



BUSINESS PAPER

Ordinary Council Meeting

17 March 2020

ETHICAL DECISION MAKING & CONFLICT OF INTEREST

A Guiding Checklist for Councillors, Officers & Community Committees

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

COMMUNITY STRATEGIC PLAN

Themes

Agenda Section 16 ~ Our Community

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

Agenda Section 17 ~ Our Environment

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

Agenda Section 18 ~ Our Economy

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

Agenda Section 19 ~ Our Infrastructure

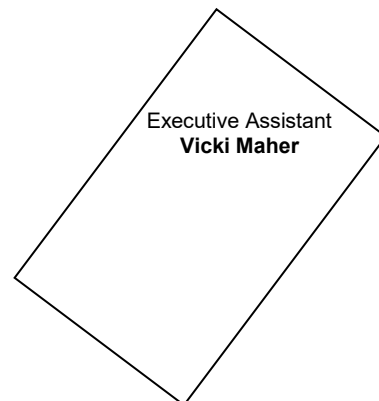
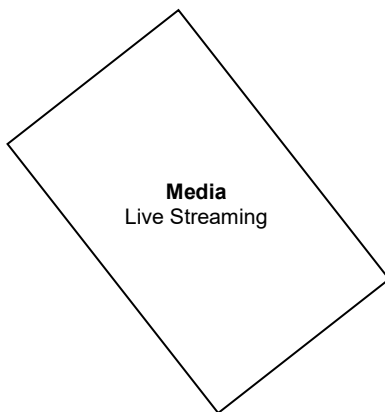
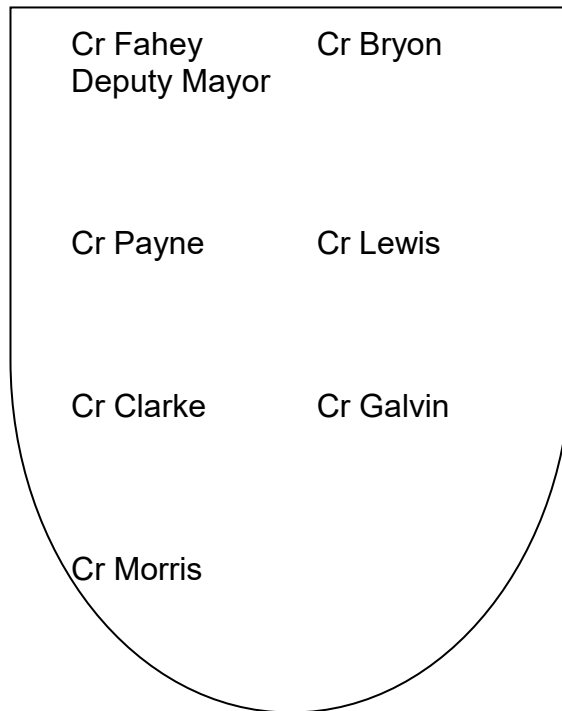
- 4.1 To have an improved and adequately maintained road network
- 4.2 To improve, maintain and value-add to our public and recreational infrastructure
- 4.3 To improve and enhance our water and sewer networks
- 4.4 To have a say when planning for new facilities or refurbishing existing facilities

Agenda Section 20 ~ Our Civic Leadership

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

SEATING

General Manager George Cowan	MAYOR Cr Kschenka	Deputy General Manager Infrastructure Shane Wilson	Deputy General Manager Corporate & Community Martin Hiscox
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**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held in the Council Chambers on:
Tuesday 17 March 2020 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 - 18 February 2020



MINUTES

Ordinary Council Meeting

18 February 2020

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 18 FEBRUARY 2020 AT 2PM**

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

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 HOUSE KEEPING

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

3 DISCLOSURE OF POLITICAL DONATIONS

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

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

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

4 PRESENT

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

In Attendance

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

5 APOLOGIES

RESOLUTION 20/001

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That apology from Cr Kevin Morris be received and accepted.

CARRIED

6 DECLARATIONS OF INTEREST

Cr Neville Kschenka declared a Pecuniary Interest in Item 14.1 under the Local Government Act as *My business is a minor sponsor and supplier of equipment and services* and will leave the meeting during debate and discussion.

Cr Tracey Lewis declared a Non Pecuniary Non Significant Interest in Item 17.3 under the Local Government Act as *A part of the AFL Women's team* and will remain and take part in discussion and voting.

7 CONFIRMATION OF MINUTES

RESOLUTION 20/002

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That the minutes of the Ordinary Council Meeting held on 11 December 2019 be confirmed.

CARRIED

8 MAYORAL REPORT

8.1 MAYORAL REPORT - SAVE OUR RECYCLING

RESOLUTION 20/003

Moved: Cr Neville Kschenka

Seconded: Cr Tammy Galvin

That Council:

1. Acknowledges the growing imperative to manage waste and recycling within NSW and calls for urgent action from the State Government to help build a circular economy in NSW.
2. Recognises initiatives and projects taken within the Narrandera Shire local government area to help achieve this goal, including the installation of a Return and Earn Vending Machine at the waste depot and kerb-side comingled recycling and

Council is currently reviewing the feasibility of a Food and Organics waste.

3. Endorses Local Government NSW's sector-wide Save our Recycling campaign, and asks the State Government to reinvest the Waste Levy in:
 - a) Funding councils to collaboratively develop regional-scale plans for the future of waste and recycling in their regions.
 - b) The delivery of the priority infrastructure and other local government projects needed to deliver regional-scale plans, particularly where a market failure has been identified.
 - c) Support for the purchase of recycled content by all levels of government, to help create new markets.
 - d) Funding and delivery of a state-wide education campaign on the importance of recycling, including the right way to recycle, the purchase of products with recycled content and the importance of waste avoidance.
4. Write to the Member for Cootamundra Steph Cooke MP, Minister for Energy and Environment the Hon Matthew Kean MP, Local Government Minister the Hon Shelley Hancock MP, NSW Treasurer the Hon Dominic Perrottet MP, Premier the Hon Gladys Berejiklian MP, Opposition Leader Jodi McKay MP, Shadow Minister for Environment and Heritage Kate Washington MP, and Shadow Minister for Local Government Greg Warren MP to confirm their support for recycling and outline the urgent need to educate, innovate and invest in local waste and recycling services via the Waste Levy.
5. Formally write to Narrandera Shire Youth Council advising its members of its support for the Save Our Recycling Campaign and asking them to consider endorsing and sharing it with their own networks across the Narrandera Shire Council local government area.
6. Advise LGNSW President Linda Scott of the passage of this Mayoral Minute.
7. Shares and promotes the Save Our Recycling Campaign via its digital and social media channels and via its networks.

CARRIED

8.2 MAYORAL REPORT DECEMBER 2019, JANUARY AND FEBRUARY 2020

RESOLUTION 20/004

Moved: Cr Neville Kschenka

Seconded: Cr Narelle Payne

That Council:

1. Receive and note the Mayoral Report for December 2019, January and February 2020.

CARRIED

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 - RAILWAY STATION MANAGEMENT COMMITTEE - 18 SEPTEMBER 2019****RESOLUTION 20/005**

Moved: Cr Barbara Bryon

Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the Minutes of the Railway Station Management Committee held on Wednesday 18 September 2019;
2. Adopt the revised Terms of Reference for the Railway Station Management Committee to reflect the decrease of meetings from quarterly to three times per year with the meetings to be held February, June and September.

CARRIED**13.2 MINUTES - SPORTS FACILITIES ADVISORY COMMITTEE - 9 DECEMBER 2019****RESOLUTION 20/006**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Barbara Bryon

That Council:

1. Receive and note the Minutes of the Sports Facilities Advisory Committee held on Monday 9 December 2019.

CARRIED

13.3 MINUTES - NARRANDERA STADIUM ADVISORY COMMITTEE - 10 DECEMBER 2019**RESOLUTION 20/007**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Receive and note the Minutes of the Narrandera Stadium Advisory Committee held on Tuesday 10 December 2019.

CARRIED**13.4 MINUTES - LAKE TALBOT ENVIRONS ADVISORY COMMITTEE - 5 DECEMBER 2019****RESOLUTION 20/008**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the Minutes of the Lake Talbot Environs Advisory Committee held on Thursday 5 December 2019.

CARRIED**13.5 MINUTES - YOUTH ADVISORY COUNCIL - 9 DECEMBER 2019****RESOLUTION 20/009**

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

1. That the Minutes of the Youth Advisory Council held on Monday 9 December 2019 be received and noted.

CARRIED**13.6 MINUTES - AUSTRALIA DAY PLANNING COMMITTEE - 14 JANUARY 2020****RESOLUTION 20/010**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

1. That the Minutes of the Australia Day Planning Committee held on Tuesday 14

January 2020 be received and noted.

CARRIED

13.7 MINUTES - AUSTRALIA DAY PLANNING COMMITTEE - 3 FEBRUARY 2020

RESOLUTION 20/011

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

1. That the Minutes of the Australia Day Planning Committee held on Monday 3 February 2020 be received and noted.

CARRIED

At 2:14 pm, Cr Neville Kschenka, after earlier declaring an Interest in Item 14.1, vacated the Chambers during discussions and voting on the matter. Deputy Mayor Cr David Fahey assumed the Mayoral Chair.

14 OUR COMMUNITY

14.1 REQUEST FOR THE SUSPENSION OF ALCOHOL FREE ZONE - NARRANDERA FOLK FESTIVAL EVENT

RESOLUTION 20/012

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Endorse the suspension of the Alcohol Free Zone in Marie Bashir Park Saturday 21 March 2020 between the hours of 10am-12am and Sunday 22 March 2020 pending Event Application and Liquor Licence approval.

CARRIED

At 2:15 pm, Cr Neville Kschenka returned to the meeting.

15 OUR ENVIRONMENT

15.1 NARRANDERA FOOD WASTE

RESOLUTION 20/013

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Allocate \$25,000 from the Waste Reserve for a feasibility study to be undertaken for the potential changes to the food and green waste services in Narrandera, as per the previous resolution 19/157.

CARRIED

16 OUR ECONOMY

16.1 DA-016-2019-2020 LOT 10 DP 1202049 STURT HIGHWAY GILLENBAH

MOTION

Moved: Cr Tammy Galvin

Seconded: Cr Narelle Payne

1. That DA-016-2019-2020 for '*Use of land for residential development (dwelling) to permit the construction of engineered stilts and the future installation of a transportable dwelling*' at Lot 10 DP 1202049, Sturt Highway, Gillenbah be **refused** for the following reasons:
 - (a) insufficient information to enable assessment of matters as required by Sections 4.14 & 4.15 of the *Environmental Planning and Assessment Act 1979*,
 - (b) likely impacts being unacceptable in terms of increased risk to people and property,
 - (c) the site being unsuitable due to its categorisation as a High Hazard Floodway,
 - (d) the development being contrary to the public interest.

RESOLUTION 20/014

Moved: Cr Tammy Galvin

Seconded: Cr Narelle Payne

That Council provide in principle support for the land at Lot 10 DP 1202049, Sturt Highway, Gillenbah to be used for the future construction of a dwelling, subject to:

1. The receipt and consideration of further information in support of the application, including but not limited to:
 - a. Plans of the proposed stilts to be prepared by a suitably qualified engineer, detailing the height of the structure (500mm above the flood planning level), required design velocity and impact resistance and other information in

accordance with the requirements of the Narrandera Development Control plan 2013.

- b. Bushfire Assessment and certificate to be prepared by a person recognised by the NSW Rural Fire Service as a qualified consultant detailing the bushfire attack level and that the site will be capable of achieving compliance with the NSW Planning for Bushfire Protection requirements.
- c. Other environmental information identified as currently insufficient within the development assessment report.

2. Upon receipt and assessment of this additional information, a further report will be prepared for consideration and determination at an Ordinary meeting of Council.

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

Against: Nil

CARRIED 7/0

CARRIED

17 OUR INFRASTRUCTURE

17.1 ACCEPT \$8 MILLION GRANT FOR PLAYGROUND ON THE MURRUMBIDGEE PROJECT

RESOLUTION 20/015

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Note the report including Councils financial contribution of approximately \$3.4 million.
2. Accept the \$8 million grant for the Playground on the Murrumbidgee project.
3. Approve the placement of the Common Seal of Council to NSW Funding Deed (RNSW2170 – Playground on the Murrumbidgee) and authorise the Mayor and General Manager to sign required documentation and, if required to any future documentation necessary relating to this matter.

CARRIED

17.2 DROUGHT COMMUNITIES PROGRAMME PROPOSED PROJECTS

RESOLUTION 20/016

Moved: Cr Tammy Galvin

Seconded: Cr Narelle Payne

That Council apply for the following projects under the \$1 million Drought Communities Programme:

- 1. Adverse Event Plan\$50,000
- 2. Rural Assistance Program\$150,000
- 3. Road beautification Project - Lake Talbot Water Park\$150,000
- 4. Sunshade Playgrounds\$80,000
- 5. Barellan Improvements Project\$70,000
- 6. Grong Grong Improvement Project\$10,000
- 7. Village Hall Improvement Project\$150,000
- 8. Narrandera Stadium Upgrade\$40,000
- 9. Henry Mathieson Facilities Improvement Project\$300,000

CARRIED

17.3 AFL RIVERINA WOMENS FOOTBALL FINALS- REQUEST TO WAIVER FEES

RESOLUTION 20/017

Moved: Cr Tammy Galvin

Seconded: Cr Jenny Clarke OAM

- 1. That Council approve to waive the fees associated with the use of Narrandera Sportsground for the final of the 2020 Southern NSW Women’s Competition, with the light fees to be charged at actual usage rate.

CARRIED

17.4 MOBILE STAGE UPDATE

RESOLUTION 20/018

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

- 1. Receive and note the mobile stage update report.

CARRIED

17.5 NARRANDERA SPORTGROUND CLUBROOMS DEVELOPMENT**RESOLUTION 20/019**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tammy Galvin

That Council:

1. Support the project with the reduced funding from the AFL and require the Narrandera Imperial Football Netball Club (NIFNC) to fund any shortfalls that may arise throughout the project.
2. Approve the project to commence through the detailed design and tender process for the construction of the facility.
3. Formally accept the Federal Grant of \$1,400,000.

CARRIED

17.6 PINE HILL RESERVOIR UPGRADE**RESOLUTION 20/020**

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Approve a budget allocation of \$80,000 from the water fund reserve for the design works required for the upgrade to the Pine Hill Reservoir.

CARRIED

18 OUR CIVIC LEADERSHIP**18.1 SALE OF LAND AT RED HILL INDUSTRIAL ESTATE****RESOLUTION 20/021**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council:

1. Accept the offer to purchase Lot 163 DP 1069082 (17 Driscoll Road, Narrandera) for \$45,030 (GST exclusive) conditional with a 10% deposit to be paid on the exchange of Contracts on or before 29 February 2020 and an agreed settlement date of 30 June 2020;
2. Require the nett proceeds of sale to be held in Council's Red Hill Industrial Estate Reserve;
3. Give delegation to the Mayor and the General Manager to sign any documentation relating to this matter;
4. Give approval to affix the Common Seal of Council, if required, to any documentation relating to this matter.

CARRIED

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS**19.1 DECEMBER DEVELOPMENT SERVICES ACTIVITIES****RESOLUTION 20/022**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

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

CARRIED

19.2 JANUARY DEVELOPMENT SERVICES ACTIVITIES**RESOLUTION 20/023**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receive and note the Development Services Activities Report for January 2020.

CARRIED

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS**20.1 DECEMBER INCOME STATEMENT****RESOLUTION 20/024**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

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

CARRIED

20.2 DECEMBER STATEMENT OF INVESTMENTS**RESOLUTION 20/025**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council:

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

CARRIED

20.3 DECEMBER STATEMENT OF BANK BALANCES**RESOLUTION 20/026**

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

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

CARRIED

20.4 OVERVIEW OF 2019 GENERAL LAND REVALUATION**RESOLUTION 20/027**

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receive and note the 2019 general land valuations to be used commencing 1 July 2020 for the purpose of levying an ordinary rate on rateable properties.
2. Narrandera Shire Council conduct a category yield review with the intention to standardize the sub-categories for residential and business over the next five (5) years.

CARRIED

20.5 DECEMBER 2019 QUARTERLY BUDGET REVIEW**RESOLUTION 20/028**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council

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

CARRIED

At this point, Ms Foley left the meeting.

20.6 DECEMBER STATEMENT OF RATES AND RECEIPTS**RESOLUTION 20/029**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

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

CARRIED

20.7 JANUARY STATEMENT OF RATES AND RECEIPTS**RESOLUTION 20/030**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the information contained in the Statement of Rates and Receipts report as at 31 January 2020.

CARRIED

20.8 FEBRUARY STATEMENT OF BANK BALANCES**RESOLUTION 20/031**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Receive and note the information contained in the Statement of Bank Balances report as at 31 January 2020.

CARRIED

20.9 JANUARY INCOME STATEMENT**RESOLUTION 20/032**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Receive and note the information contained in the Income Statement report for the period ending 31 January 2020.

CARRIED

20.10 JANUARY STATEMENT OF INVESTMENTS**RESOLUTION 20/033**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the information contained in the Statement of Investments report as at 31 January 2020.

CARRIED

20.11 JANUARY CAPITAL WORKS PROGRAM**RESOLUTION 20/034**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the information contained in the Capital Works report as at 31 January 2020.

CARRIED

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

22 CONFIDENTIAL BUSINESS PAPER REPORTS**RESOLUTION 20/035**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

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

22.1 Freight Quantification Study

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

22.2 Australian Airline Pilot Academy-Pilot Training EOI

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

CARRIED

Council's Economic Development Manager, Mr Peter Dale, joined the meeting for the following items.

22.1 FREIGHT QUANTIFICATION STUDY**RESOLUTION 20/036**

Moved: Cr Tammy Galvin

Seconded: Cr Narelle Payne

That Council:

1. Terminates the agreement dated 25 February 2019 with Carter Street Advisory for the production of a report on Freight Volume Quantification for Selected Industries in the Western Riverina Region.

CARRIED

22.2 AUSTRALIAN AIRLINE PILOT ACADEMY-PILOT TRAINING EOI

RESOLUTION 20/037

Moved: Cr David Fahey OAM

Seconded: Cr Tracey Lewis

That Council:

1. Endorse Option 4 as outlined within the report.

CARRIED

At this point, Mr Dale left the meeting.

23 OPEN COUNCIL

RESOLUTION 20/038

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

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

CARRIED

The Meeting closed at 3.26pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 17 March 2020.

.....
GENERAL MANAGER

.....
CHAIRPERSON

8 MAYORAL REPORT

8.1 MAYORAL REPORT MARCH 2020

Document ID: 458942
Author: Mayor
Theme: Our Civic Leadership
Attachments: Nil

RECOMMENDATION

That Council receive and note the Mayoral Report for March 2020.

BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 18 February 2020, I have had the privilege to attend the following on behalf of our Council:-

Meetings with General Manager

I attended regular morning meetings with the General Manager (GM) 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

Since the last Ordinary meeting I have had Media interviews with Spirit FM 91.1 Narrandera and Radio 2MMM Griffith covering recent topics of interest and/or concern.

FEBRUARY 2020

Thursday 13

I travelled to Canberra to attend a meeting accompanied by GM George Cowan and Council's Economic Development Manager (EDM) Peter Dale, with the Hon. Mark Coulton MP. Three matters of great concern in the shire; Doctor Shortages, the Pork Industry and Communication issues including mobile black spots were discussed. The good news from that meeting was advice that the proposed doctor employment model had been approved for a trial with MHLD.

Friday 14

On my behalf, the GM attended a consultation session at the Ex-Servicemen's Club with RAMJO Mayors and GMs. Minister Coulton was unable to attend but his Advisor was in attendance on his behalf. The meeting was regarding the project "Roads of Strategic Importance" (ROSI), specifically the Toowoomba to Seymour corridor (Newell Highway). All Shires where this corridor and its linkages are relevant were invited to attend.

The Toowoomba to Seymour corridor, including the Goulburn Valley Highway, is a critical link in Australia's freight transport network. It contributes to the competitiveness of Australia's agricultural and mining sectors by opening up access to essential freight networks in Victoria, New South Wales and Queensland.

These upgrades will address identified pinch points in the corridor to improve throughput. They are also expected to increase access for higher productivity freight vehicles, leading to an overall increase in the efficiency and safety of the corridor. Upgrades to this corridor are expected to support local industry and the creation of local jobs.

The Australian Government has committed \$510 million towards the Toowoomba to Seymour Corridor, of which \$300 million has been committed to NSW, \$160 million to Victoria, and \$50 million to Queensland.

The delivery schedule will be determined as planning on the project progresses and in consultation with the Victorian Government.

Monday 17

Met with community members for discussions concerning a current Development Application

Tuesday 18

I chaired the monthly Councillors Briefing Session.

During December last year, two Shire competitions; the Youth Space Photo and the Christmas Competitions were run. In the Public Forum that is held prior to the Council Meeting, I had the pleasure of being assisted by the Narrandera Shire Youth Advisory Councillor Wesley Bamblett in presenting the Winners of the Youth Space Photo Competition with their Certificates and prize vouchers.



Left: Mayor Kschenka and Youth Councillor Wes Bamblett with winners of the Youth Council Youth Space Instagram Competition Shanequwa Charles-Bamblett and Xavier Beachamp

I then had the pleasure of presenting the winners of the Christmas Competition with their Certificates and prize vouchers.



Left: Mayor Kschenka with winners of the 2019 Christmas Competition: Best Barellan House - Patricia Wade, Best Novelty House - Gordon & Vi Bobbin, Best Business - Close Pharmacy represented by Gay Heald, Sandra Sheather and Melissa Close, Best Lit House - The Bell Family and Best Street - Twynam Street.

Congratulations to all winners. Well Done!!!

I then chaired the Ordinary Council Meeting. Unconfirmed Minutes of the Council Meeting submitted for Council's endorsement.

Saturday 22

Once again, I had the pleasure of attending and conducting the Official Opening of the 2020 Annual Narrandera Rodeo. As in past years, there was an impressive crowd and it is great to see so many families out and about together enjoying the rodeo events. This event draws a lot of visitors and competitors from out of town and provides a good boost to the local economy. The Big Screen was active once again which is great to see. The Narrandera Rodeo attracts Cowboy and Cowgirl competitors to what is a very full program, from all over Australia. Again, another very enjoyable and well organised event and I offer my congratulations to all involved in the 2020 Rodeo. I would like to express my appreciation to the many sponsors, as without their support, it would be difficult for the hard working committee to have such a great event. The Rodeo Committee in turn donates back to many worthwhile organisations including CanAssist and Kurrajong.

Saturday 29

Travelled to Barellan to attend the Saturday events of the 2020 Barellan Masters Games at the Sportsground. Once again the games were well attended and it was great to see the support of the Grong Grong community this year, particularly for the softball competition. Although there was a minimum age limit for this event there didn't appear to be a maximum, as I was unexpectedly invited to play for one of the teams. Unfortunately our team ran out of batsmen before I could reach home base.

Congratulations to the Barellan community and sponsors for once again holding this event. It not only brings the community together but also draws visitors from other areas.

Thank you also the Barellan people for making me so welcome and inviting me to join in.



MARCH 2020

Tuesday 3

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

Thursday 5

Together with Council’s Economic Development Manager; Peter Dale and fellow members, I attended the Narrandera Health Advisory Group (NHAG) meeting.

I extend my gratitude and thanks to Cr Fahey for attending on my behalf, the RAMJO Mayors & GMs Group meeting and the Grant Announcement by Steph Cooke MP. To those Councillors who have attended various meetings throughout the past months as elected committee delegates, thank you all.

Until next time, Mayor Kschenka

RECOMMENDATION

That Council receive and note the Mayoral Report for March 2020.

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION**11.1 NOTICE OF MOTION - PROMOTIONS****Document ID: 462739****Author: Cr Jenny Clarke****Theme: Our Economy****Attachments: Nil**

I, Councillor Jenny Clarke, hereby submit the following Notice of Motion to the Narrandera Shire Council's Ordinary Meeting of Council be held on 17 March 2020.

MOTION

That:

1. Narrandera Shire Council implements greater promotion of the Shire as a whole with the view to getting across a wider audience.
2. The Manager of Economic Development report to Council providing details of current promotional activities and options and cost estimates on increased promotions including a television campaign

BACKGROUND

I have received a number of approaches recently from residents indicating that they believe now would be an ideal time to ramp up the promotions campaign for the shire.

Many other areas of NSW and Australia are focused on additional tourism campaigns following natural disasters and we don't want to miss out.

I am aware that the previous TV promotion "*Absolutely, Positively Narrandera*" was very successful.

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

Our Economy

Strategy

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

Action

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

RECOMMENDATION

That:

1. Narrandera Shire Council implements greater promotion of the Shire as a whole with the view to getting across a wider audience.
2. The Manager of Economic Development report to Council providing details of current promotional activities and options and cost estimates on increased promotions including a television campaign

11.2 NOTICE OF MOTION - NEWELL HIGHWAY GRONG GRONG BYPASS

Document ID: 462740
Author: Cr Jenny Clarke
Theme: Our Infrastructure
Attachments: Nil

I, Councillor Jenny Clarke, hereby submit the following Notice of Motion to the Narrandera Shire Council's Ordinary Meeting of Council be held on 17 March 2020.

MOTION

That Council:

1. Write to Transport for NSW and request the installation of guard rail on the southern approach ramp to the Newell Highway at Grong Grong.

BACKGROUND

I have been concerned for some time that the newly constructed southern approach ramp at Grong Grong is an accident waiting to happen. The speed limits on the approach road are confusing and it is easy to understand why motorists have difficulty negotiating the intersection. The installation of guard rail should have occurred when the road was first constructed. This work should be carried out at no cost to Council.

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

Our Infrastructure

Strategy

4.1 - To have an improved and adequately maintained road network

Action

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

RECOMMENDATION

That Council:

1. Write to Transport for NSW and request the installation of guard rail on the southern approach ramp to the Newell Highway at Grong Grong.

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS

13.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) 24 FEBRUARY 2020

Document ID: 461093

Author: Executive Assistant

Authoriser: General Manager

Theme: Our Economy

Attachments: 1. **2020-02-24 Economic Taskforce MINUTES.DOCX** [↓](#)
 2. **2020-02-24 Economic Development Strategy (Open).docx** [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Economic Taskforce Committee meeting held **24 February** 2020, together with the updated Economic Development Strategy (non-confidential).

RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Economic Taskforce Committee meeting held **24 February** 2020, together with the updated Economic Development Strategy (non-confidential).

**MINUTES OF NARRANDERA SHIRE COUNCIL
ECONOMIC TASKFORCE COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON MONDAY, 24 FEBRUARY 2020 AT 10.30AM**

1 PRESENT

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

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Kevin Morris

Seconded: Cr Jenny Clarke OAM

That apologies from Cr Neville Kschenka be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Kevin Morris

Seconded: Cr Jenny Clarke OAM

That the minutes of the Economic Taskforce Committee held on 25 November 2019 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS

6.1 ECONOMIC DEVELOPMENT STRATEGY

COMMITTEE RESOLUTION

Moved: Cr Kevin Morris

Seconded: Cr Jenny Clarke OAM

That the Economic Taskforce Committee:

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

CARRIED

7 GENERAL BUSINESS

- 1) The meeting was advised that the proposed Service Station development at the Corner of Audley Street and the Newell Highway has had a Construction Certificate issued and that there appears to be preliminary building activity on the site.
- 2) The meeting was also advised that the Service Station development proposed for Gillenbah is still under consideration and that some progress has been made with the development.
- 3) The meeting was advised that the proposed Service Station redevelopment at the Metro site on Irrigation Way is still under consideration with ingress/egress issues to be resolved together with other site issues.
- 4) The meeting was advised that design variations for the swimming pool complex are close to being finalised.

8 NEXT MEETING

23 March 2020 – 10.30am – Chambers

9 MEETING CLOSE The Meeting Closed At 11.35am.

The minutes of this meeting were confirmed at the Economic Taskforce Committee held on 23 March 2020.

.....
CHAIRPERSON

1. Planning for the economy of the future

Initiative 1: Our Shire is 'Open for Business'

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

Strategies		Key Actions		Progress
1.1	Be a proactive, supportive and coordinated Council	1.1.1	Continue to employ an Economic Development Manager and provide funds and resources for economic development.	Achieved
		1.1.2	Establish an Economic Development Taskforce to drive economic development and implement this Strategy with Council, key industry and key community membership	Achieved Note: No industry or community members
		1.1.3	Review Council's policies, plans and regulations to ensure that they facilitate and support development.	Ongoing
		1.1.4	Ensure that Council's systems and procedures for handling and processing development and investment enquiries are welcoming, stream-lined and customer service focussed.	Ongoing
		1.1.5	Purchase access to online, interactive statistical data and modelling tools (eg id profile, REMPLAN) to provide comprehensive demographic, social and economic data for the Shire.	REMPPLAN subscription renewed to 2020.
		1.1.6	Produce information and data that will assist businesses, investors and potential residents in their decision-making, and enable Council to monitor performance.	Effective use of REMPLAN into the future for development applications, grant applications etc. January 2019: REMPLAN introduces Business Analysis Model (BAM) Current data transferred from ABR and now available in Economy/Business tab in Remplan. Businesses within selected local geography reported to committee Survey of attendees at 39 th National Cavy Show to inform future event arrangements Update quarterly Small Area labour market data for Narrandera. September qtr 2019 reveals 5.1% unemployment

Strategies		Key Actions		Progress
		1.1.7	Include comprehensive information on economic development and business assistance on Council's website.	<p>(153 pax) with workforce of 3021</p> <p>Economic Development Department has contributed to planning of Council's Website upgrade.</p> <ul style="list-style-type: none"> Economic Development Strategy on Website. REX Community fare on website Information on BEC workshops for business on website/facebook
1.2	Continue to build partnerships and strategic alliances	1.2.1	<p>Strengthen relationships with Government Agencies, regional organisations and service providers though:</p> <ul style="list-style-type: none"> Active participation in regional programs, forums and workshops. Briefing and updating these organisations on the Shire's needs and priorities. Advocating strongly for improved facilities, infrastructure and services. Ensuring that the Shire's priorities and projects are recognised in regional plans and strategies. 	<ul style="list-style-type: none"> ED participates in RDA Riverina forums, RAMROC, Destination Riverina Murray and Thrive meetings. EDM attended Economic Development Officers Forum in Temora-27/9. Various speakers and networking. Shire's priorities contained in Western Riverina Regional Economic Development Strategy (REDS) officially completed as at February 2019. Council facilitated Bee Forum to address issues arising from any accidents and emergencies on our region's roads involving the transportation of live bees with the aim of identifying gaps, finding solutions and increasing preparedness. Forum formulates and endorses a 3 point action plan for positive outcome. DPI representative Daryl Cooper working with Apiarists to develop an Action List Protocol that can be used by all emergency services responding to a vehicle accident involving the transportation of live bees in hives.
		1.2.2	Build and strengthen strategic alliances with Councils within the Riverina Region and along strategic road and rail corridors.	<ul style="list-style-type: none"> Narrandera and Leeton representatives noted above agree to the strategic alliance between Narrandera and Leeton being called 'The Narrandera/Tocumwal Rail Line & Intermodal Support Alliance.' Council provided letter of support for Wagga Wagga City Council's bid for the Qantas Cadet Training facility. Working relationships with Western Riverina Councils known as Functional Economic Regions Council working on Tourism joint initiative for digital visitors guide with Murrumbidgee Leeton and Lockhart

Strategies		Key Actions		Progress
				Shires. Presentation to Councillors at briefing session 19 Nov 19.
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 17/9 Visit to Glendale completed
		1.3.2	Encourage and facilitate opportunities for professional development, networking and innovation.	EDM attends Narrandera Business Group. Attended Narrandera Business Group meeting 14 October Planning progressed for Small Business Month October with arrangements in place and invitations issued for Narrandera Connected (2) on 23 October at TAFE CLC. Sponsorships received from Service NSW, Business Group, TAFE and Articulate Pear. Workshop planned for 28 October at TAFE CLC to be delivered by BEC, NSC and Narrandera Business Group jointly sponsor Social Media Connectivity. Successful Small Business October events with 30 people in attendance at each event.
		1.3.3	Establish effective networks and communication channels.	Bi monthly newsletter for business prepared and circulated by EDM since start of 2019. Most recent circulation in January 2020
		1.3.4	Support business groups and networks.	Ongoing. Arrange business breakfast with CEO of Tomra James Dorney 6 Sept in conjunction with Narrandera Business Group. 34 people attend successful breakfast. Involve Business Group in Small Business Month October event planned for 23 October at TAFE CLC-Narrandera Connected (2) Acting Secretary for Narrandera Business Group upon resignation of Secretary until new Secretary appointed---Josie Marks appointed Secretary on 14 October 2019 Formation meeting for Narrandera Business Chamber held on 3 Feb 2020 and interim committee established.
		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
				<p>Organise small taskforce from the community to address the goods and services audit for solar farm development.</p> <p>Klaus Baumgartel contacts all people on EOI list to ensure they have direct registration particulars for Avonlie Solar.</p> <p>Organised Steering Committee for Central West Lifestyle Magazine project.</p> <p>Mr Rick Shaw of Finley is working with regional EPCs to mobilise service providers to take advantage of work at the various solar farms, including those proposed for Narrandera.</p> <p>Survey of motels in Dec 2019 indicates approx. 60 solar farm workers from Darlington Point project staying in Narrandera facilities.</p>
1.4	Build a strong, positive profile for Narrandera Shire	1.4.1	Implement the branding strategy and signage strategy.	<p>Council agrees on style, wording and location of 6 new town entry sign at its 18 June 2019 meeting.</p> <p>Designs of signs agreed and signs ordered. Installation around end of August/early September.</p> <p>All 6 signs installed as at 16 September.</p> <p>3 signs installed at prominent locations promoting the Easter Rod Run Show and Shine</p>
		1.4.2	Develop and implement a communications strategy, including articulating key messages.	<p>Reinforce process with ED staff for communicating event arrangements to ensure no breakdown in arrangements.</p> <p>EDM prepares media releases as appropriate as well as items for Council communique and newsletter.</p>
		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.	<p>Development of Council website underway. EDO is on development team.</p> <p>Partnership with BEC for a digital and online marketing workshop on 6 December 2018.</p> <p>Review Federal Government's National Digital Economy Strategy released Dec 2018 titled "Australia's Tech Future".</p> <p>Review Federal Government Small Business Digital taskforce Report March 2018.</p> <p>Review Business Listings category for new website. Prepare new list and content</p>
		1.4.4	Effectively market and promote the Shire, to raise its profile and increase awareness of its strengths,	<p>Ongoing. Progressive and targeted distribution of Winter Edition 2019 of Central West Lifestyle Magazine featuring</p>

Strategies		Key Actions		Progress
			assets and opportunities.	Narrandera o people of influence in various organisations. Provide comment for NRMA Annual Report 2019 on invitation from NRMA regarding installation of EV fast Charger at Narrandera
		1.4.5	Encourage the community to be advocates for the Shire, including speaking about the positives.	Ongoing
		1.4.6	Re-develop the Narrandera Visitor Information Centre as focal point for both tourism and economic development.	Awaiting response from 'Playground on the Murrumbidgee' NSW State Funding application. Considering application for current round of funding with BBRF. Funding confirmed from NSW Government of \$8 Million for Playground on Murrumbidgee project

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

Initiative 2: Enhancing our Liveability

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

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

Strategies		Key Actions		Progress
2.1	Continue to improve presentation – creating positive first impressions	2.1.1	Implement the Narrandera CBD Masterplan – subject to funding and staging –further developing the town centre as an attractive place to shop and socialise, including provision of free public WIFI in main street.	Ongoing
		2.1.2	Develop attractive gateway arrival points and entry corridor to the Shire, Narrandera and villages.	Refer 1.4.1 for Town entry signage
		2.1.3	Improve the presentation of the Shire's industrial areas.	Ongoing. 4 new poles and banners erected at entry to Red Hill Industrial Estate at Cnr Driscoll Rd and Barellan Rd.

Strategies		Key Actions		Progress
2.2	Enhance lifestyle	2.2.1	Continue to improve and expand recreation, sporting and leisure facilities within the Shire.	Ongoing
		2.2.2	Develop and diversify arts and cultural activities.	Ongoing
		2.2.3	Continue to develop and promote a dynamic and vibrant program of events and activities.	Express support for possible future Annual General Meeting of NSW National Party in Narrandera in 2020. Arrange 2 events for Small Business Month October in conjunction with Narrandera Business Group. Marketing Tourism and Economic Development Coordinator making contact with National Party Conference Organiser to offer support.
2.3	Advocate for the retention and expansion of facilities and services	2.3.1	Advocate for improved child care, health care, aged care and social assistance facilities and services within the Shire.	<p>Preparing for Health Alliance meeting to bring together primary health and aged care and associated agencies in Narrandera Shire.</p> <p>EDM to meet with Dr Romeo who is unavailable until end of July 2019.</p> <p>Requested meeting with Dr and Mrs Romeo</p> <p>Meeting with Dr and Mrs Romeo held and support expressed for Alliance meeting.</p> <p>Alliance meeting arranged for 29 November in Narrandera with representatives of agencies will discuss proposal for a Narrandera Health Alliance.</p> <p>Meeting arranged with Federal MP Sussan Ley and State MP Stephanie Cooke to discuss Health issues 29 November at 2pm</p> <p>Narrandera Health Advisory Group formed at meeting held on 29 November in Narrandera.</p> <p>Meeting with Minister Mark Coulton Thurs 13th Feb at which he advises that the MLHD has had its 'Pathway' GP trainee program approved.</p> <p>Meeting of Narrandera Health Advisory Group convened for 5 March to consider pilot Pathway program developed by MLHD.</p>
		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	The Grong Grong School Building was sold in 2017.

