



BUSINESS PAPER

Ordinary Council Meeting

19 May 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.

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

COMMUNITY STRATEGIC PLAN

Themes

Agenda Section 16 ~ Our Community

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

Agenda Section 17 ~ Our Environment

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

Agenda Section 18 ~ Our Economy

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

Agenda Section 19 ~ Our Infrastructure

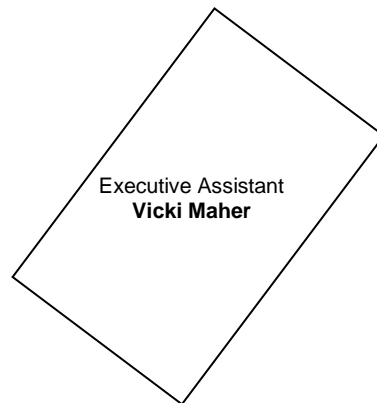
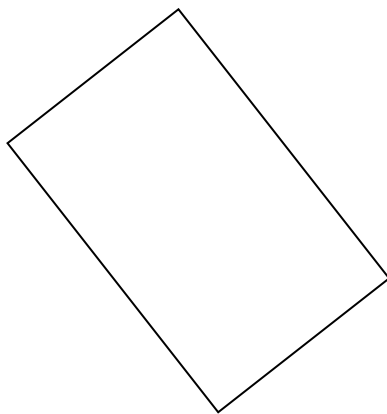
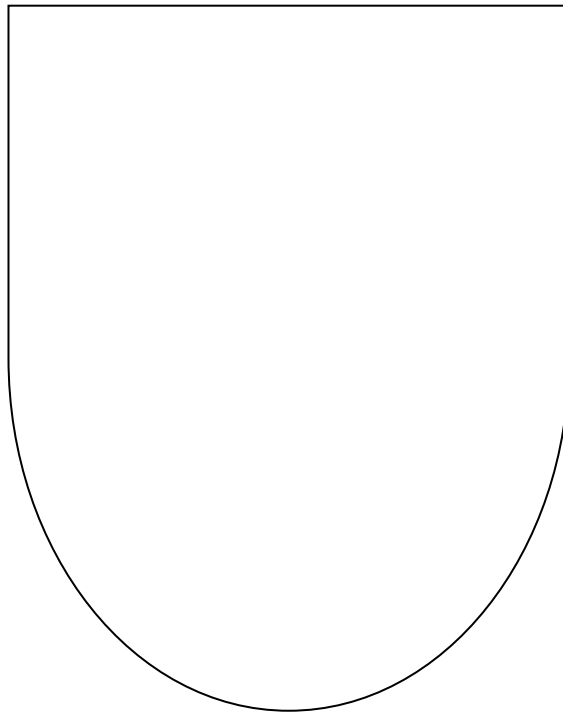
- 4.1 To have an improved and adequately maintained road network
- 4.2 To improve, maintain and value-add to our public and recreational infrastructure
- 4.3 To improve and enhance our water and sewer networks
- 4.4 To have a say when planning for new facilities or refurbishing existing facilities

Agenda Section 20 ~ Our Civic Leadership

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

SEATING

General Manager George Cowan	MAYOR Cr Kschenka	Deputy General Manager Infrastructure Shane Wilson	Deputy General Manager Corporate & Community Martin Hiscox
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**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held via a Zoom Meeting
Members of the Public can view meeting procedures via the Webcast on
Councils Website on:
Tuesday 19 May 2020 at 2pm**

Order Of Business

1	Acknowledgement of Country	7
2	House Keeping	7
3	Disclosure of Political Donations	7
4	Present	7
5	Apologies	7
6	Declarations of Interest	7
7	Confirmation of Minutes	7
	Ordinary Council Meeting - 21 April 2020	
	Extraordinary Council Meeting - 28 April 2020	
8	Mayoral Report	29
	8.1 Mayoral Monthly Report April / May 2020.....	29
9	Question with Notice	31
	Nil	
10	Notices of Rescission	31
	Nil	
11	Notices of Motion	32
	11.1 Notice of Motion - Emergency Allocation of Water in the Southern Murray Darling Basin	32
12	Councillor Reports	34
	Nil	
13	Committee Reports	35
	13.1 Minutes - Economic Taskforce Committee (Open) 27 April 2020	35
14	Our Community	63
	Nil	
15	Our Environment	63
	Nil	
16	Our Economy	63
	Nil	
17	Our Infrastructure	64
	17.1 Major Grant Project Update	64

18	Our Civic Leadership	70
18.1	Policy Review CS100 Procurement.....	70
18.2	Classification of Land as Operational Land	84
19	Statutory and Compulsory Reporting – Development Services Reports	88
19.1	April Development Services Activities.....	88
20	Statutory and Compulsory Reporting – Financial / Audit Reports	92
20.1	April Income Statement	92
20.2	April Statement of Investments.....	98
20.3	April Statement of Bank Balances	102
20.4	April Statement of Rates and Receipts	104
20.5	April Capital Works Program.....	106
20.6	March 2020 Quarterly Budget Review	124
21	Statutory and Compulsory Reporting – Other Reports.....	147
	Nil	
22.1	Economic Development Strategy at 27 April 2020.....	148

- 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 - 21 April 2020

Extraordinary Council Meeting - 28 April 2020



MINUTES

Ordinary Council Meeting

21 April 2020

UnConfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 21 APRIL 2020 AT 2PM**

The Mayor declared the meeting opened at **2.04pm** and welcomed the Councillors, Staff, and those viewing online.

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 HOUSE KEEPING

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

3 DISCLOSURE OF POLITICAL DONATIONS

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

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

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

4 PRESENT

Cr Neville Kschenka, Cr David Fahey OAM, Cr Narelle Payne, Cr Jenny Clarke OAM, Cr Kevin Morris, Cr 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), Vicki Maher (Minute Taker)

5 APOLOGIES

Nil

6 DECLARATIONS OF INTEREST

Cr David Fahey OAM declared a Pecuniary Interest in Item 22.3 under the Local Government Act as *In-laws are neighbours to the property* and will leave the meeting during discussion and voting.

7 CONFIRMATION OF MINUTES

RESOLUTION 20/039

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That the minutes of the Ordinary Council Meeting held on 17 March 2020 be confirmed.

CARRIED

8 MAYORAL REPORT

8.1 MAYORAL MINUTE - COVID-19 - FINANCIAL SUPPORT

RESOLUTION 20/040

Moved: Cr Neville Kschenka

Seconded: Cr Narelle Payne

That Council:

1. Calls on the Federal Government and NSW Government to urgently deliver comprehensive and multifaceted financial support and stimulus packages to local government to enable them to continue to operate effectively and provide essential services during the COVID-19 pandemic.
2. Calls for the packages to include the following measures:
 - Increasing Financial Assistance Grants payments to 1% to help councils maintain essential functions and services, acknowledging the increased costs and mounting revenue losses arising from COVID-19 and drought as well as giving councils capacity to provide hardship assistance to businesses and residents.
 - Immediate financial assistance to support council employees.
 - Providing stimulus funding to councils for projects that will help sustain council operations and boost local economies. This could be achieved through increasing or bringing forward funding under existing funding programs or introducing new programs.
3. Commends the NSW and Federal Governments on their stewardship during this crisis and commits to working in partnership to protect community health and

sustain local economies through this crisis.

4. Write to the local Federal and State Member(s) Steph Cooke MP and the Hon. Sussan Ley MP, Prime Minister the Hon. Scott Morrison MP, NSW Premier the Hon. Gladys Berejiklian MP, Federal Treasurer the Hon. Josh Frydenburg MP, NSW Treasurer the Hon. Dominic Perrottet MP, NSW Local Government Minister the Hon. Shelley Hancock MP, Federal Minister for Local Government the Hon. Mark Coultan, Federal Opposition Leader the Hon. Anthony Albanese, NSW Opposition Leader Jodi McKay MP, Federal Shadow Minister for Local Government Jason Clare MP and NSW Shadow Minister for Local Government Greg Warren MP to confirm their support for increased financial assistance and stimulus funding for local government to help councils maintain essential services and employment during the COVID-19 pandemic.
5. Endorses Local Government NSW's sector-wide campaign to obtain financial assistance, employment support and stimulus funding for the local government sector.
6. Advise LGNSW President Linda Scott of the passage of this Mayoral Minute.

CARRIED

8.2 MAYORAL REPORT MARCH / APRIL 2020

RESOLUTION 20/041

Moved: Cr Neville Kschenka
 Seconded: Cr Narelle Payne

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

CARRIED

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION

11.1 NOTICE OF MOTION - COVID-19 SUPPORT FOR RATEPAYERS

RESOLUTION 20/042

Moved: Cr Tammy Galvin
 Seconded: Cr Tracey Lewis

That Council:

1. Explore all options to sustain local businesses adversely impacted by the economic downturn being experienced as a result of the drought and measures implemented

by the Australian and NSW Governments to control the spread of COVID-19 (Coronavirus). Options include:

- a) Rental payments relief to businesses operating out of Council facilities where impacted.
 - b) Waiving of fees for business inspection costs until an agreed time to be determined by Council.
 - c) Grease trap inspections (trade waste etc) and associated costs on hold until further notice.
 - d) Assisting any businesses that may need advocacy and support to access State and Federal Government stimulus packages.
 - e) Investigating other funding programs and assist local businesses in extending knowledge of what opportunities exist and help maximise impact from State and Federal Government funding programs.
2. Extend the Rates and Charges Financial Hardship Policy to include all property owners in Narrandera Shire, subject to approved application, and establish a NIL interest rate on any amounts deferred.

CARRIED

The Motion was carried on the Mayor's Casting Vote.
Councillors Morris, Clarke, Bryon and Fahey recorded their vote as Against the Motion.

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS

13.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) - 23 MARCH 2020

RESOLUTION 20/043

Moved: Cr Kevin Morris

Seconded: Cr Tammy Galvin

That Council:

- 1. Receive and note the Minutes of the Economic Taskforce Committee meeting held **23 March** 2020, together with the updated Economic Development Strategy (non-confidential).

CARRIED

13.2 MINUTES - PARKS AND GARDENS ADVISORY COMMITTEE - 11 MARCH 2020

RESOLUTION 20/044

Moved: Cr Jenny Clarke OAM

Seconded: Cr Barbara Bryon

That Council:

1. Note and receive the Minutes of the Parks and Gardens Advisory Committee held on Wednesday 11 March 2020.

CARRIED

13.3 DISCUSSION - YOUTH ADVISORY COUNCIL - 16 MARCH 2020

RESOLUTION 20/045

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That Council:

1. Receive and note that there was no formal meeting of the Youth Advisory Council in March 2020 due to insufficient numbers and lack of quorum.

CARRIED

Cr Payne flagged intention of submitting a Notice of Motion to next council meeting to change the name of the Youth Advisory Council.

14 OUR COMMUNITY

14.1 NARRANDERA PARKSIDE COTTAGE MUSEUM S355 COMMITTEE AND NARRANDERA ARTS AND CULTURE ADVISORY COMMITTEE - DRAFT TERMS OF REFERENCE

RESOLUTION 20/046

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Adopt the attached Terms of Reference for the Narrandera Parkside Cottage Museum S355 Committee and the Narrandera Arts and Culture Advisory Committee.
2. Commence recruitment for membership of those Committees in accordance with relevant adopted Terms of Reference.

CARRIED

14.2 YOUTH ADVISORY COUNCIL NOMINATIONS

RESOLUTION 20/047

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

That Council:

1. Endorse the Youth Advisory Council nominees Mia Briggs and Madeline Fraser and appoint the nominees to the Youth Advisory Council.

CARRIED

14.3 VARIATION TO COMMONWEALTH SUPPORT SERVICES

RESOLUTION 20/048

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Receive and note the variations to Council's Community Transport and Home Support Programs during the COVID-19 Pandemic.

CARRIED

14.4 LOCAL INITIATIVE DURING COVID-19

RESOLUTION 20/049

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Support the local initiatives established to assist the wider community during the COVID-19 pandemic.

CARRIED

14.5 LEASE OF COUNCIL RESIDENCE TO NEW DOCTOR

RESOLUTION 20/050

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Endorses the arrangements made to lease 19 Argyle Street to the new doctor for 12

months from 1 May 2020 at a weekly rental of \$nil (0).

2. Notes that a bond of \$1,000 will be payable by the doctor.

CARRIED

15 OUR ENVIRONMENT

Nil

16 OUR ECONOMY

16.1 ECONOMIC DEVELOPMENT STRATEGY DEFERRED

RESOLUTION 20/051

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Directs the Economic Development Manager to proceed with the development of a short-term Business Recovery Strategy for implementation as soon as practicable.
2. Directs the Economic Development Manager to develop a new Strategy for 2021-2024 when the Health Emergency, and therefore the impact on all Economic Development and Tourism Initiatives, has passed.

CARRIED

16.2 SUPPORT FOR REGIONAL EXPRESS AIRLINES (REX)

RESOLUTION 20/052

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Ratifies the decision of the Mayor in accordance with cl 226 of the NSW Local Government Act 1993 to reduce head taxes payable by Rex Airlines for RPT operations into Narrandera/Leeton Airport on the following basis:
 - (i) For the period 1 April 2020 to 30 June 2020 zero dollars (\$0).
 - (ii) For the period 1 July 2020 to 31 December 2020 50% reduction of the usual head tax.
2. Notes the current proposal by REX for flight schedules affecting Narrandera/Leeton RPT services.

CARRIED

17 OUR INFRASTRUCTURE**17.1 CLOSURE OF COUNCIL PUBLIC ROADS AND PRIVATE PURCHASE****RESOLUTION 20/053**

Moved: Cr Kevin Morris

Seconded: Cr Barbara Bryon

That Council:

1. Adopt the policy Public Road Closure and Private Sale for exhibition.
2. Should no submissions be received during exhibition the policy be adopted and implemented.

CARRIED

17.2 BARELLAN STAGE TWO NETBALL COURT UPGRADE GRANT**RESOLUTION 20/054**

Moved: Cr Kevin Morris

Seconded: Cr David Fahey OAM

That Council:

1. Acknowledge the significant savings made in the construction of the Barellan change rooms through successful grant applications throughout the project, including \$182,500 from the Barellan Football Club.
2. Accept the Infrastructure Grant for the amount of \$115,000 plus GST for Stage Two of the Barellan Netball Court upgrade.
3. Commit \$30,000 as Councils contribution to the court 3 upgrade project.

CARRIED

18 OUR CIVIC LEADERSHIP**18.1 LAKE TALBOT TOURIST PARK - ABATEMENT OF MONTHLY LEASE PAYMENTS TO COUNCIL****RESOLUTION 20/055**

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council:

1. Agree to the abatement of the monthly lease payments for the month of April 2020 with the abatement to be extended until such time as the Lake Talbot Tourist Park is able to lawfully reopen for business.

CARRIED

18.2 LAKE TALBOT TOURIST PARK - NOTICE OF INTENTION TO ACCEPT THIRD OPTION TO RENEW LEASE**RESOLUTION 20/056**

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

That Council:

1. Agree to proceed with the third option to renew the lease with Graejan Pty Ltd for the Lake Talbot Tourist park for the period 1 July 2020 to 30 June 2024;
2. Indicate to Graejan Pty Ltd that Council reserves the right to undertake a rent review when works funded through the Playground on the Murrumbidgee are substantially completed;
3. Indicate to Graejan Pty Ltd that Council intends to phase in the levying of water consumption charges and sewer usage charges during the third option but will do so in consultation with Graejan Pty Ltd;
4. Authorise the Mayor and General Manager to sign the lease document on behalf of Council when signed by the lessee;
5. Authorise the placement of the Seal of Council on the lease document and any other documents necessary relating to this matter.

CARRIED

18.3 CVGT AUSTRALIA - RENEWAL OF LEASE FOR 147 EAST STREET, NARRANDERA**RESOLUTION 20/057**

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That Council:

1. Endorse the progression of a new commercial lease agreement with CVGT Australia for the continued rental of 147 East Street, Narrandera as proposed by CVGT Australia;
2. Authorise the Mayor and the General Manager to sign the lease agreement on behalf of Council when the lease agreement is signed by CVGT Australia;
3. Authorise the placement of the Seal of Council to this lease document or any other document relating to this matter.
4. Authorise the abatement of the lease payments as per the arrangements relative to the Covid-19 Virus should a request be received.

CARRIED

18.4 MURRUMBIDGEE LOCAL HEALTH DISTRICT - NEW MEMORANDUM OF UNDERSTANDING FOR THE HIRE OF PART 17-21 TWYNAM STREET, NARRANDERA ALSO SEEKING SHORT TERM HIRE FEE ABATEMENT

RESOLUTION 20/058

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council:

1. Endorse the proposed Memorandum of Understanding with Murrumbidgee Local Health District – Aboriginal Health as presented and authorise the Mayor and the General to sign the document on behalf of Council;
2. Agree to the abatement of the weekly hire fee for partial use of the Emergency Operations Centre until such time as Murrumbidgee Local Health District recommences clinics at this location.

CARRIED

18.5 NARRANDERA IMPERIAL FOOTBALL & NETBALL CLUB INCORPORATED - AGREEMENT IN PRINCIPLE TO NEGOTIATE A NEW LICENCE

RESOLUTION 20/059

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Endorse actions to enter into an 'agreement in principle' with the Narrandera Imperial Football & Netball Club for a new licence for both exclusive and non-exclusive use of areas within and surrounding the proposed new clubhouse to be constructed at the Narrandera Sportsground;
2. Agree to action the preparation of the new licence agreement for the purpose of entering into formal discussions by both parties.

LOST

18.6 IMPACT OF COVID 19 VIRUS

RESOLUTION 20/060

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the report on the impact of the COVID-19 Virus on Councils operations and within the Shire community.

2. Endorse the actions taken to implement the Business Continuity Plan and the Public Health Orders issued by the Minister for Health.
3. Amend Policy CS300 Rates and Charges Financial Hardship to allow applications to be lodged by ratepayers suffering financial hardship by way of a simple Statutory Declaration.
4. Consider extending the policy to apply to all rate categories.
5. Resolve that the interest rate to be charged on outstanding rates for the period subject to any deferment be set at Zero.
6. Delegate to the General Manager the authority to determine all applications for deferment and periodic payment of rates and charges during the period of the pandemic.
7. Note the deferment of the Local Government Elections previously scheduled for September.
8. Support the continued efforts of the staff to transition to web based support services particularly in Community Services and Economic Development.

CARRIED

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 MARCH DEVELOPMENT SERVICES ACTIVITIES

RESOLUTION 20/061

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

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

CARRIED

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 MARCH STATEMENT OF BANK BALANCES

RESOLUTION 20/062

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

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

CARRIED

20.2 MARCH STATEMENT OF INVESTMENTS

RESOLUTION 20/063

Moved: Cr David Fahey OAM
 Seconded: Cr Narelle Payne

That Council:

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

CARRIED

20.3 MARCH INCOME STATEMENT

RESOLUTION 20/064

Moved: Cr Barbara Bryon
 Seconded: Cr Narelle Payne

That Council:

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

CARRIED

20.4 MARCH STATEMENT OF RATES AND RECEIPTS

RESOLUTION 20/065

Moved: Cr Barbara Bryon
 Seconded: Cr Tracey Lewis

That Council:

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

CARRIED

20.5 MARCH CAPITAL WORKS PROGRAM

RESOLUTION 20/066

Moved: Cr Narelle Payne
 Seconded: Cr Tracey Lewis

That Council:

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

CARRIED

20.6 PROPOSED EXTRAORDINARY MEETING FOR THE PURPOSE OF CONSIDERING THE ADOPTION OF COUNCIL'S OPERATING PLAN FOR 2020-21

RESOLUTION 20/067

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

1. That Council conduct an extraordinary meeting at 9.30am on Tuesday 28th April for consideration of the draft 2020 – 2021 operating plan.
2. That Council conduct an extraordinary meeting on Tuesday 2nd June for consideration and adoption of the 2020 – 2021 operating plan.

CARRIED

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

22 CONFIDENTIAL BUSINESS PAPER REPORTS

RESOLUTION 20/068

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

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

22.1 Economic Development Strategy at 23 March 2020

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

22.2 Lake Talbot Tourist Park - Financial impact of the abatement of the monthly lease payment to Council

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.

22.3 Deed of Indemnity

This matter is considered to be confidential under Section 10A(2) - e 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, prejudice the maintenance of law.

22.4 Tender Amendment Update - Master Plan Upgrades - Lake Talbot Water Park

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

CARRIED

22.1 ECONOMIC DEVELOPMENT STRATEGY AT 23 MARCH 2020

RESOLUTION 20/069

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receive and note the Economic Development Strategy (confidential version) containing updates following the Economic Taskforce Committee meeting held **23 March 2020**.

CARRIED

22.2 LAKE TALBOT TOURIST PARK - FINANCIAL IMPACT OF THE ABATEMENT OF THE MONTHLY LEASE PAYMENT TO COUNCIL

RESOLUTION 20/070

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

That Council:

1. Acknowledge the potential financial implications of the monthly lease payment abatement.

CARRIED

At 3:19 pm, Cr David Fahey OAM, after earlier declaring an Interest in Item 22.3, vacated the Chambers during discussions and voting on the matter.

