



BUSINESS PAPER

Ordinary Council Meeting

20 August 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.

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

COMMUNITY STRATEGIC PLAN

Themes

Agenda Section 16 ~ Our Community

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

Agenda Section 17 ~ Our Environment

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

Agenda Section 18 ~ Our Economy

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

Agenda Section 19 ~ Our Infrastructure

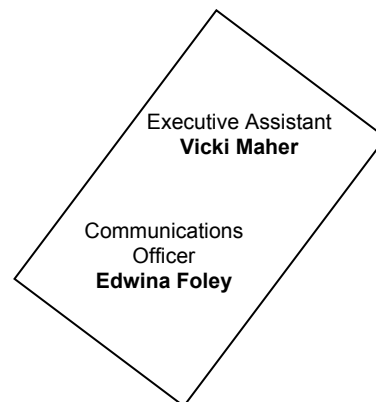
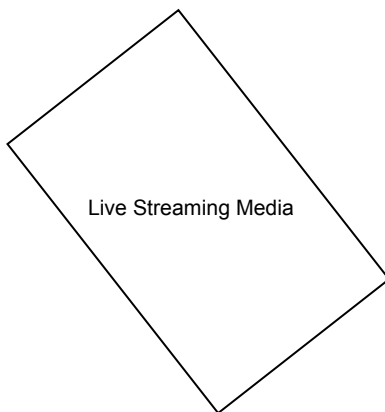
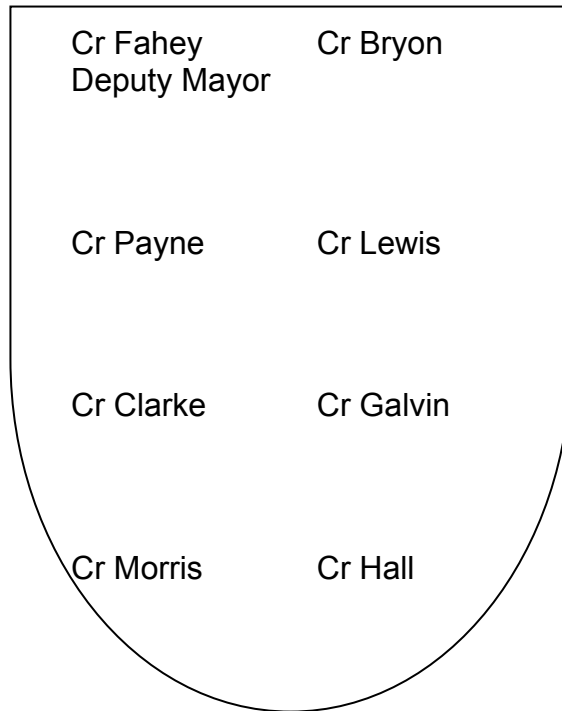
- 4.1 To have an improved and adequately maintained road network
- 4.2 To improve, maintain and value-add to our public and recreational infrastructure
- 4.3 To improve and enhance our water and sewer networks
- 4.4 To have a say when planning for new facilities or refurbishing existing facilities

Agenda Section 20 ~ Our Civic Leadership

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

SEATING

General Manager George Cowan	MAYOR Cr Kschenka	Deputy General Manager Infrastructure Julian Geddes	Deputy General Manager Corporate & Community Martin Hiscox
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**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held in the Council Chambers on:
Tuesday 20 August 2019 at 2pm**

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

Ordinary Council Meeting - 16 July 2019



MINUTES

Ordinary Council Meeting

16 July 2019

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 16 JULY 2019 AT 2PM**

The Mayor declared the meeting opened at **2pm** and welcomed the Councillors, Staff, Media and Members of the Gallery with a special welcome to all out there in siber space for our first Live Streaming of the Council Meeting.

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 HOUSE KEEPING

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

3 DISCLOSURE OF POLITICAL DONATIONS

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

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

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

4 PRESENT

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

In Attendance

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

5 APOLOGIES

Nil

6 DECLARATIONS OF INTEREST

Cr Neville Kschenka declared a Non-Significant Non Pecuniary Interest in Item 17.2 under the Local Government Act as *Potential supplier of hire equipment to Festival* and will remain and take part in discussion and voting.

Cr Barbara Bryon declared a Non-Significant Non Pecuniary Interest in Item 17.2 under the Local Government Act as *Previous involvement in organising Festival* and will remain and take part in discussion and voting.

(Section 7,8,9 now listed in Public Forum not Council Meeting)

10 CONFIRMATION OF MINUTES**RESOLUTION 19/097**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That the minutes of the Ordinary Council Meeting held on 18 June 2019 be confirmed.

CARRIED

11 MAYORAL REPORT**11.1 MAYORAL REPORT JULY 2019****RESOLUTION 19/098**

Moved: Cr Neville Kschenka

Seconded: Cr Narelle Payne

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

CARRIED

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****RESOLUTION 19/099**

Moved: Cr David Fahey OAM

Seconded: Cr Tracey Lewis

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.

CARRIED**16 COMMITTEE REPORTS****16.1 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING 12 JUNE 2019****RESOLUTION 19/100**

Moved: Cr Wesley Hall

Seconded: Cr Narelle Payne

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

CARRIED**16.2 MINUTES - GRONG GRONG EXTRAORDINARY MEETING 20 JUNE 2019****RESOLUTION 19/101**

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

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

CARRIED

16.3 MINUTES - ECONOMIC TASKFORCE (OPEN) 24 JUNE

RESOLUTION 19/102

Moved: Cr David Fahey OAM

Seconded: Cr Tammy Galvin

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

CARRIED

17 OUR COMMUNITY

17.1 2020 NARRANDERA ROD RUN FUNDING REQUEST

RESOLUTION 19/103

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

That Council

1. Endorse the request for \$20,000 funding for the 2020 Narrandera Rod Run event plus \$7,200 in-kind services as outlined in option two (2).

CARRIED

17.2 2020 JOHN O'BRIEN FESTIVAL FUNDING REQUEST

RESOLUTION 19/105

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

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.

4. Request the committee to present a Draft Program for 2020 event before November 2019.

CARRIED

17.3 PROPOSED DOMESTIC VIOLENCE ADVISORY COMMITTEE

RESOLUTION 19/106

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

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

CARRIED

18 OUR ENVIRONMENT

Nil

19 OUR ECONOMY

Nil

20 OUR INFRASTRUCTURE

20.1 NARRANDERA SPORTSGROUND CLUBROOMS DEVELOPMENT

RESOLUTION 19/107

Moved: Cr Wesley Hall

Seconded: Cr Jenny Clarke OAM

That Council:

1. Adjust the 2019/20 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, subject to the Federal Governments Grant funding.

CARRIED

21 OUR CIVIC LEADERSHIP

21.1 POLICY REVIEW - ES340 - SOCIAL MEDIA

RESOLUTION 19/108

Moved: Cr Narelle Payne

Seconded: Cr Wesley Hall

That Council

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

CARRIED

21.2 POLICY REVIEW - ES250 - MEDIA AND PUBLIC RELATIONS

RESOLUTION 19/109

Moved: Cr David Fahey OAM

Seconded: Cr Barbara Bryon

That Council

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

CARRIED

21.3 LGNSW ANNUAL CONFERENCE

RESOLUTION 19/110

Moved: Cr Wesley Hall

Seconded: Cr Narelle Payne

That Council:

1. Receive and note the report noting that the LGNSW Annual Conference to run from 14 to 16 October 2019.
2. Endorse attendance by the Mayor and Deputy Mayor of the Day and General Manager.
3. Following nomination, endorse attendance to the LGNSW Conference for Cr Clarke.
4. Identify any matters it considers should be included in Draft Motions for consideration by the conference.

5. Endorse changing the date of the October Ordinary Council Meeting from Tuesday 15 to Tuesday 22 October 2019.

CARRIED

21.4 YOUTH ADVISORY COUNCIL NOMINEES

RESOLUTION 19/111

Moved: Cr Tracey Lewis
Seconded: Cr Jenny Clarke OAM

That Council:

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

CARRIED

22 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

22.1 JUNE DEVELOPMENT SERVICES ACTIVITIES

RESOLUTION 19/112

Moved: Cr Wesley Hall
Seconded: Cr Barbara Bryon

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

CARRIED

23 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

23.1 JUNE INCOME STATEMENT

RESOLUTION 19/113

Moved: Cr Narelle Payne
Seconded: Cr Jenny Clarke OAM

That Council

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

CARRIED

23.2 JUNE STATEMENT OF INVESTMENTS

RESOLUTION 19/114

Moved: Cr Barbara Bryon
Seconded: Cr Narelle Payne

That Council

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

CARRIED

23.3 JUNE CAPITAL WORKS PROGRAM

RESOLUTION 19/115

Moved: Cr Narelle Payne
Seconded: Cr Tammy Galvin

That Council

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

CARRIED

23.4 JUNE STATEMENT OF RATES AND RECEIPTS

RESOLUTION 19/116

Moved: Cr Wesley Hall
Seconded: Cr Barbara Bryon

That Council receive and note the information contained in the Statement of Rates and Receipts report as at 30 June 2019.

CARRIED

23.5 JUNE STATEMENT OF BANK BALANCES

RESOLUTION 19/117

Moved: Cr Narelle Payne
Seconded: Cr Barbara Bryon

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

CARRIED

24 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

25 CONFIDENTIAL BUSINESS PAPER REPORTS**RESOLUTION 19/118**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council considers the confidential report(s) listed below in a meeting closed to the media and 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).

CARRIED**25.1 ECONOMIC TASKFORCE STRATEGY UPDATE - CONFIDENTIAL****RESOLUTION 19/119**

Moved: Cr Tammy Galvin

Seconded: Cr Jenny Clarke OAM

That Council receive and note the Economic Development Strategy (confidential version) containing updates following the Economic Taskforce Committee meeting held 24 June 2019.

CARRIED

At 3:03 pm, GM, DGMI, DGMCC and EA left the meeting.

25.2 RESCISSION MOTION - GM PERFORMANCE REVIEW**RESOLUTION 19/120**

Moved: Cr David Fahey OAM

Seconded: Cr Tammy Galvin

That Council Rescind Point 3 of Motion 19/107 Mayoral Report - GM Mid-Term Performance Review passed at the Ordinary Meeting held on 21 May 2019.

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

Against: Cr Wesley Hall

8/1 CARRIED

At 3:06 pm, GM, DGMI, DGMCC and EA returned to the meeting.

26 OPEN COUNCIL

RESOLUTION 19/121

Moved: Cr Narelle Payne

Seconded: Cr Wesley Hall

That Council moves out of Closed Council into Open Council and the Mayor advises of resolutions resolved in Closed.

CARRIED

The Meeting closed at 3.08pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 20 August 2019.

.....
GENERAL MANAGER

.....
CHAIRPERSON

8 MAYORAL REPORT

8.1 MAYORAL REPORT AUGUST 2019

Document ID: 423091

Author: Mayor

Theme: Our Civic Leadership

Attachments: Nil

RECOMMENDATION

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

BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 16 July 2019, I have had the privilege to attend the following on behalf of our Council:-

Meetings with General Manager

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

Media Interviews and Shire News Promotions

I have had media interviews with ABC Radio and The Farmer magazine throughout the past month covering recent topics of interest and/or concern.

JULY 2019

Thursday 11

A discussion forum was held at the Arts and Community Centre about "How to get Narrandera Conference Ready" which I attended. Presented by Destination NSW Regional Manager Conferencing, Helen Parker, information provided was on funding available to improve and market conference venues. General Manager Richie Robinson from Destination Riverina Murray also provided advice on how existing events might attract grant funding to grow the events. Representatives from some of Narrandera's accommodation providers and clubs attended the Forum, as well as several Councillors and Council Staff. Council's Tourism & Economic Development Coordinator; Tiffany Thornton is congratulated for organising this very interesting event.

Thursday 11

Along with the GM, I met with State MP Steph Cooke, member for Cootamundra in the Council Chambers to receive an update and discussion on various matters including Grant Funding and Policing.

Friday 12

To celebrate NAIDOC Week, I joined in with the local community for celebrations that included a BBQ lunch in the Marie Bashir Park and entertainment with live music and games for young people. I was very pleased with the friendly atmosphere that prevailed and I have received many positive reports about the event. The GM and some staff as well as Councillors attended and my

thanks go to Cr Lewis for speaking on behalf of Council while I was attending a funeral earlier in the day.

Thursday 18

Today I was the guest speaker at the monthly meeting of the Narrandera Probus Club. Members made me very welcome and from all accounts, everyone enjoyed my presentation. The topics I chose were immigration in the mid-19th century from Eastern Europe to South Australia and the later migration from SA to Northern Victoria and Southern NSW not far from Narrandera. I also spoke about how I settled in Narrandera and why it was an ideal place to establish a regional business, and indeed, it still is. Other subjects included projects recently completed or in progress and other opportunities for grant funding. The audience was then invited to ask questions, which were mainly on future improvements they would like to see. Council received praise for works that have been carried out and for the Councillors and staff. My thanks go to President Mrs Pam Campbell, Jan McGilvray and the Probus Club for their kind invitation.

Monday 22

I chaired the monthly meeting of the Economic Taskforce Committee. Minutes have been provided to Councillors.

Wednesday 24

Along with other Councillors, I attended the Staff Breakfast at the Narrandera Race Club. Senior Management gave presentations on the achievements over the last year as well as future works planned. Presentations were made to long serving staff, and in particular Ronald (Duck) Bassett for 50 years' service and Wayne (Nugget) Evans on his retirement after 35 years' service. Congratulations to both these people for their dedication to duty and best wishes for the future.

Friday 26

After receiving an invitation from the local Rural Fire Service, I was pleased to attend the Narrandera High School for the School Cadet Program Graduation Ceremony. Fifteen students from Years 7 - 10 were very excited to graduate this 10-week program. Congratulations to all students on firstly, choosing to take part in this very worthwhile course, through to completion and graduation. These young people are our leaders of the future and I feel they will go on to play important roles in our community or wherever their careers take them. I was informed that three Cadets from a previous program have now become emergency service volunteers. Again, congratulations to these people on their dedication.



About the NSW Rural Fire Service

The NSW Rural Fire Service (NSW RFS) is the world's largest volunteer fire service – our organisation has more than 70,000 hard working, professional and dedicated volunteers in communities right across New South Wales.

Volunteers have been protecting local communities from bush and grass fires for more than 100 years. Today, our volunteers perform a wide variety of roles and attend a range of emergencies like bush and grass fires, house and structure fires, road accidents as well as provide assistance at other events like floods, storms and searches.

We also aim to reduce the impact of bush fires by reducing hazards and educating the community about fire prevention and precautions.

The Secondary Schools Cadet Program

The NSW RFS Secondary Schools Cadet Program is a great way for students to learn new skills which will last them a lifetime. The program provides Year 9 and 10 students with an insight into fire safety and prevention whilst developing practical life skills and a general appreciation of community service and volunteerism.

The aim of the program is to:

- Develop an interest in the NSW RFS and its traditions
- Provide cadets with a knowledge of fire safety and preparedness
- Develop the qualities of leadership, self-discipline, self-reliance, initiative and team work
- Encourage cadets to continue service in the NSW RFS or other community service organisations
- Provide training that can contribute to NSW RFS firefighter and other specialist training.

These skills can be used in later life, whether it's for work or for joining a volunteer rural fire brigade.

The Secondary Schools Cadet Program can be linked to NSW Personal Development, Health and Physical Education (PDHPE) Years 7-10 Syllabus.

Program overview

The majority of the program is based on practical activities however there may be some theory involved. We encourage our members to tailor the program to suit their local community. Typically, the program will run over a 10 week period with 1-2 hours of instruction per week. Below is an example of a 10 week Secondary Schools Cadet Program.

Week:

1. Overview of the NSW RFS and fire behaviour
2. Structure of the NSW RFS, vehicles and familiarisation
3. NSW RFS rank and bush firefighting equipment
4. Emergency services in the local community
5. Bush fire survival plan and emergency drills
6. Casualty assistance
7. Practical scenarios
8. Brigade visits and extinguishers
9. Practical scenarios and revision
10. Final theory and practical assessment and presentation of certificates.

The program is primarily coordinated and delivered by NSW RFS volunteers and therefore the availability of these personnel will determine both the class size and when the program can be held.



David Beard received the Brian Miller AFSM Memorial Trophy for Cadet of the Year MIA Zone

Friday 26 July

After receiving an invitation from the local Rural Fire Service, I was pleased to attend the Official Opening of the newly constructed RFS Sandigo Brigade Fire Station conducted by Assistant Commissioner Peter McKechnie. Many community members and volunteers were in attendance as well as the Hon. Sussan Ley MP, Federal Member for Farrer, Minister for the Environment and Ms Steph Cooke MP, Local Member for Cootamundra. The building is a very important addition to the facilities at the hall precinct and complements the recent improvements to the hall and the playground equipment. The shed houses two fire trucks and has amenities accessible from the outside. It is these sorts of facilities that help keep our hard working rural communities together, particularly in these times of drought. Photo is a rare photo with three tiers of Government



AUGUST 2019

Thursday 1

This morning I attended the TAFE NSW Narrandera Connected Learning Centre's 1st Birthday celebrations. I was pleased to give Council's congratulations on achieving a very successful year providing our community with access to revolutionary technologies for digital learning, enabling local students to digitally connect into classrooms and interact with students and teachers here and throughout the region.

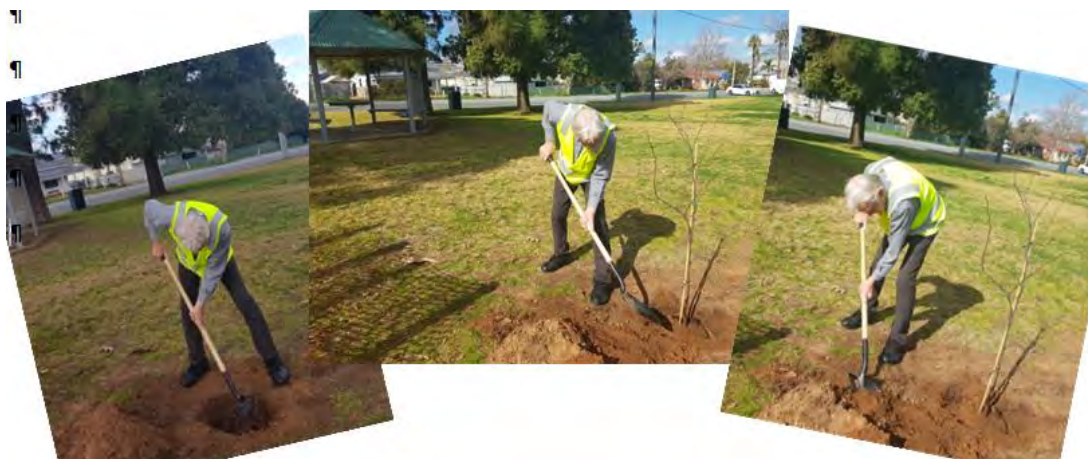


Thursday 1

In recognition of National Tree Day, and to celebrate Local Government week, I planted trees in the Marie Bashir Park and also at Grong Grong near the play equipment and barbecue area.



Grong Grong Park



Marie Bashir Park Narrandera

Thursday 1

After receiving and accepting an invitation from Council’s Community Liaison and Support Officers, it was a pleasure to attend an afternoon tea as part of the Local Government Week events, to meet and spend some valuable time with Narrandera Shire’s new Youth Councillors.



Wednesday 2

Incorporating National Tree Day and Local Government Week, I had the pleasure of planting a tree at Barellan on a cold and foggy morning.



Tuesday 6

Together with the Acting General Manager Julian Geddes, Mayor Paul Maytom and General Manager Jackie Kruger from Leeton Shire Council, I met with Superintendent Craig Ireland; Commander Murrumbidgee Police District to further discuss policing in the Shires.

Tuesday 6

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

Friday 9

Accompanied by Deputy Mayor Cr David Fahey OAM and Acting General Manager Julian Geddes, I attended a meeting at Jerilderie conducted by the David Leslie, Principal Project Officer of Water Group | Department of Planning, Industry and Environment. The meeting was regarding the Yanco Sustainable Diversion Limit Adjustment Mechanism and the upcoming Tour, which hopes to take in the Yanco Weir, Dry Lake, Molly Lagoon, Tarabah Weir and the Escape DC800. Also attending today was Mayor Ruth McCrae Murrumbidgee Shire, Mayor Norm Brennan Edwards River Shire and Ms Tanya Thompson, Executive Officer of Yanco Creek and Tributaries Advisory Council (YACTAC).

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

Until next time, Mayor Kschenka

RECOMMENDATION

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

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION

Nil

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS

13.1 MINUTES - AUSTRALIA DAY PLANNING COMMITTEE - 14 JANUARY 2019

Document ID: 429848

Author: Events and Visitor Services Team Leader

Authoriser: General Manager

Attachments: 1. Australia Day Planning Committee Minutes - 14 January 2019

RECOMMENDATION

1. That Council receive and note the Minutes of the Australia Day Planning Committee held on Monday 14 January 2019.

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUSTRALIA DAY PLANNING COMMITTEE
HELD AT THE NARRANDERA VISITOR INFORMATION CENTRE
ON MONDAY, 14 JANUARY 2019 AT 5 PM**

1 PRESENT

Cr Neville Kschenka, Cr Narelle Payne, Member Bob Manning, Ms Beryl Brain, Ms Barbara Bryon, Toneale OConnell (EVSS), Vicki Maher (EA)

2 APOLOGIES

Mr Graeme Davies, Mr Stephen Targett, Ms Helen McDermott

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Ms Beryl Brain

That the minutes of the Australia Day Planning Committee held on 28 November 2018 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

1. Custom Music to provide background music during breakfast before the commencement of the Australia Day Awards Ceremony
2. Colouring in competition award winners categories to be changed (K-1-2-3,4/5)
3. Acknowledgement of Country to be included in Mayor Cr Kschenka's speech notes.

6 REPORTS

6.1 AUSTRALIA DAY AMBASSADOR CHAPERONE

COMMITTEE RESOLUTION

Moved: Member Bob Manning

Seconded: Ms Barbara Bryon

Confirm Australia Day Ambassador's Chaperone and Travel arrangements with Narrandera Shire Australia Day Planning Committee.

1. Narrandera Shire Council General Manager to chaperone Australia Day Ambassador & husband to Ambassador Function held at Halls Coffee Cottage.
2. Narrandera Shire Council General Manager to chaperone Australia Day Ambassador & husband to Australia Day Awards Ceremony held at Marie Bashir Park.
3. Cr Mayor Neville Kschenka to chaperone Australia Day Ambassador to Australia Day Events hosted at Barellan Swimming Pool and return to Narrandera at conclusion of event.
4. Narrandera Shire Council General Manager to chaperone Australia Day Ambassador & husband to Leeton Narrandera Airport for departing flight.

CARRIED

6.2 DISCUSS AUSTRALIA DAY AMBASSADOR EVENT ATTENDEES

COMMITTEE RESOLUTION

Moved: Ms Beryl Brain

Seconded: Cr Narelle Payne

Discuss the attendee list for the Australia Day Ambassador Function to be held at Halls Coffee Cottage.

Narrandera Shire Australia Day Planning Committee approved Australia Day Ambassador Function Attendee List as provided by Narrandera Council Events and Visitor Services Supervisor.

.CARRIED

6.3 UPDATE ON AUSTRALIA DAY CEREMONY PEFORMERS

COMMITTEE RESOLUTION

Moved: Member Bob Manning

Seconded: Cr Narelle Payne

Narrandera Shire Councils Event and Visitor Services Supervisor to update the Narrandera Shire Australia Day Planning Committee Members with the acts to perform at the Narrandera Australia Day Ceremony.

Narrandera Shire Australia Day Planning Committee to advise on songs to be performed during the ceremony.

Program Songs

1. Advance Australia Fair to be sung twice during program as per requirements for citizenship ceremony.
2. Remainder of songs in the program to be determined by Renee Galvin and Narrandera Choir.

.CARRIED

6.4 APPROVE DRAFT AUSTRALIA DAY CEREMONY PROGRAM

COMMITTEE RESOLUTION

Moved: Cr Neville Kschenka

Seconded: Ms Beryl Brain

Narrandera Shire Australia Day Planning Committee to approve draft Australia Day Ceremony Program.

Narrandera Shire Australia Day Planning Committee approved draft Australia Day program as provided by Councils Events and Visitor Services Supervisor.

CARRIED

7 GENERAL BUSINESS

Run Sheet - Committee to be provided copy of Australia Day Awards Ceremony Run Sheet

Colouring in Competition – Update on Award & Prize Winners.

8 CORRESPONDENCE

Nil

9 NEXT MEETING

TBC

10 MEETING CLOSE

The Meeting closed at 6:05pm.

The Australia Day Planning Committee minutes were confirmed by the Chair 9 August 2019.



.....
CHAIRPERSON

13.2 MINUTES - NARRANDERA - LEETON SHIRE COUNCILS JOINT AIRPORT MANAGEMENT COMMITTEE - 19 JULY 2019

Document ID: 428281

Author: Administration Officer

Authoriser: Deputy General Manager Infrastructure

Attachments: 1. Narrandera - Leeton Shire Councils Joint Airport Management Committee Minutes - 19 July 2019

RECOMMENDATION

1. That Council receive and note the Minutes of the Narrandera - Leeton Shire Councils Joint Airport Management Committee held on Friday 19 July 2019.

**MINUTES OF NARRANDERA SHIRE COUNCIL
NARRANDERA - LEETON SHIRE COUNCILS JOINT AIRPORT MANAGEMENT
COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON FRIDAY, 19 JULY 2019 AT 1PM**

1 PRESENT

Cr Jenny Clarke OAM, GM George Cowan, EDM Peter Dale, Leeton - Cr Paul Smith, Leeton - Cr Tony Reneker, Leeton - EDM Monica Armanini, Leeton - DEE Peter Keane, Minute Taker Andrew Pearson, Observer Bruce McBean

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr - Leeton Paul Smith
Seconded: Cr - Leeton Tony Reneker

That apologies from Cr Neville Kschenka, Cr David Fahey OAM, DGMI Julian Geddes, Leeton - GM Jackie Kruger, Leeton - Cr Mayor Maytom Paul be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr - Leeton Paul Smith
Seconded: Cr - Leeton Tony Reneker

That the minutes of the Narrandera - Leeton Shire Councils Joint Airport Management Committee held on 9 April 2019 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS

6.1 NARRANDERA - LEETON AIRPORT TOURISM INITIATIVES

COMMITTEE RESOLUTION

Moved: Cr - Leeton Tony Reneker

Seconded: Cr - Leeton Paul Smith

1. That the Committee endorse the initiatives outlined in this report to increase presence of Narrandera and Leeton tourism at the Airport.
2. That funding for this proposal is on a shared 50:50 arrangement between both Councils.

CARRIED

The purpose of this report was to outline the initiatives proposed to increase presence of Narrandera and Leeton tourism at the Airport.

It was outlined that the airport is a major gateway into our region; and an ultimate aim to increase the passengers experience and the creation of an airport experience in relation to tourism. The airport is said to be the first and the last representative of the destination for air travellers, the creation of an effective experience in relation to tourism in the airport space can potentially enhance the connection between the traveller/tourist, airport, and destination, thereby contributing to their willingness to return and promoting growth for both the airport and tourism industries.

Discussion focussed on possible locations which included:

- Outdoor Areas including; orange rendered wall, fencing between terminal and tar mac and the wall facing airport car park area
- Inside Terminal including; door windows, unused doors, window panels, seating area and brochure area
- Airport Driveway Entry and Roundabout including; sides of the entry driveway and grassed roundabout area

Tourism Collateral Ideas for locations

- Orange Rendered Wall
 - NSC to source backing board to be mounted with aluminium edging for sign to slot into place – able to be removed and updated as needed for future upgrade of imagery
- Door and Windows
 - Two different designs for installation on two doors
 - Perforated signage– vinyl easy peel and stick application
 - Full Colour
 - No visual issues for safety reasons

- Two Coffee tables to be placed in seating area – Narrandera Tourism collateral (brochure, new resident information, bike and hike information) and Leeton tourism collateral

Design Concepts

Narrandera

Narrandera Tourism branding concepts aim to make Narrandera welcoming and inclusive; concept to create experiences via branding and imagery.

- 4 different designs (2 window dimensions, 2 door dimensions)
- Branding - Imagery (Banner concepts)
 - Friendly and Fun
 - Beautiful and Relaxed
 - Progressive and Strong
 - Welcoming and Safe

Leeton

Use of signage for event promotion – examples of Art Deco advertising, banners for shire promotion – Leeton branding and imagery

Consultation

- Investigation into processes for installing items at the Airport
- Meet with Airport staff and discuss locations and ideas of Narrandera and Leeton Tourism presence within the terminal and the outside of the terminal building
- Engage a graphic designers
- Consultation between Narrandera and Leeton Shire Council Marketing and Tourism representatives
- Recently a trial was undertaken within the terminal to advertise the Leeton Art Deco festival with signage receiving positive comments from passengers. It is felt that this style of signage would further enhance events such as the Narrandera Rod Run, Rockin' on East, John O'Brien Festival and Sun Rice Festival.

Future Plans

- Banners – entry to Airport. Use of current Narrandera branding banners, and Leeton Shire banners
- Banner poles - investigating cost of installation and manufacture
- Signage side of building and signage fencing entering tar mac (Welcome sign)

The Narrandera – Leeton Airport Management Committee were in favour of the proposals outlined and agreed that funding for this proposal be on a shared 50:50 arrangement between both Councils.

6.2 REVIEW OF OPERATIONAL AND CAPITAL WORKS 2018/19.

COMMITTEE RESOLUTION

Moved: Cr - Leeton Paul Smith

Seconded: GM George Cowan

1. That this item is received and the information noted.
2. That Landing Fee Weight Charges be removed from Council's 2019/20 fees and charges schedule.

CARRIED

The Narrandera – Leeton Airport Management Committee considered a report on operational and capital works for the year ending 30 June 2019.

Operational Expenses \$200,700 (As of 30 June 2019 \$191,420.92 expended)

Income generated was as follows:

- Regional Express landing fees \$92,967
- Hanger Rentals \$8,324
- Landing Fee Weight Charges \$398

A saving in operational expenses occurred through less mowing being required through summer of the airside movement area due to the ongoing drought conditions. Another saving has been in electricity costs through the conversion of the runway lighting to LED.

Capital Expenses \$35,000 (As or 30 June 2019 \$33,870.51 expended)

A cost breakdown summary is as follows:

<u>ITEM.</u>	<u>BUDGET.</u>	<u>EXPENDITURE.</u>
Provision of additional CCTV security cameras.	\$15,000	\$14,335.06
Provision of apron flood lighting.	\$15,000	\$14,990.00
Provision of emergency generator.	\$5,000	\$4,545.45
	\$35,000	\$33,870.51

During discusison it was pointed out that the time taking in processing the landing fee weight charges was greater then the actual income generated. After further discussion it was agreed to waive landing fee weight charges.

6.3 GRANT FUNDING OPPORTUNITIES.

COMMITTEE RESOLUTION

Moved: Cr - Leeton Paul Smith

Seconded: DEE – Leeton Peter Keane i

That this item is received and the information noted.

CARRIED

The Narrandera – Leeton Airport Management Committee considered a report on possible grant funding opportunities in relation to ongoing Airport improvements.

Whilst the guidelines have yet to be released the purpose of this report was to update the Narrandera – Leeton Airport Management Committee on what is being proposed. It is proposed to keep the grant applications realistic, achievable and relevant to current and future regular passenger transport and general aviation operations.

<u>ITEM.</u>	<u>PROPOSED.</u>	<u>REFERENCE.</u>
SEALED RUNWAY 14/32	Runway reseal 2019/20 & Pavement rehabilitation to accommodate larger aircraft	Identified in 2017, 2018 Annual Technical Inspection & by CASA December 2018.
TAXIWAY & APRON AREAS	Reseal 2020/21.	Identified in 2017, 2018 Annual Technical Inspection & by CASA December 2018. (Possibly may be bought forward to 2019/20 subject to grant funding).
APRON FLOOD LIGHTING	Provision of additional 2-3 flood lights to further illuminate the apron areas & improve security.	Identified in 2017, 2018 Annual Technical Inspection & by CASA December 2018.
PRIMARY WIND INDICATOR (WINDSOCK)	Renewal of PWI to current standards & LED illumination.	Identified as a future planning requirement. Currently CASA permit 'grand fathering' arrangements until replacement occurs.
TERMINAL REDEVELOPMENT	Design of screened & unscreened areas along with office space and restrict ingress/egress points.	Identified as a future planning requirement.
FLOODGATES	Replacement of two existing flood gates including pipework.	Existing pipework is fractured and leaks during periods of flood activity.

Potentially there are other funding opportunities which could be considered subject to meeting the funding guidelines however as stated earlier in this report what is being proposed is considered realistic, achievable and relevant to current and future regular passenger transport and general aviation operations.

6.4 AIRPORT SECURITY SCREENING

COMMITTEE RESOLUTION

Moved: Cr - Leeton Tony Reneker

Seconded: Cr - Leeton Paul Smith

That this item is received and the information noted.

CARRIED

The purpose of this report was to update the Narrandera – Leeton Airport Management Committee in relation to airport security screening.

Both Councils were concerned of recent media reports that new security screening costs could devastate regional air travel.

Under current transport security arrangements Narrandera – Leeton Airport remains a category six airport. Characteristics of a category six airport include:

Serviced by aircraft with a MTOW of at least 5,700kg but less than 20,000kg that are undertaking open charter and RPT flights. These air services are not required to undergo security screening, except in the instance of increased threat specifically or to the network.

The Department of Home Affairs will not release which airports will be affected by the new security measures. Airports will be assessed as to the need for security, taking into account the routes and passenger numbers.

The department have advised that it will be a risk rating system and they do not want to highlight those they consider to be of lowest risk, as by doing so will essentially make them high risk.

The amount of increased security introduced at various regional airports is likely to vary there may be a lot, some, minor measures or no additional measures. The Department of Home Affairs have said it will contact airports affected but would not say over what time period. As yet no correspondence has been received by Council from the Department of Home Affairs in relation to Narrandera – Leeton Airport.

Proposed changes to airports required to implement screening will include the use of advanced x ray equipment with capability to detect explosives and other threats. Body scanners will also replace walk through metal detectors at almost all security screened airports.

A recent media statement from Regional Express (Rex) said the response to terrorist threats must be balanced. “For example, smaller regional aircraft carry fewer passengers than most buses and it would be senseless to enforce screening on the former while leaving vulnerable the tens of thousands of buses plying the streets each day”.

It is considered pertinent to note three things in relation to Regional Express and potential security screening implementation at Narrandera – Leeton Airport being:

1. Potentially Griffith Airport in the future will have full passenger screening due to passenger numbers yet the Narrandera – Leeton ‘leg’ of the route may not. What effect this may have on passenger numbers at Narrandera – Leeton remains an unknown at this stage.

2. Under the current community fare agreement both Councils have agreed to not charge Regional Express for any airport security screening if Rex's services do not require such screening and the screening is brought about by another carrier that legally requires screening under the regulations.

3. Previously Regional Express have been in dispute with other airports in relation to security screening, Dubbo City Regional Airport being an example when Regional Express operations currently remain under the trigger point for screening.

In conclusion it appears evident that at some stage revised screening practices will need to be implemented at Narrandera – Leeton Airport however to what extent is an unknown until the Department of Home Affairs release updated requirements for category six airports. As stated earlier in this report there may be a lot, some, minor measures or no additional measures required at Narrandera – Leeton Airport.

6.5 RISK MANAGEMENT

COMMITTEE RESOLUTION

Moved: Cr - Leeton Tony Reneker

Seconded: Cr - Leeton Paul Smith

That this item is received and the information noted.

CARRIED

The purpose of this report was to provide an update on identified risks and mitigation strategies to management these risks.

Both Councils remain committed to the identification, elimination or reduction of risks associated with hazards that arise as far as reasonably practicable at Narrandera – Leeton Airport.

The following key risks have been identified:

NO.	RISK.	INHERENT RISK	MITIGATION STRATEGY	RESIDUAL RISK	TASK
1	Non-compliance with Manual of Standards.	Severe	Annual training & review of MOS, ATI, Lighting & OLS survey.	Moderate	Annual review & training
2	Non-compliance with Aviation Transport Security Act & Regs.	Severe	Review program annually.	Moderate	Review program annually.
3	Reliance on one airline servicing the area. (>90% of income)	Severe	Consideration to enticing other airline/s.	Severe	Council to consider opportunities to attract other airline/s as demand increases.

4	Increased costs.	Severe	Include in Asset management and long term financial plan and budget. Increase budget for additional costs.	Severe	Include increased operating costs in budget.
5	Wildlife and vermin creating safety concern.	Severe	Kangaroos, foxes, hares – upgrade perimeter fence. Ability to cull.	Moderate	Cull as required.
6	Aircraft landing without notice.	Severe	Increase CCTV coverage to include runways & monitor.	Major	Increase CCTV coverage.
7	Ponding on runway – pavement deterioration.	Severe	Repair pavement deformations ASAP on runway.	Moderate	Repair pavement deformations on runway.

Other critical risk examples whilst not directly related to the Airport include flooding of the Murrumbidgee River and its tributaries restricts access to the airport from both towns. Another example could be an accident on Main Road 80 restricting access to the Airport for a period of time.

The Narrandera – Leeton Airport Management Committee were advised that one of the outcomes of the risk assessment process is the determination of critical assets. Critical assets are specific assets which have a high consequence of failure but not necessarily a high likelihood of failure. By identifying critical assets and critical failure modes, Council can appropriately target and refine inspection regimes, maintenance plans and capital expenditure plans.

CRITICAL ASSETS.	CRITICAL FAILURE MODE.	TREATMENT PLAN.
Airport Terminal.	Failure of runway lighting.	Continue with regular inspections, purchase and keep spare equipment to allow for immediate changeover.
	Fire.	Negotiate with Aero Club for the use of their hanger in the event that the main terminal is damaged lost to fire.
	Loss of communications and weather reporting.	Ensure that all persons know the contact details for the maintenance contractors for communication systems. Train staff in maintaining these systems in the event the contractors are not available.
	Power failure.	Backup generator is checked and serviced weekly. Ensure adequate fuel levels in generator.

Council staff will continue to develop, review and update these risk areas as required.

6.6 NON AVIATION RECREATIONAL ACTIVITIES

COMMITTEE RESOLUTION

Moved: Leeton - Cr Paul Smith

Seconded: GM George Cowan

That this item is received and the information noted.

CARRIED

At the last meeting of the Narrandera – Leeton Airport Management Committee there was some general discussion on the viability of drag racing being held at the Airport.

The purpose of this report is to not revisit previous CASA and now Department of Home Affairs requirements but to summarise primary reasons why registered airports (Cootamundra, Ballarat) as an example are able to stage such events and why it is not possible to stage such events at certified, security controlled airports such as Narrandera – Leeton Airport.

In summary, the primary reasons why it was necessary to cease non-aviation activities at the Narrandera – Leeton Airport in the early 2000's (aside from relevant legislative requirements) were as follows:-

1. The Airport is a security controlled airport where part of the compliance is those that traverse airside must either have an Aviation Security Identification Card (ASIC) and or be accompanied by an ASIC holder and display a Visitors Identification Card (VIC). Failure to do so is in breach of the Australian Transport Security Regulations. (These requirements do not apply to registered airports such as Cootamundra & Ballarat)
2. Supervision, whilst it is easy to say “nothing will happen” it is a known fact that there are disgruntled individuals within NSW and Australia. Council staff is continually reminded at aviation security training sessions that small airfield's such as Narrandera – Leeton are targets for improvised explosive devices, crackers and bomb hoax in uncontrolled areas.

Council is extremely concerned that devices such as this could be left in uncontrolled areas potentially targeting a Regional Express flight and or an attempt to get such a device through an unscreened Airport into Kingsford Smith Airport.

3. Both CASA and Department of Home Affairs have questioned Council staff previously and continue to do so that the security logistics of staging non-aviation activities at a security controlled airport are not viable.
4. When the events were being held in the 1990's and early 2000's both CASA and Department of Home Affairs insisted on the airfield being clear of non-aviation activity two hours prior to an incoming Regular Passenger Transport flight.

As an example the usual Sunday afternoon Regional Express flight is scheduled for 15:30hrs meaning non aviation events would need to cease no later than 13:30hrs.

This does not leave a lot of time for Council staff to clear the airfield, undertake necessary safety and security checks to ensure the airfield is safe to return to normal aviation activities.

5. When drag racing events were previously held and the airfield formally closed, pilots were still in the circuit flying and in some cases landing which is a serious breach in itself notwithstanding safety to those already airside.
6. Council remains of the opinion that the infrastructure of the runway and markings are adversely affected by the staging of such events. From previous events there has been significant "skid" marks and critical pavement markings have required immediate remarking prior to aviation activity resuming because they have been left covered in "specs" of fine rubber.
7. As both Councils would be aware significant capital works have occurred (runway lighting) and future works planned commencing in 2019/20. Council remains concerned of the potential damage to these assets and who is liable for repair. An incident would require immediate rectification works and the likelihood of the airport being closed for a period of time thus disrupting RPT services until the damage can be rectified.

In conclusion both Councils consider it pertinent to note that the aviation security environment continues to tighten and further changes are forecast possibly as early as later this year.

Both Councils also believe that it is in the best interests of the communities they serve that regular passenger transport continues to be the priority.

6.7 GENERAL BUSINESS

COMMITTEE RESOLUTION

Moved: Cr - Leeton Paul Smith

Seconded: Cr - Leeton Tony Reneker

That this item is received and the information noted.

CARRIED

NSC General Manager expressed concern at the meeting over the reporting of Prime local news continued negative reporting towards the Regional Express recent safety investigation. After further discussion it was agreed that both Councils support Regional Express with positive media highlighting the importance of the service they provide to the Narrandera and Leeton communities.

It was also agreed that an approach be made to Regional Express for both Councils to visit their Wagga Wagga site for ongoing discussions in relation to Narrandera – Leeton Airport.

7 GENERAL BUSINESS

Nil

8 CORRESPONDENCE

Nil

9 NEXT MEETING

TBC tentatively planned for mid October 2019

10 MEETING CLOSE

The Meeting closed at 1.50pm.

The minutes of this meeting were confirmed at the Narrandera - Leeton Shire Councils Joint Airport Management Committee held on:

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CHAIRPERSON

13.3 MINUTES - ECONOMIC TASKFORCE (OPEN) 22 JULY**Document ID:** 427828**Author:** Executive Assistant**Authoriser:** General Manager**Theme:** Our Economy**Attachments:**

1. 2019-08-20 Economic Taskforce MINUTES 22 July 2019.pdf [↓](#)
2. 2019-08-20 Economic Development Strategy (Open) 24 July.docx [↓](#)

RECOMMENDATION

That Council receive and note the Minutes of the Economic Taskforce Committee meeting held 22 July 2019, together with the updated Economic Development Strategy (non-confidential).