Strategies		Key Actions		Progress
			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.	
2.4	Encourage and support opportunities for community development	2.4.1	Explore opportunities for providing information, activities and programs that will help new residents and people on temporary work visas assimilate into the community.	Liaise with RDA skilled migration unit. EDM attended multicultural meeting in Leeton with all relevant agencies present to evaluate what services might be available to Narrandera residents as an outreach service. Focus on migrants and refugees.
		2.4.2	Continue to support activities (eg events, sport, creative arts etc) that encourage engagement and social inclusion and build pride in, and commitment to, the local community.	Easter Rod Run and Shown N Shine a huge success. Council de-brief held with external group debrief to follow.
		2.4.3	Support community initiatives to develop, grow and enhance the liveability of the Shire.	ED Dept. continues to contribute to preparation of funding applications such as Stronger Country Communities, Fixing Country Roads Regional Growth Fund etc. Narrandera Imperials Football Netball Club has been invited to apply for funds to build a new Club House through the NSW Government's Regional Sports Infrastructure Fund. ED staff have assisted with preparation of the Business Case and other requirements where needed.
2.5	Attract new residents	2.5.1	Develop and implement a Resident Attraction and Retention Strategy.	Winter Edition 2019 of Central West Lifestyle Magazine highlights opportunities in Narrandera for new residents.

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	3.1.1	Provide access to information and business	<ul style="list-style-type: none"> Negotiating with Services NSW for development of

Strategies		Key Actions		Progress
	nurture business start-ups		advisory services.	<p>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.</p> <ul style="list-style-type: none"> • Draft lease received from Service NSW-under review by staff. • Lease signed, building renovations almost complete and fit out as at 19 June 2019. • Facility opened to public on 9 August • Facilitate 5 Workshops for Business Connect on topic "Skills for Business Success" late 2019 and early 2020. Distribute flyers directly and electronically
		3.1.2	Assess feasibility of hosting business start-up events to link people with business ideas to business advisory and support services (eg Many Rivers, BEC etc).	<p>Discussions commenced with Narrandera Business Group in preparation for Small Business Month October 2019.</p> <p>Arrangements underway for joint venture with TAFE, Narrandera Business Group for Narrandera Connected (2) event on 23 October featuring business speakers and hospitality.</p> <p>BEC presenting Social Media Connectivity workshop on 28 October. NSC and Narrandera Business Group sponsoring as a Small Business Month October event</p> <p>Confidential Statement Removed.</p> <p>Facilitate 5 Workshops for Business Connect (see above at 3.1.1)</p>
3.2	Support and nurture existing businesses	3.2.1	Provide access to information, advice and leverage opportunities for information sharing.	<p>Distribute information cards for NSW Business Connect eg through Business Group and at NSC front counter</p> <p>Refer public enquiries to Remplan Community and</p>

Strategies		Key Actions		Progress
		3.2.2	Encourage and support 'buy local' initiatives.	<p>Economic profile</p> <p>Installation of new RVM at Narrandera Landfill will provide vouchers redeemable at Coles Narrandera.</p> <p>Assist with advice to Mayor on controversial issue of Marketplace in Wagga Wagga seeking to provide free bus from Narrandera to their shopping complex and provision of gifts, vouchers etc.to shoppers from Narrandera.</p> <p>Temora, Cootamundra and Tumut also targeted.</p> <p>Lobbying by the Mayors stops this potentially very negative impact on our retailers in Narrandera and similarly in the other towns.</p> <p>Early 2020 investigate 'Why leave Town Promotions' Community Gift Card program in conjunction with Narrandera Business Group.</p>
		3.2.3	Raise awareness of business advisory and support services and encourage businesses to participate in business and skills development programs.	<p>ED maintains a business distribution list and uses it to share information re opportunities for businesses in the Shire.</p> <p>Small Business Month October activities and facilitate BEC Skills for Business Success Workshops.</p>
		3.2.4	Facilitate opportunities for professional development, networking and innovation.	<ul style="list-style-type: none"> • Site at landfill confirmed as suitable for 4- point RVM kiosk. Site plans prepared and execution of licence agreement with Tomra/Cleanaway completed by Council. Site plans and construction plan and power supply design commenced. • Partnership with Tomra/Cleanaway and Council to mount a display in the Exhibition Hall at Narrandera Show on 7 September. This display will inform the public of the operational and container deposit requirements for the RVM. • CEO of Tomra/Cleanaway to attend and address a business breakfast on 6 September. Joint venture Council and Narrandera Business Group. • CEO of TOMRA/Cleanaway addresses a business

Strategies		Key Actions		Progress
				breakfast with 34 in attendance on 6 September. <ul style="list-style-type: none"> • TOMRA/Cleanaway and Council join to manage a stand at Narrandera Show with information on the Return and Earn program and the RVM. • Preparation of site progressing at Narrandera Landfill entrance to accommodate the RVM. • Actively promote Small Business Month October activities for professional development, networking and business tips. • RVM scheduled for installation on 25 Feb 2020.
		3.2.5	Identify training programs and resources available on-line from Government Agencies and training providers and provide links to these from the Economic Development page of Council's website.	Local Government NSW sponsors Inclusive Tourism: Economic Opportunities. A new online learning course now available to explain how you can better service this market. VIC staff to undertake.
		3.2.6	Raise the profile of local businesses by providing opportunities to showcase, market and promote businesses products and services.	Ongoing Narrandera to feature in November 2019 Country Change program.
		3.2.7	Encourage businesses to list on relevant industry data bases and websites and participate in programs such as trade missions.	As advised to NBG
		3.2.8	Encourage and assist local businesses to register on Federal, State and Council procurement data bases.	Developing relationship with Klaus Baumgartel, Regional Manager for Industry Capability Network to assist local industry connect with procurement data bases. Klaus to make contact with Uarah Fisheries and solar power companies considering locating in Narrandera Shire.
		3.2.9	Work with major project proponents to identify the goods and services required and provide introductions to local businesses.	Refer to Klaus Baumgartel, Regional Manager Database provided to Reach Solar and their EPC. Database provided to Siemens/Gamesa the EPC for Avonlie Solar at Sandigo. Siemens Gamesa provide direct email contact address for expressions of interest from businesses wanting to register to provide their services to solar

Strategies		Key Actions		Progress
				<p>farm construction. Beon Energy takeover construction of Avonlie from Siemens Gamesa to be finalised before end of 2019. As at Feb 18 2020 information received which points to delay in Avonlie project which is unlikely to commence before June as a result of grid capacity constraints.</p>
		3.2.10	Encourage and assist businesses to prepare for the NBN and embrace digital / on-line business and marketing opportunities.	<ul style="list-style-type: none"> Local businesses were offered the opportunity to attend Digital Ready Course and free face to face merchandising consult during 2017. GM provide report on meeting with NBN. Met with Field Solutions personnel together with NSC IT personnel to discuss range of their alternative telecommunications and digital services. Partner with BEC Small Business Advisory Service to present a Digital and Online Marketing workshop on 6 December. NSC and Narrandera Business Group sponsor the BEC Social Media Masterclass on 28 October with approx. 25 attending at TAFE CLC.
		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	<p>Agriculture and Agri Business</p> <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</p>

Strategies		Key Actions		Progress
				<p>May 2020.</p> <p>Avonlie awarded Development Consent on 8 August 2019.</p> <p>Council representatives meet with Jacobs Consulting appointed by Siemens/Gamesa, the EPC for Avonlie Solar, to review the Accommodation and Employment Strategy. Updates strategy presented for review to solar reference group.</p> <p>Accommodation and Employment Strategy reviewed and completed.</p>
			<ul style="list-style-type: none"> • Continue to advocate for water security. 	Ongoing
			<ul style="list-style-type: none"> • Encourage and support adoption of new activities and technologies, sustainable land management practices, and innovative business models. 	EV fast charger installed January 2019
			<ul style="list-style-type: none"> • Advocate for and assist producers to develop strategies to address labour and skills shortages and develop the local workforce. 	<p>EDM attended Workforce Futures Forum presented by RDA Riverina in Griffith on 10 May.</p> <p>Piggery Forum held in Narrandera addressed by industry experts on 30 August. 45 people present.</p> <p>Explore possible opportunities for the pig industry resulting from the African Swine Fever sweeping China and other Asian countries.</p> <p>Advice received from DPI International Engagement Division that Australia does not have a pork export arrangement with China.</p>
			<ul style="list-style-type: none"> • Explore opportunities for and encourage development of new processing and value-adding opportunities and utilisation of waste products. 	Ongoing. Confidential Statement Removed.
		3.3.2	Aquaculture	
			<ul style="list-style-type: none"> • Support the expansion of the aquaculture industry within the Shire. 	Confidential Statement Removed.
			<ul style="list-style-type: none"> • Build skills and knowledge about the industry within Council and the local community. 	Ongoing
			<ul style="list-style-type: none"> • Explore the possibility of positioning the Narrandera Fisheries Research Centre as a Centre of Excellence for the Murray Cod industry. 	<p>Under consideration</p> <p>Meet with Manager Narrandera Fisheries and establish partnership arrangement for development of large inland fish aquarium at proposed Narrandera</p>

Strategies		Key Actions		Progress
				Destination and Discovery Hub. Narrandera Fisheries selected as safe facility to relocate distressed Murray Cod and other species transferred from other environments under stress as a result of the drought.
		3.3.3	Retail & Wholesale	
			<ul style="list-style-type: none"> Position and promote Narrandera as a lifestyle centre. 	Central West Lifestyle Magazine Winter Edition launched on 24 May 2019 and targeted distribution by Council to strategic individuals and organisations commenced.
			<ul style="list-style-type: none"> Encourage and facilitate training (customer service, merchandise display, e.commerce etc) 	Ongoing
			<ul style="list-style-type: none"> Encourage development of and participation in cooperative marketing and promotional campaigns. 	Invited Griffith, Leeton and Lockhart to send brochures with staff to Adelaide for Caravan and Camping Expo. New Country Change promotion by RDA is imminent. Country Change program launched by RDA.
		3.3.4	Tourism / Visitor Economy	
			<ul style="list-style-type: none"> Continue to develop products, experiences and activities, including events. 	Ongoing
			<ul style="list-style-type: none"> Continue to improve infrastructure, facilities and services for visitors 	Awaiting outcome of 'Playground on the Murrumbidgee' funding application under NSW funding program. Funding of \$8 million approved by NSW State Government
			<ul style="list-style-type: none"> Update and improve information and promotional collateral. 	<ul style="list-style-type: none"> Ongoing Purchased promotional backpacks for insertion of information on Narrandera supported by vouchers redeemable at local businesses. Backpacks to be distributed F.O.C from time to time by V.I.C. staff to visiting caravanners and campers at Brewery Flats. Survey box to be installed on amenities block at Brewery Flats for survey collection. Survey Box installed and positive responses being received. Data collected will be advised to the Taskforce in due course
			<ul style="list-style-type: none"> Effectively market and promote the Shire, 	<ul style="list-style-type: none"> Ongoing

Strategies		Key Actions		Progress
			including implementing the branding strategy and expanding the Shire's on-line presence and capitalising on digital and social media opportunities.	<ul style="list-style-type: none"> Joint promotion between Narrandera, Murrumbidgee, Lockhart and Leeton to utilise digital capacity to develop a state of the art visitors guide for the sub region
		3.3.5	Transport and Logistics <ul style="list-style-type: none"> Leverage off Narrandera's strategic location to position and develop the Shire as a road transport hub. 	<ul style="list-style-type: none"> Ongoing
		3.3.6	Health Care & Social Assistance <ul style="list-style-type: none"> Advocate for continued improvements in health, aged care and social assistance services, programs and facilities. 	<ul style="list-style-type: none"> Communicate with local health sector agencies to seek support for program initiated by the Gwydir Health Alliance. Proposal is to convene a meeting in Narrandera to form a local health alliance. Little indication of support and limited response to petition aimed at bringing shortages of rural doctors to the attention of Government. Plan for Health Alliance meeting after Easter 2019 break. Meet with Dr Romeo, obtain feedback from RAMJO Health Group to prepare for possible meeting in June/July. Meeting with Dr Romeo and Liz completed. Health Alliance meeting planned for 29 November in Narrandera Narrandera Health Advisory Group (NHAG) established on 29 November 2019. NHAG meeting on 5 March to consider pilot Pathway program developed by MLHD and approved by Government.
3.4	Target and attract new businesses and activities	3.4.1	Investigate possible investment attraction incentives and formulate an Economic Development Assistance Policy that articulates the support that Council can offer new businesses and investors.	<p>Red Hill Industrial Land for Sale Policy ES270 amended.</p> <p>EDM attends Direct Foreign Investment Training in Sydney presented by Andreas Dressler an international identity, formerly with KPMG for 23 years, who has extensive experience representing countries and large corporations seeking foreign investment opportunities. Arranged by DPC.</p>

Strategies		Key Actions	Progress
			Confidential Statement Removed.
		3.4.2 Produce information and promotional collateral – in both digital and print formats.	See above – collateral: Industry Prospectus, Redhill Prospectus, Lifestyle Insert, 4 Redhill Videos, billboard sign, Land For Sale signs.
		3.4.3 Participate in forums, expos, trade missions etc that have the potential to bring new businesses / investment into the Shire.	<p>Ongoing</p> <p>EDM attends Direct Foreign Investment training in Sydney in March organised by DPC. Program emphasises the importance of thoroughly developing and communicating Narrandera’s value proposition.</p> <p>Local forum organised July 2019 for hospitality/accommodation sector to exchange information and learn of assistance available through Destination NSW to attract conferences to Narrandera.</p> <p>Facilitated Bee Forum 17/7/19. Ref 1.2.1</p> <p>Participated in Service NSW Regional Engagement Forum August 2019</p> <p>Participated in Ernst Young Inland Rail Regional Opportunities Forum 12 August.</p> <p>Participated in Dept of Infrastructure, Transport, Cities and Regional Development Forum at Wagga Wagga on 9 Oct 2019 on Inland Rail—Inland Rail Interface Improvement Plan.</p> <p>Attend National Renewables in Agriculture Conference and Expo 14 Nov</p>
		3.4.4 Explore opportunities to leverage off Council's Sister City programs.	<p>Current relationship with Urumqi is problematic given ongoing serious ethnic unrest in that city and its region, Xinjiang.</p> <p>As at November no response to August 2018 Communication to Chinese Ambassador seeking support for relationship with Urumqi.</p> <p>Feb 2019 still no communications from Chinese Ambassador</p>
		3.4.5 Investigate the potential of emerging / new	Opportunities discussed to capitalise on the Smart

Strategies		Key Actions		Progress
			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 	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 this is not an issue for ARENA and we should contact Clean Energy Council and possibly Minister Taylor. Contact made with Clean Energy Council and Meeting arranged with key personnel. Met with CEC representatives in Melbourne (see separate report). Attended Renewables in Agriculture National Conference in Wagga wagga and obtained valuable information and made useful contacts with experts from the renewable energy sector. Arranging teleconference with Jessica Berry of Pitt and Sherry to assess solar farm development opportunities on Council land.
		3.4.6	Market the Shire's strengths, assets and opportunities.	See above. Also recent launch of new Visitor Information Booklet, ongoing

Initiative 4: Planning for the Economy of the Future

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

Strategies	Key Actions	Progress
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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 poles and banners installed. Promotional flyer provided to real estate agents who have listed Red Hill Industrial Estate for sale.
		4.2.4	Organise famils of the Estate (and Narrandera) for regional development agency (eg RDA, Industry NSW, BEC) staff and regularly update these agencies regarding the availability of commercial and industrial land and premises within Narrandera.	Under consideration.
		4.2.5	Advocate for Government Funding to assist in providing enabling infrastructure to facilitate subdivision and development.	ED Dept contributed to successful submission re Truckwash under Fixing Country Truckwash Grant.
4.3	Ensure that the power supply can accommodate growth	4.3.1	Advocate for on-going improvements in the power supply in Narrandera Shire.	Consideration being given as a component of the Smart Cities funding program. Power extension negotiated with Essential Energy to service proposed RVM at Landfill site. Power to site in progress. Low voltage completed.

Strategies		Key Actions		Progress
		4.3.2	Advocate for and assist local businesses access grant funds for 'last mile' infrastructure.	For consideration
		4.3.3	Support the development of renewable / green energy producers within the Shire.	Ongoing. Assessing Council land suitability for solar farm development.
4.4	Improve telecommunications	4.4.1	Develop and implement a Digital Strategy in consultation with industry and community groups.	Monitor development of National Digital Strategy for compatibility. National Digital Strategy released December 2018. Under review.
4.5	Increase the capacity of the 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 improve rail infrastructure	4.7.1	Advocate for ongoing improvements to the Hay Branch line (Junee through to Griffith via Narrandera), taking the line from Class C to Class A to facilitate longer and heavier trains.	ARTC proposing to improve the line to accommodate 80ft flat top rolling stock with 25 tonne axle capacity to take 2x40ft containers. Govt allocates \$60 million for line improvements.
		4.7.2	As required, support rail and freight service providers secure 'paths' for rail freight from the Western Riverina.	Ongoing. Refer Western Riverina REDS. EDM and GM attend National Supply Chain Freight and Logistics Strategy Scenario Planning workshop in Griffith on 9 Oct. Meet with Hermione Parsons of Deakin University do discuss possibility of future alternative study for Narrandera if Lycopodium study

Strategies		Key Actions		Progress
				<p>unable to be used. Executive summary from Transport NSW received Feb 2019. Localised and independent freight demand study under consideration in partnership with Leeton and Griffith. Consultant engaged and work commenced.</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. Attend Inland Rail Forum in Wagga on 9 Oct-Details of Inland Rail Interface Improvement Program</p>
4.8	Plan for freight infrastructure to meet growing demand	4.8.1	Liaise with local producers (eg Agri Australis, Proten, Grants Sawmilling, Hutchins Bros Engineering) to determine likely future freight transport requirements.	<p>Discussions with Patersons transport re local/regional freight task. Consider in context of Lycopodium report. Document remains confidential to Council. Participate in forums on Inland Rail presented by CSIRO and Ernst Young and Dept of Infrastructure, Transport, Cities and Regional Development. . Highlight Narrandera's industries as potential freight sources.</p>
		4.8.2	Advocate to have the Narrandera-Tocumwal rail corridor recognised as strategic infrastructure and protected and preserved for future use.	Finalised
		4.8.3	Plan for a small intermodal terminal / freight receival site in Narrandera.	Amazon has been provided with relevant information highlighting Narrandera as a potential site for an Amazon distribution facility. 22/3/18

Strategies		Key Actions		Progress
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> <p>Contacted Deputy Chair of Rex The Hon John Sharp to determine Rex Airline future fleet requirements and operations. Fleet of SAAB 340s not expected to be replaced for 10-15 years. Discussions with Warrick Lodge of Rex (General Manager-Network Strategy) regarding upgrade to main runway to accommodate foreseen RPT traffic movements. Rex will assist in developing case for funding if required</p> <p>Contact specialist consultancy group BECA who provide outline for a Draft Airport Masterplan and Business Case for Narrandera/Leeton Airport in context of \$100million Regional Airport Fund soon to be opened.</p> <p>Regional Airport Fund announced 11 Oct 2019.Under consideration by Manager Works and EDM.</p> <p>Funding application being developed for \$950,000 main runway reseal at airport.</p>
		4.9.2	Implement the Airport Strategic Plan.	Ongoing
		4.9.3	Build patronage on the route by diversifying the market base – eg through growing the conference, meetings and events markets.	<p>Venue guide produced in 2017.</p> <p>Community fare agreement negotiated with Rex for the benefit of airline commuters out of Narrandera/Leeton Airport. Five (5) year agreement with Rex commencing 4 October 2018.</p>
4.1	Diversify and	4.10.1	Monitor demand for motel and hotel	Tourism activities will now be reported to Council via

Strategies		Key Actions		Progress
0	improve accommodation available in the Shire		accommodation and, when needed, advocate for the development of new accommodation within the Shire.	<p>this Strategic Plan Report.</p> <p>Barellan has gained recognition as an RV Friendly destination.</p> <p>Early November 30-60 electricians from Darlington Point expected to occupy local motels until February-organised by Rick Shaw.</p> <p>Survey of Motels in December 2019 reveals approx. 60 workers from Darlington Point project accommodated in Narrandera.</p>
		4.10.2	Advocate for improved supply of rental housing and other accommodation for temporary and seasonal workers and position Narrandera as the accommodation hub to service the Narrandera – Leeton area.	<p>EDM attends Workforce Futures Forum in Griffith on 10 May when discussion was held about overall accommodation shortages in the Western Riverina and consideration given to possible strategies to address.</p> <p>Discussions commenced with appointed EPC for RES Solar (Siemens/Gamesa) and their appointed consultants Jacobs to commence preparation of the Employment and accommodation strategy required as condition of consent</p> <p>Met with Zara Durman Senior Consultant for Jacobs on 20 August and discussed 1st draft of accommodation and employment strategy which is to be reviewed by Solar Reference Group.</p> <p>Strategy reviewed by Solar farm Reference Group and submitted to Jacobs.</p> <p>Accommodation and Employment Strategy finalised.</p>
		4.10.3	Undertake a review of camping areas and facilities in the Shire to maximise economic benefits.	<p>For consideration.</p> <p>Survey box with forms to be installed on amenities block at Brewery Flats and complimentary branded information bag with information and vouchers to be distributed to campers/travellers from time to time.</p> <p>Ref.3.3.4</p> <p>Survey box installed and branded information backpacks being distributed to campers/travellers at Brewery Flats.</p>
4.1	Grow the local	4.11.1	Profile and articulate existing and future local and	Refer 4.10.2

Strategies		Key Actions		Progress
1	workforce, ensuring that it is aligned with local and regional industry needs		regional workforce requirements and jobs and skills gaps.	
		4.11.2	Work with regional organisations and education and training providers to address job and skill gaps and formulate and deliver 'job readiness' and skills development opportunities.	Refer 4.10.2
		4.11.3	Participate in relevant employment and skills development programs and initiatives (eg the 'Grow our Own' program being implemented in the Western Riverina).	Refer 4.10.2
		4.11.4	Encourage proponents of major developments to 'grow their own' workforce by employing local residents and investing in training and skills development.	Refer 4.10.2
		4.11.5	Work with the Shire's Aboriginal community and residents who are socially disadvantaged, to improve training and employment outcomes.	For consideration
		4.11.6	Work with industry and businesses to attract skilled workers to the Shire to fill vacant positions and address skills gaps.	For consideration
		4.11.7	Investigate opportunities to harness skills of visitors to the Shire (eg retirees, back packers) to address labour shortages, particularly for seasonal work (eg harvesting, picking, truck drivers).	For consideration
		4.11.8	Advocate for improved access to education and training services and flexible approaches to workplace training, apprenticeships and traineeships.	Use event opportunities to promote TAFE and its services and courses and to utilise TAFE Narrandera Connected Learning centre e.g. Small Business Month October events
		4.11.9	Retain young people within the community, through programs such as school based vocational training, transition to work / work ready, offering apprentice and traineeships and providing access to tertiary training.	For consideration
		4.11.10	Develop and implement programs to welcome and orientate new employees and integrate them into the community.	For consideration

13.2 MINUTES - KOALA REGENERATION COMMITTEE - 5 DECEMBER 2019

Document ID: 462209

Author: Events and Visitor Services Team Leader

Authoriser: General Manager

Attachments: 1. Koala Regeneration Committee Minutes - 5 December 2019

RECOMMENDATION

1. That the Minutes of the Koala Regeneration Committee held on Thursday 5 December 2019 be received and noted.

**MINUTES OF NARRANDERA SHIRE COUNCIL
KOALA REGENERATION COMMITTEE
HELD AT THE NARRANDERA SHIRE LIBRARY
ON THURSDAY, 5 DECEMBER 2019 AT 4:30PM**

1 PRESENT

Mrs Betty Bradney, Mr Bob Manning, Mr Geoff Sullivan, Ms Kimberley Beattie, Cr Narelle Payne, Mr Roy Wade, Ms Christine Sercombe, Ms Lorna Quilter, Ms Lee Reavley, Ms Caitlin Headon (NPWS),

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Member Bob Manning

Seconded: Mrs Betty Bradney

That apologies from Cr Jenny Clarke OAM, Mrs Nella Smith, Cr Lindsay Hayes and Ms Toneale O'Connell (EVSTL), Ms Stacie Mohr (Acting Deputy General Manager Corporate and Community) be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Geoff Sullivan

Seconded: Mr Roy Wade

That the minutes of the Koala Regeneration Committee held on 10 October 2019 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Ms Stacie Mohr (Acting Deputy General Manager Corporate and Community) was invited to attend the meeting and discuss the Section 355 committee Terms of Reference and committee roles, but was unavailable on 5 December 2019 and tendered an apology. This discussion has been deferred until 2020.

6 REPORTS

6.1 MARKETING AND TOURISM

COMMITTEE RESOLUTION

Moved: Ms Lorna Quilter

Seconded: Mr Bob Manning

That the committee:

1. Review proposed design of marketing materials received from Gryphonox Graphic Design.
2. Decide to proceed with printing fliers and banners using the proposed designs with a small redesign.

CARRIED

7 NEXT MEETING

April 2020 – Date TBC.

8 MEETING CLOSE

The Meeting closed at 5:10pm.



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CHAIRPERSON

13.3 MINUTES - ARTS AND CULTURE COMMITTEE - 11 FEBRUARY 2020**Document ID: 462456****Author: Senior Customer Service Administration Officer****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Arts and Culture Committee Minutes - 11 February 2020****RECOMMENDATION**

That Council;

1. Receive and note the Minutes of the Arts and Culture Committee held on Tuesday 11 February 2020 and:
 - Change the wording relating to admission fees from “Entry Fee” to “Entry by Donation” prior to the new fee structure coming into effect 1/7/2020.
 - Adjust the Terms of Reference to reflect this change
 - Retain the services of Kim Biggs as Museum Advisor for Council on a budget to be determined.

**MINUTES OF NARRANDERA SHIRE COUNCIL
ARTS AND CULTURE COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 11 FEBRUARY 2020 AT 10:00AM**

1 PRESENT

Cr Neville Kschenka, Cr Tammy Galvin, Cr Tracey Lewis, Cr Barbara Bryon, Chairperson Tony Taylor, Ms Lindee Russell, Ms Julie Briggs, Observer Aanya Whiteman, CDM Sue Kilham, Minute Taker Melissa Gilmour

2 APOLOGIES

Nil

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That the minutes of the Arts and Culture Committee held on 2 September 2019 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS

6.1 ACTION LIST / KEY REGISTER

RECOMMENDATION

The Committee:

1. Update action list and key register.

6.2 UPDATE - PARKSIDE COTTAGE MUSEUM**COMMITTEE RESOLUTION**

Moved: Mr Tony Taylor

Seconded: Cr Barbara Bryon

The Committee:

1. Receive and note an update on the Parkside Museum.
2. Request that admission fees be changed from "Entry Fee" to "Entry by Donation" prior to the new fee structure coming into effect 1/7/2020.
3. Request that the Terms of Reference be changed to reflect this change.

CARRIED

6.3 UPDATE - ARTS CENTRE**COMMITTEE RESOLUTION**

Moved: Ms Julie Briggs

Seconded: Cr Tracey Lewis

The Committee:

1. Receive and note an update on the Arts Centre.

CARRIED

6.4 RETAINING SERVICES OF ADVISOR KIM BIGGS**COMMITTEE RESOLUTION**

Moved: Mr Tony Taylor

Seconded: Ms Julie Briggs

The Committee:

1. Request Council to continue liaising with Museums & Galleries NSW to retain the services of Kim Biggs as Museum Advisor for Cottage Museum.

CARRIED

6.5 OPTIONS FOR THE RESTRUCTURE OF THE NARRANDERA ARTS AND CULTURAL SECTION 355 COMMITTEE.

COMMITTEE RESOLUTION

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

The Committee:

1. That the Arts and Cultural Section 355 Committee be restructured in to two separate Committees. Those committees are to be the;
 - (a) Arts and Cultural Advisory Committee
 - (b) Narrandera Parkside Cottage Museum Section 355 Committee
2. That suitable Terms of Reference be established for each proposed Committee.

.CARRIED

6.6 BUDGET

COMMITTEE RESOLUTION

Moved: Cr Tracey Lewis

Seconded: Ms Lindee Russell

The Committee:

1. Receive and note the budget and actual figures as at 7 February 2020.

CARRIED

7 CORRESPONDENCE

Tabled at meeting:

CAD Factory 2020 Program

Cultural Plan Survey Stage 2

8 NEXT MEETING

Tuesday 7 April 2020, 10:00am, Interview Room

9 MEETING CLOSE

The Meeting closed at 11:25am.

The minutes of this meeting were confirmed at the Arts and Culture Committee held on .

Tony Taylor

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CHAIRPERSON

13.4 MINUTES - YOUTH ADVISORY COUNCIL - 10 FEBRUARY 2020

Document ID: 462461

Author: Community Support Manager

Authoriser: Deputy General Manager Corporate and Community

Attachments: 1. Youth Advisory Council Minutes - 10 February 2020

RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Youth Advisory Council held on Monday 10 February 2020.



MINUTES

Youth Advisory Council Meeting

10 February 2020

**MINUTES OF NARRANDERA SHIRE COUNCIL
YOUTH ADVISORY COUNCIL MEETING
HELD AT THE YOUTH SPACE - LIBRARY
ON MONDAY, 10 FEBRUARY 2020 AT 4:30PM**

1 PRESENT

Mayor Braden Lyons, Deputy Mayor Abigail Pettigrew, Cr Isabella Beaumont, Cr Kayleigh Cassidy, Cr Wesley Bamblett, CLO Suzanne Litchfield, CSM Stacie Mohr,

2 APOLOGIES

NIL

3 BUSINESS ARISING FROM PREVIOUS MINUTES

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Isabella Beaumont

Seconded: Cr Wesley Bamblett

That the minutes of the Youth Advisory Council Meeting held on 9 December 2019 be confirmed.

CARRIED

5 REPORTS

5.1 UPDATES ON PREVIOUS MATTERS

COMMITTEE RESOLUTION

Moved: Deputy Mayor Abigail Pettigrew

Seconded: Cr Wesley Bamblett

The Youth Council:

1. Receive and discuss updates from the previous meeting held 9 December 2019

CARRIED

5.2 RESIGNATION OF MEMBER

COMMITTEE RESOLUTION

Moved: Cr Wesley Bamblett

Seconded: Cr Kayleigh Cassidy

The Youth Council:

1. Receive and note the resignation of member Mia Geddes

CARRIED

5.3 LAKE TALBOT WATER PARK

COMMITTEE RESOLUTION

Moved: Cr Isabella Beaumont

Seconded: Cr Kayleigh Cassidy

The Youth Council:

1. Provide an update on the visit to the Lake Talbot Water Park on 05.02.2020
2. Provide feedback from discussions from Project Managers

CARRIED

5.4 NSW YOUTH ADVISORY COUNCIL (YAC) 2020

COMMITTEE RESOLUTION

Moved: Deputy Mayor Abigail Pettigrew

Seconded: Cr Isabella Beaumont

The Youth Council:

1. Receive and note that nominations are now open for the NSW Youth Advisory Council (YAC) 2020
2. Discuss and endorse the nomination of Council member for the NSW Youth Advisory Council (YAC) 2020 if suitable

CARRIED

5.5 MENTAL HEALTH FOUNDATION AUSTRALIA YOUTH AMBASSADOR PROGRAM (YAP) 2020

COMMITTEE RESOLUTION

Moved: Cr Kayleigh Cassidy

Seconded: Deputy Mayor Abigail Pettigrew

The Youth Council:

1. Receive and note the invitation to join the Mental Health Foundation Australia's Youth Ambassador Program (YAP) 2020
2. Discuss and endorse Council members application to join the Mental Health Foundation Australia's Youth Ambassador Program (YAP) 2020 if suitable

CARRIED

5.6 YOUNG CITIZEN OF THE YEAR

COMMITTEE RESOLUTION

Moved: Deputy Mayor Abigail Pettigrew

Seconded: Cr Isabella Beaumont

The Youth Council:

1. Receive and note that Youth Mayor, Braden Lyons, was awarded the Narrandera Shire Council 2020 Young Citizen of the Year

CARRIED

5.7 YOUTH WEEK 2020

COMMITTEE RESOLUTION

Moved: Cr Kayleigh Cassidy

Seconded: Cr Isabella Beaumont

The Youth Council:

1. Endorse the proposed extension of Youth Week activities to include the first week of the school holidays
2. Endorse the proposed events:
 - a. Totem Skate School – Tuesday 14 April 2020 10am – 12 pm lunch provided
 - b. Movies By Moonlight – proposed dates April 17, 18 or 24 2020

Proposed dates not suitable, YAC will wait until September school holidays to host Movies by Moonlight. CLO to investigate other providers for movies during Youth Week 2020

3. Discuss and prepare outline for the remainder of the weeks activities

Proposed events include:

- a. Barefoot Bowls
- b. Volleyball

CARRIED

5.8 NARRANDERA SHIRE COUNCIL CULTURAL PLAN

COMMITTEE RESOLUTION

Moved: Deputy Mayor Abigail Pettigrew

Seconded: Cr Isabella Beaumont

The Youth Council:

1. Discuss and provide feedback on the proposed Cultural Plan
2. Participate in the provided survey to gather baseline data for the proposed Cultural Plan
3. Promote the survey and proposed Cultural Plan to their networks in person and on Social Media

CARRIED

5.9 MURRUMBIDGEE PRIMARY HEALTH NETWORK GRANT FUNDING

COMMITTEE RESOLUTION

Moved: Cr Isabella Beaumont

Seconded: Deputy Mayor Abigail Pettigrew

The Youth Council:

1. Endorse the proposed application for grant funding under the Murrumbidgee Primary Health Network's Community Grants program

CARRIED

6 NEXT MEETING

March 9 2020 at the Narrandera Library Youth Space commencing at 4.30pm

7 MEETING CLOSE

Meeting Closed at 18.07

13.5 MINUTES - RAILWAY STATION MANAGEMENT COMMITTEE - 19 FEBRUARY 2020**Document ID: 462503****Author: Senior Customer Service Administration Officer****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Railway Station Management Committee Minutes - 19 February 2020****RECOMMENDATION**

That Council:

1. Receive and note the Minutes of the Railway Station Management Committee held on Wednesday 19 February 2020.

**MINUTES OF NARRANDERA SHIRE COUNCIL
RAILWAY STATION MANAGEMENT COMMITTEE
HELD AT THE RAILWAY STATION
ON WEDNESDAY, 19 FEBRUARY 2020 AT 11:00AM**

1 PRESENT

Mrs Josie Middleton, Mr Tony Taylor, Member Bob Manning, Member Tony Andracchio, Minute Taker Melissa Gilmour,

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mr Tony Taylor

Seconded: Member Tony Andracchio

That apologies from Cr Barbara Bryon, Member Robyn Claibourne and CDM Sue Killham be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Tony Taylor

Seconded: Member Tony Andracchio

That the minutes of the Railway Station Management Committee held on 6 November 2019 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS

6.1 RAILWAY CARETAKERS REPORT

COMMITTEE RESOLUTION

Moved: Mr Tony Taylor

Seconded: Member Bob Manning

The Committee:

1. Receive and note Railway Caretakers report.

CARRIED

6.2 ACTION LIST / KEY REGISTER

COMMITTEE RESOLUTION

Moved: Mr Tony Taylor

Seconded: Mrs Josie Middleton

The Committee:

1. Update action list and key register

Action list has been updated to reflect discussions.

CARRIED

6.3 BUDGET

COMMITTEE RESOLUTION

Moved: Member Bob Manning

Seconded: Mr Tony Taylor

The Committee:

1. Receive and note the budget and actual figures as at 14 February 2020.

CARRIED

7 CORRESPONDENCE

8 NEXT MEETING

Wednesday 20 May 2020 11:00am, Railway Rooms

9 MEETING CLOSE

The Meeting closed at 11:45am.

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

.....
CHAIRPERSON

13.6 MINUTES - GRONG GRONG COMMUNITY COMMITTEE - 25 FEBRUARY 2020

Document ID: 462630

Author: Senior Customer Service Administration Officer

Authoriser: Deputy General Manager Corporate and Community

Attachments: 1. Grong Grong Community Committee Minutes - 25 February 2020

RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Grong Grong Community Committee held on Tuesday 25 February 2020.