22.3 DEED OF INDEMNITY

RESOLUTION 20/071

Moved: Cr Narelle Payne

Seconded: Cr Kevin Morris

That Council:

1. Note the findings of the report,
2. Invite the prospective land owner to seek a Building Information Certificate.

CARRIED

At 3:25 pm, Cr David Fahey OAM returned to the meeting.

22.4 TENDER AMENDMENT UPDATE - MASTER PLAN UPGRADES - LAKE TALBOT WATER PARK

RESOLUTION 20/072

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Approve the final design as detailed in Option 1 – Amended Design and Construct Offer.
2. Allocate additional funding as detailed in Table 1 - Playground on the Murrumbidgee funding breakdown for LTWP Upgrades.

CARRIED

MOTION

RESOLUTION 20/073

Moved: Cr Barbara Bryon
Seconded: Cr Narelle Payne

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 3.52pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 19 May 2020.

.....
GENERAL MANAGER

.....
CHAIRPERSON

UnConfirmed



MINUTES

Extraordinary Council Meeting

28 April 2020

**MINUTES OF NARRANDERA SHIRE COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 28 APRIL 2020 AT 9.30AM**

The Mayor declared the meeting opened at **9.30am** and welcomed the Councillors, Staff and those viewing via live streaming.

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 HOUSE KEEPING

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

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 Tracey Lewis, Cr Barbara Bryon

In Attendance

George Cowan (General Manager), Shane Wilson (Deputy General Manager Infrastructure), Martin Hiscox (Deputy General Manager Corporate & Community), Craig Taylor (Governance & Engagement Manager), Rebecca Best (Finance Manager), Vicki Maher (Minute Taker)

5 APOLOGIES

RESOLUTION 20/071

Moved: Cr Barbara Bryon

Seconded: Cr David Fahey OAM

That apologies from Cr Kevin Morris and Cr Tammy Galvin be received and accepted.

CARRIED

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC FORUM

Nil

8 OUR CIVIC LEADERSHIP

8.1 DRAFT 2020-2021 FINANCIAL YEAR STRATEGIC DOCUMENTS...

RESOLUTION 20/072

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council:

1. Adopt the following for the purpose of public exhibition for a period of 28 days:
 - (a) The unchanged Delivery Program 2018-2022;
 - (b) The draft Operational Plan 2020-2021 following minor amendments as advised to GEM;
 - (c) The maximum 2.6% rate pegging limit increase for permissible yield for the 2020-2021 ordinary rate;
 - (d) The maximum interest penalty rate for 2020-2021 when determined and to be applied to overdue rates & charges;
 - (e) The waste management charges for 2020-2021 as presented;
 - (f) The water charges for 2020-2021 as presented for both potable and non-potable water service access and consumption;
 - (g) The sewer charges for 2020-2021 as presented for sewer service access, sewer usage and liquid trade waste;
 - (h) The stormwater management charges for 2020-2021 as presented;
 - (i) The schedule of Fees and Charges for 2020-2021 as presented;
 - (j) The 2020-2030 Long Term Financial Plan as presented;
 - (k) The 2020-2024 schedule of Capital Works as presented;
 - (l) The 2020-2021 Fit For The Future benchmarks;

- (m) At the conclusion of the 28 day public exhibition period that Council further consider the strategic documents in conjunction with any community comments or submissions received at 2 June 2020 meeting.

CARRIED

The Meeting closed at 11.30am.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Narrandera Shire Council held on 19 May 2020.

.....
GENERAL MANAGER

.....
CHAIRPERSON

UnConfirmed

8 MAYORAL REPORT

8.1 MAYORAL MONTHLY REPORT APRIL / MAY 2020

Document ID: 468979
Author: Mayor
Theme: Our Civic Leadership
Attachments: Nil

RECOMMENDATION

That Council receive and note the Mayoral Monthly Report for April / May 2020.

BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 21 April 2020, I have had the privilege to attend the following on behalf of our Council:-

Meetings with General Manager

Attended regular Monday, and unscheduled, meetings with the General Manager George Cowan to discuss various matters. Deputy Mayor attends the Monday meeting prior to the monthly Council Meeting.

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

Media Interviews

A media interview was held with Mandy from Radio Triple M in Griffith covering recent topics and outcomes from the April Council meeting.

APRIL 2020

Tuesday 21

I chaired the monthly Councillors Briefing Session via Zoom and Ordinary Council Meeting. Unconfirmed Minutes of the Council Meeting submitted for Council's endorsement.

Saturday 25

Due to the current restrictions of Covid-19, ANZAC Day Services were not held. The General Manager and I laid a wreath in the Narrandera Memorial Gardens, Cr Morris laid a wreath at Barellan and I travelled to Grong Grong to lay a wreath at the Memorial at the Grong Grong Hall.

Anzac Day "is a time to honour the service and sacrifice of our original ANZACs, and the generations of Australian servicemen and women who have defended our values and freedoms, in wars, conflicts and peace keeping operations."



Monday 27

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

Tuesday 28

Council held an Extraordinary Council Meeting for the purpose of endorsing the 2020/2021 Draft Budget for Public Exhibition. I chaired this meeting and the Unconfirmed Minutes of the Council Meeting are further submitted for Council’s endorsement.

MAY 2020

Tuesday 5

The General Manager George Cowan, myself and Leeton Shire Mayor Paul Maytom and General Manager Jackie Kruger, met with Superintendent Craig Ireland and Inspector Justin Cornes to discuss Police operations in Narrandera and Leeton.

Wednesday 6

I chaired the May meeting of the Solar Farm Reference Group to discuss and endorse some changes to the Employment & Accommodation Strategy for the Avonlea Solar Farm at Sandigo.

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

Until next time, Mayor Kschenkva

RECOMMENDATION

That Council receive and note the Mayoral Monthly Report for April / May 2020.

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION**11.1 NOTICE OF MOTION - EMERGENCY ALLOCATION OF WATER IN THE SOUTHERN MURRAY DARLING BASIN****Document ID: 505931****Author: Cr Jenny Clarke****Theme: Our Civic Leadership****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 19 May 2020.

MOTION

That Council:

1. Write to Premier Gladys Berejiklian, Deputy Premier John Barilaro, and Water Minister Melinda Pavey to immediately activate an emergency allocation of water in the Southern Murray Darling Basin for food and fodder production.
2. Write to other surrounding councils affected by the current situation seeking their support.

BACKGROUND

This Motion supports the Motion put forward to the Wagga City Council by Cr Paul Funnell as written in the Wagga Daily Advertiser on Friday May 8th, 2020. The Motion was Resolved at Wagga City Council meeting Monday 11 May 2020.

The background to this Motion is to support farmers who have been brought to their knees by the lack of water and Southern Riverina farmers who have had zero allocation of water for the past three years.

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

RECOMMENDATION

That Council:

1. Write to Premier Gladys Berejiklian, Deputy Premier John Barilaro, and Water Minister Melinda Pavey to immediately activate an emergency allocation of water in the Southern Murray Darling Basin for food and fodder production.
2. Write to other surrounding councils affected by the current situation seeking their support.

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS**13.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) 27 APRIL 2020****Document ID:** 504456**Author:** Executive Assistant**Authoriser:** General Manager**Theme:** Our Economy**Attachments:** 1. [2020-04-27 Economic Taskforce Minutes - UnConfirmed.pdf](#) [↓](#)
2. [2020-04-27 Economic Development Strategy OPEN.docx](#) [↓](#)**RECOMMENDATION**

1. That Council receive and note the Minutes of the Economic Taskforce Committee meeting held **27 April** 2020, together with the updated Economic Development Strategy (non-confidential).

RECOMMENDATION

1. That Council receive and note the Minutes of the Economic Taskforce Committee meeting held **27 April** 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, 27 APRIL 2020 AT 10AM**

VIA ZOOM

Commenced at 10.07am

1 PRESENT

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

2 APOLOGIES

Nil

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Kevin Morris

Seconded: Cr Jenny Clarke OAM

That the minutes of the Economic Taskforce Committee held on 23 March 2020 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS

6.1 ECONOMIC DEVELOPMENT STRATEGY

COMMITTEE RESOLUTION

Moved: Cr Jenny Clarke OAM
Seconded: Cr David Fahey 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

Discussion held on:

- Combustible Recyclables - EDM to research and report back to Economic Taskforce committee.
- Job Keeper Scheme
- Fuel Storage
- Local Government Stimulus Package
- \$25M Showground Grant Program - Grant Application lodged for the Barellan Showground Amenities Buildings
- Return to normal Business Strategy when Covid-19 clearance
- Correspondence received from Australian Hotels Association

8 NEXT MEETING

Monday 25 May 2020 – 10am – Via Zoom

9 MEETING CLOSE

The Meeting closed at 10.03am

The minutes of this meeting were confirmed at the Economic Taskforce Committee held on 25 May 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. ED team through Marketing Tourism and ED Coordinator have produced a facebook initiative called Narrandera

Strategies		Key Actions		Progress
				<p>Takeaway and Delivery Service and Business as usual in conjunction with Narrandera Business Group as well as creating a business online directory which is under development. The Facebook initiative is to assist business to keep operating and it has been very well received with 500 followers.</p> <p>Updated quarterly Small Area labour market data for Narrandera. December qtr 2019 reveals unemployment rate of 5.9% and 180 unemployed out of total workforce of 3075.</p>
		1.1.7	Include comprehensive information on economic development and business assistance on Council's website.	<p>Economic Development Department has contributed to planning of Council's Website upgrade.</p> <ul style="list-style-type: none"> • Economic Development Strategy on Website. • REX Community fare on website • Information on BEC workshops for business on Website/Facebook
1.2	Continue to build partnerships and strategic alliances	1.2.1	<p>Strengthen relationships with Government Agencies, regional organisations and service providers through:</p> <ul style="list-style-type: none"> • Active participation in regional programs, forums and workshops. • Briefing and updating these organisations on the Shire's needs and priorities. • Advocating strongly for improved facilities, infrastructure and services. • Ensuring that the Shire's priorities and projects are recognised in regional plans and strategies. 	<ul style="list-style-type: none"> • ED participates in RDA Riverina forums, RAMROC, Destination Riverina Murray and Thrive meetings. • EDM attended Economic Development Officers Forum in Temora-27/9. Various speakers and networking. • Shire's priorities contained in Western Riverina Regional Economic Development Strategy (REDS) officially completed as at February 2019. • Council facilitated Bee Forum to address issues arising from any accidents and emergencies on our region's roads involving the transportation of live bees with the aim of identifying gaps, finding solutions and increasing preparedness. • Forum formulates and endorses a 3 point action plan for positive outcome. • DPI representative Daryl Cooper working with Apiarists to develop an Action List Protocol that can be used by all emergency services responding to a vehicle accident involving the transportation of live bees in hives. • Wed 22 April EDM participated in regional zoom forum of Economic Development officers from Western Riverina

Strategies		Key Actions		Progress
		1.2.2	Build and strengthen strategic alliances with Councils within the Riverina Region and along strategic road and rail corridors.	<p>Councils organised by Nicola James-Ausindustry</p> <ul style="list-style-type: none"> Narrandera and Leeton representatives noted above agree to the strategic alliance between Narrandera and Leeton being called 'The Narrandera/Tocumwal Rail Line & Intermodal Support Alliance.' Council provided letter of support for Wagga Wagga City Council's bid for the Qantas Cadet Training facility. Working relationships with Western Riverina Councils known as Functional Economic Regions Council working on Tourism joint initiative for digital visitors guide with Murrumbidgee Leeton and Lockhart Shires. Presentation to Councillors at briefing session 19 Nov 19. Digital visitors guide progressing well with development of logo imminent.
1.3	Engage pro-actively with local businesses and business / industry organisations	1.3.1	Build knowledge and understanding of local economic sectors and businesses, including organising a program of industry briefings and tours for Councillors and Council staff.	<p>Ongoing</p> <p>17/9 Visit to Glendale completed</p> <p>ED team working closely with Narrandera Business Group to provide assistance to business during Covid 19 business closures and limitations.</p> <p>Narrandera Business Chamber not yet functional.</p>
		1.3.2	Encourage and facilitate opportunities for professional development, networking and innovation.	<p>EDM attends Narrandera Business Group.</p> <p>Attended Narrandera Business Group meeting 14 October</p> <p>Planning progressed for Small Business Month October with arrangements in place and invitations issued for Narrandera Connected (2) on 23 October at TAFE CLC.</p> <p>Sponsorships received from Service NSW, Business Group, TAFE and Articulate Pear.</p> <p>Workshop planned for 28 October at TAFE CLC to be delivered by BEC. NSC and Narrandera Business Group jointly sponsor Social Media Connectivity.</p> <p>Successful Small Business October events with 30 people in attendance at each event.</p>
		1.3.3	Establish effective networks and communication channels.	<p>Bi monthly newsletter for business prepared and circulated by EDM since start of 2019. Most recent circulation in March</p>

Strategies		Key Actions		Progress
		1.3.4	Support business groups and networks.	<p>2020</p> <p>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)</p> <p>Acting Secretary for Narrandera Business Group upon resignation of Secretary until new Secretary appointed...Josie Marks appointed Secretary on 14 October 2019</p> <p>Formation meeting for Narrandera Business Chamber held on 3 Feb 2020 and interim committee established.</p>
		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.	<p>To be addressed as opportunities and shared purposes arise.</p> <p>Negotiate with Klaus Baumgartel of ICN for audit of services in Narrandera Shire to support the imminent development requirements for the 3 new solar farms.</p> <p>Organise small taskforce from the community to address the goods and services audit for solar farm development.</p> <p>Klaus Baumgartel contacts all people on EOI list to ensure they have direct registration particulars for Avonlie Solar.</p> <p>Organised Steering Committee for Central West Lifestyle Magazine project.</p> <p>Mr Rick Shaw of Finley is working with regional EPCs to mobilise service providers to take advantage of work at the various solar farms, including those proposed for Narrandera.</p> <p>Survey of motels in Dec 2019 indicates approx. 60 solar farm workers from Darlington Point project staying in Narrandera facilities.</p> <p>February survey reveals 30+ Darlington Point Solar farm workers accommodated in Narrandera.</p>
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>

Strategies		Key Actions		Progress
				All 6 signs installed as at 16 September. 3 signs installed at prominent locations promoting the Easter Rod Run Show and Shine
		1.4.2	Develop and implement a communications strategy, including articulating key messages.	Reinforce process with ED staff for communicating event arrangements to ensure no breakdown in arrangements. EDM prepares media releases as appropriate as well as items for Council communique and newsletter.
		1.4.3	Build the Shire's digital presence, including launching a new Council website, embracing social media and capitalising on opportunities provided by third party data bases, websites and apps.	Development of Council website underway. EDO is on development team. Partnership with BEC for a digital and online marketing workshop on 6 December 2018. Review Federal Government's National Digital Economy Strategy released Dec 2018 titled "Australia's Tech Future". Review Federal Government Small Business Digital taskforce Report March 2018. Review Business Listings category for new website. Prepare new list and content. February meeting with Mark Wilkie to discuss future possible meeting of the Digital Economy Group.
		1.4.4	Effectively market and promote the Shire, to raise its profile and increase awareness of its strengths, assets and opportunities.	Ongoing. Progressive and targeted distribution of Winter Edition 2019 of Central West Lifestyle Magazine featuring 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 including the replacement of the VIC with the Narrandera Destination and Discovery Hub. VIC closed during Corona Virus Pandemic and staff either

Strategies		Key Actions		Progress
✓				working from home or redeployed.
	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.
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.

Strategies		Key Actions		Progress
				National Party Conference deferred till health emergency passes
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> <p>CEO of MLHD outlines Rural Generalist GP Training pilot that will provide doctors in GP practice and at hospitals in rural area of the MLHD.</p>
		2.3.2	Ensure that facilities and services have the capacity to support 'aging in place'.	<p>Strategy included in Western Riverina REDS.</p> <p>Council considering at its March meeting the preferred quote to develop a concept plan for an Independent Living Village at 1.4 ha site at Cnr Crescent and Elwin Sts</p> <p>Council accepts quote from Noel Thomson Architecture of Wagga Wagga.</p> <p>Prerequisite reports required by Noel Thomson include land survey, environmental report and</p>

Strategies		Key Actions		Progress
				geotechnical report. Qualified providers engaged and work in progress.
		2.3.3	Explore options / advocate for improved education outcomes within the Shire, including the re-opening of the Grong Grong Public School (if warranted), and the redevelopment of the TAFE campus as a ONE TAFE Flexible Learning Centre.	The Grong Grong School Building was sold in 2017.
2.4	Encourage and support opportunities for community development	2.4.1	Explore opportunities for providing information, activities and programs that will help new residents and people on temporary work visas assimilate into the community.	Liaise with RDA skilled migration unit. EDM attended multicultural meeting in Leeton with all relevant agencies present to evaluate what services might be available to Narrandera residents as an outreach service. Focus on migrants and refugees.
		2.4.2	Continue to support activities (eg events, sport, creative arts etc) that encourage engagement and social inclusion and build pride in, and commitment to, the local community.	Easter Rod Run and Shown N Shine a huge success. Council de-brief held with external group debrief to follow. Corona Virus response advocated by Federal Government and Senior Health Officials includes avoiding gatherings in excess of 500 people. This will impact proposed events such as Folk Festival on 20-22 March and Rod Run Events on 11 -12 April. These events have been cancelled.
		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 nurture business start-ups	3.1.1	Provide access to information and business advisory services.	<ul style="list-style-type: none"> Negotiating with Services NSW for development of a service centre in CBD of Narrandera. Site in Twynam St under consideration, plans provided by Service NSW Valuer for operational requirements. Building assessment and costings completed for suitability for purpose. Indicative rent to be advised to Service NSW when scope of works agreed between parties. Draft lease received from Service NSW-under review by staff. Lease signed, building renovations almost complete and fit out as at 19 June 2019. 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</p>

Strategies		Key Actions		Progress
				above at 3.1.1)
3.2	Support and nurture existing businesses	3.2.1	Provide access to information, advice and leverage opportunities for information sharing.	Distribute information cards for NSW Business Connect eg through Business Group and at NSC front counter Refer public enquiries to Remplan Community and Economic profile Electronically distribute via group emails to local business, advice on Corona Virus support programs from Ausindustry,,Business NSW,RDA, EDA and others.
		3.2.2	Encourage and support 'buy local' initiatives.	Installation of new RVM at Narrandera Landfill will provide vouchers redeemable at Coles Narrandera. Last 3 weeks data from RVM as follows: Week ended 5/4 \$1496.90 Week ended 12/4 \$1367.60 Week ended 19/4 \$2649.20# This is increased spending at Coles by locals thereby contributing to local employment and minimising shopper bleed to Leeton etc Assist with advice to Mayor on controversial issue of Marketplace in Wagga Wagga seeking to provide free bus from Narrandera to their shopping complex and provision of gifts, vouchers etc.to shoppers from Narrandera. Temora, Cootamundra and Tumut also targeted. Lobbying by the Mayors stops this potentially very negative impact on our retailers in Narrandera and similarly in the other towns. Early 2020 investigate 'Why leave Town Promotions' Community Gift Card program in conjunction with Narrandera Business Group.
		3.2.3	Raise awareness of business advisory and support services and encourage businesses to participate in business and skills development programs.	ED maintains a business distribution list and uses it to share information re opportunities for businesses in the Shire.

Strategies		Key Actions		Progress
				Small Business Month October activities and facilitate BEC Skills for Business Success Workshops.
		3.2.4	Facilitate opportunities for professional development, networking and innovation.	<ul style="list-style-type: none"> • Site at landfill confirmed as suitable for 4- point RVM kiosk. Site plans prepared and execution of licence agreement with Tomra/Cleanaway completed by Council. Site plans and construction plan and power supply design commenced. • Partnership with Tomra/Cleanaway and Council to mount a display in the Exhibition Hall at Narrandera Show on 7 September. This display will inform the public of the operational and container deposit requirements for the RVM. • CEO of Tomra/Cleanaway to attend and address a business breakfast on 6 September. Joint venture Council and Narrandera Business Group. • CEO of TOMRA/Cleanaway addresses a business breakfast with 34 in attendance on 6 September. • TOMRA/Cleanaway and Council join to manage a stand at Narrandera Show with information on the Return and Earn program and the RVM. • Preparation of site progressing at Narrandera Landfill entrance to accommodate the RVM. • Actively promote Small Business Month October activities for professional development, networking and business tips. • RVM scheduled for installation on 25 Feb 2020. • RVM installed and operational with generator power on 28 Feb 2020 with solid use over first weekend. • EDM and Marketing Tourism and ED Coordinator attend webinars by Economic Development Australia on Covid 19 business support and recovery strategies
		3.2.5	Identify training programs and resources available on-line from Government Agencies and training providers and provide links to these from the	Local Government NSW sponsors Inclusive Tourism: Economic Opportunities. A new online learning course now available to explain

Strategies		Key Actions		Progress
			Economic Development page of Council's website.	how you can better service this market. VIC staff to undertake.
		3.2.6	Raise the profile of local businesses by providing opportunities to showcase, market and promote businesses products and services.	Ongoing Narrandera to feature in November 2019 Country Change program. In response to Covid 19 challenges to all business the Ed team through Tiffany Thornton have developed an online strategy through facebook that at last report had 500 followers.
		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 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 May/June as a result of grid capacity constraints. Confirmed by Mike Whitbread of RES
		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.

