications Officer.

Official spokespersons are to be offered media training.

All official spokespersons are to ensure they do not defame or slander another person either verbally or through the written word, that they do not misrepresent Council, that they do not release unauthorised material and that they comply with the Code of Conduct at all times.

Councillors and staff members may expose themselves to legal actions or sanctions under these requirements unless complying with this policy and procedure.

Breaches of this policy will be addressed in accordance with Council's Code of Conduct and Council's Disciplinary Policy.

Variation

Council reserves the right to review, vary or revoke this policy.

Policy History

Endorsed by relevant Committees (name) and date

Adopted by MANEX	June 2014
Adopted by Council	29 April 1997
Reviewed by Council	16 August 2006
Amended by Council	12 December 2006
Amended by Council	17 February 2009
Amended by Council	15 July 2014
Adopted by Council	19 August 2014
Reviewed by	

Signed: General Manager

Date:

21.3 LGNSW ANNUAL CONFERENCE

Document ID: 424110

Author: Executive Assistant

Authoriser: General Manager

Theme: Our Civic Leadership

Attachments: Nil

RECOMMENDATION

That Council:

- (a) Receive and note the report noting that the LGNSW Annual Conference to run from 14 to 16 October 2019.
- (b) Endorse attendance by the Mayor and Deputy Mayor of the Day and General Manager.
- (c) Consider nominating up to two (2) Councillors to attend.
- (d) Identify any matters it considers should be included in Draft Motions for consideration by the conference.
- (e) Endorse changing the date of the October Ordinary Council Meeting from Tuesday 15 to Tuesday 22 October 2019.

PURPOSE

The purpose of this report is to inform Council of the staging of the LGNSW Annual Conference and to endorse attendance.

This report also provides opportunity for Council to endorse changing the date of the October Ordinary Council Meeting and to consider any Motions it may wish to submit.

BACKGROUND

Conference

LGNSW holds an Annual Conference that Narrandera Shire Council delegates attend yearly. The 2019 conference will run in Sydney from Monday 14 to Wednesday 16 October at the William Inglis Hotel, Warwick Farm Sydney NSW.

Councillor Expenses & Facilities Policy states that.....

“Council shall be represented at the annual conference of the Association by the Mayor, Deputy Mayor, General Manager and their accompanying person. Costs for accompanying persons are to cover registration and conference dinner only. Additionally, Council shall provide a once only opportunity for a Councillor/s, to a maximum of two Councillors only for each Annual Conference, to attend the annual conference during the four year term of the Council”.

Endorsements sought for the Mayor and Deputy Mayor of the Day, General Manager and up to two (2) Councillors, who have not attended a LGNSW Annual Conference in the past, to attend and the Nomination for the two (2) Councillors.

Motions

In addition to having attendees at the conference, Councils have the opportunity to draft and submit Motions on issues to be considered at the conference.

Motions can be submitted by 12 midnight Monday 19 August with the latest possible date being 12 midnight Monday 16 September 2019.

The Board of LGNSW has resolved that Motions will be included in the Business Paper for the Conference only where they:

1. Are consistent with the objects of the Association (see Rule 4 of the Association's rules)
2. Relate to Local Government in NSW and/or across Australia
3. Concern or are likely to concern Local Government as a sector
4. Seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association
5. Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws)
6. Are clearly worded and unambiguous in nature, and
7. Do not express preference for one or several members over one or several other members.

Reasons for a Motion to be Excluded

The Board will not include Motions in the Business Paper which do not advance the local government policy agenda. Therefore a motion will not be included if it is operational, rather than strategic; not local government business; focused on a local issue only or if the motion is consistent with longstanding actions of LGNSW and the Local Government and Shire's Association.

Further, for a motion to be included in the Conference Business Paper the submitting member needs to provide accompanying evidence of its support for the motion.

Such evidence may include an extract of the minutes of the meeting at which the member resolved to submit the motion for consideration by the Conference.

October Council Meeting

October Council Meeting date is Tuesday 15 October which falls in the middle of the Annual Conference dates of Monday 14 to Wednesday 16 October 2019. In past years, Council has shown flexibility and endorsed the change of meeting date to accommodate attendance to the Conference and Council Meeting. Council has the opportunity to endorse changing the Council Meeting date from Tuesday 15 to Tuesday 22 October 2019.

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

Theme

Our Civic Leadership

ISSUES AND IMPLICATIONS

All members can put forward motions for consideration at the Conference. Members are invited to submit motions online from mid-year using the “LGNSW Conference Business Sessions Submissions Form” on the Annual Conference page of the LGNSW website.

Proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions.

Members are encouraged to review the Action Reports from previous conferences before submitting motions for the 2019 Conference, which are available on the Annual Conference page of the LGNSW website.

Motions that restate LGNSW policy or do not fit the criteria are unlikely to find their way into the conference agenda.

Policy

The strategic plans of the council all include actions that involve the council in making representations to the State Government on behalf of the community

Narrandera Shire Council Code of Meeting Practice

Policy ES70 – Councillor Expenses & Facilities

Financial

Council provides funding in its yearly budget for the attendance of delegates to the Local Government NSW Annual Conference

Legal / Statutory

Local Government Act, 1993

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

GM’s EA on part of duties for arranging bookings to conferences including accommodation and travel arrangements

RISKS

There is a risk that submitted Draft Motions will not be considered.

OPTIONS

Conference

1. Endorse attendance by the Mayor and Deputy Mayor of the Day and General Manager only.
2. Endorse attendance by the Mayor and Deputy Mayor of the Day, General Manager and up to two (2) Councillors who have not attended a LGNSW Annual Conference in the past.
2. Council endorse for no attendance in 2019.

Motions

1. Council to identify appropriate Draft Motions for endorsement at the 20 August Ordinary Council Meeting to avoid missing the cut-off submission date of Monday 16 September
2. Council endorse to not submit any Motions in 2019

October Ordinary Council Meeting

1. Allowing for flexibility and endorse the change of date to Tuesday 22 October 2019
2. Maintain the current date structure of holding the meeting on Tuesday 15 October

CONCLUSION

It is appropriate that Council be represented at the Annual Conference and to submit Motions on any topics that meet the criteria set by the LGNSW.

It is further considered appropriate to approve the change the date of the 15 October Ordinary Council Meeting to Tuesday 22 October 2019, giving that the Mayor, Deputy Mayor, General Manager and possibly a further two Councillors will be apologies if the date remains at 15 October.

RECOMMENDATION

That Council:

- (a) Receive and note the report noting that the LGNSW Annual Conference to run from 14 to 16 October 2019.
- (b) Endorse attendance by the Mayor and Deputy Mayor of the Day and General Manager.
- (c) Consider nominating up to two (2) Councillors to attend.
- (d) Identify any matters it considers should be included in Draft Motions for consideration by the conference.
- (e) Endorse changing the date of the October Ordinary Council Meeting from Tuesday 15 to Tuesday 22 October 2019.

21.4 YOUTH ADVISORY COUNCIL NOMINEES**Document ID: 425553****Author: Community Transport and Home Support Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: 1. Draft Youth Advisory Council (YAC) Terms of Reference.docx****RECOMMENDATION**

That Council:

1. Endorse the Youth Advisory Council nominees and appoint the nominees to the Youth Advisory Council.

PURPOSE

The purpose of this report seeks the endorsement of Council for the nominees of the Youth Advisory Council.

SUMMARY

Nominations for the Youth Advisory Council concluded on July 1 2019 with a total number of seven nominees, the final step in establishing the Youth Advisory Council is for Council to endorse some or all of the nominees.

BACKGROUND

Following the appointment of the Community Liaison Officer in April 2019, Council began the application process for the Youth Advisory Council.

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

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

An information session was held on 27 May 2019 and was attended by 20 community members who expressed interest in the Youth Advisory Council. Participants were presented with an applications pack which contained the Terms of Reference for the Youth Advisory Council (attachment 1), a Position Description (attachment 2) and a nomination form.

The application process was opened to the general public at the conclusion of the meeting and remained open until July 1 2019. At the end of the nomination process Council received a total of seven nominations, four female and three males.

The Narrandera Youth Advisory Council will be an ongoing initiative. Members will have the opportunity to be part of the Narrandera Youth Advisory Council for a two year term, and assist in the hand over and training of new members for a further six months (if required).

Members will have the option to extend their term for a further two years, subject to the discretion of the Community Liaison Officer.

Council's aim is to hold the first official Youth Advisory Council meeting in September 2019. This meeting will include the election of office bearers including the Youth Mayor and Youth Deputy Mayor.

Nominees for the Committee:

1. Wesley Bamblett (13 years old)
2. Isabella Beaumont (15 years old)
3. Kayleigh Cassidy (13 years old)
4. Mia Geddes (13 years old)
5. Shakira Hocking (16 years old)
6. Braden Lyons (19 years old)
7. Abigail Pettigrew (17 years old)

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

Theme

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

Code of Meeting Practice

Model Code of Conduct

WHS Policies and Procedures

Financial

Once the Youth Advisory Council has been established the Council will be responsible for sourcing and applying for relevant grants to help fund events and programs

Legal / Statutory

Council must ensure it is meeting all obligations under the NSW Local Government Act 1993.

Any person involved in the Youth Advisory Council over the age of 18 must provide and maintain a Working with Children Check and a Criminal History Check.

Community Engagement / Communication

Information sessions were held for participants and their family members to attend. There was extensive advertising of the nomination process through the Council's webpage, Facebook page and Instagram page; posts were also shared to community groups on Facebook. Council advertised in the local newspaper and provided access to application packs through the local and surrounding schools, the Library, the Community Services Building and the Council Chambers.

Human Resources / Industrial Relations (if applicable)

The Youth Advisory Council will be supported by the Community Liaison Officer

RISKS

Council must ensure the nominees have clear and precise understanding around the extent of the Youth Advisory Council's powers and expectations of the elected Councillors to protect Council's reputation.

OPTIONS

- Endorse the nominations without amendments
- Endorse the nominations with amendments
- Refer the nominations back to staff for amendment or further recruitment

CONCLUSION

It is recommended that Council endorse the nominations for the Youth Advisory Council as outlined in the report.

RECOMMENDATION

That Council:

1. Endorse the Youth Advisory Council nominees and appoint the nominees to the Youth Advisory Council.



TERMS OF REFERENCE



ROLE OF THE YOUTH ADVISORY COUNCIL

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

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

PRIMARY FUNCTION OF YOUTH ADVISORY COUNCIL

To advocate for the young people of Narrandera Shire and provide expert advice to Council in their decision making, this includes:

1. To work with Council on the Narrandera Community Strategic Plan by advising on key deliverables and actions that are relevant to young people, with a strong focus on the Youth Strategic Plan.
2. Act as an advisory source and respond to enquiries from Council regarding specific youth issues in the Narrandera Shire.
3. To provide expert advice to Council departments on matters relating to the young people of Narrandera Shire.
4. Identify issues of importance to young people in the Narrandera Shire and initiate advocacy to help address these issues.
5. Encourage and support young people to be involved in creating new opportunities and projects for youth
6. Assist Council to better inform and engage with Narrandera Shires young people.
7. Assist young people to better inform and engage with Council
9. Represent Narrandera Shire, when required, to promote and advocate for the interests of young people within the Narrandera Shire to outside organisations and government departments
10. Advocate and lobby for better outcomes for young people and their families in the Narrandera Shire.



11. Provide regular feedback to Council on the activities run and outcomes achieved by the Youth Advisory Council.

EXTENT OF POWERS

The Narrandera Youth Advisory Council is a voluntary group of young people that gather with a common commitment to advocating for the best outcomes for young people in the Narrandera Shire. The Narrandera Youth Advisory Council acts in an advisory capacity only. Through the Community Liaison Officer they report to Council who retain the power to make the final decision in consultation with the Youth Advisory Council.

In the event that members are not operating efficiently or effectively, the Community Liaison Officer in consultation with the Council retains the right to review membership.

Councillors will liaise with members through the Deputy General Manager Corporate and Community, the Community Support Manager and the Community Liaison Officer.

COMPOSITION

The Narrandera Youth Advisory Council is comprised of 6-12 young people aged 12 – 21 years who have been selected by Council to represent their peers. Applicants must be aged no older than 19 on applications. The Council will elect a Youth Mayor and Youth Deputy Mayor once Youth Councillors have been appointed. Those members not selected to be Councillors will form the Youth Advisory Group. They will be invited to attend meetings but will not participate in the voting process.

MEMBERSHIP

All members of the Narrandera Youth Advisory Council must live, work, study or have significant links to Narrandera Shire.

Membership is selected and decided upon by a committee which will include the Community Support Manager, Community Development Manager, the Community Liaison Officer, a representative of the Human Resources Department and an impartial and suitably qualified community member. A recommendation from this group will be given to Council for appointment. The selection committee may also nominate suitable individuals with particular skill sets or relevant interests to serve on the committee as required. Members of the Narrandera Youth Advisory Council volunteer their time and services during their tenure. Every effort will be made to support members in areas such as:

- Transport to and from the meetings



- Catering at the meetings or on events
- Any other assistance that may be needed to support them through their term on the Council

Members will be required to:

- Attend an induction
- Attend and participate in meetings
- Contribute ideas
- Carry out tasks allocated
- Work as part of a team
- Attend official events as requested

TENURE

The Narrandera Youth Advisory Council will be an ongoing initiative. Members will have the opportunity to be part of the Narrandera Youth Advisory Council for a two year term, and assist in the hand over and training of new members for a further six months (if required).

Members will have the option to extend their term for a further two years, subject to the discretion of the Community Liaison Officer.

EXPECTED BEHAVIOUR

All Narrandera Youth Advisory Council members will uphold Narrandera Shire Council's Values, (ECLAIRS), and Code of Conduct.

1. Members will behave in a professional manner
2. Members will show respect to other Youth Advisory Council members, Narrandera Shire Council Officers, Narrandera Shire Councillors and members of the public
3. Members will actively listen to and respect other member's opinions and views
4. Members will accept decisions that are final

COMMUNITY LIAISON OFFICER'S ROLE

The Narrandera Youth Advisory Council is facilitated by the Community Liaison Officer who will be responsible for:

1. Convening Youth Council meetings
2. Attending meetings



3. Assisting Youth Council members with and support they may need in the course of their duties
4. Supporting the Youth Council to complete their tasks
5. Preparing and distributing the agenda and minutes, with support from the Youth Mayor of the Youth Advisory Council
6. Support Council departments, Councillors and staff members in their interactions with the Youth Advisory Council
7. Provide the Youth Advisory Council with ongoing support and advice in the course of their duties
8. Facilitate the election of the Youth Mayor and Youth Deputy Mayor

PUBLIC PROFILE

The Narrandera Youth Advisory Council represents Council and will operate under the guidance of Council officers.

For attendance at formal gatherings and meetings, a required dress code will be provided to members of the Youth Advisory Council.

Members of the Narrandera Youth Advisory Council will be provided with name badges.

The Narrandera Youth Advisory Council's interactions with media outlets and the press will be undertaken as per Council Policy with the approval of the General Manager and under the guidance of the Community Support Manager in conjunction with Councils Communications Officer and the Community Liaison Officer.

MEETINGS

Meetings take place monthly or as directed by the Community Liaison Officer, in conjunction with Councillors and Council staff as required.

Meeting dates and times will be flexible to accommodate the study, employment and/or personal needs/requirements of Youth Advisory Council members.

Members must notify the Community Liaison Officer or Community Support Manager if they are unable to attend a meeting.

Members of the Narrandera Youth Advisory Council are required to attend 80% of meetings in a calendar year. If the member is unable to meet this requirement, they need to apply for special consideration to the Community Liaison Officer who will decide on a case by case basis.