RECOMMENDATION

That Council receive and note the Minutes of the Economic Taskforce Committee meeting held 22 July 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, 22 JULY 2019 AT 10.30AM**

Commenced at 10.43am

1 PRESENT

Cr Neville Kschenka, Cr David Fahey OAM, Cr Jenny Clarke OAM, GM George Cowan, EDM Peter Dale, Minute Taker Vicki Maher

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr David Fahey OAM

Seconded: Cr Neville Kschenka

That apologies from Cr Kevin Morris be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

At this point 10.46am, Cr Clarke joined the meeting.

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr David Fahey OAM

Seconded: Cr Neville Kschenka

That the minutes of the Economic Taskforce Committee held on 24 June 2019 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

- Taxi Service is operating again.
- GM and EDM have met twice with Mr Marc Flemming; Manager of Coles Narrandera Supermarket
- Secured Box at Brewery Flat Camping Area continues to be reviewed to also include Narrandera Shire Information Bags that can be purchased at the Visitor Information Centre and Gillenbah Caltex for passing Visitors and truck drivers.

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

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That the Economic Taskforce Committee:

1. Receive, note, and discuss listed projects.
2. Endorse items written in **Blue** within the Economic Development Strategy, 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

7 GENERAL BUSINESS**7.1 HAZELNUT SITE VISITS****RECOMMENDATION**

That the EDM liaise with managers of Glendale and Agri Australis and arrange Councillors Site Visits.

7.2 GREEN WASTE**RECOMMENDATION**

That the EDM research possibilities for recycling of Green Waste deposited at the Narrandera Waste Depot and the options of selling to an established business, such as Visi, for Composting.

Discussion on:

- Banner Poles at the entrances to Grong Grong.
- Times for the Loading Zone in the middle block of East Street being extended to match other Loading Zones.

8 CORRESPONDENCE

Nil

9 NEXT MEETING

Monday 26 August 2019 – 10.30am – Council Chambers

10 MEETING CLOSE

The Meeting closed at 11.45am

The minutes of this meeting were confirmed at the Economic Taskforce Committee held on 23 September 2019.

.....
CHAIRPERSON

Unconfirmed

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 website.	Economic Development Department has contributed to planning of Council's Website upgrade. Economic Development Strategy on Website. REX Community fare on website

Strategies		Key Actions		Progress
1.2	Continue to build partnerships and strategic alliances	1.2.1	Strengthen relationships with Government Agencies, regional organisations and service providers through: <ul style="list-style-type: none"> Active participation in regional programs, forums and workshops. Briefing and updating these organisations on the Shire's needs and priorities. Advocating strongly for improved facilities, infrastructure and services. Ensuring that the Shire's priorities and projects are recognised in regional plans and strategies. 	<ul style="list-style-type: none"> ED participates in RDA Riverina forums, RAMROC, Destination Riverina Murray and Thrive meetings. EDM attended Economic Development Officers Forum in Temora-27/9. Various speakers and networking. Shire's priorities contained in Western Riverina Regional Economic Development Strategy (REDS) officially completed as at February 2019. Council facilitated Bee Forum to address issues arising from any accidents and emergencies on our region's roads involving the transportation of live bees with the aim of identifying gaps, finding solutions and increasing preparedness. Forum formulates and endorses a 3 point action plan for positive outcome.
		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 organisations	1.3.1	Build knowledge and understanding of local economic sectors and businesses, including organising a program of industry briefings and tours for Councillors and Council staff.	Ongoing
		1.3.2	Encourage and facilitate opportunities for professional development, networking and innovation.	EDM attends Narrandera Business Group. Recent meetings cancelled.
		1.3.3	Establish effective networks and communication channels.	Bi monthly newsletter for business prepared and circulated by EDM since start of 2019.
		1.3.4	Support business groups and networks.	Ongoing
		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.

Strategies		Key Actions		Progress
				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.	Council agrees on style, wording and location of 6 new town entry sign at its 18 June 2019 meeting.
		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 and newsletter.
		1.4.3	Build the Shire's digital presence, including launching a new Council website, embracing social media and capitalising on opportunities provided by third party data bases, websites and apps.	Development of Council website underway. EDO is on development team. Partnership with BEC for a digital and online marketing workshop on 6 December 2018. Review Federal Government's National Digital Economy Strategy released Dec 2018 titled "Australia's Tech Future". Review Federal Government Small Business Digital taskforce Report March 2018. Review Business Listings category for new website
		1.4.4	Effectively market and promote the Shire, to raise its profile and increase awareness of its strengths, assets and opportunities.	Ongoing
		1.4.5	Encourage the community to be advocates for the Shire, including speaking about the positives.	Ongoing
		1.4.6	Re-develop the Narrandera Visitor Information Centre as focal point for both tourism and economic development.	Awaiting response from 'Playground on the Murrumbidgee' NSW State Funding application

✓ 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.	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 July 2019.
		2.1.2	Develop attractive gateway arrival points and entry corridor to the Shire, Narrandera and villages.	Refer 1.4.1 for Town entry signage
		2.1.3	Improve the presentation of the Shire's industrial areas.	Ongoing
2.2	Enhance lifestyle	2.2.1	Continue to improve and expand recreation, sporting and leisure facilities within the Shire.	Ongoing
		2.2.2	Develop and diversify arts and cultural activities.	Ongoing
		2.2.3	Continue to develop and promote a dynamic and vibrant program of events and activities.	Express support for possible future Annual General Meeting of NSW National Party in Narrandera in 2020.
2.3	Advocate for the retention and expansion of facilities and services	2.3.1	Advocate for improved child care, health care, aged care and social assistance facilities and services within the Shire.	Preparing for Health Alliance meeting to bring together primary health and aged care and associated agencies in Narrandera Shire. EDM to meet with Dr Romeo who is unavailable until end of July 2019.
		2.3.2	Ensure that facilities and services have the capacity to support 'aging in place'.	Strategy included in Western Riverina REDS.
		2.3.3	Explore options / advocate for improved education outcomes within the Shire, including the re-opening of the Grong Grong Public School (if warranted), and the redevelopment of the TAFE campus as a ONE TAFE Flexible Learning Centre.	The Grong Grong School Building was sold in 2017.
2.4	Encourage and support opportunities for community development	2.4.1	Explore opportunities for providing information, activities and programs that will help new residents and people on temporary work visas assimilate into the community.	Liaise with RDA skilled migration unit. EDM attended multicultural meeting in Leeton with all relevant agencies present to evaluate what services might be available to Narrandera residents as an outreach service. Focus on migrants and refugees.
		2.4.2	Continue to support activities (eg events, sport, creative arts etc) that encourage engagement and	Easter Rod Run and Shown N Shine a huge success. Council de-brief held with external group debrief to

Strategies		Key Actions		Progress
			social inclusion and build pride in, and commitment to, the local community.	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.	Easter Rod Run and Shown N Shine a huge success. Council de-brief held with external group debrief to follow.

Initiative 3: Economic Growth and Diversification

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

Strategies		Key Actions		Progress
3.1	Encourage and nurture business start-ups	3.1.1	Provide access to information and business advisory services.	<ul style="list-style-type: none"> Negotiating with Services NSW for development of a service centre in CBD of Narrandera. Site in Twynam St under consideration, plans provided by Service NSW Valuer for operational requirements. Building assessment and costings completed for suitability for purpose. Indicative rent to be advised to Service NSW when scope of works agreed between parties. Draft lease received from Service NSW-under review by staff. Lease signed, building renovations almost complete and fit out as at 19 June 2019.

Strategies		Key Actions		Progress
		3.1.2	Assess feasibility of hosting business start-up events to link people with business ideas to business advisory and support services (eg Many Rivers, BEC etc).	Discussions commenced with Narrandera Business Group in preparation for Small Business Month October 2019.
3.2	Support and nurture existing businesses	3.2.1	Provide access to information, advice and leverage opportunities for information sharing.	Distribute information cards for NSW Business Connect eg through Business Group and at NSC front counter
		3.2.2	Encourage and support 'buy local' initiatives.	Installation of new RVM at Narrandera Landfill will provide vouchers redeemable at Coles Narrandera.
		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.
		3.2.4	Facilitate opportunities for professional development, networking and innovation.	<ul style="list-style-type: none"> Site at landfill confirmed as suitable for 4- point RVM kiosk. Site plans prepared and execution of licence agreement with Tomra/Cleanaway completed by Council. Site plans and construction plan and power supply design commenced. Partnership with Tomra/Cleanaway and Council to mount a display in the Exhibition Hall at Narrandera Show on 7 September. This display will inform the public of the operational and container deposit requirements for the RVM
		3.2.5	Identify training programs and resources available on-line from Government Agencies and training providers and provide links to these from the Economic Development page of Council's website.	Local Government NSW sponsors Inclusive Tourism: Economic Opportunities. A new online learning course now available to explain how you can better service this market. VIC staff to undertake.
		3.2.6	Raise the profile of local businesses by providing opportunities to showcase, market and promote businesses products and services.	Ongoing
		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

Strategies		Key Actions		Progress
				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 Some progress statements removed from the NON-Confidential Version...
		3.2.10	Encourage and assist businesses to prepare for the NBN and embrace digital / on-line business and marketing opportunities.	<ul style="list-style-type: none"> Local businesses were offered the opportunity to attend Digital Ready Course and free face to face merchandising consult during 2017. GM provide report on meeting with NBN. Met with Field Solutions personnel together with NSC IT personnel to discuss range of their alternative telecommunications and digital services. Partner with BEC Small Business Advisory Service to present a Digital and Online Marketing workshop on 6 December.
		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. 	<p>Sandigo Solar farm. 2018-01-30 – Developers have met with Council on the proposal. Sandigo or Avonlie Solar project, an initiative of Renewable Energy Systems (RES), was explained during community consultation sessions. RES has proposed a \$250,000 community fund component as one of its initiatives. This proposal is currently being reviewed by staff. Avonlie scheduled to provide notice to proceed in March 2019 with commercial operation May 2020.</p>
			<ul style="list-style-type: none"> Continue to advocate for water security. 	Ongoing
			<ul style="list-style-type: none"> Encourage and support adoption of new activities and technologies, sustainable land management 	EV fast charger installed January 2019

Strategies		Key Actions		Progress
			<p>practices, and innovative business models.</p> <ul style="list-style-type: none"> Advocate for and assist producers to develop strategies to address labour and skills shortages and develop the local workforce. 	<p>EDM attended Workforce Futures Forum presented by RDA Riverina in Griffith on 10 May. Piggery Forum held in Narrandera addressed by industry experts on 30 August. 45 people present. Explore possible opportunities for the pig industry resulting from the African Swine Fever sweeping China and other Asian countries.</p>
			<ul style="list-style-type: none"> Explore opportunities for and encourage development of new processing and value-adding opportunities and utilisation of waste products. 	Ongoing
		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. 	<p>Some progress statements removed from the NON-Confidential Version...</p> <p>Meet with Manager Narrandera Fisheries and establish partnership arrangement for development of large inland fish aquarium at proposed Narrandera Destination and Discovery Hub. Narrandera Fisheries selected as safe facility to relocate distressed Murray Cod and other species transferred from other environments under stress as a result of the drought.</p>
		3.3.3	Retail & Wholesale	
			<ul style="list-style-type: none"> Position and promote Narrandera as a lifestyle centre. 	Magazine launched on 24 May 2019 and targeted distribution by Council to strategic individuals and organisations commenced.
			<ul style="list-style-type: none"> Encourage and facilitate training (customer service, merchandise display, e.commerce etc) 	Ongoing
			<ul style="list-style-type: none"> Encourage development of and participation in cooperative marketing and promotional campaigns. 	Invited Griffith, Leeton and Lockhart to send brochures with staff to Adelaide for Caravan and Camping Expo. New Country Change promotion by RDA is imminent.

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. 	Ongoing
			<ul style="list-style-type: none"> Continue to improve infrastructure, facilities and services for visitors 	Awaiting outcome of 'Playground on the Murrumbidgee' funding application under NSW funding program.
			<ul style="list-style-type: none"> Update and improve information and promotional collateral. 	<ul style="list-style-type: none"> Ongoing
			<ul style="list-style-type: none"> Effectively market and promote the Shire, including implementing the branding strategy and expanding the Shire's on-line presence and capitalising on digital and social media opportunities. 	<ul style="list-style-type: none"> Ongoing
		3.3.5	Transport and Logistics	
			<ul style="list-style-type: none"> Leverage off Narrandera's strategic location to position and develop the Shire as a road transport hub. 	<ul style="list-style-type: none"> Ongoing
		3.3.6	Health Care & Social Assistance	
			<ul style="list-style-type: none"> Advocate for continued improvements in health, aged care and social assistance services, programs and facilities. 	<ul style="list-style-type: none"> Communicate with local health sector agencies to seek support for program initiated by the Gwydir Health Alliance. Proposal is to convene a meeting in Narrandera to form a local health alliance. Little indication of support and limited response to petition aimed at bringing shortages of rural doctors to the attention of Government. Plan for Health Alliance meeting after Easter 2019 break. Meet with Dr Romeo, obtain feedback from RAMJO Health Group to prepare for possible meeting in June/July.
3.4	Target and attract new businesses and activities	3.4.1	Investigate possible investment attraction incentives and formulate an Economic Development Assistance Policy that articulates the support that Council can offer new businesses and investors.	Red Hill Industrial Land for Sale Policy ES270 amended. EDM attends Direct Foreign Investment Training in Sydney presented by Andreas Dressler an international identity, formerly with KPMG for 23 years, who has extensive experience representing countries and large corporations seeking foreign

Strategies		Key Actions	Progress
			investment opportunities. Arranged by DPC.
		3.4.2 Produce information and promotional collateral – in both digital and print formats.	See above – collateral: Industry Prospectus, Redhill Prospectus, Lifestyle Insert, 4 Redhill Videos, billboard sign, Land For Sale signs.
		3.4.3 Participate in forums, expos, trade missions etc that have the potential to bring new businesses / investment into the Shire.	Ongoing EDM attends Direct Foreign Investment training in Sydney in March organised by DPC. Program emphasises the importance of thoroughly developing and communicating Narrandera's value proposition. Local forum organised July 2019 for hospitality/accommodation sector to exchange information and learn of assistance available through Destination NSW to attract conferences to Narrandera. Facilitated Bee Forum 17/7/19. Ref 1.2.1
		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. ARENA response from Alison Wiltshire, Director Business Development by phone 12/7/19 advising that

Strategies		Key Actions		Progress
		3.4.6	Market the Shire’s strengths, assets and opportunities.	this is not an issue for ARENA and we should contact Clean Energy Council and possibly Minister Taylor. 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

Strategies		Key Actions		Progress
		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.	have listed Red Hill Industrial Estate for sale. Under consideration.
		4.2.5	Advocate for Government Funding to assist in providing enabling infrastructure to facilitate subdivision and development.	ED Dept contributed to successful submission re Truckwash under Fixing Country Truckwash Grant.
4.3	Ensure that the power supply can accommodate growth	4.3.1	Advocate for on-going improvements in the power supply in Narrandera Shire.	Consideration being given as a component of the Smart Cities funding program.
		4.3.2	Advocate for and assist local businesses access grant funds for 'last mile' infrastructure.	For consideration
		4.3.3	Support the development of renewable / green energy producers within the Shire.	Ongoing
4.4	Improve telecommunications	4.4.1	Develop and implement a Digital Strategy in consultation with industry and community groups.	Monitor development of National Digital Strategy for compatibility. National Digital Strategy released December 2018. Under review.
4.5	Increase the capacity of the road network in the Shire to accommodate increased truck movements and higher productivity vehicles	4.5.1	Develop a Road Improvement Strategy, identifying strategically important production and freight routes within and through the Shire and the works required to remove 'pinch points' and expand capacity to accommodate HPVs.	Flood-proofing of Sturt Hwy at Gillenbah included in Regional Economic Development Strategy for Western Riverina.
		4.5.2	Advocate for the Shire's road needs to be included in regional and State freight and transport strategies.	Refer Draft NSW Ports and Freight Plan and Western Riverina REDS.
		4.5.3	Advocate for and seek funding to upgrade and maintain strategically important roads.	As above. Brought to attention of Federal Minister for Local Government the Hon Dr John McVeigh at a RAMROC Councils meeting held in Albury on 15 May
4.6	Provide infrastructure and facilities 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	4.7.1	Advocate for ongoing improvements to the Hay	ARTC proposing to improve the line to accommodate

Strategies		Key Actions		Progress
	improve rail infrastructure		Branch line (Junee through to Griffith via Narrandera), taking the line from Class C to Class A to facilitate longer and heavier trains.	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.	<p>Ongoing. Refer Western Riverina REDS.</p> <p>EDM and GM attend National Supply Chain Freight and Logistics Strategy Scenario Planning workshop in Griffith on 9 Oct. Meet with Hermione Parsons of Deakin University do discuss possibility of future alternative study for Narrandera if Lycopodium study unable to be used.</p> <p>Executive summary from Transport NSW received Feb 2019.</p> <p>Localised and independent freight demand study under consideration in partnership with Leeton and Griffith.</p> <p>Consultant engaged and work commenced.</p> <p>Attend Port of Melbourne briefing on 15 April in Wagga. PoM announces \$300 million investment on Melbourne Port to bring 4 dual rail sidings onto the dock each to accommodate 600m trains that will be deconstructed from longer trains at outlying intermodals. This eliminates 'last mile' transfer costs from train to truck.</p>
4.8	Plan for freight infrastructure to meet growing demand	4.8.1	Liase with local producers (eg Agri Australis, Proten, Grants Sawmilling, Hutchins Bros Engineering) to determine likely future freight transport requirements.	<p>Discussions with Patersons transport re local/regional freight task.</p> <p>Consider in context of Lycopodium report. Document remains confidential to Council.</p>
		4.8.2	Advocate to have the Narrandera-Tocumwal rail corridor recognised as strategic infrastructure and protected and preserved for future use.	<p>Ongoing</p> <p>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</p>

Strategies		Key Actions		Progress
				<p>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.</p> <p>Council to consider and review Executive Summary of the report that can be made available to the public, received Feb 2019.</p> <p>Independent freight demand study commenced in light of final Executive Summary received from NSW Transport.</p> <p>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.</p>
		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.	<p>Give consideration to future proofing the airport infrastructure with possible aircraft type obsolescence. Potential development opportunity with Wagner Group interest in freight opportunities.</p> <p>Assess potential producers and processors, types of exports and tonnages and frequency of export for advice to Wagners. Advice again provided to Wagners on export task potential from Narrandera-Leeton airport, as at February 2019.</p> <p>John Wagner advised of KPMG study, as advised by DPC.</p>
		4.9.2	Implement the Airport Strategic Plan.	Ongoing
		4.9.3	Build patronage on the route by diversifying the market base – eg through growing the conference,	<p>Venue guide produced in 2017.</p> <p>Community fare agreement negotiated with Rex for</p>

Strategies		Key Actions		Progress
			meetings and events markets.	the benefit of airline commuters out of Narrandera/Leeton Airport. 5 year agreement with Rex commencing 4 October 2018.
4.1 0	Diversify and improve accommodation available in the Shire	4.10.1	Monitor demand for motel and hotel accommodation and, when needed, advocate for the development of new accommodation within the Shire.	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 accommodation hub to service the Narrandera – Leeton area.	EDM attends Workforce Futures Forum in Griffith on 10 May when discussion was held about overall accommodation shortages in the Western Riverina and consideration given to possible strategies to address.
		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	For consideration

Strategies		Key Actions		Progress
			to the Shire (eg retirees, back packers) to address labour shortages, particularly for seasonal work (eg harvesting, picking, truck drivers).	
		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 from TAFE experts.
		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.	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

13.4 MINUTES - PARKS AND GARDENS ADVISORY COMMITTEE - 24 JULY 2019**Document ID: 430018****Author: Administration Officer****Authoriser: Deputy General Manager Infrastructure****Attachments: 1. Parks and Gardens Advisory Committee Minutes - 24 July 2019****RECOMMENDATION**

1. That Council receive and note the Minutes of the Parks and Gardens Advisory Committee held on Wednesday 24 July 2019.



MINUTES

Parks and Gardens Advisory Committee Meeting

24 July 2019

**MINUTES OF NARRANDERA SHIRE COUNCIL
PARKS AND GARDENS ADVISORY COMMITTEE MEETING
HELD AT THE HACC (HOME & COMMUNITY CENTRE) CONFERENCE ROOM
ON WEDNESDAY, 24 JULY 2019 AT 2PM**

1 PRESENT

Cr Jenny Clarke OAM, Mrs Betty Bradney, Mr David Farley, Mr Roger Evans, Mr Julian Geddes, Ms Annette Crowe, Mr Matthew Thornton, Mrs Carol Martin

2 APOLOGIES

Cr Neville Kschenka, Ms Gwen Nielson

COMMITTEE RECOMMENDATION

Moved: Cr Jenny Clarke OAM

Seconded: Mrs Betty Bradney

That apologies from Cr Neville Kschenka and Member Gwen Nielson be received and accepted.

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RECOMMENDATION

Moved: Member David Farley

Seconded: Member Annette Crowe

That the Minutes of the Parks and Gardens Advisory Committee Meeting held on 3 December 2018 be confirmed noting that a discussion regarding the Marie Bashir Park developments had not been documented in the December Minutes.

5 REPORTS

5.1 HANKINSON PARK

COMMITTEE RECOMMENDATION

Moved: Member David Farley

Seconded: Member Annette Crowe

That the Parks and Gardens Advisory Committee discuss plans for Hankinson Park and the following items were discussed:

5.1.1 Mr David Farley advised on the successful application to Stronger Communities Grants Round 2.

5.1.2 Mr David Farley inquired if the approved funding could be used for other small parks as well, but Mr Julian Geddes explained that the scope of the application was only for Hankinson Park and did not cover other areas.

5.1.3 The plan/ sketch was then discussed by the Committee with Member Ms Betty Bradney stating that the sketch looked very busy and needed to be low maintenance. Mrs Carol Martin commenting that the sketch was reflecting what was already on the ground and suggested plantings.

Ms Bradney commented that it was good that the irrigation system had been done but the area needed to be open for mowing with minimal plantings and stated the area needed to be simple and uncluttered with deciduous planting being influenced from further west with smaller leaves.

Member David Farley commented that he had shown the plan to some Committee members and the concept had been agreed at the time of the grant application.

Ms Annette Crowe inquired why the Committee had not been given the chance to provide input into the plan before the application. Mr Roger Evans explained that the grant submission had taken place before the Parks and Gardens Committee had formed.

Ms Annette Crowe suggested a reduction of paving as the paving would create heat issues and also would interrupt the green flow of the garden area.

The Committee agreed that Mr Roger Evans is to provide a planting list for the plan and send the list to the members of the Parks and Gardens Committee and Council.

Discussion over size of Hankinson Park: Mr Roger Evans informed the Committee that the drawing is only the garden area only and any trees or grass areas outside of the drawing are out of the scope of the Project.

Mr David Farley suggested solar lighting and the Committee agreed that the lighting was to be more heritage looking than the lighting in Marie Bashir Park.

5.1.4 Discussion over Hankinson Monument: The Committee discussed the monument options for Hankinson Park including sun dials, living monuments (tree), water features and urns. The Committee agreed that a large Toulouse was a more suitable option with low maintenance and more durable to vandalism. Mr David Farley showed a picture of the Toulouse to the Committee.

The Committee recommend that the Toulouse urn be chosen as a memorial feature in Hankinson Park.

6 GENERAL BUSINESS

6.1 Garden Awards

Cr Jenny Clarke discussed the need for the garden awards to be bought forward to the first week of September with judging to take place on the 9 September 2019. Cr Clarke advised that the judges have already been organised and the Committee agreed that additional media releases should help promote the event. Councils Media Officer will contact Cr Clarke to arrange the media releases.

Mr David Farley suggested that he may be able to approach more businesses to sponsor the event including a possible prize like tickets to Floriade.

COMMITTEE RESOLUTION

Moved: Member Roger Evans

Seconded: Member Annette Crowe

The Committee moved that the garden awards be brought forward to September as it would be a more suitable time of year to conduct the judging.

CARRIED

6.2

Member Betty Bradney complimented Council on the presentation of Marie Bashir Park and also their removal of the front garden beds.

6.3

Member Annette Crowe raised the following items:

6.3.1 Has the damaged power pole near the blue slide been reported. Mr Roger Evans informed the Committee that it had been reported and a written request has also been sent to Essential Energy.

6.3.2 Dripping tap at Marie Bashir Park. Mr Roger Evans explained that tap had been replaced in the park but the tap in the photo must not have been replaced. It will be replaced as soon as possible.

6.3.3 Question why the recent Marie Bashir Park upgrades had not been consulted with the Committee before they took place including items that were not on the Masterplan, but was constructed anyway. Mr Roger Evans informed the Committee that the Committee was not informed at the time of the upgrades and the upgrades were part of the Stronger Communities Grant Round 1 with one additional BBQ area being specifically built for wheelchair access and the other BBQ area for skate park events and parents seating. All projects had been consulted with the public through the design and grant application stage prior to construction.

6.3.4 Potential safety concern over the location of the skate park BBQ and the potential serious injury that a skateboarder could hit their head of the roof of the BBQ. Mr Roger

Evans explained that the probability and likelihood of harm from the scenario was highly unlikely but still will refer the matter to Council WHS officer to investigate.

6.3.5 The western lawn at Marie Bashir park is dead. Mr Roger Evans commented that a new irrigation system had been installed 4 weeks earlier and irrigation will assist with the area greening up.

6.3.6 The traffic in Marie Bashir Park. Mr Roger Evans commented that efforts will be made to lesson the amount of vehicles in the park.

6.4 Mr David Farley informed the Committee of Stage 3 of the Community Building Partnership Grant is now open and the Narrandera Community Friends will be submitting an application for the small parks projects again. Mr David Farley will circulate the plans to the Garden Committee. Mr Julian Geddes suggested that the plan needed to go to Council in August for approval.

6.5 Lake Talbot Entrance: Mr David Farley suggested that the northern side of Lake Talbot entrance should be landscaped similar to the recent works. Mr David Farley to get concept plans draw up.

6.6 The north and south entrance to East Street: Question to install a shopping centre sign at the entrance. Mr Julian Geddes will look into the sign. The flag pole has since been straightened.

6.7 Coles Corner: Ms Betty Bradney commented that the corner of Coles needed to be cleaned more regularly. Staff noted the area was cleaned frequently but servicing of this area had been reduced due to noise complaints.

7 NEXT MEETING

18 September 2019

8 MEETING CLOSE

Meeting Closed at 4:30pm

Hankinson Park

Plants list and map

- 1, pyrus chanticleer 
- 2, weeping cherry (pink) 1.8m or similar 
- 3, perennial bulbs 
- 4, Hydrangea or similar 
- 5, lambs ear or silver carpet or similar 
- 6, Toulouse urn 
- 7, pavers 



13.5 MINUTES - AUDIT RISK IMPROVEMENT - 3 JULY 2019**Document ID: 428830****Author: Senior Customer Service Administration Officer****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: 1. Minutes Audit, Risk and Improvement Committee 2019-07-03****RECOMMENDATION:**

1. That Council receive and note the Minutes from the Audit, Risk and Improvement Committee meeting held on the 3 July 2019.

RECOMMENDATION

That the Council:

1. That the Minutes from the Audit, Risk and Improvement Committee meeting held on the 3 July 2019 be received and noted.

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON WEDNESDAY, 3 JULY 2019 AT 11:12AM**

1 PRESENT

Mr Roger FitzGerald, Cr Narelle Payne, Observer George Cowan, Observer Martin Hiscox, Minute Taker Melissa Gilmour, External Audit (Item 6.2 only) Danielle MacKenzie Crowe Horwath, Eric Nathaniel NSW Audit Office

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald
Seconded: Cr Narelle Payne

That apologies from Observer Keith Coates be received and accepted.

That leave of absence from Cr Wesley Hall and Lawrissa Chan be received and accepted.
CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald
Seconded: Cr Narelle Payne

That the minutes of the Audit, Risk and Improvement Committee held on 12 June 2019 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Matters arising from the minutes of 12 June 2019 remain outstanding, for inclusion in the Committee list of required actions.

6 REPORTS**6.1 AUDIT ACTION PLAN SPREADSHEET****COMMITTEE RESOLUTION**

Moved: Mr Roger FitzGerald

Seconded: Cr Narelle Payne

That the Committee:

1. Review and note the attached combined Action Plan Spreadsheet
2. Acknowledge completed items have been removed from Spread Sheet.
3. Items 2,6,7,14 - Completion dates to be updated from 30/06/2019
4. Item 13 - GM to provide historical data of current status
5. Item 15 – Remove from report – Breach reporting is being undertaken rather than a compliance register
6. Items 16&17 – Remove has been completed
7. Items 32 to 35 – To be Actioned by Records Keeping and not IT, Action to be updated
8. Item 38 to 40 – Completion dates to be updated

CARRIED

6.2 EXTERNAL AUDIT - AUDIT OFFICE/CROWE HORWATH - INTERIM MANAGEMENT LETTER

External audit advised the Committee on outcomes from the interim phase of the 2018-19 financial statements as per the Audit Office draft Interim Management Letter. Low to moderate risk issues include six new control framework issues, such as in regard to business continuity management, and four issues raised in the previous auditing.

The Committee advised that some identified control issues, such as legislative compliance and fraud control, that were already actioned through internal audit and enterprise risk coverage. It would be useful for external audit to take account of the Committee's work in these areas - and vice versa where repeat external audit issues were to have been actioned and where new control frameworks require development. In this respect the Committee looks forward to coordination and ongoing exchanges with External Audit.

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Cr Narelle Payne

That the Audit, Risk & Improvement Committee:

1. Receive and note the financial statement audit interim Management Letter received from Audit Office & Crowe Horwath.

CARRIED

6.3 ARIC DRAFT REPORT 2018-19

The Committee considered a draft report annual report for NAR&IC. Minor input is required for Internal Audit to review the information provided. The Committee is considering a presentation to Council in September, potential for broadening in its membership and updating of its charter later in the year.

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Cr Narelle Payne

That the Committee:

1. Note and review on the ARIC draft report.
2. Internal Auditor update relevant information
3. DGMCC to update with his responses

CARRIED

6.4 NSW AUDIT OFFICE ADVICE - PERFORMANCE AUDIT REPORTS

The Committee requested to continue to be advised by the Audit Office observer and by management where Audit Office performance auditing raises issues of relevance to Narrandera Shire.

COMMITTEE RESOLUTION

Moved: Mr Roger FitzGerald

Seconded: Cr Narelle Payne

That the Audit, Risk & Improvements Committee:

1. Note the Performance Audit Reports

CARRIED

6.5 MODEL CODE OF CONDUCT**COMMITTEE RESOLUTION**

Moved: Mr Roger FitzGerald

Seconded: Cr Narelle Payne

That the Audit, Risk and Improvements Committee:

1. Note and accept the adopted Model Code of Conduct.

CARRIED

George Cowan, Martin Hiscox, Danielle MacKenzie, Eric Nathaniel left the meeting at 11:55am

7 CORRESPONDENCE

8 NEXT MEETING

14 August 2019

9 MEETING CLOSE

The Meeting closed at 12:25pm.

The minutes of this meeting were confirmed at the Audit, Risk and Improvement Committee held on 14 August 2019.

.....
CHAIRPERSON

13.6 MINUTES - GRONG GRONG COMMUNITY - 8 AUGUST 2019**Document ID: 430308****Author: Senior Customer Service Administration Officer****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Community****Attachments: Nil****RECOMMENDATION**

That Council:

1. Receive and note the Minutes of the Grong Grong Community Committee meeting held on Thursday 8 August 2019.
2. Investigate that the Working with Children, National Criminal Check & Employment status are legal requirements by Local Government for volunteers.
 - a) Make an amendment to the form – to add Drivers Licence as an alternative identification.
 - b) Provide an explanation to the Committees request 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.

MINUTES

Grong Grong Community Committee Meeting

8 August 2019

MINUTES OF NARRANDERA SHIRE COUNCIL
GRONG GRONG COMMUNITY COMMITTEE MEETING
HELD AT THE GRONG GRONG HALL
ON THURSDAY, 8 AUGUST 2019 AT 7:16PM

1 PRESENT

Member Bob Manning, Cr Barbara Bryon, Member Reiner Meier, Member John Foley, Member Gemma Purcell, Member Julie Marwood, Minute Taker Melissa Gilmour, Member Leonard O'Reilly, Observer Martin Hiscox

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Member John Foley
Seconded: Member Leonard O'Reilly

That apologies from Member Jean Batchelor and Member Peter Skarlis be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

NIL

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Barbara Bryon
Seconded: Member Leonard O'Reilly

That the minutes of the Grong Grong Community Committee Meeting held on 9 May 2019

and the Extraordinary Grong Grong Community Committee Meeting held on 20 June 2019 be confirmed.

CARRIED

5 REPORTS

5.1 INSTALLATION OF REMOTE SUPERVISION SIGNAGE

RECOMMENDATION

That the Committee:

1. Receive update on Remote Supervision Signage.
- 3.
4. Deferred to next meeting to be held on the 17 October 2019

5.2 VOLUNTEER LIST

COMMITTEE RESOLUTION

Moved: Cr Barbara Bryon

Seconded: Member Julie Marwood

That the Committee:

1. Receive and note update of Volunteer List and Induction dates to be conducted by Council HR Manager and WHS Officer

5..CARRIED

COMMITTEE RESOLUTION

Moved: Member Julie Marwood

Seconded: Member Gemma Purcell

That the Committee:

2. Request that Council investigate that the Working With Children, National Criminal Check and Employment status are legal requirements by Local Government for volunteers.
3. Make an amendment to the form – to add Drivers Licence as an alternative identification.

CARRIED

5.3 BUDGET**COMMITTEE RESOLUTION**

Moved: Member John Foley

Seconded: Member Reiner Meier

That the committee receive and note the budget and actual figures at 6-August 2019

CARRIED

5.4 ACTION LIST / KEY REGISTER**COMMITTEE RESOLUTION**

Moved: Member Julie Marwood

Seconded: Member Leonard O'Reilly

That the Committee:

1. Update action list and key register

CARRIED

5.5 GRONG GRONG FACILITY BOOKING SYSTEM**COMMITTEE RESOLUTION**

Moved: Member Gemma Purcell

Seconded: Member Julie Marwood

That the Committee:

1. Receive and note the Booking Procedure for Grong Grong Facilities.
2. That a Booking Register be held at AGnVET.
3. Receive and note the Booking Form.

CARRIED

5.6 NEW CODE OF MEETING PRACTICE**COMMITTEE RESOLUTION**

Moved: Member John Foley

Seconded: Member Reiner Meier

That the Committee:

1. Note and receive the new Code of Meeting Practice.

CARRIED

5.7 UPDATE - EARTH PARK, SPORTSGROUND AND HALL**COMMITTEE RESOLUTION**

Moved: Cr Barbara Bryon

Seconded: Member Reiner Meier

That the Committee:

1. Receive and note report on progression of the Earth Park, Sportsground and the Hall.
2. Delegate Gemma Purcell to discuss with DGMI funding application options with Stronger Country Communities Round 3 for the Earth Park and Sportsground.
3. The priority list
 - 1) Access Ramp to Grong Grong Hall
 - 2) Front step entrance to the Grong Grong Hall
 - 3) Mens amenities upgrade at Grong Grong Hall
 - 4) Air-conditioning in the body of Grong Grong Hall

CARRIED

6 NEXT MEETING

Thursday 17 October 2019, 6pm at the Grong Grong Hall

7 MEETING CLOSE

Meeting Closed at 8:48pm

RECOMMENDATION

That Council:

- 1) Receive and note the Minutes of the Grong Grong Community Committee meeting held on Thursday 8 August 2019.
- 2) Investigate that the Working with Children, National Criminal Check & Employment status are legal requirements by Local Government for volunteers.
 - 6.
 7. a) Make an amendment to the form – to add Drivers Licence as an alternative identification.
 - 8.
 9. b) Provide an explanation to the Committees request 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.

13.7 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 14 AUGUST 2019**Document ID: 430437****Author: Senior Customer Service Administration Officer****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Audit, Risk and Improvement Committee Minutes - 14 August 2019****RECOMMENDATION**

That Council:

1. Note and receive the Minutes of the Audit, Risk and Improvement Committee held on Wednesday 14 August 2019 be received and noted.
2. That pursuant to the provisions of Section 413 of the Local Government Act 1993, Council declares that it has prepared the General Purpose Financial Statements for the 2018/2019 financial year ending 30 June 2019 and has formed an opinion, based on the advice of Council officers, that these reports;
 - (a) Have been prepared in accordance with;
 - (i) The Local Government Act 1993 (as amended) and the Regulations made thereunder;
 - (ii) The Australian Accounting Standards and professional pronouncements; and
 - (iii) The Local Government Code of Accounting Practice and Financial Reporting.
 - (b) Present fairly the operating result and financial position of the Narrandera Shire Council for the year ended 30 June 2019; and
 - (c) Accords with Council's accounting and other records and policies.
3. That the Special Purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting.
4. That the General and Special Purpose Financial Statements be certified by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer, in accordance with Section 413(2)(c) of the Local Government Act.
5. That pursuant to the provisions of Section 413 of the Local Government Act 1993, Council declares that the Financial Statements (including General Purpose and Special Purpose Reports) for the year ending 30 June 2019 be referred for audit.

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON WEDNESDAY, 14 AUGUST 2019 AT 11AM**

1 PRESENT

Chair Mr Roger Fitzgerald, Member Cr Wesley Hall, Member Cr Narelle Payne, Observer George Cowan, Observer Martin Hiscox, Observer Craig Taylor, Observer Bec Best, (Support) Melissa Gilmour

,External Audit: Danielle MacKenzie (Crowe Horwath), Michael Kharzoo (NSW Audit Office)

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Cr Wesley Hall

That apologies from Internal Audit Observer Keith Coates be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

The Committee sought version control and resubmission of the minutes of the last meeting held 3 July 2019, prior subsequent reconsideration for confirmation.

5 BUSINESS ARISING FROM PREVIOUS MINUTES

The Committee noted actions arising in meeting of 12 June 2019 had not been included in the Action List Spreadsheet and also that other Spreadsheet items needed maintenance.

1. Action List Spreadsheet to be reviewed, updated as to sourcing prior to emailing to relevant staff for completion and updating
2. Minutes from Meeting 3 July 2019 to be checked to ensure proper version control.
3. GEM to contact Internal Auditor Keith Coates to ensure that any potential external persons are aware of the current advertisement.
4. GEM to contact the Communications Officer to place the vacancy advertisement onto the Council's Facebook page.
5. GEM to circulate the advertisement to Committee Chair.

6 REPORTS

6.1 DRAFT 2018-19 FINANCIAL STATEMENTS- REFERRAL FOR AUDIT

The Committee welcomed the new Audit Office signing officer, Michael Kharzoo, with due recognition also for the outgoing officer. The Committee welcomes ongoing exchanges with external audit on mutual work programs.

Mr Kharzoo advises the Audit Office can provide the Committee a regular activity update. The 2019-20 performance audit work program in Local Government will be on developer contributions/voluntary planning agreements, on procurement and on credit card management. Narrandera Shire has not yet been selected for coverage.

Crowe Horwath's Danielle MacKenzie advised financial audit fieldwork was completed smoothly last week, with only a small number of minor issues outstanding. Crowe Horwath had reviewed the draft financial statements with only minor amendments made for consideration by the Committee and imminent Audit Office review.

Management and external audit responded to Committee Members enquiries. The Committee concluded that the quality and timeliness of the Financial Statements as presented and the favourable operating result reflected well on Council's finance team.

COMMITTEE RESOLUTION

Moved: Cr Wesley Hall

Seconded: Cr Narelle Payne

The Committee recommends the following to Council.

1. That pursuant to the provisions of Section 413 of the Local Government Act 1993, Council declares that it has prepared the General Purpose Financial Statements for the 2018/2019 financial year ending 30 June 2019 and has formed an opinion, based on the advice of Council officers, that these reports;
 - (a) Have been prepared in accordance with;
 - (i) The Local Government Act 1993 (as amended) and the Regulations made thereunder;
 - (ii) The Australian Accounting Standards and professional pronouncements; and
 - (iii) The Local Government Code of Accounting Practice and Financial Reporting.
 - (b) Present fairly the operating result and financial position of the Narrandera Shire Council for the year ended 30 June 2019; and
 - (c) Accords with Council's accounting and other records and policies.
2. That the Special Purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting.
3. That the General and Special Purpose Financial Statements be certified by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer, in accordance with Section 413(2)(c) of the Local Government Act.
4. That pursuant to the provisions of Section 413 of the Local Government Act 1993, Council declares that the Financial Statements (including General Purpose and Special Purpose Reports) for the year ending 30 June 2019 be referred for audit.

CARRIED**6.2 AUDIT CLOSE OUT - ISSUES**

Crow Horwath advised no new issues or unadjusted material differences had been identified for drafting their letter to management on the audit.

The issue of excessive annual leave liabilities had been raised in the interim audit as an ongoing repeat issue. The GM advised the Committee management is to respond by way of individual management and oversight monitoring.

COMMITTEE RESOLUTION

Moved: Cr Wesley Hall

Seconded: Cr Narelle Payne

That the Committee:

1. Note the favourable Audit Close Out briefing.

CARRIED**7 CORRESPONDENCE****8 NEXT MEETING**

Tentatively 2 October 2019 subject confirmation of stakeholder availability. Where feasible the Committee intend to present to Council on their work at the September Council meeting (or failing that in October).

9 MEETING CLOSE

The Meeting closed at 12:01pm.

The minutes of this meeting were confirmed at the Audit, Risk and Improvement Committee held on 9 October 2019.

.....
CHAIRPERSON

14 OUR COMMUNITY**14.1 AMENDMENT TO TERMS OF REFERENCE - GRONG GRONG COMMUNITY COMMITTEE****Document ID:** 426221**Author:** Deputy General Manager Corporate and Community**Authoriser:** General Manager**Theme:** Our Community**Attachments:** 1. Amended Terms of Reference - Grong Grong Community Committee [↓](#)**RECOMMENDATION**

That Council adopted the revised Terms of Reference for the Grong Grong Community Committee.

PURPOSE

The purpose of this report is to review and adopt amendments to the Terms of Reference for the Grong Grong Community Committee.

SUMMARY

The Grong Grong Community Committee has recommended the removal of delegation to book facilities under its control.

BACKGROUND

At its meeting of 20 June 2019 the Grong Grong Community Committee passed the following resolutions:-

- *“The Committee recommend to Council to amend the Terms of Reference to remove the delegation for booking of Grong Grong facilities”*
- *“That a claim the date register be kept at AgnVet, Grong Grong for facilities. All bookings are to be directed to Council for completion of appropriate forms and to finalise and secure bookings”*

Council received and adopted these recommendations at its meeting on 16 July, 2019. A revised terms of reference for the Grong Grong Community Committee is attached to action Councils resolution. Amendments to the Terms of Reference are in yellow highlight.