Strategies		Key Actions		Progress
				<ul style="list-style-type: none"> • GM provide report on meeting with NBN. • Met with Field Solutions personnel together with NSC IT personnel to discuss range of their alternative telecommunications and digital services. • Partner with BEC Small Business Advisory Service to present a Digital and Online Marketing workshop on 6 December. • NSC and Narrandera Business Group sponsor the BEC Social Media Masterclass on 28 October with approx. 25 attending at TAFE CLC. • Meeting with Mark Wilkie to discuss future meeting of Digital Economy Group.
		3.2.11	Facilitate access by business and community groups to funding programs.	A data base of funding programs is maintained and provided to community groups. Media releases and funding program announcements emailed to business group database.
3.3	Strengthen and grow key sectors	3.3.1	Agriculture and Agri Business	
			<ul style="list-style-type: none"> • Develop a producer data base and establish networks and communication channels. 	<p>Sandigo Solar farm. 2018-01-30 – Developers have met with Council on the proposal. Sandigo or Avonlie Solar project, an initiative of Renewable Energy Systems (RES), was explained during community consultation sessions. RES has proposed a \$250,000 community fund component as one of its initiatives. This proposal is currently being reviewed by staff. Avonlie scheduled to provide notice to proceed in March 2019 with commercial operation May 2020. Avonlie awarded Development Consent on 8 August 2019. Council representatives meet with Jacobs Consulting appointed by Siemens/Gamesa, the EPC for Avonlie Solar, to review the Accommodation and Employment Strategy. Updates strategy presented for review to solar reference group.</p>

Strategies		Key Actions		Progress
				Accommodation and Employment Strategy reviewed and completed.
			<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. 	EDM attended Workforce Futures Forum presented by RDA Riverina in Griffith on 10 May. Piggery Forum held in Narrandera addressed by industry experts on 30 August. 45 people present. Explore possible opportunities for the pig industry resulting from the African Swine Fever sweeping China and other Asian countries. Advice received from DPI International Engagement Division that Australia does not have a pork export arrangement with China.
			<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 Assist Dr Yu with information on how to source an apprentice in aquaculture.
			<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. 	Under consideration Meet with Manager Narrandera Fisheries and establish partnership arrangement for development of large inland fish aquarium at proposed Narrandera Destination and Discovery Hub. 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 	Central West Lifestyle Magazine Winter Edition

Strategies		Key Actions		Progress
			centre.	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 VIC closed during health emergency
			<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, including implementing the branding strategy and expanding the Shire's on-line presence and capitalising on digital and social media opportunities. 	<ul style="list-style-type: none"> Ongoing Joint promotion between Narrandera, Murrumbidgee, Lockhart and Leeton to utilise digital capacity to develop a state of the art visitors guide for the sub region
		3.3.5	Transport and Logistics	
			<ul style="list-style-type: none"> Leverage off Narrandera's strategic location to 	<ul style="list-style-type: none"> Ongoing

Strategies		Key Actions		Progress
			position and develop the Shire as a road transport hub.	
		3.3.6	<p>Health Care & Social Assistance</p> <ul style="list-style-type: none"> Advocate for continued improvements in health, aged care and social assistance services, programs and facilities. 	<ul style="list-style-type: none"> Communicate with local health sector agencies to seek support for program initiated by the Gwydir Health Alliance. Proposal is to convene a meeting in Narrandera to form a local health alliance. Little indication of support and limited response to petition aimed at bringing shortages of rural doctors to the attention of Government. Plan for Health Alliance meeting after Easter 2019 break. Meet with Dr Romeo, obtain feedback from RAMJO Health Group to prepare for possible meeting in June/July. Meeting with Dr Romeo and Liz completed. Health Alliance meeting planned for 29 November in Narrandera Narrandera Health Advisory Group (NHAG) established on 29 November 2019. NHAG meeting on 5 March to consider pilot Pathway program developed by MLHD and approved by Government. CEO of MLHD outlines program that will provide more trainee Generalist Pathway trainee doctors into local health system as GPs and at the hospital New GP commencing in Narrandera at Dr Romeo's practice on 9 May 2020. Dr Sonia Volante is coming from another NSW rural location and is independent of the MLHD Generalist Pathway program..
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</p>

Strategies		Key Actions		Progress
				investment opportunities. Arranged by DPC. 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.	Ongoing EDM attends Direct Foreign Investment training in Sydney in March organised by DPC. Program emphasises the importance of thoroughly developing and communicating Narrandera’s value proposition. Local forum organised July 2019 for hospitality/accommodation sector to exchange information and learn of assistance available through Destination NSW to attract conferences to Narrandera. Facilitated Bee Forum 17/7/19. Ref 1.2.1 Participated in Service NSW Regional Engagement Forum August 2019 Participated in Ernst Young Inland Rail Regional Opportunities Forum 12 August. 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. Attend National Renewables in Agriculture Conference and Expo 14 Nov
		3.4.4	Explore opportunities to leverage off Council’s Sister City programs.	Current relationship with Urumqi is problematic given ongoing serious ethnic unrest in that city and its region, Xinjiang. As at November no response to August 2018 Communication to Chinese Ambassador seeking support for relationship with Urumqi. Feb 2019 still no communications from Chinese Ambassador

Strategies		Key Actions		Progress
		3.4.5	Investigate the potential of emerging / new activities: <ul style="list-style-type: none"> • Government and service sector • Intensive agriculture • Niche / boutique agriculture and agri-businesses • Manufacturing – value-adding and processing • Renewable energy and use of waste products 	Opportunities discussed to capitalise on the Smart Cities funding program, in particular the opportunity to develop projects around the renewable energy, solar farm developments planned for Narrandera Shire. Ongoing development with 3 renewable energy companies developing major solar farms in the Shire. Wrote to Australian Renewable Energy Agency (ARENA) to seek opportunity to discuss Narrandera’s unique position in the Renewables development in Australia-i.e 3 Solar Farms and TransGrid duplication of 330KV line S.A to NSW. As at 19 June 2019. ARENA response from Alison Wiltshire, Director Business Development by phone 12/7/19 advising that 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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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
				Investigations continuing to assess Red Hill Ind Estate as a location to develop a solar farm initiative.
		4.3.2	Advocate for and assist local businesses access grant funds for 'last mile' infrastructure.	For consideration
		4.3.3	Support the development of renewable / green energy producers within the Shire.	Ongoing. Assessing Council land suitability for solar farm development.
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 Narrandera Stock and Bitumen Truckwash completed March 2020. Update industrial estate signage with Truckwash details.
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

Strategies		Key Actions		Progress
				<p>Griffith on 9 Oct. Meet with Hermione Parsons of Deakin University do discuss possibility of future alternative study for Narrandera if Lycopodium study unable to be used.</p> <p>Executive summary from Transport NSW received Feb 2019.</p> <p>Localised and independent freight demand study under consideration in partnership with Leeton and Griffith.</p> <p>Consultant engaged and work commenced.</p> <p>Attend Port of Melbourne briefing on 15 April in Wagga. PoM announces \$300 million investment on Melbourne Port to bring 4 dual rail sidings onto the dock each to accommodate 600m trains that will be deconstructed from longer trains at outlying intermodals. This eliminates 'last mile' transfer costs from train to truck.</p> <p>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.</p> <p>Consider in context of Lycopodium report. Document remains confidential to Council.</p> <p>Participate in forums on Inland Rail presented by CSIRO and Ernst Young and Dept of Infrastructure, Transport, Cities and Regional Development. .</p> <p>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.	<p>Finalised.</p> <p>No further action on this matter.</p>
		4.8.3	Plan for a small intermodal terminal / freight receival site in Narrandera.	<p>Amazon has been provided with relevant information highlighting Narrandera as a potential site for an Amazon distribution facility. 22/3/18</p>

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> <p>Banners commissioned to advertise community fares.</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>

Strategies		Key Actions		Progress
				AS at 20 April 2020 Rex confirms it has received Government support to enable 2 services per week to be continued for next 6 months
4.1 0	Diversify and improve accommodation available in the Shire	4.10.1	Monitor demand for motel and hotel accommodation and, when needed, advocate for the development of new accommodation within the Shire.	Tourism activities will now be reported to Council via this Strategic Plan Report. Barellan has gained recognition as an RV Friendly destination. Early November 30-60 electricians from Darlington Point expected to occupy local motels until February-organised by Rick Shaw. Survey of Motels in December 2019 reveals approx. 60 workers from Darlington Point project accommodated in Narrandera. Survey Feb 2020 reveals 30+ Darlington Point workers still in accommodation in Narrandera.
		4.10.2	Advocate for improved supply of rental housing and other accommodation for temporary and seasonal workers and position Narrandera as the accommodation hub to service the Narrandera – Leeton area.	EDM attends Workforce Futures Forum in Griffith on 10 May when discussion was held about overall accommodation shortages in the Western Riverina and consideration given to possible strategies to address. Discussions commenced with appointed EPC for RES Solar (Siemens/Gamesa) and their appointed consultants Jacobs to commence preparation of the Employment and accommodation strategy required as condition of consent Met with Zara Durnan Senior Consultant for Jacobs on 20 August and discussed 1 st draft of accommodation and employment strategy which is to be reviewed by Solar Reference Group. Strategy reviewed by Solar farm Reference Group and submitted to Jacobs. Accommodation and Employment Strategy finalised.
		4.10.3	Undertake a review of camping areas and facilities in the Shire to maximise economic benefits.	For consideration. Survey box with forms to be installed on amenities block at Brewery Flats and complimentary branded information bag with information and vouchers to be

Strategies		Key Actions		Progress
				distributed to campers/travellers from time to time. Ref.3.3.4 Survey box installed and branded information backpacks being distributed to campers/travellers at Brewery Flats. Camping areas closed due to Corona Virus related Government direction
4.1 1	Grow the local workforce, ensuring that it is aligned with local and regional industry needs	4.11.1	Profile and articulate existing and future local and regional workforce requirements and jobs and skills gaps.	Refer 4.10.2
		4.11.2	Work with regional organisations and education and training providers to address job and skill gaps and formulate and deliver 'job readiness' and skills development opportunities.	Refer 4.10.2 Participate in RDA skills survey
		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

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

14 OUR COMMUNITY

Nil

15 OUR ENVIRONMENT

Nil

16 OUR ECONOMY

Nil

17 OUR INFRASTRUCTURE

17.1 MAJOR GRANT PROJECT UPDATE

Document ID: 505465

Author: Project and Asset Engineer

Authoriser: Deputy General Manager Infrastructure

Theme: Our Infrastructure

Attachments: Nil

RECOMMENDATION

That Council:

1. Note and receive report.

PURPOSE

The purpose of this report is update Council on projects funded under the Drought Communities Programme, Stronger Country Communities Fund round 3 and the Playground on the Murrumbidgee project.

SUMMARY

Council has recently received grant funding from the Australian Government under the second round of the Drought Communities Programme and the NSW Government under round three of the Stronger Country Communities Fund and for the Playground on the Murrumbidgee project.

This report provides detail on the deliverables and high-level timelines for each project under these grant programs.

BACKGROUND

Playground on the Murrumbidgee

This project is funded by an \$8 million grant from the NSW Government under a Drought Stimulus program and is made up of nine (9) different projects. Where possible the projects must use contractors and suppliers from the Narrandera LGA.

The aim of the project is to develop tourism products and supporting facilities for Narrandera. The total project value is \$11.4 million.

The following provides a short description of the individual project and its high-level milestone timeframes. The project timeline runs from April 2020 until October 2022.

1. Lake Talbot Water Park Redevelopment

Upgrade the pools at Lake Talbot Water Park, including new pumping, pipework & filtration, solar heating of the Olympic pool, a new splash park, disabled access, and additional shading.

- Planning/Design/Community Engagement - Completed
- Construction – April 2020 to Nov 2020

- Completion/Opening - End November 2020.

2. Narrandera Destination & Discovery Hub

Replace the existing Visitors Information Centre with a modern interpretive centre in the same location in Marie Bashir Park.

- Stakeholder engagement/Detailed Design/Approvals – July 2020 to Jan 2021
- Procurement - Feb 2021 to Jun 2021
- Construction - Nov 2021 to Sept 2022
- Completion/Opening – October 2022

1.

3. Northbank Walkway and bridge

Construct a new walking/cycle track on the northern side of the main canal, from the Newell Highway to Lake Drive, where it will connect with the existing cycleway. It includes a new pedestrian bridge across the main canal, linking Brewery Flat camping area to the CBD.

- Stakeholder engagement/Detailed Design/Approvals – May 2020 to July 2020
- Procurement
 - Walkway - Aug 2020 to Sept 2020
 - Bridge – Aug 2020 to Nov 2020
- Construction
 - Walkway - Sept 2020 to Dec 2020
 - Bridge – July 2021 to Sept 2021

2.

4. Bike and Hike Extension

Extend the existing Bike and Hike trail, through the Flora and Fauna Reserve, using directional and interpretive signage.

- Stakeholder engagement/Detailed Design/Approvals – Feb 2021 to Apr 2021
- Procurement – May 2021
- Construction – June 2021
- Completion/Opening – June 2021

5. Railway Heritage Bridge

Installation of a walkway on the existing heritage railway bridge, over the Murrumbidgee River. Project includes providing car parking area and access point on Town Beach side of the bridge and interpretive signage.

- Stakeholder engagement/Detailed Design/Approvals – Apr 2020 to Dec 2020
- Procurement – Feb 2021 to June 2021
- Construction – August 2021 to March 2022
- Completion/Opening – April 2022

6. Amenity Block conversion to two family units (Lake Talbot Tourist Park)

Convert a disused amenity block into two family units.

- Stakeholder engagement/Detailed Design/Approvals – Apr 2020 to June 2020
- Procurement – July 2020
- Construction – August 2020 to Nov 2020
- Completion/Opening – November 2020

7. New Amenity Block & Camp kitchen (Lake Talbot Tourist Park)

Replace existing amenity blocks and camp kitchen with a new combined facility. Includes disabled access facilities, family bathrooms and enclosed camp kitchen.

- Stakeholder engagement/Detailed Design/Approvals – Apr 2020 -Oct 2020
- Procurement – Oct 2020 to Feb 2021
- Construction – April 2021 to Oct 2021
- Completion/Opening – November 2021

8. Level sites 41-52 (Lake Talbot Tourist Park)

Level 12 existing grassed sites that are currently unusable for caravans due to the slope.

- Stakeholder engagement/Detailed Design – Apr 2020 to Jun 2020
- Procurement – July 2020
- Construction – Aug 2020 to Sept 2020
- Completion/Opening – October 2020

3.

9. New Playground (Lake Talbot Tourist Park)

Supply and install a new playground near the new the camp kitchen

- Stakeholder engagement/Detailed Design/Approvals – May 2021
- Procurement – June 2021
- Construction – August 2021
- Completion/Opening – September 2021

Drought Communities Programme

This \$1million grant is provided by the Australian Government under their Drought Stimulus program to drought affected communities. This is the second round of funding received by Narrandera Shire Council.

The aim of the program is to engage local contractors and suppliers, where possible, to stimulate the local economy. The projects must be completed by 31 December 2020.

In the table below is the list of projects approved under this program.

Project name	Project Details	Budget	Timeline/Status
Adverse Event Plan	Develop an Adverse Event Plan which will meet the needs of our community and ensure business continuity. Specific factors include water supply security and continued infrastructure operations at critical times.	\$50,000	Planning commenced.
Rural Assistance Program - Grong Grong Community Project	Work with the community to identify community projects with the aim of employing locals and delivering projects that directly support those in our community who have been most impacted by the drought	\$50,000	Stakeholder engagement commenced
Rural Assistance Program - Sandigo Community Project		\$50,000	Stakeholder engagement commenced
Rural Assistance Program - Barellan Community Project		\$50,000	Stakeholder engagement commenced
Road beautification Project - Lake Talbot Water Park.	Replace stone retaining walls with concrete retaining wall. Include some landscaping	\$150,000	Project scoping commenced
Sunsafer playgrounds	Shade sails over Liberty Swing and new playgrounds at Narrandera and Barellan Sportsgrounds	\$80,000	Procurement commenced
Barellan Improvements Project	Festive tree, demolition of old changes rooms and installation of new irrigation tank at the Barellan Sportsground	\$70,000	Procurement commenced
Grong Grong Improvement Project	Street banners and street trees	\$10,000	Stakeholder engagement commenced
Village Halls - Grong Grong	Airconditioning in hall	\$150,000	Procurement completed
Village Halls - Barellan	Disabled access at entrance		Procurement commenced
Village Halls - Sandigo	Vermin proof kitchen & kitchen upgrade		Procurement commenced
Village Halls - Binya	New flooring, new heating & cooling, new water tank		Procurement commenced
Village Halls - Kamarah	Paint exterior incl minor maintenance & repair		Procurement commenced
Narrandera Stadium Upgrade	Replace skylights, partial refurbishment of the stadium amenities including toilets, change rooms, kiosk and foyer area.	\$40,000	Procurement commenced
Henry Mathieson Oval facilities Improvement Project	New amenity block & demolition of old toilet block	\$300,000	Project scoping commenced

Stronger Country Communities Fund Round 3

Council has received funding for four (4) projects under this program. The table below provides details on these projects.

Most of these projects will commence and be completed next financial year. The Youth Van project has been delayed due to the COVID-19 social distancing requirements.

	Project name	Project Details	Budget	Timeline/status
1	Safe travels - Barellan Footpath	700m 1.5m wide concrete footpath along Bendee St from Community health clinic to Ex-servicemen's club	\$120,000	2020/21
2	Take a bite into the future - Youth Van	Purchase food van, fit-out food van, training of local young people food handling. Project with Youth Advisory Council	\$50,000	2020/21 to 2021/22
3	Holding History - Parkside Cottage Museum	Custom cabinets, internal painting, counter display cabinets, CCTV equipment	\$50,000	Procurement commenced.
4	Community Halls - Barellan	Bowls, cisterns & seats replaced in both toilets, new ceiling in female toilet, repairs to roof & guttering	\$100,000	Procurement commenced.
	Community Halls - Grong Grong	External Disabled Ramp		Procurement commenced.
	Community Halls - Binya	Power & water to shed, new concrete path to shed		Procurement commenced.
	Community Halls - Kamarah	Restumping wall, fix windows & doors, fix part of roof and gutter		Procurement commenced.
	Community Halls - Sandigo	Full external paint		Procurement commenced.

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

N/A

Financial

N/A

Legal / Statutory

These three grant programs required Council to enter into legal agreements with the funding bodies. These have been addressed in previous reports to Council.

Community Engagement / Communication

Where required, projects have communication and stakeholder engagement plans developed as part of the project planning process.

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

There is inherent risk to Council in delivering multi-faceted infrastructure projects. Council staff will manage these risks by using sound Project Management methodology.

CONCLUSION

Council is implementing project management methodology, including Stakeholder and Communication plans, to manage project risk and ensure effective delivery of these infrastructure projects for the Narrandera Shire community.

RECOMMENDATION

That Council:

1. Note and receive report.

18 OUR CIVIC LEADERSHIP**18.1 POLICY REVIEW CS100 PROCUREMENT****Document ID: 458098****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments:**
1. **SUBMISSION - Cr Fahey - CS100 Procurement Policy.pdf** [↓](#)
2. **AMENDED POLICY - CS100 Procurement.pdf** [↓](#)**RECOMMENDATION**

That Council:

1. Adopt the draft policy CS100 - Procurement as presented with the contents of this policy to be referenced within the final revision of the Procurement Manual.

PURPOSE

The purpose of this report is for Council to consider the amendments to policy CS100 - Procurement and to adopt the proposed policy as presented.

SUMMARY

This policy was reviewed and initially presented to the October 2019 briefing session with a report submitted to the November 2019 meeting where Council resolved to adopt the draft policy for the purpose of public exhibition which concluded 4.00pm Wednesday 12 February 2020.

BACKGROUND

Council first viewed the amended policy at the briefing session held October 2019 with a report submitted to the November 2019; at the November 2019 meeting Council resolved to place the draft policy on public exhibition and to consider the initial amendments along with any submissions which may be received during the exhibition period.

Submissions relating to this policy closed at 4.00pm on Wednesday 12 February 2020 with one (1) submission received being from Cr Fahey OAM which was received following the presentation of the amended policy to the October 2019 briefing session.

The submission from Cr Fahey OAM accompanies this report as Attachment 1 with several suggestions being incorporated into both the policy document attached which will also be included within the Procurement Manual which is nearing the end of its review.

At the same time as exhibiting the amended policy the internal auditor Mr Keith Coates was finalising an audit on Council's procurement processes as scheduled by the Audit Risk and Improvement Committee, the audit report from Mr Coates was presented to the Committee at its March 2020 meeting with a number of the audit outcomes now incorporated into the revised policy such as a requirement to use the Tender Checklist as supplied by the Office of Local Government also that the statutory tendering process be actioned for all contracts when then the trigger value reaches \$250,000. Another outcome of the audit was to reference Council's adopted Code of Conduct as a mechanism to manage breaches of procedures, this too has been incorporated into the amended policy.

The amended policy titled CS100 - Procurement accompanies this report as Attachment 2 with administrative amendments highlighted in red and the amendments following the submission from Cr Fahey OAM highlighted in green.