Meetings will take place at the Narrandera Council Chambers 141 East Street Narrandera. This location may be subject to change. Should the location change for any reason, Youth Councillors will be given advanced warning.

EXTRAORDINARY OR SPECIAL MEETINGS

In the case of an urgent matter, members of the Narrandera Youth Advisory Council can call an extraordinary meeting in consultation with the Community Liaison Officer. The requirement for an Extraordinary Meeting will be decided on a case by case basis.

ATTENDANCE AT NARRANDERA SHIRE COUNCIL MEETINGS

Members of the Narrandera Youth Advisory Council can attend Ordinary Council Meetings will be allocated to attend on a rotating basis and cannot be individually requested by Councillors.

DECISIONS AND VOTING

All Narrandera Youth Advisory Councillors will have equal decision making and voting rights. If a vote is needed, Council voting regulations will apply.

If a vote or decision is unable to be made, the Community Liaison Officer will work with Senior Council Staff to secure a decision.

CONFLICT OF INTEREST

Members of the Narrandera Youth Advisory Council must disclose any conflict of interest which may impact on their advisory and advocacy duties for the youth of Narrandera, in accordance to the Model Code of Conduct for Local Councils in NSW.

MISCONDUCT

If members of the Narrandera Youth Advisory Council are found to be conducting themselves in a manner contrary to the Model Code of Conduct for Local Councils in NSW they may be asked to leave. All members of the Youth Advisory Council will be provided with copy of the Code of Conduct to be read and signed.

Breaches of this Code of Conduct will be dealt with in accordance with the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW.

NARRANDERA YOUTH ADVISORY COUNCIL TERMS OF REFERENCE

The Narrandera Youth Advisory Council Terms of Reference will be reviewed annually by the Narrandera Youth Advisory Council, Community Liaison Officer and



the Senior Council Staff. Narrandera Shire Councillors will review the document after any alteration has been made.

Further amendments can be made at any time; however, this must be in consultation with the Community Liaison Officer who will request approval from the General Manager before making any alterations. The amendment will go to Council for review before implementation.

If you have any further questions, please contact Council on 02 69595510 or e-mail council@narrandera.nsw.gov.au.

22 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

22.1 JUNE DEVELOPMENT SERVICES ACTIVITIES

Document ID: 423625
Author: Manager Development and Environment
Authoriser: Deputy General Manager Infrastructure
Theme: Statutory and Compulsory Reporting – Development Services
Attachments: Nil

RECOMMENDATION

That Council

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

PURPOSE

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

BACKGROUND

Development & Complying Development Applications

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

Stage Reached	Number
Lodged	4
Stop-the-Clock / Under Referral / Awaiting Information	9
Under Assessment	4
Determined	3

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

Development Type	2018/2019			
	June 2019		Year to Date	
	Number	Value \$	Number	Value \$
Residential	2	\$ 32,500	29	\$ 2,663,207
Industrial	1	\$ 225,000	1	\$ 225,000
Commercial			7	\$ 837,000
Rural Residential			0	\$ -
Subdivisions			6	\$ 17,000
Other			5	\$ 313,972
TOTAL	3	\$ 257,500	48	\$ 4,056,179

The following Development Applications were determined during June 2019.

No	Lot	Sec	DP/SP	Address	Development Type	Class	Type	STC	ACTIVE Business Days
DA-052-18-19	6, 7, 8, 9	-	758052	142 Yapunyah St Barellan	Grain silos, 4 into 2 lot subdivision	10b	L	Y	46
DA-053-18-19	2	-	1071795	34 Rupert St Narrandera	Swimming pool	10b	L		50
DA-054-18-19	3	-	1239275	8 Woolscour Rd Narrandera	Shed	10a	L		37

The following Complying Development Applications were determined during June 2019.

No	Lot	Sec	DP/SP	Address	Development Type	Class	Type	STC	ACTIVE Business Days

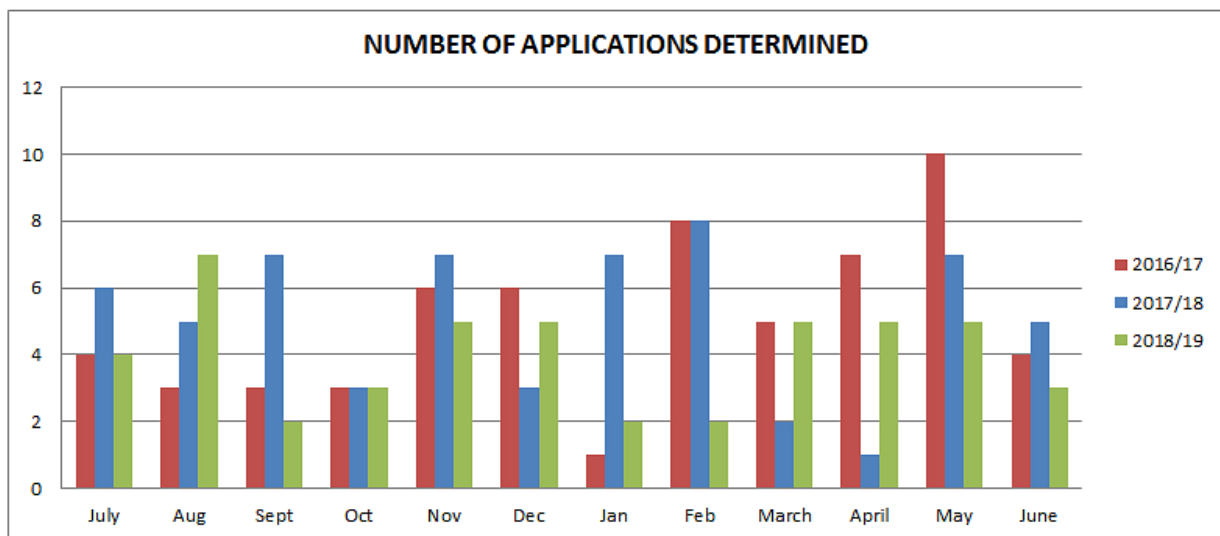
Type explanation

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

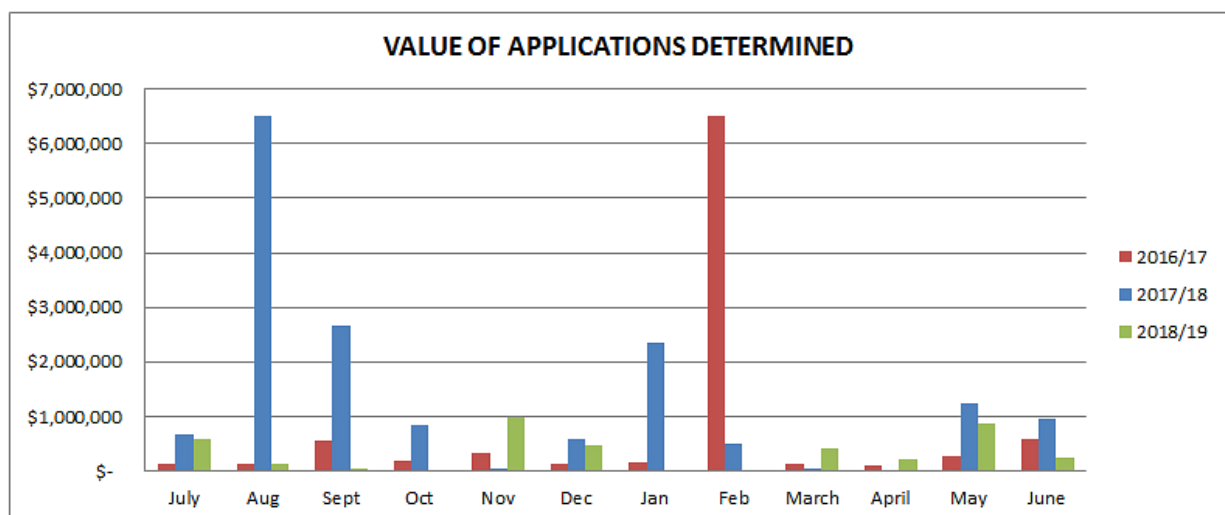
Comparison determination times

2014/15	Narrandera Shire Council average	43 days
2015/16	Narrandera Shire Council average	35 days
2016/17	Narrandera Shire Council average	26 days
2017/18	Narrandera Shire Council average	27 days
2018/19	Narrandera Shire Council average	38 days

This graph details the comparative number of Development & Complying Development Applications determined by month since 2016/17.



This graph details the comparative value of Development & Complying Development Applications determined by month since 2016/17.



Certificates Issued

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

Certificate Type	Number Issued
Construction Certificates	
Building Certificates	
Subdivision Certificates	
Occupation Certificates	2
Compliance Certificates	
Section 10.7 (previously 149) Certificates	14
Swimming Pool Compliance Certificates	
On-Site Septic Management System Certificates	1

RECOMMENDATION

That Council:

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

23 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

23.1 JUNE INCOME STATEMENT

Document ID: 423630

Author: Costing Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

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

RECOMMENDATION

That Council

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

PURPOSE

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

SUMMARY

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

BACKGROUND

Adopted Budget

The Original budget was adopted by Council on 19 June 2018. The budget will be reviewed at the end of each quarter during the year; subsequent reports will have the revised budget disclosed.

Rates & Annual charges

Rates & Charges are reported as fully received because revenue is accounted for once the Rates levy has been run. Rates notices for 2018/2019 were issued on 9 July.

Depreciation

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

Major variations to budget

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

RECOMMENDATION

That Council

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

Narrandera Shire Council

General Fund Income Statement
for the period ending 30 June 2019

	Original Budget	Mar Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	5,622	5,625	5,762
User Charges and Fees	1,701	1,749	1,595
Interest and Investment Revenues	400	400	306
Other Revenues	686	858	776
Grants & Contributions provided for Operating Purposes	6,371	5,653	7,272
Grants & Contributions provided for Capital Purposes	6,267	5,604	2,522
<i>Other Income:</i>			
Net gains from the disposal of assets	92	92	65
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method			
Total Income from Continuing Operations	21,139	19,981	18,298
Expenses from Continuing Operations			
Employee Benefits & On-Costs	3,425	3,382	6,140
Borrowing Costs	8	8	8
Materials & Contracts	6,084	7,906	5,131
Depreciation & Amortisation	4,103	3,990	3,990
Legal Costs	-	63	54
Other Expenses	1,274	1,436	1,468
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	14,894	16,785	16,791
Operating Result from Continuing Operations	6,245	3,196	1,507
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	6,245	3,196	1,507
Net Operating Result attributable to Council	6,245	3,196	1,507
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	(22)	(2,408)	(1,015)

Narrandera Shire Council

Water Fund Income Statement
for the period ending 30 June 2019

	Original Budget	Mar Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	686	697	729
User Charges and Fees	1,224	1,225	1,443
Interest and Investment Revenues	216	204	85
Other Revenues	-	-	-
Grants & Contributions provided for Operating Purposes	23	23	24
Grants & Contributions provided for Capital Purposes	15	15	14
<i>Other Income:</i>			
Net gains from the disposal of assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	2,164	2,164	2,295
Expenses from Continuing Operations			
Employee Benefits & On-Costs	425	433	630
Borrowing Costs	-	-	-
Materials & Contracts	493	475	279
Depreciation & Amortisation	477	488	488
Legal Costs	-	-	-
Other Expenses	228	238	230
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	1,623	1,634	1,627
Operating Result from Continuing Operations	541	530	668
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	541	530	668
Net Operating Result attributable to Council	541	530	668
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	526	515	654

Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 30 June 2019

	Original Budget	Mar Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	1,123	1,136	1,176
User Charges and Fees	148	142	183
Interest and Investment Revenues	7	10	12
Other Revenues	3	4	3
Grants & Contributions provided for Operating Purposes	20	20	20
Grants & Contributions provided for Capital Purposes	15	5	5
<i>Other Income:</i>			
Net gains from the disposal of assets	-	-	-
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	1,316	1,317	1,399
Expenses from Continuing Operations			
Employee Benefits & On-Costs	286	286	444
Borrowing Costs	-	-	-
Materials & Contracts	379	379	222
Depreciation & Amortisation	300	302	302
Legal Costs	-	-	-
Other Expenses	94	95	144
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	1,059	1,062	1,112
Operating Result from Continuing Operations	257	255	287
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	257	255	287
Net Operating Result attributable to Council	257	255	287
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	242	250	282

Narrandera Shire Council

Consolidated Income Statement
for the period ending 30 June 2019

	Original Budget	Mar Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	7,431	7,458	7,667
User Charges and Fees	3,073	3,116	3,221
Interest and Investment Revenues	623	614	403
Other Revenues	689	862	779
Grants & Contributions provided for Operating Purposes	6,414	5,696	7,316
Grants & Contributions provided for Capital Purposes	6,297	5,624	2,541
<i>Other Income:</i>			
Net gains from the disposal of assets	92	92	65
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	24,619	23,462	21,992
Expenses from Continuing Operations			
Employee Benefits & On-Costs	4,136	4,101	7,214
Borrowing Costs	8	8	8
Materials & Contracts	6,956	8,760	5,632
Depreciation & Amortisation	4,880	4,780	4,780
Legal Costs	-	63	54
Other Expenses	1,605	1,769	1,842
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	17,585	19,481	19,530
Operating Result from Continuing Operations	7,034	3,981	2,462
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	7,034	3,981	2,462
Net Operating Result attributable to Council	7,034	3,981	2,462
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	737	(1,643)	(79)

23.2 JUNE STATEMENT OF INVESTMENTS

Document ID: 423641
Author: Payroll and Finance Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council

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

PURPOSE

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

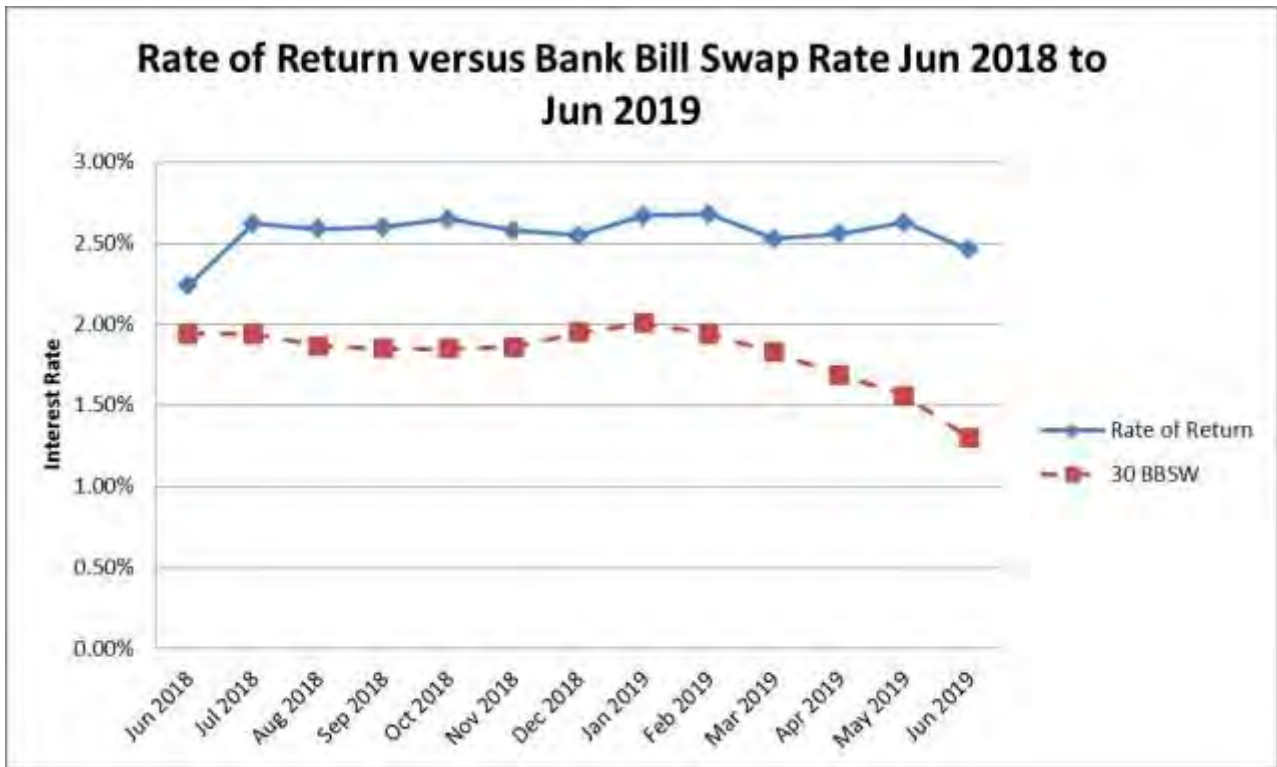
SUMMARY

Fund Balance (GL)	
GENERAL	16,352,091.63
WATER	7,749,839.59
SEWERAGE	571,080.48
TRUST	97,013.19
	<u>24,770,024.89</u>