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

Our Community

Strategy

2.2 - To effectively manage and beautify our public spaces

Action

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

ISSUES AND IMPLICATIONS**Policy**

Nil

Financial

Nil

Legal / Statutory

Control of bookings through councils office will place greater rigour around the booking process ensuring suitable insurance and risk management processes are in place.

Community Engagement / Communication

The Grong Grong Community Committee will engage with the community to advise in the change in process and direct users to council offices.

Human Resources / Industrial Relations

Corporate services staff resources will be required to undertake the booking process previously delegated to the committee.

RISKS

Unregulated use of the facilities can place users and council liable if adequate insurances and risk management processes are not in place for events at these facilities.

OPTIONS

- Council adopts the revised Terms of Reference as attached.
- Council adopts the revised Terms of Reference as attached with amendments
- Council refers the Terms of Reference back to staff for further development

CONCLUSION

Council adopts the revised Terms of Reference as attached.

RECOMMENDATION

That Council adopted the revised Terms of Reference for the Grong Grong Community Committee.



Section 355 Committee Terms of Reference

Committee Name	Grong Grong Community Committee
1. Purpose	<p>The Grong Grong Community Committee is formed to:</p> <ul style="list-style-type: none"> • Manage the operations of the facility known Grong Grong Hall located in Balero Street, Grong Grong • Undertake activities and operation of the Grong Grong Earth Park located Junee Street, Grong Grong. <ul style="list-style-type: none"> ▪ The Earth Park will abide by the terms addressed in the licence with John Holland Rail Pty Ltd. ▪ Area of Grong Grong Earth Park approximately 11,940m² • Manage the Grong Grong Sports Ground performing the role of trustee in accordance with the Crown lands Manual for the Grong Grong Sports Ground located Willandra Street, Grong Grong. <ul style="list-style-type: none"> ▪ Crown land in New South Wales: https://www.industry.nsw.gov.au/lands ▪ Legislation and policies – Crown Land in NSW: https://www.industry.nsw.gov.au/lands/what-we-do/legislation-policies • Management of the above facilities will exclude the booking of the venues which must be processed through council's office. • Undertake Grong Grong promotional activities and functions (outlined in objectives) <p>The Committee is to manage these facilities subject to the directions of the Narrandera Shire Council and for the benefit of the residents of the Grong Grong District.</p> <p>For more information refer to Annexures Section of the Manual- Website addresses and copy of Crown Land Management Act 2016 and information regarding John Holland Rail licencing agreement</p>
2. Establishment	<p>The Grong Grong Community Committee is established under Section 355 of the Local Government Act 1993 which states: A function of Council may, subject to this Chapter, be exercised: (b) By a committee of the council</p>
3. Operation	<p>The Grong Grong Community Committee as a Committee of Council is bound by practises established in Council's policies - in particular</p> <ul style="list-style-type: none"> • Council's Code of Conduct • Council's Code of Meeting Practice <p>The operations of the Grong Grong Community Committee will be undertaken according to the requirements of the Section 355 Committee Manual and its associated annexures.</p>
4. Delegated Authority	<p>The exercise by the Committee of its powers and functions will be subject to such limitations and conditions as may from time to time be imposed by law, specified by resolution of the Council or in writing by the General Manager to the Committee.</p>

The Committee will observe any rules and regulations made by Council, in relation to the facility/ function delegated to it.

If at any time the Committee is deemed to be functioning outside the limits of its powers as described herein, all powers may be revoked by written notice to the Committee signed by the General Manager or his/her representative.

The Grong Grong Community Committee does not have authority to implement actions in areas over which management has responsibility. The Grong Grong Community Committee forwards the Minutes of every meeting, including any specific recommendations, to the next practicable Ordinary Meeting of the Council for determination.

The Grong Grong Community Committee does not have any authority to commit or expend any Council funds that are not contained within an adopted budget or subsequent variation to that budget via resolution of Council.

Any recommendation for expenditure other than within an adopted budget must be endorsed by Council through adoption of Committee minutes at the next practicable Ordinary Meeting of Council and cannot be acted upon until the adoption of Committee Minutes at the next Ordinary Meeting of Council.

The Grong Grong Community Committee may apply for grants in relation to the facility/function delegated to it.

Should applications require a co-contribution in excess of funds contained within an adopted budget or time does not permit approval to be sought from council prior to the closing of a grant application the Committee Chairperson may seek the approval of the General Manager to lodge the grant application which must be ratified at the next ordinary meeting of the Committee

The bookings register for the three venues will be maintained by council and not delegated to the committee.

5. Specific Objectives

1. Liaison with Volunteer Groups to ensure that the interests of their particular area is adequately represented
2. Meet the operational and reporting requirements of Council – including those of the Volunteer groups (refer Section 355 Committee Manual)
3. The principle responsibilities of the Grong Grong Community Committee will be:
 - To provide the management of each of the Grong Grong Hall, Grong Grong Earth Park and the Grong Grong Sports Ground to ensure they are efficiently managed, operated and maintained to meet the present and future needs of the community.
 - To provide oversight on the general finances of the Grong Grong Hall, Grong Grong Earth Park and the Grong Grong Sports Ground
 - To provide input on the asset replacement and renewal requirements for the Grong Grong Hall, Grong Grong Earth Park and the Grong Grong Sports Ground

	<ul style="list-style-type: none"> • To assist in developing sustainable plans, policies and guides for the Grong Grong Hall, Grong Grong Earth Park and the Grong Grong Sports Ground • To provide an avenue for the incorporation of cultural and recreational facilities planning into applicable community plans, services and initiatives. • To provide an avenue for community members and organisations to raise and address issues related to the Grong Grong Hall, Grong Grong Earth Park and the Grong Grong Sports Ground • To implement and oversee the strategic direction of the Grong Grong Hall, Grong Grong Earth Park and the Grong Grong Sports Ground in addressing outcomes identified in the Community Strategic Plan. • Grong Grong Promotional functions including; <ul style="list-style-type: none"> ▪ conduct community events as approved by Council ▪ the promotion and liveability of Grong Grong, and in that function liaises both with the media, government officers and local government on behalf of Grong Grong and its residents- All media contact is to be performed in accordance to Council Policy: ES250 Media and Public Relations <p>For more information refer to the Policies available via Council website:</p> <p>http://www.narrandera.nsw.gov.au/cp_content/resources/ES250_Media_and_Public_Relations_ADOPTED_19_August_2014.pdf</p>
<p>6. Objectives from the Community Strategic Plan</p>	<p>The objectives of the Grong Grong Community Committee align with the following objectives from the Community Strategic Plan:</p> <p>To feel connected an safe:</p> <p>16. Encouraging the community to initiate the development of innovative and regular events.</p> <p>17. Support community groups where possible to remain functional into the future.</p> <p>18. Enhanced opportunities for community members to better connect with Council such as participating in one of the Section 355 Committees.</p> <p>For more information refer to the 2017-2030 Community Strategic Plan available via Council website:</p> <p>http://www.narrandera.nsw.gov.au/cp_content/resources/CENSUS_AMENDED_-_ADOPTED_20_June_2017_-_Community_Strategic_Plan_2017-2030.pdf</p>
<p>7. Financial Arrangements</p>	<ul style="list-style-type: none"> • The Committee will not accept cash from any person or organisation, except in the processing of ticket sales and raffles or other fundraising activities. • All funds raised are the property of Council. • All moneys, in excess of \$300 shall be banked to Council's bank

	<p>account not later than 2 business days after the receipt thereof on which the bank is open for business.</p> <ul style="list-style-type: none"> • Fees and charges will be set annually by Council. In accordance with the Crown Land schedule • All expenditure require a purchase order to be raised, production of an invoice and authorisation for payment through Council Finance Department.
<p>8. Volunteer Groups</p>	<p>The Grong Grong Community Committee will be responsible for the oversight of operations of the following Volunteer groups:</p> <ul style="list-style-type: none"> • Grong Grong Hall • Grong Grong Earth Park • Grong Grong Sports Ground <p>For more information including responsibilities refer Section 9 and 10- Committees and Volunteer Groups of the Manual.</p>
<p>9. Membership</p>	<p>The Committee a minimum of six (6) members</p> <p>Method of Determining Members: Recruitment and Selection</p> <ul style="list-style-type: none"> • Nominations of interest advertised via social media, radio, print media • Nomination form completed by interested parties • Submissions collected • Report submitted to General Manager • Recommendations to Council • Resolution of Council endorsing members of Committee
<p>10. Term of Office</p>	<p>The term of office for Section 355 committees will be the same term as the current Council with addition of an extra three months after the General Election of Councillors, unless as a sunset committee i.e. with a finite time specified.</p>
<p>11. Office Bearers</p>	<p>The position of Chairperson elected annually at the Annual General Meeting from the Committee's Community Representatives.</p> <p>The Committee is to consist a minimum of six (6) including:</p> <ul style="list-style-type: none"> • Chairperson <ul style="list-style-type: none"> - Chair meetings and ensure agenda items are discussed, decisions are made and action to be taken, as appropriate. - Ensure preparation of agenda before the meeting. - Encourage fair and respectful discussion - Approve meeting minutes prior to distribution. - Represent the Committee as spokesperson. - The Chairperson can cancel scheduled meetings if there are no scheduled Agenda items for consideration. • Minimum of Four (4) Community Representatives <ul style="list-style-type: none"> - Attend meetings and be punctual. - Send an apology if unable to attend a meeting. (Councillor to contact Councillor Alternate) - Read Business Papers in advance and undertake necessary research. - Raise issues and concerns, and report on initiatives and issues which may be relevant to or of interest to other members. - Participate in discussions and decision making. - Follow through actions minuted and subsequently adopted by Council.

	<ul style="list-style-type: none"> • One (1) Councillor- membership shall be appointed by resolution of Council at the commencement of each term <p>For more information including roles and responsibilities of each refer Section 7- Office Bearers of the Manual.</p>
<p>12. Meetings</p>	<p>Meetings are held on a quarterly basis. The Committee may also call a special meeting in extraordinary circumstances where a majority of members believes this to be necessary.</p>
<p>13. Quorum & Voting</p>	<ol style="list-style-type: none"> 1. A quorum for a meeting will be a majority of the members of the committee. 2. A quorum is not required for meetings to take place, however a quorum is needed for a decision to be made on a matter 3. For a vote to be carried a majority of voting members present is required 4. Committees are encouraged to make decisions by consensus 5. Council staff do not have the authority to vote on issues. <p>For more information refer to Section 13.2 – Voting and Quorums of the Manual</p>
<p>14. Termination of Membership</p>	<p>Membership to the Committee will be terminated automatically and without notice after a member's absence from 3 consecutive meetings without apologies.</p> <p>Members can also notify termination of membership in writing to the Committee.</p> <p>Replacement of Vacant Positions:</p> <ul style="list-style-type: none"> • investigate previous nominations • Nominations of interest advertised via social media, radio, print media • Submissions collected • Report submitted to General Manager • Recommendations to Council • Resolution of Council endorsing members of Committee <p>For more information refer Ceasing Membership Section 6 of the Manual.</p>
<p>15. Reporting Requirements</p>	<p>Documents and time specifics:</p> <ul style="list-style-type: none"> • Annual Report by 30 August, • Minutes of Meetings within 2 weeks from meeting, • List of Executive elected at the AGM by September • List of suggested Capital improvement works for consideration in the budget by February • List of suggested Fees & Charges by February • Updated Asset Register by May • Updated list of Committee members/Volunteers every meeting • Annual Financial Statements and Auditors Statement by July
<p>16. Council Support</p>	<p>The Council support staff will undertake to:</p> <ul style="list-style-type: none"> • Compile and circulate agendas, attend meetings, compile and distribute minutes • Compile the Annual Report of the Committee in conjunction with the Chair • Assist with referrals and information for resolution of matters within their authority • Oversee the recruitment and selection process for committee

	<p>membership</p> <ul style="list-style-type: none"> • Provide terms of reference and appointment letters to all new Committee members • Facilitate a review process for the Committee and the Term of Reference every 4 years • Provide information and education on good governance • Be the principal point of contact for the Committee. • Be the main conduit between the Committee and Council. • Assist Governance and Administration in the co-ordination of Committee Meetings. (Compile and circulate agendas, attend meetings, compile and distribute minutes) • Be the custodian of information for the nominated facility included in the Committee. • Monitor and follow-up Action Report. <p>The WH&S Officer will:</p> <ul style="list-style-type: none"> • Provide training and education on WH&S • Undertake Volunteer education and inductions regularly <p>For more information refer Section 1.1- Responsibilities of Council of the Manual.</p>
<p>17. Committee Review</p>	<p>June 2020 review of Committee need and objectives</p>
<p>18. Alteration of Terms of Reference</p>	<p>Amendment of the Terms of Reference can be by a majority vote of the Committee which will require the endorsement of Council before it is enacted.</p> <p>For more information refer to Section 12- Terms of Reference of the Manual</p>
<p>19. Related Documents</p>	<p>Governing Policies:</p> <ul style="list-style-type: none"> • Council Committees • Code of Meeting Practice • Code of Conduct • Community Strategic Plan – 2017-2030 • The Section 355 Committee Manual and associated Annexures • Voluntary workers shall be covered under Council’s Personal Accident Insurance Policy • Operations by the committee in the Grong Grong Hall, Grong Grong Earth Park and the Grong Grong Sports Grounds shall be covered under Council’s Public Liability Policy.

14.2 ROAD SAFETY ACTION PLAN 2019-2021 AND LOCAL GOVERNMENT ROAD SAFETY PROJECT FUNDING

Document ID: 428289

Author: Road Safety Officer

Authoriser: Deputy General Manager Infrastructure

Theme: Our Community

Attachments: 1. 2019-08-07 - Road Safety Action Plan 2019-2021.pdf [↓](#)

RECOMMENDATION

That Council:

1. Adopts the Road Safety Action Plan 2019-2021;
2. Accepts Roads and Maritime Services (RMS) 2019-2020 funding of \$24,190 from the Local Government Road Safety Program and endorses the projects approved by RMS;
3. Reallocates RMS funding from existing budget projects to the RMS approved projects;
4. Approves the changes to be included in the next Quarterly Budget Review.

PURPOSE

The purpose of this report is to seek a resolution from Council to adopt the Road Safety Action Plan 2019-2021 and accept Roads and Maritime Services (RMS) 2019-2020 funding from the Local Government Road Safety Program (LGRSP).

The report also advises that the LGRSP funding to Council has increased by \$7,010 from the current budget due to a change in the number and scope of the road safety projects approved by RMS since the budget was prepared.

SUMMARY

The Road Safety Action Plan is a two year plan for the delivery of local road safety projects in Narrandera Shire from July 2019 to June 2021 to correspond with the period of the current Program Funding Agreement. Based on local information and crash statistics the Road Safety Action Plan identifies the key issues impacting on local road safety and strategies to address these issues.

Based on the Road Safety Action Plan 2019-2021 project proposals are submitted annually to RMS for funding from the LGRSP. As a partner in the LGRSP, Narrandera Shire Council employs a Road Safety Officer (RSO) to assist in developing, planning, implementing and evaluating local road safety projects.

All the submitted projects for 2019-2020 received approval and were fully funded. The projects approved and funding received from RMS is shown in Table 1. This varies from the projects and funding in the current budget and these changes need to be included in the next Quarterly Budget Review.

Table 1: RMS Approved Projects Funding

Project	RMS funding
Helping Learner Drivers Become Safer Drivers Workshop 1	\$600
Helping Learner Drivers Become Safer Drivers Workshop 2	\$600
Speed Checks on Local Roads	\$1,600
Responsible Service of Alcohol	\$2,600
Speed, Fatigue and Drink/Drug Driving Messages	\$7,150
65 Plus Workshop	\$600
Driver Fatigue Workshop	\$400
Courtesy Breath Testing & Plan B for local events	\$2,800
Road Safety Editorial	\$2,640
Social Media	\$500
Bicycle, Skateboard and Scooter Safety	\$850
Child Restraint Checking Day	\$950
Motorcycle Accident Management Training	\$2,900
Total	\$24,190

BACKGROUND

The Road Safety Action Plan 2019-2021 builds on the National Road Safety Strategy 2011–2020, the NSW Road Safety Strategy 2012–2021 and the Narrandera Council's Community Strategic Plan to continue addressing road safety issues in the Narrandera local government area.

Key issues impacting on local road safety include an aging population, long distances travelled, high proportion of registered motor vehicles over 10 years old, as well as heavy vehicles and tourists passing through the region.

Speed, alcohol and fatigue are key identified contributing factors in crashes in Narrandera Shire. Of note is the predominance of single vehicle crashes and 'off road' crash movements. The involvement of males, particularly in the 17-20 years and 30-39 years age groups, is another issue. Most crashes are on state highways and regional roads. In addition the number of heavy vehicle and motorcycle crashes in comparison with both the South West Region and NSW is noteworthy.

Addressing these issues is ongoing and involves cooperation and active participation by the Road Safety Officer, Councillors and Council management, Roads and Maritime Services, NSW Police Highway Patrol officers, Community Health, service organisations and the wider community.

Narrandera Shire Council will be implementing road safety strategies to improve local road safety for drivers, passengers and pedestrians and to target the following issues:

- Speed
- Alcohol
- Fatigue
- Young drivers

- Motorcyclists
- Child restraint use
- Older road users
- Youth using bicycles, skateboards and scooters

Strategies to address the identified road safety issues using the Safe Systems Model are identified and used to develop project proposals following the Local Government Road Safety Program Guidelines 2019 for funding by RMS.

The projects approved and funded by RMS for 2019-2020 are:

Helping Learner Drivers Become Safer Drivers (HLDBSD) Workshops

Deliver workshops for parents/supervisors of learner drivers to assist in effective and safe driving techniques.

Speed Checks on Local Roads

This project will monitor and evaluate speed limit compliance on local roads. Courtesy speed checks to decrease level of speeding will be provided via variable message signs at sites identified as a speed crash site or concern for speeding.

Responsible Service of Alcohol

Providing subsidised Responsible Service of Alcohol (RSA) courses to local residents particularly local youth.

Fatigue, Speed & Drink/Drug Driving Messages

Promoting awareness locally of the risks associated with driving tired, drink/drug driving and the need for appropriate speeds on country roads through local and social media. Variable message signs will be used to target drivers 'on road', particularly during public and school holidays.

65 Plus Workshops

Deliver workshops designed to maintain independence and increase safety for older road users.

Driver Fatigue Workshops

Deliver a workshop for Community Transport volunteers about driver fatigue. The workshop aims to support the volunteers by providing information about driver fatigue risks and crash statistics, as well as practical strategies to reduce driver fatigue.

Courtesy Breath Testing & Plan B for Local Events

Providing courtesy breath testing at local events where alcohol is served and people may be tempted to drive after a few drinks.

The use of a 'camping swag' as a prize in a free competition aimed at increasing discussion amongst the community regarding the need to be responsible and plan ahead for your transport options when consuming alcohol.

Road Safety Editorial

A regular "Road Safety Column" in the local paper (Narrandera Argus) to deliver road safety messages across a broad range of issues. This proactive campaign will include promotion of timely road safety messages such as double demerit point periods, fatigue during holiday periods, walk safely to school day. The column will be

published monthly to provide road safety messages with local content and relevance to supplement shorter social media messages through Council's Facebook page.

Social Media Campaign

A social media campaign to deliver road safety messages across a broad range of issues. This proactive campaign will include promotion of timely road safety messages such as double demerit point periods, fatigue during holiday periods, walk safely to school day.

Bicycle, Skateboard and Scooter Safety

During Youth Week the RSO will promote bicycle, scooter and skateboard safety and engage with local youth. Helmets will be distributed and correct helmet use encouraged. In addition information on bicycle, scooter and skateboards laws and safety will be provided.

To coincide with Youth Week a video competition will be held requiring entrants to create a short video clip to deliver a road safety message related to bicycles, scooters and/or skateboards. The competition will target from primary school aged to 25 years with prizes for different age groups.

Child Restraint Checking Day

A child restraint checking session held in Narrandera with an authorised child restraint fitter attending. Information will be distributed on the day regarding child restraint laws and recommendations; CREP ratings; the childcarseats.com.au website.

A social and print media campaign will be used to promote both the restraint checking day and the importance of correct child restraint use.

Motorcycle Accident Management Training

The main activity in the project is the provision of subsidized Motorcycle Accident Management Training. The course focus is on motorcycle related first aid trauma management and understanding how to confidently manage a crash scene.

The project will run in conjunction with Motorcycle Awareness Month 2019. During Motor Cycle Awareness Month motorcyclist safety will be promoted through social and print media targeting all road users.

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

Theme

Our Community

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

Nil

Financial

Accepting the RMS funding of \$24,190 is an increase of \$7,010 from the budgeted amount.

Legal / Statutory

Nil

Community Engagement / Communication

Nil

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

Should Council not adopt the Road Safety Action Plan 2019-2021 and not accept the RMS funding the RSO would not be able to implement the local road safety projects. There would be a financial impact on the Council grant funding received.

OPTIONS

Option 1

- a) Council adopts the Road Safety Action Plan 2019-2021
- b) Council accepts RMS funding from LGRSP and endorses the projects approved by RMS
- c) Council RMS funding from existing budget projects to the RMS approved projects shown in Table 1
- d) Council approves the changes to be included in the next Quarterly Budget Review

Option 1 will enable local road safety projects to be implemented, there will be an increase in RMS grant funding compared to the budgeted amount and no change to the level of Council funding.

Option 2

- a) Council does not adopt the Road Safety Action Plan 2019-2021
- b) Council does not accept RMS funding from LGRSP and does not endorse the projects approved by RMS

Option 2 will prevent implementation of local road safety projects, there will be a reduction in RMS grant funding and no change to the level of Council funding. The Council would be unlikely to meet its obligations as a partner in the NSW Government's LGRSP.

CONCLUSION

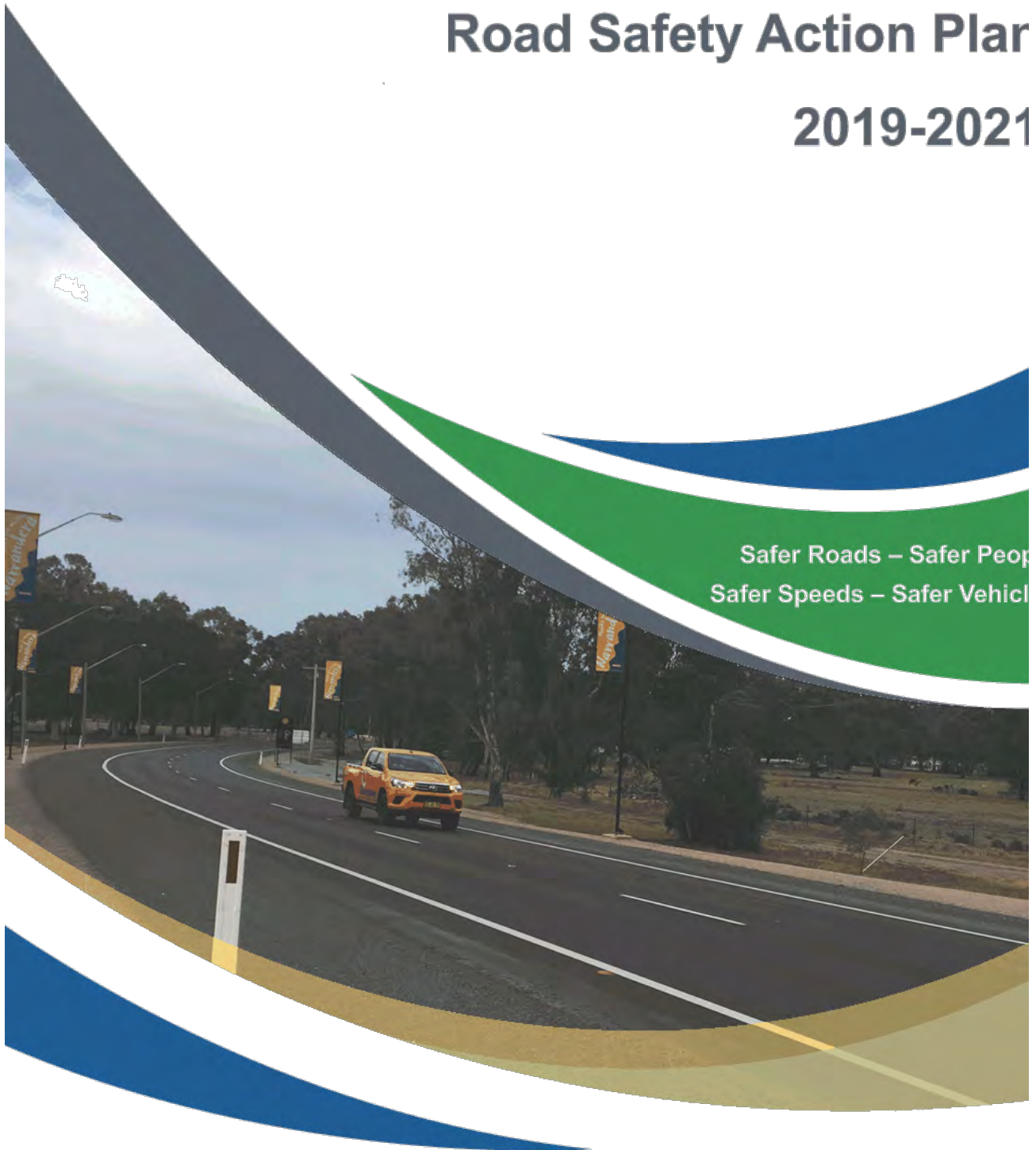
That Council adopts Option 1, to adopt the Road Safety Action Plan 2019-2021, accept RMS funding from LGRSP and endorse the projects approved by RMS.

RECOMMENDATION

That Council:

1. adopts the Road Safety Action Plan 2019-2021;
2. accepts Roads and Maritime Services (RMS) 2019-2020 funding of \$24,190 from the Local Government Road Safety Program and endorses the projects approved by RMS;
3. reallocates RMS funding from existing budget projects to the RMS approved projects;
4. approves the changes to be included in the next Quarterly Budget Review.

Narrandera Shire Council Road Safety Action Plan 2019-2021



Safer Roads – Safer People
Safer Speeds – Safer Vehicles



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Executive Summary

This document builds on the National Road Safety Strategy 2011–2020, the NSW Road Safety Strategy 2012–2021 and the Narrandera Council's Community Strategic Plan to continue addressing road safety issues in the Narrandera local government area.

Key issues impacting on local road safety include an aging population, long distances travelled, high proportion of registered motor vehicles over 10 years old, as well as heavy vehicles and tourists passing through the region.

Speed, alcohol and fatigue are key identified contributing factors in crashes in Narrandera Shire. Of note is the predominance of single vehicle crashes and 'off road' crash movements. The involvement of males, particularly in the 17-20 years and 30-39 years age groups, is another issue. Most crashes are on state highways and regional roads. In addition the number of heavy vehicle and motorcycle crashes in comparison with both the South West Region and NSW is noteworthy.

Addressing these issues is ongoing and involves cooperation and active participation by the Road Safety Officer, Councillors and Council management, Roads and Maritime Services, NSW Police Highway Patrol officers, Community Health, service organisations and the wider community.

Narrandera Shire Council will be implementing road safety strategies to improve local road safety for drivers, passengers and pedestrians and to target the following issues:

- Speed
- Alcohol
- Fatigue
- Young drivers
- Motorcyclists
- Older road users
- Child restraint and seatbelt use

Strategies to address the identified road safety issues using the Safe Systems Model are identified in this plan and will be reviewed and revised in collaboration with the Road Safety Steering Committee.

Introduction

This Road Safety Action Plan is a two year plan for the delivery of local road safety projects in Narrandera Shire from July 2019 to June 2021.

As a partner in the NSW Government's Local Government Road Safety Program (LGRSP), Narrandera Shire Council employs a Road Safety Officer (RSO) to assist in developing, planning, implementing and evaluating local road safety projects.

In line with the NSW Road Safety Strategy 2012-2021, the Safe System Model approach to road safety will continue to be used to address road safety issues identified within the Narrandera Shire.

The Safe System Model is a holistic approach to creating a road network that accommodates human error and limits the transfer of energy in the event of a crash. The system comprises of:

- Safe People
- Safe Vehicles
- Safe Roads
- Safe Speeds

Other documents relating to this plan are:

Local Government Road Safety Program Guidelines 2019

Narrandera Shire Council Community Strategic Plan 2017-2030

NSW Motorcycle Safety Action Plan 2017-2019

NSW Road Safety Strategy 2012–2021

NSW Road Safety Plan 2021

National Road Safety Strategy 2011-2020

Section One

Overview of Narrandera Shire

Narrandera Shire is centrally located in the Riverina Region of NSW, 554kms south west of Sydney, 339km west of Canberra, 437km north of Melbourne and 824km east of Adelaide. The Shire lies within the catchment area of the Murrumbidgee River and is located at the junction of the Newell and Sturt Highways (Narrandera Shire Council, 2017, p. 12).

The Narrandera township is centred on the Murrumbidgee River and the towns within the Shire include Barellan and Grong Grong. Binya village and a number of farming localities all contribute to the characteristics of the Council area.



(Google, 2018)

Having an area of 4,116 square kilometres, the Shire sits midway between the main regional centres of Wagga Wagga (99km to the east) and Griffith (98km to the west). The Shire marks the transition between the extensive broad acre agricultural areas of the western slopes and plains to the east and the highly productive Murrumbidgee Irrigation Area (MIA) to the west (Narrandera Shire Council, 2017, p. 12)

Narrandera Shire borders nine other local government areas which are Murrumbidgee, Leeton and Griffith to the west; Carrathool and Bland to the north; Coolamon and Wagga Wagga to the east; Lockhart and Federation to the south.

There are four State Roads within the Narrandera Shire: the Newell Highway (A39) which carries inland traffic through New South Wales between Goondiwindi Queensland and Shepparton Victoria; the Sturt Highway (A20) which carries inland traffic from the Hume Highway through Wagga Wagga to Mildura Victoria then onto South Australia; the Irrigation Way (MR80) linking Narrandera to Leeton then continuing onto Griffith and further; the Burley Griffin Way (MR84/B94) linking Griffith to the Hume Highway.

In addition there are a number of regional roads which perform an intermediate function between the main network of State Roads and Council controlled Local Roads: Barellan Road (MR7608) connecting Narrandera and Barellan; Canola Way (MR243) from Grong Grong to Junee; Lockhart Road (MR370) connecting Lockhart to the Sturt Highway; Yamma Road (MR596) from the Newell Highway near Narrandera to Barellan (Narrandera Shire Council, n.d.).

Council currently maintains the following road infrastructure:

- Regional roads – 75 km
- Rural sealed roads – 276 km
- Rural unsealed roads – 1101 km
- Urban roads – 56 km
- Bridges and major culverts – 28

(Narrandera Shire Council, n.d.)

The average daily temperature in Narrandera for summer is 32.5°C and in winter 14.9°C with an average annual rainfall of 450mm (Narrandera Shire Council, 2018).

Population Characteristics

The Narrandera Local Government Area (LGA) had an estimated residential population at 30 June 2016 of 5976 with a median age of 43.1 years (Australian Bureau of Statistics, 2018). The gender and age distribution of the estimated population at this time is shown in Figure 1.

The gender distribution is quite even with 49.7 per cent (2972) male and 50.3 per cent (3004) female. Only in the 80 years and over age group is there a larger than 5 per cent difference in gender distribution with 60 per cent female (Australian Bureau of Statistics, 2018).

The largest age group is 0-9 years (876) closely followed by 50-59 years (865) then 60-69 years (758). The proportion of the population 65 years and over is 21.1 per cent (Australian Bureau of Statistics, 2018).

Based on census data (2006-2016) Narrandera LGA has a slowly declining population as shown in Table 1.

Table 1 - Population of Narrandera 2006-2016 (Australian Bureau of Statistics, 2017)

Census	Males	Females	Total
2006	2979	3036	6011
2011	2920	2985	5900
2016	2901	2953	5853

Please note that there are small random adjustments made to all cell values to protect the confidentiality of data. These adjustments may cause the sum of rows to differ by small amounts from table totals

The proportion of Narrandera LGA residents that identified as Aboriginal and/or Torres Strait Islanders in the 2016 Census was 9.7 per cent (569) and the proportion born overseas was 4.7 per cent (274) (Australian Bureau of Statistics, 2017).

In regards to education level 27.4 per cent of Narrandera's residents have completed Year 12 or equivalent which is below the national level of 51.9 per cent (Australian Bureau of Statistics, 2018).

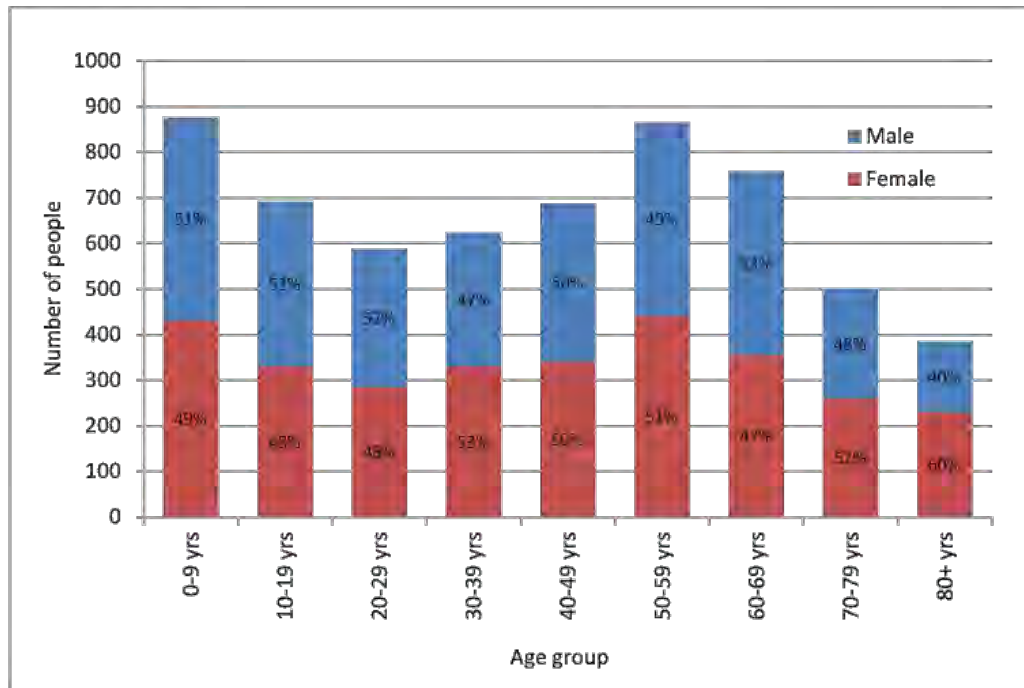


Figure 1 - Gender and age distribution of Narrandera residents 30 June 2016 (Australian Bureau of Statistics, 2018)

Motor Vehicle Registrations

There were 5060 registered vehicles at 31 January 2016 which included 2875 passenger vehicles, 1600 light commercial vehicles, 348 trucks and 182 motorcycles.

The majority, approximately 57 per cent, of the motor vehicles registered were over 10 years as show in Figure 2. There was at least one motor vehicle at 88 per cent of dwellings. (Australian Bureau of Statistics, 2018)

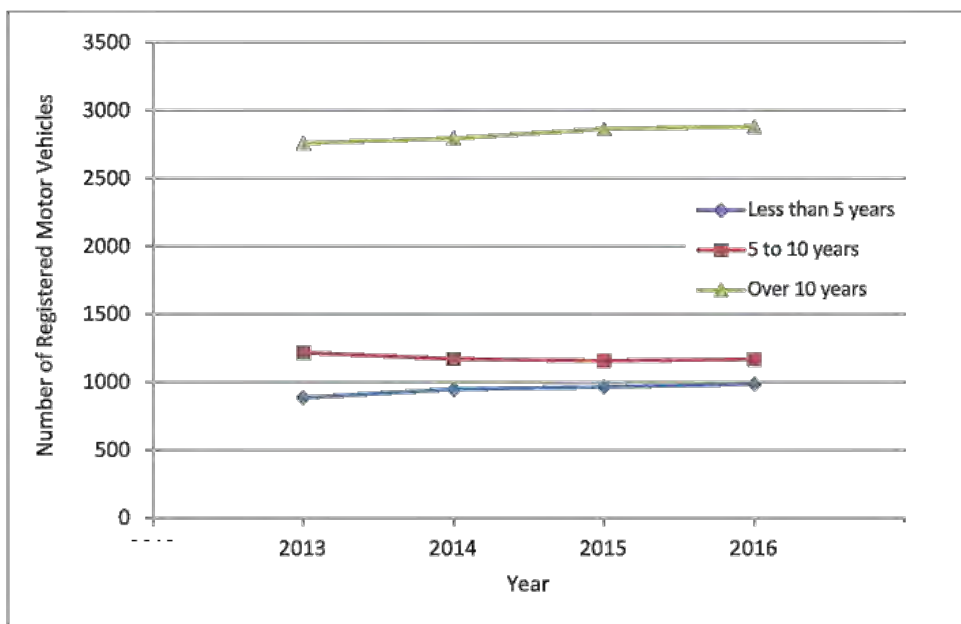


Figure 2 - Age of registered motor vehicles (Australian Bureau of Statistics, 2018)

Crash Data Analysis

An analysis of crashes in the Narrandera LGA was completed using the Transport for NSW (TfNSW) Centre for Road Safety’s (CRS) crash data focusing on the five year period 2013-2017. The CRS categorises data into two separate attributes – one relates to the crash itself and the other relates to persons involved in the crash (Centre for Road Safety, 2018).

For records relating to a crash:

- A **fatal crash** is when at least one person was killed.
- A **serious injury crash** is when at least one person is seriously injured AND no one was killed.
- A **moderate injury crash** is when at least one person is moderately injured AND no one was killed or seriously injured.
- A **minor/other injury crash** is when at least one person receives a minor/other injury AND no one was killed, seriously injured or moderately injured.

For records relating to persons involved in the crash:

- **Fatality** relates to a person who dies within 30 days from injuries received in a road traffic crash.
- **Seriously injured** relates to a person identified in the Police crash report who is matched to a hospital admission record on the same day or the day after a crash and did not die within 30 days of the crash and is admitted with at least one injury diagnosis or a person not matched to a police report but has been identified as having an injury on a public road for the hospital admission.
- **Moderately injured** relates to a person identified as an injury in the Police crash report data who is matched to an emergency department attendance record on the same day or the day after a crash but was not killed or subsequently admitted to hospital.
- **Minor/other injured** relates to a person identified as an injury in the Police crash report data who is not matched to a hospital admission record or an emergency department attendance record.

Considering the data for a broader period 2011-2017, as shown in Figure 3, the total number of crashes each year has been less than 20 in the last four years, with 20 or more each year in the preceding three years. Although in 2017 there were three fatal crashes which is the highest number for the period.

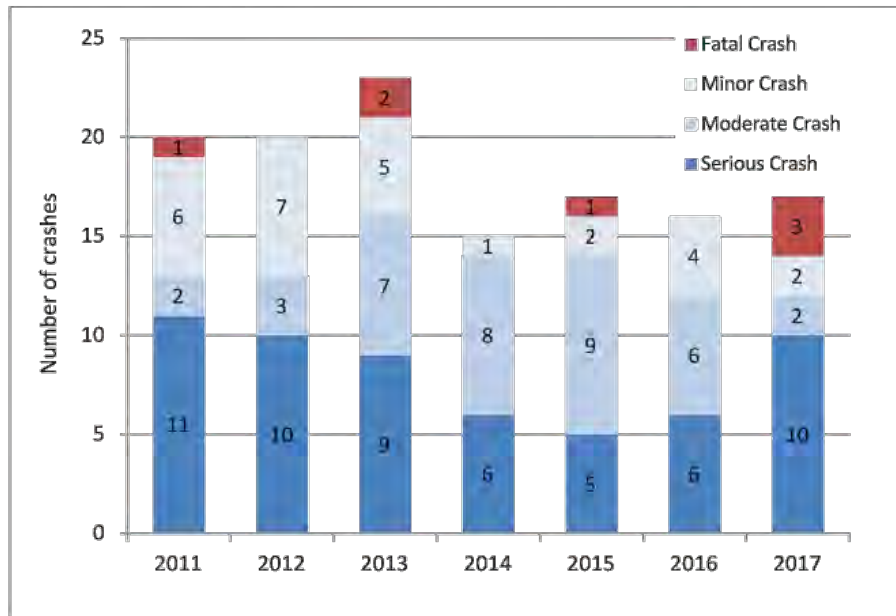


Figure 3 - Number and type of crashes in Narrandera Shire 2011-2017

The total number of casualties for the broader period 2011-2017 is shown in Figure 4. In 2017 the total number of casualties exceeded 25, which was the highest since 2013, with the period 2014-2016 having less than 20 total casualties each year.

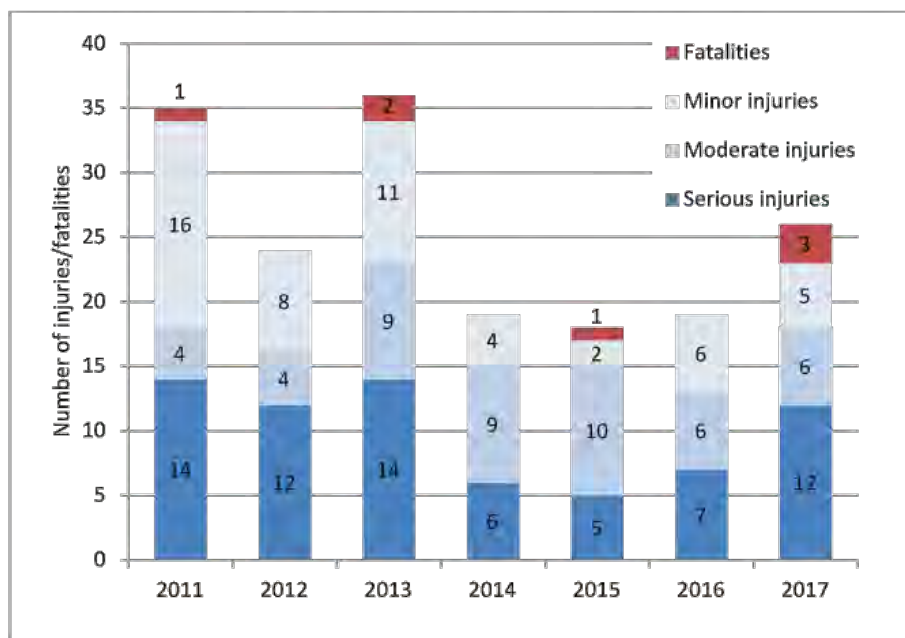


Figure 4 - Number and type of casualties in Narrandera Shire 2011-2017

Road Network and Local Drivers

Over the last five years just over half (53.9 per cent) of the fatal and injury crashes have been on highways and regional roads. Of the six fatalities that occurred during this time three were on state highways (two on the Sturt Highway and one on the Newell Highway), two were on regional roads (both on Burley Griffin Way) and one was on a local road (Angle Road).