Administrative amendments can be summarised by:

1. Referencing Council's Code of Conduct Policy that provides a mechanism for non-compliance.
2. The requirement that all information relating to the procurement is to be captured into the Electronic Records Document Management System with the potential for the documentation to be tested as part of the Council officer's annual performance appraisal;
3. Defining roles and responsibilities of persons involved in the procurement process;
4. Purchasing thresholds reviewed providing a more contemporary approach to procurement;
5. The trigger value for a public tender process has been increased from \$150,000 to \$250,000 in accordance with a legislative change to the *Local Government Act, 1993* proclaimed 25 June 2019;
6. Procurement to be directed through VendorPanel which can target both local and regional suppliers for a more local spend;
7. Access to VendorPanel provides direct access to pre-qualified supplier lists;
8. It now becomes essential to monitor progress, performance, and quality of work of a Contractor.

NOTE: VendorPanel is a web-based portal where Local Government customers can either purchase direct from a schedule of contract rates or obtain quotes from Local Government Procurement based contracts. The current subscription with VendorPanel was recently upgraded to encourage more local suppliers of goods and services to work with Council by becoming pre-qualified. Pre-qualification means that VendorPanel will work with local services providers to become available to supply goods and services; some of the advantages of this partnership is that VendorPanel will undertake a targeted campaign in coming weeks to local service providers and also monitor insurance compliance and trade certification expiry dates.

Addressing the submission from Cr Fahey OAM the following comments are made:

1. A statement is intended to be included within the Procurement Manual requiring that on at least once occasion during the term of each Council that all local suppliers are to become better informed about becoming a supplier of goods and or services to Council. Cr Fahey OAM has suggested that a workshop be convened but this can also be achieved through the new VendorPanel subscription so the best method to capture the most suppliers of goods and services will be assessed and included in the Procurement Manual.
2. A statement has been included within the amended policy CS100 – Procurement that upon request feedback will be provided to unsuccessful suppliers of goods and or services which may assist in future dealings with Council;
3. The purchasing thresholds have been reviewed by senior staff to make them more contemporary and have now been included within the amended policy but will also remain within the Procurement Manual;

4. Included within the amended policy are details of the roles and responsibilities of each layer of authority within the procurement process.

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

CS100 – Procurement Policy

Financial

The procurement of goods and services has a significant impact on the financial resources of Council therefore those with delegation to procure goods and or services must be mindful of legislative and policy requirements

Legal / Statutory

Local Government Act 1993

Local Government (General) Regulation 2005

Tendering Guidelines for NSW Local Government

Community Engagement / Communication

This has been achieved by presenting and discussing the amendments to policy CS100-Procurement in an open forum of Council November 2019, advertising the amendments seeking public comment until 4.00pm 12 February 2020 also by presenting the amended policy and considering submissions received in an open forum at the May 2020 Council meeting.

Human Resources / Industrial Relations (if applicable)

There are no perceived personnel issues however organisational training will need to be undertaken following adoption of the amended policy and the current revision of the procurement manual

RISKS

There are no perceived risks with the amended policy and the revised procurement manual, provided that organisational training is provided to inform those with delegation to procure goods and services

OPTIONS

The options available are to:

1. Adopt the amended policy with amendments as presented;
2. Not adopt the amended policy as presented and require additional amendments.

CONCLUSION

The amended policy as presented has been amended to reflect administrative changes and to make the policy more contemporary in the current workplace.

The recommendation will be for Council to adopt the policy as presented with the contents to be referenced within the final version of the Procurement Manual.

RECOMMENDATION

That Council:

1. Adopt the draft policy CS100 - Procurement as presented with the contents of this policy to be referenced within the final revision of the Procurement Manual.

George Cowan
 General Manager

Narrandera Shire Council

4th November 2019

PROCUREMENT POLICY COMMENTS

Dear George,

I write to you in regards to the Procurement Policy Review.

I would like to offer some suggested inclusions into the policy for consideration-

1. That from time to time, (at least once in a council term) council holds a workshop/information session to assist local businesses to be aware of their obligations, processes and procedures of becoming a supplier to council, this would be in line with the principles of the policy- *'Enhancement of the capabilities of local business and industry'*.
2. That formal feedback be made available to unsuccessful local suppliers to assist them in future tenders.
3. While there is a 'Procurement Manual' mentioned in the policy, as a councillor, I have had no access to the detail in the manual, so am unaware of the threshold limits or processes. It may be prudent to place in the policy a basic table outlining these limits, need for quotations etc so that councillors are better informed of the processes in place. (Example below)

REQUIREMENTS FOR VARIOUS VALUES OF PURCHASES

Less than \$500	Best value purchase (no quote required)
\$500 to less than \$1,000	1 quote – Purchase Orders required for over \$500
\$1,000 to less than \$25,000	2 written quotes
\$25,000 to less than \$150,000	3 written quotes
\$150,000 and above	Tender process
	Ⓜ Unless subject to S55a(3)

4. The policy does not mention Key Responsibilities and therefore I suggest the consideration for inclusion of the following-

Council Staff

- To ensure any procurement activities for which the staff member is responsible for are undertaken in accordance with this policy and associated procedures.
- Only participate in the tendering process if you have delegated authority to do so.
- To report any suspected breaches of the policy.

Managers and Executive Managers

- To set an example for staff by complying with this policy and associated procedures in relation to all procurement activities.
- To communicate and enforce the principles of the policy and associated procedures to staff.

General Manager

- To lead staff in their understanding of, and compliance with, this policy and associated procedures.
- To approve resources to develop, implement and review this Policy and Procedures.

Mayor

- To lead Councillors in their understanding of, and compliance with, this policy and associated procedures.

Suppliers

- Conduct business with Council in an ethical manner.
- Comply with all work health and safety requirements.
- Must not lobby Councillors or staff or seek favour/advantage during procurement activities

Yours Sincerely



Cr David Fahey, OAM

Deputy Mayor

Narrandera Shire Council

PROCUREMENT

CS100



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

PROCUREMENT



Policy No:	CS100
Policy Title:	Procurement
Section Responsible:	Corporate Services
Minute No:	
MAGIQ No:	459287
Next Review Date:	September 2024
Responsible Officer:	Governance and Engagement Manager

Objective

There are four objectives:

1. To ensure that Council and those with delegation to procure goods and services at all times comply with the NSW Local Government Act 1993, the Local Government (General) Regulation 2005 and other relevant legislation relating to the procurement of goods and services;
2. To clearly define a procurement framework, responsibilities and procedures for guidance of all Council Officers and those with delegation;
3. To ensure that Council's procurement policies, practices and procedures are of best practice and meet the highest level of public accountability;
4. To apply the adopted Code of Conduct to govern actions taken during the procurement process and to provide a mechanism to deal with non-compliance.

Policy Statement

Narrandera Shire Council is committed to obtaining the best possible value and reliable product and/or service for the Shire through the implementation and management of, transparent and ethical procurement system.

Scope

Applicable to all procurement activities of Council.

Definitions

The Process

Usually consists of the following steps:

1. Define the need and develop a specification.

2. Determine the **most appropriate** procurement method.
3. Obtain the appropriate approval (if new expenditure or outside budget limits).
4. Identify reputable suppliers or approved contractors relevant to the purchase.
5. Invite quotations or use direct purchasing (pursuant to the prescribed category).
6. Evaluate responses and make a recommendation.
7. Obtain approval for the decision or act under delegated authority.
8. Monitor the performance of the supplier or provider.
9. Check that what was delivered is what was ordered and is fit for purpose.
10. **The capturing of all information into the document management system for archival purposes such as but not limited to the Tendering Checklist prepared by the Office of Local Government is the responsibility of the relevant Council officer. This requirement may be tested in accordance with annual performance appraisal of the relevant Council officer.**

Content

Principles

There are five principles that should be considered when purchasing goods and services for the Council and they are:

1. Open and effective competition.
2. Value for money.
3. Enhancement of the capabilities of local business and industry.
4. Environmental protection **sustainability**.
5. Ethical behaviour and fair dealing.

~~When taking into account these principles one MUST ensure that the Council is able to function efficiently and effectively in its day-to-day operations.~~

These five principles and their intents are defined as follows:

1. Open and effective competition

The purpose of this principle is to:

1. Instil confidence ~~in the public~~ **within the community** about the cost-effectiveness of Local Government Procurements **practices**.
2. Maximise the prospect of obtaining the most cost-effective outcome from invitations to suppliers.
3. Ensure suppliers are given a reasonable opportunity to do business with local government.

2. Value for money

The purpose of this principle is to:

1. Goods or services being procured should represent the best return and performance for the money spent from a “total costs of ownership” or “whole-of-life costs” perspective.

3. Enhancement of the capabilities of local business and industry

The purpose of this principle is to:

1. Enhance the opportunity for suppliers of goods and services to be considered for Council business ~~on the basis of~~ based on merit, value for money and benefit to the local community.

4. Environmental Protection-sustainability

The purpose of this principle is to:

1. Ensure purchasing is ~~to be~~ consistent with Council's commitment to sustainable development environmental sustainability, by promoting purchasing practices which conserve resources, save energy, minimise waste, protect human health and maintain environmental quality and safety.

5. Ethical behaviour and fair dealing

The purpose of this principle is to ensure that officers with purchasing responsibilities

1. Behave with impartiality, fairness, independence, openness, integrity and professionalism in their dealings with suppliers' representatives.
2. Advance the interests of Council in all transactions with suppliers' representatives in accordance with Council policy.
3. Attain a high level of credibility with suppliers' representatives.

Roles and Responsibilities

1. Mayor – to lead Councillors in their understanding of and compliance with this policy.
2. General Manager – to advise the Mayor on matter of procurement and to lead staff in their understanding and compliance with this policy and the procurement manual. The General Manager should also ensure that this policy is reviewed at least once during the term of each Council.
3. Deputy General Managers and Managers – to supervise and help staff in their understanding and compliance with this policy and the procurement manual.
4. Council staff – to ensure that procurement activities are actioned in accordance with this policy and the procurement manual with awareness of their respective financial limit of purchasing delegations. Staff should also report any suspected breaches of this policy or the procurement manual through the Public Interest Disclosure or other appropriate reporting mechanism.

5. Suppliers – are to conduct business with Council in an ethical manner and comply with Workplace Health and Safety obligations. Suppliers must not lobby Councillors or staff seeking favour or advantage about procurement activities.

Standards

1. Purchases are within budgets and delegations.
2. Purchase orders completed with exact details of requirements.
3. Invoices passed for payment in a timely manner.
4. Negotiations are undertaken whenever possible to obtain best price and best value.
5. Ethical Behaviour and Fair Dealing are always displayed when purchasing.
6. Upon request feedback will be provided to unsuccessful suppliers of goods and or services which may assist in future dealings with Council.

Purchasing Thresholds

Council's Purchasing Manual shall set purchasing limits which that details initiate incrementing incremental quotation and authorisation processes as the purchase value increases until reaching the statutory tendering trigger value of \$250,000; the table of purchasing limits is below:

Procurement Values	Minimum Actions Required
\$1 to \$50	<ul style="list-style-type: none"> • No quotation required • Petty Cash Claim, or • Credit Cards (Authorised Staff Only), or • Purchase Order
\$51 to \$1,000	<ul style="list-style-type: none"> • Verbal quotation required • Credit Cards (Authorised Staff Only), or • Purchase Order
\$1,001 to \$4,999	<ul style="list-style-type: none"> • Verbal quotation required • Purchase Order Required
\$5,000 to \$24,999	<ul style="list-style-type: none"> • One written quotation required • Purchase Order Required
\$25,000 to \$99,999	<ul style="list-style-type: none"> • Three written quotations required • Purchase Order Required
\$100,000 to \$249,999	<ul style="list-style-type: none"> • Formal quotation process • Three written quotations required • Approval granted by the relevant Deputy General Manager • Purchase Order Required
\$250,000 >	<ul style="list-style-type: none"> • Public Tender process

Tendering

Section 55 of the *Local Government Act 1993* and in conjunction with the *Local Government (General) Regulation 2005* provides the legislative framework that promotes the consistent use of good practice standards in local government tendering also in a manner that is clear, consistent and readily accessible to all persons.

The practice of tendering is grounded in the understanding that it provides a mechanism to "test the market". It provides an understanding of what the market expects and what can be expected of the market. This testing process is therefore designed to increase efficiency by ensuring that decisions are made with satisfactory knowledge of market conditions and expectations.

Tendering also provides another benefit in that it provides a level of procedural transparency. Where the proper checks and balances are put into place, the tendering process can act to facilitate the auditing of the decision-making process. The open and public nature of the tendering process instils a high level of accountability on to the decision makers and promotes a greater degree of procedural fairness in the decision-making process.

Essential Elements of Tendering will be shall be clearly displayed set out in Council's Procurement Manual.

Standards for documentation retention, and record keeping and the overall decision-making process will be shall be clearly displayed set out in Council's Procurement Manual.

Work Health and Safety Issues

Council as an employer must adhere to *Workplace Health and Safety Act, 2011* and its regulations to ensure their staff and contractors are operating in a safe workplace environment.

In regards to Where non-urgent procurement is required this should be referred to if any doubt concerning safety exists when considering the procurement of any goods and / or services, these should be referred to the Council's Risk Assessment Work Health Safety and Risk Officer in the first instance or to the council Work Health and Safety Committee for analysis and comment.

Schedule of Rates

Every second year Expressions of Interest (EOI) will be publicly advertised in advance of the forthcoming financial year calling for fixed rates from contractors for a period of two years for work, plant hire and projects (under the threshold as prescribed by the Section 55 of the *Local Government (General) Regulation 2005 Local Government Act 1993*.

Government Negotiated Contracts and Local Government Procurement Contracts

Council can access these contracts to purchase its goods and services at the agreed rates from the contracted suppliers if council considers such purchases offer the best value for money. Council is not bound to purchase from contracted suppliers if better terms can be negotiated from elsewhere.

Pre-qualification Engagement of pre-qualified Contractors

Council has traditionally had a decentralised procurement model with the majority of tender and sub-tender sourcing by a number of Council officers who access both Local Government Procurement arrangements or go to market in accordance with the procurement policy; on some occasions local or regional providers may have missed the opportunity to work with Council as they may not have been a registered supplier with Council or their licences or other certification may not be valid.

The use of VendorPanel to access pre-qualified supplier lists and panels with VendorPanel managing supplier compliance, simplify governance and probity in relation to quote based purchasing.

Performance Management

The relevant Deputy General Manager or Manager using the services of a Contractor, must ensure the progress, performance and quality of the Contractor is monitored and recorded on the file for the project. A report at the completion of the works of the Contractor must be compiled by the relevant Deputy General Manager or Manager which will be considered in future procurement and tender considerations or evaluations.

Related Legislation/Guidelines/Policies and Associated Procedures

The procurement of goods and services by Council must be undertaken and conducted in consideration (where applicable) **managed by one or more** a number of all of the following:

1. *Local Government Act 1993.*
2. *Local Government (General) Regulation 2005.*
3. *Competition and Consumer Act 2010.*
4. *Occupational Work Health and Safety Act 2000 2011.*
5. *Work Health and Safety Regulation 2017.*
6. *Government Information (Public Access) Act 2009.*
7. *Privacy and Personal Information Protection Act 1998.*
8. *State Records Act 1998.*
9. *Electronic Transaction Act 2000.*
10. *Goods and Services Tax Act 1999.*
11. *VendorPanel guidelines.*

Variation

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

Policy History

Adopted	18 July 1998
Reviewed	16 August 2005
Amended	12 December 2006
Reviewed/Amended	21 April 2009
Reviewed/Amended	17 April 2012
Reviewed and Adopted	19 June 2012
Reviewed by ELT	16 September 2019
Adopted for Exhibition	19 November 2019
Reviewed and Adopted	

Authorised Staff to Insert ~~CEO~~ **General Manager** Signature Here

Signed: ~~Chief Executive Officer~~ **General Manager**

Date:.....

18.2 CLASSIFICATION OF LAND AS OPERATIONAL LAND**Document ID: 505270****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

1. Note the pending subdivision of Lot 2 DP 786356 into 2 new allotments being Lot 1 & Lot 2 in a yet to be numbered Deposited Plan;
2. Lot 1 is to be transferred to the ownership of Narrandera Shire Council with Council to provide public notice of the intention to classify this land as operational land;
3. If at the end of the 28 day exhibition period there are no submissions received then the land is taken to be classified as operational land;
4. Authorise the Mayor and the General Manager to sign any documentation relating to this matter;
5. Approve the placement of the Seal of Council on any documentation relating to this matter.

PURPOSE

The purpose of this report is for Council to classify land as operational land following registration of an approved subdivision.

SUMMARY

In 2007 the NSW Rural Fire Service constructed the Gillenbah Bush Fire Shed adjacent to the eastern boundary of Lot 2 DP 786356 located at the eastern end of Gillenbah Creek Road, Gillenbah. The subdivision of Lot 2 DP 786356 to create an new allotment for this facility was not finalised at the time; however the NSW Rural Fire Services have now progressed the subdivision with Council to purchase the land upon which the facility is located for \$1.

Section 31 of the *Local Government Act 1993* requires that before a Council acquires land or 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 has approved the subdivision of Lot 2 DP 786356 into 2 allotments; Lot 1 is the site of the Gillenbah Bushfire Shed with Lot 2 being retained by the existing owners. The NSW Rural Fire Service are responsible for the payment of all costs with Council to become the registered owner upon payment of the purchase price of \$1.

Section 34 of the *Local Government Act 1993* requires that Council give public notice of a resolution to classify or to reclassify public land by with a public notice to be placed on the website of Council following settlement.

Image 1 below shows the location of the bushfire shed with Image 2 detailing the approved subdivision:

Image 1



Image 2



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

Purchase price of \$1 however it will become a separately rateable property with Council to make payment of the annual rate levy.

Legal / Statutory

Conveyancing Act 1919

Local Government Act 1993

Community Engagement / Communication

Achieved by advertising the intended classification of the land as operational on the website of Council.

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 and will require a plan of management.

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

The recommendation will be for Council to classify the new Lot 1 following subdivision and the issuing of a Certificate of Title in the name of Narrandera Shire Council as operational land.

RECOMMENDATION

That Council:

1. Note the pending subdivision of Lot 2 DP 786356 into 2 new allotments being Lot 1 & Lot 2 in a yet to be numbered Deposited Plan;
2. Lot 1 is to be transferred to the ownership of Narrandera Shire Council with Council to provide public notice of the intention to classify this land as operational land;
3. If at the end of the 28 day exhibition period there are no submissions received then the land is taken to be classified as operational land;
4. Authorise the Mayor and the General Manager to sign any documentation relating to this matter;
5. Approve the placement of the Seal of Council on any documentation relating to this matter.

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 APRIL DEVELOPMENT SERVICES ACTIVITIES

Document ID: 505950
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 April 2020.

PURPOSE

The purpose of this report is to inform Council of Development Applications and other development services provided during April as at 30 April 2020.

BACKGROUND

Development & Complying Development Applications

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

Stage Reached	Number
Lodged	2
Stop-the-Clock / Under Referral / Awaiting Information	1
Under Assessment	2
Determined	4

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

Development Type	2019/2020			
	April 2020		Year to Date	
	Number	Value \$	Number	Value \$
Residential	2	\$ 227,262	25	\$ 2,494,050
Industrial			1	\$ 1,000
Commercial	2	\$ 30,000	3	\$ 30,000
Rural Residential			1	\$ 120,000

Subdivisions			3	\$ 1,200
Other			2	\$ 180,000
TOTAL	4	\$ 257,262	35	\$ 2,826,250

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 March 2020.