BACKGROUND

Council Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments A to BBB-				
Bendigo Bank	750,000.00	3.04%	2.65%	14 Nov 2019
Bendigo Bank	1,000,000.00	4.05%	2.60%	27 Nov 2019
Bendigo Bank	1,000,000.00	4.05%	2.75%	3 Dec 2019
Elders Rural Bank	1,000,000.00	4.05%	2.70%	18 Feb 2020
Elders Rural Bank	1,000,000.00	4.05%	2.51%	18 Apr 2020
IMB	1,000,000.00	4.05%	2.75%	22 Aug 2019
IMB	1,000,000.00	4.05%	2.75%	20 Sep 2019
	6,750,000.00	27.34%		
Direct Investments AA- to A				

Direct Investments AAA to AA-				
NAB Cashmaximiser	2,173,011.70	8.81%	1.00%	30 Jun 2020
NAB	1,000,000.00	4.05%	2.75%	1 Aug 2019
NAB	1,000,000.00	4.05%	2.75%	12 Sep 2019
NAB	1,000,000.00	4.05%	2.75%	2 Oct 2019
NAB	1,000,000.00	4.05%	2.75%	14 Oct 2019
NAB	1,000,000.00	4.05%	2.75%	11 Nov 2019
NAB	1,000,000.00	4.05%	2.09%	9 Jan 2020
St George	1,000,000.00	4.05%	2.75%	10 Sep 2019
St George	1,000,000.00	4.05%	2.75%	13 Dec 2019
St George	1,000,000.00	4.05%	2.75%	10 Jan 2020
St George	1,000,000.00	4.05%	2.25%	22 Feb 2020
St George	1,000,000.00	4.05%	2.25%	22 Feb 2020
St George	750,000.00	3.04%	2.52%	20 Mar 2020
St George	1,000,000.00	4.05%	2.60%	23 Apr 2020
Suncorp	1,000,000.00	4.05%	2.07%	16 Sep 2019
Suncorp	1,000,000.00	4.05%	2.70%	3 Dec 2019
Commonw ealth Bank	1,000,000.00	4.05%	2.75%	7 Aug 2019
	17,923,011.70	72.60%		
Council Funds	24,673,011.70	100%		
Monthly Investment Performance				
Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
Jun 2018	25,019,128.95	2.24%	1.940%	0.30%
Jul 2018	23,369,266.78	2.62%	1.940%	0.68%
Aug 2018	25,119,395.17	2.59%	1.870%	0.72%
Sep 2018	25,869,793.45	2.60%	1.850%	0.75%
Oct 2018	25,170,184.71	2.65%	1.850%	0.80%
Nov 2018	25,670,470.79	2.58%	1.860%	0.72%
Dec 2018	25,570,918.29	2.55%	1.950%	0.60%
Jan 2019	24,471,179.64	2.67%	2.010%	0.66%
Feb 2019	24,321,376.27	2.68%	1.940%	0.74%
Mar 2019	25,421,897.58	2.53%	1.830%	0.70%
Apr 2019	24,302,368.60	2.56%	1.690%	0.87%
May 2019	23,722,659.37	2.63%	1.560%	1.07%
Jun 2019	24,673,011.70	2.46%	1.300%	1.16%
Trust Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments AAA to AA-				
National Australia Bank (Art Trust)	65,684.73	67.62%	2.75%	22/11/2019
Bendigo Bank (Tourist Trust)	31,328.46	32.38%	2.30%	21/03/2020
Trust Funds	97,013.19			



Individual Limits					
Institution	Rating		Amount Invested	Council %	
Bendigo Bank	BBB+	A2	\$ 2,781,328.46	13.35%	Max 20%
Elders Rural Bank	BBB+	A2	\$ 2,000,000.00	8.14%	Max 20%
IMB	BBB	A2	\$ 2,000,000.00	8.14%	Max 20%
NAB	AA-	A1+	\$ 8,238,696.43	27.63%	Max 35%
Suncorp	A+	A1	\$ 2,000,000.00	8.14%	Max 25%
StGeorge	AA	A1+	\$ 6,750,000.00	34.60%	Max 35%
Macquarie Bank	A-	A1	\$ -	0.00%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 1,000,000.00	4.07%	Max 35%

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

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

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

N/A

Legal / Statutory

Compliance with Clause 212 Local Government Regulation 2005

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

The Reserve bank has announced a further reduction to the reference rate from 1.25% to 1.00% with further possible reductions to occur. This presents a risk to the return received on investments placed in 2019/20, this will be reviewed and adjusted accordingly in the September 2019/20 budget review.

RECOMMENDATION

That Council

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

23.3 JUNE CAPITAL WORKS PROGRAM

Document ID: 423656

Author: Costing Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments:

1. 18-19 Capital Works June 2019.pdf [↓](#)
2. Capital Expenditure June 19.pdf [↓](#)
3. Operational Expenditure June 19.pdf [↓](#)

RECOMMENDATION

That Council

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

PURPOSE

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

BACKGROUND

Works listed in the attachment are for works against new budgeted projects for the 2018/2019 year. Key Operational expenses are also included in this report and have been highlighted separately.

Progress to date in each area

Administration

MagiQ is re-testing the sample data prior to the completion of the migration for the TRIM EDMS Project.

The Website Revamp designs have been complete and programming is underway. The new website is expected to go live 31 August 2019.

The NBN Equipment upgrade and Manager Tablet replacement have been cancelled.

Quotes are being reviewed for the MS Exchange and MS Office replacement, this project has been deferred to 2019/2020.

Options for the archiving of Council email will be dependent on the selected exchange and has deferred to 2019/2020.

The Council Chambers Sewer Upgrade project has not progressed; the balance will be used for the Council Chambers building work expenses.

(Infrastructure Admin) Data has been provided and staff are liaising with the provider for the Asset Management System.

The server backup system replacement, Councillor tablet replacement, Relocation of the fibre optic from Teloca House, Desktops/Laptops replacements, Webcasting and video conferencing, Council Chambers Building Works and Narrandera depot building works are complete.

Housing & Community Amenities

All concrete beams have been completed for the Narrandera Lawn Cemetery expansion site. Turf is being laid in October 2019.

Barellan Cemetery Entrance gate project has been carried over as the contractor is unable to start until October 2019.

Work for the Narrandera West Drainage Improvements is complete for 2018/2019. Awaiting approval from Crown lands for detention basin works. The surplus funds are to be returned to reserves and future report to council with next stages.

The two cameras at Marie Bashir Park, CCTV Camera Equipment Replacement, Narrandera Cemetery Furniture, Festoon lighting automation and switch board upgrade, Barellan Cemetery Boundary Fence, Barellan Cemetery Bins and the Driscoll Road street lighting construction are complete.

Environment

Quotes are being obtained and the public access work is underway for the Narrandera Waste facility.

Project scoping has commenced for the Recycle Vending Machine. Application for electricity connection has been made. Project carried over to 2019/2020.

The Larmer Street Flood Mitigation Works are 95% complete with minor works needed to complete the project.

Barellan Stormwater Design project is to be carried over to 2019/2020.

An environmental consultant has been engaged for The Lake Talbot deepening project with works to be carried over to 2019/2020. A draft document has been received for review by the project team.

The Narrandera Waste Depot Building Works and the Narrandera Floodplain Risk Management Study have been completed.

Recreation & Culture

Narrandera Library building of the youth room has commenced construction with an expected completion date of July 2019 not including furniture. This project will be carried over to 2019/2020.

Emergency works for the Barellan or Lake Talbot Pool have not been required, this project has been cancelled.

The Lake Talbot Pool pedestrian concrete path is complete and the landscaping design is being prepared for planting in autumn, including the irrigation of garden beds. To be carried over to 2019/2020.

The Lake Talbot Pool Open water slide contract has been signed, the design and engineering works have commenced. Installation will begin in July and is expected to be completed by 30th October 2019.

Construction work has commenced for the Lake Talbot Change Room and is due for completion 30th October 2019.

The Lake Talbot Pool Detailed Design of Master Plan Works is out for public tender and closes on the 15th August 2019. Project carried over to 2019/2020.

Marie Bashir Park Mobile Stage is under construction with expected delivery date of August 2019. Project carried over to 2019/2020.

The Flag Poles for Festive Flags footings have been installed. The flag poles and flags will be installed when the flags have been delivered. Project carried over to 2019/2020.

Procurement for the Barellan Pool Infants Pool Shade Structure has commenced with construction to begin in July 2019. Project has been carried over to 2019/2020.

Barellan Playground equipment has been ordered and will arrive mid-July. The project will be carried over to 2019/2020.

Narrandera Sportsground play equipment site preparation commenced in June, installation will occur when the equipment arrives in July. Project carried over to 2019/2020.

The Hankinson Park irrigation works have been completed. The garden design is being determined by the OSR Committee and will take place in September/October 2019. This project forms part of the Stronger Country Communities Round 2 funding. Project will be carried over to 2019/2020.

The initial costings for the Aquatic Weed Harvester have been investigated. Due to low weed growth in the lake during the past year, the need for a weed harvester will be reconsidered in 2019/2020. It will be recommended as part of a report to Council in August to restrict Council's contributions to \$65,000 in the project.

The existing Wiradjuri wall has structural defects that need to be further investigated. Alternative designs are being investigated in consultation with local Elders. Project deferred to 2019/2020.

The Narrandera Library Book & Resources Annual Resource Replacement, Narrandera Sportsground South Toilet Block demolition, Basketball Pit at Marie Bashir Park, Christmas Light Display, Marie Bashir Park Boundary Running Fence and Running track, Barellan Pool roof insulation of the kiosk area, Narrandera Sports Stadium exterior repainting, Victoria Ave Stage 1 irrigation, Narrandera Outdoor Netball Courts, Marie Bashir Park Seating and BBQ areas, Rocky Waterholes Toilet, Marie Bashir Park Skate Park Upgrade, Barellan Sportsground change room, Lake Talbot Pool rehabilitate expansion Joints and Rampage floor lift and seal, the Grong Grong Park shade sail, Community Hall Improvements, Lake Talbot Pool Entry, Cemetery Beautification, Fencing to Sportsgrounds, Art on Water Tower project, The CBD Gateway and the Tree Watering project have been completed.

Transport & Communication

Projects deferred to 2019/2020 budget are Audley Street, Adams Street, Mason Lane (drain covering), Laneway Improvements, King Lane, Bolton Lane, Audley Lane and Beckham Street.

Flood Damage works are completed in terms of the money being spent. Several invoices are pending.

The culvert has been ordered for the RMS repair grant. Quotes are being received for gravel and guard rails.

Quotes are being obtained for required works for the stage 2 of the AMS Implementation. Project has been carried over to 2019/2020.

The Truck Wash concrete construction is underway. Extension of grant funding requested until November 2019.

Projects that have been completed include Urban Reseals, Urban Pavement Rehabilitation, Rural Roads Construction, Rural Roads Resheeting, Rural Roads Reseals, Regional Roads Capital Works, Railway Bridge Structural Assessment, Twynam Street Active Transport, Audley Street Footpath and Elwin Street Footpath.

Economic Affairs

Barellan Community Hall main entrance and exit door are complete with the septic tank upgrade and gutter clean to be finalised. To be carried over to 2019/2020.

The shire boundary signs have been completed and the gateway signs are progressing. Project will be carried over to 2019/2020.

The Red Hill signage flagpoles have been fabricated and the new billboard has been installed. Project is carried over to 2019/2020.

The Lake Talbot Tourist Park fire service upgrade budget has been revised down in the Quarterly Budget review to reflect the design expenditure in this financial year. Prior to engaging a specialist designer, staff are reviewing the Australian Standards to ensure all requirements are met. To be carried over to 2019/2020.

16 Kiesling Drive building works are progressing with the control system for irrigation, new clothes line and pergola constructed at back of house with steel frame and sheets. Project is carried over to 2019/2020.

Arts Centre and Narrandera Library Building Works have been carried over to 2019/2020.

The NRMA Charging Station, Airport emergency generator, Airport Airside Beautification and improvements, Airport Apron Flood Lighting, Visitor Information Centre Building works, Airport Cottage Building works, Railway station building works, Terminal CCTV security upgrade, Grong Grong Community Hall building works, Airport terminal building works, Twynam Street shops and Manderlay Road Building Works are complete.

The provision for off-street chambers staff parking and Visitor Centre Redevelopment has been cancelled.

Water Supplies

The Water Main Replacements program includes: Riverine Street, Argyle Street, Whitton Street, Mitchell Street, Dalgetty Street and King Street. Riverine Street and Argyle St are complete and Mitchell Street is to begin in July.

The project reference group meeting undertaken for the Integrated Water Cycle Management (IWCM) and development of the options paper has commenced and is 50% complete. Project is carried over to 2019/2020.

The Aerator Gas Scrubbing project has been deferred to 2019/2020.

Water Treatment Plant Upgrade design is being performed in conjunction with the IWCM study. Detailed applications under the Safe and Secure Water Programme have been submitted on 1st April. Options assessment under ICWM submitted to Council. To be reviewed by the Stakeholder reference group and Council.

Non Return Valve Bore 4 has been deferred to 2019/2020.

The Network Hydraulic Modelling Software is complete and delivered. Training is being scheduled. To be carried over to 2019/2020.

Reservoir cleaning and structural assessment specifications are being finalised. Project is to be carried over to 2019/2020.

Construction for the Main Street Water Main Replacement began in May 2019 and will be completed in July 2019. Project has been carried over to 2019/2020.

Installation has begun on site and procurement underway for Flow meters on all inlet and outlet reservoirs.

The data entry and document control system has been developed and is currently being implemented.

The Backflow prevention register works commenced in June 2019 and will be completed in July 2019. Project carried over to 2019/2020.

The Low Level Chlorinator equipment is complete subject to final commissioning in 2019/2020.

The North Zone Pressure Pump size and the Network Design and Planning Review will be informed by the Hydraulic modelling project. The pumps will be replaced once the modelling is complete. Projects have been deferred to 2019/2020.

Procurement has commenced for the SCADA and Instrumentation upgrades. The project is to be completed over two years and has been deferred to 2019/2020.

The Additional Taggle project has been cancelled.

The Duplicate Rising Main from Plant, Hydrant and Valve replacements, Service Replacements, Pine Hill Pumps replacement, Rising Main Isolation, Bore 3 well head replacements design, the Emergency response equipment and Pine Hill Reservoir Vermin Proofing has been completed.