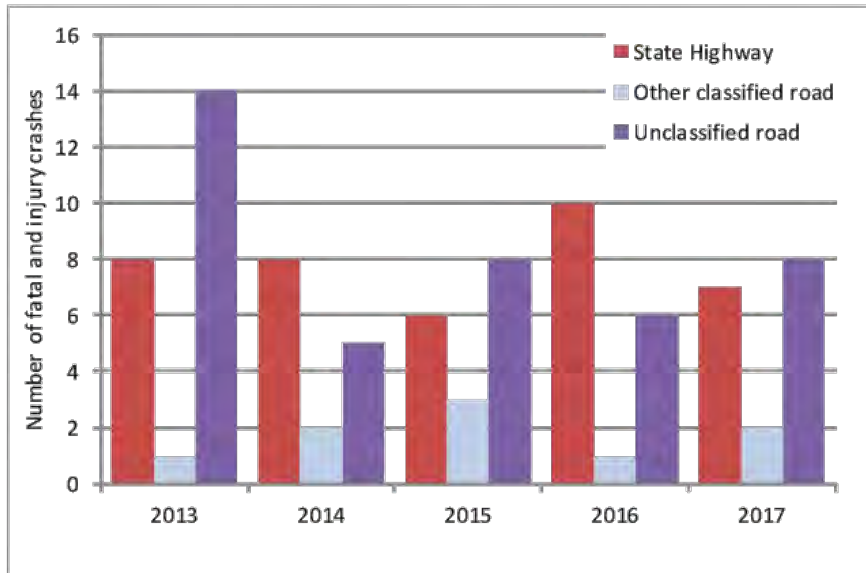


Figure 5 - Road classification for fatal and injury crashes in Narrandera Shire 2013-2017

The locations of the crashes are shown in Figure 6, Figure 7 and Figure 8.

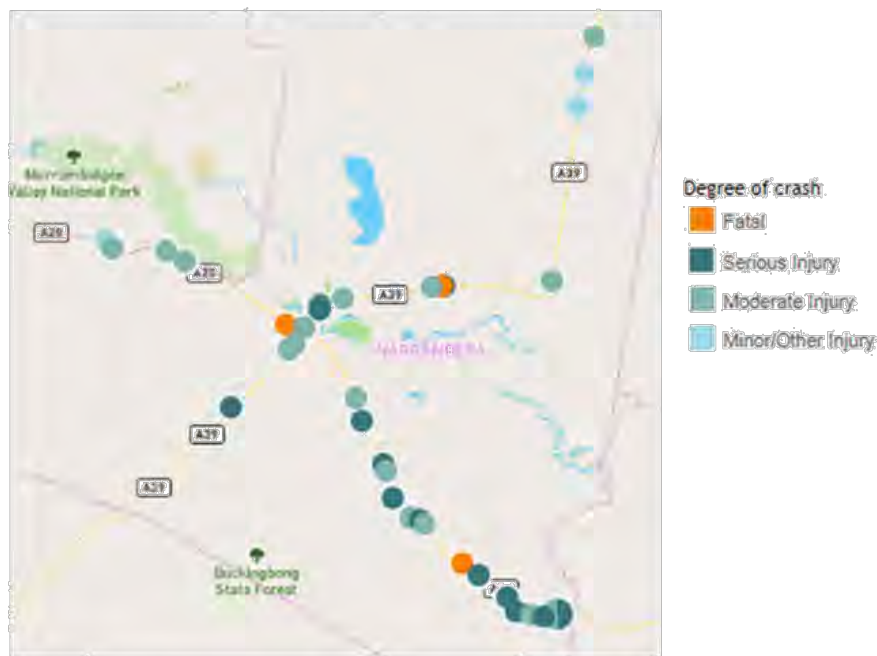


Figure 6 - Location of crashes on state highways in Narrandera Shire 2013-2017

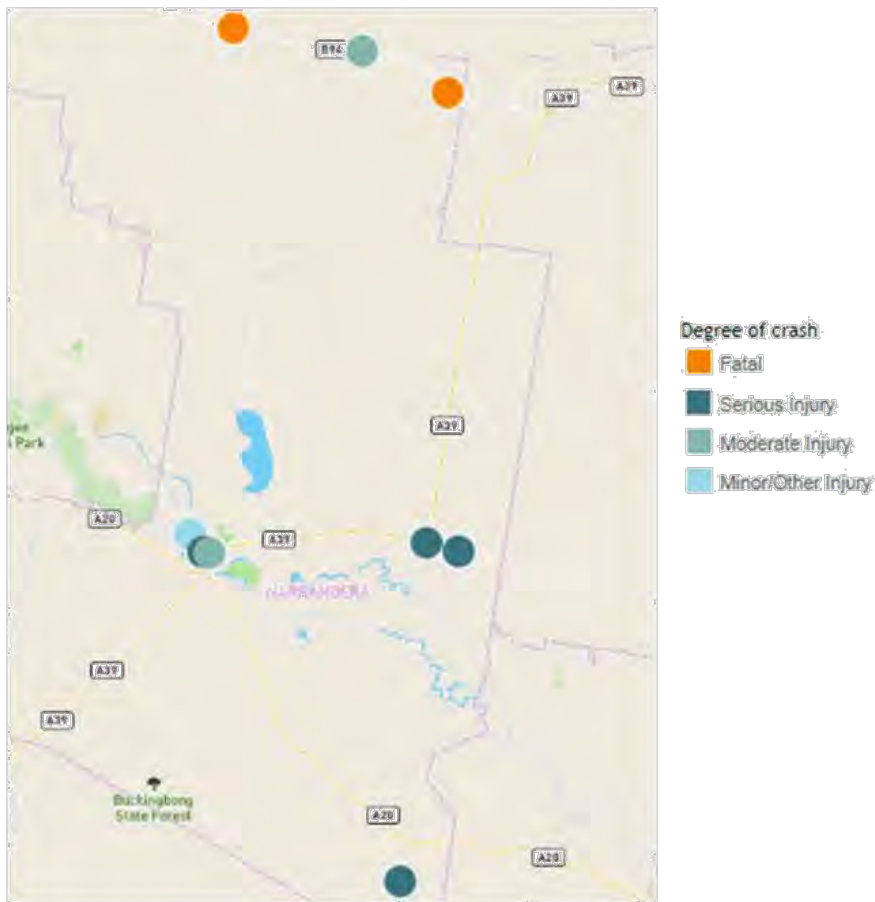


Figure 7 - Location of crashes on regional roads in Narrandera Shire 2013-2017

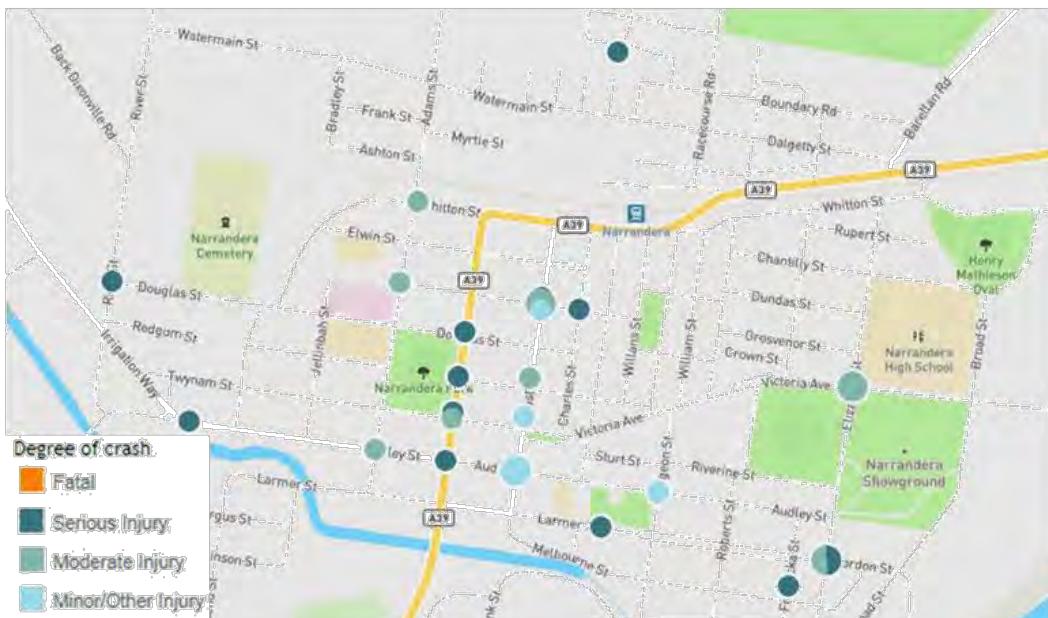


Figure 8 - Location of crashes in Narrandera township 2013-2017

As shown in Figure 9 in 2013-2017 the majority (75.6 per cent) of drivers involved in fatal and injury crashes were from Narrandera Shire or a neighbouring LGA. The largest proportion were from Narrandera (45.4 per cent) followed by Wagga Wagga (10.9 per cent), Leeton (8.4 per cent) and Griffith (5 per cent).

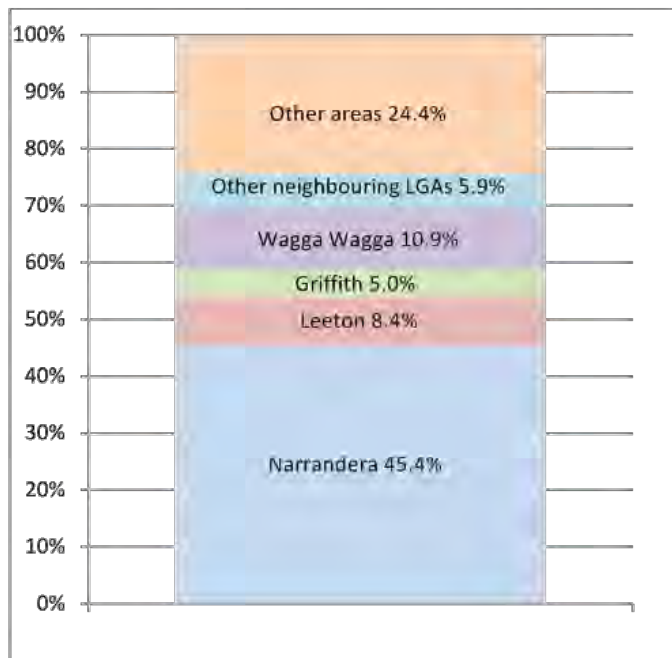


Figure 9 - Residence of motor vehicle controllers in fatal and injury crashes in Narrandera Shire 2013-2017

Vehicle Type

The type of vehicles involved in fatal and injury crashes in Narrandera LGA is predominantly cars (this classification may include some utes and 4WD vehicles although they may be classified as light trucks).

The proportion of crashes over the five year period involving heavy vehicles (11.5 per cent), and motorcycles (14.9 per cent) was higher than the corresponding proportion for both the South West Region (10.3 and 11.4 per cent respectively) and New South Wales (6.4 and 12.9 per cent respectively). The proportion of crashes over the five year period involving light trucks (20.7 per cent) was similar to the corresponding proportion for the South West Region (20.6 per cent) and higher than New South Wales (18.3 per cent).

The higher heavy vehicle proportion may reflect relatively larger numbers of heavy vehicles travelling through Narrandera LGA due to the presence of major highways and transport routes.

Although the proportion of light trucks is higher than for all New South Wales when it is considered that some utes and 4WDs may be classified as light trucks and the likelihood that there is a higher proportion of these vehicles in country areas. The lower proportion of cars involved in crashes in Narrandera compared to New South Wales probably balances the higher proportion of light trucks compared to the whole state.

Single vehicle crashes represented 64 per cent of the fatal and injury crashes for the five year period to the end of 2017.

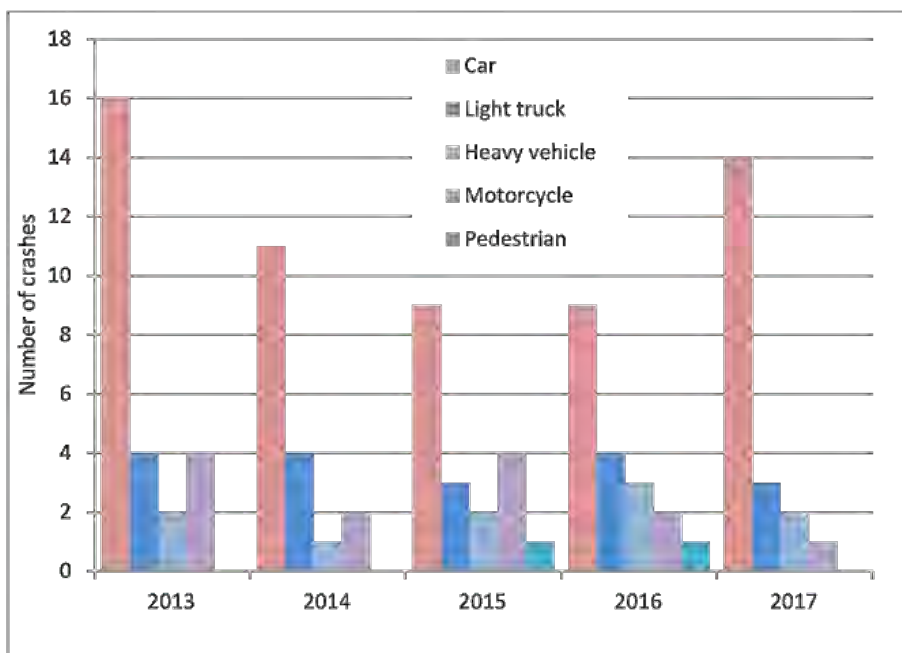


Figure 10 - Type of vehicle involved in fatal and injury crashes in Narrandera Shire 2013-2017

Gender and Age

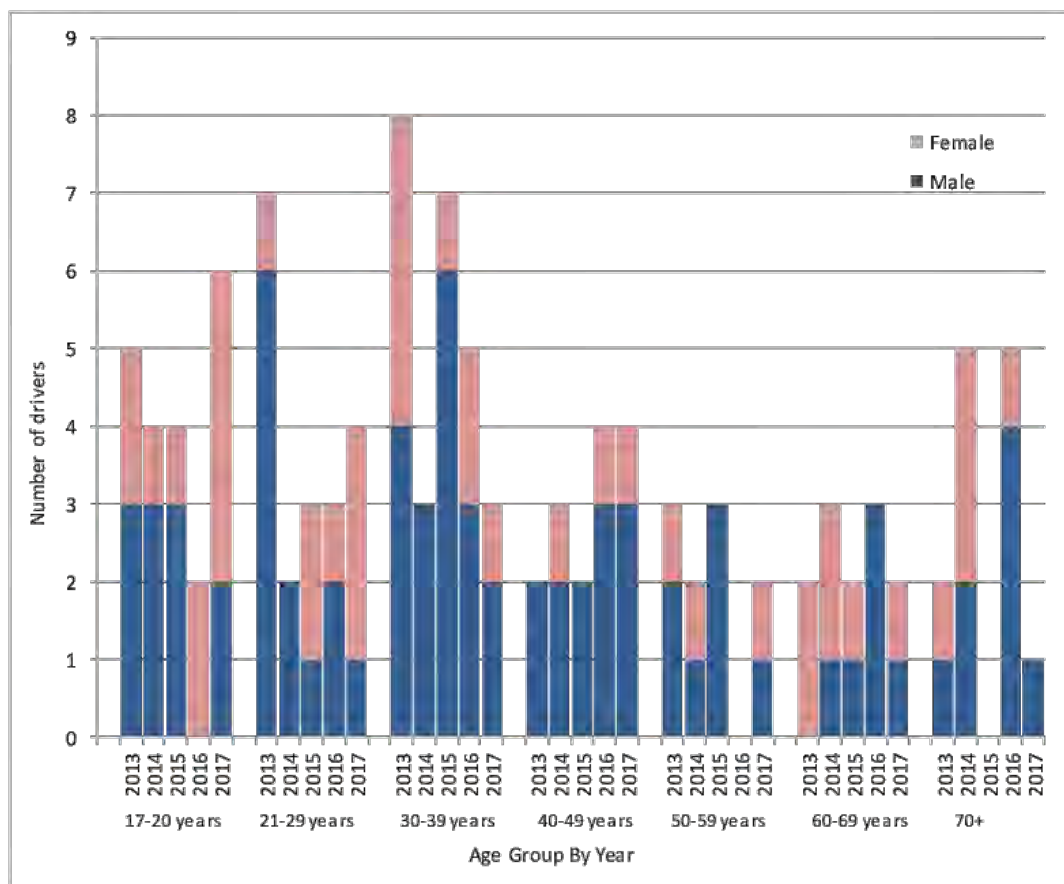
Over the last five years 63 per cent of crash drivers were male. The age group with the largest proportion of drivers was 30-39 year old group with 21.8 per cent. However the 17-21 year old group were over represented with 17.6 per cent of crash drivers.

Considering age and gender males aged 30-39 years were the highest having 15.1 per cent of crash drivers although males aged 17-20 years represented 9.2 per cent of crash drivers.

Interestingly the difference between males and females was lowest in the youngest age group (17-20 years) with only one more crash involving males compared to females in this age group.

The variability in the age and gender of the drivers involved in fatal and injury crashes is evident in Figure 11.

For example although there were more male drivers in crashes across the five year period the number of male and female drivers in crashes in 2017 was equal, while in contrast there were more than three times as many male drivers than female drivers in crashes in 2015. There were no drivers in the 70 year old and over age group in crashes in 2015 yet this age group had the highest number of drivers in crashes in 2014 and equal highest in 2016.



Note: Figure excludes three drivers - one male driver of unknown age in 2014 and two drivers of unknown age and gender in 2015 and 2016

Figure 11 - Drivers in fatal and injury crashes classified by age and gender

Crash Movement

The crash movements most prevalent in the last five years (2013-2017 data) were:

- Off road on straight, hit object 32.6 per cent
- Intersection adjacent approaches in urban areas 13.5 per cent
- Off road on curve, hit object 9 per cent
- Hit animal 7.9 per cent
- Other crash type 9 per cent

Details of the number of fatal and injury crashes for each crash movement annually are shown in Table 2. In most years (three out of five) the crash type with the highest proportion of total crashes was 'off road on straight, hit object' and the majority of crashes were from 'off road' crash movements (combining 'on straight', 'on straight, hit object', 'on curve' and 'on curve, hit object'). 'Off road' crash movements accounted for 51.7 per cent of crashes in the five year period.

Table 2 - Number of fatal and injury crashes for each crash movement 2013-2017

Crash Movement	2013	2014	2015	2016	2017	Total
Off road on straight, hit object	9	2	9	2	7	29
Off road, on straight	1	1	0	2	0	4
Out of control on straight	1	1	0	0	0	2
Off road on curve, hit object	2	1	0	4	1	8
Off road, on curve	2	1	1	1	0	5
Intersection, adjacent approaches*	4	4	1	2	2	13
Hit animal	1	0	2	1	3	7
Rear-end	0	0	3	1	1	5
Head on (not overtaking)	2	2	0	0	0	4
Opposing vehicles; turning	0	1	0	0	0	1
Vehicle leaving driveway	0	0	0	1	0	1
Overtaking; same direction	0	0	0	0	1	1
Hit pedestrian	0	0	1	0	0	1
Other crash type	1	2	0	3	2	8
Total fatal and injury crashes	23	15	17	17	17	89

* all in urban (50km/h speed limit areas) except one in 2014

Contributing Factors – Speed, Alcohol, Fatigue

The criteria for determining speed and fatigue involvement in a crash is given by Centre for Road Safety (2018) as follows.

Speeding

It is not always clear from police reports if speeding (excessive speed for the prevailing conditions) was a contributing factor in a road crash.

We consider speeding to have been a contributing factor if at least one speeding motor vehicle was in a crash. We say a motor vehicle was speeding if it meets any of these conditions:

- The vehicle's driver or rider was charged with a speeding offence
- Police said the vehicle was travelling at excessive speed
- The speed of the vehicle was faster than that allowed for the licence class of the driver or rider, or the vehicle weight (introduced 1 January 2010)
- The speed of the vehicle was higher than the speed limit
- While on a curve the vehicle jack-knifed, skidded, slid or the controller lost control
- The vehicle ran off the road on a bend or turning a corner and the driver or rider was not distracted by something, or affected by drowsiness or sudden illness, and was not swerving to avoid another vehicle, animal or object, and the vehicle did not have equipment failure

Fatigue

It is not always clear from police reports if fatigue was a contributing factor in a road crash. We consider fatigue to have been a contributing factor if at least one fatigued vehicle driver or rider was in a road crash. We define a vehicle driver or rider to be fatigued if they meet any of these conditions:

- Police said the motor vehicle driver or rider was asleep, drowsy or tired
- The vehicle travelled onto the incorrect side of a straight road and had a head-on collision (and was not overtaking another vehicle and no other relevant factor was found)
- The vehicle ran off a straight road or off the road to the outside of a curve and the vehicle was not travelling at excessive speed and there was no other relevant factor found for the crash.

Alcohol as a contributing factor is determined by whether any of the vehicle drivers or riders in the crash had an illegal level of alcohol (Centre for Road Safety, 2018).

From 2013-2017 speed and/or alcohol and/or fatigue were identified as contributing factors in 42.7 per cent of fatal and injury crashes. Only one contributing factor was identified in 30.3 per cent of crashes, two contributing factors in 11.2 per cent of crashes and three contributing factors in 1.1 per cent of crashes. The number of crashes in 2013-2017 identified with each contributing factor is shown in Figure 12. The number of crashes for each contributing factor or combination of factors annually is shown in Figure 13.

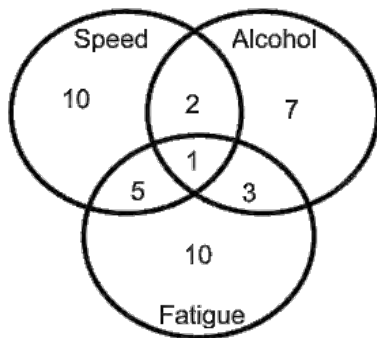


Figure 12 - Contributing factors in fatal and injury crashes 2013-2017

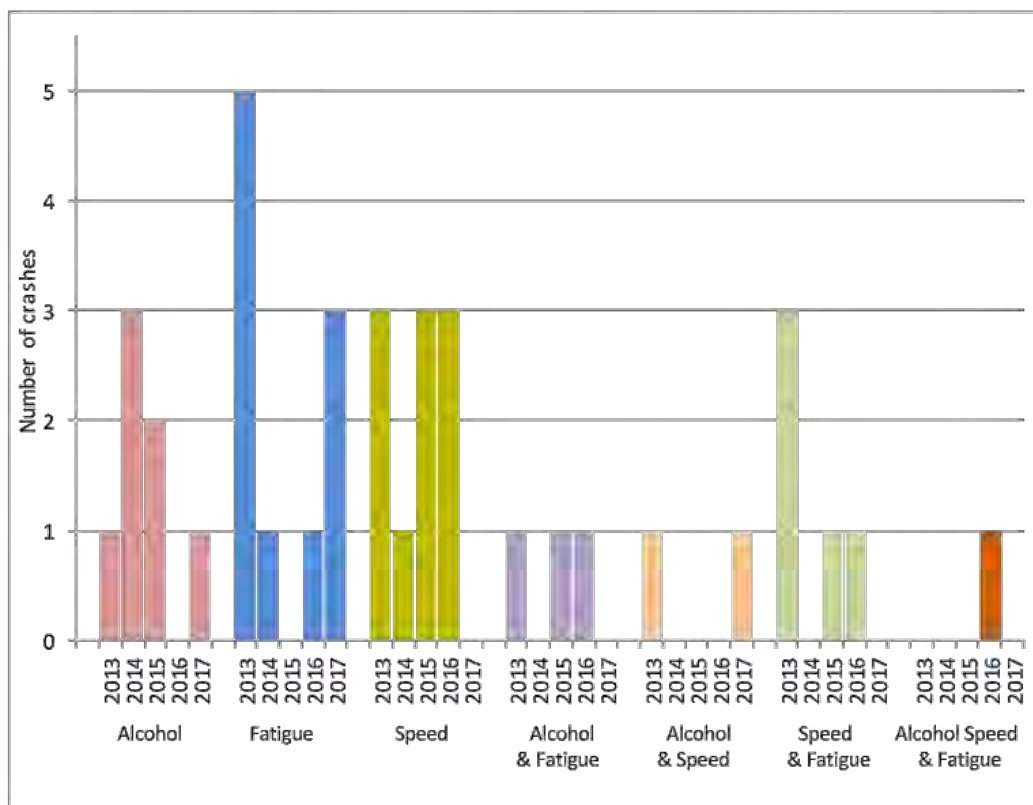


Figure 13 - Number of crashes annually for each contributing factor or combination of factors

The total number of crashes in which each contributing factor is involved is shown in Figure 14. It is evident from this figure that the most predominant contributing factor is variable so considering this data in combination only can be misleading.

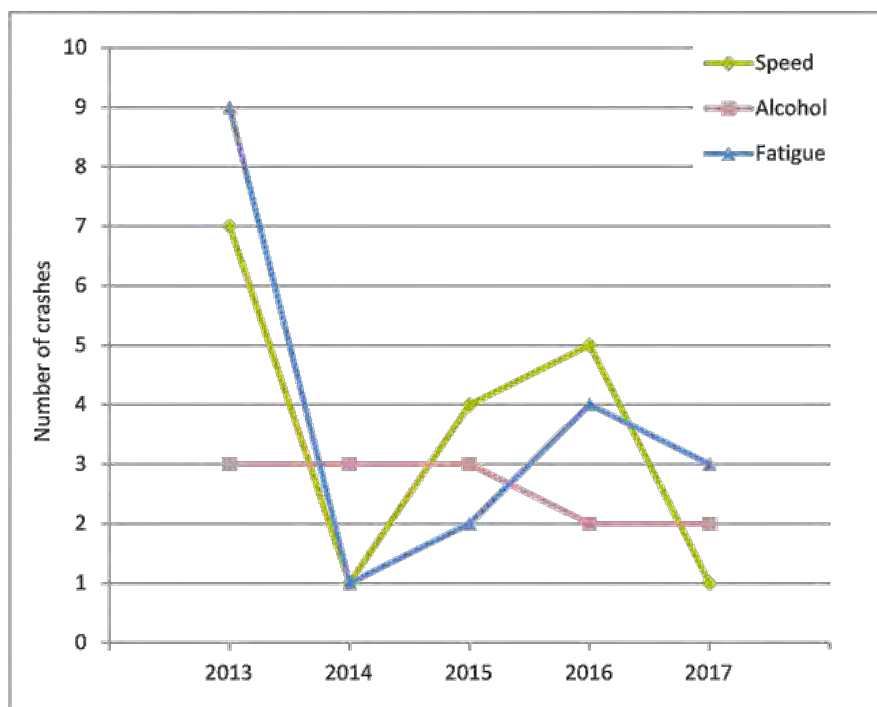


Figure 14 - Number of crashes involving each contributing factor 2013-2017

The proportion of crashes which had speed as a contributing factor was 20.7 per cent which was higher than for NSW (16.4 per cent) but lower than the South West Region (28.7 per cent). The proportion of crashes with fatigue as a contributing factor was 21.8 per cent which was higher than both NSW (7.5 per cent) and the South West Region (15.1 per cent). The proportion of crashes with alcohol as a contributing factor was 13.8 per cent which was higher than both NSW (4.4 per cent) and the South West Region (7.4 per cent).

Details of speed crashes in Narrandera Shire

From 2013-2017 there were 18 speed crashes in Narrandera Shire. There was one fatal crash with one fatality and 17 injury crashes with 22 injuries which included 12 serious injuries. The fatal crash was a single vehicle crash on Yapunyah St (Burley Griffin Way) Barellan with a 53 year old male driver travelling 80 km/h in a 50 km/h zone and with alcohol as an additional contributing factor.

Seven crashes were on state highways:

- Six on the Sturt Highway at
 - Gillenbah (2)
 - Euroley (2)
 - Sandigo (1)
 - Galore (1)
- One on the Newell Highway at
 - Narrandera (1)

Three crashes were on regional roads:

- two on Burley Griffin Way (MR84) at Barellan (1) and Moombooldool (1)
- one on Canola Way (MR234) at Grong Grong

Eight crashes were on local roads at:

- Powell Street, Narrandera
- Douglas Street, Narrandera
- Larmer Street, Narrandera
- King Street, Narrandera
- Buckingbone Road, Gillenbah
- Malwala Lane, Sandigo
- Old Wagga Rd, Grong Grong
- Brobenah Hall Road, Brobenah

The gender of the 19 drivers involved was:

- 18 males
- One female

Of the male drivers:

- six were aged 17-25 years (17, 18, 20, 23, 24,24)
- three were aged 26-40 years (33, 36,37)
- six were aged 41-55 years (42, 45, 45, 46, 47,53)
- two were aged 56-70 years (61, 69)
- one was aged over 70 years (78)

The female driver was 25 years old.

The residence of motor vehicle controllers involved were:

- seven from Narrandera LGA
- five from Wagga Wagga LGA
- three from Griffith LGA
- one from Greater Hume LGA
- two from interstate/overseas

There were 17 single vehicle crashes and one two vehicle crash.

The vehicles involved were:

- 13 light vehicles – cars, utes or 4wd
- two heavy vehicles – B-double, semi, lorry, truck
- three motorcycles

The crashes occurred where the following speed limits applied:

- one in 40 km/h or less
- five in 50 km/h
- one in 80 km/h
- 10 in 100 km/h
- one in 110km/h

The crash movements involved were:

- one hit animal
- one off road, on straight
- three off road on straight, hit object
- four off road, on curve
- seven off road on curve, hit object
- two other crash type

In summary for speed crashes:

- The majority of the drivers in speed crashes were male (94.7 per cent)
- The majority of the drivers were from Narrandera (38.9 per cent) or a neighbouring LGA (44.4 per cent)
- The majority of the crashes involved a single vehicle (94.4 per cent)
- The majority of the crashes were crash movements involving off road (83.3 per cent)
- The majority of the vehicles involved were light vehicles (72.2 per cent)
- One third of speed crashes were on the Sturt Highway
- The majority of the crashes were in 100 km/h speed zones (55.6 per cent)
- The highest proportion of the speed crashes were on local roads (44.4 per cent)
- There was often alcohol and/or fatigue as another contributing factor/s (44.4 per cent)

Details of fatigue crashes in Narrandera Shire

From 2013-2017 there were 19 fatigue crashes in Narrandera Shire. There were two fatal crashes and 17 injury crashes with two fatalities and 24 injuries which included 10 serious injuries. The fatal crashes were a single vehicle crash on Burley Griffin Way at Kamarah with a 39 year old female driver at 3:30am on a Monday which also had two injuries and a single vehicle crash on the Newell Highway at Narrandera with an 18 year old male driver at 9:45pm on a Thursday which also had one injury. Both crashes were on a straight road with the vehicle going off the road to the left and hitting a tree/bush. There were no other contributing factors identified for either crash.

Twelve crashes were on state highways:

- Seven on the Sturt Highway at
 - Gillenbah (1)
 - Euroley (1)
 - Sandigo (3)
 - Galore (2)
- Five on the Newell Highway at
 - Narrandera (1)
 - Grong Grong (2)
 - Gillenbah (2)

Two crashes were on regional roads:

- both on Burley Griffin Way (MR84) at
 - Kamarah (1)
 - Moombooldool (1)

Five crashes were on local roads at:

- Frederica Street, Narrandera (1)
- Barellan Road, Narrandera (1)
- Buckingbone Road, Gillenbah (2)
- Erigolia Road, Binya (1)

The gender of the 20 drivers involved was:

- 17 males
- Three females

Of the male drivers:

- Eight were aged 17-25 years (18, 18, 18, 22, 23, 24, 25, 25)
- Seven were aged 26-40 years (29, 30, 34, 36, 37, 38, 38)
- One was aged 41-55 years (46)
- One was aged 56-70 years (61)
- None were aged over 70 years

Of the female drivers:

- Two were aged 17-25 years (25, 25)
- One was aged 26-40 years (39)
- None were aged over 40 years

The residence of motor vehicle controllers involved were:

- Four from Narrandera LGA
- Three from Wagga Wagga LGA
- Three from Griffith LGA
- Two from Leeton LGA
- One from Lockhart LGA
- One from Hay LGA
- Six from interstate/overseas

There were 18 single vehicle crashes and one two vehicle crash.

The vehicles involved were:

- 16 light vehicles – cars, utes or 4wd
- three heavy vehicles – B-double, semi, lorry, truck
- one motorcycle

The crashes occurred where the following speed limits applied:

- one in 50 km/h
- one in 80 km/h
- 13 in 100 km/h
- four in 110km/h

The crash movements involved were:

- one head-on (not overtaking)
- two off road, on straight
- nine off road on straight, hit object
- one out of control on straight
- three off road, on curve
- three off road on curve, hit object

Considering the day of the week:

- 12 crashes occurred on the weekdays (63.2 per cent)
- Seven crashes occurred on the weekend (36.8 per cent)
- Sunday had the highest proportion of crashes (26.3 per cent)
- Friday had the lowest proportion of crashes (0 per cent)

The crashes were at the following times:

- seven were during the early morning (between midnight and 6am)
- three were during the morning (between 6am and midday)
- six were during the afternoon (between midday and 6pm)
- three were during the evening (between 6pm and midnight)

The time of each crash is shown in Figure 15. This figure highlights five crashes occurring from 3am to 4am and five crashes from 2pm to 4pm with the three hours covered by these two time slots accounting for over half (52.6 per cent) of the fatigue crashes.

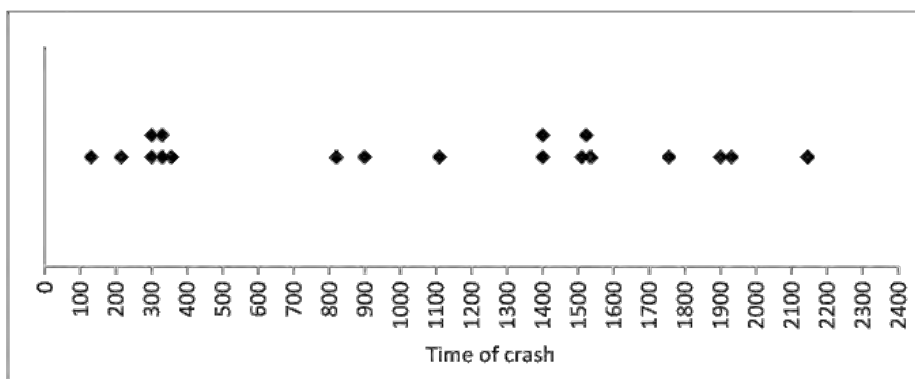


Figure 15 - Time of each fatigue crash in Narrandera Shire 2013-2017

In summary for fatigue crashes:

- The majority of the crashes involved a single vehicle (94.7 per cent)
- The majority of the crashes were in 100 km/h or higher speed zones (89.5 per cent)
- The majority of the crashes were crash movements involving off road (89.4 per cent)
- The majority of the drivers in crashes were male (85.0 per cent)
- The majority of the vehicles involved were light vehicles (80 per cent)
- The majority of the drivers were from Narrandera (20.0 per cent) or a neighbouring LGA (45.0 per cent)
- The majority of the crashes were on state highways (63.2 per cent)
- There was often speed and/or alcohol as another contributing factor/s (47.4 per cent)
- The majority (52.6 per cent) of the crashes occurred in the early morning (3am-4am) and mid afternoon (2pm-4pm)

Details of alcohol crashes in Narrandera Shire

From 2013-2017 there were 13 alcohol crashes in Narrandera Shire. There were two fatal crashes and 11 injury crashes with two fatalities and 16 injuries which included 5 serious injuries. The fatal crashes were a single vehicle crash on Angle Road at Grong Grong with a 25 year old female driver at 1:30am on a Thursday and a single vehicle crash on Yapunyah St (Burley Griffin Way) Barellan with a 53 year old male driver at 5:45am on a Saturday which also had speed as a contributing factor. In both crashes the vehicle went off the road to the right and hit a tree/bush.

Four crashes were on state highways:

- One on the Sturt Highway at
 - Sandigo (1)
- Three on the Newell Highway at
 - Ardlethan (1)
 - Grong Grong (1)
 - Gillenbah (1)

One crash was on regional a road at Burley Griffin Way (MR84) at Barellan.

Eight crashes were on local roads at:

- Audley Street, Narrandera (1)
- Boree Road, Narrandera (1)
- Douglas Street, Narrandera (1)
- Elizabeth Street, Narrandera (1)
- Frederica Street, Narrandera (1)
- Angle Road, Grong Grong (1)
- Old Wagga Road, Grong Grong (1)

The gender of the 16 drivers involved was:

- 14 males
- Two females

Of the male drivers:

- Seven were aged 17-25 years (18, 18, 19, 21, 22, 23, 24)
- Three were aged 26-40 years (33, 36, 38)
- Four were aged 41-55 years (44, 46, 51, 53)
- None were aged over 55 years

Of the female drivers:

- One was aged 17-25 years (25)
- None were aged 26-40 years
- One was aged 41-55 years (47)
- None were aged over 55 years

The residence of motor vehicle controllers involved were:

- Nine from Narrandera LGA
- Two from Wagga Wagga LGA
- One from Griffith LGA
- One from Leeton LGA
- Three from interstate/overseas

There were 10 single vehicle crashes and three two vehicle crashes.

The vehicles involved were:

- 13 light vehicles – cars, utes or 4wd
- No heavy vehicles – B-double, semi, lorry, truck
- Three motorcycles

The crashes occurred where the following speed limits applied:

- five in 50 km/h
- five in 100 km/h
- three in 110km/h

The crash movements involved were:

- one head-on (not overtaking)
- one intersection, adjacent approaches
- one off road, on straight
- one off road on straight, hit object
- one out of control on straight
- one off road, on curve
- two off road on curve, hit object
- one other crash type

The crashes were at the following times:

- six were during the early morning (between midnight and 6am)
- one was during the afternoon (between midday and 6pm)
- six were during the evening (between 6pm and midnight)

The time of each crash is shown in Figure 16. This figure highlights that all except one crash occurred between 6pm and 6am.

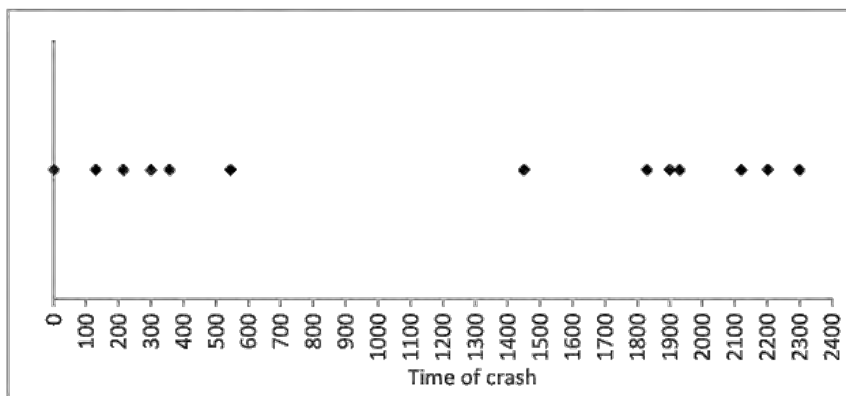


Figure 16 - Time of each alcohol crash in Narrandera Shire 2013-2017

Considering the day of the week:

- Eight crashes occurred on the weekend (61.5 per cent)
- Five crashes occurred on the weekdays (38.5 per cent)
- Saturday and Sunday had the highest proportion of crashes (each 30.8 per cent)
- Friday, Saturday and Sunday accounted for 69.2 per cent of the crashes

In summary for alcohol crashes:

- Nearly all crashes (92.3 per cent) occurred between 6pm and 6am
- The majority of the drivers in crashes were male (87.5 per cent) with most aged 17-25 years (43.8 per cent)
- The majority of the vehicles involved were light vehicles (81.3 per cent)
- The majority of the crashes involved a single vehicle (76.9 per cent)
- The majority of the drivers were from Narrandera (56.3 per cent) or a neighbouring LGA (25.0 per cent)
- Most crashes occurred on the weekend (61.5 per cent)
- The majority of the crashes were in 100 km/h or higher speed zones (61.5 per cent)
- The majority of the crashes were on local roads (61.5 per cent)
- There was often also speed and/or fatigue as a contributing factor/s (46.2 per cent)

Stakeholders

Narrandera Shire Council

The Council Strategic Plan 2017-2030 (Narrandera Shire Council, 2017, p. 27) identified as goal for the community “to feel connected and safe” with one of the strategies to achieve this being to “support continued education on road and pedestrian safety inclusive of addressing

the specific needs of the disabled, youth and the aging population" (Narrandera Shire Council, 2017, p. 29).

Roads and Maritime Services (RMS)

Roads and Maritime Services supplement Council's contribution for the employment of a Road Safety Officer and provide resources, information and advice to perform all the duties required of the position.

NSW Police

Consultation with Highway Patrol indicated their concern for speeding; fatigue; drink and drug driving; driver distraction especially mobile phones; and seatbelts including child restraints. They are willing to be consulted and incorporated into projects designed to target these local issues.

Other Local Stakeholders

A number of other stakeholders have participated in road safety projects in the past and provide feedback on road safety priorities that is referenced when developing road safety projects. These stakeholders include:

- Local schools and their parents groups
- Local bus operators
- Local clubs and hotels (Liquor Accord)
- Local sporting clubs
- Community and service groups
- Narrandera Bicycle Users Group
- Local businesses

Section Two

Key Road Safety Issues

The key local road safety issues identified from the Narrandera Shire crash data were speed, alcohol, fatigue, local drivers and off-road crash movements.

Speed was a contributing factor in 20.7 per cent of fatal and injury crashes which is higher than the corresponding figure for NSW. Speed crashes involved predominantly male drivers in the 17-25 year old and 41-55 year old age group and occurred in speed zones of 100 km/h and higher.

Alcohol was a contributing factor in 13.8 per cent of fatal and injury crashes which is higher than the corresponding figures for both the South West Region and NSW. Most alcohol crashes occurred on local roads on weekends in speed zones of 100km/h or higher. The drivers were predominantly male in the 17-25 year old age group. Most crashes occurred between 6pm and 6am.

Fatigue was a contributing factor in 21.8 per cent of fatal and injury crashes which is higher than the corresponding figures for both the South West Region and NSW. Fatigue crashes involved predominantly male drivers in the 17-25 year old and 26-40 year old age groups. The majority of the crashes were on State Highways in speed zones of 100km/h or higher. The majority of the crashes occurred in the early morning (3am-4am) and mid-afternoon (2pm-4pm)

Local drivers were predominant in crashes with 45.4 per cent from Narrandera Shire, 19.3 per cent from Leeton and Wagga Wagga LGAs and 30.3 per cent from other local government areas bordering Narrandera Shire.

The proportion of motorcycle and heavy vehicle crashes were higher than both the South West Region and New South Wales.