MINUTES

Grong Grong Community Committee Meeting

25 February 2020

**MINUTES OF NARRANDERA SHIRE COUNCIL
GRONG GRONG COMMUNITY COMMITTEE MEETING
HELD AT THE GRONG GRONG HALL
ON TUESDAY, 25 FEBRUARY 2020 AT 7:00**

1 PRESENT

MEETING OPENED AT 7:12PM

Mr Bob Manning, Cr Barbara Bryon, Member Jean Batchelor, Member Reiner Meier, Member John Foley, Member Gemma Purcell, Member Julie Marwood, Member Leonard O'Reilly, Member Graeme Missen, Observer Christina Peters, Observer David Marwood, Observer DGMCC Martin Hiscox, Minute Taker Mel Gilmour

Member Leonard O'Reilly arrived 7:20pm, Member Jean Batchelor arrived 7:25pm

2 APOLOGIES

COMMITTEE RECOMMENDATION

Moved: Member Gemma Purcell

Seconded: Member Graeme Missen

That apologies from Member Peter Skarlis be received and accepted.

3 BUSINESS ARISING FROM PREVIOUS MINUTES

N/A

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

RECOMMENDATION

That the minutes of the Grong Grong Community Committee Meeting held on 7 November 2019 be confirmed.

Not applicable as meeting was unable to go ahead due to insufficient number of members present to satisfy a quorum.

5 REPORTS**5.1 CHAIRPERSON ANNUAL REPORT****COMMITTEE RESOLUTION**

Moved: Mr Bob Manning

Seconded: Member Julie Marwood

The Committee:

1. Receive and note the Chairperson Annual Report.

CARRIED

5.2 ELECTION OF COMMITTEE CHAIRPERSON**COMMITTEE RESOLUTION**

Moved: Member Julie Marwood

Seconded: Member Reiner Meier

The Committee:

1. Elect a Chairperson for the upcoming 12 months

CARRIED

Note : Cr Bryon stands in as Chair for the elections and declared nominations are open.

Reiner Meier nominated Bob Manning and seconded by Julie Marwood. Bob accepted nomination.

Julie Marwood nominated Reiner Meier and seconded by Graeme Missen. Reiner declined nomination.

The Committee voted Bob Manning as Chairperson.

5.3 AMENDMENT TO COMMITTEE TERMS OF REFERENCE**COMMITTEE RESOLUTION**

Moved: Member Reiner Meier

Seconded: Member Julie Marwood

The Committee:

1. Receive and note the amendment of the Committee Terms of Reference to remove the delegation to manage facilities bookings for Grong Grong Hall, Earth Park and Sportsground.

CARRIED

5.4 HIGHWAY SIGNAGE UPGRADE

COMMITTEE RESOLUTION

Moved: Member Gemma Purcell

Seconded: Member Reiner Meier

The Committee:

1. Receive and note response from Council to the delay in response to the Information Directional RMS signage to the Grong Grong facilities.

CARRIED

5.5 INSTALLATION OF REMOTE SUPERVISION SIGNAGE

COMMITTEE RESOLUTION

Moved: Member Jean Batchelor

Seconded: Member John Foley

That the Committee:

1. Receive update on Remote Supervision Signage.

CARRIED

5.6 AMENITIES BUILDING - GRONG GRONG SPORTSGROUND

COMMITTEE RESOLUTION

Moved: Cr Barbara Bryon

Seconded: Member Jean Batchelor

The Committee:

1. Seek approval from Council to commence the planning of construction of amenities at the Grong Grong Sportsground & submitting a DA to commence process.
2. Has delegated Chairperson Bob Manning to submit the DA on behalf of the Committee.

CARRIED

5.7 OPERATION AND IMPROVEMENT MATTERS

RECOMMENDATION

The Committee:

1. Discuss future projects for the Hall, Earthpark and Sportsground.

5.8 BUDGET

COMMITTEE RESOLUTION

Moved: Member Reiner Meier

Seconded: Member Leonard O'Reilly

The Committee

1. Receive and note the budget and actual figures at 17 February 2020.
2. Receive and note DRAFT Budget 2020-21.
3. Request the OSRM to make provision in the 2020-21 Budget to engage the Crew Cuts to maintain the Earthpark when required.
4. Request the OSRM to make provision in the 2020-21 Budget to slash the Sportsground 3 times per annum.

CARRIED

5.9 ACTION LIST / KEY REGISTER

COMMITTEE RESOLUTION

Moved: Member Graeme Missen

Seconded: Member John Foley

The Committee:

1. Update action list and key register.

CARRIED

6 NEXT MEETING

Thursday 28 May 7pm at the Grong Grong Hall

7 MEETING CLOSE

Meeting Closed at 8:10pm

13.7 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 4 MARCH 2020

Document ID: 462634

Author: Senior Customer Service Administration Officer

Authoriser: Deputy General Manager Corporate and Community

Attachments: 1. Audit, Risk and Improvement Committee Minutes - 4 March 2020

RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Audit, Risk and Improvement Committee held on Wednesday 4 March 2020.

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON WEDNESDAY, 4 MARCH 2020 AT 11:00AM**

1 PRESENT

Chair Roger FitzGerald, Mr Cameron Lander, Cr Narelle Payne, Mrs Gayle Murphy, Observer George Cowan, GEM Craig Taylor, Observer Martin Hiscox, Minute Taker Mel Gilmour

Eric Nathaniel Audit Office and Danielle MacKenzie Crowe Australasia dialled into the meeting at 11:18am. Eric and Dannielle left the meeting at 11:44am.

Keith Coates Internal Auditor dialled into the meeting at 12:09pm. Keith left meeting at 1:02pm

George Cowan GM left the meeting at 1:18pm

Cr Payne left the meeting at 1:27pm

2 APOLOGIES

RECOMMENDATION

That apologies from Mr John Batchelor, Mr Phillip Lines and Michael Kharzoo from Audit Office be received and accepted.

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Cameron Lander

Seconded: Mrs Gayle Murphy

That the minutes of the Audit, Risk and Improvement Committee held on 28 November 2019 and the Audit, Risk and Improvement Committee held on 28 November 2019 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES**6 REPORTS****6.1 NSW AUDIT OFFICE - ANNUAL ENGAGEMENT PLAN ENDING 30 JUNE 2020****COMMITTEE RESOLUTION**

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Acknowledge the Annual Engagement Plan prepared by the Audit Office NSW
2. Agree to convene a meeting on Wednesday 2 September 2020 to consider the draft financial statements.

CARRIED

6.2 INTERNAL AUDIT REPORT - ENVIRONMENTAL COMPLIANCE AUDIT CONDUCTED JULY & AUGUST 2019**COMMITTEE RESOLUTION**

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Acknowledge the Internal Audit Report – Environmental Compliance Audit as presented and that the recommendations contained at the conclusion of the report are to be placed within the committee actions list for monitoring.

CARRIED

6.3 INTERNAL AUDIT REPORT - PROCUREMENT AUDIT CONDUCTED DECEMBER 2019**COMMITTEE RESOLUTION**

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Acknowledge the Internal Audit Report – Procurement Audit as presented and that the recommendations contained at the conclusion of the report are to be placed within the committee actions list for monitoring with items 9,10 and 11 risk rating to be elevated to level 2.

CARRIED

6.4 SUBMISSIONS TO DISCUSSION PAPER - A NEW INTERNAL AUDIT AND RISK MANAGEMENT FRAMEWORK FOR LOCAL COUNCILS IN NSW

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

3. Acknowledge the submissions made by Council and the Chairperson to the Office of Local Government regarding the New Internal Audit and Risk Management Framework for Local Councils in NSW.

CARRIED

6.5 COMBINED ACTION PLANS SPREADSHEET

RECOMMENDATION

The Committee:

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

Note: Item not discussed due to time restrictions and lack of quorum with the departure of Cr Payne 1:27pm. These actions will be further updated and presented at the next meeting in 2 July 2020.

6.6 LATE ITEM - REVIEW OF PROPOSED INTERNAL AUDIT PROCEDURE

COMMITTEE RESOLUTION

Moved: Mr Cameron Lander

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Recommend that the Draft document be further developed taking into account Committee views in consultation with Management.

CARRIED

6.7 LATE ITEM - ENTERPRISE RISK MANAGEMENT POLICY FRAMEWORK

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Acknowledge the progress to date and the General Managers action to utilise grant funding for expansion of the Enterprise Risk Management framework.
2. That the Committee be provided with register of Key Strategic and Operational Risks.
3. Be provided with the draft Risk Appetite Statement.

CARRIED

6.8 LATE ITEM - RISK & INCIDENT UPDATE

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Cr Narelle Payne

The Committee:

1. Note and receive the following the Risk & Incident update from the GM.

CARRIED

George Cowan GM left the meeting at 1:18pm

Cr Payne left the meeting at 1:27pm.

7 CORRESPONDENCE

Nil

8 NEXT MEETING

Wednesday 8 July 2020 followed by meeting 2 September 2020

9 MEETING CLOSE

The Meeting closed at 1:27pm.

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

.....
CHAIRPERSON

13.8 MINUTES - LAKE TALBOT ENVIRONS ADVISORY COMMITTEE - 27 FEBRUARY 2020**Document ID: 462770****Author: Open Space and Recreation Manager****Authoriser: Deputy General Manager Infrastructure****Attachments: 1. Lake Talbot Environs Advisory Committee Minutes - 27 February 2020****RECOMMENDATION**

That Council:

1. Receive and note the Minutes of the Lake Talbot Environs Advisory Committee held on Thursday 27 February 2020.
2. Consider that funding to the amount of approximately \$400,000 be sought for the detailed design along with appropriate approval application to ensure the project for the deepening of Lake Talbot is shovel ready for future funding applications.



MINUTES

Lake Talbot Environs Advisory Committee Meeting

27 February 2020

**MINUTES OF NARRANDERA SHIRE COUNCIL
LAKE TALBOT ENVIRONS ADVISORY COMMITTEE MEETING
HELD AT THE NARRANDERA EXSERVICEMANS CLUB
ON THURSDAY, 27 FEBRUARY 2020 AT 6.00PM**

1 PRESENT

Cr Neville Kschenka, Mr Peter Beal, , Mr Jeff Kirk, Ms Helen McDermott, Chairperson Mr Ken Murphy, Mr Roger Evans, Mr Shane Wilson, Mr George Cowan, Mr Chris Botfield Access Environmental Planning, Ms Renae Hill Access Environmental Planning, Mr Steve Weakley Access Environmental Planning

2 APOLOGIES

Cr Narelle Payne, Chairperson Rex Evans, Member David Farley, Mr Darren Knagge, Mr Vince Mercuri

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Peter Beal
Seconded: Mr Jeff Kirk

That the minutes of the Lake Talbot Environs Advisory Committee Meeting held on 5 December 2019 be confirmed.

CARRIED

5 REPORTS

5.1 LAKE TALBOT DEVELOPMENT PROJECT

COMMITTEE RESOLUTION

Moved: Mr Peter Beal
Seconded: Mr Jeff Kirk

The Committee:

1. Receive an update on the Environmental Study.
2. Recommend that funding to the amount of approximately \$400,000 be sought for the detailed design along with appropriate approval application to ensure the project is shovel ready for future funding applications.

CARRIED

5.2 WEED HARVESTER

RECOMMENDATION

The Committee to review the purchase of a weed harvester with Council to conduct a business case to reprioritise the need for the purchase given the future deepening plans and recent decrease in weed activity in 2019 .

7 NEXT MEETING

TBC

8 MEETING CLOSE

Meeting Closed at 7:20pm

The minutes of this meeting were authorised by the Chairperson on 10 March 2020.



.....
CHAIRPERSON

14 OUR COMMUNITY

14.1 APPLICATIONS FOR FINANCIAL ASSISTANCE 2020- 2021 FINANCIAL YEAR

Document ID: 462258

Author: Senior Customer Service Administration Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Civic Leadership

- Attachments:**
1. **CS20 - Financial Assistance Program.pdf (under separate cover) [⇒](#)**
 2. **2020-2021 Applications for financial assistance.pdf (under separate cover) [⇒](#)**
 3. **2020-2021 Applications for financial assistance matrix.pdf (under separate cover) [⇒](#)**

RECOMMENDATION

That Council

1. Endorse the proposed distribution of 2020-2021 financial assistance as follows:

Australian Air League – Leeton/Narrandera Squadron	\$ 2,000
Barellan & District Progress Association	\$ 2,000
Narrandera Arts & Creative Network Inc.	\$ 2,000
Narrandera Camera Club	\$ 350
Narrandera Imperial Football & Netball Club	\$ 2,000
Narrandera Junior Lizards Ruby League Club	\$ 2,000
Soroptimist Narrandera	\$ 250
The Cad Factory	\$ 2,000
Groups listed as per policy i.e. Schools	\$ 2,960
Mayor & General Manager fund	\$ 4,440
TOTAL	\$ 20,000

PURPOSE

The purpose of this report is to provide details of the applications received for the 2020-2021 Financial Assistance Program and for Council to endorse the proposed recommendation for the distribution of funds.

SUMMARY

Council’s Financial Assistance Program recognises that there are many groups within the community that assist to improve the quality of life for residents, workers and visitors. For the 2020-2021 financial year it is anticipated that funds totalling \$20,000 will again be made available under Section 356 of the Local Government Act, 1993.

Eighteen applications were received totalling \$32,580; in addition there are some groups not requiring an application to be submitted but are listed for consideration as per Council policy CS20 Financial Assistance Program (such as schools) totalling \$2,960. Copies of policy CS20, a summary of applications are attached to this report with individual applications available as a separate confidential attachment.

BACKGROUND

A range of applications for 2020-2021 funding were received with nominated projects seeking assistance to purchase a portable public address system, recovering a floor in vinyl material, arts and other creative projects, a cultural project, assistance to emerging sporting groups, assist in the purchase of window coverings and the installation of air conditioner. Of the 18 applications received 8 applications meet all of the criteria established by the Financial Assistance Program (CS20), of these 8 applications 2 applications will receive funding from the Round 3 of the Stronger Country Communities Program and 1 project is likely to receive funding from Round 2 of the Drought Communities Funding; therefore these 3 applications have been removed from the 2020-2021 program.

Other requests have been removed as Council has either allocated funds within the 2020-2021 budget to assist with issues such as traffic management or Council is confident that funding will be secured from a project partner.

The projects recommended for funding have strong goals and strategic outcomes including the promotion of cultural programs exploring cultural identity, support for emerging sporting groups also support for the arts and other creative projects. Projects recommended to be endorsed met the assessment criteria ranging from 80% to 100%.

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

CS20 - Financial Assistance Program

Financial

The proposed financial assistance budget allocation for the 2020-2021 financial year remains at the 2019-2020 funding level of \$20,000.

Legal / Statutory

Section 356 of the *Local Government Act 1993* provides for Council to contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

Should Council seek to allocate funds outside of the current policy guidelines, then a review of the current policy should be sought.

Community Engagement / Communication

Hardcopy application forms and a copy of the Financial Assistance Program (CS20) were sent to numerous organisations during December 2019 with the funding process advertised within the print local media, promoted on Council’s website and social media pages during and January 2020; the closing date for applications was extended from 7 February 2020 to 14 February 2020.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

The allocation of Council funding has been based on an assessment of the application in accordance with Councils adopted Financial Assistance Program.

OPTIONS

Options available to Council:

1. Approve the schedule of applications as presented for financial assistance for the 2020-2021 financial year; or
- 1.
2. Amend the schedule of applications as presented for financial assistance for the 2020-2021 financial years.

CONCLUSION

Following assessment of all of the applications submitted against the criteria established by the policy titled Financial Assistance Program (CS20); 8 applications are recommended for funding.

RECOMMENDATION

That Council

1. Endorse the proposed distribution of 2020-2021 financial assistance as follows:

Australian Air League – Leeton/Narrandera Squadron	\$ 2,000
Barellan & District Progress Association	\$ 2,000
Narrandera Arts & Creative Network Inc.	\$ 2,000
Narrandera Camera Club	\$ 350
Narrandera Imperial Football & Netball Club	\$ 2,000
Narrandera Junior Lizards Ruby League Club	\$ 2,000
Soroptimist Narrandera	\$ 250
The Cad Factory	\$ 2,000
Groups listed as per policy i.e. Schools	\$ 2,960
Mayor & General Manager fund	\$ 4,440
TOTAL	\$ 20,000

14.2 RESTRUCTURE OF THE NARRANDERA ARTS AND CULTURAL 355 COMMITTEE

Document ID: 462786

Author: Community Development and Library Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Community

Attachments: Nil

RECOMMENDATION

1. That the Arts and Cultural Section 355 Committee be restructured in to two separate Committees. Those committees are to be the;
 - (a) Arts and Cultural Advisory Committee
 - (b) Narrandera Parkside Cottage Museum Section 355 Committee
2. That suitable Terms of Reference be established for each proposed committee.

PURPOSE

The purpose of this report is to recommend the restructure of the Narrandera Arts and Cultural Committee.

SUMMARY

The Recommendation of the Committee is that greater efficiency and more flexibility could be achieved by separating the Arts and Cultural 355 Committee into two separate committees:-

- The Parkside Cottage Museum Section 355 Committee
- Arts and Cultural Advisory Committee.

BACKGROUND

The Narrandera Arts and Cultural 355 Committee have experienced difficulties with achieving its goals due to the divergent requirements and operating modes of the combined groups. To improve outcomes for individual groups and the community it is the recommendation of the Committee that Arts and Cultural 355 Committee should be reconvened as the Narrandera Arts and Cultural Advisory Committee.

The Committee will move from managing physical cultural infrastructure, (paying expenses, setting budgets, maintenance etc.), to an advisory supporting role. The Committee objectives will be to:-

- 1) Inform the development and implementation of the Narrandera Shire Cultural Plan.
- 2) Activate arts within the Shire including promotion of and volunteer assistance with the operation of the Narrandera Arts Centre.
- 3) Access funding and sponsorship opportunities to further the development of the arts and arts facilities within Narrandera Shire.

- 4) Develop a programme of Arts and Cultural activities.
- 5) Provide advice in the setting of budgets and in nominating and developing plans for capital works at Narrandera Arts facilities.

In addition it is recommended that a Narrandera Parkside Museum Section 355 committee be established. The committee would:-

- 1) Undertake Parkside Museum operations
- 2) Undertake volunteer recruitment and supervision ensuring that volunteers operate within councils code of conduct and observe WHS requirements
- 3) Undertake collection development, collection maintenance, curation of exhibits, museum catalogue, museum hours and day to day operations
- 4) Liaise with Museum's Advisor
- 5) Report maintenance issues and liaise with Council staff on building maintenance and improvements.

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

Theme

Our Community

Strategy

1.2 - To advocate for quality educational and cultural opportunities

Action

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

ISSUES AND IMPLICATIONS

Policy

Nil

Financial

Nil

Legal / Statutory

Nil

Community Engagement / Communication

The restructure of the Committee will provide more options for community engagement.

Human Resources / Industrial Relations (if applicable)

Volunteer training will be required

RISKS

- That the restructured Committees fail to achieve planned goals.

- That the existing 355 Committee is unable to meet the requirements of its Terms of Reference.

OPTIONS

- 1.Undertake a restructure of the Committee as proposed.

Committee members feel that this proposal offers greater flexibility and the option to direct specific interests and skills to where they will be best utilised without the formal management requirements of a Section 355 Committee.

- 2.That the Narrandera Arts and Cultural 355 Committee continue to operate in its existing form.

Committee members are currently expressing frustration that the existing structure is unworkable. Without change this situation will continue

- 3.Restructure the Committee and establish two Advisory Committees rather than an Advisory and a Section 355 Committee.

It is strongly felt by Parkside Cottage Museum that their best option for the ongoing operational success of the Museum is for it to be operated under a Section 355 Committee.

CONCLUSION

It is recommended that Council adopt Option 1 and agree to the restructure of the Arts and Cultural 355 Committee into the Narrandera Arts and Cultural Advisory Committee and the Narrandera Parkside Museum 355 Committee as these options offers the best chance of retaining important facilities for the Community and for the ongoing success of both groups.

RECOMMENDATION

1. That the Arts and Cultural Section 355 Committee be restructured in to two separate Committees. Those committees are to be the;
 - (a) Arts and Cultural Advisory Committee
 - (b) Narrandera Parkside Cottage Museum Section 355 Committee
2. That suitable Terms of Reference be established for each proposed committee.

15 OUR ENVIRONMENT

Nil

16 OUR ECONOMY**16.1 INDEPENDENT LIVING VILLAGE****Document ID: 461965****Author: Economic Development Manager****Authoriser: General Manager****Theme: Our Economy****Attachments: Nil****RECOMMENDATION**

That Council:

1. That the quotation from Noel Thomson Architecture be accepted for the development of a concept plan for an Independent Living Village at lot 2 DP 1112297 Cnr Crescent and Elwin Street Narrandera
 - (a) That the expense in the sum of \$19,800 plus GST be met from GL item 1013-2107-0000 as reallocated.

PURPOSE

The purpose of this report is provide background to issues influencing the need for an Independent Living Village in Narrandera and to obtain Council's support for acceptance of a quote to develop a concept plan for such a village at the corner of Crescent and Elwin Streets Narrandera.

SUMMARY

11(eleven) identified architects were invited to lodge expressions of interest and to provide a quotation on the cost of preparation of a concept plan in accordance with a brief provided identifying 1.4ha of land zoned RU5 Village situated on the corner of Crescent and Elwin Streets Narrandera and identified as Lot 2 DP 1112287, as being potentially suitable for the development of an Independent Living complex. Subsequently 6 responses with quotations were received by Council.

The Economic Development Manager and DGMI assessed the 6 submissions independently and came to an agreement that the quotation from Noel Thomson Architecture of Wagga Wagga in the sum of \$19,800 plus GST provided the overall best value for money and demonstrated the history, knowledge and experience with similar projects.

Noel Thomson Architecture would provide staged services with Stage 1 being to investigate the current site conditions and undertake an evaluation and prepare site evaluation drawing with fees billed and payable for just that section of work at an agreed fee or hourly rate as negotiated with Council.

If the full concept proposal proceeds to completion the fee payable to the architect would be as indicated in the recommendation i.e., \$19,800 plus GST.

BACKGROUND

The Economic Development Manager and General Manager had discussed representations made by members of Narrandera's seniors' community in which the need for accommodation for seniors in a dedicated complex was identified.

Preliminary discussions were commenced with providers in the sector and it was concluded that the most positive approach to attract the interest of providers would be to present them with a concept for the development of an Independent Living Village or similar.

Such a facility may be subject to the provisions of State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004.

Accordingly the Economic Development Manager prepared a brief, outlining basic requirements and this brief was circulated to 11 identified architects and 6 responses were received with quotations.

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

Our Economy

Strategy

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

Action

3.2.2 - Strategic advocacy for diverse housing options

ISSUES AND IMPLICATIONS**Policy**

Community Engagement ES310

Land Acquisition and Residential Subdivision TS240

Financial

The acceptance of the recommended quotation would result in a cost of \$19,800 plus GST and this could be met from part of budget reallocated from GL item 1013-2107-0000 Rail Advocacy Project (\$50,000) no longer required.

Legal / Statutory

Future legal considerations following completion of the concept. Application of the SEPP, land title considerations etc.

Community Engagement / Communication

In due course

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

That the expense in preparing the concept may not result in the take up of a proposal for the development of an Independent Living Village by one of the recognised providers in the sector.

OPTIONS

- 1) Do nothing and not accept any quote for preparation of a concept for this site.
 - Benefits: There would be no impact on the budget if the concept proposal is not progressed.
 - Risks: Potential to lose seniors from our community if suitable accommodation arrangements are not in place for the future.

- 2) Research other possible sites for an Independent Living Village in Narrandera.
 - Benefits: if a site could be found closer to the CBD (within 400m) that would eliminate the access to services provision of the SEPP
 - Risks: Delay in making progress with this proposal as no sites evident at present.

Accept the recommended quote from Noel Thomson Architecture and proceed to develop a concept for an Independent Living Village on the subject site. Benefits: Noel Thomson is very familiar with Narrandera and has had extensive experience with planning of seniors accommodation, especially in Wagga wagga. Risks: His detailed concept development may reveal factors that make the site unviable or uneconomical to develop.

CONCLUSION

The availability of a professionally developed concept by an experienced architect who can demonstrate extensive work with seniors living complexes will enable a positive approach to be made to recognised providers in the seniors living sector with a view to encouraging development on the subject site by a provider such as Uniting Care, Catholic HealthCare, Royal Freemasons Benevolent Institution, Baptist Care etc.

RECOMMENDATION

That Council:

1. That the quotation from Noel Thomson Architecture be accepted for the development of a concept plan for an Independent Living Village at lot 2 DP 1112297 Cnr Crescent and Elwin Street Narrandera
 - (a) That the expense in the sum of \$19,800 plus GST be met from GL item 1013-2107-0000 as reallocated.

16.2 ECONOMIC DEVELOPMENT STRATEGY 2021-2024**Document ID: 461986****Author: Economic Development Manager****Authoriser: General Manager****Theme: Our Economy****Attachments: Nil****RECOMMENDATION**

That Council:

1. (a) Council adopts Option 3
- (b) Council participates in workshops from time to time as required and as arranged by the Economic Development Manager.

PURPOSE

The purpose of this report is to advise the Council that planning has commenced to review the Economic Development Strategy 2017-2020 and to develop a new strategy for the period 2021-2024.

SUMMARY

The Council's Economic Development Strategy was professionally developed with guidance from specialist consultants resulting in a thoroughly researched document that contains detailed strategic objectives for the economic advancement of Narrandera Shire for the period 2017-2020

It is considered that as this well founded strategy contains initiatives that are still very relevant, it is able to be revised to reflect current and emerging scenarios that will influence the positive economic advancement of the Shire into the future.

Accordingly it is proposed to conduct the review in-house with the process to be led by the Economic Development Manager and personnel in the ED team..

BACKGROUND

Prior to the drafting and subsequent adoption of Council's Economic Development Strategy 2017-2020 extensive research and consultation was undertaken by Jenny Rand and Associates, the consultants contracted to produce the current strategy.

The foundations for the strategy are therefore considered to be sound and a review for a further period can be addressed in-house by staff in collaboration with Council.

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

Our Economy

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

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

ISSUES AND IMPLICATIONS**Policy****Financial**

As it is proposed to conduct the review in-house no funding allocation is required.

Legal / Statutory

N/A

Community Engagement / Communication

As required

Human Resources / Industrial Relations (if applicable)

Economic Development/Tourism team

RISKS

NIL

OPTIONS

- 1) Allocate funding to employ a suitably qualified consultant to undertake a review and redraft of the Economic Development Strategy.
 - Benefits: Experienced and qualified personnel formulate a new strategy.
 - Risks: The expense incurred is not readily reflected in a redrafted strategy
- 2) Allocate funding to employ a suitably qualified consultant to work occasionally with ED staff to redraft a new strategy.
 - Benefits: Reduction in cost of consultant
 - Potential for interrupted workflow and development of the strategy through unavailability of consultant/staff from time to time.
- 3) Acknowledge that existing staff working in collaboration with Council(workshops etc) can produce an effective document that reflects the aspirations of Council and the community and is compatible with all other Council policies and strategies
 - Benefits: Council staff expertise and Councillors knowledge can be applied to the task of redrafting the ED Strategy at little cost.
 - Risks: Very limited.

2.

CONCLUSION

The Economic Development team is ready to progress planning to review the existing Strategy 2017-2020 and to redraft a strategy for the period 2021-2024.

RECOMMENDATION

That Council:

1. (a) Council adopts Option 3
- (b) Council participates in workshops from time to time as required and as arranged by the Economic Development Manager.

16.3 LOCAL STRATEGIC PLANNING STATEMENT UPDATE**Document ID:** 462164**Author:** Senior Planner**Authoriser:** Deputy General Manager Infrastructure**Theme:** Our Economy**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Endorse the Local Strategic Planning Statement consultation and timings as detailed in option one of the report.

PURPOSE

The purpose of this report is to update Council regarding progress on the preparation of the Local Strategic Planning Statement and to provide information on the next steps and endorse the preferred approach.

SUMMARY

Council is required to prepare a Local Strategic Planning Statement by 1 July 2020. The approach Council takes to community consultation will impact on the timeline for completing the Local Strategic Planning Statement. The options outlined in this report discuss the risks and benefits of two possible approaches.

BACKGROUND

The NSW Government has introduced a new requirement to prepare a Local Strategic Planning Statement in accordance with the *Environmental Planning and Assessment Act 1979*. The purpose of the Local Strategic Planning Statement is to set a long term vision for our community to guide planning decisions and development into the future.

Councillors were addressed by a representative from the NSW Department of Planning and staff prior to the October Council meeting and resolved that staff could commence preliminary work including consultation at that meeting.

As a result of Christmas and staff resourcing over subsequent months consultation has not yet commenced, however, staff have been working collaboratively with the NSW Department of Planning to commence a preliminary draft which includes necessary background information about our community.

All NSW Councils are expected to have their first Local Strategic Planning Statement endorsed by the Department of Planning, Infrastructure and Environment and available on the NSW Planning Portal by 1 July 2020. The options outlined in this report provide next steps to completing a Local Strategic Planning Statement for our community.

It is noted that this first Local Strategic Planning Statement is not intended to be a static document for 20 years. It is expected that it will commence being reviewed with the commencement of the new Council later in the year in order to align it with the Community Strategic Plan moving forward. For this reason it is intended to prepare a concise high

level Local Strategic Planning Statement which will become more detailed with subsequent reviews as each new Council is elected.

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

Theme

Our Economy

Strategy

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

Action

5.1.7 - Planning instruments reflect the intent and direction of land use strategies and facilitate development and growth of the Shire

ISSUES AND IMPLICATIONS

Policy

The Local Strategic Planning Statement will guide the direction of Council's planning policy and controls moving forward.

Financial

There will be costs associated with public consultation and advertising for exhibition. These costs are expected to be covered by the section's existing operational budget.

Legal / Statutory

Council is required to prepare a Local Strategic Planning Statement in order to comply with the requirements of the *Environmental Planning and Assessment Act 1979*.

Community Engagement / Communication

The options outlined below include opportunities for engagement with the community.

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

N/A

OPTIONS

Option 1

Option 1 provides for early consultation with the community when formulating the draft Local Strategic Planning Statement prior to formal public exhibition. It presents an opportunity to include some key ideas from community members in the draft which would then be formally exhibited. Early consultation would reduce the risk of delays later in the process in the event that feedback creates a need for significant changes to the Local Strategic Planning Statement. However, it is noted that taking this approach it would not be possible to meet the 1 July 2020 timeframe. It is projected that this approach would lead to a final draft being adopted on 21 July 2020.

Timeline:

18 March to 30 April- Community consultations, Councillor Workshop and completing first draft.

8 May- Council report to be completed with draft LSPS included.

19 May- Council to consider draft LSPS and endorse for public exhibition. Councillors will be able to ask for changes to the draft prior to exhibition via resolution if needed.

27 May-24 June- Formal public exhibition of draft LSPS.

10 July- Council report to be completed with final draft and commentary on how any submissions have been considered and addressed.

21 July- Council to consider final draft and if possible adopt it and grant permission for staff to send it to the Department of Planning, Industry and Environment for endorsement prior to publication on the NSW Planning Portal. If there are any problems the draft can be modified via resolution or the decision deferred to a later meeting.

Option 2

Option 2 provides for community consultation during the formal exhibition period. The draft that would be exhibited would be formulated by staff in consultation with Councillors. This approach still creates an opportunity for the community to provide feedback which would be incorporated into the final document. This approach may enable Council to meet the 1 July 2020 deadline with a projected finish date of 16 June 2020. However, should Council receive significant unexpected feedback during the exhibition period there is a risk that the changes required could create substantial delays, particularly if any changes needed are substantial enough to require a further exhibition period.

Timeline:

18 March to 3 April - Councillor workshop and writing LSPS draft.

10 April 2020 - Council report with draft LSPS to be complete.

21 April 2020 - Council to consider draft and approve commencement of community consultation. Councillors will be able to ask for changes to the draft prior to consultation via resolution if needed.

29 April to 27 May - Formal public exhibition of draft with targeted active community consultation such as workshops during the exhibition period.

5 June- Council report to be completed with final draft and commentary on how any submissions have been considered and addressed.

16 June- Council to consider final draft and if possible adopt it and grant permission for staff to send it to the Department of Planning, Industry and Environment for endorsement prior to publication on the NSW Planning Portal. If there are any problems the draft can be modified via resolution or the decision deferred to a later meeting.

CONCLUSION

Option one, as detailed above is the only way to ensure that the community is adequately consulted and engaged in accordance with the requirements of the LSPS process and Council's engagement strategy. Although the final draft will be delayed by a few weeks, the draft will be completed prior to the 30 June 2020 requirement.

RECOMMENDATION

That Council:

1. Endorse the Local Strategic Planning Statement consultation and timings as detailed in option one of the report.

17 OUR INFRASTRUCTURE

17.1 DISABLED TOILET STRUCTURE

Document ID: 461518

Author: Manager Projects and Assets

Authoriser: Deputy General Manager Infrastructure

Theme: Our Community

Attachments: 1. Attachment 1 - Clydie Disabled toilet letter.docx [↓](#)

RECOMMENDATION

That Council:

1. Donate the demountable disabled toilet facility to the Barellan Working Clydesdales and Heavy Horses Committee. The Committee will cover all costs for removal, transport and re-establishment of the structure from the Lake Talbot Water Park to the Barellan Showground.

PURPOSE

The purpose of this report is to inform Council regarding a request received on 2 August from the Barellan Working Clydesdales & Heavy Horses Committee (See Attachment 1 – Clydie Disabled toilet letter).

SUMMARY

Council has received a letter dated 2 August 2019 from the Barellan Working Clydesdales & Heavy Horses Committee, requesting for Council to consider donating the demountable disabled toilet facility currently located at Lake Talbot Water Park. The facility would provide a suitable upgrade for disabled accessibility at the Barellan Showground. All costed to relocate the structure would be covered by the Committee.

BACKGROUND

The existing demountable disabled toilet facility located near the bottom gate at the Lake Talbot Water Park is no longer required with the recent opening of the new change room facility. It is intended for the demountable structure to be removed and placed into storage at the Council depot to make way for new backwash facilities as part of the masterplan redevelopment activities. There are no future plans for the reuse of the demountable structure given its limited capacity.

It states in the letter provided by the Committee dated 2 August (See attachment 1 – Clydie Disabled toilet letter) that they “*battle to provide acceptable suitable disabled toilet access at their functions*” and “*being able to provide suitable disabled toilet access is always a concern at the showground being an old facility*”.

The Committee has also stated they would cover all removal, transport and re-establishment costs.

If Council resolves to donate the facility it will result in the disposal of the asset with the current written down (WDV) value as at 30 June 2020 of \$10,656.75.

Relevance to Community Strategic Plan and Other Strategies / Masterplans / Studies**Theme**

Our Community

Strategy

1.3 - To feel connected and safe

Action

1.1.7 - Where possible ensure socially disadvantaged members of the community have access to or are advised of how services can reduce their isolation

ISSUES AND IMPLICATIONS

Nil

Policy

Nil

Financial

Council will need to dispose of the WDV of the facility (30 June 2020 WDV being \$10,656.75).

Legal / Statutory

Nil

Community Engagement / Communication

Nil

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

The Barellan Clydesdale committee has agreed to cover all cost associated with the safe removal, transport and re-establishment of the demountable structure. Committee will need to ensure that these activities are conducted using suitably qualified contractors.

OPTIONS

Option 1 – Do nothing and retain the structure

Council resolve to retain the structure for future consideration. There may be limited opportunity for reuse given the limited capacity of the facility.

Option 2 – Donate the structure for reuse

Council resolve to donate the facility to the Barellan Working Clydesdale & Heavy Hoses Committee, to be reused at the Barellan Showground.

CONCLUSION

The demountable disabled toilet facility is no longer required at the pool and is already earmarked to be removed by Council to make way for a new backwash filtration infrastructure. The cost to remove the structure will be with Council if it is chosen not to donate the facility. At this stage there are no planned suitable reuse activities identified for the structure, so it will be stored at the Council depot for the duration.

Staff recommend that Council resolve to adopt Option 2 – Donate the structure for reuse at Barellan Show Ground.

RECOMMENDATION

That Council:

1. Donate the demountable disabled toilet facility to the Barellan Working Clydesdales and Heavy Horses Committee. The Committee will cover all costs for removal, transport and re-establishment of the structure from the Lake Talbot Water Park to the Barellan Showground.



2nd August 2019

The General Manager
Narrandera Shire Council

Dear Sir,

Following recent conversation with Fred Hammer regarding the reconstruction of the Lake Talbot Swimming Pool at Narrandera we ask that you consider the future of the disabled toilet at the pool complex at present. With the current disabled toilet at Lake Talbot not being part of the pool redevelopment Master Plan we would ask that you consider donating it along with access ramp to the Barellan Showground complex to become part of the facilities at our showground. Being able to provide suitable disabled toilet access is always a concern at the showground being an old facility both the Show Committee and the Clydesdale Committee along with any other committees running functions during the year battle to provide acceptable suitable Disabled Toilet access at their functions. This disabled toilet would be a most welcome and much appreciated addition to the facilities at the showground if our request was successful. If successful we would we would cover costs for removal and transportation along with sewage and water connection to the toilets along with any other requests.