Sewerage Supplies

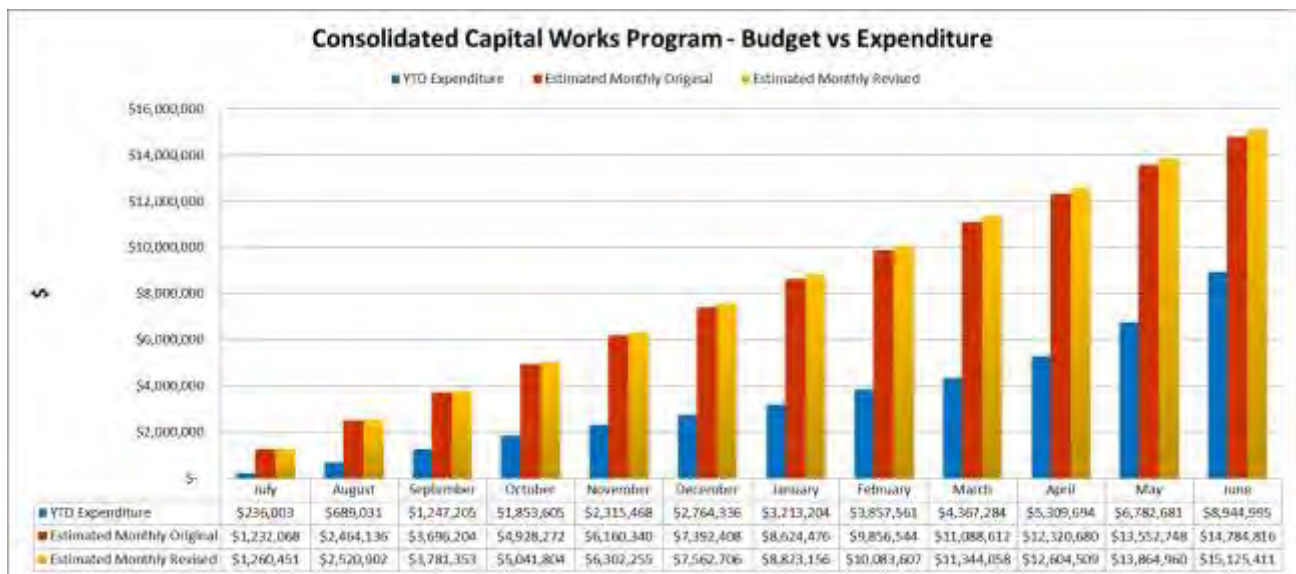
Investigate PS1 Cracking is waiting on cleaning for the structural inspection. Project is deferred to 2019/2020.

The effluent inlet quality is being monitored for the EPA Primary Filter. Project is deferred to 2019/2020.

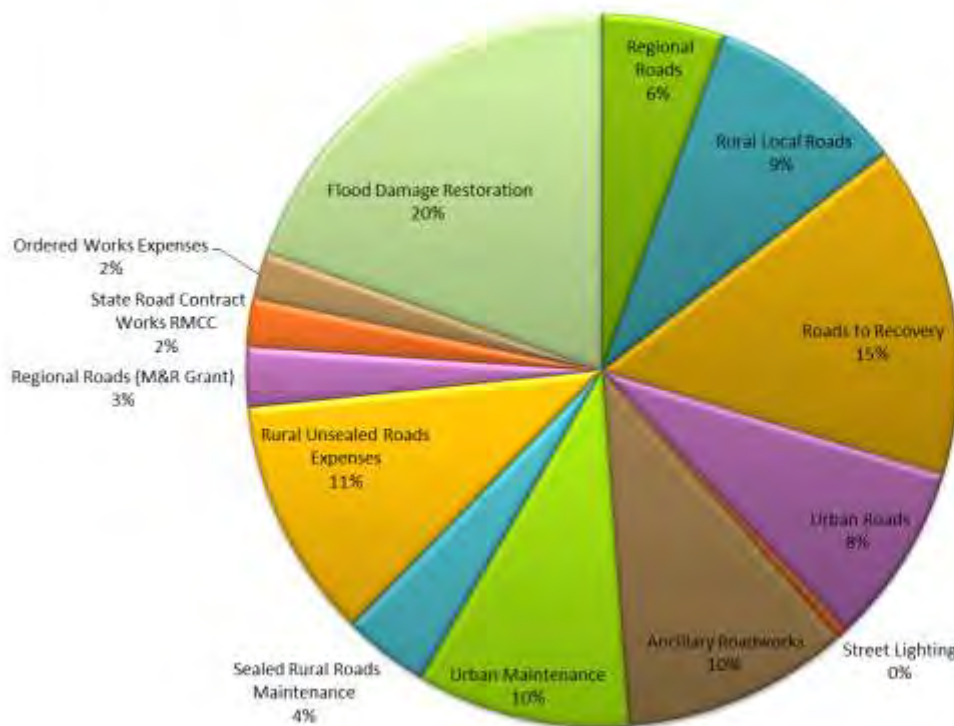
Investigation about the possible location of the flowmeters for Pump Station 2, 3, 4 have been done. Flowmeters have been procured with installation in July.

Investigations have been completed for the SPS1 Emergency Bypass Pump. Quotes have been received; all quotes are above budgeted amount. The project is to be reconsidered in the 2019/2020 financial year.

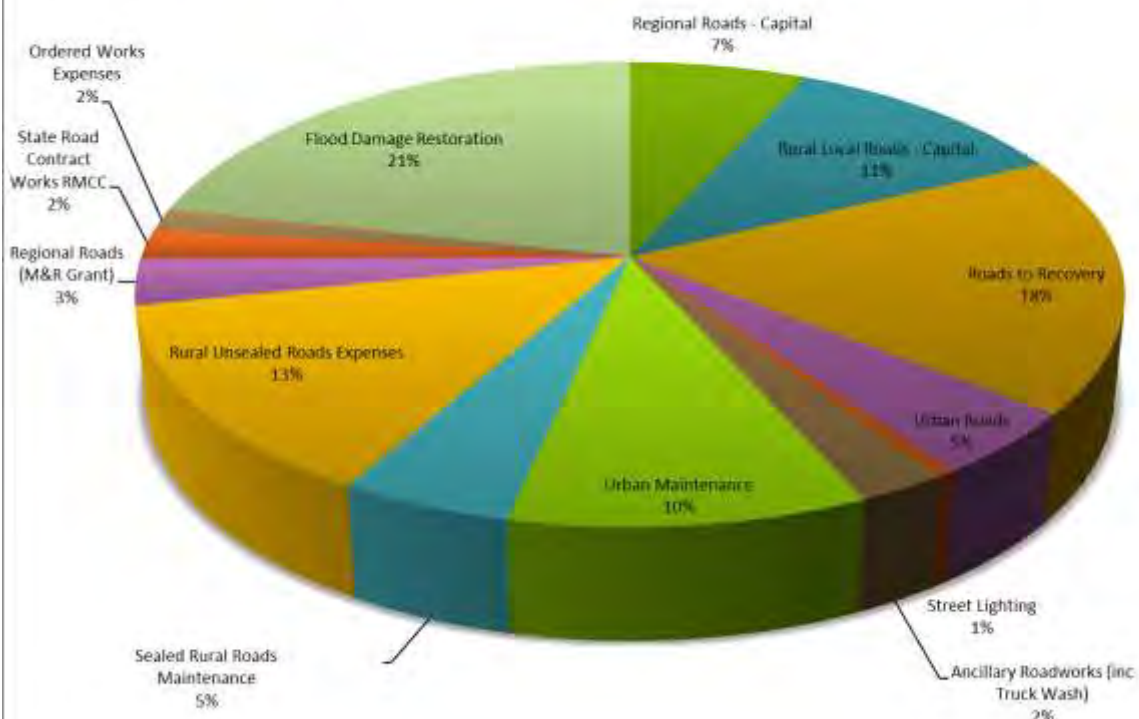
The Maturation Pond Spillway repair, Elwin Street Main Replacement, Manhole Replacements, Sewer Service Replacements and Sewer Main Replacements are complete.

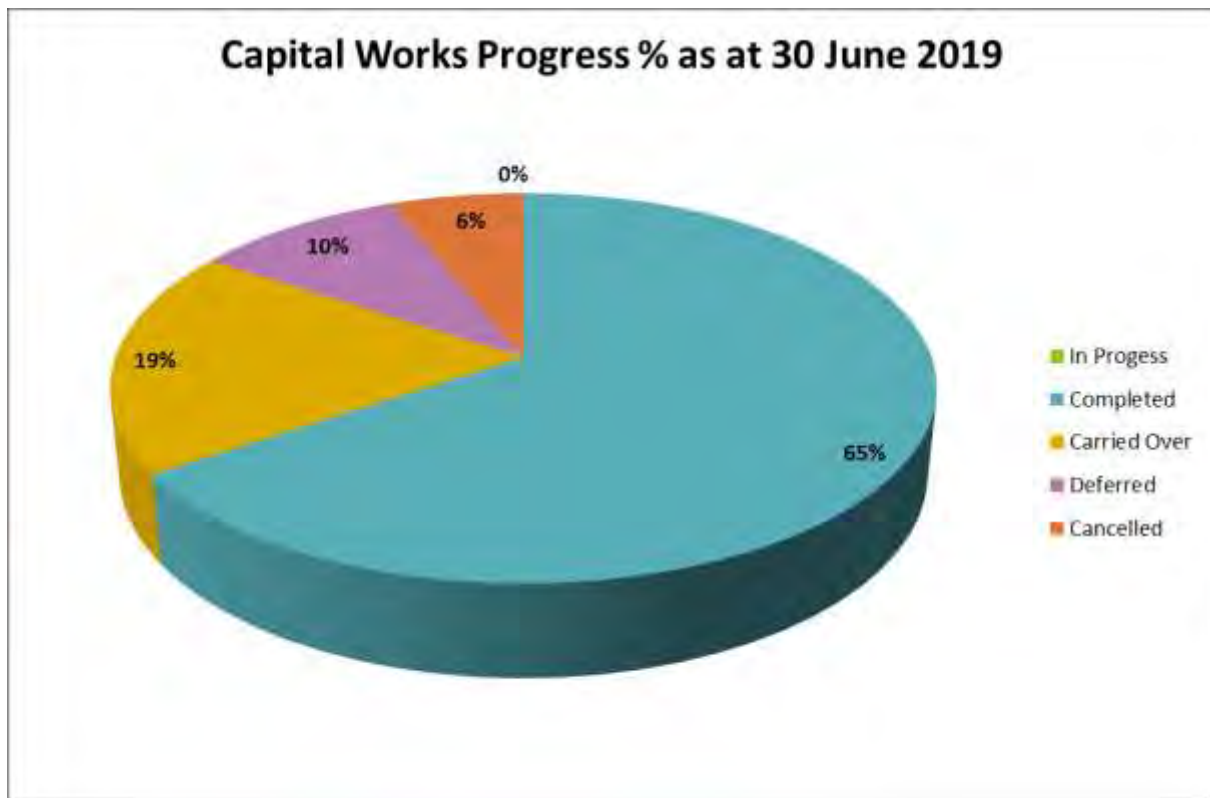
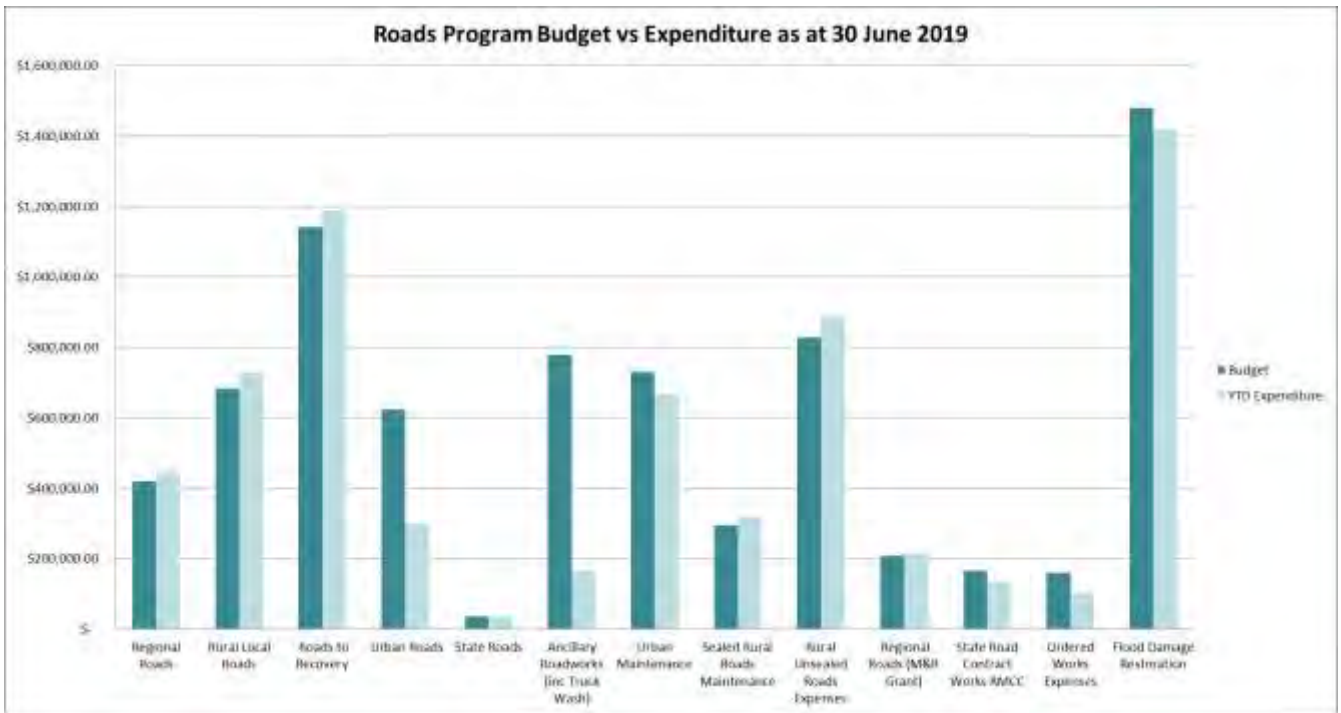