No	Lot	Sec	DP/SP	Address	Development Type	Class	Type	STC	ACTIVE Business Days
DA-029-19-20	11	-	129401	74 Whitton St NDRA	Fit out – Food Premises		L	-	33
DA-030-19-20	12	O	2597	3 Victoria Ave NDRA	Dwelling Alterations & sheds	1a & 10a	L	-	30
DA-031-19-20	B	-	360921	91 Larmer St NDRA	Change of Use – Consulting Rooms	5	L	-	32
DA-032-19-20	278	-	751719	73 Old Wagga Rd NDRA	Shed	10a	L	-	30

Type explanation

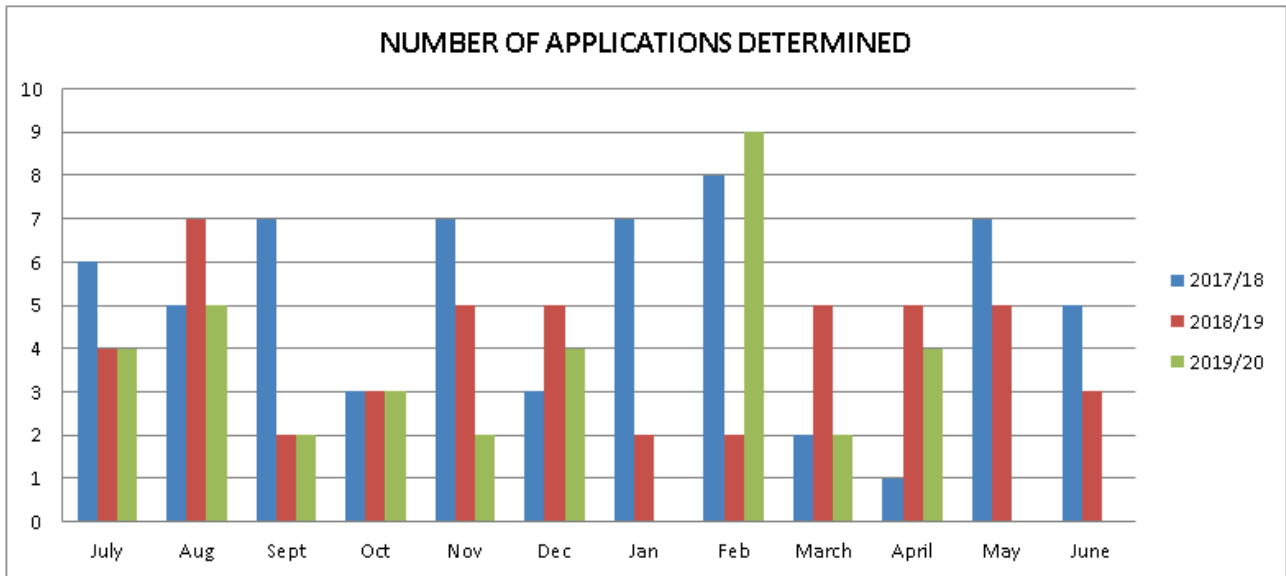
Local (L)	Merit based assessment where development consent is required. Target determination time of 40 business days.
Integrated (I)	Merit based assessment where approval from other authorities, such as RMS, RFS, DPI, is required in addition to development consent. The referral process extends the target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

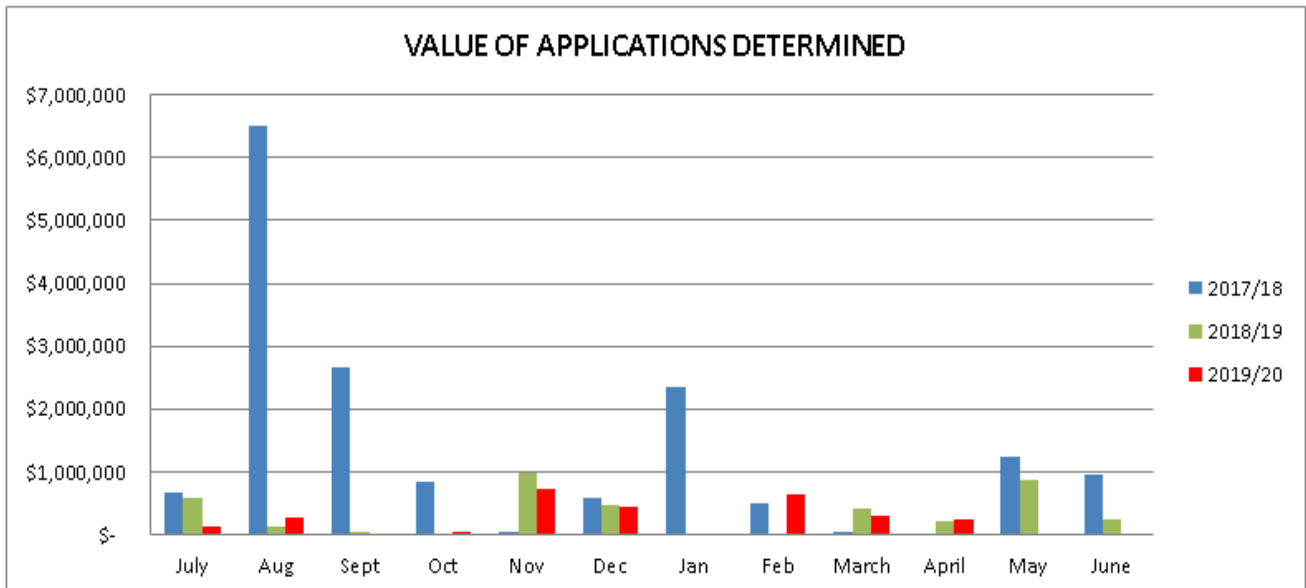
2014/15	Narrandera Shire Council average	43 days
2015/16	Narrandera Shire Council average	35 days
2016/17	Narrandera Shire Council average	26 days

2017/18	Narrandera Shire Council average	27 days
2018/19	Narrandera Shire Council average	38 days
2019/20	Narrandera Shire Council average - YTD	34 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 March 2020 is detailed in the following table:

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

RECOMMENDATION

That Council:

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

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 APRIL INCOME STATEMENT

Document ID: 504729

Author: Costing Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

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

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Income Statement report for the period ending 30 April 2020.

PURPOSE

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

Major variations to budget

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

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Income Statement report for the period ending 30 April 2020.

Narrandera Shire Council

General Fund Income Statement

for the period ending 30 April 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	1,212
Interest and Investment Revenues	414	282	222
Other Revenues	659	1,547	1,885
Grants & Contributions provided for Operating Purposes	6,898	5,075	4,484
Grants & Contributions provided for Capital Purposes	1,132	5,097	2,465
<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	16,997
Expenses from Continuing Operations			
Employee Benefits & On-Costs	6,242	6,202	5,341
Borrowing Costs	7	23	9
Materials & Contracts	3,627	4,710	3,161
Depreciation & Amortisation	4,098	4,098	3,074
Legal Costs	54	56	21
Other Expenses	1,423	1,487	1,398
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	13,004
Operating Result from Continuing Operations	1,341	3,807	3,994
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,341	3,807	3,994
Net Operating Result attributable to Council	1,341	3,807	3,994
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	209	(1,290)	1,529

Narrandera Shire Council

Water Fund Income Statement

for the period ending 30 April 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	1,463
Interest and Investment Revenues	204	144	85
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	2,355
Expenses from Continuing Operations			
Employee Benefits & On-Costs	795	802	602
Borrowing Costs	-	-	-
Materials & Contracts	253	321	421
Depreciation & Amortisation	511	511	383
Legal Costs	-	-	-
Other Expenses	255	255	157
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	1,563
Operating Result from Continuing Operations	1,250	1,115	792
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,250	1,115	792
Net Operating Result attributable to Council	1,250	1,115	792
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	480	345	783

Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 30 April 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	132
Interest and Investment Revenues	15	15	19
Other Revenues	-	-	-
Grants & Contributions provided for Operating Purposes	20	20	20
Grants & Contributions provided for Capital Purposes	758	806	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	2,190	2,238	1,454
Expenses from Continuing Operations			
Employee Benefits & On-Costs	505	502	393
Borrowing Costs	-	-	-
Materials & Contracts	234	237	197
Depreciation & Amortisation	308	308	231
Legal Costs	-	-	-
Other Expenses	105	105	172
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	993
Operating Result from Continuing Operations	1,038	1,086	461
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,038	1,086	461
Net Operating Result attributable to Council	1,038	1,086	461
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	280	280	452

Narrandera Shire Council

Consolidated Income Statement
for the period ending 30 April 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	2,807
Interest and Investment Revenues	633	441	326
Other Revenues	659	1,547	1,885
Grants & Contributions provided for Operating Purposes	6,941	5,118	4,526
Grants & Contributions provided for Capital Purposes	2,660	6,673	2,483
<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	20,806
Expenses from Continuing Operations			
Employee Benefits & On-Costs	7,542	7,506	6,336
Borrowing Costs	7	23	9
Materials & Contracts	4,114	5,268	3,779
Depreciation & Amortisation	4,917	4,917	3,688
Legal Costs	54	56	21
Other Expenses	1,783	1,847	1,727
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	15,560
Operating Result from Continuing Operations	3,629	6,008	5,246
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	3,629	6,008	5,246
Net Operating Result attributable to Council	3,629	6,008	5,246
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	969	(665)	2,763

20.2 APRIL STATEMENT OF INVESTMENTS

Document ID: 504904
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 Investments report as at 30 April 2020.

PURPOSE

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

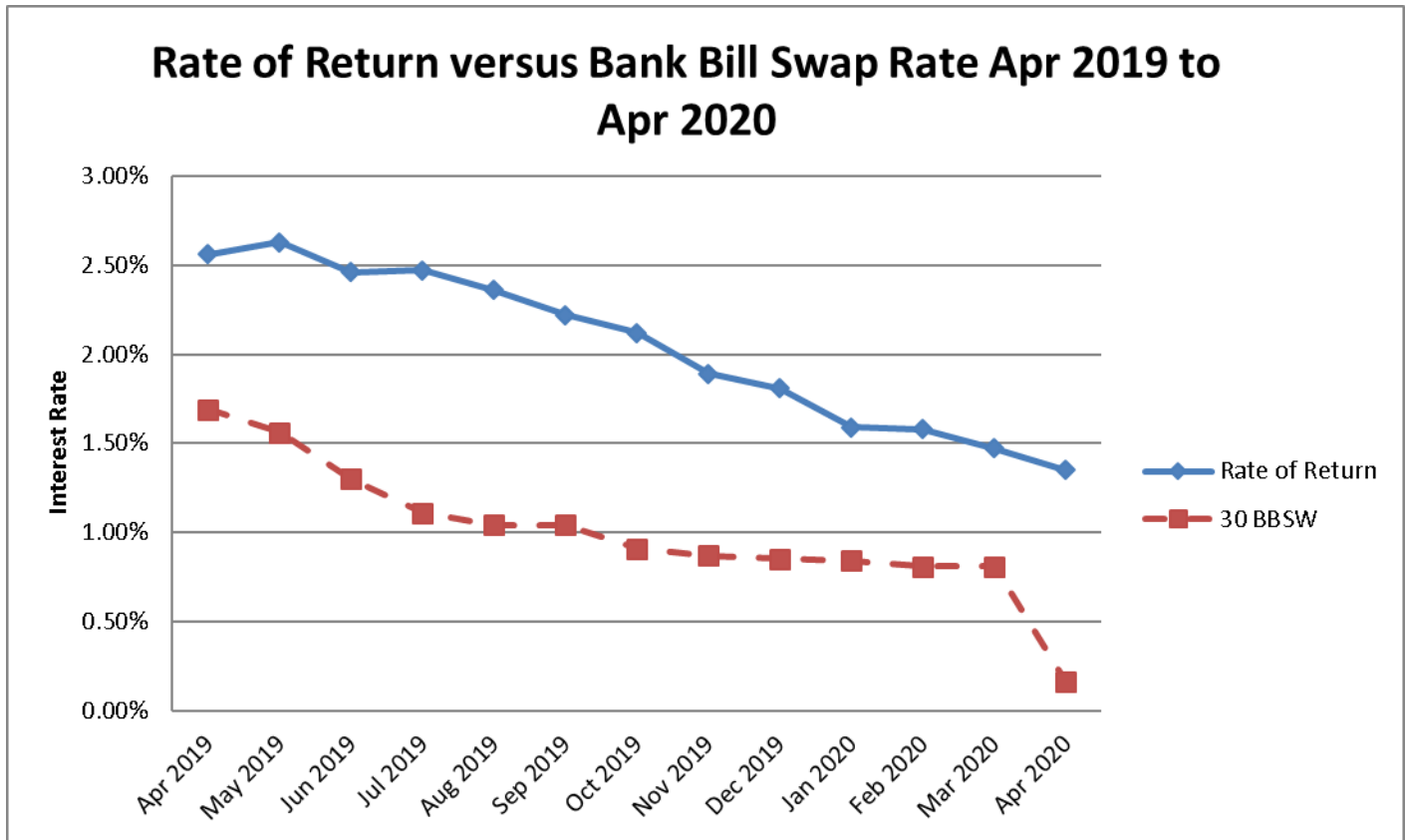
SUMMARY

Fund Balance (GL)	
GENERAL	16,679,513.45
WATER	7,660,061.39
SEWERAGE	864,667.76
TRUST	99,541.62
	25,303,784.22

BACKGROUND

Council Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments A to BBB-				
Elders Rural Bank	1,000,000.00	3.97%	1.45%	18 Nov 2020
Elders Rural Bank	1,000,000.00	3.97%	1.51%	18 Apr 2021
IMB	1,000,000.00	3.97%	1.55%	22 May 2020
Bendigo Bank	1,000,000.00	3.97%	1.50%	24 Jul 2020
Bendigo Bank	750,000.00	2.98%	1.50%	11 Aug 2020
Bendigo Bank	1,000,000.00	3.97%	1.50%	19 Nov 2020
Bendigo Bank	1,000,000.00	3.97%	1.50%	3 Dec 2020
Direct Investments AA- to A	6,750,000.00	26.80%		

Direct Investments AAA to AA-				
NAB Cashmaximiser	1,704,242.60	6.76%	0.10%	30 Apr 2020
NAB	1,000,000.00	3.97%	1.70%	8 Jun 2020
NAB	1,000,000.00	3.97%	1.53%	7 Aug 2020
NAB	750,000.00	2.98%	1.50%	14 Oct 2020
NAB	1,000,000.00	3.97%	1.41%	26 Oct 2020
NAB	1,000,000.00	3.97%	1.51%	4 Dec 2020
NAB	1,000,000.00	3.97%	1.33%	28 Dec 2020
St George	750,000.00	2.98%	1.78%	4 Jun 2020
St George	1,000,000.00	3.97%	1.63%	10 Jul 2020
St George	1,000,000.00	3.97%	1.70%	10 Sep 2020
St George	1,000,000.00	3.97%	1.40%	23 Nov 2020
St George	750,000.00	2.98%	1.25%	20 Jan 2021
St George	1,000,000.00	3.97%	1.48%	22 Feb 2021
St George	1,000,000.00	3.97%	1.48%	22 Feb 2021
St George	1,000,000.00	3.97%	1.27%	12 Feb 2021
Suncorp	1,000,000.00	3.97%	1.60%	1 May 2020
Suncorp	500,000.00	1.98%	1.63%	13 Jul 2020
Suncorp	1,000,000.00	3.97%	1.47%	15 Sep 2020
Suncorp	1,000,000.00	3.97%	1.55%	18 Jan 2021
	18,454,242.60	73.26%		
Council Funds	25,204,242.60	100%		
Monthly Investment Performance				
Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
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%
Mar 2020	25,204,172.57	1.47%	0.810%	0.66%
Apr 2020	25,204,242.60	1.35%	0.160%	1.19%
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)	32,050.56	32.38%	2.30%	21/03/2021
Trust Funds	99,541.62			



Individual Limits					
Institution	Rating		Amount Invested	Council %	
Bendigo Bank	BBB+	A2	\$ 3,782,050.56	15.0%	Max 20%
Elders Rural Bank	BBB+	A2	\$ 2,000,000.00	7.9%	Max 20%
IMB	BBB	A2	\$ 1,000,000.00	4.0%	Max 20%
NAB	AA-	A1+	\$ 7,521,733.66	29.7%	Max 35%
Suncorp	A+	A1	\$ 3,500,000.00	13.8%	Max 25%
StGeorge	AA	A1+	\$ 7,500,000.00	29.6%	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 with no further changes required in the March budget review.

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Investments report as at 30 April 2020.

20.3 APRIL STATEMENT OF BANK BALANCES

Document ID: 505348
Author: Costing Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Bank Balances report as at 30 April 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	127,302.31
Plus Receipt	1,640,693.58
Less Payments	1,591,912.78
Current Cashbook Balance	<u>176,083.11</u>
Statement Summary	
Opening Statement Balance	113,429.94
Plus Receipts	1,643,317.09
Less Payments	1,593,290.14
Current Statement Balance	<u>163,456.89</u>
Plus Unpresented Receipts	12,882.75
Less Unpresented Payments	256.53
Reconciliation Balance	<u>176,083.11</u>
GL BALANCE	<u>176,083.11</u>
Unpaid Creditors	20,514.52
Overdraft Limit arranged with Bank 01/01/1989	350,000.00

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Bank Balances report as at 30 April 2020

20.4 APRIL STATEMENT OF RATES AND RECEIPTS

Document ID: 505400
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 01 May 2020.

RATES & CHARGES

Arrears as at 01.07.2019	657,495.63
19/20 Rate levies & supplementary levies (excl. postponed amounts)	<u>7,962,902.97</u>
	8,620,398.60
Less Pensioner rebates	<u>208,450.31</u>
NET BALANCE	8,411,948.29
Less receipts to 01.05.2020	<u>6,255,604.85</u>
	<u><u>2,156,343.44</u></u>

Actual % Rate Collection to Net Balance as at 01.05.2020 = **74.37%**

Comparative % Collection to Net Balance as at 06.05.2019 = **75.04%**

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>1,569,741.02</u>
NET BALANCE	1,797,120.13
Less receipts to 01.05.20	<u>1,094,673.25</u>
	<u><u>702,446.88</u></u>

PURPOSE

The purpose of this report is to present the Statement of Rates and Receipts as at 01 May 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 01 May 2020.

20.5 APRIL CAPITAL WORKS PROGRAM

Document ID:	504727
Author:	Costing Officer
Authoriser:	Deputy General Manager Corporate and Community
Theme:	Statutory and Compulsory Reporting – Financial / Audit
Attachments:	1. Capital Works Program April 2020.pdf ↓ 2. April 2020 Capital Expenditure .pdf ↓ 3. April 2020 Operating Expenditure .pdf ↓

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Capital Works report as at 30 April 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 30 April 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 Records officer is currently assessing the Trim data before final approval of the TRIM EDMS.

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

Projects are progressing for the MS Exchange replacements, MS Office replacement and Council email archiving.

Software Licencing will be reviewed throughout the year.

Quotes are being organised for the Network penetration Testing.

Project for the replacement of the virtualising hardware and software has been deferred to next financial year, due to supplier shortages and drop in the Australian dollar. The business continuity site will be reviewed as part of the virtualising upgrade.

Information is being organised for the IT review and quotes are currently being reviewed, for the photocopier replacement.

The upgrade to the phone system has been completed.

Housing & Community Amenities

The CCTV network is being reviewed for options to upgrade or replace the entire network. Project scope includes cameras 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 have been received and orders placed for the Barellan and Grong Grong Cemetery furniture replacement.

The Barellan Cemetery entrance project is to be carried over as there are insufficient funds to complete the project.

Planning and design is underway for amenities at the Barellan Rural Fire Service Station. Waiting on advice from the RFS for a progress report.

Drought Community Funding (Round 2)

Planning has commenced for the Narrandera Stadium Upgrade, Henry Mathieson Oval facilities improvement, Lake Talbot Water Park Road Beautification, Adverse Event Plan, Rural Assistance Program (Grong Grong).

Community Engagement has commenced to identify projects for the Rural Assistance Program at Sandigo and Barellan.

Procurement has commenced for the Village Hall Improvements, Sunsafe playgrounds, Barellan Improvements project and Grong Grong Improvements project.

Stronger Country Communities (Round 3)

Projects to commence in 2020-21 include Barellan Footpath, Youth Food Van, Parkside Cottage Museum.

Procurement has commenced for Grong Grong Hall, Barellan, Sandigo, Binya and Kamarah Halls.

Playground on the Murrumbidgee

Planning for the Narrandera Destination and Discovery hub is to commence July 2020.

The Bike and Hike trail extension and LTTP playground is scheduled for 2020/21.

Paperwork has been lodged with John Holland Rail for the Railway Heritage bridge. Stakeholder engagement has commenced.

An architect has been engaged to finalise drawings of the LTTP Family unit conversion, ready for quotations.

Crown lands approval has been received for the LTTP amenity block and camp kitchen.

Design has commenced for the LTTP sites to be levelled.

The survey and geotechnical assessment are being arranged for the design and planning of the pedestrian bridge from Brewery Flat to East Street,

Environment

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

Construction of the new cell at Narrandera Landfill has now been completed, with security fencing of the new cell has commenced and will be erected around the perimeter of the cell.

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

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.

Narrandera west drainage improvements project is awaiting results of the soil investigation. Consultation with Crown Lands and Narrandera Local Aboriginal Land Council is underway.

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

The Barellan Stormwater design project has been deferred to 20/21 with funding to be transferred into reserve in the March QBR.

The Narrandera Truck Wash facility is open to the public. The official opening has been deferred due to COVID-19. Report to be prepared for June meeting regarding cost overrun to allow all expenditure to be finalised.

Works have been completed for the siphon retaining wall renewal, Balance to be transferred to the Larmer Street flood mitigation works in the March QBR.

Recreation & Culture

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

Lake Talbot Water Park Masterplan, the contractor has established the site and commenced works with a variation to the existing contract approved at the April Council meeting.

The Lake Talbot Pool slides are now operational. Work for the security monitoring is to be completed mid-May 2020 and quotes have been called for the 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 site survey has been completed for the Lake Talbot Tourist Park fire service and design is underway.

A report has been received for the Lake Talbot deepening project and is being reviewed by the Lake Talbot committee, with a grant to be sought for the development of detailed designs and environmental assessment. The purchase of an Aquatic Weed Harvester has been deferred until the deepening project is finalised.

Contracts have been awarded for the upgrade of the filtration system and wastewater irrigation at the Barellan pool. Work to be completed before 2020-21 season.

Barellan Sportsground Playground upgrades are complete, edging 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. Project to be carried over 2020-2021.

The Henry Mathieson Oval will not be top dressed until adequate fencing is completed around the playing fields.

Quotations have been received for Victoria Avenue stage 2 project. The successful contractor will be notified, and a timeline prepared.

The Narrandera Sportsground new clubrooms design and construct tender being finalised, prior to tenders being called.

The Lake Talbot recreation seating and the shelter revamp has been deferred.

Irrigation systems have been placed in Pirani Place, Shady street is in progress and Noel Reid Park is scheduled for May as part of the Pocket park upgrades.

Quotations have been received for one drinking station to be located at the skatepark. Marie Bashir Park Up Lighting adventure playground has been deferred until 20/21.