Yours Faithfully

Emil White

Barellan Clydesdale committee for

Norma Zingel

Secretary – Barellan Clydesdale Committee



The "Good Old Days" Festival

17.2 STRONGER COUNTRY COMMUNITY FUNDING ROUND 3 FUNDING OFFER**Document ID: 462157****Author: Project and Asset Engineer****Authoriser: Deputy General Manager Infrastructure****Theme: Our Infrastructure****Attachments: Nil****RECOMMENDATION**

That Council:

1. Accept the \$320,000 Stronger Country Community Fund round 3 grant funding for the following projects:
 - (a) Community Halls project (\$100,000)
 - (b) Safe Travels - Barellan Footpath project (\$120,000)
 - (c) Take a Bite into the Future Youth Food Van Project (\$50,000)
 - (d) Holding History - Parkside Cottage Museum project (\$50,000)
2. Approve the placement of the Common Seal of Council to NSW Funding Deeds and authorise the Mayor and General Manager to sign required documentation and, if required to any future documentation necessary relating to this matter.

PURPOSE

The purpose of this report is to accept funding, from round 3 of the NSW Governments Stronger Country Community Fund, for the following projects:

1. Community Halls project (\$100,000)
2. Safe Travels - Barellan Footpath project (\$120,000)
3. Take a Bite into the Future Youth Food Van Project (\$50,000)
4. Holding History - Parkside Cottage Museum project (\$50,000)

SUMMARY

The total funding available, for Narrandera LGA in round three, was \$776,578.00. 50% of the funding was for youth based infrastructure or programs and for the first time community organisations could directly apply for the funding.

Council applied for six (6) projects in round 3.

1. Community Halls project (\$100,000)
2. Safe Travels - Barellan Footpath project (\$120,000)
3. Take a Bite into the Future Youth Food Van Project (\$50,000)
4. Holding History - Parkside Cottage Museum project (\$50,000)
5. Endless Summer - Solar Heating Lake Talbot Olympic Pool (\$335,000)

6. Youthscaping – Water Towers Recreation Space (\$400,000)

Project 1 to 4 were successful.

BACKGROUND

The following is some further detail on the successful projects:

1. Community Halls \$100,000

A variety of maintenance and improvement projects at Barellan, Binya, Grong Grong, Kamarah and Sandigo Halls

2. Safe Travels - Barellan Footpath \$120,000

Build 700m of concrete footpath in Bendee St, between the new aged care units and the Ex-servicemen's club

3. Take a Bite into the Future - Youth Food Van Project \$50,000

Purchase a food van to serve healthy food options at local events, train local young people in food handling to get them work ready

4. Holding History - Parkside Cottage Museum \$50,000

Internal painting, purchase new display cabinets and install CCTV cameras

The following projects were applied for but were not successful:

5. Endless Summer - Solar Heating Lake Talbot Olympic Pool \$335,000

Install solar heating for the Olympic pool at Lake Talbot Water Park

6. Youthscaping – Water Towers Recreation Space \$400,000

Through youth and community engagement, design and build a recreation area at the water towers, on Watermain St, for local youth living in north Narrandera

In addition to the Council applications, the following community organisations received funding:

- Narrandera Bidgee Boxing – Community Hub Kitchen & meeting place at the Narrandera Showground (\$69,209)
- Barellan & District War Memorial Club – Resurfacing, new lights and fencing at the tennis courts (\$267,417)
- Narrandera Imperial Football Netball Club – New change rooms & clubhouse (\$100,000)

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

Council is not required to contribute financially to the projects. The projects are 100% funded by the grant funds.

Legal / Statutory

Council will be entering into a legal agreement with the NSW Government to deliver the projects.

Community Engagement / Communication

The community was consulted when preparing the list of projects to be applied for. Communication strategies will be used as required.

Human Resources / Industrial Relations (if applicable)

There is adequate staff to coordinate and deliver these projects. Based on previous rounds Council will have over 18 months to deliver the projects.

RISKS

The funded projects are low risk to Council.

OPTIONS**1. Accept the funding**

This \$320,000 grant will enable Council to deliver a number of community infrastructure projects and a youth program that will benefit residents across the Shire.

2. Not accept the funding

Without the \$320,000 grant, Council would need to fund these projects from General Revenue.

CONCLUSION

That Council accept the \$320,000 in grants.

RECOMMENDATION

That Council:

1. Accept the \$320,000 Stronger Country Community Fund round 3 grant funding for the following projects:
 - (a) Community Halls project (\$100,000)
 - (b) Safe Travels - Barellan Footpath project (\$120,000)
 - (c) Take a Bite into the Future Youth Food Van Project (\$50,000)
 - (d) Holding History - Parkside Cottage Museum project (\$50,000)
2. Approve the placement of the Common Seal of Council to NSW Funding Deeds and authorise the Mayor and General Manager to sign required documentation and, if required to any future documentation necessary relating to this matter.

18 OUR CIVIC LEADERSHIP**18.1 2018-2022 DELIVERY PROGRAM - 31 DECEMBER 2019 QUARTERLY REVIEW****Document ID: 461005****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: 1. 31 December 2019 - Quarterly Performance Reporting.pdf [↓](#)****RECOMMENDATION**

That Council:

1. Endorse the 2018-2022 Delivery Program quarterly review dated 31 December 2019 as presented and publish the document on the website of Council.

PURPOSE

The purpose of this report is for Council to endorse the 2018-2022 Delivery Program quarterly review as at 31 December 2019.

SUMMARY

The attached quarterly review contains updated actions as at 31 December 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 an 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 31 December 2019 being:-

- 3 actions or 5.00% have been completed;
- 21 actions or 35.00% are progressing;
- 36 actions or 60.00% have an ongoing commitment.

Highlights of the 31 December 2019 reporting quarter are:

- Council continues to be very proactive with media releases and Facebook posts broadcast to the community with 24 media releases published during the reporting period, through the Council Facebook page there have been 175 items posted including stories, images, videos and the sharing of content from other authors. These posts have reached a combined audience of 223,375 of Facebook users. The Instagram page for Council has posted 28 images to the platform engaging a combined total of 9,736 people;
- Council engaged directly with the Barellan community for the Barellan Sewer Project and Flood Levee Feasibility Study through using direct letter drops and holding two community information sessions.
- Other engagement opportunities were with residents seeking input on possible projects for Round 2 Drought Communities Program using social media and Narrandera Argus; this gave residents the opportunity to submit ideas.
- Council ran four community engagement focused competitions, one with the Youth Advisory Council to encourage young people to visit the Youth Space; the Christmas Koala Competition to encourage people to shop locally; the garden awards to encourage residents to maintain properties and focus on Shire beautification; the Christmas Lights Competition to create a positive community presence for the festive season;
- Council placed three items on public exhibition for community feedback including the Draft Community Participation Plan for Planning, the Procurement Policy and the Related Party Disclosure Policy;
- The Mayor, General Manager and Manager of Economic Development recently met with local General Practitioner - Dr J Romeo also staff of the Narrandera Medical Centre to discuss staff shortages. The first meeting of the recently formed Narrandera Health Task Force has also been held, one of the outcomes of the meetings was to make representations to the Federal assistant Minister for Health with a meeting invitation accepted for the February 2020;
- Council continues to build relationships with the Narrandera campus of TAFE NSW and also the Narrandera High School; for the reporting period Council donated a total of \$1,010 to schools across the Shire for annual prize giving with the awards presented by either the Mayor, Councillors or the General Manager;
- There have been 30 biosecurity property inspections conducted since July 1 2019; this is primarily due to no significant rainfall events and the position of Weeds Officer being vacant. Sixty (60) high risk areas have been inspected; these have been water ways and stopping bays where fodder transport are most likely to have stopped. All red guild posted areas have been identified as having a bio-security risk have been inspected and treated;
- The annual Koala Count was recently held during the reporting period with a record 240 volunteers in attendance and 46 koalas counted;
- An application for \$400,000 has been submitted for the North Park water towers recreation space located off Watermain Street, Narrandera; the purpose of this project is to not only enhance the area now that the has been large art installations on the main high reservoir water tower but to provide recreation space for the local community;
- The upgrade to Hankinson Park is progressing with seating to be installed in early February 2020 as specified by the Parks Advisory Committee;

- Council was successful in obtaining \$8,000,000 for the Playground on the Murrumbidgee project. Also \$1,000,000 of drought funding was also awarded for multiple projects;
- Council has as part of the annual Regional Roads Repair Program nominated a section of the Lockhart Road for rehabilitation works with the funding approved. Three applications have been submitted as part of the Fixing Local Roads program these were for sealing Old Wagga Road, Brewarrana Bridge Repairs and sealing part of Paintings Bridge Road. Council also received an additional \$472,000 in Roads to Recovery funding for this year;
- Council applied for funding under the NSW Safe and Secure Water Program which co-funds eligible water and sewer projects in regional NSW. Two projects were successful and were recently announced being – South West Narrandera Sewer Expansion which is for the identification of options to connect a large number of existing septic systems to the sewer reticulation network. \$48,000. The other project is the Barellan Sewer Scheme where \$4.87 million dollars has been secured to design and construct a reticulated sewerage system for the village of Barellan with centralised treatment and disposal;
- The Manager of Economic Development has ongoing interaction with 3 solar farm developers that have obtained NSW State Government development consent to build solar farms at Morundah (Yarrabee Solar) and Sandigo (Avonlie Solar) and (Sandigo Solar);
- Activities were coordinated during Small Business Month October 2019 with speakers to inform and educate members of the business community; information was also disseminated on business opportunities and initiatives and how to liaise with Service NSW to facilitate Easy to do Business Program.

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 31 December 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

That Council:

1. Endorse the 31 December 2019 quarterly review of the 2018-2022 Delivery Program as presented and publish the document on the website of Council; or
2. Not endorse the 31 December 2019 quarterly review of the 2018-2022 Delivery Program as presented and require identified amendments to be made before publishing the document on the website of Council.

CONCLUSION

The attached quarterly review as at 31 December 2019 contains a comprehensive update of actions from the 2018-2022 Delivery Program.

It will be recommended that Council endorse the 2018-2022 Delivery Program quarterly review dated 31 December 2019 as presented and publish the document on the website of Council.

RECOMMENDATION

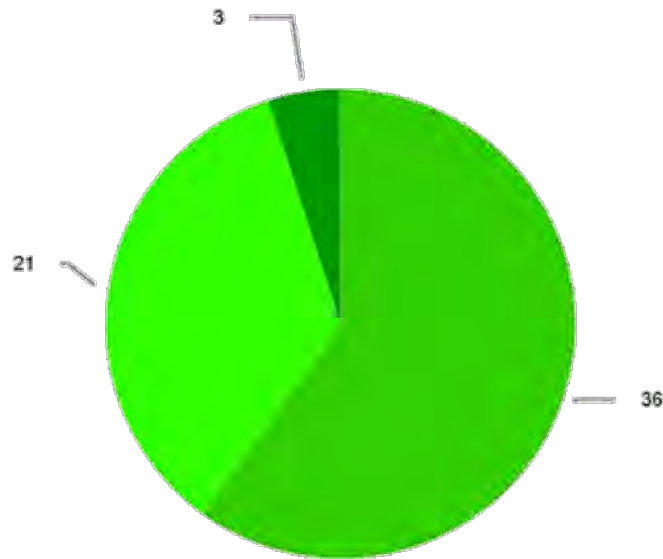
That Council:

1. Endorse the 2018-2022 Delivery Program quarterly review dated 31 December 2019 as presented and publish the document on the website of Council.



2018-2022 Delivery Program
Quarterly Delivery Program Review
Quarter 2 of the 2019-2020 reporting year as at
31 December 2019

Action status snapshot as at 31 December 2019



Of the 60 actions – 3 or 5.00% have been completed
21 or 35.00% are progressing
36 or 60.00% have an ongoing commitment

THEME 1 - OUR COMMUNITY

STRATEGY 1 - TO LIVE IN AN INCLUSIVE, TOLERANT AND HEALTHY COMMUNITY WHICH DEMONSTRATES A POSITIVE ATTITUDE

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Develop relationships with both local and regional communities fostering a healthy and community attitude	The number of items broadcast for each reporting period with cumulative totals combined along with available web page and Facebook statistics. In 2020 the community survey will measure success since the 2016 survey.	Regular media items broadcast to the community.	As at 31 December 2019 - Council has released 24 media releases to the public with the website news section visited a total of 399 times. Through the NSC Facebook page there have been 175 items posted including stories, images, videos and the sharing of content from other authors. These posts have reached a combined audience of 223,375 Facebook users. The Instagram page for Council has posted 28 images/videos to the platform engaging a combined total of 9,736 people.	Communications Officer	Ongoing commitment	100%
ACTION 1 - Develop relationships with both local and regional communities fostering a healthy and community attitude	Details of engagement opportunities for each reporting period with cumulative totals.	Number of formal Councillor and Senior Staff engagement opportunities.	As at 31 December 2019 - Council engaged the community for the Barellan Sewer Project and Flood Levee Feasibility Study, through direct letter drops and two community information sessions. Council engaged residents for input on possible projects for Round 2 Drought Communities Program using social media and	Communications Officer	Ongoing commitment	100%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
			<p>Narrandera Argus, giving residents the opportunity to submit ideas. Council ran four community engagement focused competitions, one with the Youth Advisory Council to encourage young people to visit the Youth Space; the Christmas Koala Competition to encourage people to shop locally; the garden awards to encourage residents to maintain properties and focus on Shire beautification; the Christmas Lights Competition to create a positive community presence for the festive season. Council placed three items on public exhibition for community feedback including the Draft Community Participation Plan for Planning, the Procurement Policy and the Related Party Disclosure Policy.</p>			
<p>ACTION 1 - Develop relationships with both local and regional communities fostering a healthy and community attitude</p>	<p>Proactive committees with meetings conducted as per terms of reference and held as scheduled. Minutes of Committees made available to Council and the community.</p>	<p>Proactive S.355 Committees with the monitoring of outcomes achieved and compliance with the Local Government Act, 1993.</p>	<p>As at 31 December 2019 - all committees are now in place. Review of committee structure and delegations will take place in coming months to inform the Council end of term report with recommendations to the incoming Council for any proposed committee restructure.</p>	<p>Deputy GM Corporate & Community</p>	<p>Ongoing commitment</p>	<p>80%</p>

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
<p>ACTION 2 - Continue with strategic advocacy for the delivery of integrated health and wellbeing programs</p>	<p>Details of advocacy efforts during the reporting period and outcomes.</p>	<p>Details of the number of meetings held and details of outcomes from these meetings.</p>	<p>As at 31 December 2019 - The Mayor, General Manager and Manager of Economic Development recently met with local GP Dr J Romeo also staff of the Narrandera Medical Centre to discuss staff shortages. The first meeting of the Narrandera Health task force has also been held, one of the outcomes of the meetings was to make representations to the Federal assistant Minister for Health with a meeting invitation accepted for the February 2020.</p>	<p>General Manager</p>	<p>Ongoing commitment</p>	<p>100%</p>
<p>ACTION 3 - Continue positive interactions with the Narrandera Interagency also the Aboriginal representative bodies within the community</p>	<p>Number of meetings attended and outcomes from the meetings.</p>	<p>Where possible attend meetings with the outcome being stronger links for inclusiveness in service planning and delivery.</p>	<p>As at 31 December 2019 - the Narrandera Interagency was again rescheduled, however unfortunately due to low attendance the meetings were not held. Efforts are being made to strengthen these meetings with new agencies being added to the invitation list. During this period the Narrandera Aboriginal Elders Liaison Group held one ordinary meeting and one extraordinary meeting. During these meetings participants discussed plans for the rebuilding of the Wiradjuri Wall located at Marie Bashir Park, the proposed Corroboree to be held in May 2020 as well as other future proposed projects.</p>	<p>Community Transport and Home Support Manager</p>	<p>Ongoing commitment</p>	<p>50%</p>

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 4 - Implementation and monitoring of the Positive Aging Strategy & Disability Inclusion Action Plan	Details of progressive achievements measured against the relevant plan.	Documented achievements arising from both the Positive Aging Strategy and the Disability Inclusion Action Plan.	As at 31 December 2019 - work continues on supporting the aims of both the Disability Inclusion Action Plan also the Positive Aging Strategy. A training session for the My Gov website for Seniors is being developed which will be held at the Library during the 2020 Seniors Festival. The Library is part of the Kurrajong Waratah life skills program with Kurrajong Waratah clients now regular users of the Youth Space and Virtual Reality equipment. In 2020 the Library will be introducing more Seniors programs including movie sessions utilising the equipment in the Youth Space.	Community Development (including Library) Manager	Ongoing commitment	35%
ACTION 5 - Transport options are available to identified members of the community	The number of clients provided with community transport during the reporting period.	Details of the number of clients utilising the service and cumulative totals categorised as Aged, Transport Disadvantaged and Aboriginal.	As at December 2019 - the Narrandera Leeton Community Transport service provided 2,769 trips to residents of the Narrandera and Leeton Shire across the reporting period. Of the 2,769 trips 1,620 trips were provided to persons over the age of 65 years or 50 years for Aboriginal and Torres Strait Islanders; 717 were delivered to those who are transport disadvantaged. The remainder of the trips were delivered through non-emergency health related transport to NDIS participants and through brokerage agreements - 224 of these trips were delivered to those who identify as Aboriginal or Torres Strait	Community Transport and Home Support Manager	Ongoing commitment	50%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
<p>ACTION 6 - Information about community services that are accessible within the Shire to be broadcast through various means</p>	<p>The currency and accuracy of information available to the community also the number of website page hits and Facebook page likes.</p>	<p>Current information delivered through traditional print material and also Council social media opportunities.</p>	<p>Islander. As at 31 December 2019 - The Narrandera Shire Council Facebook page published 33 posts relating to various community services. These posts included information about upcoming school holiday events including bus trips to the movies and a day of skating in the park. Also included in these posts was information about the upcoming Christmas Koala and Christmas Light competitions, as well as several posts from the Youth Advisory Council about the new Youth Space opening and Instagram competition. The opening of the Lake Talbot Pool for the season and the official opening of the new slides and change rooms were also popular posts. Through these posts 6,815 unique users engaged with the page.</p>	<p>Community Transport and Home Support Manager</p>	<p>Ongoing commitment</p>	<p>50%</p>
<p>ACTION 7 - Where possible ensure socially disadvantaged members of the community have access to or are advised of how services can reduce their isolation</p>	<p>The number of persons that have been assisted with social support during the reporting period who may have been referred through the My Aged Care portal</p>	<p>Through other activities of Council such as Ageing, Disability and Home Care identify members of the community where social isolation may be an issue.</p>	<p>As at 31 December 2019 - the Narrandera Leeton Social Support program provided 1,330 hours of social support and 96 hours of respite for the half year to 45 individual clients aged 65 years and over for Aboriginal and Torres Strait Islander, all clients are now referred through the My Aged Care portal. An additional 60 hours of social support was provided to National</p>	<p>Community Transport and Home Support Manager</p>	<p>Ongoing commitment</p>	<p>50%</p>

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
	or NDIS planners.		Disability Insurance Scheme (NDIS) and 104 hours through brokerage agreements. Social Support is an individualised service aimed at reducing social isolation amongst members of the community. Clients chose to participate in a variety of activities ranging from home visits with clients, social outings, assistance with running errands and/or social bus trips.			

STRATEGY 2 - TO ADVOCATE FOR QUALITY EDUCATIONAL AND CULTURAL OPPORTUNITIES

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Continued strategic advocacy for strengthening of the Narrandera centres of learning	When required details of advocacy efforts.	Outcomes of advocacy efforts for Narrandera TAFE as well as early childhood centres to secondary schools.	As at 31 December 2019 - Council Executives continue to build relationships with the Narrandera campus of TAFE NSW and also the Narrandera High School. For the reporting period Council donated a total of \$1,010 to schools across the Shire for annual prize giving with the awards presented by either the Mayor, Councillors or the General Manager.	General Manager	Ongoing commitment	50%
ACTION 2 - Develop a Narrandera Shire Cultural Plan to increase community participation in the Arts and cultural activities	Details of events held at the centre including type of event and attendance statistics.	Increased usage and patronage of the Narrandera Arts and Community Centre.	As at 31 December 2019 - discussions are currently progressing with the Arts and Cultural Committee about volunteer events to be held at the Narrandera Arts and Community Centre. Bookings are beginning to be submitted for 2020. Committee member and volunteer involvement at the Parkside Cottage Museum is increasing with a number of planned improvements underway. A museum advisor now visiting both the Parkside Cottage Museum at Narrandera and the Barellan Museum to assess the collection and to provide advice on the best ways to curate collections. Parkside Museum has been successful with a number of small grants that will fund assessment of the collection and conditions within the	Community Development (including Library) Manager	Progressing	25%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
			building for collection items as well as funding to run training and workshops. The workshops will be held in the Arts centre,			
ACTION 2 - Develop a Narrandera Shire Cultural Plan to increase community participation in the Arts and cultural activities	Regular review of strategies and target groups in response to event statistics.	Events that cater for a wide spectrum of the community, making the Arts accessible and increasing community involvement.	As at 31 December 2019 - A timeline for the cultural plan has been submitted. The initial survey has been developed and circulated in hard copy. It is available at the Narrandera Shire Library, the Visitor Information Centre and at the Council Administration Centre. It will also be available electronically via Survey Monkey with links promoted on Council's website homepage and via Facebook. Initial consultation with the Aboriginal community with regard to the survey will be facilitated by the Community Liaison Officer.	Community Development (including Library) Manager	Progressing	25%

STRATEGY 3 - TO FEEL CONNECTED AND SAFE

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Strategic advocacy for an enhanced Police presence, at the very least the maintenance of current levels	Number of advocacy interactions and outcomes.	Details on the number of advocacy meetings held with decision makers.	As at 31 December - Council Executives continue to meet with senior Police on a regular basis and attended the Community Liaison Meetings.	General Manager	Completed	100%
ACTION 2 - Maintain and enhance the current network of CCTV cameras in key locations	Number of cameras within current network and a timeline for upgrade and/or the installation of new cameras; also ongoing statistical information on how many times the footage has been requested for viewing by NSW Police.	Maintain current CCTV cameras in working order and plan for enhancements so to assist the Police and the local community to discourage crime and anti-social behaviour.	As at 31 December 2019 - Council continues to maintain the existing cameras in the CCTV system with staff recently including a project in the 2020-2021 Capital Works Program to replace the existing Main Street CCTV system. During the reporting period Council did not receive any requests to view footage from the NSW Police.	Information Technology Manager	Ongoing commitment	50%

THEME 2 - OUR ENVIRONMENT

STRATEGY 1 - TO VALUE, CARE FOR AND PROTECT OUR NATURAL ENVIRONMENT

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Encourage and promote environmental awareness	Project delivery and works programs result in minimal environmental harm.	Council's key environmentally sensitive areas are managed to ensure those areas are protected and enhanced.	As at 31 December 2019 - staff are continuing to conduct ground assessments of roadside reserves as required. Native Title assessments are also being carried out on Council managed Crown Land prior to any works that may be classified as a Future Act which may be compensable. Council staff take measures to ensure minimal harm is caused to the environment through detailed project planning and addressing the compliance requirements through other agencies like NSW Fisheries and the Environment Protection Authority.	Deputy GM Infrastructure	Ongoing commitment	100%
ACTION 1 - Encourage and promote environmental awareness	Statistical information on the number of inspections performed also a summary of the inspections results – are we being effective, are we achieving control.	Update on targeted 300 property inspections across the Shire for noxious weeds.	As at 31 December 2019 - there have been 30 property inspections conducted since July 1 2019; this is primarily due to no significant rainfall events and the position of Weeds Officer being vacant. Sixty (80) high risk areas have been inspected, these have been water ways and stopping bays where fodder transport are most likely to have stopped. All red guild posted areas have been	Open Space Recreation Manager	Ongoing commitment	10%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
			identified as having a bio-security risk have been inspected and treated.			
ACTION 1 - Encourage and promote environmental awareness	Works finalised against the schedule of works, progressive and comparative statistical data on trees removed, trees replaced and new plantings.	Update on programs for works originating from the 2nd generation Tree Audit with the aim to do the utmost to preserve and maintain our signature treescape.	As at 31 December 2019- 5 dead trees were removed during the reporting period in Narrandera town being 4 Plane trees and 1 Queensland Box. Tree maintenance packages addressing medium priority works and the removal of dead trees have been issued to external service providers for quotation and expected start date for these works will be March 2020. Priority works are directly related to storm damage. No new tree plantings have taken place due to drought conditions and the likelihood of tree loss.	Open Space Recreation Manager	Ongoing commitment	5%
ACTION 1 - Encourage and promote environmental awareness	Strategies and plans to preserve a unique feature of our native fauna.	Update on preservation measures to protect our unique koala population.	As at 31 December 2019 - the Narrandera annual Koala Count was recently held with a record 240 volunteers in attendance with 46 koalas counted. All horses have now been removed from the Narrandera Flora and Fauna Reserve. The flora and fauna reserve has also been inspected by staff and NSW Rural Fire Service in line with fire mitigation plans.	Open Space Recreation Manager	Ongoing commitment	50%

STRATEGY 2 - TO EFFECTIVELY MANAGE AND BEAUTIFY OUR PUBLIC SPACES

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Focus on the Narrandera CBD Masterplan	Achieving project milestones.	Finalise design concepts, costings and identify funding opportunities for the Narrandera CBD upgrade.	As at 31 December 2019 - Council are progressing with action milestones to reconstruct Bolton Street, Narrandera as per the adopted Masterplan Design, funding will be derived from the Narrandera Business Centre Masterplan funding reserves. Works have been completed on the Narrandera gateway intersection with Whitton Street with funding derived through the Federal Government Drought Assistance Package.	Manager of Projects and Assets	Progressing	20%
ACTION 1 - Focus on the Narrandera CBD Masterplan	Spaces where the needs of the community as a whole are considered.	The needs of all members of the community are considered within designs such as pedestrian access, disabled parking and loading zones.	As at 31 December 2019 - an application for \$400,000 has been submitted for the North Park water towers recreation space located off Watermain Street, Narrandera; the purpose of this project is to not only enhance the area now that the has been large art installations on the main high reservoir water tower but to provide recreation space for the local community. The upgrade to Hankinson Park is progressing with seating to be installed in early February 2020 as specified by the Parks Advisory Committee are currently being quoted by suppliers. Council were successful in obtaining \$8,000,000 for the Playground	Open Space Recreation Manager	Ongoing commitment	50%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
			on the Murrumbidgee project. Also \$1,000,000 of drought funding was also awarded for multiple projects.			
ACTION 2 - Develop a small parks strategy	<p>Accessible parks that provide for local play, passive recreation, general open space and urban beautification within easy access of residents and visitors.</p>	The needs of the community for parks and recreation opportunities are met through a hierarchy of parks.	As at 31 December 2019 - Hankinson Park upgrade is nearing competition with concrete pathways, a large Toulouse urn placed in the centre surrounded by advanced Camellia plantings. New playground equipment has been installed at both the Narrandera Sportsground and the Barellan Sportsground also adjacent to the Barellan Community Hall with some maintenance upgrade works carried out on the existing equipment located adjacent to the Barellan Community Hall. A shade sail has been installed over the Grong Grong Playground.	Open Space Recreation Manager	Ongoing commitment	90%

STRATEGY 3 - TO LIVE IN A COMMUNITY WHERE THERE ARE SUSTAINABLE PRACTICES

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Consider and where possible implement sustainable environmental practices	Progress of the Masterplan also statistical data on the tonnage of waste diverted from landfill by recycling and other waste diversion methods. Lobbying efforts for and promotion of a container deposit scheme facility for Narrandera.	Develop a Waste Management Masterplan to minimise waste to landfill and promoting recycling and resource recovery.	As at 31 December 2019 - Community use of the Community Recycling Centre at the entrance to the Narrandera facility diverts specified materials such as water-based and oil-based paints, fluorescent lights, batteries, gas bottles, fire extinguishers, acid and alkalines etc. away from landfill. Earthworks, electrical installation and security cameras are almost complete for the pending installation of the Reverse Vending Machine at the entrance to the Narrandera landfill site during February 2020 and an opening in March 2020.	Manager Development and Environment	Progressing	60%
ACTION 1 - Consider and where possible implement sustainable environmental practices	Actions taken by Council to reduce its environmental footprint such as quantifiable billing trends.	Council continues to implement energy saving infrastructure at its facilities to reduce costs and CO2 emissions where economically viable.	As at 31 December 2019 - Council monitors the current solar Installations to ensure that they are working and continue to provide carbon free power to facilities such as the Narrandera Shire Library, Council Administration Centre and Works Depot. Council uses software E21 to monitor power bills and usage to help identify energy use and cost savings.	Executive Engineer	Completed	80%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Consider and where possible implement sustainable environmental practices	Council managed parks and reserves to be watered with re-use or untreated water rather than potable water.	Initiate projects to water community parks and reserves with re-use or untreated water rather than potable water.	As at 31 December 2019 - a specification for quotation for Stage 2 of Victoria Avenue, Narrandera water reuse irrigation system been completed. Consultation with adjoining residents will take place once a cost can be established.	Open Space Recreation Manager	Ongoing commitment	50%

THEME 3 - OUR ECONOMY

STRATEGY 1 - TO ENCOURAGE NEW BUSINESS AND INDUSTRY THAT CAN BE SUSTAINED ALSO SUPPORT LOCAL BUSINESS AND INDUSTRY TO GROW AND PROSPER

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Continued delivery of actions contained within the Economic Development Strategy	Information to Council and the community on efforts to encourage new business and industry but also support existing enterprises.	Report on actions and outcomes contained within the Economic Development Strategy (EDS).	As at 31 December 2019 - there is ongoing interaction with 3 solar farm developers that have obtained NSW State Government development consent to build solar farms at Morundah (Yarrabee Solar) and Sandigo (Avonlie Solar) and (Sandigo Solar). Convenor of Council's Solar Farm Reference Group, occasional sessions as Acting Chair in absence of the Mayor. Interaction with Rick Shaw who is facilitating accommodation and employment requirements for tradesmen at the Darlington Point Solar farm. Coordinated activities during Small Business Month October 2019 with speakers to inform and educate members of the business community. Dissemination of information on business opportunities and initiatives, liaise with Service NSW to facilitate Easy to do Business Program. Work in partnership with Business Enterprise Centre to deliver 5 Workshops on developing business skills,	Economic Development Manager	Ongoing commitment	90%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
<p>ACTION 1 - Continued delivery of actions contained within the Economic Development Strategy</p>	<p>Attend Narrandera Business Group Meetings; facilitate guest speakers at Business Group functions; provide information, advice and leverage opportunities for information sharing.</p>	<p>Support and nurture existing businesses – EDS 3.2</p>	<p>As at 31 December 2019 - regular attendance throughout the year at monthly then fortnightly meetings of Narrandera Business Group (NBG).</p> <p>Assumed role of Acting Secretary for NBG when Secretary resigned. Forwarded membership renewal letters and invoices. Record number of members renewed-75.</p> <p>Included NBG as partner in Small Business Month October initiatives being Narrandera Connected(2) with 3 guest presenters and Social Media Masterclass with presenter. Partner with Business Enterprise Centre in Skills for Business Success Workshops of 5 topic areas from Nov 2019 to May 2020.</p> <p>Provide details on grant programs to Narrandera Business database.</p> <p>Arrange business breakfast with guest speaker and CEO of Tomra/Cleanaway Mr James Dorney and participate in joint promotion with TOMRA at Narrandera Show to familiarize people with details of the RVM to be introduced to Narrandera during March 2020.</p>	<p>Economic Development Manager</p>	<p>Progressing</p>	<p>95%</p>

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Continued delivery of actions contained within the Economic Development Strategy	Facilitate an industry specific forum to inform landholders and investors of opportunities in the Shire for the pig and chicken industry.	Strengthen and grow key sectors; explore new development opportunities for processing and value-adding opportunities also use of waste products – EDS 3.3.	As at 31 December 2019 - Mr David Farley seeks Council support in preparing prospectus for development of the pig industry in Narrandera to capitalise on severe shortages of pork in China caused by African Swine Fever epidemic. Research reveals that there is no pork export arrangements with China. Consultation with senior Department of Primary Industry officials and Australian Pork to confirm the situation was undertaken and it was confirmed that there is currently no opportunity for pig exports to China. There is no planned further action to be taken at this stage.	Economic Development Manager	Ongoing commitment	80%
ACTION 1 - Continued delivery of actions contained within the Economic Development Strategy	Review sales policy for Council owned land in the Industrial Estate to address incentives for developers; enhance appearance of the Estate with signage, flags and landscaping including 'gateway' treatment.	Facilitate further development of the Red Hill Industrial Estate – EDS 4.2.	As at 31 December 2019 - four gateway banners have been installed along the entrance to the Red Hill Industrial Estate promoting 'Land Sale'. These very impressive banners are intended to draw prospective purchasers into the estate to see what land stock is currently available for sale and to gauge what developments have already established there. Potential for solar power initiatives to be utilized as sales incentives under consideration through development of available land as solar farm(s) on the Red Hill Industrial Estate and on land	Economic Development Manager	Progressing	65%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
			adjoining Narrandera landfill.			

STRATEGY 2 - POPULATION GROWTH, RETENTION AND IDENTIFY NEEDS FOR OUR YOUTH

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Strategic advocacy to support population retention with particular focus on the youth of our Shire	Youth projects and engagement opportunities.	Report on the outcomes achieved by the Youth Development Officer.	As at 31 December 2019 - the Narrandera Youth Advisory Council held three official meetings and three informal meetings to discuss matters relating to youth. Through these meetings a number of initiatives and projects were discussed, including plans for the official opening of the Narrandera Shire Library Youth Space. This opening included an Instagram competition, which included promotional material created by the Youth Advisory Council. An application for Grant funding was also submitted for a food van, as well as a letter of support for the Community Hub application submitted by Bidgee Boxing. Discussions around recruitment of new members were held and a new campaign will commence in February.	Community Transport and Home Support Manager	Ongoing commitment	50%
ACTION 2 - Strategic advocacy for diverse housing options	Enhanced accommodation options that may be made available to members of the community.	When opportunities arise advocate for accommodation options that align with our population demographics.	As at 31 December 2019 - Council continues to advocate for increased services to support the Narrandera Shire community. The Narrandera Domestic Violence Group continues efforts to provide information to the local community about housing and refuge services. The two residential aged care facilities continue to	Community Transport and Home Support Manager	Ongoing commitment	50%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
			provide both permanent and short term care for those living with a disability and the frail aged. The Commonwealth Home Support programs continue to provide Home Modifications and Maintenance to help residents remain in their own homes for as long as possible; the service also assists residents access a variety of services including Meals on Wheels, Community Nursing as well as domestic and personal care.			

THEME 4 - OUR INFRASTRUCTURE

STRATEGY 1 - TO HAVE AN IMPROVED AND ADEQUATELY MAINTAINED ROAD NETWORK

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Through advocacy seek funding commitments for identified roadway projects and strategies	Advocacy efforts and the reporting of successful outcomes using a timeline.	Secure funding from each of the transport strategy funding streams.	As at 31 December 2019 - Council has as part of the annual Regional Roads Repair Program nominated a section of the Lockhart Road for rehabilitation works with the funding approved. Three applications have been submitted as part of the Fixing Local Roads program These were for sealing Old Wagga Road, Brewarrana Bridge Repairs and sealing part of Paintings Bridge Road. Council also received an additional \$472,000 in Roads to Recovery funding for this year.	Works Manager	Progressing	50%
ACTION 2 - Road assets are managed in accordance with the road service review and asset management plans	Strategic mapping of reseal, re-sheeting or grading works made available to the community also details of works undertaken during the reporting period.	The road service review and asset management plans are to be consulted when planning for works.	As at 31 December 2019 - the following works have been completed for the reporting period; 18.8 kilometres of sealing works also 9 kilometres of gravel resheet works. The current maintenance grading, re-sheet and reseal program maps have been made available to the public through the new Council web page.	Works Manager	Ongoing commitment	50%
ACTION 3 - Maintain the condition rating of	A complete and reliable asset management plan.	Maintain the road network in accordance with	As at 31 December 2019 - 500 kilometres of road service digital roughness count was undertaken	Works Manager	Progressing	50%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
the road network across the Shire in accordance with agreed service levels		adopted levels of service.	as part of assessing the ride quality.			