% Total Roads Budget as at 30 June 2019 - 100% of year lapsed



% of Roads Expenditure as at 30 June 2019 - 100% of year lapsed





TERMINOLOGY

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

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

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

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

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

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

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

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

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

Theme

Our Infrastructure

Goal

To have an improved and adequately maintained road network

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

Nil

Financial

Advise Council of the current status of the Capital Works Program

Legal / Statutory

N/A

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

N/A

RECOMMENDATION

That Council

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

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2018-19 - As at 30/06/19

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

100 % of year elapsed

Project	Status	Resp.	Job Number	Proposed Budget	Carryover	Sept	Dec	Mar	Commitment	Budget	YTD Expenditure	Balance	%	Comments
1 Council Chambers Sewer Upgrade	F	WM	4100-1002-0000	\$0.00	\$14,919.00					\$14,919.00	\$0.00	\$14,919.00	0%	Project hasn't progressed balance to be used to cover building chambers works expenses.
2 Council Chambers Building Works	F	WM	4100-1004-0000	\$27,600.00				-\$27,000.00	\$3,180.00	\$600.00	\$9,184.59	\$8,384.59	1531%	Works complete
3 TRIM EDMS Project	CO	IT	4200-1001-0000	\$0.00	\$17,395.00				\$16,500.00	\$17,395.00	\$0.00	\$17,395.00	0%	Retesting sample data with MagiQ before completing migration.
4 Replace Desktops/Laptops	F	IT	4400-1001-0000	\$20,000.00				\$23,000.00		\$43,000.00	\$45,679.50	-\$2,679.50	106%	Project Completed.
5 Councillor Tablet Replacement	F	IT	4400-1011-0000	\$10,500.00			\$10,000.00			\$20,500.00	\$19,919.04	\$580.96	97%	Project completed - JOB CLOSED
6 Website revamp	CO	CO	4400-1007-0000	\$50,000.00	\$20,000.00					\$70,000.00	\$0.00	\$70,000.00	0%	design of website is complete and programming underway. Website to go live expected 31 August 2019.
7 MS Exchange Replacement	D	IT	4400-1014-0000	\$28,000.00						\$28,000.00	\$0.00	\$28,000.00	0%	Project Deferred to 19/20
8 MS Office Replacement	D	IT	4400-1015-0000	\$35,000.00						\$35,000.00	\$405.00	\$34,595.00	1%	Project Deferred to 19/20
9 Council email archiving	D	IT	4400-1017-0000	\$17,000.00						\$17,000.00	\$0.00	\$17,000.00	0%	Project Deferred to 19/20
10 Webcasting and Video Conferencing	F	IT	4400-1018-0000	\$42,000.00			\$10,000.00	-\$23,000.00		\$9,000.00	\$5,591.36	\$3,408.64	62%	Project Completed
11 Server Backup System Replacement	F	IT	4400-1012-0000	\$34,000.00						\$34,000.00	\$32,673.00	\$1,327.00	96%	Project completed - Job Closed
12 Relocate Fibre Optic from Teloca House to EOC	F	IT	4400-1016-0000	\$10,500.00						\$10,500.00	\$11,050.00	-\$550.00	105%	Project completed - Job Closed
13 Narrandera Depot Building Works	F	WM	5000-1002-0000	\$9,000.00				\$2,000.00		\$11,000.00	\$11,912.02	-\$912.02	108%	Works complete
14 Festoon lighting automation and switch board upgrade	F	MPA	5050-1002-0000	\$20,825.00						\$20,825.00	\$21,181.36	-\$356.36	102%	Work completed. Awaiting final invoices - Job Closed
15 Driscoll Rd - street lighting	F	MPA	5050-1003-0000	\$40,200.00				-\$15,000.00		\$15,200.00	\$13,822.92	\$1,377.08	91%	Completed
16 CCTV Camera Equipment Replacement	F	IT	5200-1002-0000	\$11,000.00						\$11,000.00	\$10,066.30	\$933.70	92%	Project completed.
17 2 Cameras Marie Bashir Park	F	IT	5200-1003-0000	\$0.00	\$10,000.00					\$10,000.00	\$9,051.00	\$949.00	91%	Project completed - Job Closed
18 Narrandera Waste Facility - External fence & improved public ac	CO	MDE	5600-1006-0000	\$45,000.00					\$8,363.64	\$45,000.00	\$27,339.59	\$17,660.41	61%	12/18: Quotes being obtained. 1/19: Public access work underway
19 Recycle Vending Machine	CO	DGMI	5600-1008-0000	\$0.00				\$60,000.00	\$4,950.00	\$60,000.00	\$3,151.47	\$56,848.53	5%	Project scoping commenced. Application made for electricity connection.
20 Waste Depot Building Works	F	WM	5600-1007-0000	\$4,000.00						\$4,000.00	\$83.42	\$3,916.58	2%	Project Completed - Job Closed
21 Narrandera Floodplain Risk Management Study	F	MPA	5700-1001-0000	\$0.00	\$75,854.00					\$75,854.00	\$79,025.78	-\$3,171.78	104%	Completed 18/19
22 Larmer St Flood Mitigation Works - Stage 2	CO	MPA	5700-1004-0000	\$90,000.00				-\$25,000.00	\$20,985.27	\$65,000.00	\$39,418.73	\$25,581.27	5%	Project 95% complete minor works to complete projects.
23 Narrandera West Drainage Improvements	F	MPA	5700-1005-0000	\$222,000.00	-\$9,499.00	\$33,541.00		-\$178,000.00		\$68,042.00	\$26,288.75	\$41,753.25	39%	Completed for 18/19 waiting on approval from Crown lands for detention basin works. Surplus funds to be returned to reserves and future report to council with next stages.
24 Narrandera Cemetery Furniture	F	OSR	0800-1002-0000	\$8,000.00						\$8,000.00	\$4,593.75	\$3,406.25	57%	Project completed - to be closed
25 Lawn Cemetery Extension	D	OSR	0800-1004-0000	\$120,000.00						\$120,000.00	\$829.23	\$119,170.77	1%	All concrete beams completed. Invoice currently being processed. Turf to be laid October 2019
26 Barellan Cemetery Entrance gate	CO	OSR	0800-1005-0000	\$16,000.00						\$16,000.00	\$0.00	\$16,000.00	0%	Unable to complete as contractor unable to start until October 2019.
27 Barellan Cemetery - Boundary fence	F	OSR	0800-1006-0000	\$8,000.00						\$8,000.00	\$7,838.00	\$162.00	98%	Project completed - Job Closed
28 Narrandera Library Book & Resources annual replacement	F	CDM	7700-1002-0000	\$29,896.00						\$29,896.00	\$18,014.61	\$11,881.39	61%	Works Complete
29 Narrandera Library - Building of Youth Room	CO	DGMI	7700-1003-0000	\$315,000.00			\$100,000.00		\$66,935.16	\$415,000.00	\$210,192.04	\$204,807.96	51%	Construction commenced due for completion end of July.
30 Narrandera Library Building Works	CO	WM	7700-1004-0000	\$5,450.00					\$3,318.18	\$5,450.00	\$189.74	\$5,260.26	3%	Light and fan sensor in toilets, electric hand dryer, external wall light
31 Filtration & Splash Park Works	CO	MPA	7800-1005-0000	\$0.00	\$93,490.00			\$1,517.12	\$10,887.31	\$95,007.12	\$64,766.72	\$30,240.40	68%	Tender Documentations is out for public tender. Closes 15th August, project to be carries over.
32 Lake Talbot Pool - Rehabilitate Expansion Joints & Rampage Floc	F	MPA	7800-1006-0000	\$30,000.00	\$12,847.00			-\$20,000.00		\$22,847.00	\$4,106.46	\$18,740.54	18%	Completed. Will review at end of swimming season. Will depend on outcome of tender for pool filtration & splash park and also if fix to rampage pool floor was adequate. Not to be completed this year. Any significant works to be completed as part of the pool masterplan works.
33 Lake Talbot Pool Replacement of Open Slide	CO	MPA	7800-1010-0000	\$243,615.00				\$924,385.00	\$1,018,281.82	\$1,168,000.00	\$20,344.22	\$1,147,655.78	2%	Contract has been signed. Design and engineering has commenced. New slide installation estimated to commence in July. Due for completion 30th October.
34 Lake Talbot Pool - Pedestrian path.	CO	MPA	7800-1011-0000	\$125,000.00	\$10,096.00					\$135,096.00	\$123,425.57	\$11,670.43	91%	Landscaping design being prepared by OSR team. Includes irrigation of garden beds. To carryover.
35 Lake Talbot Pool - Change Rooms pool deck level.	CO	MPA	7800-1012-0000	\$398,119.00				\$67,373.00	-\$419,761.00	\$465,492.00	\$9,935.53	\$455,556.47	2%	Construction work has commenced due for completion 30th October.
36 Lake Talbot Pool - Chairlift	F	MPA	7800-1013-0000	\$0.00				\$10,264.00		\$10,264.00	\$10,264.00	\$0.00	100%	Donation received - Project Complete
37 Lake Talbot Pool - Chairlift Shed	F	MPA	7800-1014-0000	\$0.00				\$6,000.00		\$6,000.00	\$6,041.70	-\$41.70	101%	Works complete
38 Barellan Pool - Shade Structure South Side Infants Pool	CO	MPA	7900-1006-0000	\$9,000.00					\$4,176.00	\$9,000.00	\$4,800.02	\$4,199.98	53%	Barellan Swim club received grant funding. Procurement underway with construction planned in July.
39 Barellan Pool Insulate roof of kiosk area.	F	MPA	7900-1005-0000	\$6,000.00						\$6,000.00	\$4,702.59	\$1,297.41	78%	Project completed - Job Closed
40 Narrandera Sportsground - South Toilet Block demolition	F	OSR	0200-1011-0000	\$10,000.00						\$10,000.00	\$2,309.72	\$7,690.28	23%	Complete - remaining funds to go towards Nar sportsground playground
41 Narrandera Sportsground Play Equipment	CO	OSR	0200-1016-0000	\$0.00				\$24,600.00	\$27,682.73	\$24,600.00	\$0.00	\$24,600.00		Playground equipment on order but wont arrive until mid July. Site preparation to commence last week of June. Estimated cost including softfall and edging \$42k. Additional \$17,200 to come from savings in Grong Grong Shade sail, Hankinson and vic irrigation or the southern toilet block demolition.
42 Barellan Sportsground - Change room Upgrade	F	OSR	0200-1014-0000	\$102,000.00	\$395,136.00			\$136,364.00	\$14,491.90	\$633,500.00	\$584,295.20	\$49,204.80	92%	Completed - final invoices to come.
43 Marie Bashir Park - Boundary Fence & Running Track	F	OSR	0200-1010-0000	\$10,000.00	\$128,233.00			\$7,578.00		\$145,811.00	\$135,538.51	\$10,272.49	93%	Completed - Job Closed
44 Narrandera outdoor netball courts - concreting of unsealed area	F	OSR	0200-1013-0000	\$12,000.00		\$3,290.00				\$15,290.00	\$15,291.47	-\$1.47	100%	Project completed - Job Closed
45 Marie Bashir Park - Mobile Stage	CO	OSR	0300-1009-0000	\$0.00	\$180,000.00				\$96,628.85	\$180,000.00	\$79,518.88	\$100,481.12	44%	Stage under construction. Expected delivery in August 2019.
46 Flag Poles for Festive Flags	CO	OSR	0300-1012-0000	\$0.00			\$11,822.00			\$11,822.00	\$9,916.23	\$1,905.77	84%	Footings installed at Grong Grong Entrance but not flag poles not installed as there are no flags. Poles to be installed when flags arrive.
47 Completion of Wiradjuri wall	D	OSR	0300-1022-0000	\$20,000.00						\$20,000.00	\$0.00	\$20,000.00	0%	Recommended for revoke.
48 Barellan Playground Upgrades	CO	OSR	0300-1023-0000	\$15,000.00				\$15,000.00	\$25,415.00	\$30,000.00	\$0.00	\$30,000.00	0%	Equipment has been ordered and will arrive mid July
49 Grong Grong Park Playground replacements & shade structure	F	OSR	0300-1024-0000	\$30,000.00				-\$22,000.00	\$818.18	\$8,000.00	\$6,984.60	\$1,015.40	87%	shade sail complete
50 Hankinson park upgrade	CO	OSR	0300-1025-0000	\$30,000.00			\$50,000.00			\$80,000.00	\$11,397.21	\$68,602.79	14%	Irrigation works completed. Garden design being determined by OSR Committee. Project forms part of Stronger Country Community Round 2 funding. \$17,500 to go to Narrandera Sportsground Playground. Garden to take place in september/october 2019
51 Drought Community Funding - Tree Watering	F	OSR	0300-1028-0000	\$0.00			\$131,113.00		\$24,445.45	\$131,113.00	\$112,535.94	\$18,577.06	86%	Works completed invoices to come
52 Drought Community Funding - Lake Talbot Pool Entry	F	MPA	0300-1029-0000	\$0.00					\$2,181.82	\$58,275.00	\$75,275.89	-\$17,000.89	129%	Works Completed final invoices pending payment.
53 Drought Community Funding - CBD Gateway	F	MPA	0300-1030-0000	\$0.00			\$299,233.00		\$30,907.45	\$299,233.00	\$186,614.49	\$112,618.51	62%	Works Completed final invoices pending payment.

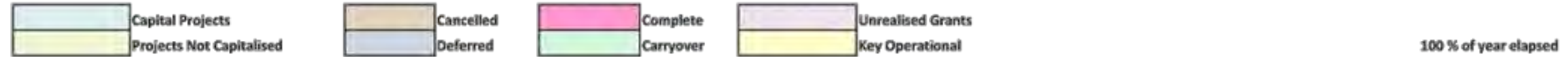
KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2018-19 - As at 30/06/19