Quotes for the toddler play equipment for Marie Bashir Park Playground upgrades are being reviewed before ordering.

Modifications completed for the Marie Bashir Park Mobile Stage, a demonstration to be provided to Council upon the COVID-19 restrictions being lifted, and the stage returned.

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.

Flag Poles for the Festive Flags at the entrance to the airport have been ordered.

Planning has commenced, electrical design finalised, and the stormwater is being reviewed for the Narrandera business centre masterplan (NBCMP) Bolton Street upgrade. Consultation with affected landowners is to be undertaken, prior to timeline being prepared.

The project scope is being revised for the Arts Centre.

Clean up works are to be scheduled for the upgrade of the storage facility at Council Chambers. Building works are committed for 4 Victoria Square, to be completed in May. The design and plan of the provision for off street staff/fleet parking at Council Chambers is to be scheduled.

16 Kiesling Drive irrigation has been completed with the pergola deferred to 2020/2021. Remaining funds will be transferred to reserves in the March QBR.

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 now complete ready for the flags to be flown.

The Brewery flats Landscaping, furniture replacement and painting project has been deferred.

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, Hankinson Park development, Narrandera Sportsground Playground upgrades, and the building of the Youth Room at the Narrandera Library are complete.

Transport & Communication

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

May 2020 – Hulmes Road, Manderlay Road culvert, Brookong Street culvert, Yalgogorin Road culvert, McKenzies Road culvert

June 2020 –Dows Road, Centenary Road,

HVSPK Kamarah Road work has been postponed until 2020-21.

Urban reseals work has been complete, awaiting invoices.

Surveying of Urban Laneways has commenced, additional laneways to be scheduled.

Urban Roads Construction funds are to be reallocated as funds are a co-contribution for future grants.

Quotes are being obtained for the Urban Roads reseal from Roads to Recovery.

Intersection Upgrade Local and Regional roads – funds are to be reallocated in March QBR to Kamarah Road to match Grant funding.

Regional Roads Capital Works Component of block grant contributes to Cowabbie Creek culvert. Works have been postponed until 2020-21.

Lockhart Road is complete, some minor additional works are still needed.

Urban Kerb and gutter footpath works have commenced.

Erigolia Road widening funds to be reallocated in March QBR. Culvert/ Bridge assessment works have a co-contribution for future grants.

Brewarrina Bridge retrofitting is to be scheduled and is awaiting feedback from the consultant.

Leeton Shire Council is nearing completion of their works for the Fixing Country Roads – Colinroobie Road joint project, partial invoice received. Narrandera Shire to commence final stage of works with an anticipated completion date of early June.

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

Works to commence in May for the Innovation for Rural infrastructure management.

The road condition assessment is complete for Stage 2 of the AMS Implementation with a revaluation and validation of the data being undertaken prior to updating the data base. Financial reports for end of year have been scoped and are under development. The pavement management system (a system that predicts future maintenance requirements of the road network) is still to be scheduled.

Detailed design currently being undertaken for PAMP (100% Funding) Cadell and Twynam Street, works to commence in May.

PAMP (Active transport - 50% RMS Funding) for Douglas and Cadell Street is complete, Awaiting handrails to be installed.

Quotes to be called late April for Drone purchase and survey and inspection, software upgrade has been purchased and training completed.

Audley Street footpath works have commenced to be completed late April.

Additional grant funds have been applied for the Airport runway resealing. The crack sealing is to be repaired prior to June 30 with the remaining funds to be carried over into 2020-2021 year.

Plant Vehicle replacements have commenced with purchasing to resume after COVID-19. Weir Road, Settlers Road, Paintings Bridge Road, Elwin Street Footpath, flood damage restoration works, and causeway works, Strontian Road, Cypress Road and Devlins Bridge Road, Bulloak Tank Road 11-12km, Old Wagga Road, McGilvray Road , Paynters Siding Road, Cove Road, Males Road, Fixing Country Roads (FCR) Project at Canola Way, Pamandi Road, Landervale Road, Boree Road and Lismoyle Road, Kamarah Rd, Lockhart Road and the Airport airside improvements including flood gate repairs have been completed.

Economic Affairs

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

Banner poles are being fabricated for Leeton Road with locations to be determined.

Red Hill landscape signage to be completed early 2020.

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

Drought Community Project Round 1 CBD Gateway/Entrance signs have been completed.

Water Supplies

Water main replacements at Dalgetty Street commenced early May with Audley Street to follow upon completion.

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 the issues paper for the 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, awaiting completion of electrical work.

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

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 completed in May.

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

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

The Data entry and document control system, Watermain McGilvray Road, Network Hydraulic Modelling Software training, Main Street Water Main replacement, hydrant and valve replacement program, investigation of PS1 cracking, the backflow prevention register, Water Main Replacements at Mitchell Street, Argyle Street, Riverine Street and Watermain Street are now complete.

Sewerage Supplies

Manhole replacements are to be scheduled and a replacement program is to be determined.

EPA Primary filter scope has been prepared with request for quotation to be obtained.

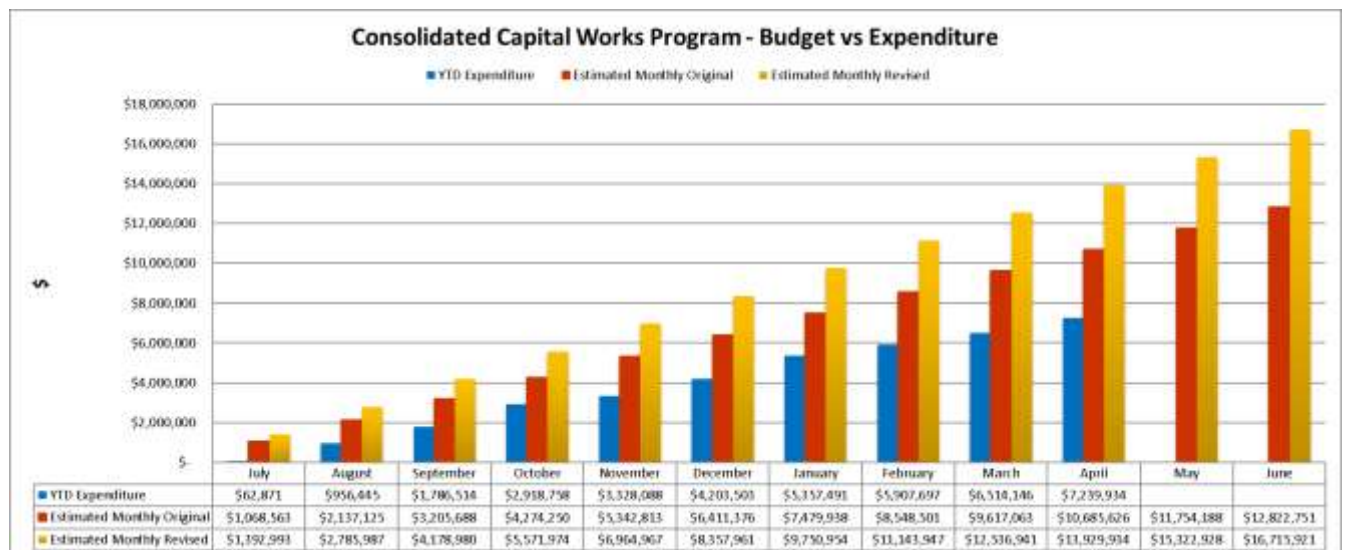
Sewer main replacements and sewer service replacements will be conducted as required.

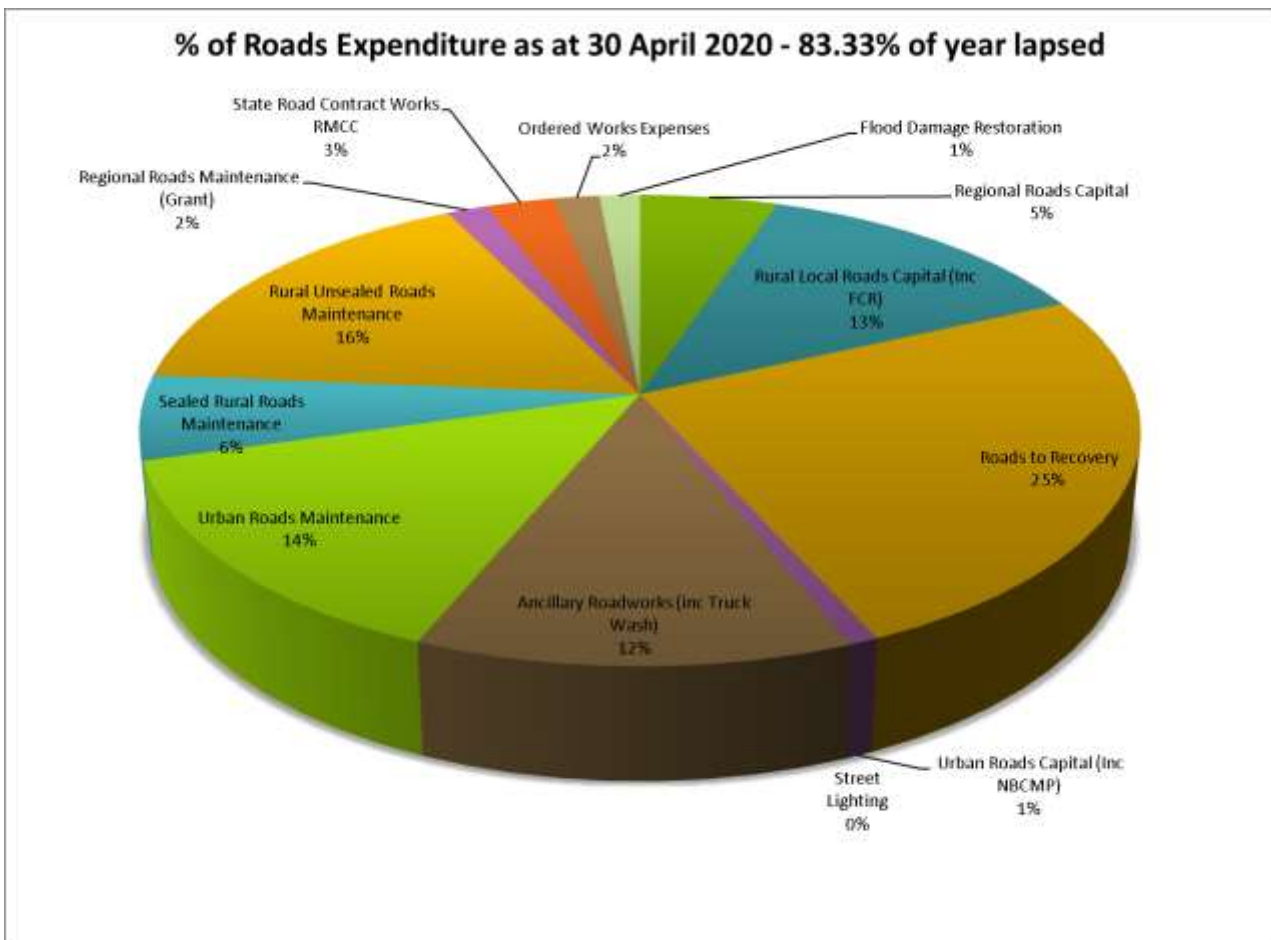
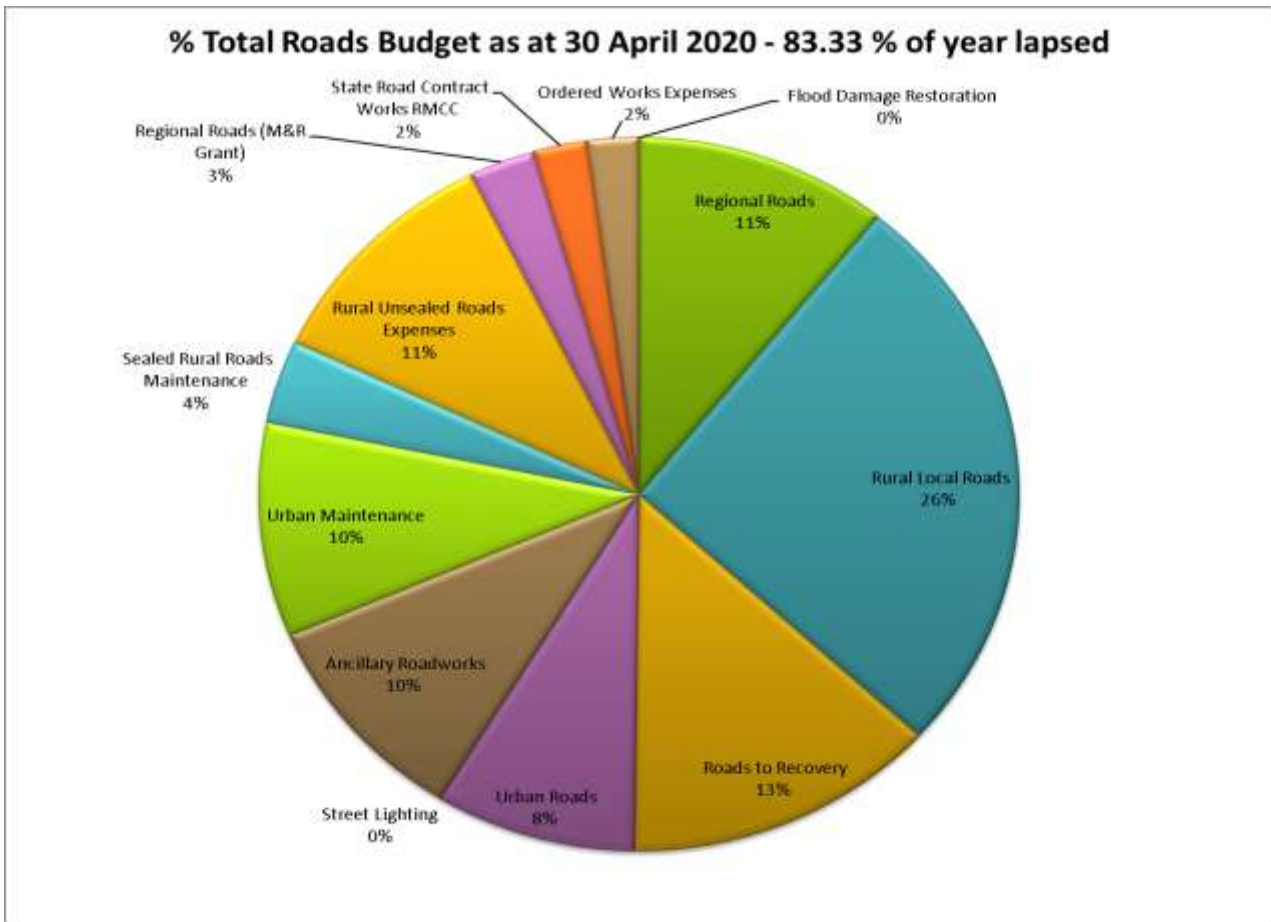
The Sewer Pump station 3 (SPS3) has been inspected with the replacement to be deferred.

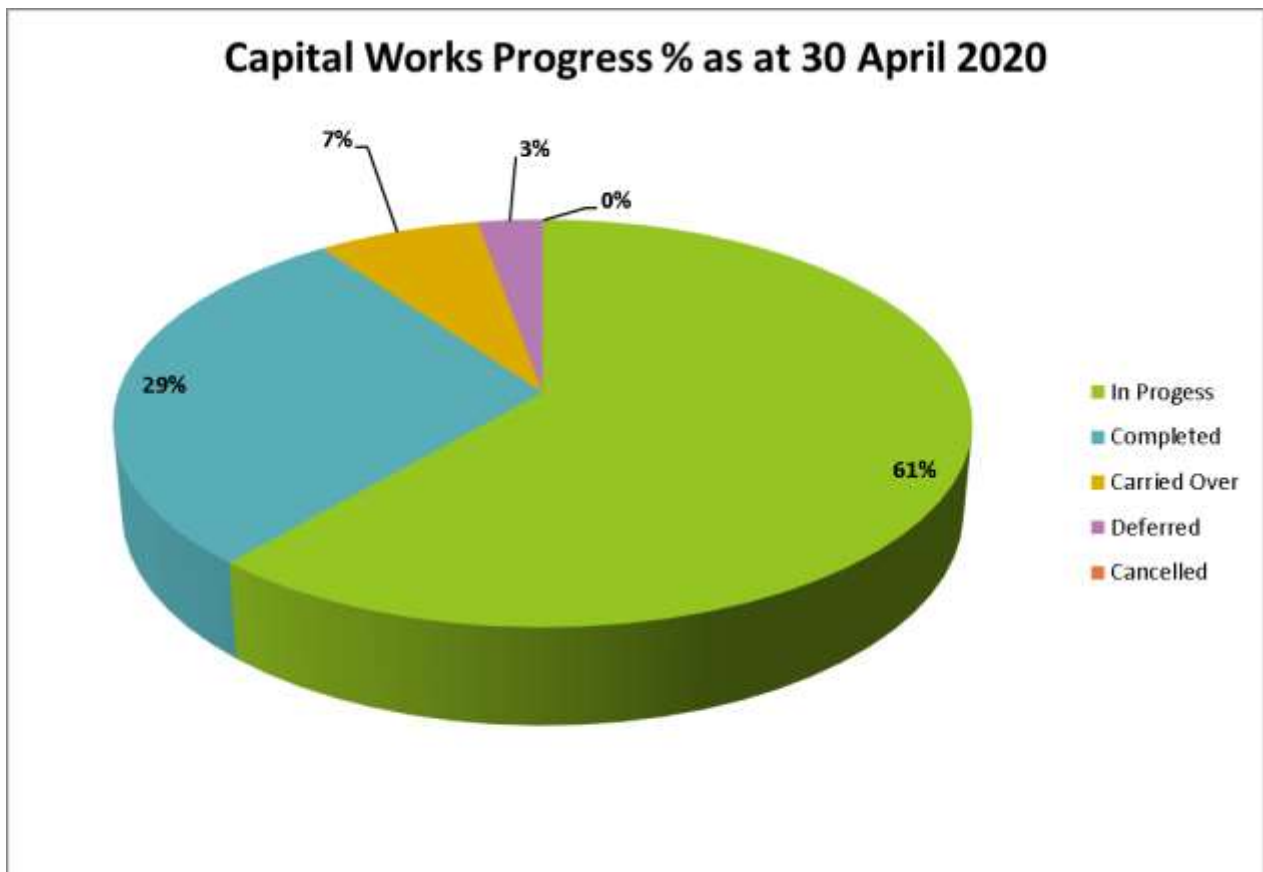
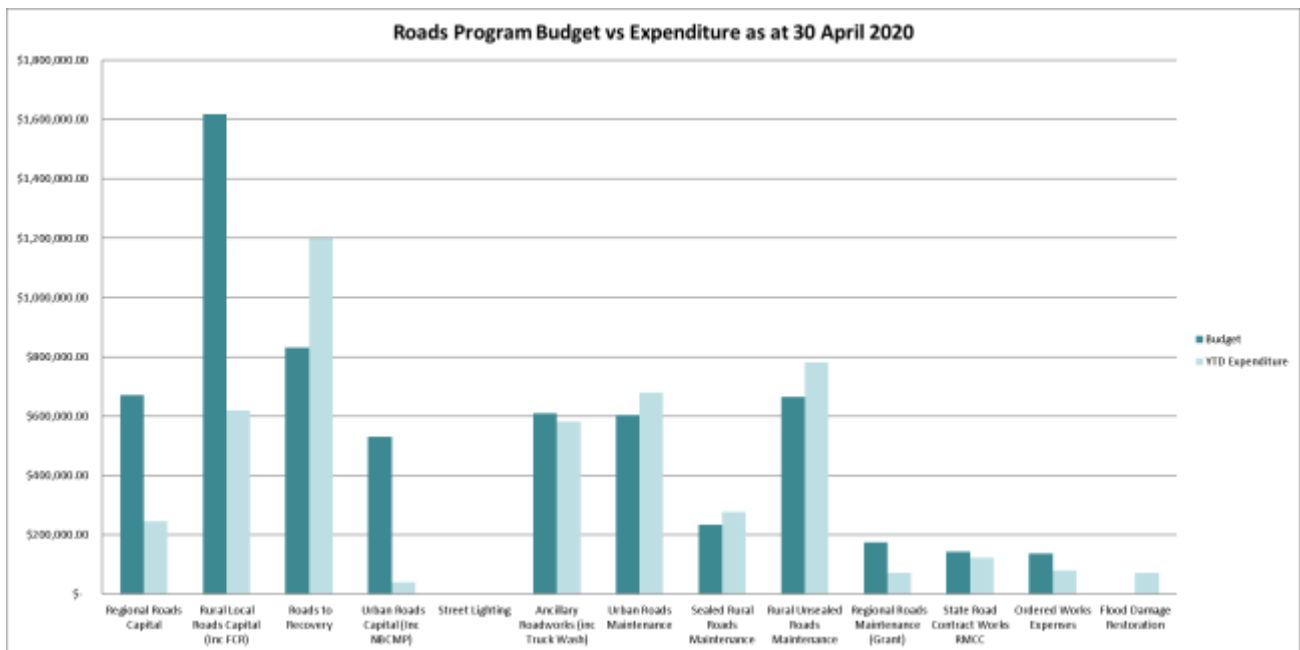
Flow meters for pump stations 2, 3 and 4 have been purchased with installation date to be confirmed.