STRATEGY 2 - TO IMPROVE, MAINTAIN AND VALUE-ADD TO OUR ESSENTIAL PUBLIC AND RECREATIONAL INFRASTRUCTURE

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Plan and source funding for redevelopment of or the construction of key facilities and infrastructure	Availability of accurate and relevant data for all classes of assets.	Implementation of an asset management system.	As at 31 December 2019 - staff continually working with the suppliers of the Asset Management System (AMS) known as Confirm to both validate and then migrate the asset and financial data into the system. The AMS will enable Council to deliver complex, critical public infrastructure that maximises operational efficiencies and minimise costs. The water and sewer data implementation is currently underway with all of the asset data now successfully migrated. There is still work to do on validating the useful life on some pipeline assets to ensure the annual depreciation matches the financial reports. Road condition assessments are well underway with seal and unsealed pavement components inspections completed in preparation for the 30 June 2020 Transport Network Revaluation.	Manager of Projects and Assets	Progressing	65%
ACTION 1 - Plan and source funding for redevelopment of or the construction of	Completion of projects identified within projected timeframe and	Preparation of future plans for the renewal or replacement of	As at 31 December 2019 - all funded infrastructure projects have been scheduled for commencement and resourcing; stakeholders are	Manager of Projects and Assets	Progressing	55%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
key facilities and infrastructure	budget.	assets.	meeting fortnightly to review and update all project action plans. The group is chaired by the Deputy General Manager Infrastructure with quarterly budget reviews and monthly capital works program updates actioned to inform Council and the community of the progress of all projects. The Project Management control software is continually updated to provide all stakeholders with the highest level of progress for each activity.			
ACTION 1 - Plan and source funding for redevelopment of or the construction of key facilities and infrastructure	Details of applications submitted and the outcome.	Funding opportunities to replace key facilities and infrastructure.	As at 31 December 2019 - Council applied for funding under the NSW Safe and Secure Water Program which co-funds eligible water and sewer projects in regional NSW. For Narrandera Shire two projects were successful and were recently announced being – South West Narrandera Sewer Expansion which is for the identification of options to connect a large number of existing septic systems adjacent to Narrandera to the existing sewer reticulation network, funding through this scheme is \$48,000. The other project is the Barellan Sewer Scheme where \$4.87 million dollars has been secured to design and construct a reticulated sewerage	Water Sewer Engineering Officer	Progressing	90%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
			system for the village of Barellan with centralised treatment and disposal.			
ACTION 2 - Continuation and monitoring of the Integrated Water Cycle Management Plan (IWCMP).	Reporting of milestones achieved within the IWCMP.	Implement IWCMP; report on direct actions derived from the IWCMP with relevant timeline and Key Performance Indicators.	As at 31 December 2019 - the Integrated Water Cycle Management options study is currently undergoing a variation in scope to review additional options for reticulated water treatment. A 30 year asset replacement program and asset management plan is currently being developed by Public Works Advisory NSW.	Water Sewer Engineering Officer	Progressing	75%
ACTION 3 - An ongoing program of capital works for both water and sewer operations of Council	Progress of proposed works followed by the completion of projects within budget and effectiveness measured by a timeline.	Ongoing 10 year Capital Works Program within funding.	As at 31 December 2019 - the capital works program is slightly behind schedule due to changes to the organisational structure currently being undertaken to improve performance of renewals programs.	Water Sewer Engineering Officer	Ongoing commitment	40%

THEME 5 - OUR CIVIC LEADERSHIP

STRATEGY 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	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 1 - Accountable, transparent and ensure open communication between the community and Council	Delivery Program update report submitted to Council and community during September, December, March and June annually on outcomes achieved.	Continued three monthly reporting on measureables contained within the Delivery Program.	As at 31 December 2019 - the reporting on measurables within in the adopted Delivery Program continues on a three monthly basis, at a future Senior Management Team meeting the need for better reporting on what has actually been achieved and current performance compared to say the same reporting period 12 months ago will be explained as a prelude to better performance reporting.	Governance & Engagement Manager	Ongoing commitment	90%
ACTION 1 - Accountable, transparent and ensure open communication between the community and Council	Scheduled for early 2020 and will inform Council of the views of the community against industry benchmarks.	Undertake a second Community Survey early 2020.	As at 31 December 2019 - Scoping of the project has commenced, very soon the process of obtaining quotations as per Council's Procurement Policy will commence. At this stage the survey will be conducted late March 2020 or early April 2020 depending on the availability of Council's research partner.	Governance & Engagement Manager	Progressing	5%
ACTION 1 - Accountable, transparent and ensure open	Outcomes promised by Council in its Fit for the Future	Report on Fit for the Future strategies.	As at 31 December 2019 - Councils general purpose financial reports for the year ending 30 June 2019 indicate that council has meet the	Deputy GM Corporate & Community	Completed	90%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
communication between the community and Council	Improvement Plan.		<p>FFTF ratios with the exception of the Own Source Revenue ratio and Asset Renewal ratio.</p> <p>The Own Source revenue has been reduced due to councils success in obtaining grant funding which is not categorised as own source revenue. While councils asset renewal ratio was below the benchmark the value of capital expenditure in 18-19 exceeded previous years but as over \$4 million remained as work in progress at 30 June this did not reflect in the renewal ration.</p>			
ACTION 1 - Accountable, transparent and ensure open communication between the community and Council	Amendments to the Customer Service Charter to be made by 31 December 2018 also review the Customer Request System reporting to ensure requests are being dealt with as per the Charter and determine ways to gauge if the customer is happy with the outcome.	Update the Customer Service Charter to include reference to AS/NZS 1002:2014 'Guidelines for complaint management in organisations'.	As at 30 December 2019 - originating from the Executive Leadership Team, the Customer Service Think Tank group was created to resolve a number of issues such as the responsibility for closing the customer service loop, that is from the service request initiation to the action then to gauging customer satisfaction. The outcomes of this Think Tank will be incorporated into the Draft Customer Service Charter to be presented to both the Executive Leadership Team then Council in coming months. The Draft Customer Service Charter has been allocated to a number of key Managers for comment before	Governance & Engagement Manager	Progressing	80%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
			progressing to the Executive Leadership Team. In addition key Infrastructure Services Managers are assessing the introduction of an out of hours call centre number to manage emergency water, sewer, waste and animal matters.			
ACTION 1 - Accountable, transparent and ensure open communication between the community and Council	Council to consider any requests in accordance with the Community Strategic Plan 2017-2030.	Where possible support community projects where groups or organisations have clear goals and outcomes.	As at 31 December 2019 - any requests for support shall be considered in accordance with strategic documents and budgetary constraints.	Governance & Engagement Manager	Ongoing commitment	100%
ACTION 1 - Accountable, transparent and ensure open communication between the community and Council	Compliance with Australian Government Digital Service Standard also details of website content review and where possible details of website visits and pages most frequently visited.	Ensure that the Council website is compliant with current industry standards.	As at 31 December 2019 - Council is still in the process of transferring to the newly created website; the migration is expected by early 2020. The new website is built in compliance with the respective standards and is equipped with a compliance checking system before internal staff publish information. The current website was built in 2006 and is therefore not required to meet the requirements, however its current limitations are recognised.	Communications Officer	Progressing	80%
ACTION 1 - Accountable, transparent and	Revise Council's Procurement Policy by 31 December	Council's procurement provides best	As at 31 September 2019 - the review of the Procurement Policy was managed by the Deputy General	Governance & Engagement	Progressing	90%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ensure open communication between the community and Council	2018.	value and protects against fraud and corruption.	Manager Corporate and Community Services and presented to the briefing session of Council in October 2019, the draft policy then progressed to the November 2019 meeting of Council for community consultation. Submissions on amendments to this policy will close at 4pm on Wednesday 12 February 2020 with a report to be submitted to the February 2020 meeting of Council. At the same time as amending the Procurement Policy a comprehensive review of the Procurement Manual is also underway.	Manager		
ACTION 2 - A highly skilled and motivated workforce	Reviewed at least every 2 years or when there is legislative or award changes.	Ensure workforce policies remain current in a changing work environment.	As at 31 December 2019 - significant improvement continues to be made in relation to the review and/or creation of Human Resources and Workplace and Health Safety policies with a further six (6) Human Resources related policies being reviewed and/or updated since the last reporting period.	Human Resources Manager	Ongoing commitment	75%
ACTION 2 - A highly skilled and motivated workforce	Action recommendations within the Workforce Strategic Plan 2017-2021; report September annually	Develop and implement succession planning.	As at 31 December 2019 - the comparison data with regard to staff demographics was not provided by Price Waterhouse Coopers Australasian Local Government Performance Excellence Program	Human Resources Manager	Progressing	85%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
	on staff demographics in comparison to previous 3 years.		until January 2020. This will be the first time this three (3) year comparison data has been made available. In the near future the Human Resources team will also be attending a webinar on how to interpret the data and provide information on how to best present this information to the Executive Leadership Team. The report will provide comparison data for group ten (like) Councils and should be submitted to ELT by the end of February 2020.			
ACTION 2 - A highly skilled and motivated workforce	Amendments are made as soon as possible; report September annually performance appraisal outcomes.	Implement approved revisions of the salary administration and Employee Performance Management System.	As at 31 December 2019 - most Set Phases for the 2019-2020 review period are now complete. A report on the progress on any outstanding set phases will be provided to the Executive Leadership Team. Monitoring of the Appraisal process will ensure the all amendments will be processes has per the timetable and the annual September report will be produced on time.	Human Resources Manager	Progressing	45%
ACTION 2 - A highly skilled and motivated workforce	Information presented is accurate, relevant and easy to read.	Identified Council staff to undertake training for excellent written communication and presentation	As at 31 December 2019 - Council has provided comprehensive report writing training to all managers and above. Team leaders have also been provided intermediate training in report writing and general	Human Resources Manager	Ongoing commitment	90%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
		skills.	correspondence including emails. Training in presentation skills has not been addressed at this stage; however no requests for training in presentation skills were identified within the last performance appraisals process. A further training course will be facilitated in the 2019-2020 financial year to capture any senior staff that have recently commenced with Council.			
ACTION 3 - As an organisation the information management capability meets the needs of the users and the community	Implement actions within the Information Management Strategy 2014-2019 also review and update the Information Strategy 2014-2019 during 2020.	Maintain an Information Management Strategy providing best value contemporary services.	As at 31 December 2019 - the Information Management Strategy 2014-2019 is reviewed each year as part of the capital works budget process to include any suitable projects. The Information Management Strategy will be updated in 2020.	Information Technology Manager	Progressing	50%
ACTION 4 - Financial sustainability is critical with maximum rate revenue to be achieved and other income sources maximised	Recommendations to maximise Council's financial position.	Monitor Council's financial situation and progress against Fit for the Future benchmarks.	As at 31 December 2019 - Council's Revenue Officer closely monitors assessments which may become rateable during the financial year; this includes the sale of vacant Department of Housing land or land sold by religious institutions or instances where Crown authorities that are currently non-rateable become rateable. The Finance Manger regularly reviews Investments in accordance with the	Senior Finance Officer	Ongoing commitment	60%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
			Investment Policy and reports to Council on a monthly basis. The budget is reviewed on a quarterly basis and reported to Council with any variations that have been made during the reporting period.			
ACTION 4 - Financial sustainability is critical with maximum rate revenue to be achieved and other income sources maximised	Have systems in place that details grants applied for, and where successful that monies have been received, expended and acquitted in accordance with the funding body requirements.	Monitor the level of State and Federal Government grants payable to Council.	As at 31 December 2019 - Council has developed a register that details the name of the Council officer who has applied for grant funding, from where the funding is being sourced, if the funding was successful then the date and the amount of the funding received, eventually the date that the acquittal needs to be finalised and the actual date of acquittal are recorded.	Senior Finance Officer	Ongoing commitment	100%
ACTION 4 - Financial sustainability is critical with maximum rate revenue to be achieved and other income sources maximised	Reported monthly to Council against a timeline.	Ensure that Council funds are invested in accordance with legislative provisions and income yield is maintained within Council's risk profile.	As at 31 December 2019 - a monthly report detailing Councils invested monies is presented to Council each month; the report details all transactions that have taken place within the proceeding month and gives a snapshot of the portfolio and credit limits to make sure that Council remains within the prescribed amount allowed for each institution. A report for local expenditure is also tabled in conjunction with the budget quarterly review.	Senior Finance Officer	Ongoing commitment	100%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 5 - The community displays a high level of understanding and compliance with legislative in regard to the keeping of and control of companion animals and other animals	Updated statistics for each reporting period with cumulative totals also to be reported.	Number of dogs registered under the Companion Animals Act.	As at 31 December 2019 - compliance staff are continuing door-to-door compliance checks of companion animals within Narrandera, Barellan and Grong Grong. Use of Council's Facebook page provides a platform to provide ongoing education for community members.	Manager Development and Environment	Ongoing commitment	80%
ACTION 5 - The community displays a high level of understanding and compliance with legislative in regard to the keeping of and control of companion animals and other animals	Updated statistics for each reporting period with cumulative totals also to be reported.	Number of cats registered under the Companion Animals Act.	As at 31 December 2019 - from 1 October 2019 seven (7) micro-chipped and registered pets were returned to owners at no charge. Three (3) cats and dogs were impounded before being claimed by owners. Twenty three (23) dogs and cats were re-homed in this period with a total of 11 warnings and 2 infringement notices issued.	Manager Development and Environment	Ongoing commitment	60%
ACTION 6 - The Narrandera Shire Local Environmental Plan 2013 (LEP) is reviewed within a 5 year cycle	Review the current LEP within the timeframe established by the Department of Planning and Environment.	Maintain the LEP to meet community aspirations, land needs and environmental outcomes.	As at 31 December 2019 - preparatory work has commenced to review the Local Environmental Plan (LEP). The review will involve consultation with residents, agencies and other stakeholders in line with the Community Participation Plan (CPP). It will also reflect public feedback to be outlined in the Local Strategic Planning Statement (LSPS), which is currently under	Deputy GM Infrastructure	Progressing	40%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
			development. The CPP and LSPS are recent additions to strategic planning documents required by the Department of Planning, Industry & Environment in developing new and revised LEP's.			
ACTION 7 - Planning instruments reflect the intent and direction of land use strategies and facilitate development and growth of the Shire	Compliance with guidelines from the Department of Planning and Environment.	Documents are reviewed against intended outcomes.	As at 31 December 2019 - the Community Participation Plan (CPP) was exhibited during November 2019. Other current priorities include the Local Strategic Planning Statement and preparatory work has commenced to review the Local Environmental Plan. Revisions and additions of other planning instruments will be scheduled around staff workloads.	Deputy GM Infrastructure	Progressing	40%
ACTION 8 - Development Applications received and assessed within statutory timeframes	The number of Development Applications received during the reporting period also financial year cumulative totals also provide comparative yearly data to past 2 year's data.	Statistical data on Development Applications received, also comparing to previous years.	As at 31 December 2019 - the Development Services report to Council provides lists all development applications (DA's) lodged and determined each calendar month; cumulative totals are included for the current financial year. Comparative data is graphed and indicates the previous two years' data in both numbers of DA's and the value of development. Averaged determination time at the end of the reporting quarter is 30 days.	Manager Development and Environment	Ongoing commitment	90%

ACTION	Measured By	Performance Target	Comments	Responsible Officer Position	Status	Progress
ACTION 8 - Development Applications received and assessed within statutory timeframes	Comparison of assessment timeframe against Department of Planning & Environment averages.	Compliance with statutory timeframes for assessment.	As at 31 December 2019 - comparative assessment timeframes for the previous financial year are included in monthly Development Services reports submitted to Council with the information made available to and re-presented by the Department of Planning & Environment. Average determination times for the reporting quarter is 30 days.	Manager Development and Environment	Ongoing commitment	70%
ACTION 9 - Maintain a strong voice in regional groups such as RAMROC, the proposed RAMJO also Destination NSW	Details of engagement opportunities.	Proactive engagement at appropriate forums and continued political lobbying with our partners.	As at 31 December 2019 - Council Executives continue to play a role in RAMJO with the Mayor, Deputy Mayor and GM holding positions within working parties and attending meetings as scheduled.	General Manager	Ongoing commitment	100%

18.2 CLASSIFICATION OF LAND AS OPERATIONAL LAND**Document ID:** 461767**Author:** Governance and Engagement Manager**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Our Civic Leadership**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Classify Lot 10 Section 16 DP 758757 (130-132 Larmer Street, Narrandera) as operational land in accordance with the *Local Government Act 1993*.

PURPOSE

The purpose of this report is for Council to classify recently purchased land as operational land.

SUMMARY

Council recently purchased Lot 10 Section 16 DP 758757 (130-132 Larmer Street, Narrandera).

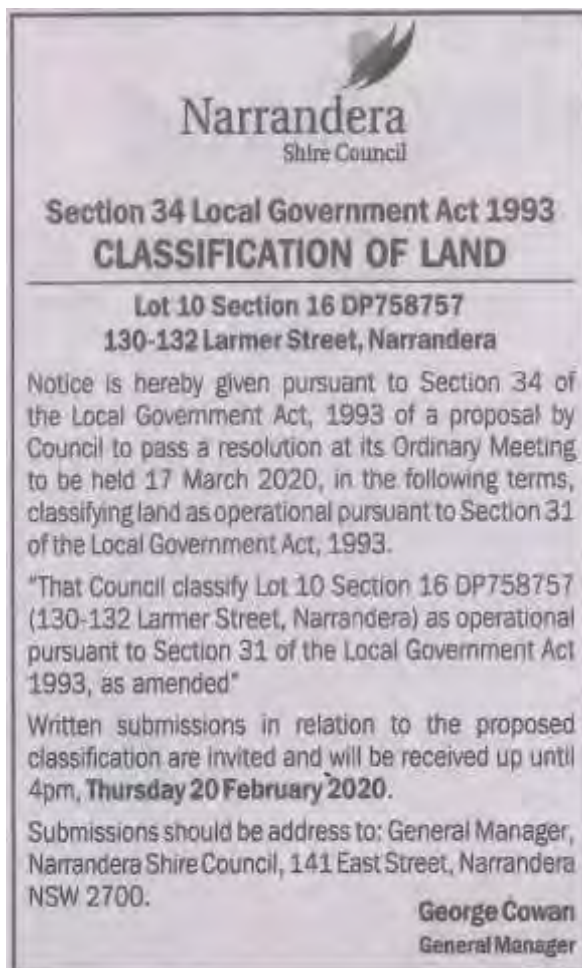
Section 31 of the *Local Government Act 1993* requires that within 3 months following acquisition that the land is to be classified as either community land or operational land; if at the end of 3 months the land is not classified it becomes community land by default.

BACKGROUND

Council resolved at its 11 December 2019 meeting to purchase Lot 10 Section 16 DP 758757 with the second part of the resolution to undertake community consultation to classify the land as operational land.

Section 34 of the *Local Government Act 1993* requires that Council give public notice of a proposed resolution to classify or reclassify public land with an advertisement placed in the Narrandera Argus edition dated 22 January 2020 with submissions invited until 4.00pm 20 February 2020.

A copy of the advertisement is as follows:



At the closing time and date there were no submissions received.

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

Theme

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

Nil

Legal / Statutory

Local Government Act 1993

Community Engagement / Communication

Achieved by advertising the intended classification of the land within the Narrandera Argus edition dated 22 January 2020

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

Failure to classify the land as operational land within 3 months will see the land classified as community limiting council's utilisation of the site.

OPTIONS

The only option available to Council is to not classify the land as operational whereby the categorisation defaults to community land meaning that land will require a plan of management to be developed for the land for a specific community purpose. Land classified as community land is not able to be sold nor can it have a lease or licence issued for more than 30 years.

CONCLUSION

Following the resolution of Council at its 11 December 2019 meeting the intention to classify Lot 10 Section 16 DP 758757 (130-132 Larmer Street, Narrandera) as operational land was advertised to the community.

No submissions were received and the recommendation is that Council resolve to classify Lot 10 Section 16 DP 758757 (130-132 Larmer Street, Narrandera) as operational land.

RECOMMENDATION

That Council:

1. Classify Lot 10 Section 16 DP 758757 (130-132 Larmer Street, Narrandera) as operational land in accordance with the *Local Government Act 1993*.

18.3 2020 COMMUNITY SURVEY PROJECT - APPOINTMENT OF SERVICE PROVIDER**Document ID: 462840****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

1. Acknowledge the appointment of Micromex Research to undertake the 2020 Community Survey project;
2. Note that Micromex Research will deliver the final report and make a presentation to Council.

PURPOSE

The purpose of this report is to advise Council of the outcome of a recent procurement process seeking quotations to undertake the 2020 Community Survey project.

SUMMARY

Council conducted its first community survey in 2016 which provided valuable insight into to opinions of the community but also provided the opportunity for the community to provide feedback to Council on issues that the community believe should be addressed into the future.

At the conclusion of the current procurement process 2 quotations were received which have now been assessed with Micromex Research engaged to manage the 2020 Community Survey project.

BACKGROUND

In 2016 a similar procurement process was undertaken with Micromex Research appointed to undertake the first ever community survey with the results providing an indicative level of satisfaction on a number of topics such as how Council interacts with the community, the level and quality of services that Council delivers to the community and the level and quality of facilities that Council provides for the community.

The final report was presented to Council by Micromex Research in June 2016 with the information used in the 2016 End of Term Report and providing valuable information for the development of the current Community Strategic Plan.

The 2020 Community Survey is proposed to be conducted during the latter part of April 2020 and will comprise a telephone survey and face-to-face number harvesting; Council will also ask Micromex Research to also undertake an optional online survey. The questions to be asked during the 15 minute survey will be authored in collaboration with Council and will include questions that apply to the many groups that make up our Shire community.

Council will use its social media platforms and other available media resources to inform the community of the survey timeframe so to avoid community members dismissing a possible telephone call as a scam.

It is hoped that the final report and a presentation by Micromex to Council on the findings can be delivered at the June 2020 meeting; if this is not possible the presentation will be made at the July 2020 meeting.

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

Theme

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

An amount of \$35,000 has been allocated for this project in the 2019-2020 financial year; however based on the acceptance of the quotation of \$23,860 from Micromex Research the allocation will be reduced in the March 2020 quarterly budget review.

Legal / Statutory

Local Government Act 1993

Community Engagement / Communication

Achieved by presenting this report in an open forum of Council with Micromex Research to undertake community consultation by telephone survey across the Shire during April 2020; in addition an online survey will also be made available.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

There are no perceived risks with this proposal.

OPTIONS

The process has been managed in accordance with the Procurement Policy and the Procurement Manual with the final assessment determining that the project should be awarded to Micromex Research.

CONCLUSION

Following the procurement process seeking quotations to conduct the Narrandera Shire Council 2020 Community Survey; 2 quotations were received with Micromex Research being the preferred service provider.

The recommendation will be for Council to acknowledge the engagement of Micromex Research as the service provider with the delivery of the final report and a presentation to Council to be made to Council at a later date.

RECOMMENDATION

That Council:

1. Acknowledge the appointment of Micromex Research to undertake the 2020 Community Survey project;
2. Note that Micromex Research will deliver the final report and make a presentation to Council.

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 FEBRUARY DEVELOPMENT SERVICES ACTIVITIES

Document ID: 462415
Author: Administration Assistant
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 February 2020.
- 1.

PURPOSE

The purpose of this report is to inform Council of Development Applications and other development services provided during February as at 29 February 2020.

BACKGROUND

Development & Complying Development Applications

A summary of Development & Complying Development Applications processed during February 2020 detailed in the following table:

Stage Reached	Number
Lodged	-
Stop-the-Clock / Under Referral / Awaiting Information	2
Under Assessment	3
Determined	9

The value of Development & Complying Development Applications approved by Council during February 2020 is detailed in the following table:

Development Type	2019/2020			
	February 2020		Year to Date	
	Number	Value \$	Number	Value \$
Residential	7	\$ 378,350	22	\$ 1,966,788
Industrial	1	\$ 250,000	1	\$ 1,000
Commercial	1	\$ 20,000	1	\$ -
Rural Residential	-	\$ -	1	\$ 120,000
Subdivisions	-	-	2	\$ 1,200
Other	-	-	2	\$ 180,000
TOTAL	9	\$ 648,350	29	\$ 2,268,988

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 February 2020.

No	Lot	Sec	DP/SP	Address	Development Type	Class	Type	STC	ACTIVE Business Days
DA-003-19-20	1	-	571445	12 Audley St Narrandera	Shed	10a	L	112	42
DA-018-19-20	6	-	79876	134-138 Larmer St Narrandera	Restoration	1a	L	-	52
DA-021-19-20	10	-	758757	128-130 Audley St Narrandera	Prefab Amenities	-	L	-	50
DA-022-19-20	2	-	855400	7 Lethbridge Dr Narrandera	Truckwash	-	L	17	36
DA-023-19-20	57	-	842516	10 Anzac Cr Narrandera	Carport	10a	L	-	39
DA-024-19-20	2	-	781820	21 King St Narrandera	Patio	10a	L	-	34
DA-025-19-20	4	M	2888	31 William St Narrandera	Carport & garage	10a	L	-	17
DA-026-19-20	19	O	2597	17 Victoria Ave Narrandera	Demolition & transportable dwelling	10a	L	-	17
DA-027-19-20	2	-	839325	119 Larmer St Narrandera	Shed	10a	L	-	21

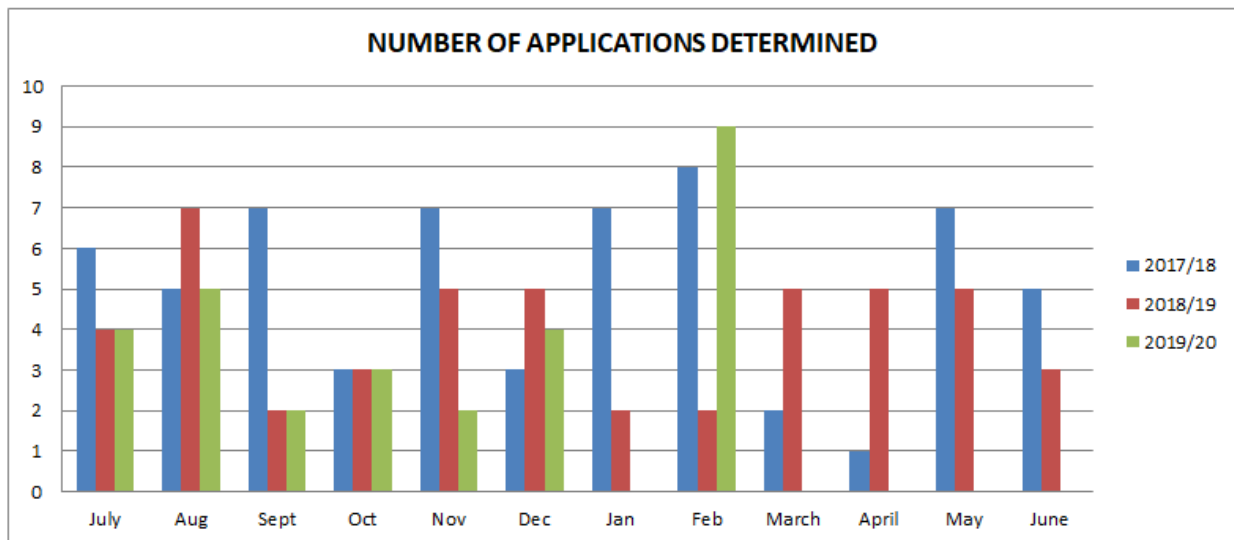
Type explanation

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.

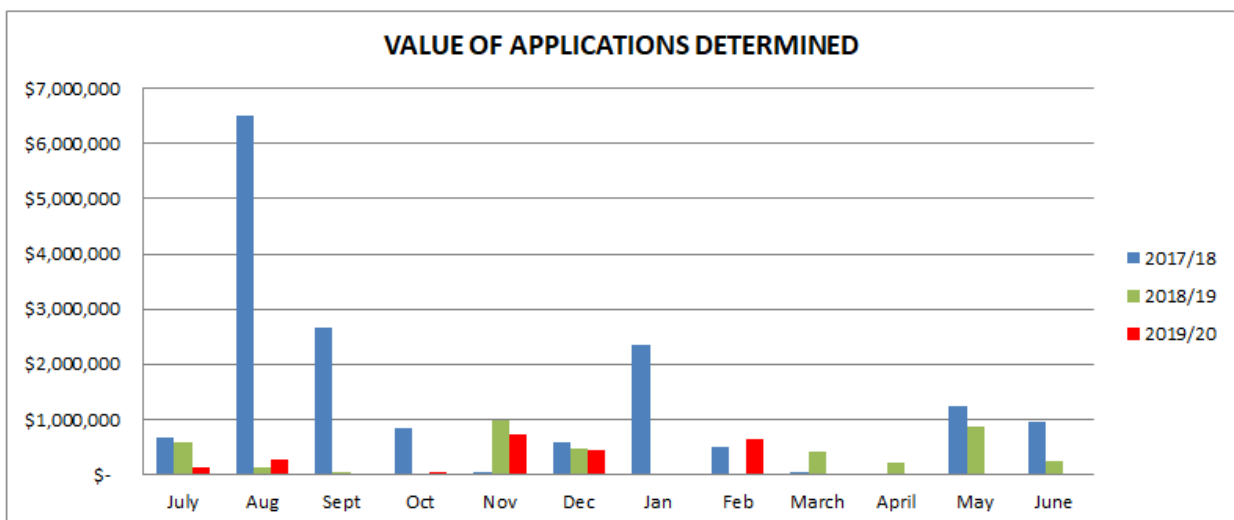
Comparison determination times

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	29 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 February 2020 is detailed in the following table:

Certificate Type	Number Issued
Construction Certificates	3
Building Certificates	1
Subdivision Certificates	-
Occupation Certificates	5
Compliance Certificates	-
Section 10.7 (previously 149) Certificates	17
Swimming Pool Compliance Certificates	2
On-Site Septic Management System Certificates	-

RECOMMENDATION

That Council:

1. Receive and note the Development Services Activities Report for February 2020.

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 FEBRUARY STATEMENT OF RATES AND RECEIPTS

Document ID: 461651

Author: Revenue Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Rates and Receipts report as at 29 February 2020.

RATES & CHARGES

Arrears as at 01.07.2019	657,495.63
19/20 Rate levies & supplementary levies (excl. postponed amounts)	<u>7,951,141.76</u>
	8,608,637.39
Less Pensioner rebates	<u>208,464.92</u>
NET BALANCE	8,400,172.47
Less receipts to 29.02.2020	<u>5,850,141.75</u>
	<u><u>2,550,030.72</u></u>

Actual % Rate Collection to Net Balance as at 29.02.2020 = 69.64%

Comparative % Collection to Net Balance as at 01.03.2019 = 71.05%

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>1,002,555.14</u>
NET BALANCE	1,229,934.25
Less receipts to 29.02.20	<u>939,325.94</u>
	<u><u>290,608.31</u></u>

PURPOSE

The purpose of this report is to present the Statement of Rates and Receipts as at 29 February 2020.

SUMMARY

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

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Rates and Receipts report as at 29 February 2020.

20.2 FEBRUARY STATEMENT OF BANK BALANCES

Document ID: 461681
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 29 February 2020

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	156,355.03
Plus Receipt	4,147,437.92
Less Payments	2,891,037.37
Current Cashbook Balance	<u>1,412,755.58</u>
Statement Summary	
Opening Statement Balance	176,474.89
Plus Receipts	3,790,604.95
Less Payments	2,870,746.57
Current Statement Balance	<u>1,096,333.27</u>
Plus Unpresented Receipts	377,374.93
Less Unpresented Payments	60,952.62
Reconciliation Balance	<u>1,412,755.58</u>
GL BALANCE	<u>1,412,755.28</u>
Unpaid Creditors	127,415.18
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 29 February 2020

20.3 FEBRUARY INCOME STATEMENT

Document ID: 461718

Author: Payroll and Finance Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments: 1. February 2020 Income Statement.pdf [↓](#)

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Income Statement report for the period ending 29 February 2020.

PURPOSE

The purpose of this report is to present Council with the Statement of Income for the period ending 29 February 2020.

SUMMARY

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

BACKGROUND

Adopted Budget

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

Rates & Annual charges

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

Depreciation

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

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 29 February 2020.

Narrandera Shire Council

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General Fund Income Statement
for the period ending 29 February 2020

	Original Budget	Dec Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	5,748	5,746	5,882
User Charges and Fees	1,849	1,758	978
Interest and Investment Revenues	414	282	154
Other Revenues	659	1,547	1,513
Grants & Contributions provided for Operating Purposes	6,898	5,075	3,176
Grants & Contributions provided for Capital Purposes	1,132	5,097	466
<i>Other Income:</i>			
Net gains from the disposal of assets	92	878	847
Net Share of interests in Joint Ventures & Associated	-	-	-
Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	16,792	20,383	13,016
Expenses from Continuing Operations			
Employee Benefits & On-Costs	6,242	6,202	4,219
Borrowing Costs	7	23	4
Materials & Contracts	3,627	4,710	2,662
Depreciation & Amortisation	4,098	4,098	2,049
Legal Costs	54	56	54
Other Expenses	1,423	1,487	1,226
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	15,451	16,576	10,213
Operating Result from Continuing Operations	1,341	3,807	2,804
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,341	3,807	2,804
Net Operating Result attributable to Council	1,341	3,807	2,804
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	209	(1,290)	2,338

Narrandera Shire Council

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Water Fund Income Statement
for the period ending 29 February 2020

	Original Budget	Dec Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	728	728	776
User Charges and Fees	1,339	1,339	947
Interest and Investment Revenues	204	144	53
Other Revenues	-	-	-
Grants & Contributions provided for Operating Purposes	23	23	22
Grants & Contributions provided for Capital Purposes	770	770	9
<i>Other Income:</i>			
Net gains from the disposal of assets	-	-	-
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	3,064	3,004	1,807
Expenses from Continuing Operations			
Employee Benefits & On-Costs	795	802	423
Borrowing Costs	-	-	-
Materials & Contracts	253	321	316
Depreciation & Amortisation	511	511	256
Legal Costs	-	-	-
Other Expenses	255	255	134
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	1,814	1,889	1,129
Operating Result from Continuing Operations	1,250	1,115	679
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,250	1,115	679
Net Operating Result attributable to Council	1,250	1,115	679
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	480	345	670

Narrandera Shire Council

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Sewer Fund Income Statement
for the period ending 29 February 2020

	Original Budget	Dec Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	1,239	1,239	1,274
User Charges and Fees	158	158	86
Interest and Investment Revenues	15	15	14
Other Revenues	-	-	-
Grants & Contributions provided for Operating Purposes	20	20	20
Grants & Contributions provided for Capital Purposes	758	806	7
<i>Other Income:</i>			
Net gains from the disposal of assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	2,190	2,238	1,401
Expenses from Continuing Operations			
Employee Benefits & On-Costs	505	502	278
Borrowing Costs	-	-	-
Materials & Contracts	234	237	160
Depreciation & Amortisation	308	308	154
Legal Costs	-	-	-
Other Expenses	105	105	151
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	1,152	1,152	743
Operating Result from Continuing Operations	1,038	1,086	658
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,038	1,086	658
Net Operating Result attributable to Council	1,038	1,086	658
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	280	280	651

Narrandera Shire Council

Page 7

Consolidated Income Statement
for the period ending 29 February 2020

	Original Budget	Dec Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	7,715	7,713	7,932
User Charges and Fees	3,346	3,255	2,011
Interest and Investment Revenues	633	441	221
Other Revenues	659	1,547	1,513
Grants & Contributions provided for Operating Purposes	6,941	5,118	3,218
Grants & Contributions provided for Capital Purposes	2,660	6,673	482
<i>Other Income:</i>			
Net gains from the disposal of assets	92	878	847
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	22,046	25,625	16,224
Expenses from Continuing Operations			
Employee Benefits & On-Costs	7,542	7,506	4,920
Borrowing Costs	7	23	4
Materials & Contracts	4,114	5,268	3,138
Depreciation & Amortisation	4,917	4,917	2,459
Legal Costs	54	56	54
Other Expenses	1,783	1,847	1,511
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	18,417	19,617	12,084
Operating Result from Continuing Operations	3,629	6,008	4,140
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	3,629	6,008	4,140
Net Operating Result attributable to Council	3,629	6,008	4,140
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	969	(665)	3,658

20.4 POLICY REVIEW CS230 BORROWINGS/LOANS**Document ID:** 461797**Author:** Deputy General Manager Corporate and Community**Authoriser:** General Manager**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:** 1. [Revised Policy CS230 Borrowings/Loans](#) ↓
2. [Policy CS230 Borrowings/Loans - Under review](#) ↓**RECOMMENDATION**

That Council:

1. Approve the revised policy CS230 Borrowings/Loans for exhibition
2. Should no submissions be received during exhibition the policy be adopted and implemented.

PURPOSE

The purpose of this report is review Policy CS230 Borrowings/Loans.

SUMMARY

Policy CS230 Borrowings/Loans was scheduled for review in December 2019. The review has been complete and the revised policy is now to be considered by Council prior to implementation.

BACKGROUND

Policy CS230 Borrowings/Loans was last reviewed in 2016 with Council adopting the policy in January 2017.

At the time of the last policy review council had recently undergone a financial capacity assessment by Treasury Corporation as part of the NSW State Government council amalgamation process. The policy had been heavily influenced by this and places specific emphasis on meeting budgetary targets set in Council's Fit for the Future (FFTF) Improvement Plan submitted by Council to the Office of Local Government. The policy also references the attainment and maintenance of financial benchmarks utilised by Treasury in it's FFTF assessment.

The reviewed policy has removed reference to the FFTF improvement plan and FFTF benchmarks. The benchmarks have since inception by Treasury become integrated into the financial reporting code as industry standards. The benchmarks are therefore now referenced as industry benchmarks.

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

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

ISSUES AND IMPLICATIONS**Policy**

Review of Policy CS230 to reflect the implementation of industry financial benchmarks and the decline of the Fit for the Future process.