100 % of year elapsed

Project	Status	Resp.	Job Number	Proposed Budget	Carryover	Sept	Dec	Mar	Commitment	Budget	YTD Expenditure	Balance	%	Comments
54 Drought Community Funding - Comm Hall Improvements	F	MPA	0300-1031-0000	\$0.00			\$120,053.00			\$120,053.00	\$107,780.77	\$12,272.23	90%	Works completed
55 Drought Community Funding - Fencing to Sportsgrounds	F	OSR	0300-1032-0000	\$0.00			\$105,045.00		\$36,000.00	\$105,045.00	\$86,750.00	\$18,295.00	83%	Project completed final invoices to come
56 Drought Community Funding - Cemetery Beautification	F	OSR	0300-1033-0000	\$0.00			\$47,250.00		\$227.27	\$47,250.00	\$56,651.65	-\$9,401.65	120%	complete
57 Drought Community Funding - Art on Water Tower	F	MPA	0300-1034-0000	\$0.00			\$129,150.00			\$129,150.00	\$155,625.39	-\$26,475.39	120%	Works Completed
58 Marie Bashir Park - Seating & BBQ Areas x 2	F	OSR	0300-1007-0000	\$0.00	\$32,994.00		\$38,600.00			\$71,594.00	\$72,917.54	-\$1,323.54	102%	Completed - Job Closed
59 Victoria ave stage 1 - Irrigation in front of Sportsground and stac	F	OSR	0300-1026-0000	\$40,000.00					\$9,040.00	\$40,000.00	\$18,960.57	\$21,039.43	47%	Complete - savings to go towards extending the irrigation area within the sportsground adjacent to Argyle street. Awaiting final invoices.
60 Marie Bashir Park - Skate Park Upgrade	F	MPA	0300-1011-0000	\$0.00	\$165,536.00		\$40,696.87			\$206,232.87	\$206,232.87	\$0.00	100%	Project completed - Job Closed
61 Marie Bashir Park - Basketball Pit	F	OSR	0300-1021-0000	\$30,000.00			\$20,000.00			\$50,000.00	\$55,718.87	-\$5,718.87	111%	Completed - Job Closed
62 Christmas Tree Lighting Project	F	OSR	0300-1027-0000	\$30,000.00						\$30,000.00	\$29,271.19	\$728.81	98%	Installation completed. Date to be set for Autumn/Winter storage
63 Narrandera Sports Stadium - Repainting exterior	F	OSR	0400-1002-0000	\$30,000.00						\$30,000.00	\$28,059.00	\$1,941.00	94%	Project Completed - Job Closed. Remaining funds will be used to paint the foyer inside the stadium.
64 Lake Talbot Recreation Area - Rocky Waterholes Toilet	F	MPA	0600-1005-0000	\$0.00	\$46,974.00					\$46,974.00	\$53,231.27	-\$6,257.27	113%	Works Completed
65 Aquatic weed Harvester	D	OSR	0600-1008-0000	\$130,000.00				-\$130,000.00		\$0.00	\$0.00	\$0.00	#DIV/0!	Initial costings have been investigated, due to low weed growth in the lake during the past year, the need for a weed harvester will be reconsidered as part of a revote. It will be recommended as part of a report to Council in August to restrict Councils contribution to \$65k in the project.
66 Urban Roads Construction	D	WM	0006-1013-0000	\$0.00						\$0.00	\$0.00	\$0.00	0%	
67 Barellan Stormwater Design	CO	MPA	0006-1012-0000	\$0.00	\$4,417.00					\$4,417.00	\$656.07	\$3,760.93	15%	Project to be carried over to 19/20
68 Audley St (Elizabeth to Frederica)	D	WM	0006-1018-0000	\$16,830.00						\$16,830.00	\$0.00	\$16,830.00	0%	Revoted in the 2019/2020 budget
69 Adam St (Larmer to Audley)	D	WM	0006-1019-0000	\$16,804.00						\$16,804.00	\$0.00	\$16,804.00	0%	Revoted in the 2019/2020 budget
70 Mason Ln (Drain Covering)	D	WM	0006-1020-0000	\$30,000.00						\$30,000.00	\$0.00	\$30,000.00	0%	Revoted in the 2019/2020 budget
71 Laneway Improvements	D	WM	0006-1021-0000	\$33,366.00						\$33,366.00	\$0.00	\$33,366.00	0%	Revoted in the 2019/2020 budget
72 Kerb Gutter & Footpath Renewal	F	WM	0006-1022-0000	\$25,000.00					\$9.09	\$25,000.00	\$18,215.09	\$6,784.91	73%	Completed. Awaiting invoices
73 Roads Hierarchy Review	F	WM	0006-1010-0000	\$0.00	\$8,000.00					\$8,000.00	\$4,000.00	\$4,000.00	50%	Strategic network assessment has been completed - Job Closed
74 Urban Roads Construction - Laneways	D	WM	N/A	\$16,000.00						\$16,000.00	\$0.00	\$16,000.00	0%	
75 King Ln (Cadell to Adam)	D	WM	0009-1005-0000	\$0.00						\$0.00	\$0.00	\$0.00	#DIV/0!	Revoted in the 2019/2020 budget
76 Bolton Ln (Beckham to Jellinbah)	D	WM	0009-1006-0000	\$0.00						\$0.00	\$0.00	-\$0.00	#DIV/0!	Revoted in the 2019/2020 budget
77 Audley Ln (Midgeon to Roberts)	D	WM	0009-1007-0000	\$0.00						\$0.00	\$0.00	-\$0.00	#DIV/0!	Revoted in the 2019/2020 budget
78 Urban Reseals	N/A	WM	N/A	\$112,000.00						\$112,000.00	\$0.00	\$112,000.00	0%	Project completed. Invoices pending
79 Larmer Street	F	WM	0007-1001-0000	\$0.00						\$0.00	\$2,900.27	-\$2,900.27	#DIV/0!	
80 Douglas Street	F	WM	0007-1002-0000	\$0.00						\$0.00	\$18,654.34	-\$18,654.34	#DIV/0!	
81 Crescent St - Elwin to Adams	F	WM	0007-1003-0000	\$0.00						\$0.00	\$20,609.53	-\$20,609.53	#DIV/0!	
82 Crescent St - Whitton/Adams St Intersection	F	WM	0007-1004-0000	\$0.00						\$0.00	\$9,157.94	-\$9,157.94	#DIV/0!	
83 Audley Street	F	WM	0007-1005-0000	\$0.00						\$0.00	\$15,819.21	-\$15,819.21	#DIV/0!	
84 Whitton Street	F	WM	0007-1006-0000	\$0.00						\$0.00	\$15,735.84	-\$15,735.84	#DIV/0!	
85 Jonsen Street	F	WM	0007-1007-0000	\$0.00						\$0.00	\$0.00	\$0.00	#DIV/0!	
86 Binya St (Grong Grong)	F	WM	0007-1008-0000	\$0.00						\$0.00	\$5,954.21	-\$5,954.21	#DIV/0!	
87 Mulga St (Barellan)	F	WM	0007-1009-0000	\$0.00						\$0.00	\$42,767.87	-\$42,767.87	#DIV/0!	
88 Urban Pavement Rehabilitation	F	WM	N/A	\$0.00						\$0.00	\$0.00	\$0.00	0%	
89 Showground Road	F	WM	0008-1013-0000	\$36,000.00						\$36,000.00	\$40,205.60	-\$4,205.60	112%	Completed
90 Brookong St North	F	WM	0008-1014-0000	\$16,560.00						\$16,560.00	\$4,233.87	\$12,326.13	26%	Completed
91 Usard Drive	F	WM	0008-1015-0000	\$61,750.00						\$61,750.00	\$64,975.92	-\$3,225.92	105%	Completed
92 Beckham Street	CO	WM	0008-1016-0000	\$8,690.00						\$8,690.00	\$0.00	\$8,690.00	0%	to be Revoted in the 2019/2020 budget
93 Rural Roads Construction	F	WM	N/A	\$0.00						\$0.00	\$0.00	\$0.00	0%	
94 Killara Rd 0-2.07km	F	WM	0010-1101-0000	\$65,205.00						\$65,205.00	\$47,251.60	\$17,953.40	72%	Project completed - Job Closed
95 Grng Grng River Rd 5th 0-2km	F	WM	0010-1104-0000	\$34,220.00						\$34,220.00	\$36,286.15	-\$2,066.15	106%	Project Completed - Job Closed
96 Druces Rd 0-1km	F	WM	0010-1102-0000	\$15,750.00						\$15,750.00	\$25,499.29	-\$9,749.29	162%	Project Completed - Job Closed
97 Druces Rd 3.235-4.335km	F	WM	0010-1103-0000	\$17,325.00						\$17,325.00	\$24,208.04	-\$6,883.04	140%	Project Completed - Job Closed
98 Pamand Rd 0-1.5km	F	WM	0010-1105-0000	\$45,000.00						\$45,000.00	\$38,288.87	\$6,711.13	85%	Project Completed - Job Closed
99 Settlers Rd 3-3.5km	F	WM	0010-1106-0000	\$27,000.00						\$27,000.00	\$26,541.54	\$458.46	98%	Project Completed - Job Closed
100 Litchfields Ln 1.5-3km	F	WM	0010-1107-0000	\$37,500.00						\$37,500.00	\$33,368.90	\$4,131.10	89%	Project Completed - Job Closed
101 Rural roads resheeting	F	WM	N/A	\$0.00						\$0.00	\$0.00	\$0.00	0%	
102 Euratha Rd 1.4-4.35km	F	WM	0012-1018-0000	\$88,500.00						\$88,500.00	\$106,713.27	-\$18,213.27	121%	Project completed - Job Closed
103 McKinnons Rd 0.8-1.5km	F	WM	0012-1019-0000	\$11,755.00						\$11,755.00	\$14,355.03	-\$2,600.03	122%	Project completed - Job Closed
104 Orams Rd 0-1.43km	F	WM	0012-1020-0000	\$25,025.00						\$25,025.00	\$29,632.55	-\$4,607.55	118%	Project completed - Job Closed
105 Old Wagga Rd 9.7-10.5km	F	WM	0012-1021-0000	\$43,200.00						\$43,200.00	\$22,264.51	\$20,935.49	52%	Project Completed - Job Closed
106 Buckinbong Rd 13.86-16.24km	F	WM	0012-1022-0000	\$128,520.00						\$128,520.00	\$64,452.38	\$64,067.62	50%	Project Completed - Job Closed
107 FCR - Colinton/Leeton Road	CO	WM	0012-1023-0000	\$0.00					\$15,801.00	\$0.00	\$88,855.86	-\$88,855.86	0%	
108 Rural Roads Reseals	N/A	WM	N/A	\$143,000.00						\$143,000.00	\$0.00	\$143,000.00	0%	All reseal works completed. Invoices pending
109 Strontian Rd	F	WM	0002-1002-0000	\$0.00						\$0.00	\$27,056.05	-\$27,056.05	#DIV/0!	Completed
110 Sandigo Rd	F	WM	0002-1003-0000	\$0.00						\$0.00	\$42,472.00	-\$42,472.00	#DIV/0!	Completed
111 Sandy Creek Rd 1.8-3.2km	F	WM	0002-1004-0000	\$0.00						\$0.00	\$60,889.52	-\$60,889.52	#DIV/0!	Completed
112 Sandy Creek Rd 3.2-4.05km	F	WM	0002-1005-0000	\$0.00						\$0.00	\$0.00	\$0.00	#DIV/0!	Completed
113 Back Morundah Rd	F	WM	0002-1006-0000	\$0.00						\$0.00	\$38,778.06	-\$38,778.06	#DIV/0!	Completed
114 Flood Damage Repairs	F	WM	N/A	\$1,792,900.00				\$318,128.00		\$1,479,772.00	\$0.00	\$1,479,772.00	0%	All works funded under flood repair programme completed.
115 Flood Damage Restoration	N/A	WM	0004-0003-0000	\$0.00					\$4,113.82	\$0.00	\$818,453.82	-\$818,453.82	#DIV/0!	
116 Flood Damage Causeway Wrks	N/A	WM	0004-0004-0000	\$0.00						\$0.00	\$602,007.03	-\$602,007.03	#DIV/0!	
117 Roads to Recovery (R2R proposed to expend in Urban Area) Gra	F	WM	N/A	\$233,120.00						\$233,120.00	\$0.00	\$233,120.00	0%	Budget Placeholder for all Roads to Recovery Jobs. See job cost items below for details