The majority of fatal and injury crashes involved an off road crash movement, either off road straight; off road straight, hit object; off road curve; or off road curve hit object.

The Road Safety Plan 2021 (Transport for NSW, 2018, p. 12) identified reducing fatalities on country roads as a key focus. Delivering a new Saving Lives on Country Roads program is one of its six priority areas. This includes installing and upgrading safety features to reduce run off road crashes, crashes on curves and head on crashes as well as a targeted Saving Lives on Country Roads public education campaign (Transport for NSW, 2018, p. 13).

Proposed Road Safety Education Projects 2019-2021

CBT & Plan B for Local Events

Providing courtesy breath testing at local events where alcohol is served and people may be tempted to drive after a few drinks.

Include the use of a 'camping swag' as a prize in a free competition aimed at increasing discussion amongst the community regarding the need to be responsible and plan ahead for your transport options when consuming alcohol.

Responsible Service of Alcohol

Providing subsidised Responsible Service of Alcohol (RSA) courses to local residents particularly local youth.

Speed, Fatigue & Drink/Drug Driving Messages

Promoting awareness locally of the risks associated with driving tired, drink/drug driving and the need for appropriate speeds on country roads through local and social media. Variable message signs will be used to target drivers 'on road', particularly during public and school holidays.

Motorcycle Awareness

Promotion of motorcycle safety and provision of subsidized Motorcycle First Aid course focused on motorcycle related first aid trauma management and understanding how to confidently manage a crash scene.

Helping Learner Drivers Become Safer Drivers

Deliver workshops for parents/supervisors of learner drivers to assist in effective and safe driving techniques.

Seatbelt and Child Restraint Use

Promote use of seatbelts and child restraints including the correct fitting and use of child restraints. Provide opportunities for free child restraint checks to encourage correct use.

65+ Workshops

Deliver workshops designed to maintain independence and increase driver safety for aged drivers.

Road Safety Editorial

A regular "Road Safety Column" in the local paper (Narrandera Argus) to deliver road safety messages across a broad range of issues. This proactive campaign will include promotion of timely road safety messages such as double demerit point periods, fatigue during holiday periods, walk safely to school day. The column will be published monthly to provide road safety messages with local content and relevance to supplement shorter social media messages through Council's Facebook page.

Fatigue Workshops

Deliver workshops for Community Transport volunteers about driver fatigue. The workshop aims to support the volunteers by providing information about driver fatigue risks and crash statistics as well as practical strategies to reduce driver fatigue.

Social Media Campaign

A social media campaign to deliver road safety messages across a broad range of issues. This proactive campaign will include promotion of timely road safety messages such as double demerit point periods, fatigue during holiday periods, walk safely to school day.

Safe Speeds on Local Roads

Encourage speed limit compliance on local roads through use of courtesy speed checks and sharing speed data to increase driver awareness.

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14.3 REQUEST FOR FINANCIAL ASSISTANCE - NARRANDERA CRC CHURCH**Document ID:** 429743**Author:** Events and Visitor Services Team Leader**Authoriser:** General Manager**Theme:** Our Community**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Approves the request for \$1,324.50 from the Narrandera CRC Church 2019 50th Anniversary Street Party event from the Events Activities and Promotion Expense budget.

PURPOSE

The purpose of this report is for Council to consider the Narrandera Business Groups' request for financial assistance of \$1,324.50. This financial contribution will go towards Council providing traffic control and waste management for the Narrandera CRC Church 50th Anniversary Street Party event.

SUMMARY

The Narrandera CRC Church 50th Anniversary Street Party is a community event to be Saturday 14th September 1pm to 4pm Bolton Street, Narrandera. Many of the businesses and community groups in Bolton Street will be open for extended trading hours.

As the event is planned to be held on public roads, there is a need to close roads for a period of time to ensure the safety of event patrons. Road closures are required to be undertaken by appropriately qualified people and can be either Council employees or a private traffic control company. Council has provided the Narrandera CRC Church with a cost to provide road closure and traffic control services. The Narrandera CRC Church is seeking Council's agreement to cover the costs of road closures for the 2019 event.

BACKGROUND

The draft program for this event includes:

- Amusements
- Entertainment and buskers
- Children and family activities

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

Our Community

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

Narrandera Shire Council Event Policy (ES230)

Financial

\$14,160 allocated in the 2019-2020 Events Activities and Promotional Expense budget.

Legal / Statutory

Local Government Act 1993

Community Engagement / Communication

The Traffic Management Plan for the Narrandera CRC Church 50th Anniversary Street Fair has been presented and endorsed by the Narrandera Traffic Management Committee. The Narrandera CRC Church will notify residents and businesses affected by the road closure, as well as emergency services.

Council Staff have liaised with the event organiser in relation to the event and will continue to liaise with them in the lead up to the event.

Human Resources / Industrial Relations (if applicable)

Staff resources to implement:

- Advice and advocacy for event management
- Traffic Management

RISKS

An event risk assessment for the event has been submitted by the Narrandera CRC Church for the Narrandera CRC Church 50th Anniversary Street Party and public liability insurance has been secured for the event.

Should Council not provide the financial support requested, many of the components for this event requiring the traffic management would not be able to proceed.

OPTIONS**Option 1: Decline the financial assistance request**

Council does nothing and does not support the Narrandera CRC Church 50th Anniversary Street Party Event 2019. The risks associated with option 1 is the road closure may not be undertaken by appropriately qualified people, which may lead to high risk incidents or the components of the festival requiring the road closure don't happen resulting in lower attendance at the festival.

Option 2: Approve the funding request

Council supports the Narrandera CRC Church 50th Anniversary Street Party Event 2019, with the below activities:

- Traffic & Waste Management (Saturday in Bolton Street), including advertising the road closure in the Narrandera Argus - \$1324.50

Council would ask to be recognised as a sponsor for their contribution towards the festival and also request post event reporting with event attendee's numbers and post codes of event attendees.

Total cost to Council is \$1324.50

Option 3: Amend the value for the funding request

Council supports the Narrandera CRC Church 50th Anniversary Street Party Event 2019, amending the value for the funding request.

Council would ask to be recognised as a sponsor for their contribution towards the festival and also request post event reporting with event attendee's numbers and post codes of event attendees.

CONCLUSION

The Narrandera CRC Church has identified the costs which require support from Council to ensure their event remains viable. Council will formalise any assistance with the Narrandera CRC Church in an agreement.

RECOMMENDATION

That Council:

1. Approves the request for \$1324.50 from the Narrandera CRC Church 2019 50th Anniversary Street Party event from the Events Activities and Promotion Expense budget.

14.4 APPLICATION TO WAIVER FEES - GOLDEN BOOT TOUCH FOOTBALL CARNIVAL

Document ID: 429946

Author: Events and Visitor Services Team Leader

Authoriser: General Manager

Theme: Our Community

Attachments: 1. 2019 Sports Ground Hire Fees Waive Request - Marc Lawrence.pdf [↓](#)

RECOMMENDATION

That Council:

1. Approve the request to fund the ground hire charge of \$461.00 for use of the Narrandera Sportsground for the 2019 Police Charity Golden Boot Touch Football Carnival from the Mayor and General Manager Financial Assistance funding.

PURPOSE

The purpose of this report is for Council to consider a request from NSW Police Force for Council to waive the ground hire fees for the 2019 Annual Police Charity Boot Touch Football Carnival.

SUMMARY

That Council approve the request to fund the ground hire charge of \$461, for use of the Narrandera Sportsground for the 2019 Police Charity Golden Boot Touch Football Carnival from the Mayor and General Manager Financial Assistance funding. This event attracts approximately 350 participants from NSW and Victoria.

BACKGROUND

The Police Charity Golden Boot Touch Football Carnival has traditionally been hosted by the Narrandera Police Station and held at Narrandera Sportsground. The 2018 event hosted approximately 350 participants with representatives from across emergency services both in NSW and Victoria.

Council has previously financially supported this event:

- 2018 - \$461 (CR 18/167)
- 2017 - \$450 (CR 17/274)
- 2016 - \$500 (CR 16/138)
- 2015 - \$489.70 (CR 15/228)
- 2014 - \$420 plus \$56.70 per hour for lights if needed (CR 15/278)

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

Our Community

Strategy

1.3 - To feel connected and safe

Action

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

ISSUES AND IMPLICATIONS**Policy**

CS20 Financial Assistance Policy

Financial

Ground fees for the event would be \$461.00. Following this donation the General Manager Mayor & Donations fund would have a balance of \$4131.36

Legal / Statutory

Section 356 of the Local Government Act, 1993

Community Engagement / Communication

By discussing this matter in an open forum of Council.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

An event risk assessment has been submitted by NSW Police for the 2019 Carnival.

OPTIONS

The options available to Council are:

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

CONCLUSION

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

RECOMMENDATION

That Council

1. Approve the request to fund the ground hire charge of \$461.00 for use of the Narrandera Sportsground for the 2019 Police Charity Golden Boot Touch Football Carnival from the Mayor and General Manager Financial Assistance funding.



The General Manager
Narrandera Shire Council
141 East St, Narrandera

RE: Assistance to waive ground hire fees for the 2019 Golden Boot Touch Football Carnival

The Golden Boot Touch Football Carnival will once again be held in Narrandera on Wednesday 13 November, 2019. The event has been run on and off since the late 1980's but in recent times, has been conducted as a fundraising event for the previous eleven years.

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

Over the years, in excess of \$75,000 has been raised with many local organisations and individuals benefitting. Last year \$8,500 was presented to the organisers of Harry's Day Out to assist for suicide prevention programs for youth in the region.

2019 will see the money raised be donated to NSW Police Legacy. The last 18 months has been a somewhat tumultuous period for many of the days participants. Many having lost close friends or seen them become victim to horrendous injuries while conducting their duties. Added to this, many of our colleagues are suffering psychological issues. Police Legacy assists these officers and their families by providing support programs and let them know they are not alone in their recovery.

A local charity / group will also be chosen closer to the date to receive some a donation also.

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

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

Regards,



Marc LAWRENCE
Detective Senior Constable
Wagga Wagga Criminal Investigation
Ph: 02 6922 2587
Fax: 02 6922 2575
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Riverina Police District
Criminal Investigation

217 – 219 Tarcutta St, Wagga Wagga

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

TTY 02 9211 3776 for the hearing and speech impaired ABN 43 409 613 180

TRIPLE ZERO (000)

POLICE ASSISTANCE LINE (131 444)

CRIME STOPPERS (1800 333 000)

14.5 DOMESTIC VIOLENCE ADVISORY COMMITTEE - FORMATION OF**Document ID: 429544****Author: Deputy General Manager Corporate and Community****Authoriser: General Manager****Theme: Our Community****Attachments: 1. Terms of Reference - Domestic Violence Advisory Committee****RECOMMENDATION**

That Council:

1. Adopt the attached Terms of Reference and establish a Domestic Violence Advisory Committee
2. Commence recruitment to appoint a minimum of three (3) community members to the committee
3. Appoint a Councillor as Councils delegate to the committee.

PURPOSE

The purpose of this report is for Council to consider Terms of Reference for and establishment of a Domestic Violence Advisory Committee in Council's committee structure.

SUMMARY

Council at its July 2019 meeting resolved *"That Council request the development of terms of reference for a Domestic Violence Advisory Committee for potential inclusion in council's committee structure."*

A draft Terms of Reference has been prepared and presented to the Community Domestic Violence Committee for consideration. That Committee met on 5th August and following consideration recommended that Council adopt the draft Terms of Reference for the proposed council advisory committee. The draft document is attached.

Should Council resolve to adopt the terms of reference and form a Domestic Violence Advisory Committee staff will commence the process of recruiting a minimum of three (3) community members to the committee. The recruitment will involve issuing an expression of interest to the community for membership of the committee. Prospective members will complete a nomination proposal to be submitted to council for consideration and selection to the committee. Council will be required to appoint a delegate to represent Council on the committee.

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

Our Community

Strategy

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

Action

1.1.6 - Information about community services that are accessible within the Shire to be broadcast through various means

ISSUES AND IMPLICATIONS**Policy**

NA

Financial

The proposed committee acts in an advisory role only. Any actions will be implemented and funded through Council's community services staff.

Legal / Statutory

The committee is to be formed under the provisions of the Local Government Act, 1993

Community Engagement / Communication

Consultation was undertaken with the existing community committee in developing the Terms of Reference for a Council advisory committee. If formed membership of the committee will be through an expression of interest process to appoint community members to the committee.

Human Resources / Industrial Relations

Clerical support of the committee will draw on corporate service staff resources.

RISKS

Lack of a body to advise Council and raise awareness of domestic and family violence issues within the community would negatively impact Council's efforts to promote an inclusive, tolerant and healthy community.

OPTIONS

Adopt the proposed terms of reference and commence implementation of a Domestic Violence Advisory Committee.

Adopt a revised terms of reference and commence implementation of a Domestic Violence Advisory Committee.

Refer the Terms of Reference back to staff for further development prior to commencing implementation of a Domestic Violence Advisory Committee.

CONCLUSION

Adopt the proposed terms of reference and commence implementation of a Domestic Violence Advisory Committee.

RECOMMENDATION

That Council:-

1. Adopt the attached Terms of Reference and establish a Domestic Violence Advisory Committee
2. Commence recruitment to appoint a minimum of three (3) community members to the committee
3. Appoint a Councillor as Councils delegate to the committee.



Advisory Committee Terms of Reference

Committee Name	Domestic Violence Advisory Committee
1. Purpose	The Committee aims to raise awareness of domestic & family violence issues within the Narrandera Shire
2. Establishment	<p>The Domestic Violence Advisory Committee has been established to provide particular expertise to help the Council make its decisions and/or help engage community resources and opinion. There are no formal, delegated powers to act in place of Council.</p> <p>Any decisions or recommendations from the Committee need to be adopted by Council at a formal meeting to achieve legal standing.</p>
3. Objectives	<ul style="list-style-type: none"> • Development, provision and dissemination of information to raise awareness of domestic and family violence issues and support services within Narrandera Shire • Participation in activities to raise awareness of domestic violence and to advocate for the safety of all community members • Advise council on strategies and practices that assist in educating the community with regards to domestic violence. • Advise Council on the enhancement of service provision for people affected by family and domestic violence
4. Objectives from the Community Strategic Plan	<p>The objectives of the Domestic Violence Advisory Committee aligns with the following from the CSP</p> <p>To live in a healthy community and one that demonstrates a positive attitude.</p> <ul style="list-style-type: none"> • 2) Supporting community education on important health and wellbeing matters such as preventative health measures like good eating habits also on other social issues such as domestic violence and drug and alcohol abuse. • 5) Maintain and preferably enhance our current health and emergency services. To feel connected and safe. • 16) Encouraging the community to initiate the development of innovative and regular events. • 17) Support community groups where possible to remain functional into the future.
5. Committee Structure	<p>The Committee is to consist of a minimum of five (5) including</p> <ul style="list-style-type: none"> • Chairperson • Elected bi-annually at AGM from the Committee's Community Representatives

- Chair meetings and ensure agenda items are discussed, decisions are made and action to be taken, as appropriate.
- Ensure preparation of agenda before the meeting.
- Approve meeting minutes prior to distribution.
- Represent the Committee as spokesperson.
- The Chairperson can cancel scheduled meetings if there are no scheduled Agenda items for consideration.
- **Community Representatives**
- Minimum of three(3) Community Representatives
- Attend meetings and be punctual.
- Send an apology if unable to attend a meeting. (Councillor to contact Councillor Alternate)
- Read Business Papers in advance and undertake necessary research.
- Raise issues and concerns, and report on initiatives and issues which may be relevant to or of interest to other members.
- Participate in discussions and decision making.
- Follow through actions minuted and subsequently adopted by Council.
- **Councillor**
- Minimum of (1) Councillor. Council representative – membership shall be appointed by resolution of Council at the commencement of each term.

Council staff support.

- Prepare items for inclusion in the agenda in consultation with the Chairperson.
- Provide appropriate council staff support to the Domestic Violence Advisory Committee meetings
- Provide secretarial support
- Provide and/or collect reports for compilation of the Agenda. Be the principal point of contact for the Committee.
- Be the main conduit between the Committee and Council.
- Assist Governance and Administration in the co-ordination of Committee Meetings.
- Monitor and follow-up Action Report.

6. Term	The Committee is established for a term of Council plus 3 months. Method of Determining Members: Recruitment and Selection <ul style="list-style-type: none"> • Nominations of interest advertised via social media, print media • Nomination form completed by interested parties • Submissions collected • Report submitted to General Manager • Recommendations to Council • Resolution of Council endorsing members of Committee
7. Meetings	Meetings are to be held quarterly in addition to an Annual General Meeting each September.
8. Quorum & Voting	1. A quorum for a meeting will be a majority of the members of

- the committee.
2. For a vote to be carried a majority of members attending - half the number plus one (1) is required
 3. Committees are encouraged to make decisions by consensus
 4. Council staff do not have the authority to vote on issues.

9. Termination of Membership	<p>Any member who fails to advise of an absence of up to three (3) meetings in a calendar year will be deemed to have resigned</p> <p>Members can choose to resign by notifying the Committee in writing</p> <p>Replacement of Vacant Positions</p> <ul style="list-style-type: none"> • investigate previous nominations • Nominations of interest advertised via social media, print media • Submissions collected • Report submitted to General Manager • Recommendations to Council • Resolution of Council endorsing members of Committee
10. Reporting Requirements	<p>Documents required:</p> <ul style="list-style-type: none"> • Agenda • Recommendations for submission to Council Meeting
11. Alteration of Terms of Reference	<p>Amendment of the Terms of Reference can be by a majority vote of the Committee which will require the endorsement of Council before it is enacted.</p>
12. Committee Review	<p>June 2020 review of Committee need and objectives</p>

15 OUR ENVIRONMENT

Nil

16 OUR ECONOMY

Nil

17 OUR INFRASTRUCTURE**17.1 STRONGER COUNTRY COMMUNITIES ROUND 3****Document ID: 430021****Author: Deputy General Manager Infrastructure****Authoriser: Deputy General Manager Infrastructure****Theme: Our Infrastructure****Attachments: Nil****RECOMMENDATION**

That Council

1. Nominate the following projects for further development as part of round three of Stronger Country Communities Fund:
 - Solar heating Lake Talbot Olympic Pool and new water slides
 - North Narrandera Park Development
 - Community Halls Project
 - Youth Council
 - Narrandera Museum
 - Stage in Marie Bashir Park
 - Railway Line Footbridge – Narrandera
2. Consider supporting community based applications that are on land either owned or licenced by council and result in a council asset once more details of those applications are available.

PURPOSE

The purpose of this report is to select a short list of community projects for further development with a view to lodging applications under the Stronger Country Communities Fund (SCCF) round three.

This report is framed in a way that allows council to determine a short list of desired projects for further assessment. There is insufficient time between the September council meeting on 17 September 2019 and the grant submission deadline of 27 September 2019 to undertake the required application process if projects are not determined beforehand.

SUMMARY

A short list of projects, that may be suitable for an application under SCCF round three, has been developed for consideration by council. These projects were considered the most able to be prepared to a suitable level in preparation for an application, have some alignment to an existing strategy or plan, has an identified community need and meets the funding criteria. In addition to the council suggested projects it is likely there will be community based applications, some of which will be assets that council will ultimately

own and need to maintain. Council will need to grant approval for these groups to make an application as an owner or licensee of the land or the new asset.

There will also be applications from community groups that council is not aware of that do not impact council.

The projects recommended to council for further investigation including development of designs and costings include:

Solar heating Lake Talbot Olympic Pool and new water slides:

- This project is identified as part of the Lake Talbot Pool Masterplan, is in council's long term financial plan and will be loan funded.
- Has a youth focus with providing warm water to start the swim season
- \$335,000 estimated project cost.

North Narrandera Park (water tower area):

- Identified as part of the Crownlands Management Masterplan.
- Has a youth focus.
- There are no parks facilities north of the rail line and adds value to work already undertaken with the Art on the water tower project.
- Cost is approximately \$400,000 including a pump track.

Community Halls Project:

- Provides projects in rural communities
- Could include Barellan, Sandigo, Kamarah, Grong Grong & Binya halls
- Allows continuation of upgrades from recent drought relief funding program
- \$100,000 to be shared between the halls.

Youth Council:

- Youth Council is newly established and funding would enable delivery of ideas.
- Provides funding for specific youth related programs through the Youth Council.
- Meets the criteria for youth related programs.
- \$50,000 is suggested.

Narrandera Museum:

- Community asset that requires upgrading to meet minimum standards of access and amenity.
- Cost is unknown until detailed scope is worked through.

Permanent Stage in Marie Bashir Park:

- Forms part of the Marie Bashir Park Masterplan
- Caters for youth performances
- Cost approximately \$200,000

Railway Line Footbridge – Narrandera:

- Footbridge over the railway line to improve connectivity between north Narrandera and the CBD

- Cost of this project is unknown as the design requirements of John Holland Rail are still being investigated.

Known community based projects:

- Barellan netball court – construction of third court.
- Grong Grong Earth Park stage two – this project concept includes a walking / bike trail out to the “Children’s Forest”.
- Grong Grong Sports Ground – includes upgrades to the canteen building and toilet amenities
- Grong Grong Hall – includes accessible ramp, repairs to the front stairs, upgrades to men’s toilet facilities and air conditioning of the main hall.

BACKGROUND

The NSW Government has released Round Three of the Stronger Country Communities Fund. The fund was established in 2017 by the NSW Government to help deliver local projects to regional communities. The objective of the fund is to provide projects that improve the lives of people who live in regional areas by:

1. Boosting the liveability of communities in regional areas by providing new or upgraded social and sporting infrastructure or community programs that have strong local support.
2. Providing programs and infrastructure that enhance opportunities for young people to be work ready and thrive in regional NSW.

There are two key differences in this round of funding from rounds one and two. The first is that 50% of the funding applied for must be targeted to youth based infrastructure or programs, and the second is not for profit incorporated community groups can apply for funding directly without going through council.

Applications open	9am, Monday 1 July 2019
Applications close	5pm, Friday 27 September 20189
Eligibility, assessment and approval process	October 2019 to January 2020
Announcement of successful projects	From January 2020

Council and the community have successfully delivered projects under stages one and two of the SCCF.

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**

Community Strategic Plan

Long Term Financial Plan

Financial

The terms of the Stronger Country Communities Grant does not require a co-contribution unless a project is seeking over \$1M in funding and in that case a 25% contribution is required.

The total funding available to Narrandera Shire Council for round three is \$776,578.00. 50% of this needs to be identified as youth based infrastructure or programs.

When considering projects it is important to consider the whole of life costs of any projects being suggested by either council or the community that end up as councils assets. Typically any infrastructure projects will incur ongoing depreciation costs, maintenance and replacement costs sometime in the future. Projects that may require a high level of ongoing maintenance or servicing need to be carefully considered as those costs may not be fully known prior to making an application.

Legal / Statutory

Procurement obligations under the Local Government Act and Regulations

Council will be required to enter into a funding deed if grant applications are successful.

This round of projects differs from previous rounds where community based organisations can apply directly to the Government. In previous rounds this was not the case with all project applications being made through council.

Community Engagement / Communication

The assessment process under SCCF requires demonstration of community consultation and strong community support for the project. This can be achieved by:

- information in the council's Community Strategic Plan or other plans or processes that show how community support for projects has been captured
- recent consultation carried out as part of a planning process
- council meetings or council events
- community consultation committees or surveys
- social media interactions
- feedback via mail-outs, web forms, and or an applicant's complaints process
- workshops or local activities
- letters of support from local MPs or community members.

Council staff has commenced this process via a survey and can rely on strategic and master plans that have had community consultation as part of their development.

It is expected community groups who apply for funding directly will need to meet the same obligations as council.

Council has received suggested projects from a group called Narrandera Community and Friends (NC&F) for the following two projects:

- Restore attraction to and usability to the smaller parks and gardens within the township and;
- The entrance to Lake Talbot Water Park.

The suggested treatment for the entrance to Lake Talbot Water Park from NC&F is:

10. A one meter high (equal height to the gabions opposite) row of gabions starting at the entrance gates be placed following the curve on the north side of the concreted walking track up to the pine fence strainer post at the old forestry corner.

11. Back fill behind the gabions with soil and top dress off with similar red and stone colour materials as on the south side.

12. Clean up and trim up large red gum and install lighting to make the tree a feature into the entrance of Lake Talbot Water Park.

13. The objective is to give the entrance balance and a grander visual appearance when approaching from Lake Drive westerly direction.

14. Suggested that a budget of \$50/60,000 would be a good estimate to consider for the supply of goods and works for the project.

15. Photograph's below of the area in focus and photo's to inspire the concept I'm suggesting:





Human Resources / Industrial Relations (if applicable)

Council Community Strategic Plan has a goal of applying for grants as they become available. The grant application process requires considerable staff time. Selecting projects that have been identified in Council's strategic plans and are already well scoped will ensure staff resources are well focussed to prepare successful applications that align to council strategy.

RISKS

The projects being recommended all carry risks, as they are not shovel ready with detailed designs and firm quotes. The program guidelines require the following key elements to make a project viable and this offsets some of the risks around project costs:

- has a realistic budget based on quotes or reasonable assumptions.

Council is able to add 20% contingency to project costs however this also needs to include any administrative costs that are applicable.

- Is cost effective and represents value for money
- can be delivered within three years of announcement of funding
- demonstrates access to the necessary expertise and support to deliver the project
- demonstrates how it will be operated and or maintained when the project is completed (where applicable).

In developing projects for funding the above points will be taken into account, however council should be aware it assumes all the risk for project delivery. The Government does not cover any project variations that might result in additional costs to the program.

There is also a risk that not all or any of council projects will be supported for funding. There may be high value community submitted projects that the Government decides to fund. This would mean a considerable amount of councils resources would be spent preparing projects for submission that may not be funded.

To offset this risk it is recommended projects that are already identified in a strategy or part of councils LTFP be given a higher priority.

OPTIONS

Option 1

Council adopt the selected projects for further development. As projects develop, it is envisaged that if it becomes obvious projects will be not be suitably developed, do not have community support or are too high a risk they will be dropped from the program.

Option 2

Council suggest other projects not listed in the report for further consideration. In undertaking this option, consideration should be given to the risks, costs and available funding under the program for the suggested projects. It is unlikely all council's projects will be funded.

Option 3

Council nominate a number of projects that do not use the total funding available, leaving a pool of funding for community-based projects. This scenario could consider the following:

- Solar heating of Olympic pool and slides \$335,000
- Community Halls project \$100,000
- Youth Council \$50,000

This results in a total application of \$485,000 leaving \$292,000 in the fund for community based projects. The Government determines the successful grants and council is not guaranteed a dollar value or number of projects.

The benefit of this approach is council applies resources relevant to the risk involved in getting funding and is not competing for all the funds. In round two of SCCF the Government selected community based projects over a council project and this is expected to be the case again.

Option 4

Council not apply for any projects under round three. There are a number of potential community based projects that may be eligible. If the community submits quality applications, the grant funds could be easily fully utilised.

This option means council is not competing with the community based projects and could instead offer support in developing their applications. The risk is that the community does not submit enough applications that meet the criteria or utilise all the funds.

CONCLUSION

SCCF Round three has provided council and the community access to funds to develop community infrastructure and programs as part of the Government's commitment to boost liveability and through this round, a focus on youth.

RECOMMENDATION

2. That Council

- (a) Nominate the following projects for further development as part of round three of Stronger Country Communities Fund:
- Solar heating Lake Talbot Olympic Pool and new water slides
 - North Narrandera Park Development
 - Community Halls Project
 - Youth Council
 - Narrandera Museum
 - Stage in Marie Bashir Park
 - Railway Line Footbridge – Narrandera
- (b) Consider supporting community based applications that are on land either owned or licenced by council and result in a council asset once more details of those applications are available.

17.2 NARRANDERA TRUCKWASH**Document ID: 430197****Author: Deputy General Manager Infrastructure****Authoriser: Deputy General Manager Infrastructure****Theme: Our Infrastructure****Attachments: Nil****RECOMMENDATION**

That Council:

- (a) Note the report on the Narrandera Truck wash
- (b) Increase the Narrandera Truck wash budget to \$687,000
- (c) Fund the additional budget from savings in completed Capital Works projects that were funded from revenue.

PURPOSE

The purpose of this report is to provide council with an update on the progress of the truck wash and finalise the costs of the project including the shelter as per council resolution 19/057

SUMMARY

Narrandera Shire Council is constructing a stock and bitumen truck wash at the Red Hill Industrial estate. The truck wash is part of a grant-funded application under the Fixing Country Truck Wash program. The project funding agreement expires 30 November 2019. At Councils, April 2019 meeting a report was provided that detailed funding requirements for certain elements of the project to connect services and waiving of fees and charges to support the project budget. A further report was to be provided detailing funding options for the shelter over the truck wash. The project team have now also become aware that an industry contribution that was relied upon in submitting the grant is no longer available.

Funding for the truck wash is through the following streams:

Restart NSW Fund	\$276,000
Federal Government	\$276,000
Industry contribution	<u>\$70,000</u>
TOTAL	\$622,000

One of the industry contributors have advised that due to changing circumstances their contribution of \$60,000 is no longer available. This affects the project budget and needs to be dealt with while considering the costs for the shelter over the wash down bays.

Project costings have been reviewed in detail and a budget adjustment is required to fund the shelter and the shortfall created from unreceived industry contribution.

The new funding proposal is as follows:

Restart NSW	\$276,000
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Federal Funding	\$276,000
Industry	\$10,000 (industry contribution)
Council – Power	\$40,000 (already funded from reserves)
Council	<u>\$85,000</u> (funded from capital works savings - revenue)
TOTAL	\$687,000

The new budget represents a \$65,000 increase to the base budget. This additional funding is to be sourced from savings through the capital works program without affecting delivery of the 2019/20 program.

BACKGROUND

The funding application as submitted was based on preliminary estimates of cost of works that could be foreseen at the time, but more detailed investigation and design has resulted in additional costs being revealed as the project has progressed. Council has dealt with these costs through a report to council in April 2019 that resolved:

That Council:

1. Waive all charges relating to Development Application fees, Construction Certificate fees, Section 64 contribution and Section 94A contributions which are payable to Council Total amount of \$43,502.80.
2. Fund provision of power to the site from the Red Hill Industrial Reserve, value \$40,000.
3. Fund extension of water supply to the site from Mains Expenses budget of \$20,000 and waive the cost of meterage connection fees of approximately \$5,000.
4. Fund construction of the access road from Roads to Recovery budget of approximately \$70,000.
5. Investigate alternative methods of funding shed construction (Est. \$65,000) once final costs of this element are known.

This report now deals with item 6 and the issue of an industry contribution of \$60,000 now not being available.

This resolution demonstrates the value of council's contribution to the project in either in-kind or supporting infrastructure and services. These costs (except electricity) are not recognised in the project budget as they are either in-kind, a public road funded through the roads program or water mains and connection costs funded through water fund.

Project Progress

At this stage the work is progressing well with concrete work being undertaken by Council staff. The following works have been completed:-

Bioreactor tanks have been delivered, installed in place, and linkage plumbing is complete;

The wash bay slab, including approach collector drains is completed;

Part of the sedimentation pits floor has been poured and preparation (formwork) for the remaining floor section and external walls is completed ready to be poured on 15th August;

The floor for the separator pits has been poured and formwork for the walls will now commence;

Water connection to the site has been completed;

A quote for extension of HV power to the site has been accepted and connection is expected to be completed on 31 October;

Design of the relocated effluent retention pond is complete and a quote for construction is expected shortly;

Roadwork design is in hand.

Boundary fencing has been designed and quotes will now be solicited;

At this stage the approved completion date is end-November, but it hoped to reach this stage by end October.



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

Theme

Our Infrastructure

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

Nil

Financial

The current funding model for the truck wash is through the following streams:

Restart NSW Fund	\$276,000
Federal Government	\$276,000
Industry contribution	<u>\$70,000</u>
TOTAL	\$622,000

The project budget for the truck wash was developed quickly to enable a grant application to be submitted and included an industry contribution. Council was able to source two commitments from industry to provide a capital contribution to the project as this strengthened the grant application. One of these commitments has been realised and paid. The other commitment has not. This commitment had a value of \$60,000.

To allow suitable completion of the project the following revised project budget is proposed:

Revised Budget:

Project Management	\$ 60,000
Planning/Licensing	\$2,500
Concrete Works- Design	\$13,350
Concrete Works – Wash Bays	\$62,500
Concrete Works – Litter Traps	\$67,900
Concrete Works – Separator Pits	\$10,000
Steelworks – Shed	\$85,000
Steelworks – Other	\$25,000
Effluent Treatment (Bioreactor)	\$132,280
Civil Works (Internal Pavements)	\$55,000
Retention Pond	\$23,265
Power to Site	\$45,000
Effluent Irrigation	\$40,000
Boundary Fencing	\$18,000

Operation System (Avdata)	\$17,200
Contingency	<u>\$30,005</u>
TOTAL	\$687,000

It is proposed to fund the revised budget as follows:

Revised Funding Proposal:

Restart NSW	\$276,000
Federal Funding	\$276,000
Industry	\$10,000 (industry contribution)
Council – Power	\$40,000 (already funded from reserves)
Council	<u>\$85,000</u> (funded from capital works savings - revenue)
TOTAL	\$687,000

Legal / Statutory

The grant funding deed requires the development to be completed as per the application and to meet certain progress milestones. The completion of the project in accordance with the funding deed is end of November 2019. This is considered to be achievable subject to the wash bay shelter being able to be procured and built after the budget adjustment.

Community Engagement / Communication

Nil

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

The project is now well developed with most items formally designed and quoted. The risk of further budget adjustments being required is greatly reduced. The wash bay shelter is now included in the budget and while formal designs are yet to be completed the project team believe the budget is more realistic. Should council resolve to increase the budget there is a lower risk the project will not be completed on time and in accordance with the requirements of the grant funding deed.

OPTIONS

Option 1 - Council not increase the project budget. This option will involve seeking a variation to the funding deed and removal of the shelter over the wash bay area. The shelter over the wash bay area while not essential will provide for a higher quality development and prevent unnecessary rainwater entering the treatment system. The shelter was included in the design of the truck wash and will require approval of the funding body to remove. There is a risk this may result in a reduced final payment although this is not confirmed at this stage. Option 2 – Approve the budget increase. The budget increase can be funded through savings in current capital works projects that are either completed or very near completion. By using savings in completed projects there is no requirement to cancel or modify future projects or access reserve funds. This option allows council to complete the project in accordance with the funding deed and to a higher standard.

CONCLUSION

Council is provided with an update on the progress of the truck wash application in terms of timing and costs. The report details a request to increase the budget to allow suitable completion of the facility in line with the funding deed.

RECOMMENDATION

That Council:

- (a) Note the report on the Narrandera Truck wash
- (b) Increase the Narrandera truck wash budget to \$687,000

Fund the additional budget from savings in completed capital works projects that were funded from revenue.

18 OUR CIVIC LEADERSHIP**18.1 PECUNIARY INTEREST RETURNS****Document ID: 429853****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

1. Acknowledge the requirement to publish the Pecuniary Interest Returns on the website of Council and commence this action with the returns to be completed and submitted to the General Manager by 30 September 2019.

PURPOSE

The purpose of this report is to inform Council of recent guidelines issued by the Information and Privacy Commission of NSW about the mandatory disclosure of information contained within the Pecuniary Interest returns.

SUMMARY

Guidelines issued by the Information and Privacy Commission of NSW promotes the mandatory disclosure of information contained within the Pecuniary Interest returns disclosing the interests of Councillors and designated persons on the website of each local Council as of 30 June 2019.

BACKGROUND

The Code of Conduct requires in Clause 4.21 that a Councillor or designated person must make and lodge with the General Manager a return disclosing the Councillor's or designated person's interests as required by the Code within either 3 months of becoming a Councillor or designated person; or after 30 June each year or; the Councillor or designated person becomes aware of an interest that they are required to disclose that has not been previously disclosed.

It has always been the case that the information contained within these returns is to be made publicly available in accordance with the Government Information (Public Access) Act 2009 meaning that an individual can request to have access to these documents by making application to Council with Council facilitating release unless there is an overriding public interest against disclosure; to date there has been no known request for this information.

The mandatory proactive release provisions of the Government Information (Public Access) Act 2009 (GIPA Act) and the regulation requires that the information in the returns need to be disclosed on the website of each local council, unless to do so would impose unreasonable costs on the council, or if the council determined there was an overriding public interest against disclosing the information.

In order to decide whether there is an overriding public interest against disclosure, Councils need to apply the public interest test, and weigh the considerations in favour of and considerations against disclosure. Section 6 (4) of GIPA Act allows for the deletion of matter from a copy of the record to be made publicly available if inclusion of the matter would otherwise result in there being an overriding public interest against the disclosure of the records, Section 6 (5) of GIPA Act requires that the general nature of the information not provided be recorded.

This guideline recognises that disclosing the information in the returns furthers openness, transparency and accountability in local government. It also facilitates the identification and management of potential conflicts of interests that might arise where Councillors and other staff participate in decisions from which they may derive, or be perceived to derive, personal or financial benefit.

However, the returns may contain sensitive and personal information about the person concerned, and, potentially, about third parties such as family members, business associates and creditors. This is information which individuals may have concerns about disclosing publicly on a website and may object to publication following consultation under the GIPA Act.

The guideline provides that the requirement in Clause 1(2) (a) of Schedule 1 of the GIPA Regulation, that returns of Councillors and designated persons be released as part of local councils' open access information, should be interpreted as follows:

- The returns should be made publicly available on the council's website free of charge unless there is an overriding public interest against disclosure;
- The fact that a return of interest is open access information is a factor in favour of disclosure in balancing the public interest;
- In the circumstances where council decides that there is an overriding public interest against disclosure of the return, consideration should then be given to whether it is practicable to release an edited copy of the return in accordance with section 6(4) of the GIPA Act;
- If it is practicable to do so, then the matter should be deleted from a copy of the return and the remainder of the return made available on the council's website;
- Where information is deleted from a return, this must be noted in council's disclosure log;
- Copies of returns may be made in accordance with clause 5(1)(b) of the GIPA Regulation.

In summary the rationale of releasing the information contained in the returns of Councillors and designated persons in this manner facilitates the legitimate public interest in having access to the information.

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**

Code of Conduct adopted by Council 22 May 2019

Financial

Not applicable

Legal / Statutory

Local Government Act 1993

Government Information (Public Access) Act 2009

Government Information (Public Access) Regulation 2018

GIPA Guideline 1 – For Local Councils on the disclosure of information (returns disclosing the interest of councillors and designated persons)

Community Engagement / Communication

Not applicable

Human Resources / Industrial Relations (if applicable)

Not applicable

RISKS

Any perceived risks by the author of the Pecuniary Interest Return is able to submit their concerns in writing which will be assessed in accordance with the public interest test

OPTIONS

The two options available to Council are:

1. Not to publish the Pecuniary Interest Returns as recommended by the Information and Privacy Commission of NSW; or
2. Comply with the recommendation from the Information and Privacy Commission of NSW and commence publishing the Pecuniary Interest Returns on the website of

Council with the returns completed and submitted to the General Manager by September 2019.

CONCLUSION

The recommendation will be for Council to publish the Pecuniary Interest Returns on the website of Council commencing with those returns completed and submitted to the General Manager by September 2019.

RECOMMENDATION

That Council

1. Acknowledge the requirement to publish the Pecuniary Interest Returns on the website of Council and commence this action with the returns to be completed and submitted to the General Manager by 30 September 2019.

18.2 2018-2022 DELIVERY PROGRAM - 30 JUNE 2019 QUARTERLY REVIEW**Document ID:** 429856**Author:** Governance and Engagement Manager**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Our Civic Leadership**Attachments:** 1. **30 June 2019 Delivery Program Update.pdf (under separate cover)** [↗](#)**RECOMMENDATION**

That Council:

1. Endorse the 2018-2022 Delivery Program quarterly review dated 30 June 2019 as presented and publish the report to the community.

PURPOSE

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

SUMMARY

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

BACKGROUND

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

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

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

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

- 27 actions or 45.0% are progressing;
- 13 actions or 21.7% have an ongoing commitment;
- 20 actions or 33.3% have been completed.

Highlights of the 30 June 2019 reporting quarter are:

- Council continues to be proactive with media releases and Facebook posts broadcast to the community with 18 media releases published during the reporting period; Council's website www.narrandera.nsw.gov.au continues to be a growing point of reference with the media release page landing 183 views with the website as a whole landing 14,962 views;
- Engagement with the community has encompassed a very wide range of actions starting with the stunning 'waterfall of poppies' suspended from the clock tower to the front balcony of the Council Chamber building in recognition of Anzac Day 2019. Staff have been actively working with the Narrandera High School to engage with students who may wish to pursue a career in Local Government by offering work experience placements. The Water Tower Art Trail project has delivered outstanding works of art for the community with a series of storyboards created in consultation with the local Indigenous women's group. Nominations were sought from people aged between 12 and 25 across the Shire to become a member of the inaugural Youth Advisory Council, seven electives were recently announced being Wesley Bamblett, Isabella Beaumont, Kayleigh Cassidy, Mia Geddes, Shakira Hocking, Braden Lyons and Abigail Pettigrew;
- There is continued advocacy for health services within the community, the Mayor was recently appointed to the Health Advocacy sub-committee of the Riverina Murray Joint Organisation of Councils (RAMJO). The Mayor recently attended the inaugural meeting which will assist in the formulating strategic direction for the sub-committee;
- Narrandera Leeton Community Transport provided 3,136 trips to residents across both Shires during the reporting period, of the 3,136 trips 1,932 were delivered to residents aged 65 years or over with 846 trips delivered to those who are transport disadvantaged. A further 358 trips were delivered to either National Disability Insurance Scheme (NDIS) participants, allied health services, non-emergency health related transport or through taxi vouchers or other brokerage agreements. Of the total trips 395 were delivered to residents who identify as Aboriginal or Torres Strait Islander;
- Staff continue to liaise with the Narrandera High School and the Narrandera Campus of TAFE about work experience, work placement and traineeship opportunities within the Council family, during the reporting period 5 Narrandera High School students undertook two week work experience in a number of operational areas such as Open Spaces, Ranger Services, Maintenance, Visitor Information Centre and Human Resources;
- A number of open spaces projects were finalised during the reporting period including final works on the walking/jogging track around the new oval perimeter fencing at Marie Bashir Park as well as beautification works at the entrance to the Narrandera Cemetery including the planting of trees adjacent to Lawns 1, 2, 3 & 4. Preparatory work for Lawn 4 has commenced with the concrete beams constructed for future interments and the installation of memorials;
- Council's solar network continues to reduce our carbon footprint with solar production generally in line with usage producing approximately 7,000 kilowatts per month equating to 7 tonnes of carbon emission per month;
- The 2019 Winter Edition of the Central West Lifestyle Magazine was launched at a special function on 24 May 2019 and was attended by about 130 people. This stunning publication showcases the best of rural and regional New South Wales. The Winter Edition featured over 120 pages of people, places and events across our Shire and promotes our Shire to a very wide audience. The front cover of the

publication featured a team of Clydesdale horses celebrating the annual 'Barellan Working Clydesdales and Heavy Horses' event;

- Marketing of land for sale at the Red Hill Industrial Estate at Narrandera took another step forward with the installation of a number of banner poles and colourful banners at the entrance to the Estate, these installations draw the attention of an individual that there is land for sale. These banners compliment the large signage at the intersection of the Newell Highway and the Barellan Road stating that there is land available for sale within the Estate;
- The relaunch of Councils website is imminent with initial mapping finalised with key staff now tasked to review existing information to be uploaded to the new website pages. At the date of finalising this report the new website is expected to go live 30 August 2019, the new website menu will include tiles for Services, Community, Recreation, Development/Planning/environment, Business and Council;
- Compliance staff are continuing door-to-door compliance checks of companion animals in the urban areas of Narrandera, Barellan and Grong Grong, during 2018-2019 a total of 58 registered pets were returned to owners at no charge, 40 cats and dogs were impounded before being claimed by owners, 129 dogs and cats were rehomed. The return of companion animals to owners highlights the need the have pets microchipped and registered;
- The migration of key asset data into the Council's Asset Management System known as Confirm continues, having a full dataset will enable Council to deliver complex, critical public infrastructure that maximises operational efficiencies and minimises costs;
- Milestones continue to be achieved within the Integrated Water Cycle Management Plan with the completion of an Issues Paper and a draft Options Study prepared;
- Across the reporting period a number of key water and sewer projects were finalised both in works and reporting such as Bore 3 Well Head Replacement, an upgrade to the water treatment chlorination process, the duplication of the Narrandera rising water main in addition to replacing a number of key water infrastructure items such as water main stop valves and water main hydrants;
- The reporting period also saw the finalisation of a number of road network projects both in works and reporting such as 17 kilometres of Otta Seal installed along sections of Irons Road, The Gap Road, Buckingbong Road, Settlers Road, Old Wagga Road, Lismoyle Road, Euratha Road, Showground Road as well as Brookong Street and Lizard Drive. A total of 28 kilometres of road surface re-sheeting occurred on sections of Walkers Road, Jolleys Lane, Devlins Bridge Road, Birrego Road, Paynters Siding Road, Grong Grong River Road, Bulloak Tank Road, Gawnes Road, Williams Road, Landervale Road, Mejum Road, Willows Road, Druces Road, Semmler Road, Centenary Road, Orams Road, Kennys Road, Killara Road and Hulmes Road as well as Brewarrena Lane and Litchfields Lane. Road surface reseals include sections of Larmer Street, Douglas Street, Crescent Street, Audley Street, Whitton Street, Jonsen Street, Binya Street, Mulga Street, Barellan Road, Canola Way, Sandy Creek Road, Strontian Road, Sandigo Road and the Back Morundah Road.