Financial

Ensure the total amount of loan borrowings is sustainable in terms of ability to meet future repayments, budgetary obligations and industry financial benchmarks.

Legal / Statutory

- The NSW Local Government Act 1993 , particularly Part 12, Chapter 15 and section 410(3) and 410(4) for internal loans.
- The NSW Local Government (General) Regulations 2005
- The NSW Office of Local Government circulars
- The NSW Minister of Local Government orders
- Office of Local Government “Capital Expenditure Guidelines” December 2010
- The Ministerial Borrowing Order (Code of Accounting Practice & Financial Reporting)

Community Engagement / Communication

Council borrowing through loans is communicated to the community in the financing of the Operational and Delivery plans in the Council Integrated Planning and Reporting process.

Human Resources / Industrial Relations

Staff need to be aware of and implement the statutory controls around council utilisation of borrowing.

RISKS

Without a Borrowing/Loans policy in place Council may not be able to:-

- Ensure that all borrowings (both internal and external) are in accordance with legislative requirements.
- Minimise the cost of borrowings.
- Ensure the total amount of loan borrowings is sustainable in terms of ability to meet future repayments, budgetary obligations and industry financial benchmarks.

OPTIONS

- Approve the policy for exhibition.
- Approve the policy with amendment for exhibition.
- Refer the policy back to corporate services for further revision prior to resubmission to Council.

CONCLUSION

That Council approve the policy for exhibition.

RECOMMENDATION

That Council:

1. Approve the revised policy CS230 Borrowings/Loans for exhibition
2. Should no submissions be received during exhibition the policy be adopted and implemented.

BORROWING/LOANS

CS230



NARRANDERA SHIRE COUNCIL POLICY

Narrandera Shire Council
141 East Street
NARRANDERA NSW 2700
Tel: 02 6959 5510 Fax: 02 6959 1884
Email: council@narrandera.nsw.gov.au

BORROWING / LOANS

Policy No:	CS230
Policy Title:	Borrowing/Loans
Section Responsible:	Corporate Services - Finance
Minute No:	
MagiQ No:	8359
Next Review Date:	December 2022

Objective

Loan borrowings provide an important source of funding for council works as an alternative to accumulated reserves where external grants or contributions are not available. The funds can be borrowed from both internal and external sources and there are a number of legislative requirements and financial principles that need to be considered when determining if and how funds are to be borrowed and repaid.

This policy is to provide a framework for determining when the use of borrowings (internal and external) is both appropriate and financially sustainable.

The objective of Council's Loan Borrowing Policy is to:

- Ensure that all borrowings (both internal and external) are in accordance with legislative requirements.
- Minimise the cost of borrowings.
- Ensure the total amount of loan borrowings is sustainable in terms of ability to meet future repayments, budgetary obligations and industry financial benchmarks.

Policy Statement

Council will only use borrowing as a source of funds for works where all of the following conditions are met:

- The expenditure is for capital works other than annual renewal requirements of existing assets.
- The loan term will not exceed the anticipated economic life of the asset.
- The loan repayments can be funded from a sustainable source without adversely affecting council's existing operational commitments or financial indicators.
- The priority for the work has been assessed in line with the Community Strategic Plan, Project Risk Evaluation Matrix and approved through Council's Project Management and Control process.

- A Capital Expenditure Review undertaken where required by legislation.

Council will restrict all borrowings to expenditure on identified capital projects that are considered by Council to be of the highest priority, and which are unable to be funded from revenue. Under no circumstances will Council borrow funds for recurrent expenditure.

Where a capital project for a service that is funded by user charges (e.g. waste, water or sewer) is determined to be funded by way of loans, the user charge should reflect the cost of providing the service (including any loan repayments).

Other specific capital projects, not funded by user charges, will only be considered for loan funding where the project is considered by Council to be beneficial to the majority of ratepayers.

In considering the impact of borrowing on council's budget council will be guided by;

- The Long Term Financial Plan resourcing the Community Strategic Plan
- The relevant Asset Management Plan resourcing the Community Strategic Plan
- Achieving the benchmark Operating Result Ratio
- Achieving the benchmark Asset Renewal Ratio
- Debt service ratios

Council will consider internal loan sources before external sources. N.S.W. Treasury Corporation borrowing facilities will be considered along with private sector lenders as external sources.

Internal Loans

The use of internal loans will be guided by:

- Liquidity of the source fund.
- The source fund will be paid interest by the borrowing fund at a rate equivalent to the interest earned by council's investment portfolio in each year.
- Council will comply with the provisions of the Local Government Act and Regulation in relation to internal loans.
- Granting of Ministerial approval where required.

External Loans

When sourcing external loans, Council will assess Treasury Corporation facilities against commercial lenders where it will seek at least three written quotations and only use providers and funds allowed under the legislation and directions below.

Written quotations must include:

- Interest rate.
- Term of the loan.
- Repayment intervals (monthly, quarterly etc).

- Repayment instalment amount.
- Any applicable fees.

In considering loan terms Council will be guided by:

- The estimated economic life of the asset.
- The minimisation of interest rate exposure.
- Budgeting requirements.

Acceptance of the successful quote will be authorised by the General Manager subject to the borrowing amount being previously approved by Council and the requirements of the 'Loan Borrowing Policy' being adhered to.

Council will ensure all procedures to plan for and obtain borrowings are compliant and accountable. Council will comply with all borrowing application and reporting requirements of the Office of Local Government.

Scope

The following provides some context for the above policy points.

When to use debt?

The use of debt is closely linked to the concept of intergenerational equity. Operating and asset renewal expenses should be paid by current residents and therefore current revenue. Expenditures that provide benefits over many years should be paid for by users that benefit from the works over its economic life. This cannot be achieved by accumulating current revenues for future expenditure, but is achieved by using current revenues to fund loan repayments over the life of the asset.

Debt is also appropriate where the expenditure results in a reduction of operating costs or an increase in operating revenues that cover the cost of borrowing. There may also be emergency situations where works are required urgently to avoid significant risks or escalations in remediation costs.

How will a project be approved for funding?

Assessment of a project will incorporate the following mandatory analysis:-

Council Priorities

Does the project outcome support an objective of Councils Strategic Priorities.

Community Expectations

The project outcome must align to an action adopted under the Community Strategic Plan and Council's Delivery Program.

Asset Management

Is the expenditure programmed in the appropriate Asset Management Plan adopted by Council under the integrated planning and reporting provisions of the Local Government

Act. Will the project contribute to Council maintaining its Asset Renewal Ratio at or above the industry Asset Renewal Ratio benchmark.

Financial Management

Have the operating and capital cost of a project been accurately assessed and entered into Council's Long Term Financial Plan to determine the financial impact of a project and the capacity for Council to maintain a positive Operating Result Ratio.

Risk Management

All projects shall be evaluated under the Project Risk Assessment Matrix and identified risks will be mitigated or managed as documented in the risk assessment.

When is debt affordable?

Debt is affordable where the works are self-funding either from reduced operating costs or an increase in revenues or the net result of both. Alternatively, debt is only affordable if the relevant fund has an operating surplus sufficient to cover the loan repayments. Operating revenues should be able to cover cash operating expenses as well as non-cash accruals for leave entitlements, depreciation and remediation, before committing to loan repayments, for the fund to be financially sustainable. The fund is required to maintain a positive Operating Result Ratio to achieve industry benchmarks.

What are appropriate sources and terms of debt?

The Office of Local Government will set controls for borrowings which may change at any time and Council needs to keep aware of these through the related legislation and references below. Council will not indulge in speculative debt arrangements and will adhere to standard table loans with set quarterly or bi-annual instalments and rates fixed for at least four years. Repayment periods will not exceed the economic life of the works to ensure intergenerational equity, and will be in proportion to the size of the loan.

Definitions

Long Term Financial Plan:-

Council's Ten (10) year budget maintained in its resourcing strategy in accordance with Section 403 Local Government Act, 1993

Operating Result Ratio:-

Operating Revenue excluding Capital grants & Contributions less Operating Expenses
Operating Revenue excluding Capital grants & Contributions

This ratio measures Council's achievement of containing operating expenditure within operating revenue. The industry benchmark is greater than or equal to break even average over three years.

Operating results are negatively impacted by increased depreciation and operating costs from new assets and any service the asset provides.

As existing assets pass the optimal refurbishment/replacement point degradation and ensuing maintenance costs increase substantially, this increases operating expenditure and negatively impacts the operating ratio.

Replacing/refurbishing an existing asset can improve the operating result by making the asset more effective (better fit for purpose) and more efficient by reducing operating and maintenance costs.

Asset Renewal Ratio:-

$$\frac{\text{Asset Renewals}}{\text{Depreciation, Amortisation \& Impairment Expense}}$$

This ratio measures Council's ability to renew assets at a rate equivalent to or greater than the consumption expense of Council's assets each year. Industry benchmarks require a ratio of 1 or above.

Expenditure on new assets reduces the expenditure on replacement or refurbishment of existing assets.

New assets increase the depreciation expense but do not address the renewal backlog having a negative impact in the ratio. Refurbishments with earlier intervention strategies can prolong the life of an infrastructure asset and therefore reduce the depreciation rate and expense. This provides a positive result to the renewal ratio and operating ratio

Debt Service Ratio:-

From the IPART Fit For the Future Methodology

$$\frac{\text{Cost of Debt Service (interest expense + principal repayments)}}{\text{Total Continuing Operating Revenue (excluding capital grants \& contributions)}}$$

The Debt Service Ratio is a general indication of debt levels and not itself a measure of whether debt is affordable. A ratio of less than 10% is generally considered acceptable. IPART in its Fit for the Future evaluation permits up to 20%.

Roles and Responsibilities

All borrowings will be subject to Council Approval.

Council must identify the source of funds to service the loan before approving any loan borrowings and acknowledge the necessary adjustments to Council's budget.

Related Legislation/Guidelines/Narrandera Policies and Associated Procedures

Council borrowing is subject to the following legal controls;

- The NSW Local Government Act 1993 , particularly Part 12, Chapter 15 and section 410(3) and 410(4) for internal loans.
- The NSW Local Government (General) Regulations 2005
- The NSW Office of Local Government circulars
- The NSW Minister of Local Government orders
- Office of Local Government “Capital Expenditure Guidelines” December 2010
- The Ministerial Borrowing Order (Code of Accounting Practice & Financial Reporting)

Policy History

Endorsed by relevant Committees (name) and date

Adopted by Council 17 January 2017

Endorsed by ELT January 2020

Adopted by Council 2020

Signed: General Manager

Date: 2020

BORROWING/LOANS

CS230

UNDER REVIEW FEB 2020



NARRANDERA SHIRE COUNCIL POLICY

Narrandera Shire Council
141 East Street
NARRANDERA NSW 2700
Tel: 02 6959 5510 Fax: 02 6959 1884
Email: council@narrandera.nsw.gov.au

BORROWING / LOANS

Policy No:	CS230
Policy Title:	Borrowing/Loans
Section Responsible:	Corporate Services - Finance
Minute No:	17/15
MagiQ No:	8359
Next Review Date:	December 2018

Objective

Loan borrowings provide an important source of funding for council works as an alternative to accumulated reserves where external grants or contributions are not available. The funds can be borrowed from both internal and external sources and there are a number of legislative requirements and financial principles that need to be considered when determining if and how funds are to be borrowed and repaid.

This policy is to provide a framework for determining when the use of borrowings (internal and external) is both appropriate and financially sustainable.

The objective of Council's Loan Borrowing Policy is to:

- Ensure that all borrowings (both internal and external) are in accordance with legislative requirements.
- Minimise the cost of borrowings.
- Ensure the total amount of loan borrowings is sustainable in terms of ability to meet future repayments, budgetary obligations and Fit For The Future improvement plan commitments and benchmarks.

Policy Statement

Council will only use borrowing as a source of funds for works where all of the following conditions are met:

- The expenditure is for capital works other than annual renewal requirements of existing assets.
- The loan term will not exceed the anticipated economic life of the asset.
- The loan repayments can be funded from a sustainable source without adversely affecting council's existing operational commitments or financial indicators.
- The priority for the work has been assessed in line with the Community Strategic Plan, Project Risk Evaluation Matrix and approved through Council's Project Management and Control process.

- A Capital Expenditure Review undertaken where required by legislation.

Council will restrict all borrowings to expenditure on identified capital projects that are considered by Council to be of the highest priority, and which are unable to be funded from revenue. Under no circumstances will Council borrow funds for recurrent expenditure.

Where a capital project for a service that is funded by user charges (e.g. waste or sewer) is determined to be funded by way of loans, the user charge should reflect the cost of providing the service (including any loan repayments).

Other specific capital projects, not funded by user charges, will only be considered for loan funding where the project is considered by Council to be beneficial to the majority of ratepayers.

In considering the impact of borrowing on council's budget council will be guided by;

- Council's Fit For The Future (FFTF) improvement plan
- The Long Term Financial Plan resourcing the Community Strategic Plan
- The relevant Asset Management Plan resourcing the Community Strategic Plan
- (FFTF) Operating result ratio
- (FFTF) Asset renewal ratio
- Debt service ratios

Council will consider internal loan sources before external sources. N.S.W. Treasury Corporation borrowing facilities will be considered along with private sector lenders.

Internal Loans

The use of internal loans will be guided by:

- Liquidity of the source fund.
- The source fund will be paid interest by the borrowing fund at a rate equivalent to the interest earned by council's investment portfolio in each year.
- Council will comply with the provisions of the Local Government Act and Regulation in relation to internal loans.
- Granting of Ministerial approval where required.

External Loans

When sourcing external loans, Council will assess Treasury Corporation facilities against commercial lenders where it will seek at least three written quotations and only use providers and funds allowed under the legislation and directions below.

Written quotations must include:

- Interest rate.
- Term of the loan.
- Repayment intervals (monthly, quarterly etc).
- Repayment instalment amount.

- Any applicable fees.

In considering loan terms Council will be guided by:

- The estimated economic life of the asset.
- The minimisation of interest rate exposure.
- Budgeting requirements.

Acceptance of the successful quote will be authorised by the Chief Executive Officer subject to the borrowing amount being previously approved by Council and the requirements of the 'Loan Borrowing Policy' being adhered to.

Council will ensure all procedures to plan for and obtain borrowings are compliant and accountable. Council will comply with all borrowing application and reporting requirements of the Office of Local Government.

Scope

The following provides some context for the above policy points.

When to use debt?

The use of debt is closely linked to the concept of intergenerational equity. Operating and asset renewal expenses should be paid by current residents and therefore current revenue. Expenditures that provide benefits over many years should be paid for by users that benefit from the works over its economic life. This cannot be achieved by accumulating current revenues for future expenditure, but is achieved by using current revenues to fund loan repayments over the life of the asset.

Debt is also appropriate where the expenditure results in a reduction of operating costs or an increase in operating revenues that cover the cost of borrowing. There may also be emergency situations where works are required urgently to avoid significant risks or escalations in remediation costs.

How will a project be approved for funding?

Assessment of a project will incorporate the following mandatory analysis:-

Council Priorities

Does the project outcome support an objective of Councils Strategic Priorities Action Plan.

Community Expectations

The project outcome must align to an action adopted under the Community Strategic Plan and Council's Delivery Program.

Asset Management

Is the expenditure programmed in the appropriate Asset Management Plan adopted by Council under the integrated planning and reporting provisions of the Local Government Act. Will the project contribute to Council maintaining its Asset Renewal Ratio as proposed in Council's FFTF improvement plan.

Financial Management

Have the operating and capital cost of a project been accurately assessed and entered into Council's Long Term Financial Plan to determine the financial impact of a project and the capacity for Council to maintain a positive Operating Result Ratio to meet commitments made in the FFTF improvement plan.

Risk Management

All projects shall be evaluated under the Project Risk Assessment Matrix and identified risks will be mitigated or managed as documented in the risk assessment.

When is debt affordable?

Debt is affordable where the works are self-funding either from reduced operating costs or an increase in revenues or the net result of both. Alternatively, debt is only affordable if the relevant fund has an operating surplus sufficient to cover the loan repayments. Operating revenues should be able to cover cash operating expenses as well as non-cash accruals for leave entitlements, depreciation and remediation, before committing to loan repayments, for the fund to be financially sustainable. The fund is required to maintain a positive Operating Result Ratio to achieve FFTF benchmarks.

What are appropriate sources and terms of debt?

The Office of Local Government will set controls for borrowings which may change at any time and Council needs to keep aware of these through the related legislation and references below. Council will not indulge in speculative debt arrangements and will adhere to standard table loans with set bi-annual instalments and rates fixed for at least four years. Repayment periods will not exceed the economic life of the works to ensure intergenerational equity, and will be in proportion to the size of the loan.

Definitions

Fit For The Future (FFTF) Improvement Plan:-

A Council Improvement Proposal submitted to the Office of Local Government as required under the Strengthening Local Government initiative. The proposal included current performance, the issues facing Council with planned improvement strategies and outcomes. Council committed to key strategies to improve performance against the sustainability benchmarks in the 2016-20 period, including the outcomes expected to be achieved.

Long Term Financial Plan:-

Council's Ten (10) year budget maintained in its resourcing strategy in accordance with Section 403 Local Government Act, 1993

Operating Result Ratio:-

Operating Revenue excluding Capital grants & Contributions less Operating Expenses
Operating Revenue excluding Capital grants & Contributions

This ratio measures Council's achievement of containing operating expenditure within operating revenue. The FFTF benchmark is greater or equal to break even average over three years).

Operating results are negatively impacted by increased depreciation and operating costs from new assets and any service the asset provides.

As existing assets pass the optimal refurbishment/replacement point degradation and ensuing maintenance costs increase substantially, this increases operating expenditure and negatively impacts the operating ratio.

Replacing/refurbishing an existing asset can improve the operating result by making the asset more effective (better fit for purpose) and more efficient by reducing operating and maintenance costs.

Asset Renewal Ratio:-

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This ratio measures Council's ability to renew assets at a rate equivalent to or greater than the consumption expense of Council's assets each year. FFTF benchmarks require a ratio of 1 or above.

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New assets increase the depreciation expense but do not address the renewal backlog having a negative impact in the ratio. Refurbishments with earlier intervention strategies can prolong the life of an infrastructure asset and therefore reduce the depreciation rate and expense. This provides a positive result to the renewal ratio and operating ratio

Debt Service Ratio:-

From the IPART Fit For the Future Methodology

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Roles and Responsibilities

All borrowings will be subject to Council Approval.

Council must identify the source of funds to service the loan before approving any loan borrowings and acknowledge the necessary adjustments to Council's budget.

Related Legislation/Guidelines/Narrandera Policies and Associated Procedures

Council borrowing is subject to the following legal controls;

- The NSW Local Government Act 1993 , particularly Part 12, Chapter 15 and section 410(3) and 410(4) for internal loans.
- The NSW Local Government (General) Regulations 2005
- The NSW Office of Local Government circulars
- The NSW Minister of Local Government orders
- Office of Local Government “Capital Expenditure Guidelines” December 2010
- The Ministerial Borrowing Order (Code of Accounting Practice & Financial Reporting)

Policy History

Endorsed by relevant Committees (name) and date

Adopted by Council 17 January 2017



Signed: Chief Executive Officer

Date: 25 January 2017

20.5 FEBRUARY CAPITAL WORKS PROGRAM

Document ID:	461912
Author:	Payroll and Finance Officer
Authoriser:	Deputy General Manager Corporate and Community
Theme:	Statutory and Compulsory Reporting – Financial / Audit
Attachments:	1. Capital Expenditure February 2020.pdf ↓ 2. Operating Expenditure February 2020.pdf ↓ 3. Capital Works Program February 2020.pdf ↓

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Capital Works report as at 29 February 2020.

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 29 February 2020.

BACKGROUND

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

Progress to date in each area**Administration**

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

The Website revamp has been completed and is currently in test stage.

The projects have commenced for the MS Exchange replacements, MS Office replacement and Council email archiving.

Software Licencing will be reviewed throughout the year.

The Network penetration testing will commence in April 2020.

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

The upgrade to the phone system has been completed.

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

Housing & Community Amenities

Replacements and upgrades are currently being reviewed for the following projects: CCTV cameras which will be positioned outside Betta Electrical store and the Post Office in East Street, the wireless links for the main street CCTV system and the CCTV Review.

Quotations will be accepted in February for the Barellan and Grong Grong Cemetery furniture replacement.

Narrandera Cemetery improvements are now complete.

Quotation specification is complete for the Barellan Cemetery entrance, currently liaising with contractor.

Planning and design has commenced for the Barellan Rural Fire Service Station amenities. The RFS is to confirm progress of works.

Grant applications have been submitted for the Drought Community Funding and are now awaiting approval.

Environment

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

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

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

The recycle vending machine is now open for use and is currently running off a generator. The power will be switched over to main on 9 March 2020.

Works have been completed for the siphon retaining wall renewal and waiting for final invoices.

The pump installation is complete for the Larmer Street flood mitigation works. Additional works have been identified to replace the failed penstock. Funds are to be adjusted in March QBR.

Soil investigation is programmed for mid-March for the Narrandera west drainage improvements with costs to be finalised.

A site survey has been carried out to confirm the earthworks and pipe sizes for the drainage improvement at Driscoll Road with costs to be finalised.

The Barellan Stormwater design project is to be included in the flood risk management work and will be reported in the second quarter of 2020.

The Narrandera Truck Wash electrical fit out of wash shed is being completed and signage to be installed. An internal fence is to be installed to separate users from infrastructure. A soft opening will be held in March followed by an official opening with a date to be confirmed.

Recreation & Culture

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

The building of the Youth Room at the Narrandera Library is complete and waiting for final invoices.

Lake Talbot Pool filtration project now forms part of the Lake Talbot Water Park Masterplan. Contract executed and is in the design phase with consultation completed. Variations to the existing contract are required and will be presented to Council at the April meeting.

The Lake Talbot Pool slides are now operational. Additional work to be quoted i.e. security monitoring and additional shade structure.

The Lake Talbot Pool change rooms are now complete, the contractor is to repair identified defects at the end of the swim season. Remaining funds to be transferred to the Lake Talbot pool reserve.

The Lake Talbot Tourist Park fire service design and investigation has now commenced.

A draft options report has been received and is being reviewed by the Lake Talbot project committee for the deepening project.

Quotations have been received for the Aquatic Weed Harvester. The committee has recommended deferral of the project and will be considered at the March meeting.

Quotations have been called for the upgrade of the filtration system and waste water irrigation at the Barellan pool with evaluation to commence at the end of March.

Barellan Playground and Narrandera Sportsground upgrades have been completed except for the edging which is to be completed in June.

No quotes were received for the Narrandera Sportsground drainages and soak. Consultation with a contractor is occurring to obtain a quote.

Henry Mathieson Oval levelling and resurfacing will receive a minor top dress in March after consultation with user groups.

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

The project scope is being determined for the Narrandera Sportsground new clubrooms and the Brewery Flats landscaping, furniture replacement, painting etc.

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

Narrandera Stadium foam guards to be installed in March.

Quotations have been requested for the pocket park upgrades, Marie Bashir Park Up Lighting adventure playground and the drinking fountains and bottle fillers.

Quotes for the Marie Bashir Park Playground upgrades will be received in March.

Modifications are being undertaken for the Mobile Stage, a demonstration is to be provided to Council upon its return.

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

The landscaping and seating is now complete with signage to be finalised for the Hankinson Park development project.

Flag Poles for the Festive Flags project have been ordered.

Planning has commenced, electrical design finalised and the storm water to be reviewed for the Narrandera business centre masterplan (NBCMP) Bolton Street upgrade. Consultation with affected land owners is to be undertaken.

The project scope is being defined for the Arts Centre.

Clean up works are to be scheduled for the upgrade of the storage facility at Council Chambers. Building works are scheduled for 4 Victoria Square, 16 Kiesling Drive and off street staff/fleet parking at Council Chambers. Minor upgrades to the toilets at the Airport terminal building are underway.

Council Chambers building upgrades have commenced. The Corporate area wall is awaiting quotes and the Human Resources wall is complete. Works for the installation of flag poles is scheduled for April 2020.

An existing shed is being used at the Manderlay Road house. Funding is to be reallocated in the March QBR.

The Community Hall Barellan project has been delayed due to the Barellan sewerage scheme. Investigation and design of a disability ramp is completed. Disabled access work to be funded under Round 3 SCCF..

Disabled access is to be funded under round 3 SCCF for the Grong Grong Community Hall. Advice and design has been completed by the Heritage Advisor.

Narrandera Museum project is to be revised with funding received under Round 3 SCCF.

The properties at 4-6 and 8 Twynam Street have been sold with funds to be reallocated.

The shade structure on the south side of the infant's pool at Barellan Pool, Barellan Pool Marine Carpet replacement, Purchase of land at 130-132 Larmer Street, 6 Victoria Square, Festive Mega Tree (star) and the Lake Talbot pool pedestrian path, landscaping and irrigation are complete.

Transport & Communication

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

Completed – Males Road

March 2020 – Lismoyle Road, Landervale Road, Culvert Yalgogorin Road, Manderlay Road culvert, Kamarah Road Upgrade, Boree Road and McKenzies Road culvert, Brookong Street culvert and Lockhart Road.

May 2020 – Hulmes Road, Centenary Road.

June 2020 – HVSPK Kamarah Road, Dows Road

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

Urban Roads Construction – funds are co-contribution for future grants with funds to be reallocated.

Quotes are being sought for urban reseals.

Erigolia Road widening has a co-contribution for future grants.

Brewarrina Bridge retrofitting is awaiting feedback from the consultant.

Leeton Shire Council is nearing completion of their works for the Fixing Country Roads – Colinroobie Road joint project. Narrandera Shire to finalise works commencing in April.

Design has commenced for Fixing Country Roads Project at Canola Way with community consultation to commence in March and construction to commence in April.

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

Investigations have commenced for the Innovation for rural infrastructure management, works to commence in March.

Stage 2 of AMS Implementation road condition survey is complete with a revaluation to be undertaken. Confirm database is to commence development for the pavement management system (a system that predicts future maintenance requirements of the road network).

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

Concept design for PAMP (Active transport - 100% RMS Funding and 50% RMS Funding) for Cadell Street has been submitted to RMS and approved, with works to commence in March.

Drone Survey and inspection has been selected, pricing confirmed, software upgrade purchased and training completed.

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

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

Airport airside improvements including flood gate repairs are now complete.

Procurement and delivery is underway for Plant Vehicle Replacements.

Weir Road, Settlers Road, Paintings Bridge Road, Elwin Street Footpath, flood damage restoration works, Strontian Road, Cypress Road and Devlins Bridge Road, Bulloak Tank Road 11-12km, Old Wagga Road, McGilvray Road, Paynters Siding Road, Cypress Road, Cove Road, Pamandi Road have been completed.

Economic Affairs

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

Lake Talbot tourist park internal road improvements project has been deferred. Funding is to be returned to Crown Land reserve

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

Red Hill landscape signage to be completed early 2020.

A promotion and marketing tourism video commenced for the Branding Strategy with expected completion early 2020.

Gateway/Entrance signs have been completed.

Water Supplies

Water Main Replacements at Mitchell Street, Argyle Street, Riverine Street and Watermain Street are now complete. Dalgetty Street scheduled to begin late March and Audley Street to follow.

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

Service replacements will be completed as required.

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

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

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

Flow meters on inlet and outlet reservoirs have been purchased and installed with some electricals to be completed.

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

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

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

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

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

Non return valve bore 4 project is to be scheduled.

Quotes are being considered for an additional pump and control for the North Zone Pressure Pump project for low pressure issues.

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

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

Sewerage Supplies

Manhole replacements and EPA Primary filter will be scheduled and a replacement program to be determined.

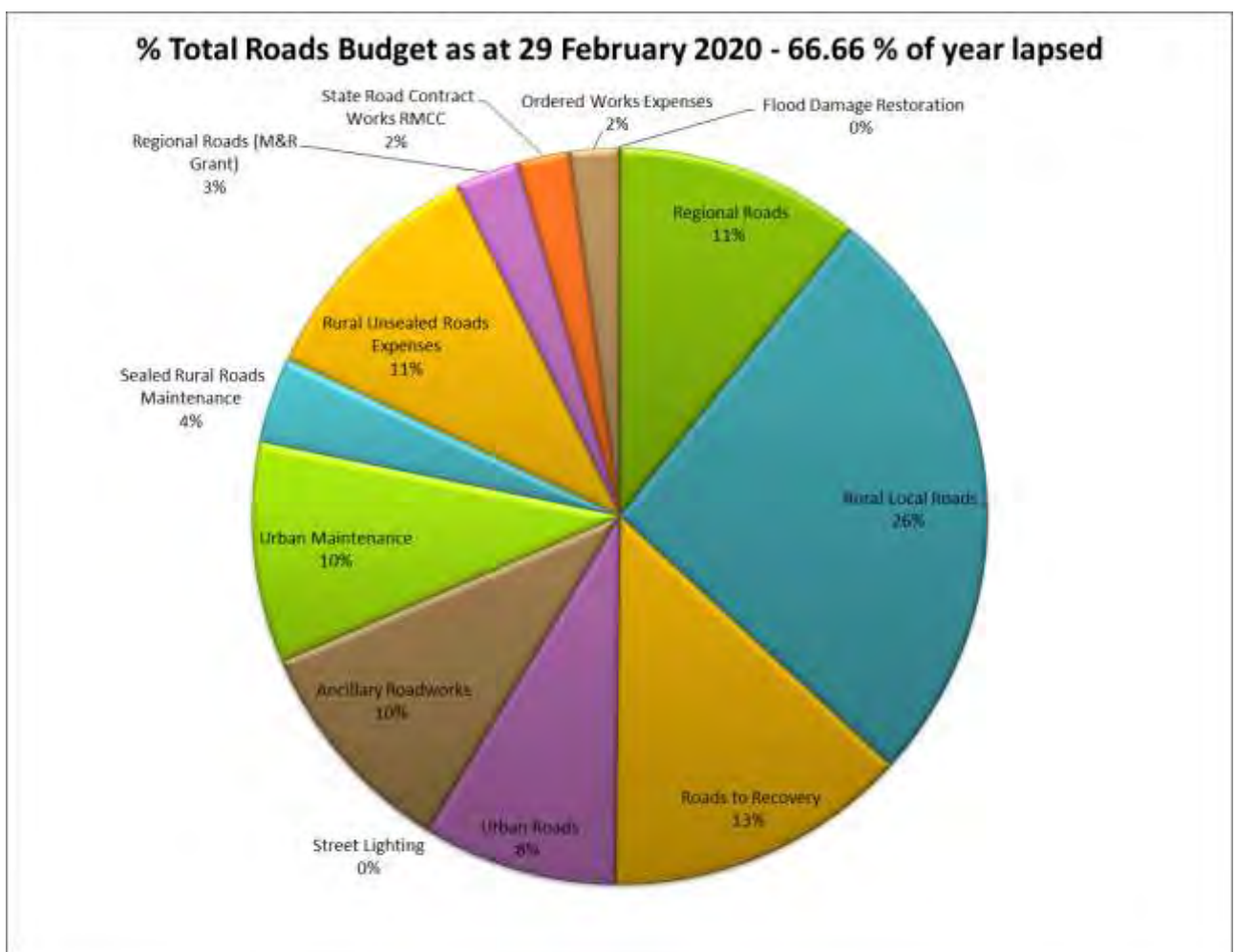
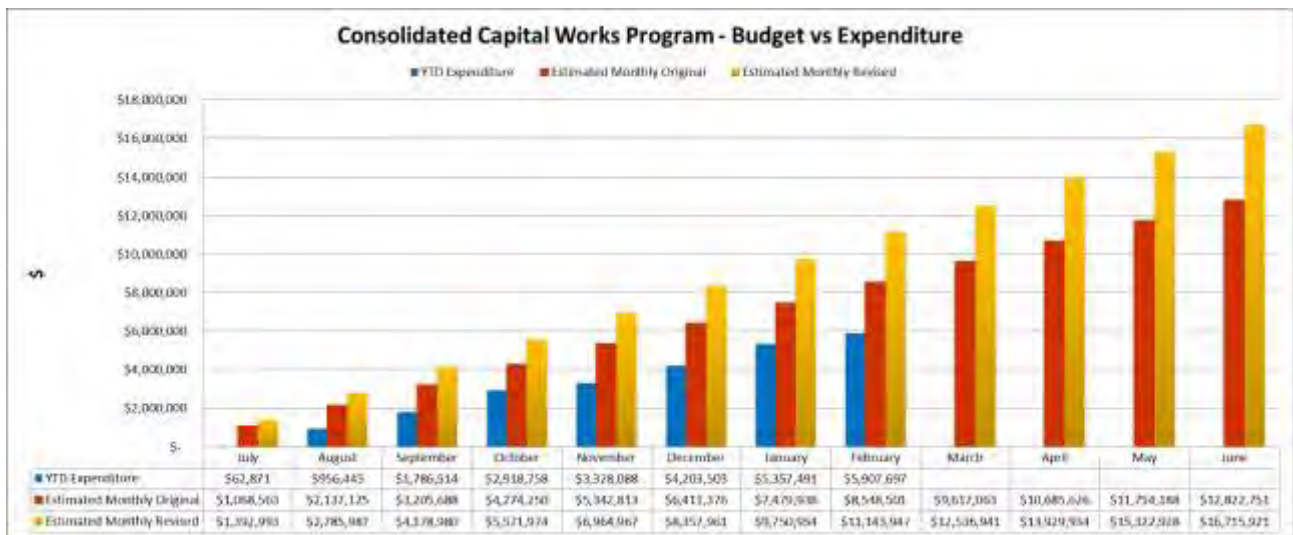
Sewer main replacements and sewer service replacements will be conducted when required.

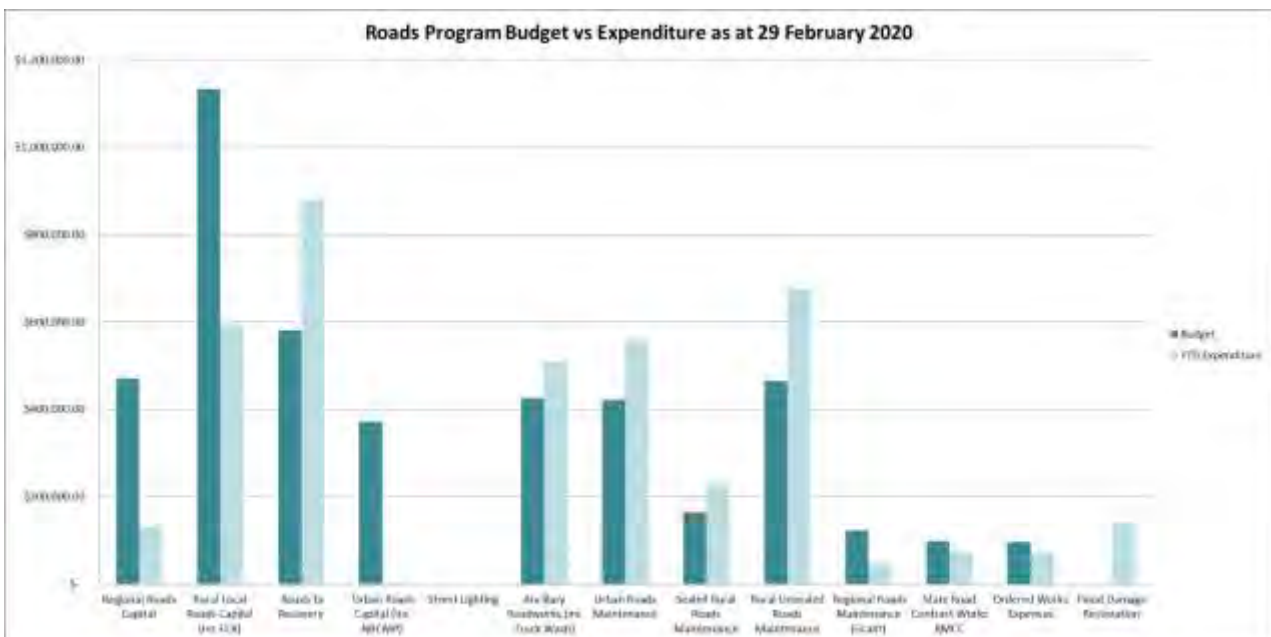
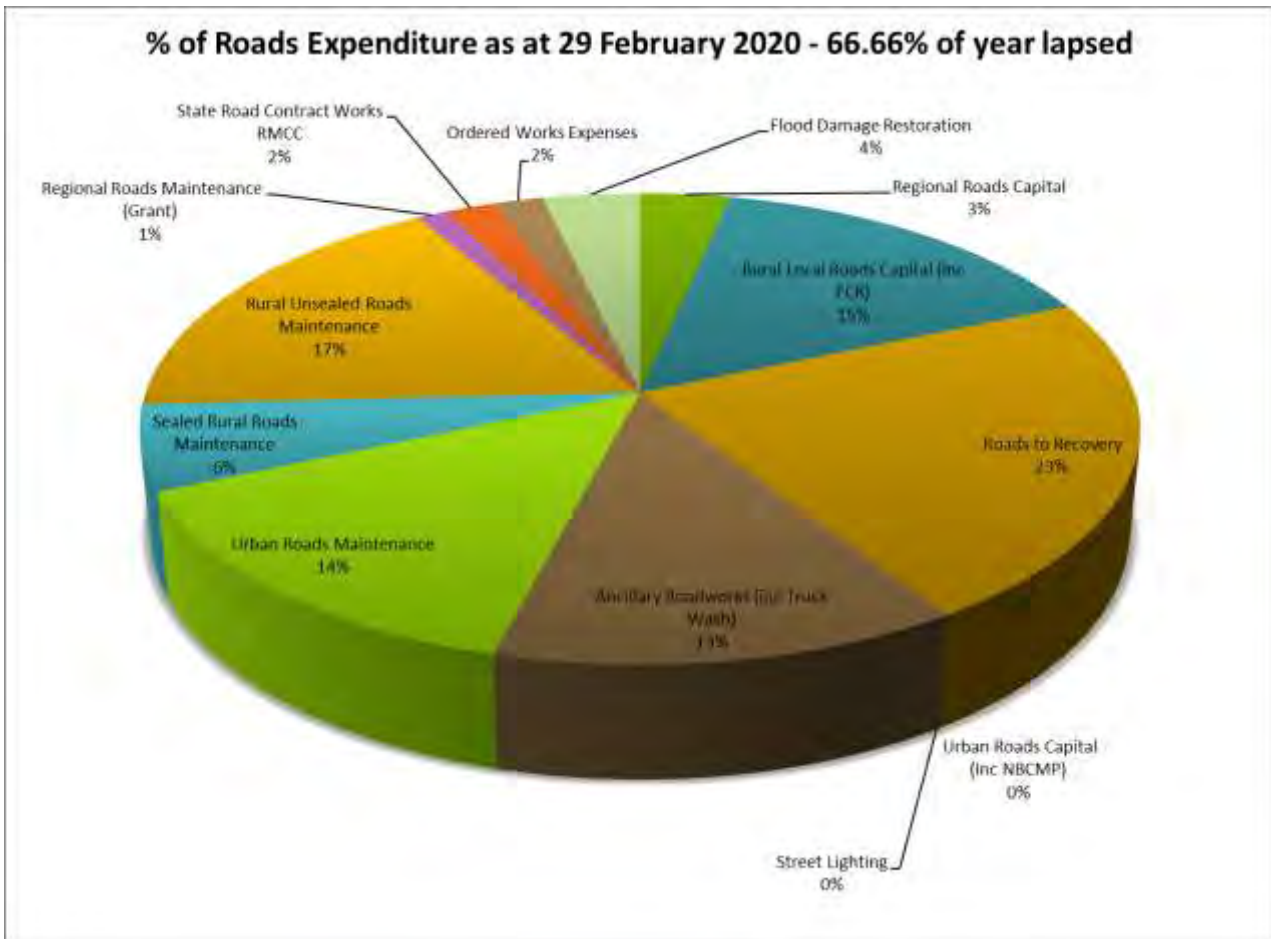
An inspection has been undertaken with replacement to be deferred for the Sewer Pump station 3 (SPS3).