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2018-19 - As at 30/06/19



Project	Status	Resp.	Job Number	Proposed Budget	Carryover	Sept	Dec	Mar	Commitment	Budget	YTD Expenditure	Balance	%	Comments
118 Roads to Recovery (R2R proposed to expend on Rural Area) Gra	F	WM	N/A	\$626,820.00	\$25,522.00	\$256,236.00				\$906,578.00	\$0.00	\$906,578.00	0%	
119 Hulmes Road	F	WM	0014-1079-0000	\$0.00						\$0.00	\$65,228.09	-\$65,228.09	#DIV/0!	Project completed
120 Urban Roads reseal from R2R	C	WM	0014-1100-0000	\$0.00						\$0.00	\$0.00	\$63,753.00	#DIV/0!	In Nov Council meeting, this budget is recommended to utilise as co-contribution for HVSP
121 Mejum Rd 0-1.56km	F	WM	0014-1106-0000	\$0.00						\$0.00	\$42,468.30	-\$42,468.30	#DIV/0!	Completed
122 Willows Rd 3.5-4.5km	F	WM	0014-1108-0000	\$0.00						\$0.00	\$43,009.85	-\$43,009.85	#DIV/0!	Works Completed - Job Closed
123 Bullock Tank Rd 12.19-13.19km	F	WM	0014-1111-0000	\$0.00						\$0.00	\$26,431.53	-\$26,431.53	#DIV/0!	Completed
124 Males Ln 1.4-1.75km	F	WM	0014-1112-0000	\$0.00						\$0.00	\$19,866.16	-\$19,866.16	#DIV/0!	Completed
125 Kennys Rd 0-1.7km	F	WM	0014-1113-0000	\$0.00						\$0.00	\$32,626.73	-\$32,626.73	#DIV/0!	Works completed
126 Ellis Rd 0-2.5km	F	WM	0014-1115-0000	\$0.00						\$0.00	\$88,967.57	-\$88,967.57	#DIV/0!	Works Completed
127 Old Wagga Rd 27.49-29.49km	F	WM	0014-1076-0000	\$0.00						\$0.00	\$47,808.55	-\$47,808.55	#DIV/0!	Project Completed - Job Closed. Carry Over from 17/18 - See line 90 for budget
128 Old Wagga Rd 21.00-21.81	F	WM	0014-1077-0000	\$0.00						\$0.00	\$45,075.93	-\$45,075.93	#DIV/0!	Project Completed - Job Closed. Carry Over from 17/18 - See line 90 for budget
129 Old Wagga Rd 9.11-10.10	F	WM	0014-1078-0000	\$0.00						\$0.00	\$69,199.42	-\$69,199.42	#DIV/0!	Project Completed - Job Closed. Carry Over from 17/18 - See line 90 for budget
130 Devils Bridge Rd 10.45-13.05km	F	WM	0014-1101-0000	\$0.00						\$0.00	\$80,011.09	-\$80,011.09	#DIV/0!	Project Completed - Job Closed
131 The Gap Rd 0-3km	F	WM	0014-1102-0000	\$0.00						\$0.00	\$54,140.15	-\$54,140.15	#DIV/0!	Project Completed - Job Closed
132 Brewarrana Ln 6.15-8.15km	F	WM	0014-1103-0000	\$0.00						\$0.00	\$33,422.85	-\$33,422.85	#DIV/0!	Project Completed - Job Closed
133 Centenary Rd 7.11-9.12km	F	WM	0014-1104-0000	\$0.00						\$0.00	\$56,181.87	-\$56,181.87	#DIV/0!	Project Completed - Job Closed
134 Jolleys Rd 8.76-10.42km	F	WM	0014-1105-0000	\$0.00						\$0.00	\$25,119.19	-\$25,119.19	#DIV/0!	Project Completed - Job Closed
135 Gawnes Rd 12-12.3km	F	WM	0014-1107-0000	\$0.00						\$0.00	\$8,393.37	-\$8,393.37	#DIV/0!	Project Completed - Job Closed
136 Landersvale Rd 2-3.5km	F	WM	0014-1109-0000	\$0.00						\$0.00	\$37,464.74	-\$37,464.74	#DIV/0!	Project Completed - Job Closed
137 Paynters siding Rd 4.8-6.06km	F	WM	0014-1110-0000	\$0.00						\$0.00	\$44,872.16	-\$44,872.16	#DIV/0!	Project Completed - Job Closed
138 Williams Rd 0-1.5km	F	WM	0014-1114-0000	\$0.00						\$0.00	\$42,658.81	-\$42,658.81	#DIV/0!	Project Completed - Job Closed
139 Birrego Rd 0-0.4km	F	WM	0014-1116-0000	\$0.00						\$0.00	\$13,051.42	-\$13,051.42	#DIV/0!	Project Completed - Job Closed
140 Irons Rd 0-2.8km	F	WM	0014-1117-0000	\$0.00						\$0.00	\$135,877.57	-\$135,877.57	#DIV/0!	Project Completed - Job Closed
141 Settlement Rd 0-0.8km	F	WM	0014-1118-0000	\$0.00						\$0.00	\$22,361.84	-\$22,361.84	#DIV/0!	Project Completed - Job Closed
142 Walkers Rd 1.5-2.5km	F	WM	0014-1119-0000	\$0.00						\$0.00	\$19,475.82	-\$19,475.82	#DIV/0!	Project Completed - Job Closed
143 Semmlers Rd 0-2km	F	WM	0014-1120-0000	\$0.00						\$0.00	\$52,699.06	-\$52,699.06	#DIV/0!	Project Completed - Job Closed
144 Lismoye Rd 3.31-4.71km	F	WM	0014-1121-0000	\$0.00						\$0.00	\$82,462.55	-\$82,462.55	#DIV/0!	Completed - Job Closed
145 Regional Roads Capital Works (Capital Component of Block Grant)	F	WM	0013-0000-0000	\$254,000.00						\$254,000.00	\$239,735.20	\$14,264.80	94%	Completed
146 Repair Grant (with 50 % contribution from Block Grant)	F	WM	0015-0001-0000	\$166,000.00				\$34,000.00		\$200,000.00	\$205,721.10	-\$5,721.10	103%	Completed. Invoices to be received.
147 Railway Bridge Structural Assessment	F	DGMI	0030-1008-0000	\$0.00	\$18,050.00					\$18,050.00	\$13,150.00	\$4,900.00	73%	Works completed
148 Narrandera Truck Wash	CO	MPA	0030-1009-0000	\$590,000.00	\$12,266.00		\$40,000.00		\$43,536.75	\$642,266.00	\$136,159.65	\$506,106.35	21%	Concrete construction underway. Extension of grant funding requested until November 2019.
149 PAMP - (Active Transport - 50/50 RMS Funding) - Twynam St	F	MPA	0030-1012-0000	\$16,000.00						\$16,000.00	\$11,471.98	\$4,528.02	72%	Works Completed
150 Footpath - Elwin Street	F	MPA	0030-1016-0000	\$25,000.00					\$863.85	\$25,000.00	\$19,416.19	\$5,583.81	78%	Works Completed
151 Footpath - Audley Street	F	MPA	0030-1015-0000	\$22,000.00			-\$6,000.00			\$16,000.00	\$15,892.00	\$108.00	99%	Project completed - Job Closed
152 Barellan Community Hall Building Works	CO	WM	8300-1001-0000	\$27,950.00						\$27,950.00	\$6,495.17	\$21,454.83	23%	Main entrance, exit door complete; septic tank upgrade and gutter clean to be finalised.
153 Grong Grong Community Hall Building Works	F	WM	8300-1002-0000	\$9,000.00				\$35,400.00	\$818.18	\$44,400.00	\$43,063.21	\$1,336.79	97%	Project Completed.
154 Railway Station Building Works	F	WM	8300-1003-0000	\$1,750.00						\$1,750.00	\$1,834.07	-\$84.07	105%	Job completed - Job Closed
155 Red Hill Signage	CO	EDM	8500-1001-0000	\$0.00	\$6,000.00					\$6,000.00	\$2,200.00	\$3,800.00	37%	Flagpoles are being fabricated. New billboard has been installed.
156 Arts Centre Building Works	CO	WM	8650-1001-0000	\$5,000.00						\$5,000.00	\$386.05	\$4,613.95	8%	Need to be carried over for 19/20.
157 NRMA Charging Station	F	EDM	8600-1002-0000				\$5,000.00			\$5,000.00	\$1,606.11	\$3,393.89	32%	Completed - Job Closed
158 Gateway/Entrance signs	CO	EDM	8700-1003-0000	\$30,000.00	\$68,261.00	-\$38,000.00				\$60,261.00	\$29,400.86	\$30,860.14	49%	Shire boundary signs completed and installed. Gateway signs progressing.
159 Visitor Information Centre Building Works	F	WM	8700-1004-0000	\$7,500.00						\$7,500.00	\$6,422.02	\$1,077.98	86%	Completed - Job Closed
160 Lake Talbot Tourist Park. Fire service upgrades details required	CO	MPA	8900-1005-0000	\$100,000.00				-\$80,000.00		\$20,000.00	\$1,791.43	\$18,208.57	9%	Budget to be revised down in QBR as will only cover design this financial year. Project Manager reviewing Australian Standards to confirm requirements before engaging specialist designer. To be carried over to next FY.
161 Building renewal and upgrades	F	WM	9300-1004-0000	\$68,660.00				-\$68,660.00		\$0.00	\$0.00	\$0.00	#DIV/0!	In the process of project schedule development
162 Upgrading Twynam Street Shops details required	F	DGMI	9300-1005-0000	\$60,000.00					\$204.26	\$60,000.00	\$92,383.71	-\$32,383.71	154%	Works completed over expenditure to be funded from Buildings reserve.
163 Airport Cottage Building Works	F	WM	9300-1007-0000	\$17,000.00						\$17,000.00	\$16,493.32	\$506.68	97%	Completed - Job Closed
164 16 Kiesling Drive Building Works	CO	WM	9300-1009-0000	\$10,250.00						\$10,250.00	\$2,594.23	\$7,655.77	25%	Control system for irrigation; new clothes line; pergola at back of house with steel frame and sheets
165 Mandelay Road Building Works	F	WM	9300-1008-0000	\$13,100.00				-\$5,000.00		\$7,500.00	\$7,481.05	\$18.95	100%	Completed - Job Closed
166 Airport Provision of emergency generator	F	TAE	9400-1005-0000	\$5,000.00						\$5,000.00	\$4,545.45	\$454.55	91%	Works Complete
167 Airport Airside Improvements (incl. flood gate repairs)	F	TAE	9400-1006-0000	\$15,000.00						\$15,000.00	\$15,672.45	-\$672.45	104%	Works Complete
168 Airport Terminal building CCTV security upgrade	F	TAE	9400-1007-0000	\$15,000.00						\$15,000.00	\$14,335.06	\$664.94	96%	Completed - Job Closed
169 Airport Provision of apron flood lighting	F	TAE	9400-1008-0000	\$15,000.00						\$15,000.00	\$14,990.00	\$10.00	100%	Works complete
170 Airport Terminal Building Works	F	WM	9400-1009-0000	\$11,000.00						\$11,000.00	\$18,485.20	-\$7,485.20	168%	Works complete
171 Airport Airside Beautification	F	TAE	9400-1004-0000	\$0.00	\$7,406.00					\$7,406.00	\$7,388.09	\$17.91	100%	Works Completed.
172 Light Vehicles	F	PWM	9500-1001-0000	\$404,394.00						\$404,394.00	\$67,378.46	\$337,015.54	17%	Plant replacement schedule completed. Procurement underway.
173 Trucks & Trailers	F	PWM	9500-1001-0002	\$757,250.00						\$757,250.00	\$67,378.46	\$689,871.54	9%	Plant replacement schedule completed. Procurement underway.
174 Heavy Plant	F	PWM	9500-1002-0000	\$274,900.00						\$274,900.00	\$0.00	\$274,900.00	0%	Plant replacement schedule completed. Procurement to commence.
175 Other Plant Cap Expenses	F	PWM	9500-1003-0000	\$20,000.00					\$2,718.18	\$20,000.00	\$40,234.11	-\$20,234.11	201%	Plant replacement schedule completed. Procurement underway.
176 Water Main Replacements	CO	WSE	2900-1001-0000	\$250,000.00	\$127,094.00				\$18,449.91	\$377,094.00	\$248,616.76	\$128,477.24	66%	Program to include: Riverine St, Argyle St, Whitton St, Mitchell St, Dalgetty St, King St. Riverine St and Argyle St complete. Mitchell Street to begin in July.
177 Hydrant and Valve replacements	F	WSE	2900-1004-0000	\$50,000.00						\$50,000.00	\$58,842.04	-\$8,842.04	118%	Project completed for 2018/2019.
178 SCADA and Instrumentation upgrades (online chlorine analysers)	D	WSE	2900-1005-0000	\$50,000.00						\$50,000.00	\$549.04	\$49,450.96	1%	Replacement of radio telemetry with wireless internet and purchase of chlorine analyser. Procurement underway. Project is to be completed over two years. Deferred to 2019/2020.
179 Emergency response equipment incl. pump and lighting	F	WSE	2900-1008-0000	\$25,000.00						\$25,000.00	\$27,141.53	-\$2,141.53	109%	Complete - invoices/orders still outstanding
180 Main Street Water Main replacement	CO	WSE	2900-1009-0000	\$300,000.00					\$4,077.81	\$300,000.00	\$219,299.10	\$80,700.90	73%	Water main replacement Bolton St in conjunction with Bolton St upgrade works. Construction began in May 2019 75% complete. To be completed by 20 July.
181 Services Replacements	F	WSE	2900-1011-0000	\$50,000.00					\$2,822.13	\$50,000.00	\$79,410.45	-\$29,410.45	159%	Household service replacements as needed.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2018-19 - As at 30/06/19



100 % of year elapsed

Project	Status	Resp.	Job Number	Proposed Budget	Carryover	Sept	Dec	Mar	Commitment	Budget	YTD Expenditure	Balance	%	Comments
182 ICWM Study - (50/50 funding)	CO	WSE	2900-1016-0000	\$0.00	\$49,213.00					\$49,213.00	\$43,721.00	\$5,492.00	89%	Project reference group meeting undertaken development of options paper has commenced 50% complete.
183 Flow meters on all inlet and outlets Reservoirs	CO	WSE	2900-1022-0000	\$95,000.00					\$3,639.47	\$95,000.00	\$33,948.34	\$61,051.66	36%	Procurement underway. Installation has begun on first site. 50% complete.
184 Aerator gas scrubbing	D	WSE	2900-1027-0000	\$20,000.00						\$20,000.00	\$0.00	\$20,000.00	0%	Deferred.
185 Network Design and Planning review (reservoirs and zoning)	D	WSE	2900-1028-0000	\$25,000.00						\$25,000.00	\$1,872.81	\$23,127.19	7%	To begin once Hydraulic Modelling is complete. Deferred.
186 Rising Main Isolation	F	WSE	2900-1037-0000	\$0.00	\$8,600.00					\$8,600.00	\$8,929.06	\$329.06	104%	Project is to disconnect retic system from rising main. Completed.
187 WTP Filter/Upgrade design	CO	WSE	2900-1038-0000	\$150,000.00	\$11,521.00				\$545.45	\$161,521.00	\$84,410.67	\$77,110.33	52%	Detailed applications under the Safe and Secure Water programme submitted 1 April. Options assessment under ICWM submitted to Council. Review complete by Stakeholder reference group and Council.
188 Non Return Valve Bore 4	D	WSE	2900-1042-0000	\$2,500.00						\$2,500.00	\$0.00	\$2,500.00	0%	Deferred.
189 Bore 3 well head replacement	F	WSE	2900-1043-0000	\$125,000.00	\$12,065.00				\$1,332.75	\$137,065.00	\$61,037.77	\$76,027.23	45%	Complete - Invoices/orders still outstanding
190 North Zone Pressure Pump - low pressure issues	D	WSE	2900-1051-0000	\$45,000.00						\$45,000.00	\$1,076.30	\$43,923.70	2%	Hydraulic modelling will inform pump size, pumps to be replaced once hydraulic modelling is complete. Deferred.
191 Low Level Chlorinator	CO	WSE	2900-1052-0000	\$50,000.00	\$46,108.00				\$6,363.64	\$96,108.00	\$78,736.14	\$17,371.86	82%	Awaiting final commissioning.
192 Pine Hill Pumps replacement	F	WSE	2900-1054-0000	\$25,000.00						\$25,000.00	\$55,472.22	-\$30,472.22	222%	Completed.
193 Duplicate Rising Main from Plant	F	WSE	2900-1015-0000	\$0.00			\$90,543.54			\$90,543.54	\$151,392.51	-\$60,848.97	167%	Completed. Budget to be adjusted in QBR. Invoices/orders still outstanding
194 Pine Hill Reserve Vermin Proofing	F	WSE	2900-1048-0000	\$0.00	\$8,265.00					\$8,265.00	\$6,563.07	\$1,701.93	79%	Completed - Invoices/orders still outstanding
195 Investigate PSI Cracking	D	WSE	3900-1010-0000	\$0.00	\$6,731.00					\$6,731.00	\$0.00	\$6,731.00	0%	Awaiting cleaning of the SPS for structural inspection.
196 Primary filter - EPA	D	WSE	3900-1016-0000	\$120,000.00						\$120,000.00	\$0.00	\$120,000.00	0%	Effluent inlet quality still being monitored
197 Manhole Replacements	F	WSE	3900-1021-0000	\$25,000.00					\$1,545.45	\$25,000.00	\$9,761.75	\$15,238.25	39%	As needed.
198 Sewer Service Replacements	F	WSE	3900-1022-0000	\$25,000.00					\$3,730.90	\$25,000.00	\$19,044.21	\$5,955.79	76%	As needed.
199 Sewer Main Replacements	F	WSE	3900-1023-0000	\$25,000.00						\$25,000.00	\$9,053.54	\$15,946.46	36%	As needed. Investigate replacement of Larmer St line.
200 Elwin Street Main Replacement	F	WSE	3900-1024-0000	\$15,000.00						\$15,000.00	\$4,344.14	\$10,655.86	29%	Completed.
201 Flow meters for Pump Stations 2, 3, 4	CO	WSE	3900-1025-0000	\$40,000.00					\$1,090.91	\$40,000.00	\$3,805.67	\$36,194.33	10%	Investigation about the possible location of the flow meters done. Flowmeters procured, with installation in July.
202 SPS1 Emergency Bypass Pump	C	WSE	3900-1026-0000	\$30,000.00						\$30,000.00	\$7,481.55	\$22,518.45	25%	Investigations completed. Quotes received, all quotes are above budgeted amount, to be reconsidered as part of the future works programme. Balance to be transferred to reserve.
203 Maturation Pond Spillway Repair	F	WSE	3900-1027-0000	\$20,000.00						\$20,000.00	\$1,854.46	\$18,145.54	9%	Project Completed - Job Closed
204 Stage 2 of AMS Implementation - Road condition survey	CO	MPA	0030-1010-0000	\$101,720.00					\$2,134.55	\$101,720.00	\$4,489.26	\$97,230.74	4%	Quotes are being obtained for required works. Project to be carried over.
205 Drought Community Funding - Auditing Requirements	CO	MPA	0300-1035-0000	\$0.00			\$9,881.00		\$727.27	\$9,881.00	\$0.00	\$9,881.00	0%	This will be completed after June as part of the grant requirements. Quote received was \$800. Remaining funds will be used for any additional work with the drought community projects.
206 Lake Talbot deepening project.	CO	OSR	0600-1007-0000	\$30,000.00						\$30,000.00	\$5,400.00	\$24,600.00	18%	Environment Consultant has been engaged with works to be carried over to 2019/2020.
207 Borellan Cemetery Bins	F	OSR	0800-1007-0000	\$2,000.00						\$2,000.00	\$1,531.25	\$468.75	77%	Bin has been installed. Completed - Job Closed
208 Backflow prevention register	CO	WSE	2900-1023-0000	\$15,000.00						\$15,000.00	\$0.00	\$15,000.00	0%	Began in June, to be completed in July 2019.
209 Reservoir cleaning and structural assessment	CO	WSE	2900-1024-0000	\$30,000.00						\$30,000.00	\$13,872.14	\$16,127.86	46%	Specifications of the structural assessment being finalised. Vermin proofing completed.
210 Data entry and document control system	CO	WSE	2900-1025-0000	\$25,000.00						\$25,000.00	\$20,843.85	\$4,156.15	83%	System developed and being implemented.
211 Network Hydraulic Modelling Software	CO	WSE	2900-1007-0000	\$35,000.00	\$30,000.00				\$8,000.00	\$65,000.00	\$31,490.00	\$33,510.00	48%	Completed and delivered. Training being scheduled.
212 Asset Management Data Migration	F	WSE	2900-1026-0000	\$40,500.00						\$40,500.00	\$42,152.95	-\$1,652.95	104%	Data submitted to Pitney Bowes. Liaising with them to clean data as per software requirement
213 NBN Equipment	C	IT	4400-1008-0000	\$0.00	\$3,972.00					\$3,972.00	\$0.00	\$3,972.00	0%	If 19/20 Capital works budget is approved at the May meeting then these works to be done in 2019/2020
214 Manager Tablets	C	IT	4400-1013-0000	\$8,000.00						\$8,000.00	\$0.00	\$8,000.00	0%	Review as old councillor tablets are reallocated
215 NBCMP (Bolton Street upgrade)	C	MPA	0006-1017-0000	\$535,564.00				-\$339,400.00		\$196,164.00	\$8,123.74	\$188,040.26	4%	Draft electrical design ready for Council staff to review. Watermain replacement has commenced. Project included in 2019-20 Budget
216 Shared Cycleway (Active Transport - 50/50 RMS Funding) MBP	C	MPA	0030-1011-0000	\$25,000.00		-\$25,000.00				\$0.00	\$290.00	-\$290.00	#DIV/0!	Cancelled - RMS shared funding not provided - Council Funding to be reallocated to Elwin street Footpath Project as part of Quarterly Review.
217 Replace AFL Community Club Rooms	C	OSR	0200-1012-0000	\$1,780,000.00				-\$1,780,000.00		\$0.00	\$0.00	\$0.00	#DIV/0!	Unsuccessful. To be adjusted in QBR.
218 PAMP - (Active Transport - 100% RMS Funding)	C	MPA	0030-1013-0000	\$119,432.00		-\$119,432.00				\$0.00	\$0.00	\$0.00	#DIV/0!	Funding not received - Cancelled
219 Marie Bashir Park - Repair and reinforce current seating.	C	OSR	0200-1015-0000	\$0.00						\$0.00	\$0.00	\$0.00	#DIV/0!	Cancelled - Project budget to cover BRQ area overruns at line 43 - list the transfer in the next capital works report
220 Asset Management System	F	MPA	5000-1001-0000	\$0.00	\$2,484.00					\$2,484.00	\$1,822.63	\$661.37	73%	Works completed
221 Lake Talbot Pool - Allowance for Emergency Works	C	MPA	7800-1008-0000	\$12,000.00				-\$8,000.00		\$4,000.00	\$0.00	\$4,000.00	0%	No emergency works have been required to date.
222 Borellan Pool - Allowance for emergency works	C	MPA	7900-1004-0000	\$2,500.00						\$2,500.00	\$0.00	\$2,500.00	0%	No emergency works have been required to date.
223 Visitor Centre Redevelopment	C	EDM	8700-1001-0000	\$1,247,000.00	\$3,490.00		-\$1,250,490.00	\$6,800.00		\$6,800.00	\$6,885.00	-\$85.00	101%	Funding applications have been made through the Building Better Regions fund and Regional Environment Tourism fund
224 Provision of offstreet chambers staff parking	C	WM	9300-1006-0000	\$58,000.00			-\$58,000.00			\$0.00	\$0.00	\$0.00	#DIV/0!	Cancelled funds moved to BBOs in QBR5
225 Meter management software (miwater)	C	WSE	2900-1006-0000	\$17,500.00						\$17,500.00	\$0.00	\$17,500.00	0%	Project cancelled.
226 Urban Roads Maintenance	F	WM	0001-0001-0000	\$730,250.00					\$1,334.45	\$730,250.00	\$667,925.42	\$62,324.58	91%	Works complete
227 Sealed Rural Roads Maintenance	F	WM	0002-0001-0000	\$294,350.00					\$72.73	\$294,350.00	\$320,613.71	-\$26,263.71	109%	Works Complete
228 Rural Unsealed Roads Expenses	F	WM	0003-0001-0000	\$827,200.00					\$4,329.47	\$827,200.00	\$884,895.94	-\$57,695.94	107%	Works Complete
229 Regional Roads (M&R Grant)	F	WM	0005-0000-0000	\$207,000.00						\$207,000.00	\$234,451.40	-\$27,451.40	104%	Works Complete
230 State Road Contract Works RMCC	F	WM	0004-0002-0000	\$165,000.00					\$45.45	\$165,000.00	\$135,526.54	\$29,473.46	82%	Works Complete
231 Ordered Works Expenses - MR 80	F	WM	0004-0005-0000	\$80,000.00						\$80,000.00	\$8,363.18	\$71,636.82	10%	Works Complete final invoices to come
232 Ordered Works Expenses - MR 84	F	WM	0004-0006-0000	\$80,000.00						\$80,000.00	\$93,701.10	-\$13,701.10	117%	Works completed further claims to be paid.
233 The Voice Project	F	HR	4500-0030-0000	\$0.00	\$7,280.00					\$7,280.00	\$5,170.00	\$2,110.00	71%	Completed - Job Closed
234 John O'Brien Festival	O	EDM	8750-0126-0000	\$0.00	\$9,583.00	\$9,500.00				\$9,083.00	\$6,804.54	\$12,278.46	36%	Fund Allocation approved at October council meeting C-18/225
235 Branding Strategy	CO	EDM	8750-0127-0000	\$0.00	\$10,420.00					\$10,420.00	\$8,069.79	\$2,350.21	77%	Ongoing
236 Bore Expenses	O	WSE	2300-0001-0000	\$55,500.00			-\$22,500.00			\$33,000.00	\$32,969.96	\$30.04	100%	On-going Operating Costs
237 Pump Station Expenses	O	WSE	2300-0002-0000	\$52,500.00			-\$22,500.00		\$8,250.00	\$75,000.00	\$104,890.86	-\$29,890.86	140%	On-going Operating Costs
238 Mains Expenses	O	WSE	2100-0003-0000	\$275,000.00					\$4,820.30	\$275,000.00	\$273,036.27	\$1,963.73	99%	On-going Operating Costs
239 Recycled Water	O	WSE	2200-0004-0000	\$52,500.00					\$376.36	\$52,500.00	\$6,845.83	\$45,654.17	13%	On-going Operating Costs
240 Reservoirs Expenses	O	WSE	2400-0005-0000	\$56,500.00			-\$2,500.00			\$54,000.00	\$21,613.29	\$32,386.71	40%	On-going Operating Costs