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

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

There are no perceived issues or implications

Policy

Nil

Financial

Nil

Legal / Statutory

Local Government Act, 1993

Local Government (General) Regulation, 2005

Integrated Planning and Reporting Guidelines published March 2013

Community Engagement / Communication

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

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

Nil

OPTIONS

1. Endorse the 30 June 2019 quarterly review of the 2018-2022 Delivery Program as presented and publish the report to the community; or
2. Not endorse the 30 June 2019 quarterly review of the 2018-2022 Delivery Program as presented and require identified amendments to be made prior to publishing the report to the community.

CONCLUSION

The attached quarterly review as at 30 June 2019 contains a comprehensive update of actions from the 2018-2022 Delivery Program and through this reporting the community are able to see that Council has been very active in a number of key areas.

It will be recommended that Council endorse the 2018-2022 Delivery Program quarterly review dated 30 June 2019 as presented and publish the report to the community.

RECOMMENDATION

That Council:

1. Endorse the 2018-2022 Delivery Program quarterly review dated 30 June 2019 as presented and publish the report to the community.

18.3 DIVESTING OF COMMERCIAL PROPERTIES**Document ID: 429852****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

1. Rescind Resolution 16/42 of the 16 February 2016 meeting;
2. Delegation be given to the Mayor and General Manager to action the sale of 4-6 Twynam Street, Narrandera and 8 Twynam Street, Narrandera and to negotiate on the behalf of Council to achieve the best possible sale price;
3. Affix the Common Seal of Council to any documents associated with this matter.

PURPOSE

The purpose of this report is for Council to rescind a resolution from 16 February 2016 and to provide delegation to the Mayor and the General Manager to divest the commercial properties of 4-6 Twynam Street, Narrandera also 8 Twynam Street, Narrandera.

SUMMARY

Council resolved at its meeting of 16 February 2016 to divest the commercial properties leased as 4-6 Twynam Street, Narrandera also 8 Twynam Street, Narrandera. This report seeks the endorsement of Council to rescind the resolution 16/42 and formalise delegation to the Mayor and the General Manager to action the sale and to negotiate on the behalf of Council to achieve the best possible sale price.

BACKGROUND

Council initially resolved to sell these properties in 2016, a copy of the resolution is provided below:

ITEM NO: 8.5
SUBJECT: DIVESTING OF TWYNAM STREET, NARRANDERA
 COMMERCIAL PROPERTIES

16/42 RESOLVED

That Council:

1. List for sale the property numbered as 4 & 6 Tyynam Street, Narrandera as a single property for a purchase price of \$250,000 (excl. GST) and the property numbered as 8 Twynam Street, Narrandera be listed for sale for a purchase price of \$100,000 (excl. GST);
2. Council accept the recommendations from the report titled '*Divesting Of Twynam Street, Narrandera Commercial Properties*' contained within the confidential section of the February 2016 business paper
3. Approval is given to affix the Common Seal of Council, if required, to this and any future documentation necessary relating to this matter.

Moved: Cr Hall**Seconded:** Cr Eipper**CARRIED**

Given the recent capital works at 4-6 Twynam Street, Narrandera and the securing of a new long term tenancy it is now opportune to recommence actions to divest Council of these properties.

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

Not Applicable

Financial

By divesting the properties following recent capital works and the securing of a long term tenancy will allow Council to take maximise the potential sale price

Legal / Statutory

Local Government Act 1993

Real Property Act 1900

Community Engagement / Communication

Not required as the properties are classified as Operational in accordance with the Local Government Act 1993

Human Resources / Industrial Relations (if applicable)

Not Applicable

RISKS

There is the potential that the reserve price determined under delegation may not be achieved with the eventual sale price determined by market forces.

OPTIONS

There are two options available to Council:-

- 1 Retain the properties as currently held; or
- 2 Recommence the process of divesting the properties numbered 4-6 Twynam Street, Narrandera and 8 Twynam Street, Narrandera.

The recommendation will be to rescind resolution 16/42 of the 16 February 2016 meeting and to provide delegation to the Mayor and the General Manager to action the sale of these properties and to obtain the best possible sale price.

CONCLUSION

Council recently carried out significant capital works and has secured a long term lease agreement at 4-6 Twynam Street, Narrandera. Given the recent refurbishment works and the new lease agreement it is considered optimal to action the sale of the 2 properties known as 4-6 Twynam Street, Narrandera and 8 Twynam Street, Narrandera.

RECOMMENDATION

That Council:

1. Rescind Resolution 16/42 of the 16 February 2016 meeting;
2. Delegation be given to the Mayor and General Manager to action the sale of 4-6 Twynam Street, Narrandera and 8 Twynam Street, Narrandera and to negotiate on the behalf of Council to achieve the best possible sale price;
3. Affix the Common Seal of Council to any documents associated with this matter.

18.4 POLICY REVIEW - CS310 ACCESS TO COUNCIL INFORMATION POLICY**Document ID:** 430199**Author:** Senior Customer Service Administration Officer**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Our Civic Leadership**Attachments:** 1. 15 07 2019 Access to Council Information.docx [↓](#)**RECOMMENDATION**

That Council adopt the amended policy CS310 Access to Council Information as presented.

PURPOSE

The purpose of this report is to adopt the CS310 Access to Council Information. The policy received no community submissions during its time on public exhibition.

SUMMARY

The CS310 Access to Council Information Policy has been updated to reflect current practices and remove outdated procedures. Council policies are reviewed on a regular basis to ensure they are current and if the changes made need to be recommended to Council for adoption. The policy has had no community comments from its time on public exhibition.

BACKGROUND

The attached policy has been reviewed with a number of changes made so to reduce ambiguity and to make it 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**

CS310 Access to Council Information Policy

Financial

Nil

Legal / Statutory

Local Government Act 1993

Community Engagement / Communication

Council placed the amended policy on public exhibition seeking community comment with no submissions received.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

The existing policy contains practices and statements that are no longer relevant and to continue to work with the existing policy may leave the organisation at risk.

OPTIONS

Option 1 – Endorse the Policy as presented for adoption without amendment

Option 2 – Endorse the Policy for adoption with amendments

Option 3 – Not adopt the proposed Policy.

CONCLUSION

That Council endorse the amendments made to the CS310 Access to Council Information Policy as presented.

RECOMMENDATION

That Council:

1. Adopt the amended policy CS310 Access to Council Information as presented.

Chambers: 141 East Street Narrandera, NSW, 2700 **Phone:** 02 6959 5510
Email: council@narrandera.nsw.gov.au **Fax:** 02 6959 1884



Policy No:	CS310
Policy Title:	Access to Council Information
Section Responsible:	Corporate and Community
Minute No:	18/001
MagiQ Document No:	8364
Next Review Date:	2020

Objective

The objective is to provide the community as much access as possible to information held consistent with its duties and obligations in accordance with a number of statutes:

- Government Information (Public Access) Act 2009 (NSW)
- Privacy and Personal Information Protection Act 1998 (NSW)
- Local Government Act 1993 (NSW)
- Environment Planning and Assessment Act, 1979 (NSW)
- Health Records and Information Privacy Act, 2002 (NSW)
- State Records Act, 1988 (NSW)
- Companion Animals Act, 1998 (NSW)
- Copyright Act, 1968 (Cwlth)
- Code of Conduct
- Guidelines published by the NSW Information and Privacy Commissioner

Scope

This policy applies to the provision of information held by Council under the terms of the Government Information (Public Access) Act 2009 (GIPA) promoting a system of responsible and representative democratic government that is open, accountable, fair and effective. GIPA requires Council to be proactive in the release of information where possible, providing there is no overriding public interest against disclosure.

Council is not required to make information available in any way that would constitute a breach of copyright.

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Email: council@narrandera.nsw.gov.au **Fax:** 02 6959 1884



Application

This policy applies to all Councillors and employees of Narrandera Shire Council.

This policy applies to all members of the public.

Definitions

Documents refer to:

- Files and correspondence
- Public Registers
- Any record that contains personal or private information of an individual.

'Personal or Private Information' refers to information or an opinion about an individual whose identity is apparent or can reasonably be ascertained from the information.

'Individual' refers to a person or anybody that is at law a legal identity such as a company or a registered body.

Content

Narrandera Shire Council is committed to the following principles regarding public access to documents and information:

- open and transparent government,
- consideration of the public interest in relation to requests, and
- respect for the privacy of individuals.

There are four ways to access information through the Government Information (Public Access) Act, 2019:

Mandatory Release – Section 18 of the GIPA Act and Schedule 1 of the GIPA regulations lists documents which may be inspected, free of charge, during normal office hours. This information is known as 'open access information' and any copies made may attract a photocopy charge.

Proactive Release – Council can make a decision to release additional information that is not covered by the mandatory provision.

Informal Application – This allows the public to request in writing using the appropriate form information without the need to submit a formal application with the information available for inspection free of charge, copies of documents may incur charges not exceeding reasonable photocopying costs. This form of access does not allow for the applicant to seek any type of review of the determination

Formal Application – This involves a request for a large volume of information, extensive research or the information relates to third party personal or business information. This application requires

Chambers: 141 East Street Narrandera, NSW, 2700 **Phone:** 02 6959 5510
Email: council@narrandera.nsw.gov.au **Fax:** 02 6959 1884



the appropriate form to be completed with enough information for the required information to be identifiable. A formal application must be accompanied by the statutory fee with the fee charged for each hour of processing unless the information sought is personal information about the applicant then the first 20 hours of processing time is free. Lodgment of a formal access entitles the applicant to review rights such as an internal review, review by the Information and Privacy Commissioner and review by the NSW Civil and Administrative Tribunal.

Council publishes both specific open access information and topic specific information within its website, Facebook page, media releases and newsletters.

Access to Information Provisions

Whilst Council aims to allow access to information either free or on payment of a prescribed fee, there may be information that is protected either under the Government Information (Public Access) Act, the Privacy and Personal Information Protection Act or the Local Government Act.

In determining whether there is an overriding public interest against the disclosure of the information, Council will fully consider the Public Interest Test.

What is the Public Interest Test? When deciding to release information, Council must weigh the factor in favour of disclosure against the public interest factors against disclosure. Unless there is an overriding public interest against disclosure, Council must provide the information.

The only considerations against disclosure that Council will applying the public interest test are those provided in the GIPA Act namely but not limited to:

- Responsible and effective Government – information which could reasonably be expected to prejudice Ministerial responsibility to Parliament, prejudice the effectiveness or integrity of any investigation or review
- Law enforcement and security – information which could reveal the identity of an informant
- Individual rights, judicial processes and natural justice – reveal an individual's personal information, prejudice any Court proceedings or expose a person to a risk of harm or of serious harassment or serious intimidation
- Business interests of agencies and other persons – undermine competitive neutrality, reveal commercial-in-confidence provisions of a contract
- Environment, culture, economy and general matters – prejudice the conservation of any place or object of natural, cultural or heritage value
- Secrecy provisions – where the release of the information could constitute a contravention of a provision of any other Acts that prohibit disclosure
- Exempt documents under interstate Freedom of Information legislation – where Government communication is identified as being exempt.

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Formal Application Process

Upon receipt of a formal application, Council must acknowledge receipt of the application and accept or reject the application within 5 working days.

If the application is invalid and does not contain enough information to process the Council staff member determining the application must assist the applicant to enable a valid application.

A decision regarding access to information must be made within 20 working days after receipt of the application. The decision period can be extended by up to 10-15 days if third party consultation is required or records are required to be retrieved from Council's archives.

Rights of Review and Appeal

A right of review exists only for formal applications made in accordance with the GIPA Act. No right of review exists for informal applications.

If an applicant has lodged a formal application and is aggrieved by a decision of Council, the person is entitled to a review of the decision in any of the following methods:

Internal Review by Council

The applicant can seek an internal review to be made by Council within 20 working days following the date of receipt of the decision.

A fee of \$40.00 must be paid upon application of the review of the decision.

The internal review cannot be conducted by the original decision maker and is to be no one less senior than the decision maker.

An internal review is not available to the applicant, if the initial decision was made by Council's delegated principal officer.

A decision of the internal review must be made within 15 working days and 25 working days if consultation is required.

Review by the Information Commissioner

Must be made by the applicant within 40 working days following the date of receipt of the decision.

The Information Commissioner will consider the application and the onus is on Council to justify the decision.

The Information Commissioner can make a recommendation for reconsideration of the matter by Council and or refer the matter to the NCAT.

Review by NSW Civil and Administrative Tribunal (NCAT)

Must be made by the applicant within 40 working days following the date of receipt of the decision.

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If the decision is the subject of review by the Information Commissioner, an application for NCAI review can be made at any time up to 20 working days after the applicant is notified of the completion of the Information Commissioner's review. The onus is again on Council to justify decision.

Disclosure Log

As required by the GIPA Act, Council must keep and maintain a disclosure log which is to record all formal access applications made to Council that Council decides to provide access to if the information is information that Council considers may be of interest to other members of the public. The disclosure log must include the date the application was decided, a description of the information to which access was provided in response to the application.

Copyright

Copyright issues may arise when requests are made for copies of documents held by Council. The Commonwealth Copyright Act 1968 takes precedence over State legislation. Therefore the right to copy documents under the GIPA Act does not override the Copyright Act. Nothing in the GIPA Act or Regulations permits Council to make government information available in any way that would constitute an infringement of copyright. Access to copyrighted documents will be granted by way of inspection only, unless the copyright owner's written consent is provided. Where authority is unable to be obtained, copies of copyright material will not be provided. Copyright material includes, but not limited to, plans/drawings, consultant reports and survey reports.

Third Party Consultation

Third party consultation must be taken when the Application to access information includes:-

- Personal information about a person, or
- Concerns the person's business, commercial, professional or financial interest, or
- Concerns research that has been, is being, or is intended to be, carried out by or on behalf of the person, or
- Concerns the affairs of a government of the Commonwealth or other State (and the person is that government).

If the third party objects to the release of their information, they must show evidence consistent with the GIPA Act as to why to restrict the release of information. The evidence provided by the third party will be taken into account; however, in any event the decision to release information rests with Council.

Information about Development Applications

Information contained in the following records (whenever created) is prescribed as open access information:

Development applications (within the meaning of the Environmental Planning and Assessment Act 1979) and any associated documents received in relation to a proposed development including the following:

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- (i) home warranty insurance documents
- (ii) construction certificates
- (iii) occupation certificates
- (iv) structural certification documents
- (v) town planner reports
- (vi) submissions received on development applications
- (vii) heritage consultant reports
- (viii) tree inspection consultant reports
- (ix) acoustics consultant reports
- (x) land contamination consultant reports

Information contained in the following records is not open access information:

- (i) plans and specifications for any residential parts of a proposed building, other than plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected
- (ii) commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret.

Limits on Disclosure of Personal Information - Section 18 Privacy and Personal Information Protection Act 1998

Personal Information contained in correspondence with the Council will not be disclosed to third parties unless:

- The document has been presented in an open forum of Council or Council Committee meeting.
- Information about identifiable individuals is already publicly available from a readily accessible source such as, the white pages or yellow pages, internet search or other public documents.
- The individuals to whom the personal information relates to is reasonably likely to have been aware or has been made aware of the likelihood of disclosure.
- The purpose of the request for access is directly related to the purpose for which Council collected the information and Council has no reason to believe that the individual would object.
- It is established (without disclosing any personal information contained in the relevant documents) that the person seeking access already knows all of the personal information contained in the file.
- Council believes on reasonable grounds that the disclosure is necessary to prevent or lessen a serious and imminent threat to the life or health of the individual concerned or someone else.
- The individual has expressly consented to the disclosure.

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Local Government Act 1993

Section 739 of the Local Government Act 1993 may request that any material that is available (or is to be made available) for inspection be prepared or amended so as to omit or remove any matter that would disclose the persons' place of living if the person believes that the disclosure would place or places the personal safety of the person or of members of the person's family at risk. Such requests are to be made to the General Manager and must give particulars of the relevant risk which is to be verified by a statutory declaration.

Council will process any such application in accordance with Section 739 and advise the applicant of the outcome.

Enquiries

If doubt exists as to whether access should be given to a particular document or documents, a determination must be sought from the Public Officer.

Responsibility/Accountability

The Governance and Engagement Manager and the Records Officer are responsible for ensuring that information is available for perusal according to scheduled appointments and for removing information which have been determined as exempt under the relevant statute.

The Public Officer, or an officer under delegation from the Public Officer, is responsible for ensuring this policy is observed and for providing a determination on access to documents.

Policy History

Endorsed ELT	27 October 2014
Adopted	15 July 2008
Reviewed	9 December 2008
Amended	15 November 2011
Reviewed	October 2014
Reviewed and Adopted	18 November 2014
Reviewed	December 2018
Adopted	

Signed: General Manager

Date:

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 JULY DEVELOPMENT SERVICES ACTIVITIES

Document ID: 429792
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 July 2019.

PURPOSE

The purpose of this report is to inform Council of Development Applications and other development services provided during July as at 31 July 2019.

BACKGROUND

Development & Complying Development Applications

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

Stage Reached	Number
Lodged	5
Stop-the-Clock / Under Referral / Awaiting Information	9
Under Assessment	5
Determined	4

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

Development Type	2019/2020			
	July 2019		Year to Date	
	Number	Value \$	Number	Value \$
Residential	2	\$ 42,244	2	\$ 42,244
Industrial			0	\$ -
Commercial			0	\$ -
Rural Residential			0	\$ -
Subdivisions	1	\$ 1,200	1	\$ 1,200
Other	1	\$ 80,000	1	\$ 80,000
TOTAL	4	\$ 123,444	4	\$ 123,444

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

No	Lot	Sec	DP/SP	Address	Development Type	Class	Type	STC	ACTIVE Business Days
DA-055-18-19	178		750821	19 Narrandera St Grong Grong	Internal renovations	9b	L		35
DA-057-18-19	1 4		1239275	12 Woolscour Rd Narrandera	Boundary adjustment	-	L		24
DA-058-18-19	12	L	2597	23 Dundas St Narrandera	Garage and carport	10a	L		24
DA-001-19-20	12	M	2888	26 May St Narrandera	Shed and carport	10a	L		18

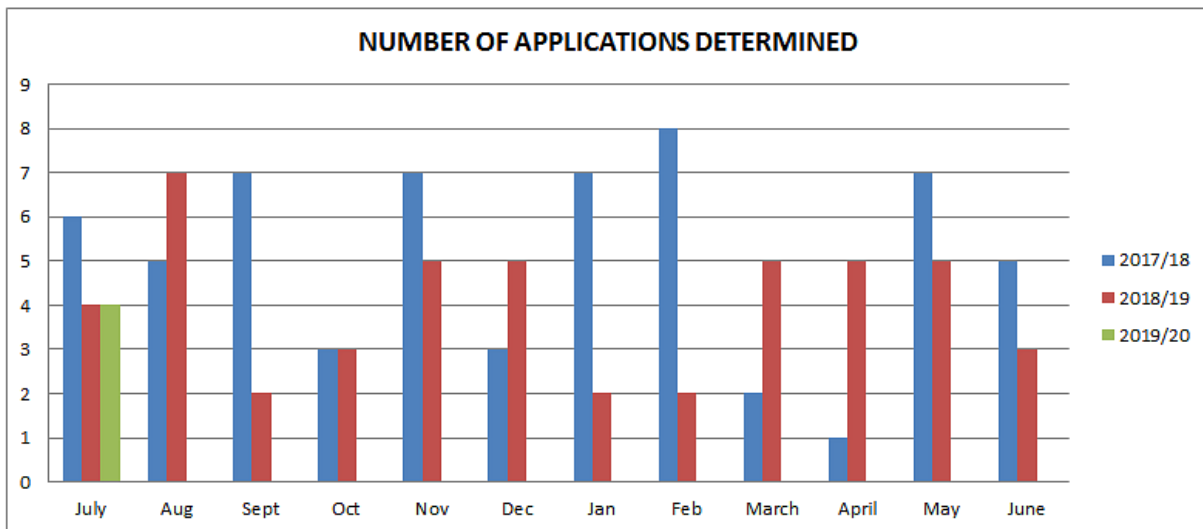
Type explanation

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

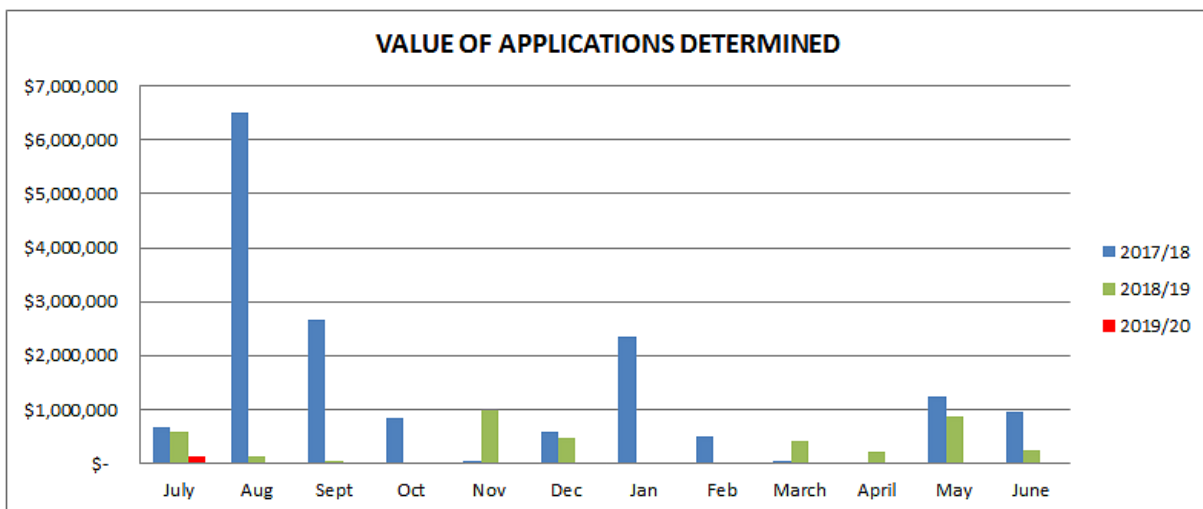
Comparison determination times

2014/15	Narrandera Shire Council average	43 days
2015/16	Narrandera Shire Council average	35 days
2016/17	Narrandera Shire Council average	26 days
2017/18	Narrandera Shire Council average	27 days
2018/19	Narrandera Shire Council average	38 days
2019/20	Narrandera Shire Council average - YTD	25 days

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



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



Certificates Issued

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

Certificate Type	Number Issued
Construction Certificates	2
Building Certificates	1
Subdivision Certificates	2
Occupation Certificates	4
Compliance Certificates	
Section 10.7 (previously 149) Certificates	9
Swimming Pool Compliance Certificates	
On-Site Septic Management System Certificates	

RECOMMENDATION

That Council:

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

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 JULY STATEMENT OF RATES AND RECEIPTS

Document ID: 428637

Author: Revenue Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments: Nil

RECOMMENDATION

That Council receive and note the information contained in the Statement of Rates and Receipts report as at 31 July 2019.

RATES & CHARGES

Arrears as at 01.07.2019	657,495.63
19/20 Rate levies & supplementary levies (excl. postponed amounts)	<u>7,927,840.84</u>
	8,585,336.47
Less Pensioner rebates	<u>208,130.67</u>
NET BALANCE	8,377,205.80
Less receipts to 31.07.2019	<u>737,505.36</u>
	<u><u>7,639,700.44</u></u>

Actual % Rate Collection to Net Balance as at 31.07.2019 = 8.80%

Comparative % Collection to Net Balance as at 31.07.2018 = 7.31%

Anticipated % Collection Rate as at 30.06.2020 = 94.00%

WATER CONSUMPTION / SEWER USAGE CHARGES

Arrears as at 01.07.2019	227,379.11
19/20 Water / Sewer usage charges, supplementary levies & interest	<u>-12,954.20</u>
NET BALANCE	214,424.91
Less receipts to 31.07.2019	<u>62,304.92</u>
	<u><u>152,119.99</u></u>

PURPOSE

The purpose of this report is to present the Statement of Rates and Receipts as at 31 July 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 receive and note the information contained in the Statement of Rates and Receipts report as at 31 July 2019.

20.2 JULY STATEMENT OF INVESTMENTS

Document ID: 428632
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 31 July 2019.

PURPOSE

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

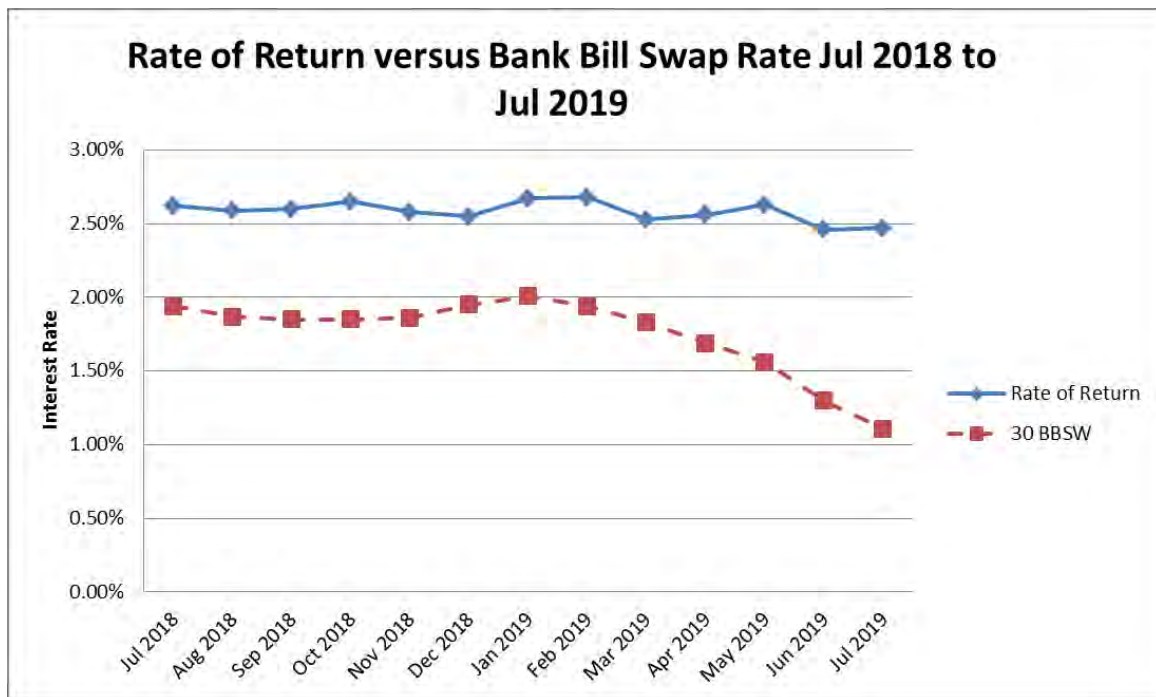
SUMMARY

Fund Balance (GL)	
GENERAL	16,192,097.01
WATER	7,751,088.46
SEWERAGE	630,049.49
TRUST	97,013.19
	<u>24,670,248.15</u>

BACKGROUND

Council Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments A to BBB-				
Bendigo Bank	750,000.00	3.05%	2.65%	14 Nov 2019
Bendigo Bank	1,000,000.00	4.07%	2.60%	27 Nov 2019
Bendigo Bank	1,000,000.00	4.07%	2.75%	3 Dec 2019
Elders Rural Bank	1,000,000.00	4.07%	2.70%	18 Feb 2020
Elders Rural Bank	1,000,000.00	4.07%	2.51%	18 Apr 2020
IMB	1,000,000.00	4.07%	2.75%	22 Aug 2019
IMB	1,000,000.00	4.07%	2.75%	20 Sep 2019
	6,750,000.00	27.47%		
Direct Investments AA- to A				

Direct Investments AAA to AA-				
NAB Cashmaximiser	2,073,234.96	8.44%	1.00%	31 Jul 2019
NAB	1,000,000.00	4.07%	2.75%	1 Aug 2019
NAB	1,000,000.00	4.07%	2.75%	12 Sep 2019
NAB	1,000,000.00	4.07%	2.75%	2 Oct 2019
NAB	1,000,000.00	4.07%	2.75%	14 Oct 2019
NAB	1,000,000.00	4.07%	2.75%	11 Nov 2019
NAB	1,000,000.00	4.07%	2.09%	9 Jan 2020
St George	1,000,000.00	4.07%	2.75%	10 Sep 2019
St George	1,000,000.00	4.07%	2.75%	13 Dec 2019
St George	1,000,000.00	4.07%	2.75%	10 Jan 2020
St George	1,000,000.00	4.07%	2.25%	22 Feb 2020
St George	1,000,000.00	4.07%	2.25%	22 Feb 2020
St George	750,000.00	3.05%	2.52%	20 Mar 2020
St George	1,000,000.00	4.07%	2.60%	23 Apr 2020
Suncorp	1,000,000.00	4.07%	2.07%	16 Sep 2019
Suncorp	1,000,000.00	4.07%	2.70%	3 Dec 2019
Commonwealth Bank	1,000,000.00	4.07%	2.75%	7 Aug 2019
	17,823,234.96	72.54%		
Council Funds	24,573,234.96	100%		
Monthly Investment Performance				
Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
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%
Jul 2019	24,573,234.96	2.47%	1.110%	1.36%
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	11.27%	Max 20%
Elders Rural Bank	BBB+	A2	\$ 2,000,000.00	8.11%	Max 20%
IMB	BBB	A2	\$ 2,000,000.00	8.11%	Max 20%
NAB	AA-	A1+	\$ 8,138,919.69	32.99%	Max 35%
Suncorp	A+	A1	\$ 2,000,000.00	8.11%	Max 25%
StGeorge	AA	A1+	\$ 6,750,000.00	27.36%	Max 35%
Macquarie Bank	A-	A1	\$ -	0.00%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 1,000,000.00	4.05%	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 31 July 2019.

20.3 JULY STATEMENT OF BANK BALANCES

Document ID: 429272
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 31 July 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	144,900.35
Plus Receipt	4,125,496.06
Less Payments	3,829,166.62
Current Cashbook Balance	<u>441,229.79</u>
Statement Summary	
Opening Statement Balance	127,065.97
Plus Receipts	4,099,613.23
Less Payments	3,848,502.81
Current Statement Balance	<u>378,176.39</u>
Plus Unpresented Receipts	63,761.18
Less Unpresented Payments	707.78
Reconciliation Balance	<u>441,229.79</u>
GL BALANCE	<u>441,229.79</u>
Unpaid Creditors	88,074.59
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 31 July 2019

20.4 JULY INCOME STATEMENT

Document ID: 429701

Author: Costing Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

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

RECOMMENDATION

That Council:

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

PURPOSE

The purpose of this report is to present Council with the Statement of Income for the period ending 31 July 2019.

SUMMARY

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

BACKGROUND

Adopted Budget

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

Rates & Annual charges

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

Depreciation

Depreciation is run on a quarterly basis and will be calculated in September.

Interest and Investment Revenue

Interest revenue is showing at the end of July a negative amount of \$205,000 this is due to the reversal of accrued interest for the 2018/2019 financial year.

Grants and Contributions provided for Operating purposes

Grants and Contributions provided for operating purposes is showing at the end of July as a negative amount of \$282,000 this is due to the reversal of accrued grants and contributions for the 2018/2019 financial year.

Other Revenues

Other Revenues is showing at the end of July as a negative amount of \$46,000 this is due to the reversal of accrued other revenues for the 2018/2019 financial year.

Major variations to budget

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

RECOMMENDATION

That Council:

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

Narrandera Shire Council

General Fund Income Statement

for the period ending 31 July 2019

	Original Budget	Actual YTD
Income from Continuing Operations		
<i>Revenue:</i>		
Rates and Annual Charges	5,748	5,881
User Charges and Fees	1,849	186
Interest and Investment Revenues	414	(205)
Other Revenues	659	(46)
Grants & Contributions provided for Operating Purposes	6,898	215
Grants & Contributions provided for Capital Purposes	1,132	(282)
<i>Other Income:</i>		
Net gains from the disposal of assets	92	-
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-
Total Income from Continuing Operations	16,792	5,749
Expenses from Continuing Operations		
Employee Benefits & On-Costs	6,242	412
Borrowing Costs	7	-
Materials & Contracts	3,627	401
Depreciation & Amortisation	4,098	-
Legal Costs	54	3
Other Expenses	1,423	417
Interest & Investment Losses	-	-
Net Losses from the Disposal of Assets	-	-
Net Share of interests in Joint Ventures & Associated	-	-
Total Expenses from Continuing Operations	15,451	1,233
Operating Result from Continuing Operations	1,341	4,516
Discontinued Operations		
Net Profit/(Loss) from Discontinued Operations	-	-
Net Operating Result for the Year	1,341	4,516
Net Operating Result attributable to Council	1,341	4,516
Net Operating Result attributable to Minority Interests	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	209	4,798

Narrandera Shire Council

Water Fund Income Statement

for the period ending 31 July 2019

	Original Budget	Actual YTD
Income from Continuing Operations		
<i>Revenue:</i>		
Rates and Annual Charges	728	752
User Charges and Fees	1,339	1
Interest and Investment Revenues	204	(97)
Other Revenues	-	-
Grants & Contributions provided for Operating Purposes	23	-
Grants & Contributions provided for Capital Purposes	770	-
<i>Other Income:</i>		
Net gains from the disposal of assets	-	-
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-
Total Income from Continuing Operations	3,064	656
Expenses from Continuing Operations		
Employee Benefits & On-Costs	795	15
Borrowing Costs	-	-
Materials & Contracts	253	53
Depreciation & Amortisation	511	-
Legal Costs	-	-
Other Expenses	254	3
Interest & Investment Losses	-	-
Net Losses from the Disposal of Assets	-	-
Net Share of interests in Joint Ventures & Associated	-	-
Total Expenses from Continuing Operations	1,813	71
Operating Result from Continuing Operations	1,251	585
Discontinued Operations		
Net Profit/(Loss) from Discontinued Operations	-	-
Net Operating Result for the Year	1,251	585
Net Operating Result attributable to Council	1,251	585
Net Operating Result attributable to Minority Interests	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	481	585

Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 31 July 2019

	Original Budget	Actual YTD
Income from Continuing Operations		
<i>Revenue:</i>		
Rates and Annual Charges	1,239	1,299
User Charges and Fees	158	(13)
Interest and Investment Revenues	15	(5)
Other Revenues	-	-
Grants & Contributions provided for Operating Purposes	20	-
Grants & Contributions provided for Capital Purposes	758	-
<i>Other Income:</i>		
Net gains from the disposal of assets	-	-
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-
Total Income from Continuing Operations	2,190	1,281
Expenses from Continuing Operations		
Employee Benefits & On-Costs	505	15
Borrowing Costs	-	-
Materials & Contracts	234	53
Depreciation & Amortisation	308	-
Legal Costs	-	-
Other Expenses	105	10
Interest & Investment Losses	-	-
Net Losses from the Disposal of Assets	-	-
Net Share of interests in Joint Ventures & Associated	-	-
Total Expenses from Continuing Operations	1,152	78
Operating Result from Continuing Operations	1,038	1,203
Discontinued Operations		
Net Profit/(Loss) from Discontinued Operations	-	-
Net Operating Result for the Year	1,038	1,203
Net Operating Result attributable to Council	1,038	1,203
Net Operating Result attributable to Minority Interests	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	280	1,203

Narrandera Shire Council

Consolidated Income Statement

for the period ending 31 July 2019

	Original Budget	Actual YTD
Income from Continuing Operations		
<i>Revenue:</i>		
Rates and Annual Charges	7,715	7,932
User Charges and Fees	3,346	174
Interest and Investment Revenues	633	(307)
Other Revenues	659	(46)
Grants & Contributions provided for Operating Purposes	6,941	215
Grants & Contributions provided for Capital Purposes	2,660	(282)
<i>Other Income:</i>		
Net gains from the disposal of assets	92	-
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-
Total Income from Continuing Operations	22,046	7,686
Expenses from Continuing Operations		
Employee Benefits & On-Costs	7,542	442
Borrowing Costs	7	-
Materials & Contracts	4,114	507
Depreciation & Amortisation	4,917	-
Legal Costs	54	3
Other Expenses	1,782	430
Interest & Investment Losses	-	-
Net Losses from the Disposal of Assets	-	-
Net Share of interests in Joint Ventures & Associated	-	-
Total Expenses from Continuing Operations	18,416	1,382
Operating Result from Continuing Operations	3,630	6,304
Discontinued Operations		
Net Profit/(Loss) from Discontinued Operations	-	-
Net Operating Result for the Year	3,630	6,304
Net Operating Result attributable to Council	3,630	6,304
Net Operating Result attributable to Minority Interests	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	970	6,586

20.5 JULY CAPITAL WORKS PROGRAM

Document ID: 429707

Author: Costing Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments:

1. Capital Expenditure July 19.pdf [↓](#)
2. 19-20 Capital Works Program.pdf [↓](#)
3. Operational Expenditure July 19.pdf [↓](#)

RECOMMENDATION

That Council:

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

BACKGROUND

Works listed in the attachment are for works against new budgeted projects for the 2019/2020 year. Key Operational expenses are also included in this report and have been highlighted separately. The 2018/2019 projects for re-vote have been included in the Draft Council Financial Statements 2018/2019 – Referral for Audit Report, these will be included in the August Capital Works Program.

Progress to date in each area

Administration

Software Licencing will be reviewed throughout the year.

The Network penetration testing will commence in March 2020.

Replacement of the Virtualising hardware and software will commence in October. The business continuity site will be reviewed as part of the Virtualising upgrade.

Quotes are currently being reviewed for the upgrade of the phone system.

The IT review will commence in February 2020.

The photocopier replacement will commence in February 2020.

Housing & Community Amenities

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

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

Environment

The design and planning has commenced for the siphon retaining wall renewal.

Recreation & Culture

The project scope is being determined for the Barellan and Grong Grong Cemetery furniture replacement.

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

The tender closed on 15 August 2019 for the Lake Talbot Pool Masterplan renewal of the filtration and the water play park.

Development of the tender documents has commenced for the upgrade of the filtration system and waste water irrigation for the Barellan pool. Works are scheduled to commence in March 2020.

Procurement has commenced for the replacement of the marine carpet at Barellan pool. These works will be completed prior to the swimming season.

The project scope is being determined for the Narrandera Sportsground Building upgrade and drainages and soak, Victoria avenue stage 2, Brewery Flats landscaping, furniture replacement, paintings etc. The Lake Talbot recreation seating and the shelter revamp, procurement of the Narrandera Stadium foam guards, as well as the levelling and resurfacing of the Henry Mathieson Oval.

Project scopes for the Marie Bashir Park Up Lighting adventure playground, drinking fountains and bottle fillers, Pocket park upgrades, and the Narrandera Playground upgrades are being determined.

Design and planning has commenced for the Festive Mega Tree (star) inclusion.

Electrical design has been finalised for the Narrandera Business centre masterplan (NBCMP) Bolton Street upgrade. Project due to commence January 2020.

Transport & Communication

RMS funding not provided for shared cycleway at Marie Bashir Park. The project will be cancelled in the Quarterly Budget Review. PAMP plan priorities are being reviewed to determine reallocation recommendations.

Design and planning for PAMP (Active transport - 100% RMS Funding) for Cadell street is to commence in late September.

Procurement is to commence in early September for the Drone Survey and inspection.

Audley Street footpath design and planning will commence in late August.

Airport Runway resealing and Re-marking works are planned for March 2020.

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

Rural Sealed roads construction for Devlins Bridge Road will start late November, Cove road will begin mid-January 2020 and Centenary Road will commence in late February 2020.

The Culvert in Manderlay road, Brookong Street, and Yalgogorin Road will start in March.

Unsealed rural roads resheeting for Pamandi Road will commence mid-December, Kamarah Road upgrade late March 2020 and Dows Road early April 2020.

The Roads to Recovery Grant Program includes:

Weir Road and Settlers Road will commence in September.

Strontian Road widening and Cypress road will commence in October.

Paynters Siding Road will commence in November.

Bulloak tank road and Old Wagga Road will commence in December.

Old wagga road will commence in late January 2020.

Boree Road and McKenzies road culvert will commence in March 2020.

Lismoyle Road and Males Road will commence in April 2020.

Landervale Road and Hulmes road will commence in May 2020.

Paintings bridge road seal work only will commence in the warmer weather.