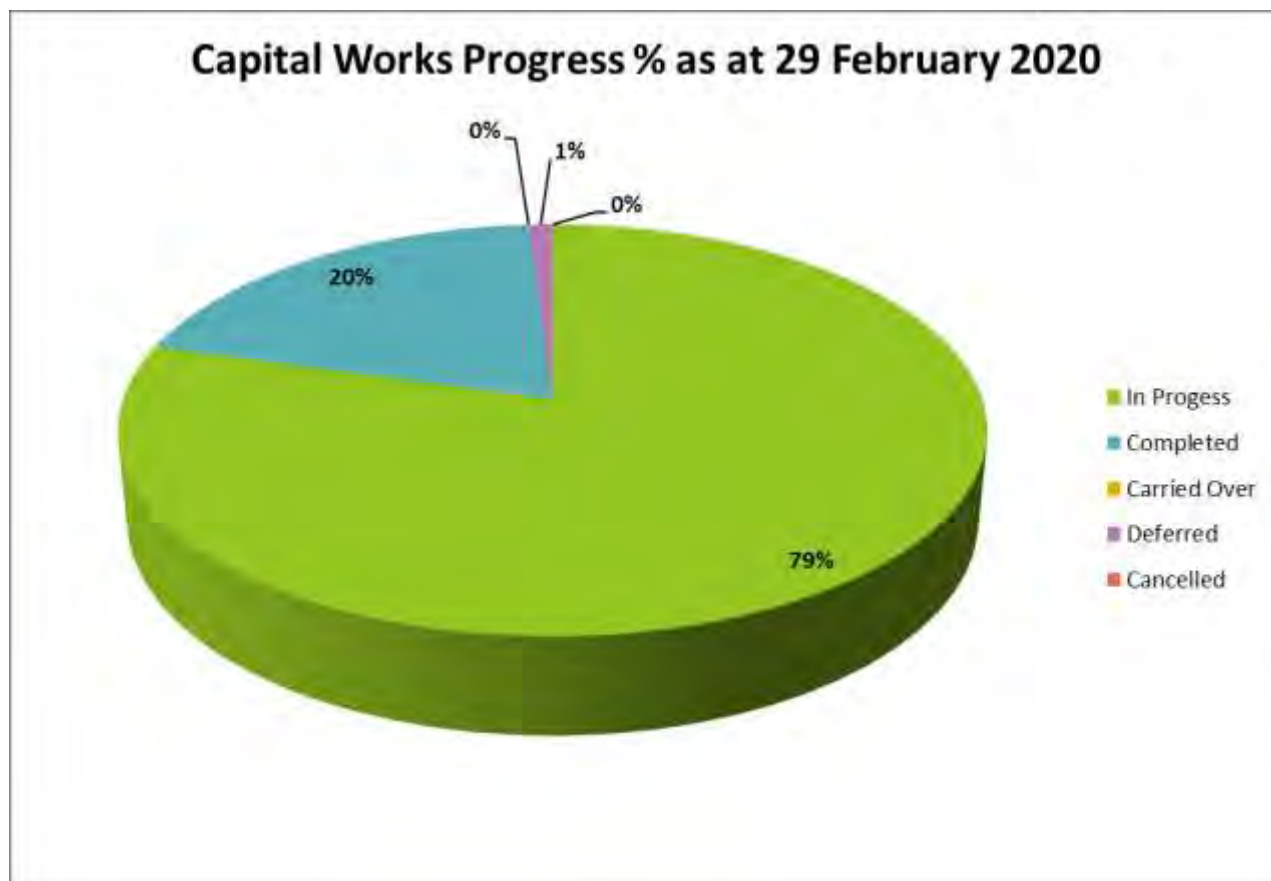
Flow meters for pump stations 2, 3 and 4 have been purchased with installation date to be confirmed.

The Barellan sewer project has commenced in October, further community engagement is to be undertaken with completion in 2022.

Grant funding has been received for Narrandera West Sewer Extension, with quotes received and being reviewed.







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 29 February 2020.

Capital Expenditure as at 29 February 2020

	Sum of Proposed Budget	Sum of Other	Sum of Carryover	Sum of Sept	Sum of Dec	Sum of Budget	Sum of YTD Expenditure	Sum of Balance
Administration								
Information Technology	\$ 225,000.00		\$ 166,990.00		\$ -	\$ 391,990.00	\$ 82,250.40	\$ 309,739.60
Public Order & Safety								
Pound	\$ 6,000.00					\$ 6,000.00	\$ -	\$ 6,000.00
Security Cameras	\$ 18,000.00		\$ 5,000.00			\$ 23,000.00	\$ -	\$ 23,000.00
Rural Fire Service	\$ 60,000.00					\$ 60,000.00	\$ 958.75	\$ 59,041.25
Environment								
Narrandera Landfill	\$ 390,000.00		\$ 66,146.00	\$ 113,151.00		\$ 569,297.00	\$ 164,724.39	\$ 404,572.61
Stormwater	\$ 103,560.00		\$ 45,392.00			\$ 148,952.00	\$ 31,075.36	\$ 117,876.64
Housing & Community Amenities								
Barellan Cemetery	\$ 2,800.00		\$ 8,000.00			\$ 10,800.00	\$ -	\$ 10,800.00
Grong Grong Cemetery	\$ 5,000.00					\$ 5,000.00	\$ -	\$ 5,000.00
Narrandera Cemetery	\$ -		\$ 71,532.00			\$ 71,532.00	\$ 39,217.75	\$ 32,314.25
Recreation & Culture								
Barellan Pool	\$ 159,000.00		\$ 4,200.00			\$ 163,200.00	\$ 6,500.81	\$ 156,699.19
Lake Talbot Pool	\$ 1,898,500.00		\$ 1,644,520.00			\$ 3,543,020.00	\$ 1,585,089.69	\$ 1,957,930.31
Lake Talbot Recreation Area	\$ 10,000.00		\$ 154,600.00			\$ 164,600.00	\$ -	\$ 164,600.00
Library	\$ 29,696.00		\$ 223,779.00	-\$ 34,394.00		\$ 219,081.00	\$ 151,288.60	\$ 67,792.40
Marie Bashir Park	\$ 83,000.00		\$ 115,710.00			\$ 198,710.00	\$ 34,219.54	\$ 164,490.46
Narrandera Memorial Park	\$ 83,500.00		\$ 66,680.00			\$ 150,180.00	\$ 118,266.80	\$ 31,913.20
Narrandera Sports Stadium	\$ 5,000.00					\$ 5,000.00	\$ -	\$ 5,000.00
Narrandera Sportsground	\$ 170,000.00		\$ 24,600.00		\$ 1,888,360.00	\$ 2,082,960.00	\$ 35,855.81	\$ 2,047,104.19
Henry Mathieson Oval	\$ 25,000.00					\$ 25,000.00	\$ -	\$ 25,000.00
Brewery Flats	\$ 5,000.00					\$ 5,000.00	\$ -	\$ 5,000.00
Barellan Park	\$ -		\$ 31,906.00			\$ 31,906.00	\$ 26,099.14	\$ 5,806.86
Economic Development					\$ 19,343.98	\$ 19,343.98	\$ 19,343.98	\$ -
Drought Community Funding	\$ -					\$ -	\$ -	\$ -
Transport & Communication								
Ancillary Roadworks	\$ 213,719.00		\$ 587,304.00	-\$ 44,694.00		\$ 756,329.00	\$ 510,817.01	\$ 245,511.99
Regional Roads	\$ 430,600.00		\$ 375,218.00			\$ 805,818.00	\$ 132,088.86	\$ 398,511.14
Roads to Recovery	\$ 997,362.00					\$ 997,362.00	\$ 880,097.12	\$ 302,548.80
Rural Roads	\$ 769,050.00		\$ 1,173,462.00			\$ 1,942,512.00	\$ 593,577.69	\$ 1,814,748.41
Urban Roads	\$ 2,113,984.00		\$ 196,669.00	-\$ 1,668,109.00	-\$ 19,343.98	\$ 623,200.02	\$ 2,426.69	\$ 811,898.33
Flood Damage	\$ -					\$ -	\$ -	\$ -
Economic Affairs								
Airport	\$ 420,000.00					\$ 420,000.00	\$ 10,216.07	\$ 409,783.93
Buildings	\$ 235,600.00		\$ 33,725.00		-\$ 2,000.00	\$ 267,325.00	\$ 32,574.20	\$ 234,750.80
Plant	\$ 1,468,380.00			\$ 15,801.00		\$ 1,484,181.00	\$ 732,269.64	\$ 751,911.36
Tourist Park	\$ -		\$ 18,209.00			\$ 18,209.00	\$ 1,183.51	\$ 17,025.49
Economic Development	\$ -		\$ 34,661.00			\$ 34,661.00	\$ 34,075.11	\$ 585.89
Water Supplies								
Water	\$ 1,475,000.00	\$ 80,000.00	\$ 542,298.00			\$ 2,017,298.00	\$ 533,210.53	\$ 1,484,087.47
Sewer Supplies								
Sewer	\$ 1,200,000.00	\$ 64,000.00	\$ 193,698.00			\$ 1,457,698.00	\$ 54,864.39	\$ 1,402,833.61
Grand Total	\$ 12,602,751.00	\$ 144,000.00	\$ 5,784,299.00	-\$ 1,618,245.00	\$ 1,886,360.00	\$ 18,719,165.00	\$ 5,812,291.84	\$ 13,473,878.18

Key Operational as at 29 February 2020

Row Labels	Sum of Proposed Budget	Sum of Other	Sum of Carryover	Sum of Budget	Sum of Sept	Sum of Dec	Sum of YTD Expenditure	Sum of Balance
Economic Affairs								
Economic Development	\$ -		\$ 2,350.00	\$ 2,350.00			\$ -	\$ 2,350.00
Housing & Community Amenities								
Noxious Weeds	\$ 161,554.00			\$ 161,554.00			\$ 88,031.18	\$ 73,522.82
Public Toilets	\$ 62,274.00			\$ 62,274.00			\$ 72,325.35	-\$ 10,051.35
Cemetery Expenses	\$ 114,603.00			\$ 114,603.00			\$ 97,275.98	\$ 17,327.02
Recreation & Culture								
Sports Ground Expenses	\$ 230,943.00			\$ 230,943.00			\$ 125,454.19	\$ 105,488.81
Parks Expenses	\$ 554,270.00			\$ 554,270.00			\$ 282,294.20	\$ 271,975.80
Lawn Areas	\$ 22,750.00			\$ 22,750.00			\$ 22,392.16	\$ 357.84
Lake Talbot Expenses	\$ 24,000.00			\$ 24,000.00			\$ 8,081.72	\$ 15,918.28
Sports Stadium Expenses	\$ 119,122.00			\$ 119,122.00			\$ 59,809.02	\$ 59,312.98
Street Scaping	\$ 17,000.00			\$ 17,000.00			\$ 9,059.24	\$ 7,940.76
Street Trees	\$ 196,500.00			\$ 196,500.00			\$ 122,572.25	\$ 73,927.75
Transport & Communication								
Ordered Works	\$ 164,000.00			\$ 164,000.00			\$ 72,823.31	\$ 91,176.69
Regional Roads	\$ 210,000.00			\$ 210,000.00			\$ 45,534.61	\$ 164,465.39
State Roads	\$ 170,500.00			\$ 170,500.00			\$ 72,624.54	\$ 97,875.46
Urban Roads	\$ 723,500.00			\$ 723,500.00			\$ 561,029.31	\$ 162,470.69
Sealed Rural Roads	\$ 281,700.00			\$ 281,700.00			\$ 229,644.67	\$ 52,055.33
Unsealed Rural Roads	\$ 797,880.00			\$ 797,880.00			\$ 676,404.63	\$ 121,475.37
Water Supplies								
Water	\$ 876,500.00			\$ 876,500.00			\$ 598,878.44	\$ 277,621.56
Sewer Supplies								
Sewer	\$ 566,500.00			\$ 566,500.00			\$ 414,875.10	\$ 151,624.90
Grand Total	\$ 5,293,596.00		\$ 2,350.00	\$ 5,295,946.00			\$ 3,559,109.90	\$ 1,736,836.10

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 29/02/2020

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

66.66%

Project	Resp.	Job Number	GL Number	Status	Proposed Budget	Carryover	Other	Sept	Dec	Commitment	Budget	YTD Expenditure	Balance	%	Comments	Date WAE Sent	Capitalised
1 TRIM EDMS	IT	4200-1001-0000	0214-4200-0000	A	-	\$17,395.00				\$16,500.00	\$17,395.00	\$0.00	\$17,395.00	0%	Awaiting final sample from MagIQ for testing before approval from Records Officer		
2 Website revamp	CD	4400-1007-0000	0214-4200-0000	A	-	\$70,000.00				\$35,000.00	\$70,000.00	\$35,080.25	\$34,919.75	50%	New website currently in test stage		
3 MS Office & MS Exchange Replacement	IT	4400-1015-0000	0214-4200-0000	A	-	\$62,595.00			\$17,000.00	\$70,900.00	\$79,595.00	\$0.00	\$79,595.00	0%	Project commenced		
4 Council email archiving	IT	4400-1017-0000	0214-4100-0000	A	-	\$17,000.00			-\$17,000.00		\$0.00	\$0.00	\$0.00	0%	Incorporated into above		
5 Software Licencing	IT	4400-1019-0000	0214-4200-0000	A	10,000						\$10,000.00	\$0.00	\$10,000.00	0%	Will review throughout the year		
6 Network Penetration Testing	IT	4400-1020-0000	0214-4100-0000	A	10,000					\$1,650.00	\$10,000.00	\$0.00	\$10,000.00	0%	Will commence in April		
7 Replace Virtualising Hardware & Software	IT	4400-1021-0000	0214-4200-0000	A	95,000						\$95,000.00	\$0.00	\$95,000.00	0%	Organising information for quotes		
8 Upgrade Phone System	IT	4400-1022-0000	0214-4200-0000	F	60,000					\$6,481.83	\$60,000.00	\$47,170.15	\$12,829.85	79%	Project completed. Awaiting final invoices.	7/02/2020	
9 Business Continuity Site	IT	4400-1023-0000	0214-4200-0000	A	30,000						\$30,000.00	\$0.00	\$30,000.00	0%	Will be reviewed as part of the Virtualising upgrade		
10 IT Review	IT	4400-1024-0000	0214-4100-0000	A	5,000						\$5,000.00	\$0.00	\$5,000.00	0%	Will commence in March		
11 Photocopier Replacement	IT	4400-1025-0000	0214-4100-0000	A	15,000						\$15,000.00	\$0.00	\$15,000.00	0%	Will commence in March		
12 Pound - Cattery Holding System	MDE	5100-1001-0000	0310-4100-0000	A	6,000						\$6,000.00	\$0.00	\$6,000.00	2%	Design planning has commenced		
13 CCTV camera positioned outside Beta Electrical Store in East Street	IT	5200-1004-0000	0311-4200-0000	A	5,000						\$5,000.00	\$0.00	\$5,000.00	0%	Looking at upgrade/replacing entire system		
14 Wireless Links for Main Street CCTV System	IT	5200-1005-0000	0311-4200-0000	A	8,000						\$8,000.00	\$0.00	\$8,000.00	0%	Looking at upgrade/replacing entire system		
15 CCTV camera positioned outside Post Office in East Street	IT	5200-1006-0000	0311-4200-0000	A	5,000						\$5,000.00	\$0.00	\$5,000.00	0%	Looking at upgrade/replacing entire system		
16 Barellan RPS Station Amenities	MPA	5300-1005-0000	0312-4100-0000	A	60,000					\$1,590.91	\$60,000.00	\$958.75	\$59,041.25	2%	Planning and design underway. Waiting on advice from RPS for progress.		
17 Narrandera Waste Facility - external fence	MDE	5600-1006-0000	0512-4200-0000	A	-	\$9,297.00					\$9,297.00	\$0.00	\$9,297.00	0%	Design and planning has commenced		
18 Recycle Vending Machine	MPA	5600-1008-0000	0512-4100-0000	A	-	\$56,849.00		\$119,151.00		\$18,891.29	\$170,000.00	\$151,341.14	\$18,658.86	89%	RVM opened for use. Running off generator. Power switched over to main on 9 March 2020		
19 Narrandera Landfill New Cell	MDE	5600-1009-0000	0512-4200-0000	A	40,000					\$58,128.31	\$40,000.00	\$12,359.83	\$27,640.17	31%	Procurement completed. Currently assessing quotes		
20 Ndra Landfill Masterplan improvement works - possibility of grant funding in future	MDE	5600-1010-0000	0512-4100-0000	A	330,000						\$30,000.00	\$1,021.42	\$328,978.58	0%	Project scope being determined		
21 Ndra Landfill Operational control room (transportable, dust-free - replace carriage)	MDE	5600-1011-0000	0512-4200-0000	A	20,000						\$20,000.00	\$0.00	\$20,000.00	0%	Project scope being determined		
22 Larmers St Flood Mitigation Works	MPA	5700-1004-0000	0513-4100-0000	A	-	\$3,639.00				\$2,233.55	\$3,639.00	\$9,318.29	-\$5,679.29	256%	Pump installation complete. Need to replace failed penstock - To be include in March QBR		
23 Narrandera West Drainage Improvements Construction for retention basin adjacent to Cemetery	MPA	5700-1005-0000	0513-4200-0000	A	-	\$41,753.00					\$41,753.00	\$4,193.14	\$37,559.86	10%	Soil investigation programmed for mid March. Cost to be finalised.		
24 Siphon Retaining Wall Renewal	MPA	5700-1006-0000	0513-4100-0000	F	28,560					\$1,306.79	\$28,560.00	\$11,008.81	\$17,551.19	39%	Retaining wall completed. Waiting for final invoices.		
25 Drainage Improvement Driscoll Rd Extension of existing stormwater opposite Patersons Road in Red Hill Industrial Estate.	MPA	5700-1007-0000	0513-4100-0000	A	75,000						\$75,000.00	\$6,555.12	\$68,444.88	9%	Site survey carried out to confirm earthworks and pipe sizes. Costs to be finalised		
26 Narrandera Cemetery Improvements	OSR	0800-1004-0000	0713-4100-0000	F	-	\$71,532.00					\$71,532.00	\$39,217.75	\$32,314.25	55%	Works completed.	28/11/2019	
27 Barellan Cemetery Entrance gate	OSR	0800-1005-0000	0713-4201-0000	A	-	\$8,000.00					\$8,000.00	\$0.00	\$8,000.00	0%	Quotations spec is complete. Liaising with contractor		
28 Barellan Cemetery Furniture	OSR	0800-1008-0000	0713-4101-0000	A	2,800						\$2,800.00	\$0.00	\$2,800.00	0%	Quotations to be accepted February		
29 GG Cemetery Furniture	OSR	0800-1009-0000	0713-4102-0000	A	5,000						\$5,000.00	\$0.00	\$5,000.00	0%	Quotes to be accepted February		
30 Narrandera Library - Building of Youth Room	CDM	7700-1003-0000	0810-4100-0000	F	-	\$223,779.00		\$64,894.00		\$360.00	\$189,385.00	\$143,762.79	\$45,622.21	76%	Work completed. Waiting for final invoices.		
31 Book & Resources annual replacement	CDM	7700-1005-0000	0810-4200-0000	A	29,696						\$29,696.00	\$7,525.81	\$22,170.19	25%	Purchasing is on track. Resource orders in process and supplier visit booked		
32 Lake Talbot Pool Masterplan - Water Park Upgrade	MPA	7800-1005-0000	0812-4200-0000	A	1,898,500	\$30,007.00				\$10,765.27	\$1,928,507.00	\$23,895.89	\$1,904,611.11	1%	Contract executed. In design phase, consultation completed. Variation to existing contract required and presented to Council at the April meeting.		
33 Lake Talbot Pool Replacement of Slides	MPA	7800-1010-0000	0812-4200-0000	A	-	\$1,147,504.00				\$21,898.55	\$1,147,504.00	\$1,120,733.44	\$26,770.56	98%	Slides operational. Additional work to be quoted - security monitoring and additional shade structure.		
34 LT Pool - Pedestrian Path	MPA	7800-1011-0000	0812-4100-0000	F	-	\$11,671.00					\$11,671.00	\$5,065.94	\$6,605.06	43%	Project completed. Remaining funds to be returned to LT pool reserve.	5/11/2019	
35 Lake Talbot Pool - Change Rooms pool deck level	MPA	7800-1012-0000	0812-4200-0000	A	-	\$455,338.00				\$769.27	\$455,338.00	\$435,394.42	\$19,943.58	96%	Change room completed, contractor to repair identified defects commencing 16 March. Remaining funds to be transferred to LT pool reserve		
36 Barellan Pool - Shade Structure South Side Infants Pool	MPA	7900-1006-0000	0813-4100-0000	F	-	\$4,700.00					\$4,700.00	\$4,176.00	\$524.00	99%	Project complete	9/09/2019	
37 Brin Pool Upgrade Filtration system / Waste water irrigation	MPA	7900-1007-0000	0813-4200-0000	A	155,000					\$212.24	\$155,000.00	\$0.00	\$155,000.00	0%	Quotes have been called - evaluation to commence end of March		
38 Brin Pool Replace Marine Carpet	MPA	7900-1008-0000	0813-4200-0000	F	4,000						\$4,000.00	\$2,324.81	\$1,675.19	58%	Project complete. Invoice to be received. Funds to be reallocated in March QBR.	5/11/2019	
39 Narrandera Sportsground Play Equipment	OSR	0200-1016-0000	0815-4100-0000	A	-	\$24,600.00					\$24,600.00	\$31,956.45	-\$7,356.45	130%	Completed except for edging to be completed June		
40 Ndra Sportsground drainages and soak	OSR	0200-1019-0000	0815-4200-0000	A	160,000						\$160,000.00	\$0.00	\$160,000.00	0%	No quotes received. Consulting with a contractor to obtain a quote.		
41 Ndra Sportsground Building upgrades (old Kiosk etc)	OSR	0200-1020-0000	0815-4200-0000	A	10,000						\$10,000.00	\$0.00	\$10,000.00	0%	Project scope being determined with new clubrooms		
42 HM Oval Level and Resurface	OSR	0200-1021-0000	0815-4203-0000	A	25,000						\$25,000.00	\$0.00	\$25,000.00	0%	Minor topdress in March after consultation with user groups.		
43 Ndera Sportsground Clubrooms	OSR	0200-1022-0000		A	-				\$1,888,360.00		\$1,888,360.00	\$3,899.36	\$1,884,460.64	0%			
44 SCC - Marie Bashir Park - Mobile Stage	OSR	0300-1009-0000	0816-4100-0000	A	-	\$95,710.00				\$71,954.09	\$95,710.00	\$34,183.27	\$61,526.73	36%	Modifications being undertaken. A demonstration to be provided to Council upon its return.		
45 Flag Poles for Festive Flags	OSR	0300-1012-0000	0816-4101-0000	A	-	\$1,906.00					\$1,906.00	\$684.14	\$1,221.86	36%	Flag poles have been ordered		
46 Completion of Wiradjuri wall	OSR	0300-1022-0000	0816-4100-0000	A	-	\$20,000.00					\$20,000.00	\$36.27	\$19,963.73	0%	Design of new Wiradjuri Wall finalised with local Elders. Application under Building Better Regions Round 4.		
47 Barellan Playground Upgrades	OSR	0300-1023-0000	0816-4201-0000	A	-	\$30,000.00					\$30,000.00	\$25,415.00	\$4,585.00	85%	Completed except for edging to be completed June.		
48 Hankinson Park Development	OSR	0300-1025-0000	0816-4103-0000	A	-	\$66,680.00				\$12,016.31	\$66,680.00	\$56,910.30	\$9,769.70	85%	Landscaping and seating complete, signage to be finalised.		
49 Drought Community Project CBO Gateway	MPA	0300-1030-0000	0816-4205-0000	F	-				\$19,343.98		\$19,343.98	\$19,343.98	\$0.00	100%	Project completed.		
50 MBP Up Lighting adventure playground	OSR	0300-1036-0000	0816-4100-0000	A	15,000						\$15,000.00	\$0.00	\$15,000.00	0%	Quotations to be sought March		
51 MBP Drinking fountains/ bottle fillers	OSR	0300-1037-0000	0816-4100-0000	A	8,000						\$8,000.00	\$0.00	\$8,000.00	0%	Quotations requested		
52 Rocket park upgrades	OSR	0300-1038-0000	0816-4100-0000	A	50,000						\$50,000.00	\$0.00	\$50,000.00	0%	Quotations requested.		
53 MBP Narrandera Playgrounds Upgrades	OSR	0300-1039-0000	0816-4200-0000	A	10,000						\$10,000.00	\$0.00	\$10,000.00	0%	Toddlers play equipment quotes to be received March		
54 Victoria Ave stage 2 - level, irrigate, formalise driveways, curb	OSR	0300-1040-0000	0816-4103-0000	A	80,000						\$80,000.00	\$0.00	\$80,000.00	0%	Quotations to be received mid February, street meeting to be held after quotations received to discuss project and driveway access. Installation expected to commence April 2020.		

Project	Resp.	Job Number	GL Number	Status	Proposed Budget	Carryover	Other	Sept	Dec	Commitment	Budget	YTD Expenditure	Balance	%	Comments	Date WAE Sent	Capitalised
55 Festive Mega Tree (Star) inclusion	MPA	0300-1041-0000	0816-4103-0000	F	3,500						\$3,500.00	\$2,184.11	\$1,315.89	62%	Star installed and tested. Project completed. Funds to be reallocated in March QBR.	28/11/2019	
56 Brewery Flats landscaping, furniture replacement, painting etc.	OSR	0300-1042-0000	0816-4204-0000	A	5,000						\$5,000.00	\$0.00	\$5,000.00	0%	Project scope being determined		
57 Purchase of 130-132 Larmer Street	OSR	0300-1043-0000	0816-4103-0000	A	-						\$0.00	\$59,172.39	-\$59,172.39	#DIV/0!	Purchase complete		
58 DCF - Adverse Event Plan	MPA	0300-1044-0000	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
59 DCF - Rural Assistance Program - Grong Grong Community Project	MPA	0300-1045-0001	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
60 DCF - Rural Assistance Program - Sandigo Community Project	MPA	0300-1045-0002	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
61 DCF - Rural Assistance Program - Barellan Community Project	MPA	0300-1045-0003	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
62 DCF - Road beautification Project - Lake Talbot Water Park	MPA	0300-1046-0000	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
63 DCF - Sunsafe playgrounds	MPA	0300-1047-0000	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
64 DCF - Barellan Improvements Project	MPA	0300-1048-0000	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
65 DCF - Grong Grong Improvement Project	MPA	0300-1049-0000	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
66 DCF - Village Halls Improvement Project - Grong Grong Town Hall	MPA	0300-1050-0001	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
67 DCF - Village Halls Improvement Project - Sandigo Hall	MPA	0300-1050-0002	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
68 DCF - Village Halls Improvement Project - Barellan Hall	MPA	0300-1050-0003	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
69 DCF - Village Halls Improvement Project - Binya Hall	MPA	0300-1050-0004	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
70 DCF - Village Halls Improvement Project - Kamarah Hall	MPA	0300-1050-0005	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
71 DCF - Narrandera Stadium Upgrade	MPA	0300-1051-0000	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
72 DCF - Henry Mathieson Oval Facilities Improvement Project	MPA	0300-1052-0000	0816-4205-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Grant application submitted. Awaiting approval		
73 Ndra Stadium Foam Guards	OSR	0400-1003-0000	0820-4100-0000	A	5,000					\$4,354.00	\$5,000.00	\$0.00	\$5,000.00	0%	Foam guards to be installed in March		
74 Lake Talbot deepening project	OSR	0600-1007-0000	0818-4100-0000	A	-	\$24,600.00					\$24,600.00	\$0.00	\$24,600.00	0%	Draft Options report received and being reviewed by Lake Talbot project committee.		
75 Aquatic Weed Harvester	OSR	0600-1008-0000	0818-4100-0000	A	-	\$130,000.00					\$130,000.00	\$0.00	\$130,000.00	0%	Committee recommended deferral, to be considered at March meeting.		
76 LT Rec Seating and Shelter Revamp Rotary Lookout	OSR	0600-1009-0000	0818-4200-0000	A	10,000						\$10,000.00	\$0.00	\$10,000.00	0%	Design and quotation March.		
77 Flood Damage Restoration Works	WM	0004-0003-0000	0916-2100-0003	F	-						\$0.00	\$0.00	\$0.00	0%	All works have been completed. Budget adjustment to be made in quarterly review	23/10/2019	
78 Flood Damage Causeway Works	WM	0004-0004-0000	0916-2100-0003	F	-						\$0.00	\$0.00	\$0.00	0%	All works completed	28/11/2019	
79 Barellan Stormwater Design	MPA	0006-1012-0000	0910-4100-0000	A	-	\$3,761.00					\$3,761.00	\$373.19	\$3,387.81	10%	Budget for design work only. To be included in Flood risk management works. To be reported in second quarter 2020.		
80 Urban Roads Construction	WM	N/A	N/A	A	125,050						\$125,050.00	\$0.00	\$125,050.00	0%			
81 Intersections Upgrade Local & Reg. Rds	WM	0006-1023-0000	0910-4200-0000	A	-						\$0.00	\$0.00	\$80,000.00	0%	Funds to be reallocated in March QBR.		
82 Culvert/bridge assessment works	WM	0006-1024-0000	0910-4200-0000	A	-						\$0.00	\$0.00	\$35,050.00	0%	Co-contribution for future grants		
83 Urban Roads Construction - Laneways	WM	0006-1021-0000	0910-4200-0000	A	38,950					\$1,636.36	\$38,950.00	\$0.00	\$38,950.00	0%	To be scheduled. Survey of laneways commenced. Works to be undertaken second quarter 2020.		
84 Urban Reseals	WM	0007-1000-0000	0910-4200-0000	A	114,800						\$114,800.00	\$0.00	\$114,800.00	0%	Quotes currently being sought		
85 Urban Pavement Rehabilitation	WM	N/A	N/A	A	126,075						\$126,075.00	\$0.00	\$126,075.00	0%			
86 Urban Laneways Upgrade-additional	WM	0008-1017-0000	0910-4200-0000	A	-						\$0.00	\$0.00	\$50,000.00	0%	To be scheduled. Survey of laneways commenced.		
87 Urban Kerb/Gutter Footpath Wk	WM	0008-1018-0000	0910-4200-0000	A	-					\$1,400.00	\$0.00	\$0.00	\$0.00	#DIV/0!	Works to commence March		
88 improvement of water haulage	WM	0008-1019-0000	0910-4200-0000	A	-						\$0.00	\$0.00	\$15,000.00	0%	Negotiations started with Goldenfields Water to approve an appropriate site.		
89 innovation for Rural Infrastructure Ngrnt	WM	0008-1020-0000	0910-4200-0000	A	-						\$0.00	\$0.00	\$16,075.00	0%	innovation works to commence in March.		
90 Urban K&G Replacement	WM	0008-1021-0000	0910-4200-0000	A	15,000						\$15,000.00	\$0.00	\$0.00	0%			
91 Urban Footpath Replacement	WM	0008-1022-0000	0910-4200-0000	A	10,000					\$250.00	\$10,000.00	\$297.67	\$9,702.33	3%	To be scheduled following footpath inspection being undertaken.		
92 NBCMR (Bolton street upgrade)	MPA	0006-1017-0000	0910-4200-0000	A	1,668,109	\$188,040.00		-\$1,668,109.00	-\$18,343.98		\$168,696.02	\$1,755.83	\$166,940.19	1%	Planning commenced. Electrical design to be finalised and storm water is being reviewed. Consultation with affected land owners to be undertaken prior to timeline being prepared.		
93 Rural Sealed Roads Construction	WM	N/A	N/A	A	268,050						\$268,050.00	\$0.00	\$268,050.00	0%			
94 Cove Road 1.1-3.3 km	WM	0010-1108-0000	0911-4200-0000	F	-						\$0.00	\$30,723.29	\$7,776.71	30%	Completed	7/02/2020	
95 Culvert Manderlay Road 9.27 km	WM	0010-1109-0000	0911-4200-0000	A	-						\$0.00	\$1,346.44	\$5,675.56	18%	Start March		
96 Culvert Manderlay Road 7.78 km	WM	0010-1110-0000	0911-4200-0000	A	-					\$2,460.00	\$0.00	\$1,276.50	\$5,223.50	20%	Start March		
97 Culvert Brookong St 0.0 km	WM	0010-1111-0000	0911-4200-0000	A	-						\$0.00	\$69.94	\$6,430.06	1%	Start March		
98 Centenary Road 4.16 km- 9.11 km	WM	0010-1112-0000	0911-4200-0000	A	-						\$0.00	\$0.00	\$86,625.00	0%	Start May		
99 Culvert Valogonin Road 0.262	WM	0010-1113-0000	0911-4200-0000	A	-						\$0.00	\$1,759.50	\$10,240.50	15%	Start March		
100 Devils Bridge Road 3.03-5.5 km	WM	0010-1114-0000	0911-4200-0000	F	-						\$0.00	\$65,200.50	\$45,702.50	59%	Completed. Remaining funds to be reallocated in March QBR	3/11/2019	
101 FCII - Colinrobie Leeton Road	WM	0012-1023-0000	0911-4200-0000	A	-	\$1,173,462.00				\$167,017.36	\$1,173,462.00	\$440,126.69	\$733,335.31	38%	Joint fixing country roads project with Leeton Shire budget allocation is approx 50/50 split. Leeton nearing completion of their works. Partial invoice received from Leeton Shire and to be processed. Narrandera to finalise works commencing April.		
102 Roads Resheeting - (Unsealed rural roads resheeting)	WM	N/A	N/A	A	354,425						\$354,425.00	\$0.00	\$298,140.27	0%			
103 Dows Road 4.08-5.6 km	WM	0012-1024-0000	0911-4200-0000	A	-						\$0.00	\$0.00	\$36,480.00	0%	Works to commence early June.		
104 Ergolia Road Widening 0-11.95 km	WM	0012-1025-0000	0911-4200-0000	A	-						\$0.00	\$112.14	\$97,680.86	0%	Funds to be reallocated in March QBR.		
105 Pamandi Road 6.74-8.5 km	WM	0012-1026-0000	0911-4200-0000	F	-					\$693.00	\$0.00	\$52,962.69	\$13,104.68	132%	Completed	7/02/2020	
106 Brewarrina Bridge Retrofitting	WM	0012-1027-0000	0911-4200-0000	A	-						\$0.00	\$0.00	\$80,000.00	0%	To be scheduled, awaiting feedback from Consultant		
107 HVSPK Kamarah Road	WM	0012-1028-0000	0911-4200-0000	A	-					\$8,572.73	\$0.00	\$0.00	\$100,000.00	0%	Works to commence June.		
108 ICR - Regional Roads - Canola Way	WM	0013-1243-0000	0915-4200-0000	A	-	\$375,218.00				\$16,427.32	\$375,218.00	\$3,327.04	\$86,677.96	3%	Design being undertaken. Community consultation to commence March. Construction commencing April.		
109 Rural Roads Reseals	WM	0002-1000-0000	0911-4200-0000	A	146,575						\$146,575.00	\$0.00	\$146,575.00	0%	Quotes being obtained		
110 Roads to Recovery (25 % of R2R proposed to expend in Urban Area) Grant (Roads)	WM	N/A	N/A	A	250,000						\$250,000.00	\$0.00	\$250,000.00	0%			
111 Roads to Recovery (75 % of R2R proposed to expend on Rural Area) Grant (Roads)	WM	N/A	N/A	A	747,362						\$747,362.00	\$0.00	\$64,716.08	0%			
112 Urban Roads resal from R2R	WM	0014-1100-0000	0919-4200-0000	A	-						\$0.00	\$0.00	\$0.00	0%	Quotes being obtained		
113 Landervale Road 10-12.48 km	WM	0014-1122-0000	0919-4200-0000	A	-						\$0.00	\$388.57	\$109,971.43	0%	Start March		
114 Lismoyne Road 1.56-3.31 km	WM	0014-1123-0000	0919-4200-0000	A	-					\$198.25	\$0.00	\$4,810.16	\$5,814.84	16%	Works commenced March.		
115 Males Road 0-1 km	WM	0014-1124-0000	0919-4200-0000	F	-					\$693.00	\$0.00	\$20,152.02	\$3,097.98	47%	Works complete. Awaiting invoices.		
116 Borve Road 5-6.7 km	WM	0014-1125-0000	0919-4200-0000	A	-					\$8,090.05	\$0.00	\$2,203.64	\$8,346.36	3%	Start early March		
117 Weir Road 0-1.79 km	WM	0014-1126-0000	0919-4200-0000	F	-						\$0.00	\$77,515.35	\$3,230.35	104%	Completed	23/10/2019	
118 McKenzies Road Culvert 2.5 km	WM	0014-1127-0000	0919-4200-0000	A	-						\$0.00	\$94.94	\$,785.56	1%	Start March		
119 Old Wagga Road 29.39-31.06 km	WM	0014-1128-0000	0919-4200-0000	F	-						\$0.00	\$97,448.63	\$5,221.13	135%	Completed	28/11/2019	
120 Stromian Road Widening 10.58-15.84	WM	0014-1129-0000	0919-4200-0000	F	-					\$1,439.49	\$0.00	\$139,015.48	\$61,850.48	180%	Completed	3/11/2019	