Capital Expenditure as at 30 June 2019

	Sum of Proposed Budget	Sum of Carryover	Sum of Sept	Sum of Dec	Sum of Mar	Sum of Budget	Sum of YTD Expenditure	Sum of Balance
Administration								
Information Technology	\$ 247,000.00	\$ 37,395.00		\$ -	\$ -	\$ 284,395.00	\$ 115,317.90	\$ 169,077.10
Public Order & Safety								
Street Cameras	\$ 11,000.00	\$ 10,000.00				\$ 21,000.00	\$ 19,117.30	\$ 1,882.70
Environment								
Narrandera Landfill	\$ 45,000.00				\$ 60,000.00	\$ 105,000.00	\$ 30,491.06	\$ 74,508.94
Stormwater	\$ 312,000.00	\$ 66,355.00	\$ 33,541.00		-\$ 203,000.00	\$ 208,896.00	\$ 144,733.26	\$ 64,162.74
Housing & Community Amenities								
Barellan Cemetery	\$ 24,000.00					\$ 24,000.00	\$ 7,838.00	\$ 16,162.00
Grong Grong Cemetery	\$ 2,000.00					\$ 2,000.00	\$ 1,531.25	\$ 468.75
Narrandera Cemetery	\$ 128,000.00					\$ 128,000.00	\$ 5,422.98	\$ 122,577.02
Recreation & Culture								
Barellan Park	\$ 15,000.00			\$ 11,822.00	\$ 15,000.00	\$ 41,822.00	\$ 9,916.23	\$ 31,905.77
Barellan Pool	\$ 15,000.00					\$ 15,000.00	\$ 9,502.61	\$ 5,497.39
Barellan Sportsground	\$ 102,000.00	\$ 395,136.00			\$ 136,364.00	\$ 633,500.00	\$ 584,295.20	\$ 49,204.80
Buildings	\$ -			\$ 120,053.00		\$ 120,053.00	\$ 107,780.77	\$ 12,272.23
Economic Development	\$ -			\$ 299,233.00		\$ 299,233.00	\$ 186,614.49	\$ 112,618.51
Grong Grong Park	\$ 30,000.00				-\$ 22,000.00	\$ 8,000.00	\$ 6,984.60	\$ 1,015.40
Lake Talbot Pool	\$ 796,734.00	\$ 116,433.00		\$ 38,275.00	\$ 1,009,539.12	\$ 1,960,981.12	\$ 314,160.09	\$ 1,646,821.03
Lake Talbot Recreation Area	\$ 160,000.00	\$ 46,974.00			-\$ 130,000.00	\$ 76,974.00	\$ 58,631.27	\$ 18,342.73
Library	\$ 344,696.00			\$ 100,000.00		\$ 444,696.00	\$ 228,206.65	\$ 216,489.35
Marie Bashir Park	\$ 50,000.00	\$ 378,530.00		\$ 99,296.87		\$ 527,826.87	\$ 414,388.16	\$ 113,438.71
Narrandera Cemetery	\$ -			\$ 47,250.00		\$ 47,250.00	\$ 56,651.65	-\$ 9,401.65
Narrandera Memorial Park	\$ 100,000.00			\$ 50,000.00		\$ 150,000.00	\$ 59,628.97	\$ 90,371.03
Narrandera Sports Stadium	\$ 30,000.00					\$ 30,000.00	\$ 28,059.00	\$ 1,941.00
Narrandera Sportsground	\$ 32,000.00	\$ 128,233.00	\$ 3,290.00	\$ 112,623.00	\$ 24,600.00	\$ 300,746.00	\$ 239,889.70	\$ 60,856.30
Other Structures	\$ -			\$ 270,144.00		\$ 270,144.00	\$ 268,161.33	\$ 1,982.67
Transport & Communication								
Ancillary Roadworks	\$ 707,720.00	\$ 30,316.00		\$ 40,000.00		\$ 778,036.00	\$ 165,270.89	\$ 612,765.11
Flood Damage	\$ 1,792,900.00				-\$ 313,128.00	\$ 1,479,772.00	\$ 1,420,460.85	\$ 1,479,772.00
Regional Roads	\$ 420,000.00				\$ 34,000.00	\$ 454,000.00	\$ 445,456.30	\$ 8,543.70
Roads to Recovery	\$ 859,940.00	\$ 25,522.00	\$ 256,236.00			\$ 1,141,698.00	\$ 1,188,874.62	\$ 865,051.38
Rural Roads	\$ 682,000.00					\$ 682,000.00	\$ 726,913.62	-\$ 44,913.62
Urban Roads	\$ 420,000.00	\$ 12,417.00		-\$ 6,000.00		\$ 426,417.00	\$ 299,193.95	\$ 127,223.05
Street Lighting	\$ 61,025.00				-\$ 25,000.00	\$ 36,025.00	\$ 35,004.28	\$ 1,020.72
Economic Affairs								

Capital Expenditure as at 30 June 2019

Airport	\$	50,000.00	\$	7,406.00		\$	57,406.00	\$	56,931.05	\$	474.95					
Buildings	\$	277,260.00				-\$	63,860.00	\$	213,400.00	\$	217,007.80	-\$	3,607.80			
Economic Development	\$	30,000.00	\$	74,261.00	-\$	38,000.00	\$	5,000.00	\$	71,261.00	\$	33,206.97	\$	38,054.03		
Plant	\$	1,456,544.00							\$	1,456,544.00	\$	174,991.03	\$	1,281,552.97		
Tourist Park	\$	100,000.00				-\$	80,000.00	\$	20,000.00	\$	1,791.43	\$	18,208.57			
Water Supplies																
Water	\$	1,367,500.00	\$	292,866.00		\$	90,543.54		\$	1,750,909.54	\$	1,227,224.80	\$	523,684.74		
Sewer Supplies																
Sewer	\$	300,000.00	\$	6,731.00					\$	306,731.00	\$	55,345.32	\$	251,385.68		
Governance																
Buildings	\$	-	\$	14,919.00					\$	14,919.00	\$	-	\$	14,919.00		
Grand Total	\$	10,969,319.00	\$	1,643,494.00	\$	255,067.00	\$	1,278,240.41	\$	442,515.12	\$	14,588,635.53	\$	8,944,995.38	\$	7,976,329.00

Key Operational as at 30 June 2019

Row Labels	Sum of Proposed Budget	Sum of Carryover	Sum of Sept	Sum of Dec	Sum of Mar	Sum of Budget	Sum of YTD Expenditure	Sum of Balance
Economic Affairs								
Economic Development	\$ -	\$ 20,003.00	\$ 9,500.00			\$ 29,503.00	\$ 14,874.33	\$ 14,628.67
Transport & Communication								
Ordered Works	\$ 160,000.00					\$ 160,000.00	\$ 102,064.28	\$ 57,935.72
Regional Roads	\$ 207,000.00					\$ 207,000.00	\$ 214,451.40	-\$ 7,451.40
State Roads	\$ 165,000.00					\$ 165,000.00	\$ 135,526.54	\$ 29,473.46
Urban Roads	\$ 730,250.00					\$ 730,250.00	\$ 667,925.42	\$ 62,324.58
Sealed Rural Roads	\$ 294,350.00					\$ 294,350.00	\$ 320,613.71	-\$ 26,263.71
Unsealed Rural Roads	\$ 827,200.00					\$ 827,200.00	\$ 884,895.94	-\$ 57,695.94
Water Supplies								
Water	\$ 768,000.00			\$ -		\$ 768,000.00	\$ 732,200.60	\$ 35,799.40
Sewer Supplies								
Sewer	\$ 402,000.00			\$ -		\$ 402,000.00	\$ 398,844.02	\$ 3,155.98
Human Resources								
Human Resources	\$ -	\$ 7,280.00				\$ 7,280.00	\$ 5,170.00	\$ 2,110.00
Grand Total	\$ 3,553,800.00	\$ 27,283.00	\$ 9,500.00	\$ -		\$ 3,590,583.00	\$ 3,476,566.24	\$ 114,016.76

23.4 JUNE STATEMENT OF RATES AND RECEIPTS

Document ID: 424117

Author: Revenue Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Rates and Receipts report as at 30 June 2019.

RATES & CHARGES

Arrears as at 01.07.2018	474,384.75
18/19 Rate levies & supplementary levies (excl. postponed amounts)	<u>7,699,500.66</u>
	8,173,885.41
Less Pensioner rebates	<u>213,060.51</u>
NET BALANCE	7,960,824.90
Less receipts to 30.06.2019	<u>7,303,442.71</u>
	<u><u>657,382.19</u></u>

Actual % Rate Collection to Net Balance as at 30.06.2019 = 91.74%

Comparative % Collection to Net Balance as at 30.06.2018 = 93.83%

Anticipated % Collection Rate as at 30.06.2019 = 94.00%

WATER CONSUMPTION / SEWER USAGE CHARGES

Arrears as at 01.07.2018	145,797.75
18/19 Water / Sewer usage charges, supplementary levies & interest	<u>1,563,431.93</u>
NET BALANCE	1,709,229.68
Less receipts to 30.06.2019	<u>1,481,850.57</u>
	<u><u>227,379.11</u></u>

PURPOSE

The purpose of this report is to present the Statement of Rates and Receipts as at 30 June 2019.

SUMMARY

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

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Rates and Receipts report as at 30 June 2019.

23.5 JUNE STATEMENT OF BANK BALANCES

Document ID: 424156
Author: Costing Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council

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

PURPOSE

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

BACKGROUND

Opening Cashbook Balance	1,402,967.34
Plus Receipt	3,951,758.38
Less Payments	5,209,825.37
Current Cashbook Balance	<u>144,900.35</u>
Statement Summary	
Opening Statement Balance	1,146,953.07
Plus Receipts	4,198,898.79
Less Payments	5,218,785.89
Current Statement Balance	<u>127,065.97</u>
Plus Unpresented Receipts	25,227.60
Less Unpresented Payments	7,393.22
Reconciliation Balance	<u>144,900.35</u>
GL BALANCE	<u>144,900.35</u>
Unpaid Creditors	0.00
Overdraft Limit arranged with Bank 01/01/1989	350,000.00

RECOMMENDATION

That Council

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

24 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

PUBLIC MEETING CLOSES

At this point, members of the Gallery and Press are advised that Council will now move into Closed Session of Council for the consideration of the Confidential Items. They are asked to leave the Chambers and advised that they may return to the Chambers if they wish, upon resumption of Open Council.

25 CONFIDENTIAL BUSINESS PAPER REPORTS**RECOMMENDATION**

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

25.1 Economic Taskforce Strategy Update - Confidential

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

25.2 Rescission Motion - GM Performance Review

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

RETURN TO PUBLIC MEETING

At this point, members of the Gallery and Press may return to the Chambers for the conclusion of the meeting.