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

Septic inspections are complete for Narrandera West Sewer Extension with a report being prepared prior to further consideration.







TERMINOLOGY

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

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

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

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

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

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

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

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

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

Theme

Our Infrastructure

Goal

To have an improved and adequately maintained road network

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

Nil

Financial

Advise Council of the current status of the Capital Works Program

Legal / Statutory

N/A

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

N/A

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Capital Works report as at 30 April 2020.

3

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 30/04/2020

Capital Projects

 Projects Not Capitalised

 Capitalised

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 30/04/2020

Project	Resp.	Job Number	Status	Proposed Budget	Capital Projects				Committed	Budget	YTD Expenditure	Balance	%	Comments	Date BNF Sent	Capitalised
					Completed	Delayed	Projects Not Capitalised	Cancelled								
1.53 Bazaar Plaza Section Road	MSR	1909-1017-0000	A	13,000					0	0	13,000.00	0	0%	Being instructed with liability to be determined.		
1.54 Bazaar Plaza Building Works	MSR	1909-1017-0000	C	2,000					2,000.00	2,000.00	0	100%	Project scope to be revised.			
1.55 Bazaar Plaza Caravan	MSR	1909-1017-0000	A	1,000					1,000.00	1,000.00	0	100%	Construction program to be completed by early 2020.			
1.56 Bazaar Plaza Caravan	MSR	1909-1017-0000	A	2,000					2,000.00	2,000.00	0	100%	Completed.	21/02/2020		
1.57 Lake Taupo Council Park Site Service Upgrade	MSR	1909-1003-0000	A	1,800,000					1,800,000.00	1,800,000.00	0	100%	Site works completed. Design underway.			
1.57 T.1 (Wastewater Treatment Plant) Treatment Plant	MSR	1909-1003-0000	A	30,000					30,000.00	30,000.00	0	100%	Project delayed pending to be reviewed to Green Lake reserve.			
1.58 Building renewal and upgrades	MSR	1909-1003-0000	A	11,200					11,200.00	11,200.00	0	100%	Work program underway on track.			
1.59 Building Renewal Project (Stage 4-6) Tapanui Street	MSR	1909-1003-0000	A	6,500					6,500.00	6,500.00	0	100%	Project well underway.	04/03/20		
1.60 Airport Terminal Building	MSR	1909-1014-0000	A	80,000					80,000.00	80,000.00	0	100%	Major upgrade to toilet works completed. Remaining funds to be redeployed to other works.			
1.60 Council Chambers Building Upgrade	MSR	1909-1014-0000	A	21,000					21,000.00	21,000.00	0	100%	Final fit-out, progress to be reviewed soon (design stage). Work completed. Installation of signage, work on track today.			
1.67 All Building Drive	MSR	1909-1003-0000	A	3,300					3,300.00	3,300.00	0	100%	Project completed. Signage/Project delayed - remaining funding to be redeployed to other works.			
1.68 Bazaar Plaza Street	MSR	1909-1017-0000	A	20,000					20,000.00	20,000.00	0	100%	Construction program to be completed by early 2020.			
1.69 Community Hall Renovation	MSR	1909-1003-0000	A	1,000					1,000.00	1,000.00	0	100%	Design and planning to be scheduled.			
1.70 Community Hall Long Drive	MSR	1909-1003-0000	A	2,000					2,000.00	2,000.00	0	100%	Design and planning to be scheduled.			
1.71 Chalmers Street & Tapanui Street	MSR	1909-1003-0000	A	3,000					3,000.00	3,000.00	0	100%	Design and planning to be scheduled.			
1.72 Chalmers Street	MSR	1909-1003-0000	A	4,000					4,000.00	4,000.00	0	100%	Design and planning to be scheduled.			
1.73 Chalmers Street	MSR	1909-1003-0000	A	4,000					4,000.00	4,000.00	0	100%	Design and planning to be scheduled.			
1.74 Council Chambers Upgrade of Storage Facility	MSR	1909-1014-0000	A	6,000					6,000.00	6,000.00	0	100%	Design and planning to be scheduled.			
1.75 Provision of off street carpark for Chalmers	MSR	1909-1014-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.76 Chalmers Street	MSR	1909-1014-0000	A	11,000					11,000.00	11,000.00	0	100%	Design and planning to be scheduled.			
1.77 Chalmers Street Upgrade - CBM	MSR	1909-1014-0000	A	11,000					11,000.00	11,000.00	0	100%	Design and planning to be scheduled.			
1.78 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.79 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.80 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.81 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.82 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.83 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.84 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.85 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.86 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.87 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.88 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.89 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.90 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.91 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.92 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.93 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.94 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.95 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.96 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.97 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.98 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
1.99 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.00 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.01 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.02 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.03 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.04 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.05 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.06 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.07 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.08 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.09 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.10 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.11 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.12 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.13 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.14 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.15 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.16 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.17 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.18 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.19 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.20 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.21 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.22 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.23 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.24 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.25 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.26 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.27 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.28 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.29 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.30 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.31 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.32 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.33 Bazaar Plaza	MSR	1909-1017-0000	A	30,000					30,000.00	30,000.00	0	100%	Design and planning to be scheduled.			
2.34 Bazaar Plaza	MSR	1909-1017-000														

Capital Expenditure as at 30 April 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	\$ 136,353.90	\$ 255,636.10
Public Order & Safety								
Pound	\$ 6,000.00					\$ 6,000.00	\$ 6,433.88	\$ - 433.88
Security Cameras	\$ 18,000.00		\$ 5,000.00			\$ 23,000.00	\$ -	\$ 23,000.00
Environment								
Narrandera Landfill	\$ 40,000.00		\$ 56,849.00	\$ 113,151.00		\$ 210,000.00	\$ 177,334.99	\$ 32,665.01
Stormwater	\$ 28,560.00		\$ 3,639.00			\$ 32,199.00	\$ 36,581.92	\$ - 4,382.92
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	\$ 4,000.00		\$ 4,200.00			\$ 8,200.00	\$ 6,500.81	\$ 1,699.19
Lake Talbot Pool	\$ 1,898,500.00		\$ 1,644,520.00			\$ 3,543,020.00	\$ 1,957,041.59	\$ 1,585,978.41
Lake Talbot Recreation Area	\$ 10,000.00		\$ 154,600.00			\$ 164,600.00	\$ 28,900.00	\$ 135,700.00
Library	\$ 29,696.00		\$ 223,779.00	\$ - 34,394.00		\$ 219,081.00	\$ 153,200.73	\$ 65,880.27
Marie Bashir Park	\$ 83,000.00		\$ 115,710.00			\$ 198,710.00	\$ 111,239.81	\$ 87,470.19
Narrandera Memorial Park	\$ 83,500.00		\$ 66,680.00			\$ 150,180.00	\$ 131,538.55	\$ 18,641.45
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	\$ 39,504.97	\$ 2,043,455.03
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	\$ -					\$ -	\$ 5,464.60	\$ - 5,464.60
Stronger Country Community Funding	\$ -					\$ -	\$ 488.64	\$ - 488.64
Playground on the Murrumbidgee								
Transport & Communication								
Ancillary Roadworks	\$ 195,719.00		\$ 492,360.00	\$ - 44,694.00		\$ 643,385.00	\$ 582,350.23	\$ 61,034.77
Regional Roads	\$ 430,600.00					\$ 430,600.00	\$ 245,729.10	\$ 184,870.90
Roads to Recovery	\$ 997,362.00					\$ 997,362.00	\$ 1,198,199.46	\$ - 333,655.88
Rural Roads	\$ 769,050.00		\$ 1,173,462.00			\$ 1,942,512.00	\$ 619,283.01	\$ 1,738,892.66
Urban Roads	\$ 2,113,984.00		\$ 196,669.00	\$ - 1,668,109.00	\$ - 19,343.98	\$ 623,200.02	\$ 40,622.47	\$ 757,211.05
Flood Damage	\$ -					\$ -	\$ 72,141.82	\$ - 72,141.82
Economic Affairs								
Airport	\$ 420,000.00					\$ 420,000.00	\$ 16,408.39	\$ 403,591.61
Buildings	\$ 108,600.00		\$ 29,111.00		\$ - 2,000.00	\$ 135,711.00	\$ 50,866.90	\$ 84,844.10
Plant	\$ 1,468,380.00			\$ 15,801.00		\$ 1,484,181.00	\$ 825,467.82	\$ 658,713.18
Tourist Park	\$ -		\$ 18,209.00			\$ 18,209.00	\$ 2,511.53	\$ 15,697.47
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	\$ 598,230.15	\$ 1,419,067.85
Sewer Supplies								
Sewer	\$ 1,200,000.00	\$ 64,000.00	\$ 193,698.00			\$ 1,457,698.00	\$ 78,335.98	\$ 1,379,362.02
Grand Total	\$ 11,817,751.00	\$ 144,000.00	\$ 5,258,473.00	\$ - 1,618,245.00	\$ 1,886,360.00	\$ 17,408,339.00	\$ 7,239,933.79	\$ 10,625,883.96

Key Operational as at 30 April 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			\$ 121,553.63	\$ 40,000.37
Public Toilets	\$ 62,274.00			\$ 62,274.00			\$ 89,130.77	-\$ 26,856.77
Cemetery Expenses	\$ 114,603.00			\$ 114,603.00			\$ 119,255.12	-\$ 4,652.12
Recreation & Culture								
Sports Ground Expenses	\$ 230,943.00			\$ 230,943.00			\$ 148,290.22	\$ 82,652.78
Parks Expenses	\$ 554,270.00			\$ 554,270.00			\$ 364,444.74	\$ 189,825.26
Lawn Areas	\$ 22,750.00			\$ 22,750.00			\$ 33,930.47	-\$ 11,180.47
Lake Talbot Expenses	\$ 24,000.00			\$ 24,000.00			\$ 8,081.72	\$ 15,918.28
Sports Stadium Expenses	\$ 119,122.00			\$ 119,122.00			\$ 73,340.83	\$ 45,781.17
Street Scaping	\$ 17,000.00			\$ 17,000.00			\$ 12,277.71	\$ 4,722.29
Street Trees	\$ 196,500.00			\$ 196,500.00			\$ 181,245.89	\$ 15,254.11
Transport & Communication								
Ordered Works	\$ 164,000.00			\$ 164,000.00			\$ 80,243.30	\$ 83,756.70
Regional Roads	\$ 210,000.00			\$ 210,000.00			\$ 72,410.69	\$ 137,589.31
State Roads	\$ 170,500.00			\$ 170,500.00			\$ 123,767.48	\$ 46,732.52
Urban Roads	\$ 723,500.00			\$ 723,500.00			\$ 678,710.66	\$ 44,789.34
Sealed Rural Roads	\$ 281,700.00			\$ 281,700.00			\$ 277,247.16	\$ 4,452.84
Unsealed Rural Roads	\$ 797,880.00			\$ 797,880.00			\$ 780,706.85	\$ 17,173.15
Water Supplies								
Water	\$ 876,500.00			\$ 876,500.00			\$ 791,687.29	\$ 84,812.71
Sewer Supplies								
Sewer	\$ 566,500.00			\$ 566,500.00			\$ 523,041.01	\$ 43,458.99
Grand Total	\$ 5,293,596.00		\$ 2,350.00	\$ 5,295,946.00			\$ 4,479,365.54	\$ 816,580.46

20.6 MARCH 2020 QUARTERLY BUDGET REVIEW

Document ID: 504906
Author: Senior Finance Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: 1. [March 2020 Quarterly Budget Review.pdf](#) ↓
 2. [Reserves Reconciliation 30-6-2020.pdf](#) ↓

RECOMMENDATION

That Council

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

PURPOSE

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

SUMMARY

The General Fund forecast net operating result from continuing operations after the quarter is a surplus of \$6,355,000 compared to the original budget forecast result of a surplus of \$1,341,000. The increase includes capital grants for AFL Clubrooms (\$1,573,360), Drought Communities (\$1,000,000), Stronger Country Communities Round 3 (\$420,000), Playground on the Murrumbidgee (\$800,000) and Roads to Recovery (\$472,682). This is shown on page 8 of the attachment.

The General Fund forecast net operating result before grants and contributions provided for capital after the quarter is a deficit of (\$425,000) compared to original budget forecast of a surplus of \$209,000. This is a result of reducing the Financial Assistance Grant (FAG) that was received in advance last financial year (\$2,507,426) and reduced interest earned (\$136,300) these are partly offset by the sale of equities (\$785,714) and temporary transfer of water allocations (\$1,359,895).

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

Operating Position before Capital Grants		
Fund	Original (\$000's)	Dec (\$000's)
General	209	(425)
Water	480	467
Sewer	280	270
Consolidated	969	312

BACKGROUND

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

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

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

Nil

ISSUES AND IMPLICATIONS**Policy**

Nil

Financial

Council's short term Financial position (the level of working capital) is satisfactory as at 31 March 2020.

Legal / Statutory

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

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

N/A

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

INCOME**User Charges & Fees**

- Income for Domestic Waste Tip fees (\$3,000), Cemetery Interment Revenue (\$2,000) and Building Inspection Revenues (\$1,000) have been increased to reflect higher than anticipated income.

Interest and Investment Revenues

- Interest received from Ordinary Rates is higher than budgeted and has been increased by \$5,000.

Other Revenues

- Other Revenues has been increased a further \$474,000 to be a total of \$1,359,895 for the temporary transfer of water allocations. Council's ability to undertake a temporary transfer was not confirmed until after the budget had been adopted. Proceeds have been transferred to reserve.
- Council was reimbursed in February by the Office of Local Government for the 2019/2020 increase in the Emergency Services Levy. The budget has been increased \$37,000 to reflect this.
- Rental Income for council properties has been decreased \$9,000 due to property vacancies and the sale of Twynam Street Shops.

Grants & Contributions – Operating

- The budget has been increased for community projects under Stronger Country Communities Round 3 (\$66,800) and Drought community funding (\$110,000). The community projects are for halls not council owned (Binya, Kamarah and Sandigo), and the rural assistance program.
- Additional grant funding for Roads to Recovery has been announced, the budget has been increased \$472,682 to reflect this.
- Income for Barellan Flood Levy grant has been increased \$21,600 to reflect the additional funding received.
- Road Safety Officer program income has been decreased \$3,000 to correct an adjustment made in the December Quarterly review.

Grants & Contributions – Capital

- Grant funding for Council projects under Stronger Country Communities Round 3 (\$353,200) and Drought Communities (\$890,000) has been approved, budgeted revenue has been increased
- Playground on the Murrumbidgee project will span 3 financial years with milestone 1 being claimed in 2019/20, the budget has been increased \$800,000 to reflect this.
- Section 7.12 Developer contributions for Solar agreements included in the budget are not anticipated to be received in 2019/20 and have been deferred to 2021-22, decreasing budgeted income \$450,000.
- Reimbursable income for Rural Fires Service capital projects has been increased \$38,000 upon council receiving notification.

The total increase in income for the March budget review is \$2,814,000

EXPENDITURE**Employee Costs**

- Carpenter Wages (\$2,600) and Compactor Wages & Salaries (\$4,000) have been increased due to higher than anticipated expenditure.
- The budget has been increased \$20,000 for Youth Worker Expenses to include management expenses.

- Wages and Salaries have been increased \$46,000 for COVID-19 expenses being transferred from the Sale of Water reserve. This was not known at the time of budgeting.
- Travelling and conference expenses have been reduced \$14,300 due to COVID-19.
- Wages and salaries budgets have been reallocated to materials and contracts for Playing Fields (\$16,000) and Executive Services (\$8,800).

Materials & Contracts

- Barellan Flood Levy project has been increased \$31,600 for the additional funding received with \$10,000 being transferred from reserves.
- Community projects for Stronger Country Communities (\$66,800) and Drought funding (\$100,000) projects budget has been increased for works at the Binya, Kamarah and Sandigo Hall and the Rural adverse Plan. \$110,000
- The budget of \$4,000 has been included for Materials and Contract expenses related to COVID-19 and has been transferred from the Sale of Water reserve.

Legal Expenses

- Legal Expenses for Lease and license agreements have been increased \$1,000 for the preparation of lease agreements.

Other Expenses

- Festoon lighting expenses have been increased \$10,000 due to emergency works required. This has been transferred from the Building Maintenance reserve.
- The Integrated Planning budget of \$35,000 has been reduced with \$26,000 transferred to the election and integrated planning reserve. This is directly related to COVID19 and is planned for expenditure in 2021-22
- Financial expenses have been increased \$11,500 for commission fees related to the sale of water.
- The rates budget has been increased for Lake Talbot Pool \$14,800, Cemetery \$7,200, Playing Fields \$7,000 and Parks & Gardens \$1,900. This is due to council following best practice and charging internal water consumption.
- Insurance Expenses have been increased \$3,000 to reflect actual expenditure.

Capital Expenditure

- Capital project budgets have been increased for the following grant funded projects: AFL Clubrooms \$100,000, Drought Community Projects \$890,000, Stronger Country Communities Funding Round 3 \$253,200, Playground on the Murrumbidgee \$368,000 and Roads to Recovery \$472,682.
- The budget has been decreased \$18,305 for Barellan Community Hall as grant funding has been received for these works. The budget has been reallocated to Chambers Building Maintenance (\$10,000), Argyle Street Housing expenses (\$4,150) and Manderlay Road House expenses (\$4,155).
- The budget of \$18,000 has been transferred from Ancillary Roadworks to Playground on the Murrumbidgee to align projects into one area.
- The Capital budget for Council Buildings has been reduced \$10,050 and reallocated to Carpenter expenses (\$2,600), Pound Cattery Holding System (\$3,000) and Victoria Avenue Expenses (\$4,500).

- The budget for Narrandera West Drainage improvements has been increased \$38,000 from reserves to repair the Penstock and install the actuator.

The total increase in Operating expenditure for the general fund is \$316,000.

While not included in the current budget review a revaluation for the road network has been undertaken by Infrastructure. The draft revaluation report has been submitted to the external auditors and is under review with a May completion date. The impact of the draft road revaluation figures will be a non-cash expense to the operating statement which will overshadow any changes made to the budget to this point. The non-cash expense will result in a substantial deficit of approximately \$30 million to the operating statement.

The Water fund user charges (\$139,000) and access charges (\$8,000) have been increased for higher than anticipated income. Interest income has been reduced \$25,000 due to low interest rates. Employee expenses have been decreased \$6,000 and reallocated to material and contract expense. The total budget increase for materials and contracts is \$40,500 for higher than anticipated expenses in Pump Station and Mains expenses. The total transfer to reserves is \$87,244.

The Sewer fund user charges have been decreased \$16,000 for lower than anticipated income. Interest and Investment revenue has been increased \$7,000 for higher than anticipated restricted reserves. Employee expenses have been increased \$6,000 and being transferred from Materials and contracts. The total transfer from reserves is \$8,580.

CONCLUSION

It will be recommended that Council Receive, note and adopt the March Quarterly review in accordance with the Local Government Financial Regulations.