Project	Resp.	Job Number	GL Number	Status	Proposed Budget	Carryover	Other	Sept	Dec	Commitment	Budget	YTD Expenditure	Balance	%	Comments	Date WAE Sent	Capitalised
121 Paintings Bridge Road 11.67-13 km	WM	0014-1130-0000	0919-4200-0000	F	-						50.00	\$36,092.04	-\$8,029.04	129%	Completed	23/10/2019	
122 Paintings Bridge Road 13-14 km	WM	0014-1131-0000	0919-4200-0000	F	-						50.00	\$64,731.84	-\$17,231.84	136%	Completed	23/10/2019	
123 Settlers Road 0.72-3 km	WM	0014-1132-0000	0919-4200-0000	F	-						50.00	\$101,676.26	14,603.74	87%	Completed	23/10/2019	
124 Painters Siding Road 6.7-8 km	WM	0014-1133-0000	0919-4200-0000	F	-					\$1,039.49	50.00	\$48,961.90	-\$9,961.90	126%	Completed	28/11/2019	
125 Cypress Road 1.4-2.45	WM	0014-1134-0000	0919-4200-0000	F	-						50.00	\$20,808.19	10,591.81	64%	Completed	5/11/2019	
126 Hulmes Road 4.9- 8.0	WM	0014-1135-0000	0919-4200-0000	A	-						50.00	\$1,357.05	\$2,892.95	3%	Start mid May		
127 Bullnak Tank Road 11-12 km	WM	0014-1136-0000	0919-4200-0000	F	-					\$594.00	50.00	\$65,057.77	-\$15,807.77	132%	Completed	7/02/2020	
128 Old Wagga Road 10.62- 13.5 km	WM	0014-1137-0000	0919-4200-0000	F	-					\$58,080.00	50.00	\$131,764.24	-\$15,988.14	173%	Completed	7/02/2020	
129 McGilvary Road	WM	0014-1138-0000	0919-4200-0000	F	-						50.00	\$68,019.04	1,980.96	97%	Completed	7/02/2020	
130 Regional Roads Capital Works (Capital Component of Block Grant)	WM	0013-0000-0000	0915-4200-0000	A	260,400						\$260,400.00	\$125,251.68	\$135,148.32	48%	Contribution to Cowabable Creek culvert		
131 Repair Grant (with 50 % contribution from Block Grant)	WM	0015-0001-0000	0915-4200-0000	A	170,200						\$170,200.00	\$3,515.14	\$166,684.86	2%	Works on Lockhart Road to commence late March.		
132 Narrandera Truck Wash	MPA	0030-1009-0000	0920-4100-0000	A	-	\$492,360.00		-\$25,606.00		\$111,797.20	\$466,754.00	\$488,064.00	-\$21,310.00	105%	Electrical fit out of wash shed being completed and signage to be installed. Internal fence to be installed to separate users from infrastructure. Soft opening in March followed by official opening on date to be confirmed		
133 Footpath - Elwin Street	MPA	0030-1016-0000	0920-4100-0000	F	-	\$4,868.00					\$4,868.00	50.00	\$4,868.00	0%	Project completed budget reallocated in December QBR.	5/09/2019	
134 Stage 2 of AMS implementation - Road condition survey	MPA	0030-1010-0000	0920-4100-0000	A	-	\$94,944.00					\$94,944.00	\$15,637.60	\$79,306.40	16%	Road condition assessment is complete with revaluation to be undertaken including updating Asset Management Data Base . Update Confirm data base to commence development pavement management system (a system that predicts future maintenance requirements of the road network).		
135 Shared Cycleway (Active Transport - 50/50 Funding) Marie Bashir Park	MPA	0030-1013-0000	0920-4100-0000	F	31,000			\$25,500.00			\$25,500.00	50.00	\$25,500.00	0%	RMS funding not provided, project removed in September QBR. Pamip Plan priorities being reviewed to determine reallocation recommendations for footpath work. Reallocate in March QBR.	N/A	
136 PAMP - (Active Transport - 50% RMS Funding) - Douglas/Cadell Street	MPA	0030-1012-0000	0920-4100-0000	A				\$8,800.00		\$454.55	\$8,800.00	\$112.87	\$8,687.13	1%	Detailed design submitted to TfNSW - Works to commence in March		
137 PAMP - (Active Transport - 100% RMS Funding) - Cadell/Twynam Street	MPA	0030-1013-0000	0920-4100-0000	A	121,820			-\$2,888.00		\$1,363.64	\$119,432.00	\$3,627.54	\$115,804.46	3%	Detailed design currently being undertaken. Works to commence in March		
138 Drone Purchase for Survey / Inspection	MPA	0030-1015-0000	0920-4100-0000	A	7,899						\$7,899.00	\$3,375.00	\$4,524.00	43%	Drone Quotes to be called early April. Software upgrade purchased and training completed.		
139 Footpath - Audley Street	MPA	0030-1020-0000	0920-4100-0000	A	16,000						\$16,000.00	50.00	\$16,000.00	0%	Design and planning to be scheduled for southern side between Cadell and East Streets		
140 Banner Poles Leeton Road	OSR	0030-1017-0000	0920-4100-0000	A	15,000						\$15,000.00	50.00	\$15,000.00	0%	Being fabricated with locations to be determined.		
141 PGOM - Design Pedestrian bridge Brewery Flat to East St	MPA	0030-1018-0000	0920-4100-0000	A	18,000						\$18,000.00	50.00	\$18,000.00	0%	Survey and Geotechnical assessment being arranged.		
142 Arts Centre Building Works	MPA	8307-1001-0000	0827-4200-0000	A	-	\$4,614.00					\$4,614.00	50.00	\$4,614.00	0%	Defining project scope.		
143 Red Hill Signage	EDM	8500-1001-0000	1012-4100-0000	A	-	\$3,800.00					\$3,800.00	50.00	\$3,800.00	0%	Landscaping signage to be completed by early 2020.		
144 Gateway/Entrance signs	EDM	8700-1003-0000	1013-4200-0000	F	-	\$30,861.00					\$30,861.00	\$34,975.13	-\$4,114.13	110%	Completed	23/10/2019	
145 Lake Talbot Tourist Park fire service design	MPA	8900-1005-0000	1018-4100-0000	A	-	\$18,208.00				\$1,000.00	\$18,208.00	\$1,183.51	\$17,025.49	6%	Investigation and design commenced.		
146 LT Tourist park internal road improvements	MPA	8900-1006-0000	1018-4200-0000	D	20,000			-\$20,000.00			50.00	50.00	\$0.00	NDV/0%	Project deferred. Funding to be returned to Crown Lands reserve.		
147 Building renewal and upgrades	MPA	9300-1004-0000	1023-4200-0000	A	13,200					\$2,629.82	\$13,200.00	\$2,517.95	\$10,682.05	19%	Scope of works to be finalised		
148 Upgrading Twynam Street Shops - 4-6 Twynam Street	MPA	9300-1005-0000	1023-4200-0000	F	6,700						\$6,700.00	\$5,720.24	\$979.76	85%	Property sold, works completed		
149 Airport Terminal Building	MPA	9300-1014-0000	1023-4200-0000	A	20,000						\$20,000.00	\$3,567.27	\$16,432.73	18%	Minor Upgrade to toilets underway.		
150 Council Chambers Building Upgrades	MPA	9300-1015-0000	1023-4200-0000	A	21,000						\$21,000.00	\$6,470.73	\$14,529.27	31%	Wall in HR completed, awaiting quotes for glass to be installed in doors and installation of flag poles, works scheduled for April 2020.		
151 15 Kesling Drive	MPA	9300-1009-0000	1023-4100-0000	A	2,500	\$7,656.00			-\$2,000.00		\$8,156.00	\$2,906.04	\$5,249.96	36%	Irrigation completed - Pergola to be investigated scheduled.		
152 Manderlay Road House	MPA	9300-1017-0000	1023-4200-0000	A	20,000						\$20,000.00	50.00	\$20,000.00	0%	Existing shed used - Funding to be reallocated in March QTR		
153 Community Hall Bareillyan	MPA	8301-1001-0000	0823-4200-0000	A	1,000	\$21,455.00					\$22,455.00	\$4,409.86	\$18,045.14	20%	This project now delayed due to Bareillyan sewerage schematic. Investigating and design of disability ramp completed. Disabled access work to be funded under Round 3 SCOF		
154 Community Hall Grng Grng	MPA	9300-1019-0000	1023-4200-0000	A	2,000						\$2,000.00	\$120.93	\$1,879.07	6%	Advice and design from Heritage Advisor completed. Disabled access work to be funded under Round 3 SCOF		
155 Tobaccocon Shop - 8 Twynam Street	MPA	9300-1020-0000	1023-4200-0000	F	2,700						-\$2,700.00	\$28.37	\$2,671.63	1%	Property sold, works completed, funds to be reallocated.		
156 6 Victoria Square	MPA	9300-1021-0000	1023-4200-0000	A	4,500						\$4,500.00	50.00	\$4,500.00	0%	Paint work completed. Booked to wrong account in error, journal to be created.		
157 4 Victoria Square	MPA	9300-1022-0000	1023-4200-0000	A	6,000						\$6,000.00	\$188.66	\$5,811.34	3%	Works committed - To be complete by end of March		
158 Council Chambers upgrade of storage facility	MPA	9300-1010-0000	1023-4100-0000	A	9,000					\$804.55	\$9,804.55	\$75.25	\$8,924.75	1%	Clean up works are to be scheduled by Works Manager		
159 Provision of off street staff/Beet parking for Chambers	MPA	9300-1012-0000	1023-4200-0000	A	70,000						\$70,000.00	50.00	\$70,000.00	0%	Design and planning to be scheduled		
160 Narrandera Museum	MPA	9300-1013-0000	1023-4100-0000	A	57,000						\$57,000.00	\$6,568.90	\$50,431.10	12%	Ext. paint, disabled ramp, public toilets to be determined. Project to be revised. Funding received under Round 3 SCOF.		
161 Airport Runway resealing & re-marking	TAL	9400-1010-0000	1025-4200-0000	A	410,000						\$410,000.00	\$951.11	\$409,048.89	0%	Additional grant funds applied for. \$30K to be used for crack sealing prior to 30 June 2020 remaining funds to be carried over into 2020/21 year.		
162 Airport Ongoing small aside improvements including flood gate repairs	TAL	9400-1011-0000	1025-4100-0000	F	10,000					\$320.00	\$10,000.00	\$9,264.96	\$735.04	92%	Project complete February 2020.		
163 Light Vehicles	PWM	9500-1000-0000	1019-4100-0000	A	352,680					\$36,799.18	\$352,680.00	\$243,640.27	\$109,039.73	69%	7 vehicles delivered, 6 yet to order		
164 Trucks & Trailers	PWM	9500-1001-0000	1019-4100-0000	A	722,000						\$722,000.00	\$288,044.20	\$433,955.80	40%	4 Vehicles delivered , 2 currently seeking quotes/tenders		
165 Heavy Plant	PWM	9500-1002-0000	1019-4100-0000	A	373,700						\$373,700.00	\$176,285.09	\$197,414.91	47%	2 vehicle delivered , 1 seeking quotes and 3 yet to order		
166 Other Plant Capital	PWM	9500-1003-0000	1019-4100-0000	A	20,000			\$15,801.00		\$400.00	\$35,801.00	\$24,300.08	\$11,500.92	68%	Ongoing		
167 Water Main Replacements - Argyle, Riverine, Waterman, Mitchell Rising main valve pits	WSE	2900-1001-0000	2000-4200-0000	F	-	\$128,503.00	-\$8,000.00			\$13,443.89	-\$128,503.00	\$204,802.74	-\$76,299.24	159%	Completed	7/02/2020	
168 SCADA and instrumentation upgrades (online chlorine analysers)	WSE	2900-1005-0000	2000-4100-0000	A	50,000	\$49,451.00					\$99,451.00	\$207.79	\$99,243.21	0%	Budget for purchase of software, purchase to be completed second half of year		
169 Network Hydraulic Modelling Software	WSE	2900-1007-0000	2000-4100-0000	F	-	\$33,510.00					\$33,510.00	\$6,000.00	\$27,510.00	18%	Project completed. Remaining funds to be used for additional software.	5/11/2019	
170 Main Street Water Main Replacement	WSE	2900-1009-0000	2000-4200-0000	F	-	\$55,204.00				\$90.99	\$55,204.00	\$34,898.56	\$20,305.44	63%	Works completed minor maintenance required	28/11/2019	
171 Flow meters on all inlet and outlets Reservoirs	WSE	2900-1022-0000	2000-4100-0000	A	-	\$58,422.00				\$65.45	\$58,422.00	\$11,673.18	\$46,748.82	20%	Flow meters purchased and installed with some electricals to be completed.		
172 Backflow prevention register	WSE	2900-1023-0000	2000-4100-0000	A	-	\$11,225.00					\$11,225.00	\$509.56	\$10,715.44	9%	Register complete, inspections in progress		
173 Reservoir cleaning and structural assessment	WSE	2900-1024-0000	2000-4200-0000	A	-	\$16,128.00					\$16,128.00	50.00	\$16,128.00	0%	Clean water strategy being developed and reservoir cleaning to be scheduled following adoption of the strategy		

Project	Resp.	Job Number	GL Number	Status	Proposed Budget	Carryover	Other	Sept	Dec	Commitment	Budget	YTD Expenditure	Balance	%	Comments	Date WAE Sent	Capitalised
174 Data entry and document control system	WSE	2900-1025-0000	2000-4100-0000	F	-	\$6,307.00					\$6,307.00	\$6,297.07	\$9.94	100%	Completed. Budget to be adjusted in QBR.	28/11/2019	
175 Aerator gas scrubbing	WSE	2900-1027-0000	2000-4100-0000	A	-	\$20,000.00					\$20,000.00	\$0.00	\$20,000.00	0%	Preliminary investigations completed. Works to be scheduled		
176 Network Design and Planning review (reservoirs and zoning)	WSE	2900-1028-0000	2000-4100-0000	A	-	\$23,127.00					\$23,127.00	\$3,550.00	\$19,577.00	15%	Commenced in October and ongoing for remainder of the year		
177 WTP filter/Upgrade design	WSE	2900-1038-0000	2000-4100-0000	A	-	\$76,625.00				\$545.45	\$76,625.00	\$26,361.14	\$50,263.86	34%	Finalisation of issues paper through IWCM		
178 Non Returns Valve Bore 4	WSE	2900-1042-0000	2000-4100-0000	A	-	\$2,500.00					\$2,500.00	\$0.00	\$2,500.00	0%	To be scheduled		
179 North Zone Pressure Pump - low pressure issues	WSE	2900-1051-0000	2000-4200-0000	A	-	\$43,924.00					\$43,924.00	\$865.29	\$43,058.71	2%	Project quotes being considered for additional pump and control		
180 Low Level Chlorinator	WSE	2900-1052-0000	2000-4200-0000	A	-	\$17,372.00				\$9,829.00	\$17,372.00	\$22,396.97	-\$5,024.97	129%	Project will be completed by March 2020. Analysers have been bought, awaiting contractor availability to complete installation.		
181 Water Main Replacements - Dalgetty & Audley	WSE	2900-1056-0000	2000-4200-0000	A	250,000					\$7,966.99	\$250,000.00	\$85,467.00	\$164,533.00	34%	Dalgetty St scheduled to begin late March. Audley Street to be undertaken after Dalgetty St.		
182 Hydrant and Valve replacements	WSE	2900-1057-0000	2000-4200-0000	A	30,000					\$11,068.81	\$50,000.00	\$48,532.11	\$1,467.89	97%	Program has been developed. Works began in November, completion in March.		
183 Services Replacements	WSE	2900-1011-0000	2000-4200-0000	A	50,000						\$50,000.00	\$70,631.89	-\$20,631.89	141%	As required.		
184 Water Main McGilvray Road	WSE	2900-1055-0000	2000-4100-0000	F	-		\$8,000.00				\$0.00	\$6,328.87	-\$4,331.87	#DIV/0!	Project completed	5/11/2019	
185 WTP filter/Upgrade - including energy efficiency	WSE	2900-1060-0000	2000-4100-0000	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.		
186 High and Low Level reservoir fencing	WSE	2900-1061-0000	2000-4100-0000	A	75,000						\$75,000.00	\$4,888.76	\$70,111.24	6%	Pending decision on WTP upgrade.		
187 Pine Hill Reservoir Upgrade	WSE	2900-1062-0000	2000-4200-0000	A	-		\$80,000.00				\$0.00	\$0.00	\$0.00	#DIV/0!			
188 Investigate PSI Cracking	WSE	2900-1010-0000	3000-4100-0000	F	-	\$6,731.00					\$6,731.00	\$0.00	-\$6,731.00	0%	Project completed. Budget to be returned to reserves.	17/09/2019	
189 Primary filter - EPA	WSE	2900-1016-0000	3000-4100-0000	A	-	\$120,000.00					\$120,000.00	\$0.00	\$120,000.00	0%	Scope prepared with RFQ's to be obtained		
190 Manhole Replacements	WSE	2900-1021-0000	3000-4200-0000	A	50,000						\$61,911.00	\$1,368.59	\$60,542.41	2%	To be scheduled, replacement program to be determined.		
191 Flow meters for Pump Stations 2, 3, 4	WSE	2900-1025-0000	3000-4100-0000	A	-	\$36,194.00				\$1,090.91	\$36,194.00	\$0.00	\$36,194.00	0%	Flow meters purchased, install to be confirmed		
192 Sewer Service Replacements	WSE	2900-1029-0000	3000-4200-0000	A	100,000					\$2,774.91	\$108,862.00	\$26,342.77	\$77,519.23	25%	As required.		
193 Sewer Main Replacements	WSE	2900-1030-0000	3000-4200-0000	A	50,000						\$50,000.00	\$2,041.32	\$47,958.68	4%	As required.		
194 SPS3 Replacement	WSE	2900-1031-0000	3000-4200-0000	D	200,000	\$15,000.00					\$185,000.00	\$0.00	\$185,000.00	0%	Inspection undertaken, replacement to be deferred.		
195 Barellan Sewer	WSE	2900-1032-0000	3000-4100-0000	A	1,000,000					\$1,000,000.00	\$24,454.19	\$975,545.81	2%	Project commenced October 2019, completion 2022. Further community engagement to be undertaken.			
196 Narrandera West Sewer Extension	WSE	2900-1033-0000	3000-4100-0000	A	-		\$64,000.00				\$64,000.00	\$657.52	\$63,342.48		Quotes received and being reviewed.		
197 Gillenbah Pump Station Upgrade	WSE	2900-1034-0000	3000-4200-0000	A	-	\$15,000.00				\$15,000.00	\$0.00	\$15,000.00	\$0.00	0%	Journal request to be made for misallocated funds.		
198 CCTV Review	IT	2200-1001-0000	0714-4200-0000	A	50,000					\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	2%	Ongoing works		
199 Branding Strategy	EDM	8750-0127-0000	1014-2100-0000	D	\$0.00	\$2,350.00					\$2,350.00	\$0.00	\$2,350.00	0%	Promotion and marketing tourism video commenced. Expected completion early 2020.		
200 Urban Roads Maintenance	WM	0001-0001-0000	0910-2100-0000	D	\$723,500.00					\$14,559.03	\$723,500.00	\$561,029.31	\$162,470.69	78%	Ongoing works		
201 Sealed Rural Roads Maintenance	WM	0007-0001-0000	0911-2100-0000	D	\$791,700.00					\$8,946.38	\$791,700.00	\$229,644.67	\$562,055.33	82%	Ongoing works		
202 Rural Unsealed Roads Expenses	WM	0003-0001-0000	0912-2100-0000	D	\$797,880.00					\$28,913.71	\$797,880.00	\$676,404.63	\$121,475.37	85%	Ongoing works		
203 Regional Roads (M&R Grant)	WM	0005-0000-0000	0913-2100-0000	D	\$210,000.00						\$210,000.00	\$45,534.61	\$164,465.39	22%	Ongoing Works		
204 State Road Contract Works RMCC	WM	0004-0002-0000	0916-2100-0000	D	\$170,500.00					\$3,547.76	\$170,500.00	\$72,624.54	\$97,875.46	43%	Ongoing Works		
205 Ordered Works Expenses - MR 80	WM	0004-0005-0000	0916-2120-0000	D	\$82,000.00					\$4,571.82	\$82,000.00	\$72,823.31	\$9,176.69	89%	Proposal submitted to RMS for approval		
206 Ordered Works Expenses - MR 84	WM	0004-0006-0000	0916-2120-0000	D	\$82,000.00						\$82,000.00	\$0.00	\$82,000.00	0%	Proposal submitted to RMS for approval		
207 Noxious Weeds Expenses	OSR	0900-0000-0000	0511-2100-0000	D	\$161,554.00						\$161,554.00	\$88,051.18	\$73,502.82	34%	On-going Operating Costs		
208 Public Toilets Expenses	OSR	0620-0000-0000	0710-2100-0000	D	\$62,274.00						\$62,274.00	\$72,325.35	-\$10,051.35	116%	To be adjusted in QBR.		
209 Cemetery Expenses	OSR	0800-0000-0000	0713-2100-0000	D	\$114,693.00						\$114,693.00	\$97,275.58	\$17,417.42	85%	On-going Operating Costs		
210 Sports Ground Expenses	OSR	0200-0000-0000	0815-2100-0000	D	\$230,943.00						\$230,943.00	\$125,454.19	\$105,488.81	34%	On-going Operating Costs		
211 Parks Expenses	OSR	0300-0000-0000	0816-2100-0000	D	\$554,270.00						\$554,270.00	\$282,294.20	\$271,975.80	51%	To be adjusted in QBR to balance Public toilet expenditure.		
212 Lawn Areas	OSR	0300-0040-0000	0816-2136-0000	D	\$22,750.00					\$1,174.81	\$22,750.00	\$22,392.16	\$357.84	98%	On-going Operating Costs		
213 East Street - Street Scaping	OSR	0300-0041-0000	0816-2136-0000	D	\$17,000.00						\$17,000.00	\$9,059.24	\$7,940.76	53%	On-going Operating Costs		
214 Street Trees	OSR	0500-0001-0000	0816-2137-0000	D	\$196,500.00					\$10,082.57	\$196,500.00	\$122,572.25	\$73,927.75	62%	On-going Operating Costs		
215 Lake Talbot Expenses	OSR	0600-0000-0000	0818-2100-0000	D	\$24,000.00						\$24,000.00	\$8,081.72	\$15,918.28	34%	On-going Operating Costs		
216 Sports Stadium Expenses	OSR	0400-0000-0000	0820-2100-0000	D	\$119,122.00						\$119,122.00	\$59,809.02	\$59,312.98	50%	On-going Operating Costs		
217 Bore Expenses	WSE	2300-0001-0000	2000-2000-0000	D	\$56,000.00					\$15,634.33	\$56,000.00	\$68,955.61	-\$12,955.61	123%	On-going Operating Costs, to be adjusted in March QBR.		
218 Pump Station Expenses	WSE	2300-0002-0000	2000-2001-0000	D	\$79,000.00					\$14,273.71	\$79,000.00	\$126,026.00	-\$47,026.00	160%	On-going Operating Costs, to be adjusted in March QBR.		
219 Mains Expenses	WSE	2100-0003-0000	2000-2002-0000	D	\$100,000.00					\$18,678.85	\$100,000.00	\$193,363.95	\$106,636.05	64%	On-going Operating Costs		
220 Recycled Water	WSE	2200-0004-0000	2000-2003-0000	D	\$48,000.00					\$624.55	\$48,000.00	\$11,195.12	\$36,804.88	23%	On-going Operating Costs		
221 Reservoirs Expenses	WSE	2400-0005-0000	2000-2004-0000	D	\$61,500.00					\$6,849.31	\$61,500.00	\$7,592.86	\$53,907.14	12%	On-going Operating Costs		
222 Water Supply Licence	WSE	2000-0012-0000	2000-2005-0000	D	\$30,500.00						\$30,500.00	\$20,137.90	\$10,362.10	66%	Water Licence costs		
223 Chlorine & Chemicals Expenses	WSE	2700-0013-0000	2000-2007-0000	D	\$30,000.00					\$1,105.29	\$30,000.00	\$14,996.19	\$15,003.81	50%	On-going Operating Costs		
224 Meter Reading Expenses	WSE	2000-0014-0000	2000-2008-0000	D	\$10,000.00						\$10,000.00	\$19,593.93	-\$9,593.93	196%	On-going Operating Costs. Additional reads required on the GFS system. March QBR adjustment.		
225 Telemetry System Maintenance	WSE	2000-0040-0000	2000-2009-0000	D	\$11,500.00					\$909.09	\$11,500.00	\$7,991.21	\$3,508.79	69%	On-going Operating Costs		
226 Pump Stations Electricity Expenses	WSE	2300-0023-0000	2000-2117-0000	D	\$250,000.00						\$250,000.00	\$129,025.67	\$120,974.33	52%	On-going Operating Costs		
227 Pump Station Expenses	WSE	3200-0002-0000	3000-2001-0000	D	\$64,000.00					\$6,516.52	\$64,000.00	\$55,792.35	\$8,207.65	87%	On-going Operating Costs. Journal from misallocated funds.		
228 Mains Expenses	WSE	3100-0003-0000	3000-2002-0000	D	\$205,000.00					\$8,501.12	\$205,000.00	\$89,952.02	\$115,047.98	44%	On-going Operating Costs		
229 Treatment Works Expenses	WSE	3400-0006-0000	3000-2003-0000	D	\$200,000.00					\$22,894.74	\$200,000.00	\$129,002.52	\$70,997.48	65%	On-going Operating Costs		
230 Sewer Heating & Electricity	WSE	3300-0023-0000	3000-2117-0000	D	\$90,000.00						\$90,000.00	\$140,128.21	-\$50,128.21	156%	On-going Operating Costs. Internal investigation to be undertaken.		
231 Telemetry System Maintenance	WSE	3000-0040-0000	3000-2004-0000	D	\$7,500.00						\$7,500.00	\$0.00	\$7,500.00	0%	On-going Operating Costs		

17,885,347

998,746.38 \$23,802,121.00

\$303,870.00
 \$118,314.00
 \$335,109.60

-\$257,159.31
 -\$111,330.67
 -\$341,295.03

20.6 FEBRUARY STATEMENT OF INVESTMENTS

Document ID: 462103
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 29 February 2020.

PURPOSE

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

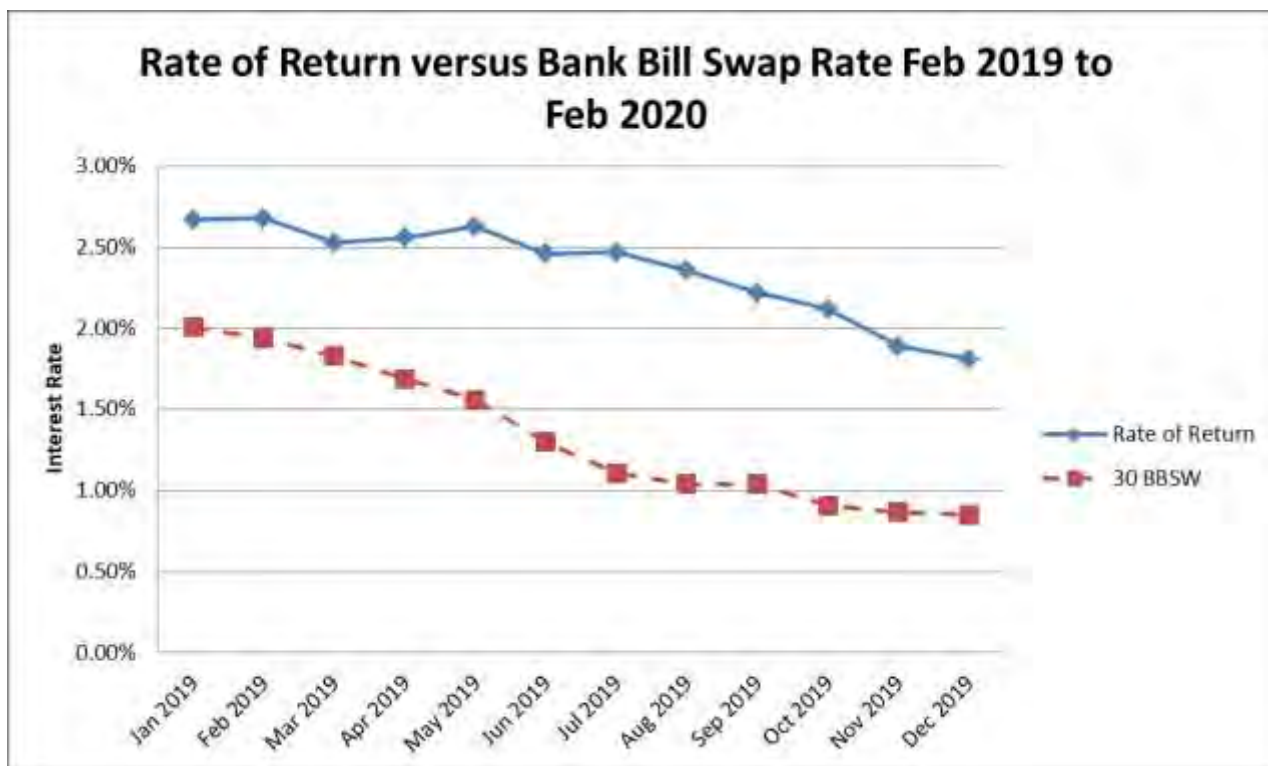
SUMMARY

Fund Balance (GL)	
GENERAL	15,499,545.58
WATER	7,613,995.85
SEWERAGE	840,503.22
TRUST	98,819.52
	<u>24,052,864.17</u>

BACKGROUND

Council Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments A to BBB-				
Elders Rural Bank	1,000,000.00	4.17%	2.51%	18 Apr 2020
Elders Rural Bank	1,000,000.00	4.01%	1.45%	18 Nov 2020
IMB	1,000,000.00	4.17%	1.55%	22 May 2020
Bendigo Bank	1,000,000.00	4.17%	1.50%	24 Jul 2020
Bendigo Bank	750,000.00	3.13%	1.50%	11 Aug 2020
Bendigo Bank	1,000,000.00	4.17%	1.50%	19 Nov 2020
Bendigo Bank	1,000,000.00	4.17%	1.50%	3 Dec 2020
Direct Investments AA- to A	6,750,000.00	27.99%		

Direct Investments AAA to AA-				
NAB Cashmaximiser	1,454,044.65	6.07%	0.10%	29 Feb 2020
NAB	1,000,000.00	4.17%	1.70%	8 Jun 2020
NAB	1,000,000.00	4.17%	1.53%	7 Aug 2020
NAB	750,000.00	3.13%	1.50%	14 Oct 2020
NAB	1,000,000.00	4.17%	1.41%	26 Oct 2020
NAB	1,000,000.00	4.17%	1.51%	4 Dec 2020
St George	750,000.00	3.13%	2.52%	20 Mar 2020
St George	1,000,000.00	4.17%	2.00%	12 Apr 2020
St George	1,000,000.00	4.17%	2.60%	23 Apr 2020
St George	750,000.00	3.13%	1.78%	4 Jun 2020
St George	1,000,000.00	4.17%	1.63%	10 Jul 2020
St George	1,000,000.00	4.17%	1.70%	10 Sep 2020
St George	1,000,000.00	4.17%	1.48%	22 Feb 2021
St George	1,000,000.00	4.17%	1.48%	22 Feb 2021
Suncorp	1,000,000.00	4.17%	1.50%	3 Mar 2020
Suncorp	1,000,000.00	4.17%	1.60%	1 May 2020
Suncorp	500,000.00	2.09%	1.63%	13 Jul 2020
Suncorp	1,000,000.00	4.17%	1.47%	15 Sep 2020
	17,204,044.65	71.76%		
Council Funds	23,954,044.65	100%		
Monthly Investment Performance				
Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
Feb 2019	24,321,376.27	2.68%	1.940%	0.74%
Mar 2019	25,421,897.58	2.53%	1.830%	0.70%
Apr 2019	24,302,368.60	2.56%	1.690%	0.87%
May 2019	23,722,659.37	2.63%	1.560%	1.07%
Jun 2019	24,673,011.70	2.46%	1.300%	1.16%
Jul 2019	24,573,234.96	2.47%	1.110%	1.36%
Aug 2019	24,373,396.59	2.36%	1.040%	1.32%
Sep 2019	23,803,509.00	2.22%	1.040%	1.18%
Oct 2019	22,803,634.26	2.12%	0.910%	1.21%
Nov 2019	23,303,764.93	1.89%	0.870%	1.02%
Dec 2019	23,553,884.71	1.81%	0.850%	0.96%
Jan 2020	23,553,974.21	1.59%	0.840%	0.75%
Feb 2020	23,954,044.65	1.58%	0.810%	0.77%
Trust Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments AAA to AA-				
National Australia Bank (Art Trust)	67,491.06	67.62%	1.45%	23/11/2020
Bendigo Bank (Tourist Trust)	31,328.46	32.38%	2.30%	21/03/2020
Trust Funds	98,819.52			



Individual Limits					
Institution	Rating		Amount Invested	Council %	
Bendigo Bank	BBB+	A2	\$ 3,781,328.46	15.7%	Max 20%
Elders Rural Bank	BBB+	A2	\$ 2,000,000.00	8.3%	Max 20%
IMB	BBB	A2	\$ 1,000,000.00	4.2%	Max 20%
NAB	AA-	A1+	\$ 6,271,535.71	26.1%	Max 35%
Suncorp	A+	A1	\$ 3,500,000.00	14.6%	Max 25%
StGeorge	AA	A1+	\$ 7,500,000.00	31.2%	Max 35%
Macquarie Bank	A-	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ -	0.0%	Max 35%

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

The investments listed above 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 0.25% reduction to the reference rate, reducing this from 0.75% to 0.50%. Potential exists for further reductions in the rate during 2020. This presents a risk to the return received on investments placed in 2019/20, an adjustment was made in the December 2019 budget review and will be reviewed again in the March budget review.

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Investments report as at 29 February 2020.

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

22 CONFIDENTIAL BUSINESS PAPER REPORTS

Nil