Gravel Haulage has commenced for Paintings Bridge Road

Economic Affairs

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

Water Supplies

The Water Main Replacements program is being developed.

The Hydrant and valve replacement program is being developed with work to begin in October.

Service replacements will be completed as required.

Additional quotes to be sourced for the software upgrades for SCADA and Instrumentation upgrades (online chlorine analysers).

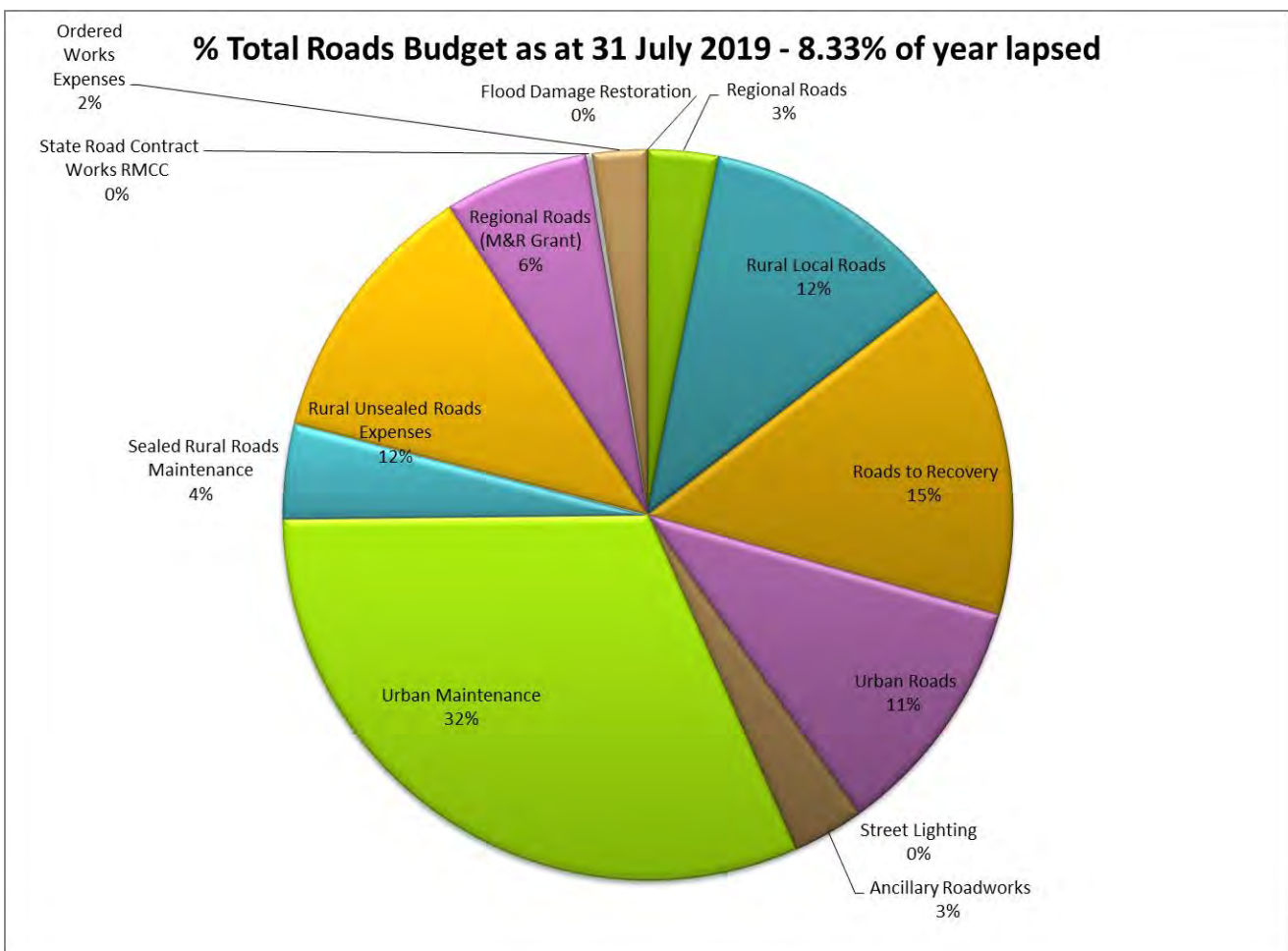
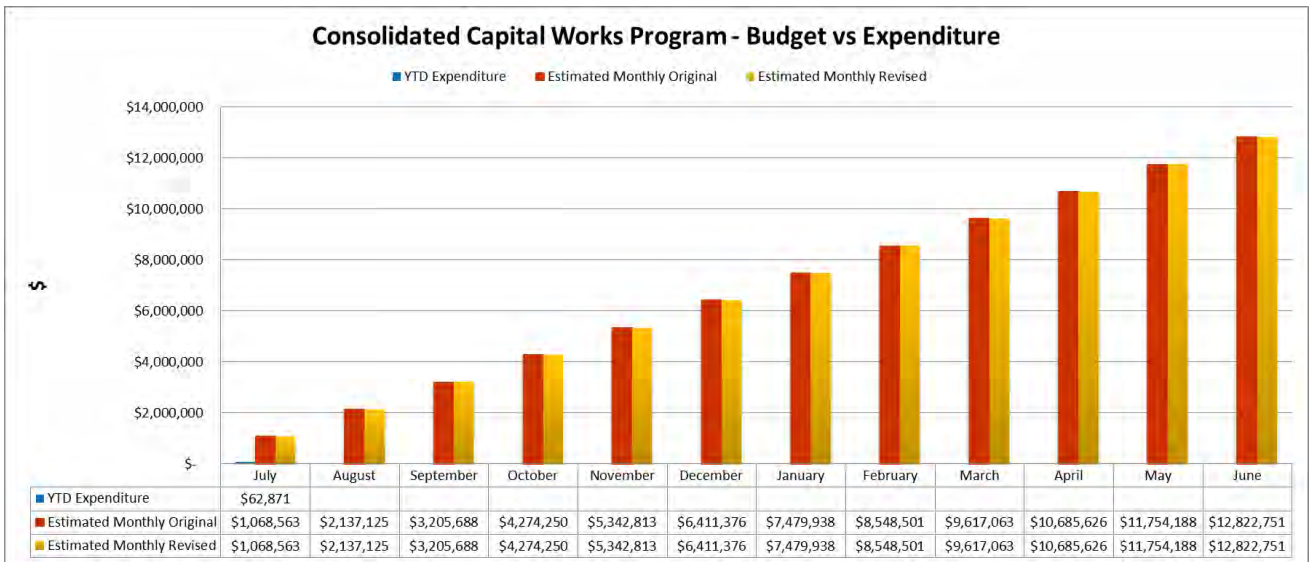
Awaiting outcome of the IWCM Options assessment and Grant funding approval for the Water treatment plant (WTP) filter upgrade- including energy efficiency and the Barellan Sewer upgrade.

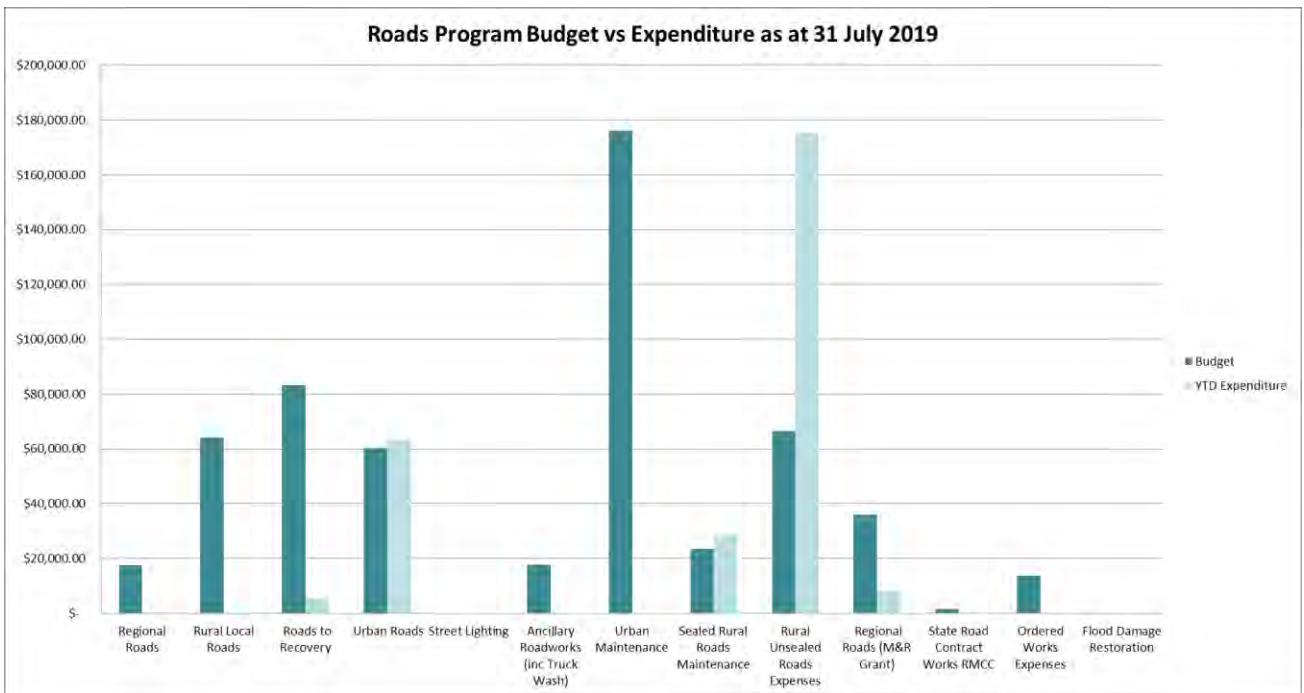
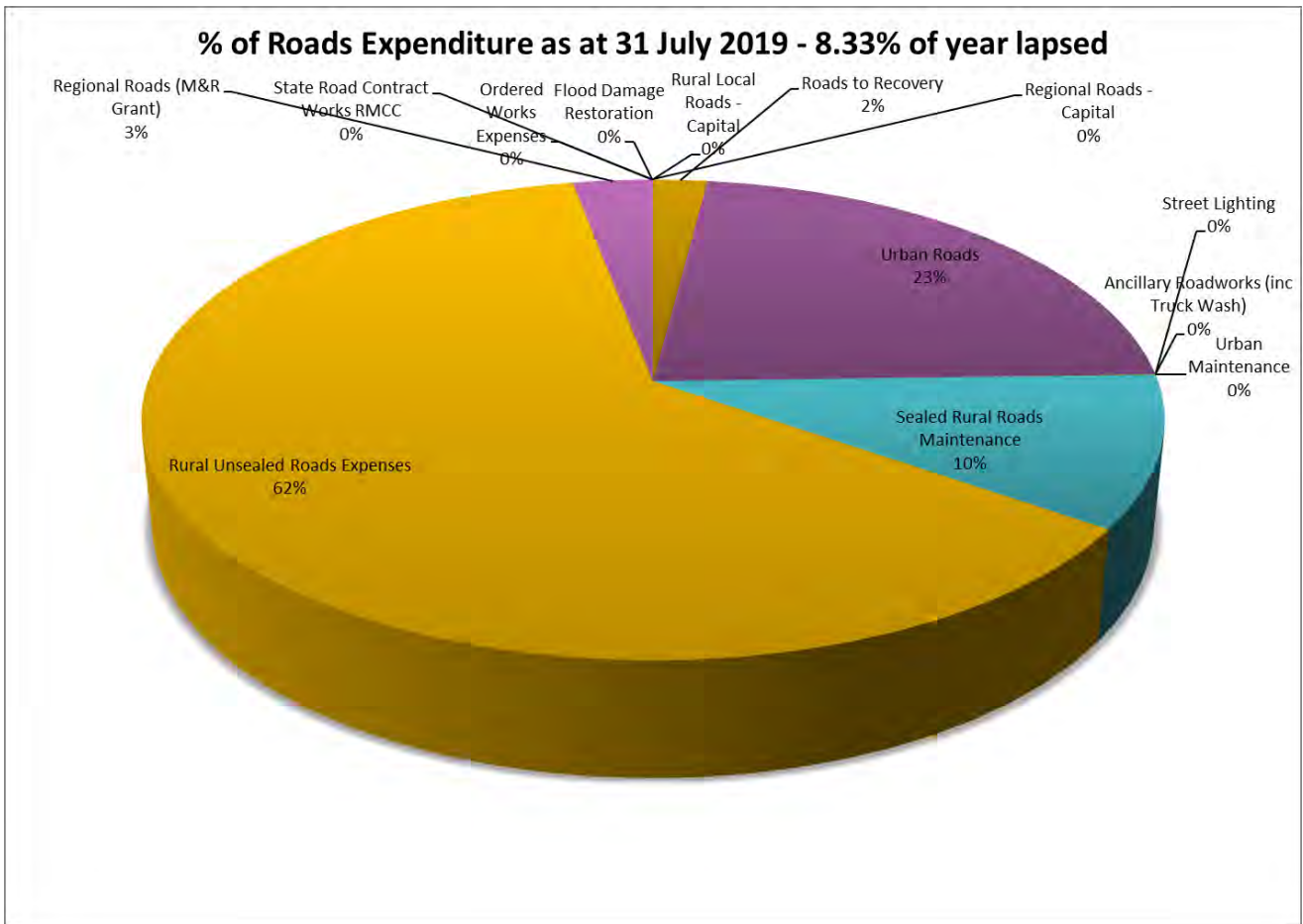
The high and low level reservoir fencing project is pending the decision on the WTP upgrade.

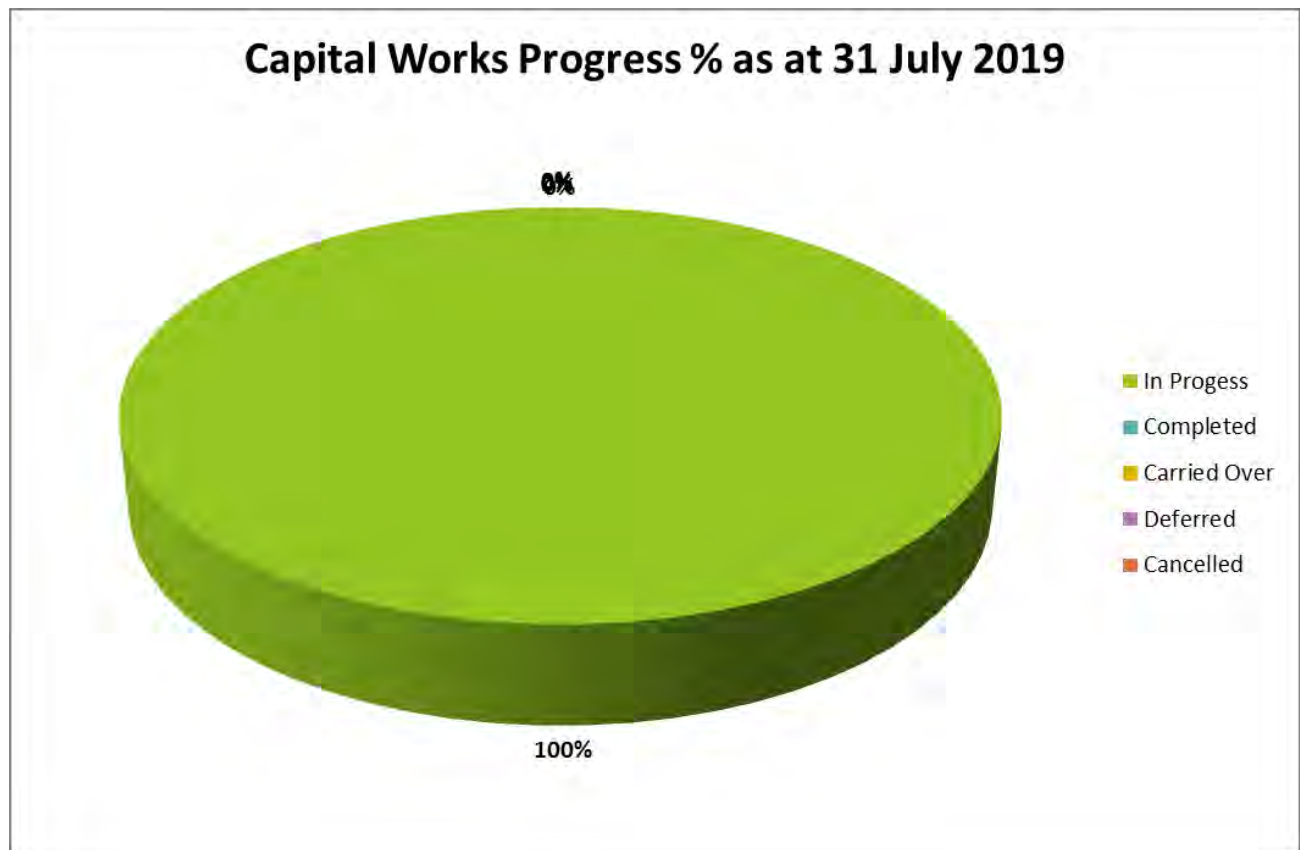
Sewerage Supplies

The Manhole replacements and Sewer service replacements will be completed as required.

The design is yet to be determined for the Sewer Pump station 3 (SPS3) replacement.







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 31 July 2019.

Capital Expenditure as at 31 July 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	\$ 225,000.00					\$ 225,000.00	\$ -	\$ 225,000.00
Public Order & Safety								
Pound	\$ 6,000.00					\$ 6,000.00	\$ -	\$ 6,000.00
Security Cameras	\$ 18,000.00					\$ 18,000.00	\$ -	\$ 18,000.00
Rural Fire Service	\$ 60,000.00					\$ 60,000.00	\$ -	\$ 60,000.00
Environment								
Narrandera Landfill	\$ 390,000.00					\$ 390,000.00	\$ 1,308.21	\$ 388,691.79
Stormwater	\$ 103,560.00					\$ 103,560.00	\$ 1,181.72	\$ 102,378.28
Housing & Community Amenities								
Barellan Cemetery	\$ 2,800.00					\$ 2,800.00	\$ -	\$ 2,800.00
Grong Grong Cemetery	\$ 5,000.00					\$ 5,000.00	\$ -	\$ 5,000.00
Recreation & Culture								
Barellan Pool	\$ 159,000.00					\$ 159,000.00	\$ -	\$ 159,000.00
Lake Talbot Pool	\$ 1,898,500.00					\$ 1,898,500.00	\$ 778.43	\$ 1,897,721.57
Lake Talbot Recreation Area	\$ 10,000.00					\$ 10,000.00	\$ -	\$ 10,000.00
Library	\$ 29,696.00					\$ 29,696.00	\$ 71.19	\$ 29,624.81
Marie Bashir Park	\$ 83,000.00					\$ 83,000.00	\$ -	\$ 83,000.00
Narrandera Memorial Park	\$ 83,500.00					\$ 83,500.00	\$ 64.76	\$ 83,435.24
Narrandera Sports Stadium	\$ 5,000.00					\$ 5,000.00	\$ -	\$ 5,000.00
Narrandera Sportsground	\$ 170,000.00					\$ 170,000.00	\$ -	\$ 170,000.00
Henry Mathieson Oval	\$ 25,000.00					\$ 25,000.00	\$ -	\$ 25,000.00
Brewery Flats	\$ 5,000.00					\$ 5,000.00	\$ -	\$ 5,000.00
Transport & Communication								
Ancillary Roadworks	\$ 213,719.00					\$ 213,719.00	\$ 0.01	\$ 213,718.99
Regional Roads	\$ 430,600.00					\$ 430,600.00	\$ -	\$ 430,600.00
Roads to Recovery	\$ 997,362.00					\$ 997,362.00	\$ 5,635.11	\$ 1,989,088.89
Rural Roads	\$ 769,050.00					\$ 769,050.00	\$ -	\$ 1,391,525.00
Urban Roads	\$ 2,113,984.00					\$ 2,113,984.00	\$ 67.54	\$ 2,320,041.46
Economic Affairs								
Airport	\$ 420,000.00					\$ 420,000.00	\$ 2,798.60	\$ 417,201.40

Capital Expenditure as at 31 July 2019

Buildings	\$ 235,600.00	\$ 235,600.00	\$ 196.61	\$ 235,403.39
Plant	\$ 1,468,380.00	\$ 1,468,380.00	\$ 21,308.27	\$ 1,447,071.73
Tourist Park	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00
Water Supplies				
Water	\$ 1,475,000.00	\$ 1,475,000.00	\$ 22,013.40	\$ 1,452,986.60
Sewer Supplies				
Sewer	\$ 1,400,000.00	\$ 1,400,000.00	\$ 7,447.34	\$ 1,392,552.66
Grand Total	\$ 12,822,751.00	\$ 12,822,751.00	\$ 62,871.19	\$ 14,585,841.81

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 31/07/19

	Capital Projects		Complete		Unrealised Grants
	Projects Not Capitalised		Carryover		Key Operational

8.33 % of year elapsed

Project	Resp.	Job Number	Status	Proposed Budget	Commitment	Budget	YTD Expenditure	Balance	%	Comments
1 Software Licencing	IT	4400-1019-0000	A	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Will review throughout the year
2 Network Penetration Testing	IT	4400-1020-0000	A	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Will commence in March
3 Replace Virtualising Hardware & Software	IT	4400-1021-0000	A	95,000		\$95,000.00	\$0.00	\$95,000.00	0%	Will commence in October
4 Upgrade Phone System	IT	4400-1022-0000	A	60,000		\$60,000.00	\$0.00	\$60,000.00	0%	Currently reviewing quotes
5 Business Continuity Site	IT	4400-1023-0000	A	30,000		\$30,000.00	\$0.00	\$30,000.00	0%	Will be reviewed as part of the Virtualising upgrade
6 IT Review	IT	4400-1024-0000	A	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	Will commence in February
7 Photocopier Replacement	IT	4400-1025-0000	A	15,000		\$15,000.00	\$0.00	\$15,000.00	0%	Will commence in February
8 Pound: Cattery Holding System	MDE	5100-1001-0000	A	6,000		\$6,000.00	\$0.00	\$6,000.00	2%	Design planning has commenced
9 CCTV camera positioned outside Betta Electrical Store in East Street	IT	5200-1004-0000	A	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	Will commence in January
10 Wireless Links for Main Street CCTV System	IT	5200-1005-0000	A	8,000		\$8,000.00	\$0.00	\$8,000.00	0%	Will commence in January
11 CCTV camera positioned outside the Post Office in East Street	IT	5200-1006-0000	A	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	Will commence in January
12 Barendan Station Amenities	WM	5300-1005-0000	A	60,000		\$60,000.00	\$0.00	\$60,000.00	0%	
13 Narrandera Landfill New cell	MDE	5600-1009-0000	A	40,000		\$40,000.00	\$1,308.21	\$38,691.79	3%	Design and planning has commenced.
14 Ndra Landfill Masterplan improvement works - possibility of grant funding in futu	MDE	5600-1010-0000	A	330,000		\$330,000.00	\$0.00	\$330,000.00	0%	Project scope being determined.
15 Ndra Landfill Operational control room (transportable, dust-free - replace carriag	MDE	5600-1011-0000	A	20,000		\$20,000.00	\$0.00	\$20,000.00	0%	Project scope being determined.
16 Siphon Retaining Wall Renewal	MPA	5700-1006-0000	A	28,560		\$28,560.00	\$901.83	\$27,658.17	3%	Design and planning has commenced
17 Drainage Improvement Driscoll Rd	MPA	5700-1007-0000	A	75,000		\$75,000.00	\$279.89	\$74,720.11	0%	
18 Brln Cemetery Furniture	OSR	0800-1008-0000	A	2,800		\$2,800.00	\$0.00	\$2,800.00	0%	Project scope being determined.
19 GG Cemetery Furniture	OSR	0800-1009-0000	A	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	Project scope being determined.
20 Book & Resources annual replacement	CDM	7700-1005-0000	A	29,696		\$29,696.00	\$71.19	\$29,624.81	0%	Purchasing is on track. Resource orders in process and supplier visit booked.
21 Lake Talbot Pool Masterplan - Renew Filtration	MPA	7800-1015-0000	A	1,573,500		\$1,573,500.00	\$622.75	\$1,572,877.25	0%	Tender to close on 15 August
22 Lake Talbot Pool Masterplan - Water Play Park	MPA	7800-1016-0000	A	325,000		\$325,000.00	\$155.68	\$324,844.32	0%	Tender to close on 15 August
23 Brln Pool Upgrade Filtration system / Waste water irrigation	MPA	7900-1007-0000	A	155,000		\$155,000.00	\$0.00	\$155,000.00	0%	Developemnt of Tender documentation commenced works scheduled to commence end of March 2020
24 Brln Pool Replace Marine Carpet	MPA	7900-1008-0000	A	4,000		\$4,000.00	\$0.00	\$4,000.00	0%	Procurement commenced - Works to be completed for prior to swimming season
25 Ndra Sportsground drainages + Soak	OSR	0200-1019-0000	A	160,000		\$160,000.00	\$0.00	\$160,000.00	0%	Project scope being determined.
26 Ndra Sportsground Building upgrades (old Kiosk etc.)	OSR	0200-1020-0000	A	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Project scope being determined.
27 HM Oval Level and resurface	OSR	0200-1021-0000	A	25,000		\$25,000.00	\$0.00	\$25,000.00	0%	Project scope being determined.
28 MBP Up Lighting adventure playground	OSR	0300-1036-0000	A	15,000		\$15,000.00	\$0.00	\$15,000.00	0%	Project scope being determined.
29 MBP Drinking fountains/ bottle fillers	OSR	0300-1037-0000	A	8,000		\$8,000.00	\$0.00	\$8,000.00	0%	Project scope being determined.
30 MBP Pocket park upgrades	OSR	0300-1038-0000	A	50,000		\$50,000.00	\$0.00	\$50,000.00	0%	Project scope being determined.
31 MBP Narrandera Playgrounds Upgrades	OSR	0300-1039-0000	A	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Project scope being determined.
32 Victoria ave stage 2 - level, irrigate, formalise driveways, curb	OSR	0300-1040-0000	A	80,000		\$80,000.00	\$0.00	\$80,000.00	0%	Project scope being determined.
33 Festive Mega Tree (Star) Inclusion	MPA	0300-1041-0000	A	3,500		\$3,500.00	\$64.76	\$3,435.24	2%	Design and planning has commenced
34 Brewery Flats landscaping, furniture replacement, painitng etc.	OSR	0300-1042-0000	A	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	Project scope being determined.
35 LT Rec Seating and Shelter Revamp	OSR	0600-1009-0000	A	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Project scope being determined.
36 Ndra Stadium Foam guards	OSR	0400-1003-0000	A	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	Project scope being determined.
37 Urban Roads Construction	WM	N/A	A	125,050		\$125,050.00	\$0.00	\$125,050.00	0%	
38 Intersections Upgrade Local & Reg. Rds	WM	0006-1023-0000	A	-		\$0.00	\$0.00	\$90,000.00	#DIV/0!	
39 Culvert/bridge assessment wrks	WM	0006-1024-0000	A	-		\$0.00	\$0.00	\$35,050.00	0%	
38 Urban Roads Construction - Laneways	WM	0006-1021-0000	A	38,950		\$38,950.00	\$0.00	\$38,950.00	0%	
39 Urban Reseals	WM	0007-1000-0000	A	114,800		\$114,800.00	\$0.00	\$114,800.00	0%	
40 Urban Pavement Rehabilitation	WM	N/A	A	126,075		\$126,075.00	\$0.00	\$126,075.00	0%	

41	Urban Laneways Upgrade-additional	WM	0008-1017-0000	A	-	\$0.00	\$0.00	\$50,000.00	#DIV/0!		
43	Improvement of water haulage	WM	0008-1019-0000	A	-	\$0.00	\$0.00	\$15,000.00	#REF!		
44	Innovation for Rural Infrastructure Mgmt.	WM	0008-1020-0000	A	-	\$0.00	\$0.00	\$16,075.00	0%		
41	Urban K&G Replacement	WM	0008-1018-0000	A	15,000	\$15,000.00	\$0.00	\$15,000.00	0%		
42	Urban Footpath Replacement	WM	0006-1022-0000	A	10,000	\$10,000.00	\$0.00	\$10,000.00	0%		
43	NBCMP (Bolton street upgrade)	MPA	0006-1017-0000	A	1,668,109	\$1,668,109.00	\$67.54	\$1,668,041.46	0%	Finalising electrical design. Project due to commence January 2020.	
45	Rural Sealed Roads Construction	WM	N/A	A	268,050	\$268,050.00	\$0.00	\$268,050.00	0%		
46	Cove Road 1.1-3.3 km	WM	0010-1108-0000	A	-	\$0.00	\$0.00	\$38,500.00	0%	start mid January	
47	Culvert Manderlay Road 9.27 km	WM	0010-1109-0000	A	-	\$0.00	\$0.00	\$7,022.00	0%		
48	Culvert Manderlay Road 7.78 km	WM	0010-1110-0000	A	-	\$0.00	\$0.00	\$6,500.00	0%	start March	
49	Culvert Brookong St 0.0 km	WM	0010-1111-0000	A	-	\$0.00	\$0.00	\$6,500.00	0%	start March	
50	Centenary Road 4.16 km- 9.11 km	WM	0010-1112-0000	A	-	\$0.00	\$0.00	\$86,625.00	0%	start late February	
51	Culvert Yalgogorin Road 0.262	WM	0010-1113-0000	A	-	\$0.00	\$0.00	\$12,000.00	0%	start March	
52	Devilins Bridge Road 3.03-5.5 km	WM	0010-1114-0000	A	-	\$0.00	\$0.00	\$110,903.00	0%	start late November	
46	Roads Resheeting - (Unsealed rural roads resheeting)	WM	N/A	A	354,425	\$354,425.00	\$0.00	\$354,425.00	0%		
46	Dows Road 4.08-5.6 km	WM	0012-1024-0000	A	-	\$0.00	\$0.00	\$36,480.00	0%	start early April	
46	Erigolia Road Widening 0- 11.95 km	WM	0012-1025-0000	A	-	\$0.00	\$0.00	\$97,793.00	0%		
46	Pamandi Road 6.74-8.5 km	WM	0012-1026-0000	A	-	\$0.00	\$0.00	\$40,152.00	0%	start mid December	
46	Brewarana Bridge Retrofitting	WM	0012-1027-0000	A	-	\$0.00	\$0.00	\$80,000.00	0%		
46	Kamarah Road Upgrade	WM	0012-1028-0000	A	-	\$0.00	\$0.00	\$100,000.00	0%	start late march	
47	Rural Roads Reseals	WM	0002-1000-0000	A	146,575	\$146,575.00	\$0.00	\$146,575.00	0%		
44	Roads to Recovery (25 % of R2R proposed to expend in Urban Area) Grant (Road	WM	N/A	A	250,000	\$250,000.00	\$0.00	\$250,000.00	0%		
48	Roads to Recovery (75 % of R2R proposed to expend on Rural Area) Grant (Road	WM	N/A	A	747,362	\$747,362.00	\$0.00	\$747,362.00	0%		
48	Urban Roads reseal from R2R	WM	0014-1100-0000	A	-	\$0.00	\$0.00	-	#DIV/0!		
48	Landervale Road 10-12.48 km	WM	0014-1122-0000	A	-	\$0.00	\$0.00	118,792.00	0%	start early may	
48	Lismoyle Road 1.56-3.31 km	WM	0014-1123-0000	A	-	\$0.00	\$0.00	49,175.00	0%	start mid April	
48	Males Road 0-1 km	WM	0014-1124-0000	A	-	\$0.00	\$0.00	44,900.00	0%	start late April	
48	Boree Road 5-6.7 km	WM	0014-1125-0000	A	-	\$0.00	\$0.00	76,330.00	0%	start early March	
48	Weir Road 0-1.79 km	WM	0014-1126-0000	A	-	\$0.00	\$0.00	80,371.00	0%	start mid September	
48	McKenzies Road Culvert 2.5 km	WM	0014-1127-0000	A	-	\$0.00	\$0.00	6,773.00	0%	start March	
48	Old Wagga Road 29.39-31.06 km	WM	0014-1128-0000	A	-	\$0.00	\$0.00	74,983.00	0%	start late January	
48	Strontian Road Widening 10.58-15.64	WM	0014-1129-0000	A	-	\$0.00	\$0.00	89,562.00	0%	start mid October	
48	Paintings Bridge Road 11.67-13 km	WM	0014-1130-0000	A	-	\$0.00	\$5,635.11	29,210.89	16%	gravel haulage commenced.	
48	Paintings Bridge Road 13-14 km	WM	0014-1131-0000	A	-	\$0.00	\$0.00	49,000.00	0%	seal only - warmer weather	
48	Settlers Road 0.72-3 km	WM	0014-1132-0000	A	-	\$0.00	\$0.00	116,052.00	0%	start early September	
48	Paynters Siding Road 6.7-8 km	WM	0014-1133-0000	A	-	\$0.00	\$0.00	39,000.00	0%	start early November	
48	Cypress Road 1.4 -2.45	WM	0014-1134-0000	A	-	\$0.00	\$0.00	31,500.00	0%	start late October	
48	Hulmes Road 4.9- 8.0	WM	0014-1135-0000	A	-	\$0.00	\$0.00	54,250.00	0%	start mid may	
48	Bullock Tank Road 11-12 km	WM	0014-1136-0000	A	-	\$0.00	\$0.00	50,900.00	0%	start late December	
48	Old Wagga Road 10.62- 13.5 km	WM	0014-1137-0000	A	-	\$0.00	\$0.00	80,928.00	0%	start mid December	
49	Regional Roads Capital Works (Capital Component of Block Grant)	WM	0013-0000-0000	A	260,400	\$260,400.00	\$0.00	\$260,400.00	0%		
50	Repair Grant (with 50 % contribution from Block Grant)	WM	0015-0001-0000	A	170,200	\$170,200.00	\$0.00	\$170,200.00	0%		
51	Shared Cycleway (Active Transport - 50/50 RMS Funding) Marie Bashir Park	MPA	0030-1012-0000	A	51,000	\$51,000.00	\$0.01	\$50,999.99	0%	RMS funding not provided, project to be removed in QBR. Pamp Plan priorities being reviewed to determine reallocation recommendations	
52	PAMP - (Active Transport - 100% RMS Funding) - Cadell Street	MPA	0030-1013-0000	A	121,820	\$121,820.00	\$0.00	\$121,820.00	0%	Design and planning to commence late September	
53	Drone Survey / Inspection	MPA	0030-1016-0000	A	7,899	\$147.85	\$7,899.00	\$0.00	\$7,899.00	0%	Procurement to commence in early September
54	Footpath - Audley Street	MPA	0030-1020-0000	A	16,000	\$16,000.00	\$0.00	\$16,000.00	0%	Design and Planning to commence late August	
55	Banner Poles Leeton Road	MPA	0030-1017-0000	A	15,000	\$15,000.00	\$0.00	\$15,000.00	0%	Design and planning to be scheduled	
56	Design Pedestrian bridge brewery Flat to East St	MPA	0030-1018-0000	A	18,000	\$18,000.00	\$0.00	\$18,000.00	0%	Design and planning to be scheduled	
57	LT Tourist park internal road improvements	MPA	8900-1006-0000	A	20,000	\$20,000.00	\$0.00	\$20,000.00	0%	Design and planning to be scheduled	
58	Building renewal and upgrades	WM	9300-1004-0000	A	13,200	\$13,200.00	\$0.00	\$13,200.00	0%		
59	Airport Terminal Building	WM	9300-1014-0000	A	20,000	\$20,000.00	\$0.00	\$20,000.00	0%		

60	Council Chamber	WM	9300-1015-0000	A	21,000		\$21,000.00	\$0.00	\$21,000.00	0%	
61	16 Kiesling Drive	WM	9300-1009-0000	A	2,500		\$2,500.00	\$0.00	\$2,500.00	0%	
62	Mandelay Road House	WM	9300-1017-0000	A	20,000		\$20,000.00	\$0.00	\$20,000.00	0%	
63	Community Hal barellan	WM	9300-1018-0000	A	1,000		\$1,000.00	\$0.00	\$1,000.00	0%	
64	Community Hall Grng Grng	WM	9300-1019-0000	A	2,000		\$2,000.00	\$0.00	\$2,000.00	0%	
65	Tobacconist Shop	WM	9300-1020-0000	A	2,700		\$2,700.00	\$0.00	\$2,700.00	0%	
66	6 Victoria Square	WM	9300-1021-0000	A	4,500		\$4,500.00	\$0.00	\$4,500.00	0%	
67	4 Victoria Square	WM	9300-1022-0000	A	6,000		\$6,000.00	\$0.00	\$6,000.00	0%	
68	Council chambers upgrade of storage facility	WM	9300-1010-0000	A	9,000		\$9,000.00	\$0.00	\$9,000.00	0%	
69	Upgrading Twynam Steet Shops handbasin, taps etc.	WM	9300-1011-0000	A	6,700		\$6,700.00	\$196.61	\$6,503.39	3%	
70	Provision of offstreet staff parking	MPA	9300-1012-0000	A	70,000		\$70,000.00	\$0.00	\$70,000.00	0%	Design and planning to be scheduled
71	Museum - Ext. paint, disabled ramp, public toilets	WM	9300-1013-0000	A	57,000		\$57,000.00	\$0.00	\$57,000.00	0%	
72	Airport Runway resealing & re-marking	TAE	9400-1010-0000	A	410,000		\$410,000.00	\$0.00	\$410,000.00	0%	Works planned for week 14 - 20 March 2020.
73	Airport Ongoing small airside improvements including flood gate repairs	TAE	9400-1011-0000	A	10,000		\$10,000.00	\$2,798.60	\$7,201.40	28%	Ongoing through the year expect to complete by Dec 19.
74	Light Vehicles	PWM	9500-1000-0000	A	352,680		\$352,680.00	\$0.00	\$352,680.00	0%	
75	Trucks & Trailers	PWM	9500-1001-0000	A	722,000	\$204,869.09	\$722,000.00	\$0.00	\$722,000.00	0%	
76	Heavy Plant Sales	PWM	9500-1002-0000	A	373,700		\$373,700.00	\$0.00	\$373,700.00	0%	
77	Other Plant Capital	PWM	9500-1003-0000	A	20,000	\$1,059.09	\$20,000.00	\$21,308.27	-\$1,308.27	107%	
78	Water Main Replacements	WSE	2900-1056-0000	A	250,000		\$250,000.00	\$14,376.57	\$235,623.43	6%	Program being developed. Carry over works on Mitchell Street to begin in August.
79	Hydrant and Valve replacements	WSE	2900-1057-0000	A	50,000		\$50,000.00	\$2,826.37	\$47,173.63	6%	Program being developed. Works to begin in October.
80	Services Replacements	WSE	2900-1058-0000	A	50,000		\$50,000.00	\$4,810.46	\$45,189.54	10%	As required.
81	SCADA and Instrumentation upgrades (online chlorine analysers)	WSE	2900-1059-0000	A	50,000		\$50,000.00	\$0.00	\$50,000.00	0%	Software upgrades - additional quotes to be sought.
82	WTP filter/Upgrade - including energy efficiency	WSE	2900-1060-0000	A	1,000,000		\$1,000,000.00	\$0.00	\$1,000,000.00	0%	Awaiting outcome of IWCM options assessment and Grant funding approval.
83	High and Low Level reservoir fencing	WSE	2900-1061-0000	A	75,000		\$75,000.00	\$0.00	\$75,000.00	0%	Pending decision on WTP upgrade.
84	Manhole Replacements	WSE	3900-1028-0000	A	50,000		\$50,000.00	\$0.00	\$50,000.00	0%	As required.
85	Sewer Service Replacements	WSE	3900-1029-0000	A	100,000		\$100,000.00	\$5,965.05	\$94,034.95	6%	As required.
86	Sewer Main Replacements	WSE	3900-1030-0000	A	50,000		\$50,000.00	\$1,482.29	\$48,517.71	3%	As required.
87	SPS3 Replacement	WSE	3900-1031-0000	A	200,000		\$200,000.00	\$0.00	\$200,000.00	0%	Design yet to be scheduled.
88	Barellan Sewer	WSE	3900-1032-0000	A	1,000,000		\$1,000,000.00	\$0.00	\$1,000,000.00	0%	Awaiting outcome of IWCM options assessment and Grant funding approval.
89	Urban Roads Maintenance	WM	0001-0001-0000	O	\$723,500.00	\$2,604.90	\$723,500.00	\$63,437.74	\$660,062.26	9%	Ongoing works
90	Sealed Rural Roads Maintenance	WM	0002-0001-0000	O	\$281,700.00	\$2,693.85	\$281,700.00	\$28,644.35	\$253,055.65	10%	Ongoing works
91	Rural Unsealed Roads Expenses	WM	0003-0001-0000	O	\$797,880.00	\$4,111.82	\$797,880.00	\$175,283.24	\$622,596.76	22%	Ongoing works
92	Regional Roads (M&R Grant)	WM	0005-0000-0000	O	\$210,000.00		\$210,000.00	\$0.00	\$210,000.00	0%	Ongoing Works
93	State Road Contract Works RMCC	WM	0004-0002-0000	O	\$170,500.00	\$45.45	\$170,500.00	\$8,317.65	\$162,182.35	5%	Ongoing Works
93	Flood Damage Restoration Works	WM	0004-0003-0000			\$1,231.82	\$0.00			#DIV/0!	
93	Flood Damage Causeway Works	WM	0004-0004-0000				\$0.00			#DIV/0!	
94	Ordered Works Expenses - MR 80	WM	0004-0005-0000	O	\$82,000.00		\$82,000.00	\$0.00	\$82,000.00	0%	
95	Ordered Works Expenses - MR 84	WM	0004-0006-0000	O	\$82,000.00		\$82,000.00	\$0.00	\$82,000.00	0%	
96	Noxious Weeds Expenses	OSR	5900-0080-0000	O	\$161,554.00		\$161,554.00	\$7,150.82	\$154,403.18	4%	Project scope being determined.
97	Public Toilets Expenses	OSR	6620-0062-0000	O	\$62,274.00		\$62,274.00	\$679.37	\$61,594.63	1%	Project scope being determined.
97	Cemetery Expenses	OSR	0800-0000-0000	O	\$114,603.00		\$114,603.00	\$13,643.51	\$100,959.49	12%	Project scope being determined.
100	Sports Ground Expenses	OSR	0200-0000-0000	O	\$230,943.00		\$230,943.00	\$264,798.70	-\$33,855.70	115%	Project scope being determined.
101	Parks Expenses	OSR	0300-0000-0000	O	\$543,000.00		\$543,000.00	\$208,640.17	\$334,359.83	38%	Project scope being determined.
99	Lawn Areas	OSR	0300-0040-0000	O	\$39,750.00		\$39,750.00	\$298.66	\$39,451.34	1%	Project scope being determined.
100	Street Trees	OSR	0500-0001-0000	O	\$196,500.00		\$196,500.00	\$10,180.49	\$186,319.51	5%	Project scope being determined.
101	Lake Talbot Expenses	OSR	0600-0000-0000	O	\$24,000.00		\$24,000.00	\$0.00	\$24,000.00	0%	Project scope being determined.
102	Sports Stadium Expenses	OSR	0400-0000-0000	O	\$119,122.00		\$119,122.00	\$6,765.02	\$112,356.98	6%	Project scope being determined.
101	Bores Expenses	WSE	2300-0001-0000	O	\$56,000.00		\$56,000.00	\$2,691.81	\$53,308.19	5%	On-going Operating Costs
102	Pump Station Expenses	WSE	2300-0002-0000	O	\$79,000.00	\$398.32	\$79,000.00	\$13,694.28	\$65,305.72	17%	On-going Operating Costs
103	Mains Expenses	WSE	2100-0003-0000	O	\$300,000.00	\$10,087.19	\$300,000.00	\$24,723.79	\$275,276.21	8%	On-going Operating Costs
104	Recycled Water	WSE	2200-0004-0000	O	\$48,000.00	\$525.35	\$48,000.00	\$53.35	\$47,946.65	0%	On-going Operating Costs

105	Reservoirs Expenses	WSE	2400-0005-0000	O	\$61,500.00		\$61,500.00	\$1,292.84	\$60,207.16	2%	On-going Operating Costs
106	Water Supply Licence	WSE	2000-0032-0000	O	\$30,500.00		\$30,500.00	\$932.25	\$29,567.75	3%	Water Licence costs
107	Chlorine & Chemicals Expenses	WSE	2700-0033-0000	O	\$30,000.00	\$531.79	\$30,000.00	-\$0.00	\$30,000.00	0%	On-going Operating Costs
108	Meter Reading Expenses	WSE	2000-0014-0000	O	\$10,000.00		\$10,000.00	\$4,291.43	\$5,708.57	43%	On-going Operating Costs
109	Telemetry System Maintenance	WSE	2000-0040-0000	O	\$11,500.00		\$11,500.00	\$0.00	\$11,500.00	0%	On-going Operating Costs
110	Pump Stations Electricity Expenses	WSE	2300-0023-0000	O	\$250,000.00		\$250,000.00	-\$53,677.00	\$303,677.00	-21%	On-going Operating Costs
111	Pump Station Expenses	WSE	3200-0002-0000	O	\$64,000.00	\$8,260.61	\$64,000.00	\$8,042.15	\$55,957.85	13%	On-going Operating Costs
112	Mains Expenses	WSE	3100-0003-0000	O	\$205,000.00	\$4,447.95	\$205,000.00	\$19,557.67	\$185,442.33	10%	On-going Operating Costs
113	Treatment Works Expenses	WSE	3400-0006-0000	O	\$200,000.00	\$13,776.20	\$200,000.00	\$27,437.29	\$172,562.71	14%	On-going Operating Costs
114	Sewer Heating & Electricity	WSE	3300-0023-0000	O	\$90,000.00		\$90,000.00	-\$0.00	\$90,000.00	0%	On-going Operating Costs
115	Telemetry System Maintenance	WSE	3000-0040-0000	O	\$7,500.00		\$7,500.00	\$0.00	\$7,500.00	0%	On-going Operating Costs

17,874,077

\$17,874,077.00

Key Operational as at 31 July 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
Housing & Community Amenities								
Noxious Weeds	\$ 161,554.00					\$ 161,554.00	\$ 7,150.82	\$ 154,403.18
Public Toilets	\$ 62,274.00					\$ 62,274.00	\$ 679.37	\$ 61,594.63
Cemetery Expenses	\$ 114,603.00					\$ 114,603.00	\$ 13,643.51	\$ 100,959.49
Recreation & Culture								
Sports Ground Expenses	\$ 230,943.00					\$ 230,943.00	\$ 264,798.70	-\$ 33,855.70
Parks Expenses	\$ 543,000.00					\$ 543,000.00	\$ 208,640.17	\$ 334,359.83
Lawn Areas	\$ 39,750.00					\$ 39,750.00	\$ 298.66	\$ 39,451.34
Street Tress	\$ 196,500.00					\$ 196,500.00	\$ 10,180.49	\$ 186,319.51
Lake Talbot Expenses	\$ 24,000.00					\$ 24,000.00	\$ -	\$ 24,000.00
Sports Stadium Expenses	\$ 119,122.00					\$ 119,122.00	\$ 6,765.02	\$ 112,356.98
Transport & Communication								
Ordered Works	\$ 164,000.00					\$ 164,000.00	\$ -	\$ 164,000.00
Regional Roads	\$ 210,000.00					\$ 210,000.00	\$ -	\$ 210,000.00
State Roads	\$ 170,500.00					\$ 170,500.00	\$ 8,317.65	\$ 162,182.35
Urban Roads	\$ 723,500.00					\$ 723,500.00	\$ 63,437.74	\$ 660,062.26
Sealed Rural Roads	\$ 281,700.00					\$ 281,700.00	\$ 28,644.35	\$ 253,055.65
Unsealed Rural Roads	\$ 797,880.00					\$ 797,880.00	\$ 175,283.24	\$ 622,596.76
Water Supplies								
Water	\$ 876,500.00					\$ 876,500.00	-\$ 5,997.25	\$ 882,497.25
Sewer Supplies								
Sewer	\$ 566,500.00					\$ 566,500.00	\$ 55,037.11	\$ 511,462.89
Grand Total	\$ 5,282,326.00					\$ 5,282,326.00	\$ 836,879.58	\$ 4,445,446.42

20.6 DRAFT COUNCIL FINANCIAL STATEMENTS 2018-2019 - REFERRAL FOR AUDIT

Document ID:	428568
Author:	Deputy General Manager Corporate and Community
Authoriser:	General Manager
Theme:	Statutory and Compulsory Reporting – Financial / Audit
Attachments:	<ol style="list-style-type: none"> 1. Draft General Purpose Financial Statement 2018-2019.pdf (under separate cover) ⇒ 2. Draft Special Purpose Financial Statement 2018-2019.pdf (under separate cover) ⇒ 3. Draft Special Schedules 2018-2019.pdf (under separate cover) ⇒ 4. Carryover List 2018-2019.pdf ↓ 5. Unspent Grants 30 June 2019.pdf ↓

RECOMMENDATION

1. That pursuant to the provisions of Section 413 of the Local Government Act 1993, Council hereby declares that it has prepared the General Purpose Financial Statements for the 2018/2019 financial year ending 30 June 2019 and has formed an opinion, based on the advice of Council officers, that these reports;
 - (a) Have been prepared in accordance with;
 - (i) The Local Government Act 1993 (as amended) and the Regulations made thereunder;
 - (ii) The Australian Accounting Standards and professional pronouncements; and
 - (iii) The Local Government Code of Accounting Practice and Financial Reporting.
 - (b) Present fairly the operating result and financial position of the Narrandera Shire Council for the year ended 30 June 2019; and
 - (c) Accords with Council's accounting and other records and policies.
2. That the Special Purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting.
3. That the General and Special Purpose Financial Statements be certified by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer, in accordance with Section 413(2)(c) of the Local Government Act.
4. That pursuant to the provisions of Section 413 of the Local Government Act 1993, Council hereby declares that the Financial Statements (including General Purpose and Special Purpose Reports) for the year ending 30 June 2019 be referred for audit.
5. That Tuesday 17th September 2019 be fixed as the date for the public meeting to present the audited financial statements and auditor's reports for the year ended 30 June 2019, as required by Section 419 of the Local Government Act and that the Council's external auditors be present.
6. That the following net amounts be transferred to/(from) Internally Restricted Reserves;
7. That \$1.250 million is transferred to the plant reserve as at 29th July 2019 following the receipt of receivables outstanding at 30 June 2019.
8. That Council resolves to revoke expenditure of \$6,782,137 for the projects and purpose listed as carryovers in the attached schedule, of which \$698,973 is funded from revenue.

PURPOSE

The purpose of this report is to address the requirement for Council and Management to make a statement as to the preparation and content of the General Purpose and Special Purpose Financial Statements prior to their referral for audit.

It is also to bring before Council those projects, which were not completed in 2018/2019, to revote those amounts into 2019/2020, in accordance with the Local Government Act, 1993 (LGA). Council will also resolve as to the funds to be restricted as internal reserves at 30 June 2019.

SUMMARY

This report is submitted to Council for its endorsement and referral of the Draft 2018/2019 Financial Statements to Council's external auditors, Crowe Horwath, who perform the external audit as a contractor for the NSW Audit Office.

This report details the process for Council to adopt the 2018/2019 Financial Statements, including advertising them, placing them on public exhibition for public comment, issuance of the final set of Financial Statements, and receipt of the Auditor's reports.

The auditors commenced audit testing in the period Monday 5 August to Wednesday 7 August.

It is proposed that Council at its meeting on 17 September 2019, will review the final set of audited Financial Statements, and resolve to issue them, in accordance with the Audit Office requirements. At this meeting Council will receive a presentation on the 2018/2019 Financial Statements from auditors Crowe Horwath contractors for the NSW Audit Office.

Council's overall result for 2018/2019 is positive with a Net Operating Result for the year of \$ 4,919 million.

Should the audit show a material difference from the attached draft, this will be incorporated into the final set of Financial Statements that will be presented on 17 September 2019. The Audit Office requires the external auditors to report all changes between the Draft Statements and the Final Statements.

BACKGROUND

As prescribed under Section 413 of the Local Government Act 1993, Council is required to consider and resolve to refer the 2018/2019 Draft Financial Statements for audit as soon as practicable after the end of the financial year.

The external auditors, Crowe Horwath, performed the on-site audit from 5 August to 7 August. The finalised set of audited Financial Statements will be presented to Council on 17 September, for issuance. It is anticipated that the Audit Office will issue its reports prior to the 6th September 2019.

The full set of audited Financial Statements, including the Auditor's reports, will be presented to Council on 17 September 2019.

Advertising and public exhibition of both the audited Financial Statements and Auditor's reports, inviting members of the public to make comment, will commence on Wednesday 11 September.

Council's Draft Financial Statements for 2018/2019 have been prepared and will be tabled at the Council meeting.

The Draft Primary Financial Statements are attached to this report and have been prepared in accordance with the format required by the Local Government Act 1993 (LGA), the Code of Accounting Practice and Financial Reporting (Code) issued by the Office of Local Government and the Australian Equivalents to the International Financial Reporting Standards (AIFRS).

These Draft Financial Statements are required to be audited in accordance with Sections 415, 416 and 417 of the Local Government Act.

The Draft Primary Financial Statements consist of the following General Purpose Financial Statements;

- Income Statement;
- Statement of Comprehensive Income;
- Statement of Financial Position;
- Statement of Changes in Equity;
- Statement of Cash Flows.

It should be noted that there may be minor or slight variances to the complete documents once checking is fully completed, and the audit completed. Any variances will be reported to the Audit Office by the contract auditor.

The Draft Financial Statements also include Draft Special Purpose Financial Statements, which relate to the following business activities of Council;

- Water Supply; and
- Sewerage Services.

Internally restricted reserves

Each year Council would be aware that not all projects are completed by 30 June, due to various reasons, mostly of which are that other funded works have come forward, and are needed to be prioritised.

A complete listing of all carryovers is attached to this report, along with a listing of all unexpended grants.

At 30 June 2019 \$1.842 million remained outstanding for grant funded projects, mainly Roads and Maritime Services (\$1.381 million), Round 1 and 2 of the Stronger Country Community Funding (\$243,000). This resulted in a cash shortfall of restricted funds of \$1.250 million. As a result the cash restricted in the plant replacement reserve at 30 June are \$1.250 million less than anticipated. Grant Receivables of \$1.654 million has since been received on the 29 July 2019 and it is requested that Council now resolve to transfer the \$1.250 million to the plant replacement reserve.

The votes for expenditure cease on 30th June each year. A recommendation has been made to cover revoting this additional expenditure.

Along with cash to fund carried over works Council also internally restricts general fund cash to fund future capital works or specific projects. The following table sets out the proposed internally restricted cash at 30 June 2019.

CASH - RESERVE BALANCES 30-JUNE-2019

CLASS OF RESERVE	Balance 30 Jun 2018	Budgeted Movement 18/19	Interest	Net Transfer	Balance 30 Jun 2019
Internal Restrictions (Note 6 order)					
Plant and vehicle replacement	\$ 964,852.94	\$ -		-\$ 622,263.54	\$ 342,589.40
Employee Leave Entitlements	\$ 1,329,888.00	-\$ 100,000.00		-\$ 100,000.00	\$ 1,229,888.00
Carry over works	\$ 623,193.00	\$ -		\$ 105,558.00	\$ 728,751.00
Building Maintenance & Repair	\$ 72,167.00	-\$ 50,363.00		\$ 83,403.00	\$ 155,570.00
Community Activities	\$ 332,507.50	\$ -		\$ 33,200.00	\$ 365,707.50
Construction of Buildings	\$ 383,506.00	-\$ 247,000.00		-\$ 6,885.00	\$ 376,621.00
Office Equipment	\$ 516,272.40	-\$ 30,243.00		-\$ 2,484.00	\$ 513,788.40
Property Development	\$ 172,243.00	\$ -		-\$ 31,640.00	\$ 140,603.00
Other	\$ 5,607,052.00	-\$ 710,056.00		-\$ 368,177.68	\$ 5,238,874.32
Insurance Claims	\$ -	\$ -		\$ -	\$ -
Quarry	\$ -	\$ -		\$ 18,992.00	\$ 18,992.00
Recreational Facilities	\$ 10,000.00	\$ -		\$ -	\$ 10,000.00
Roads Refurbishment	\$ 15,000.00	\$ -		\$ -	\$ 15,000.00
Financial Assistance Grant	\$ 2,330,016.00	\$ -		\$ 177,410.00	\$ 2,507,426.00
Bonds, Retentions & Trusts	\$ 130,594.02	\$ -		\$ 12,019.84	\$ 142,613.86
Total Internal Restrictions	\$12,487,291.86	-\$ 1,137,662.00	\$ -	-\$ 712,887.22	\$ 11,786,424.48

Annual Financial Statement process

The process that Council must follow in the production, audit, issuance, advertising and presentation of the Financial Statements is prescribed in Sections 413-420 of the LGA, and the Audit Office requirements. The following timetable will allow these processes to be satisfied and for the Financial Statements to be adopted by Council;

5 – 7 August	On-site audit conducted by the external auditors.
14 August	Draft 2018/2019 Financial Statements presented to Audit, Risk & Improvement Committee for referral for audit.
20 August	Draft 2018/2019 Financial Statements presented to Council for referral for audit.
11 September	Public advertising notifying that the Financial Statements are available for inspection until 22 September. The advertisement also advises that the Financial Statements will be formally presented to Council on 17 September and submissions will be received up until 22 September.
6 September	Audit Office reports anticipated to be received by Council and Financial Statements submitted to the Office of Local Government
17 September	Ordinary Council meeting for the presentation of Council’s audited Financial Statements and Auditor’s reports to Council.
22 September	Closing date for public submissions on the Financial Statements. All submissions received will be referred to Council’s external auditors for consideration (Section 420(3)). Council may take such action as it considers appropriate with respect to any submissions received.

A full report on Council's financial position will be provided to Council at its meeting on 19 November 2019.

Financial Performance

While the Draft Financial Statements are still subject to audit, the following is a summary of Council's financial result which demonstrates Council's sound financial position.

Financial Results	2019^(a)
	\$'000
Operating Result	4,919
Operating Result Before Capital	1,005
Total Cash and Investments	24,927
Internal Reserves	11,786
Assets Under Management	313,080

(a) Subject to audit confirmation

The indicators above reflect a sound financial position as at 30 June 2019. The overall operating result of \$ 4.919 million is less than the budgeted \$7.042 million. The following is a summary of the items contributing to this result:-

- 1) Rates and Charges were \$22,000 lower than originally anticipated
- 2) User fees & charges were \$368,000 above budget
- 3) Interest and Investment Revenue was above budget by \$80,000
- 4) Other Revenues were above budget by \$83,000. This was largely due to the higher than anticipated Diesel Fuel Rebate and Statecover Mutual Rebate.
- 5) Grants & Contributions provided for operating purposes was \$1.396 million more than originally anticipated. This was mainly due to the Stronger Country Community Funding received for community projects.
- 6) Grants & Contributions for capital purposes was \$2.383 million less than anticipated due to unsuccessful applications for the AFL Clubrooms and Visitor Information Redevelopment Grant.

Total Decrease in income of \$526,000

- 1) Employee expenses were less than anticipated by \$313,000
- 2) Materials and Contracts were up by \$1.557 million
- 3) Depreciation was up by \$15,000
- 4) Other expenses were up by \$204,000
- 5) Net losses on the disposal of assets were \$134,000. This was due to the replacement of the Airport Runway Lights, Marie Bashir Park Fence and Barellan Sportsground Amenities. As well as the removal of the Narrandera Sportsground Toilets and Lake Talbot Pool Slides.

Total increase in expenses of \$1.597 million

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

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

NA

Financial

Primary statements reflect Councils financial operations during 2018-19 and Council's financial position at 30th June, 2019.

Legal / Statutory

Compliance with the financial reporting requirements of the Local Government Act

Community Engagement / Communication

Financial Statement will be placed on exhibition seeking public comment.

Human Resources / Industrial Relations

NA

RISKS

Preparation of the Statements in a manner that does not comply with Australian Accounting Standards and the Local Government Code of Accounting Practice & Financial Reporting may result in the Audit Office qualifying Councils Statements for non-compliance.

CONCLUSION

Council is required to refer its Draft Financial Statements to audit and to form an opinion on them.

This report allows Council to consider such a resolution.

RECOMMENDATION

1. That pursuant to the provisions of Section 413 of the Local Government Act 1993, Council hereby declares that it has prepared the General Purpose Financial Statements for the 2018/2019 financial year ending 30 June 2019 and has formed an opinion, based on the advice of Council officers, that these reports;
 - (a) Have been prepared in accordance with;
 - (i) The Local Government Act 1993 (as amended) and the Regulations made

thereunder;

(ii) The Australian Accounting Standards and professional pronouncements; and

(iii) The Local Government Code of Accounting Practice and Financial Reporting.

(b) Present fairly the operating result and financial position of the Narrandera Shire Council for the year ended 30 June 2019; and

(c) Accords with Council's accounting and other records and policies.

2. That the Special Purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting.
3. That the General and Special Purpose Financial Statements be certified by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer, in accordance with Section 413(2)(c) of the Local Government Act.
4. That pursuant to the provisions of Section 413 of the Local Government Act 1993, Council hereby declares that the Financial Statements (including General Purpose and Special Purpose Reports) for the year ending 30 June 2019 be referred for audit.
5. That Tuesday 17 September 2019 be fixed as the date for the public meeting to present the audited financial statements and auditor's reports for the year ended 30 June 2019, as required by Section 419 of the Local Government Act and that the Council's external auditors be present.
6. That the following net amounts be transferred to/(from) Internally Restricted Reserves;
7. That \$1.250 million is transferred to the plant reserve as at 29 July 2019 following the receipt of receivables outstanding at 30 June 2019.
8. That Council resolves to revoke expenditure of \$6,782,137 for the projects and purpose listed as carryovers in the attached schedule, of which \$698,973 is funded from revenue.

General Fund		18/19 Budget	18/19 Exp	19/20 Carry Over	Unspent Grant					Total
					Revenue	/Contribution	Future Grant	Contrib	Ext Reserve	
Internal Audit	Op	36,000	26,741	9,259	9,259					9,259
Website revamp	Cap	70,000	-	70,000	70,000					70,000
MS Exchange Replacements	Cap	28,000	-	28,000	28,000					28,000
MS Office Replacement	Cap	35,000	405	34,595	34,595					34,595
Council email archiving	Op	17,000		17,000	17,000					17,000
CCTV Review	Op	5,000	-	5,000				5,000		5,000
TRIM EDMS	Op	17,395	-	17,395	17,395					17,395
Branding Strategy	Op	10,420	8,070	2,350	2,350					2,350
Narrandera Waste Facility -external fence	Cap	45,000	35,703	9,297				9,297		9,297
Recycle Vending Machine	Cap	60,000	3,151	56,849				56,849		56,849
Larmers St Flood Mitigation Works	Cap	65,000	61,361	3,639				3,639		3,639
Narrandera Cemetery Improvements	Cap	120,000	48,468	71,532	71,532					71,532
Barellan Cemetery Entrance gate	Cap	8,000	-	8,000	8,000					8,000
Narrandera West Drainage Improvements	Cap	68,042	26,289	41,753				41,753		41,753
Narrandera Library - Building of Youth Room	Cap	410,150	240,021	170,129	34,394	55,129			80,606	170,129
Activating the Space (Furniture, Tech & Blinds) Regional Cultural Fund	Cap	53,650	-	53,650			53,650			53,650
LT Pool - Detailed Design of Master Plan Works, Filtration & Splash Park	Cap	95,007	65,000	30,007	30,007					30,007
LT Pool - Pedestrian path.	Cap	135,096	123,425	11,671					11,671	11,671
SCC - Marie Bashir Park - Mobile Stage	Cap	180,000	84,290	95,710			74,710	21,000		95,710
Flag Poles for Festive Flags	Cap	11,822	9,916	1,906	1,906					1,906
Completion of Wiradjuri wall	Cap	20,000	-	20,000	20,000					20,000
Barellan Playground Upgrades	Cap	30,000	-	30,000	30,000					30,000
Hankinson park irrigation system	Cap	80,000	13,320	66,680	30,000	3,180	33,500			66,680
Aquatic weed Harvester	Cap	130,000	-	130,000	65,000		65,000			130,000
Urban Roads Construction										
Barellan Stormwater Design	Cap	4,417	656	3,761	3,761					3,761
Audley St (Elizabeth to Frederica)	Cap	16,830	-	-	-					-
Adam St (Larmer to Audley)	Cap	16,804	-	-	-					-
Mason Ln (Drain Covering)	Cap	30,000	-	-	-					-
Laneway Improvements	Cap	33,366	-	-	-					-
Kerb Gutter & Footpath Renewal	Cap	25,000	18,219	-	-					-
NBCMP	Cap	196,164	8,124	188,040					188,040	188,040
Urban Roads Construction - Laneways										
King Ln (Cadell to Adam)	Cap	5,500	-	-	-					-
Bolton Ln (Beckham to Jellinbah)	Cap	5,500	-	-	-					-
Audley Ln (Midgeon to Roberts)	Cap	5,000	-	-	-					-
Urban Pavement Rehabilitation										
Beckham Street	Cap	8,690	-	-	-					-
FCR - Colinroobie Leeton Road	Cap	1,300,000	126,538	1,173,462	39,726		1,072,236	61,500		1,173,462
FCR - Regional Roads - Canola Way	Cap	380,000	4,782	375,218			375,218			375,218
Narrandera Truck Wash	Cap	642,266	149,906	492,360			414,000	70,000	8,360	492,360
PAMP -(Active Transport - 50/50 RMS Funding) - Emily Advised Project Cannot be Carried over										
Footpath - Elwin Street	Cap	25,000	20,132	4,868	4,868					4,868
Barellan Community Hall Building Works	Cap	27,950	6,495	21,455	5,455			16,000		21,455
Red Hill Signage	Cap	6,000	2,200	3,800	3,800					3,800
Arts Centre Building Works	Cap	5,000	386	4,614	4,614					4,614
Gateway/Entrance signs	Cap	60,261	29,400	30,861	30,861					30,861
Lake Talbot Tourist Park fire service upgrades details required	Cap	20,000	1,791	18,209				18,209		18,209
16 Kiesling Drive Building Works	Cap	10,250	2,594	7,656	7,656					7,656
Stage 2 of AMS Implementation - Road condition survey	Cap	101,720	6,776	94,944	94,944					94,944
Lake Talbot deepening project.	Cap	30,000	5,400	24,600	24,600					24,600
Lake Talbot Pool Replacement of Slides.	Cap	1,168,000	20,496	1,147,504	-	34,650	111,962		1,000,892	1,147,504
Lake Talbot Pool - Change Rooms pool deck level.	Cap	465,492	10,154	455,338	-	88,846	201,000		165,492	455,338

General Fund		18/19 Budget	18/19 Exp	19/20 Carry Over	Unspent Grant						Total
					Revenue	/Contribution	Future Grant	Contrib	Ext Reserve	Int Reserve	
Barellan Pool - Shade Structure South Side Infants Pool	Cap	9,000	4,800	4,200	2,250	1,950					4,200
Narrandera Sportsground Play Equipment	Cap	24,600	-	24,600	7,000	17,600					24,600
Grong Grong Earth Park - SCC	Cap	60,000	-	60,000		16,500	33,500	10,000			60,000
Grong Grong Earth Park - RMS Bypass Handover	Cap	27,111	-	27,111		27,111					27,111
Grong Grong Reseals - RMS ByPass Handover	Cap	93,050	-	93,050		93,050					93,050
Grong Grong Town Entry Signs Reseals - RMS ByPass Handover	Cap	8,000	-	8,000		8,000					8,000
POM Crown Lands	Op	70,615	-	70,615		70,615					70,615
Domestic & Family Violence	Op	1,000	840	160		160					160
Regional Youth Participation	Op	1,500	-	1,500		1,500					1,500
Tech Savy Seniors	Op	2,300	1,640	660		660					660
Collaboration Incentive	Op	6,961	926	6,035		6,035					6,035
Parkside Museum Advisor	Op	14,297	7,000	7,297		7,297					7,297
Parkside Museum Advisor Travel	Op	6,500	5,110	1,390		1,390					1,390
Museum Project Development	Op	5,899	5,363	536		536					536
CASP - Museum Now & Then	Op	2,650	2,350	300		300					300
CASP - Little Music Big Instrument	Op	2,970	80	2,890		2,890					2,890
SCC2 - 0389- Barellan Aged Care Extension	Op	721,150	488,697	232,453			119,392	70,000		43,061	232,453
SCC2 - 0413- Narrandera Golf Club Irrigation	Op	502,107	201,788	300,319			273,369	26,950			300,319
SCC2 - 0563- Narrandera Bowling Club Lights	Op	80,000	66,087	13,913			3,913	10,000			13,913
SCC2 - 0588 - CRC Church - Disabled Toilet	Op	100,000	-	100,000		33,000	67,000				100,000
SCC2 - 0649 - Grong Grong Sports and Golf Club	Op	75,000	-	75,000		24,750	50,250				75,000
SCC2 - 0640 - St John's Church	Op	26,422	26,422	-							-
		8,160,924	1,971,312	6,061,141	698,973	495,149	2,948,700	248,450	171,747	1,498,122	6,061,141
			Op		46,004						
			Cap		652,969						
			Total		698,973						

Water Fund		Unspent Grant					
		Revenue	/contribution	Future Grant	Contrib	Ext Reserve	Int Reserve
Water Main Replacements		377,094	248,591	128,503		128,503	
SCADA and Instrumentation upgrades (online chlorine analysers)		50,000	549	49,451		49,451	
Main Street Water Main replacement		300,000	244,796	55,204		55,204	
Flow meters on all inlet and outlets Reservoirs		95,000	36,578	58,422		58,422	
Aerator gas scrubbing		20,000	-	20,000		20,000	
Network Design and Planning review (reservoirs and zoning)		25,000	1,873	23,127		23,127	
WTP filter/Upgrade design		161,521	84,896	76,625		76,625	
Non Return Valve Bore 4		2,500	-	2,500		2,500	
North Zone Pressure Pump - low pressure issues		45,000	1,076	43,924		43,924	
Low Level Chlorinator		96,108	78,736	17,372		17,372	
Backflow prevention register		15,000	1,625	13,375		13,375	
Reservoir cleaning and structural assessment		30,000	13,872	16,128		16,128	
Data entry and document control system		25,000	20,843	4,157		4,157	
Network Hydraulic Modelling Software		65,000	31,490	33,510		33,510	
Total		1,307,223	764,925	542,298	-	542,298	-

Sewer Fund		Unspent Grant					
		Revenue	/contribution	Future Grant	Contrib	Ext Reserve	Int Reserve
Investigate PS1 Cracking		6,731		6,731		6,731	
Primary filter - EPA		120,000		120,000		120,000	
Manhole Replacements		25,000	13,089	11,911		11,911	
Sewer Service Replacements		25,000	21,138	3,862		3,862	
Flow meters for Pump Stations 2, 3, 4		40,000	3,806	36,194		36,194	
Total		216,731	38,033	178,698	-	178,698	-

All Funds Total		18/19 Budget	18/19 Exp	19/20 Carry Over	Revenue	Unspent Grant /contribution	Future Grant	Contrib	Ext Reserve	Int Reserve	Total
		9,684,878	2,774,270	6,782,137	698,973	495,149	2,948,700	248,450	892,743	1,498,122	6,782,137

GRANT TYPE - C=C/w S=State O=Other	Opening Balances 1-Jul-18			ANNUAL MOVEMENTS					Closing Balances 30/06/2019					
	Unspent Grants/Cont	Adjustments	Grant Debtors(*)	Receipts for Yr GST Excl. Amt	GST (if applic)	Funds Available	Expenditure during year	Grant Debtors	Income for Year	Unspent Grants/Cont.	Grant Debtors/ Accrued(*)			
	(i)	(ii)	(iii)	(v)	(vi)	(vii) (i + v - iii)	(viii) (from G/L)	(ix)	(x) (viii+ix+xi-i)	(xi) (vii - viii, if vii > viii)	(xiii) (x-vii+i, if viii+ix>vii)			
Govt Grants - Operating														
Trainee Incentive Payment Revenue	C	0.00		9,000.00		9,000.00	9,000.00		9,000.00	0.00	0.00			
POM Crown Land Grant	S	0.00		70,615.00		70,615.00	0.00		70,615.00	70,615.00	0.00			
ERNWAG/WRNWAG Regional Weeds Grant Rev	O	0.00		42,654.46		42,654.46	159,989.82		42,654.46	0.00	0.00			
Flood Study	S	0.00		73,388.57		73,388.57	73,388.57		73,388.57	0.00	0.00			
Domestic & Family Violence Grant	S			1,000.00		1,000.00	840.00		1,000.00	160.00	0.00			
Youth Week Grant Revenue	S	0.00		1,861.00	186.10	1,861.00	1,996.00		1,861.00	0.00	0.00			
Rural & Regional Youth Participation	S	0.00		1,500.00	150.00	1,500.00			1,500.00	1,500.00	0.00			
Traffic Lighting (Subsidy) Revenue	S	0.00		33,000.00		33,000.00	33,000.00		33,000.00	0.00	0.00			
DI&I Heritage Advisor Grant rev	S	0.00		5,600.00		5,600.00	6,330.00		5,600.00	0.00	0.00			
Heritage Fund (Grant) Revenues	S	0.00		4,500.00		4,500.00	9,000.00		4,500.00	0.00	0.00			
Library Local Special (Grant) Revenue	S	6,461.13		8,000.00		14,461.13	16,968.48		8,000.00	0.00	0.00			
Tech Savy Seniors	S	0.00		2,300.00		2,300.00	1,640.11		2,300.00	659.89	0.00			
Library Per Capita Subsidy	S	0.00		21,838.00		21,838.00	21,838.00		21,838.00	0.00	0.00			
Collaboration Incentive Payment	S	6,961.40				6,961.40	926.40		0.00	6,035.00	0.00			
Defibrillator program - Barellan Sportsground	S			1,250.00	125.00	1,250.00	2,500.00		1,250.00	0.00	0.00			
SCC2 - 0389- Barellan Aged Care Extension	S			115,879.00		115,879.00	488,697.00	115,879.00	231,758.00	0.00	115,879.00			
SCC2 - 0413- Narrandera Golf Club Irrigation	S			156,802.00		156,802.00	201,788.00	44,986.00	201,788.00	0.00	44,986.00			
SCC2 - 0563- Narrandera Bowling Club Lights	S			23,100.00		23,100.00	66,087.00	42,987.00	66,087.00	0.00	42,987.00			
SCC2 - 0588 - CRC Church - Disabled Toilet	S			33,000.00		33,000.00			33,000.00	33,000.00	0.00			
SCC2 - 0649 - Grong Grong Sports and Golf Club	S			24,750.00		24,750.00			24,750.00	24,750.00	0.00			
SCC2 - 0640 - St John's Church	S			17,438.00		17,438.00	26,531.00	8,984.00	26,422.00	0.00	8,984.00			
Parkside Museum Advisor	S	7,297.50		7,000.00	700.00	14,297.50	7,000.00		7,000.00	7,297.50	0.00			
Parkside Museum Advisor Travel	S			6,500.00	650.00	6,500.00	5,110.00		6,500.00	1,390.00	0.00			
Museum Project Development	S			5,899.00	589.90	5,899.00	5,363.00		5,899.00	536.00	0.00			
CASP Cottage Museum - Now and Then - Re-Writing H	S			2,650.00	265.00	2,650.00	2,350.00		2,650.00	300.00	0.00			
Innovation Fund Grant Bitumen Seal 70:30	S	0.00	1.00	84,164.00		84,164.00			0.00	0.00	0.00			
Roadside Reserve Grant	O	24,293.00				24,293.00	26,727.27	2,434.27	2,434.27	0.00	2,434.27			
FCR - Bridge Evaluation	S	0.00		160,400.00		160,400.00	212,815.54		160,400.00	0.00	0.00			
Roads to Recovery Grant Revenues	C	105,316.00	103,902.00	932,480.00		1,141,698.00	1,141,698.00		932,480.00	0.00	0.00			
RSO Wages Contributions	S	0.00		26,470.00		26,470.00	29,155.79	1,985.00	28,455.00	0.00	1,985.00			
RSO Projects	S			9,960.00		9,960.00	9,960.00	320.00	10,280.00	0.00	320.00			
NSW Bike Week Revenue	O	0.00		2,800.00		2,800.00	2,800.00		2,800.00	0.00	0.00			
RSO Workshops	S	0.00		2,270.74		2,270.74	2,270.74		2,270.74	0.00	0.00			
Safety Around Schools - Binya Remove	S					0.00	1,195.00	1,195.00	1,195.00	0.00	1,195.00			
Safety Around Schools - Binya Instal	S					0.00	1,500.00	1,500.00	1,500.00	0.00	1,500.00			
Country Arts Support - Little Music for Big Instrument	S	0.00		2,970.00	297.00	2,970.00	80.00		2,970.00	2,890.00	0.00			
Financial Assistance Grant	C	0.00	-2,330,016.00	2,417,988.00		2,417,988.00	2,417,988.00		2,417,988.00	0.00	0.00			
Financial Assistance Grant advance	C			2,507,426.00		2,507,426.00	2,507,426.00		2,507,426.00	0.00	0.00			
sub total - Op. Grants		150,329.03	-2,226,113.00	84,165.00		6,816,453.77	2,963.00		6,986,520.80	7,493,959.72	220,270.27	6,952,560.04	149,133.39	220,270.27

	Opening Balances 1-Jul-18			ANNUAL MOVEMENTS					Closing Balances 30/06/2019		
	Unspent Grants/Cont	Adjustments	Grant Debtors(*)	Receipts for Yr		Funds Available	Expenditure during year	Grant Debtors	Income for Year	Unspent Grants/Cont.	Grant Debtors/ Accrued(*)
	(i) (vii - viii, if vii > viii)		(iii)	GST Excl. Amt (v)	GST (if applic) (vi)	(vii) (i + v - iv)	(viii)	(ix)	(x) (viii + ix + xi - i)	(xi) (vii - viii, if vii > viii)	(xiii)
Contributions											
RFS Reimb Contribution Revenue						0.00			0.00	0.00	0.00
LT Pool -NHS Pool Lift				10,264.00		10,264.00	10,264.00		10,264.00	0.00	0.00
Barellan Pool - Shade Structure - Swimming Club				6,750.00		6,750.00	4,800.00		6,750.00	1,950.00	0.00
Barellan Changerooms - Barellan Football				166,500.00		166,500.00	185,000.00	18,500.00	185,000.00	0.00	18,500.00
Barellan Changerooms - NSW Cricket				25,000.00	2,500.00	25,000.00	25,000.00		25,000.00	0.00	0.00
Barellan Changerooms - AFLNSW				41,000.00	4,100.00	41,000.00	41,000.00		41,000.00	0.00	0.00
Marie Bashir Park - Skate Park -Lions				40,000.00		40,000.00	40,000.00		40,000.00	0.00	0.00
Basketball Pit - Narrandera Basketball Assoc				5,000.00		5,000.00	5,000.00		5,000.00	0.00	0.00
Grong Grong Hall Disabled Toilet - RMS				35,000.00	3,500.00	35,000.00	43,881.00		35,000.00	0.00	0.00
Newell Hwy Contribution Grong Grong Reseal				93,050.00	9,305.00	93,050.00			93,050.00	93,050.00	0.00
Newell Hwy Contribution Grong Grong street lighting				1,600.00	160.00	1,600.00	1,600.00		1,600.00	0.00	0.00
Newell Hwy Contribution Grong Grong town entrance signs				8,000.00	800.00	8,000.00			8,000.00	8,000.00	0.00
Laneway Contribution - Phil Lines				500.00		500.00	500.00		500.00	0.00	0.00
Regional Roads Block Grants				447,000.00		447,000.00	447,000.00		447,000.00	0.00	0.00
Regional Roads Supplementary				107,000.00		107,000.00	107,000.00		107,000.00	0.00	0.00
Regional Roads Repair Grant			44,309.00	60,491.00		16,182.00	100,000.00	83,818.00	100,000.00	0.00	83,818.00
Roadworks Contribution						0.00			0.00	0.00	0.00
K&G Contributions						0.00			0.00	0.00	0.00
Leeton Shire Operating Contribution Revenues						0.00		29,911.00	29,911.00	0.00	29,911.00
Leeton Shire Capital Contribution Revenues						0.00		16,935.25	16,935.25	0.00	16,935.25
sub total	0.00	0.00	44,309.00	1,047,155.00	20,365.00	1,002,846.00	1,011,045.00	149,164.25	1,152,010.25	103,000.00	149,164.25
Subsidy & Incentives											
Section 7.12 Contributions Revenue	359,135.66		0.00	38,253.68		397,389.34	228,690.87		38,253.68	168,698.47	0.00
Section 64 Water	286,984.98			19,848.28		306,833.26			19,848.28	306,833.26	0.00
Section 64 Sewer	61,413.24			6,475.94		67,889.18			6,475.94	67,889.18	0.00
			0.00						0.00		0.00
sub total	707,533.88	0.00	0.00	64,577.90	0.00	772,111.78	228,690.87	-	64,577.90	543,420.91	0.00
Developer Contributions											
Agrees to 0.00 (incl. in Revenues)										Agrees to 0.00 (incl. in Revenues)	
Grand Total	1,188,060.22	-2,004,023.00	1,179,653.37	10,712,563.04	23,328.00	11,046,962.89	14,003,205.65	2,082,044.71	11,614,955.38	1,038,570.30	2,082,044.71
Total Inc Developer Contributions	1,188,060.22							Note 3	10,442,908.00 -1,172,047.38	Agrees to Note 6 1,038,570.30	Agrees to Note 7

GRANT TYPE - C=C/w S=State O=Other	Opening Balances 1-Jul-18			ANNUAL MOVEMENTS						Closing Balances 30/06/2019	
	Unspent Grants/Cont	Adjustments	Grant Debtors(*)	Receipts for Yr		Funds Available	Expenditure during year	Grant Debtors	Income for Year	Unspent Grants/Cont.	Grant Debtors/ Accrued(*)
	(i)		(iii)	GST Excl. Amt (v)	GST (if applic) (vi)	(vii)	(viii)	(ix)	(x)	(xi)	(xiii)
Community Transport											
Respite DOHA Grant				6,252.89		6,252.89	6,252.89		6,252.89	0.00	0.00
Respite Client Contributions				227.30		227.30	227.30		227.30	0.00	0.00
Social Support DoHA Grant				43,319.79		43,319.79	43,319.79		43,319.79	0.00	0.00
Social Support ADHC Grant				0.00		0.00	0.00		0.00	0.00	0.00
Client Contributions				4,387.32		4,387.32	4,387.32		4,387.32	0.00	0.00
HMMS Grant DoHARevenue				28,159.86		28,159.86	28,159.86		28,159.86	0.00	0.00
HMMS Grant ADHC Revenue						0.00	0.00		0.00	0.00	0.00
Client Contributions				6,413.55		6,413.55	6,413.55		6,413.55	0.00	0.00
Other Contributions				1,621.31		1,621.31	1,621.31		1,621.31	0.00	0.00
HMMS DOHA Grant				15,851.57		15,851.57	15,851.57		15,851.57	0.00	0.00
HMMS Client Contribution				5,396.48		5,396.48	5,396.48		5,396.48	0.00	0.00
HMMS GST Client Contribution				77.27		77.27	77.27		77.27	0.00	0.00
NDIS Services				18,227.94		18,227.94	18,227.94		18,227.94	0.00	0.00
CT Fees & Charges				24,258.82		24,258.82	24,258.82		24,258.82	0.00	0.00
Dept. Transport CTP Grant				179,484.00		179,484.00	179,484.00		179,484.00	0.00	0.00
Health Related Transport				32,215.62		32,215.62	32,215.62		32,215.62	0.00	0.00
Transport NSW CCSP Grant				1,755.00		1,755.00	1,755.00		1,755.00	0.00	0.00
Community Transport Contribution				75,691.54		75,691.54	75,691.54		75,691.54	0.00	0.00
COPS ADHC Grant				1,755.00		1,755.00	1,755.00		1,755.00	0.00	0.00
Dept. Transport CHSP Grant	634,125.35			166,697.03		800,822.38	178,529.03		166,697.03	622,293.35	0.00
	634,125.35	0.00	0.00	611,792.29	0.00	1,245,917.64	623,624.29	-	611,792.29	622,293.35	0.00
	1,822,185.57	-2,004,023.00	1,179,653.37	11,324,355.33	23,328.00	12,292,880.53	14,626,829.94	2,082,044.71	12,226,747.67	1,660,863.65	2,082,044.71
	784,454.38									771,426.74	
	1,114,651.69									1,014,442.74	

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

22 CONFIDENTIAL BUSINESS PAPER REPORTS**22.1 ECONOMIC TASKFORCE STRATEGY UPDATE - CONFIDENTIAL****Document ID: 427055****Author: Executive Assistant****Authoriser: General Manager****Theme: Our Economy****Attachments: 1. Economic Development Strategy-Confidential-Current.docx** [↓](#)

10A(1) A Council, or a Committee of the Council of which all the members are Councillors, may close to the public so much of its meeting as comprises:

- (a) The discussion of any of the matters listed in subclause (2), Or
- (b) The receipt or discussion of any of the information so listed

The Council is satisfied that, pursuant to Section 10A(2) of the *Local Government Act 1993*, the information to be received, discussed or considered in relation to this agenda item is:

- di commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it
- dii information that would, if disclosed, confer a commercial advantage on a competitor of the council
- diii information that would, if disclosed, reveal a trade secret.

RECOMMENDATION

That Council receive and note the Economic Development Strategy (confidential version) containing updates following the Economic Taskforce Committee meeting held 22 July 2019.