RECOMMENDATION

That Council

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

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/01/20 to 31/03/20

Table of Contents	page
1. Responsible Accounting Officer's Statement	2
2. Income & Expenses Budget Review Statements	3-6
Income Statement	
- Consolidated	7
- General Fund	8
- Water Fund	9
- Sewer Fund	10
3. Capital Budget Review Statement	11-12
4. Cash & Investments Budget Review Statement	13
5. Contracts & Other Expenses Budget Review Statement	14
6. Consultancy & Legal Expenses	15
7. Reserves Reconciliation	16

Narrandera Shire Council


Quarterly Budget Review Statement
for the period 01/01/20 to 31/03/20

Report by Responsible Accounting Officer

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

31 March 2020

It is my opinion that the Quarterly Budget Review Statement for Narrandera Shire Council for the quarter ended 31/03/20 indicates that Council's projected financial position at 30/6/20 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: 

Martin Hiscox
Martin Hiscox
Responsible Accounting Officer

date: 4-5-2020

Narrandera Shire Council

Quarterly Budget Review Statement

Page 3

for the period 01/01/20 to 31/03/20

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 March 2020

Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2019/20	Approved Changes				Revised Budget 2019/20	Variations for this Mar Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs					
Income										
Rates and Annual Charges	7,715	-	-	(6)	4	7,713	7	7,720	7,932	
User Charges and Fees	3,346	-	-	(33)	(58)	3,255	129	3,384	2,079	
Interest and Investment Revenues	633	-	-	-	(192)	441	(13)	428	256	
Other Revenues	659	-	-	-	888	1,547	502	2,049	1,768	
Grants & Contributions - Operating	6,941	(1,960)	-	134	3	5,118	668	5,786	4,336	
Grants & Contributions - Capital	2,660	1,987	48	405	1,573	6,673	1,634	8,307	852	
Net gain from disposal of assets	92	-	-	-	786	878	-	878	847	
Share of Interests in Joint Ventures	-	-	-	-	-	-	-	-	-	
Total Income from Continuing Operations	22,046	27	48	500	3,004	25,625	2,927	28,552	18,070	
Expenses										
Employee Costs	7,542	16	-	(23)	(13)	7,522	33	7,555	5,752	
Borrowing Costs	7	-	-	-	-	7	-	7	9	
Materials & Contracts	4,114	997	22	70	65	5,268	296	5,564	3,529	
Depreciation	4,917	-	-	-	-	4,917	-	4,917	3,688	
Legal Costs	54	-	-	2	-	56	1	57	42	
Consultants	-	-	-	-	-	-	-	-	-	
Other Expenses	1,783	-	-	43	21	1,847	21	1,868	1,659	
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	
Net Loss from disposal of assets	-	-	-	-	-	-	-	-	-	
Share of interests in Joint Ventures	-	-	-	-	-	-	-	-	-	
Total Expenses from Continuing Operations	18,417	1,013	22	92	73	19,617	351	19,968	14,679	
Net Operating Result from Continuing Operation	3,629	(986)	26	408	2,931	6,008	2,576	8,584	3,391	
Discontinued Operations - Surplus/(Deficit)	-	-	-	-	-	-	-	-	-	
Net Operating Result from All Operations	3,629	(986)	26	408	2,931	6,008	2,576	8,584	3,391	
Net Operating Result before Capital Items	969	(2,973)	(22)	3	1,358	(665)	942	277	2,539	

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/03/2020 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

Page 4
Quarterly Budget Review Statement
 for the period 01/01/20 to 31/03/20

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 March 2020

Income & Expenses - General Fund

(\$000's)	Original Budget 2019/20	Approved Changes				Revised Budget 2019/20	Variations for this Mar Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs					
Income										
Rates and Annual Charges	5,748	-	-	(6)	4	5,746	-		5,746	5,882
User Charges and Fees	1,849	-	-	(33)	(58)	1,758	6		1,764	1,029
Interest and Investment Revenues	414	-	-	-	(132)	282	5		287	163
Other Revenues	659	-	-	-	888	1,547	502		2,049	1,768
Grants & Contributions - Operating	6,898	(1,960)	-	134	3	5,075	668		5,743	4,294
Grants & Contributions - Capital	1,132	1,987	-	405	1,573	5,097	1,633		6,730	834
Net gain from disposal of assets	92	-	-	-	786	878	-		878	847
Share of Interests in Joint Ventures	-	-	-	-	-	-	-		-	-
Total Income from Continuing Operations	16,792	27	-	500	3,064	20,383	2,814		23,197	14,817
Expenses										
Employee Costs	6,242	16	-	(27)	(13)	6,218	33		6,251	4,807
Borrowing Costs	7	-	-	-	-	7	-		7	9
Materials & Contracts	3,627	997	22	74	(10)	4,710	261		4,971	2,952
Depreciation	4,098	-	-	-	-	4,098	-		4,098	3,074
Legal Costs	54	-	-	2	-	56	1		57	42
Consultants	-	-	-	-	-	-	-		-	-
Other Expenses	1,423	-	-	43	21	1,487	21		1,508	1,340
Interest & Investment Losses	-	-	-	-	-	-	-		-	-
Net Loss from disposal of assets	-	-	-	-	-	-	-		-	-
Share of interests in Joint Ventures	-	-	-	-	-	-	-		-	-
Total Expenses from Continuing Operations	15,451	1,013	22	92	(2)	16,576	316		16,892	12,224
Net Operating Result from Continuing Operation	1,341	(986)	(22)	408	3,066	3,807	2,498		6,305	2,593
Discontinued Operations - Surplus/(Deficit)	-	-	-	-	-	-	-		-	-
Net Operating Result from All Operations	1,341	(986)	(22)	408	3,066	3,807	2,498		6,305	2,593
Net Operating Result before Capital Items	209	(2,973)	(22)	3	1,493	(1,290)	865		(425)	1,759

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/03/2020 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

Page 5
Quarterly Budget Review Statement
 for the period 01/01/20 to 31/03/20

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 March 2020

Income & Expenses - Water Fund

(\$000's)	Original Budget 2019/20	Approved Changes				Revised Budget 2019/20	Variations for this Mar Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs					
Income										
Rates and Annual Charges	728	-	-	-	-	728	8		736	776
User Charges and Fees	1,339	-	-	-	-	1,339	139		1,478	948
Interest and Investment Revenues	204	-	-	-	(60)	144	(25)		119	76
Other Revenues	-	-	-	-	-	-	-		-	-
Grants & Contributions - Operating	23	-	-	-	-	23	-		23	22
Grants & Contributions - Capital	770	-	-	-	-	770	-		770	9
Net gain from disposal of assets	-	-	-	-	-	-	-		-	-
Share of Interests in Joint Ventures	-	-	-	-	-	-	-		-	-
Total Income from Continuing Operations	3,064	-	-	-	(60)	3,004	122		3,126	1,831
Expenses										
Employee Costs	795	-	-	7	-	802	(6)		796	576
Borrowing Costs	-	-	-	-	-	-	-		-	-
Materials & Contracts	253	-	-	(7)	75	321	41		362	395
Depreciation	511	-	-	-	-	511	-		511	383
Legal Costs	-	-	-	-	-	-	-		-	-
Consultants	-	-	-	-	-	-	-		-	-
Other Expenses	255	-	-	-	-	255	-		255	147
Interest & Investment Losses	-	-	-	-	-	-	-		-	-
Net Loss from disposal of assets	-	-	-	-	-	-	-		-	-
Share of interests in Joint Ventures	-	-	-	-	-	-	-		-	-
Total Expenses from Continuing Operations	1,814	-	-	-	75	1,889	35		1,924	1,501
Net Operating Result from Continuing Operation	1,250	-	-	-	(135)	1,115	87		1,202	330
Discontinued Operations - Surplus/(Deficit)										
Net Operating Result from All Operations	1,250	-	-	-	(135)	1,115	87		1,202	330
Net Operating Result before Capital Items	480	-	-	-	(135)	345	87		432	321

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/03/2020 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

Page 6
Quarterly Budget Review Statement
 for the period 01/01/20 to 31/03/20

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 March 2020

Income & Expenses - Sewer Fund

(\$000's)	Original Budget 2019/20	Approved Changes				Revised Budget 2019/20	Variations for this Mar Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs					
Income										
Rates and Annual Charges	1,239	-	-	-	-	1,239	(1)		1,238	1,274
User Charges and Fees	158	-	-	-	-	158	(16)		142	102
Interest and Investment Revenues	15	-	-	-	-	15	7		22	17
Other Revenues	-	-	-	-	-	-	-		-	-
Grants & Contributions - Operating	20	-	-	-	-	20	-		20	20
Grants & Contributions - Capital	758	-	48	-	-	806	1		807	9
Net gain from disposal of assets	-	-	-	-	-	-	-		-	-
Share of Interests in Joint Ventures	-	-	-	-	-	-	-		-	-
Total Income from Continuing Operations	2,190	-	48	-	-	2,238	(9)		2,229	1,422
Expenses										
Employee Costs	505	-	-	(3)	-	502	6		508	369
Borrowing Costs	-	-	-	-	-	-	-		-	-
Materials & Contracts	234	-	-	3	-	237	(6)		231	182
Depreciation	308	-	-	-	-	308	-		308	231
Legal Costs	-	-	-	-	-	-	-		-	-
Consultants	-	-	-	-	-	-	-		-	-
Other Expenses	105	-	-	-	-	105	-		105	172
Interest & Investment Losses	-	-	-	-	-	-	-		-	-
Net Loss from disposal of assets	-	-	-	-	-	-	-		-	-
Share of interests in Joint Ventures	-	-	-	-	-	-	-		-	-
Total Expenses from Continuing Operations	1,152	-	-	-	-	1,152	-		1,152	954
Net Operating Result from Continuing Operation	1,038	-	48	-	-	1,086	(9)		1,077	468
Discontinued Operations - Surplus/(Deficit)	-	-	-	-	-	-	-		-	-
Net Operating Result from All Operations	1,038	-	48	-	-	1,086	(9)		1,077	468
Net Operating Result before Capital Items	280	-	-	-	-	280	(10)		270	459

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/03/2020 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

7

Consolidated Income Statement
for the period ending 31 March 2020

	Original Budget	Mar Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	7,715	7,720	7,932
User Charges and Fees	3,346	3,384	2,079
Interest and Investment Revenues	633	428	256
Other Revenues	659	2,049	1,768
Grants & Contributions provided for Operating Purposes	6,941	5,786	4,336
Grants & Contributions provided for Capital Purposes	2,660	8,307	852
<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	28,552	18,070
Expenses from Continuing Operations			
Employee Benefits & On-Costs	7,542	7,555	5,752
Borrowing Costs	7	7	9
Materials & Contracts	4,114	5,564	3,529
Depreciation & Amortisation	4,917	4,917	3,688
Legal Costs	54	57	42
Other Expenses	1,783	1,868	1,659
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	19,968	14,679
Operating Result from Continuing Operations	3,629	8,584	3,391
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	3,629	8,584	3,391
Net Operating Result attributable to Council	3,629	8,584	3,391
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	969	277	2,539

Narrandera Shire Council

8

General Fund Income Statement
for the period ending 31 March 2020

	Original Budget	Mar 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	1,764	1,029
Interest and Investment Revenues	414	287	163
Other Revenues	659	2,049	1,768
Grants & Contributions provided for Operating Purposes	6,898	5,743	4,294
Grants & Contributions provided for Capital Purposes	1,132	6,730	834
<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	23,197	14,817
Expenses from Continuing Operations			
Employee Benefits & On-Costs	6,242	6,251	4,807
Borrowing Costs	7	7	9
Materials & Contracts	3,627	4,971	2,952
Depreciation & Amortisation	4,098	4,098	3,074
Legal Costs	54	57	42
Other Expenses	1,423	1,508	1,340
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	16,892	12,224
Operating Result from Continuing Operations	1,341	6,305	2,594
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,341	6,305	2,594
Net Operating Result attributable to Council	1,341	6,305	2,594
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	209	(425)	1,760

Narrandera Shire Council

9

Water Fund Income Statement

for the period ending 31 March 2020

	Original Budget	Mar Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	728	736	776
User Charges and Fees	1,339	1,478	948
Interest and Investment Revenues	204	119	76
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	3,126	1,831
Expenses from Continuing Operations			
Employee Benefits & On-Costs	795	796	576
Borrowing Costs	-	-	-
Materials & Contracts	253	362	395
Depreciation & Amortisation	511	511	383
Legal Costs	-	-	-
Other Expenses	255	255	147
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	1,924	1,501
Operating Result from Continuing Operations	1,250	1,202	330
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,250	1,202	330
Net Operating Result attributable to Council	1,250	1,202	330
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	480	432	321

Narrandera Shire Council

10

Sewer Fund Income Statement
for the period ending 31 March 2020

	Original Budget	Mar Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	1,239	1,238	1,274
User Charges and Fees	158	142	102
Interest and Investment Revenues	15	22	17
Other Revenues	-	-	-
Grants & Contributions provided for Operating Purposes	20	20	20
Grants & Contributions provided for Capital Purposes	758	807	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	2,190	2,229	1,422
Expenses from Continuing Operations			
Employee Benefits & On-Costs	505	508	369
Borrowing Costs	-	-	-
Materials & Contracts	234	231	182
Depreciation & Amortisation	308	308	231
Legal Costs	-	-	-
Other Expenses	105	105	172
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	954
Operating Result from Continuing Operations	1,038	1,077	468
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,038	1,077	468
Net Operating Result attributable to Council	1,038	1,077	468
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	280	270	459

Narrandera Shire Council

Page 11
Quarterly Budget Review Statement
 for the period 01/01/20 to 31/03/20

Capital Budget Review Statement

Budget review for the quarter ended 31 March 2020

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2019/20	Approved Changes					Revised Budget 2019/20	Variations for this Mar Qtr		Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRs	Sep QBRs	Dec QBRs	Mar QBRs		Notes			
Capital Expenditure											
New Assets											
- Plant & Equipment	1,468	-	-	16	-	-	1,484	-		1,484	825
- Land & Buildings	76	224	-	(34)	(2)	-	264	-		264	163
- Office Equipment	30	17	-	-	(17)	-	30	-		30	-
- Other Structures	565	362	-	113	-	-	1,040	45		1,085	490
- Roads, Bridges, Footpaths	269	596	-	(45)	-	-	820	(18)		802	652
- Recreational	-	155	-	-	-	-	155	-		155	29
- Drainage	104	4	-	-	-	-	108	38		146	45
- Water	1,125	281	-	8	-	-	1,414	-		1,414	78
- Sewer	1,000	163	-	-	-	-	1,163	-		1,163	35
- Pool	-	46	-	-	-	-	46	-		46	9
- Other	-	-	-	-	-	-	-	-		-	-
Renewal Assets (Replacement)											
- Plant & Equipment	-	-	-	-	-	-	-	-		-	-
- Land & Buildings	205	34	-	-	-	-	239	(28)		211	47
- Office Equipment	195	150	-	-	17	-	362	(125)		237	136
- Other Structures	658	78	-	-	1,888	-	2,624	1,607		4,231	112
- Roads, Bridges, Footpaths	4,276	1,737	-	(1,668)	(19)	-	4,326	473		4,799	2,111
- Recreational	15	-	-	-	-	-	15	-		15	-
- Water	350	261	-	(8)	-	-	603	-		603	559
- Sewer	400	16	-	-	-	-	416	-		416	45
- Drainage	-	42	-	-	-	-	42	-		42	8
- Library	30	-	-	-	-	-	30	-		30	9
- Pool	2,058	1,603	-	-	-	-	3,661	-		3,661	1,954
- Other	-	-	-	-	-	-	-	-		-	-
Total Capital Expenditure	12,824	5,769	-	(1,618)	1,867	-	18,842	1,992		20,834	7,307

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/03/2020 and should be read in conjunction with the total QBRs report

Page 12

Capital Funding										
Rates & Other Untied Funding	2,603	690	-	(34)	1,867	-	5,146	(135)	5,011	1,403
Capital Grants & Contributions	3,162	2,731	-	(45)	-	-	5,848	2,105	7,953	3,497
Reserves:										
- External Restrictions/Reserves	2,113	893	-	113	(20)	-	3,099	22	3,121	985
- Internal Restrictions/Reserves	4,696	1,455	-	(1,652)	-	-	4,499	-	4,499	1,422
New Loans	250	-	-	-	-	-	250	-	250	-
Receipts from Sale of Assets										
- Plant & Equipment	-	-	-	-	-	-	-	-	-	-
- Land & Buildings	-	-	-	-	-	-	-	-	-	-
Total Capital Funding	12,824	5,769	-	(1,618)	1,867	-	18,842	1,992	20,834	7,307
Net Capital Funding - Surplus/(Deficit)	12,824	5,769	-				18,842	1,992	20,834	-

This statement forms part of Council's Quarterly Budget Review Statement (QBR5) for the quarter ended 31/03/2020 and should be read in conjunction with the total QBR5 report

Narrandera Shire Council

Page 13
Quarterly Budget Review Statement
 for the period 01/01/20 to 31/03/20

Cash & Investments Budget Review Statement

Budget review for the quarter ended 31 March 2020

Cash & Investments - Council Consolidated

(\$000's)	Original Budget 2019/20	Budgeted Transfer	Approved Changes				Revised Budget 2019/20	Variations for this Mar Qtr	Notes	Projected Year End Result	Actual YTD figures
			Carry Forwards	Other than by QBR5	Sep QBR5	Dec QBR5					
Externally Restricted ⁽¹⁾											
Developer Contributions	169	12	(42)	-	-	-	139	-	139	139	
Specific Purpose Unexpended Grants	1,117	-	(495)	-	-	-	622	-	622	622	
Water Supplies	7,666	316	(542)	(80)	-	(135)	7,225	87	7,312	7,312	
Sewerage Service	554	196	(179)	(16)	-	-	555	(9)	546	546	
Domestic Waste Management	2,736	(277)	(66)	-	(113)	(47)	2,233	(17)	2,216	2,216	
Stormwater Management	511	(75)	(45)	-	(14)	-	377	(48)	329	329	
Crown Lands	232	25	(30)	-	-	20	247	-	247	247	
Unspent Internal Loan	-	-	-	-	-	-	-	-	-	-	
Total Externally Restricted	12,985	197	(1,399)	(96)	(127)	(162)	11,398	13	11,411	11,411	
<small>(1) Funds that must be spent for a specific purpose</small>											
Internally Restricted ⁽²⁾											
Employee Leave Entitlements	1,230	-	-	-	-	-	1,230	-	1,230	1,230	
Construction of Buildings	377	-	-	-	-	-	377	-	377	377	
Replacement - Plant & Vehicles	342	(169)	-	1,250	-	-	1,423	-	1,423	1,423	
Office Equipment	514	(78)	(30)	-	-	-	406	125	531	531	
Carried Over Works	729	-	(699)	-	-	-	30	-	30	30	
Other	5,425	(3,146)	(1,398)	-	1,668	1,356	3,905	500	4,405	4,405	
Building Maintenance & Repair	156	-	(50)	-	-	-	106	(10)	96	96	
Community Activities	366	-	-	-	-	-	366	-	366	366	
Property Development	141	-	(8)	-	-	-	133	-	133	133	
Financial Assistance Grant	2,507	-	(2,507)	-	-	-	-	-	-	-	
Total Internally Restricted	11,787	(3,393)	(4,692)	1,250	1,668	1,356	7,976	615	8,591	8,591	
<small>(2) Funds that Council has earmarked for a specific purpose</small>											
Unrestricted (ie. available after the above Restricti	155	-	-	-	-	-	155	-	155	5,431	
Total Cash & Investments	24,927	(3,196)	(6,091)	1,154	1,541	1,194	19,529	628	20,157	25,433	

This statement forms part of Council's Quarterly Budget Review Statement (QBR5) for the quarter ended 31/03/2020 and should be read in conjunction with the total QBR5 report

Narrandera Shire Council

Page 14
Quarterly Budget Review Statement
 for the period 01/01/20 to 31/03/20

Contracts Budget Review Statement

Budget review for the quarter ended 31 March 2020

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

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes

Notes:

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

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/03/2020 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

Page 15
Quarterly Budget Review Statement
 for the period 01/01/20 to 31/03/20

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	90,886	Y
Legal Fees	20,904	Y

Definition of a consultant:

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

Comments

Expenditure included in the above YTD figure but not budgeted includes:

Details

Legal Fees			
	Debt Recovery Legal Fees		\$0
	General Legal Expenses		\$3,055
	Lease & Licence Agreements Legal Exp		\$1,463
	Other Legal Expenses		\$16,386
Consultant Fees			
	Kim Biggs Consulting	Museum Advisor	\$13,149
	Fitzgerald & Associates	Audit Fees	\$1,458
	John Stuart Associates	Accounting	\$58,563
	EDM Group	Town Planning	\$13,223
	Maskell & Associates	Plant Inspections	\$1,138
	TJ Hinchcliffe & Associates Pty Lt	Land Title Consolidation	\$1,980
	Lyall & Associates	Flood Study	\$1,375

CASH - RESERVE BALANCES 30-JUNE-2020

CLASS OF RESERVE	Balance 30 Jun 2019	Budget Movement 19/20	Other	Carry over	Sept	Dec	March	Interest	Net Transfer	Balance 30 Jun 2020
GENERAL FUND - DETAILS										
Employee's Leave Entitlement										
Employee's Leave Entitlement	\$ 1,229,888.00								\$ -	\$ 1,229,888.00
Construction of Buildings										
Shire Property	\$ 132,917.00								\$ -	\$ 132,917.00
Visitor Centre Services	\$ 243,704.00								\$ -	\$ 243,704.00
Plant Replacement										
Plant Replacement	\$ 342,589.40	-\$ 169,407.00	\$ 1,250,000.00						\$ 1,080,593.00	\$ 1,423,182.40
Office Equipment										
Office Furniture & Equipment	\$ 56,746.00								\$ -	\$ 56,746.00
Computer Replacement	\$ 426,799.40	-\$ 77,500.00					\$ 125,000.00		\$ 47,500.00	\$ 474,299.40
Library Computer Replacement	\$ 23,608.00			-\$ 23,608.00					-\$ 23,608.00	\$ -
Library Computer Licences	\$ 6,635.00			-\$ 6,635.00					-\$ 6,635.00	\$ -
Carry Over Works										
Track Maintenance - Bike and Hike	\$ 17,500.00								\$ -	\$ 17,500.00
John O'Brien Festival	\$ 12,278.00								\$ -	\$ 12,278.00
Carry Over Operating Program 18-19	\$ 46,004.00			-\$ 46,004.00					-\$ 46,004.00	\$ -
Carry Over Capital Program 18-19	\$ 652,969.00			-\$ 652,969.00					-\$ 652,969.00	\$ -
Other Internal Reserves										
Closure of Teloca Fund	\$ 595,052.00	-\$ 332,000.00				-\$ 263,000.00			-\$ 595,000.00	\$ 52.00
Street Camera Replacement	\$ 1,000.00								\$ -	\$ 1,000.00
Election & Integrated Planning Exp	\$ -						\$ 26,000.00		\$ 26,000.00	\$ 26,000.00
Major Sporting & Other Events	\$ 26,000.00								\$ -	\$ 26,000.00
Narrandera CBD Beautification	\$ 35,000.00								\$ -	\$ 35,000.00
Sale of Water Allocations	\$ -					\$ 886,000.00	\$ 473,895.00		\$ 1,359,895.00	\$ 1,359,895.00
Sale of Southern Phone Shares	\$ -					\$ 785,714.00			\$ 785,714.00	\$ 785,714.00
Narrandera Business Centre Master Plan	\$ 1,991,876.00	-\$ 1,668,109.00		-\$ 188,040.00	\$ 1,668,109.00				-\$ 188,040.00	\$ 1,803,836.00
Lake Talbot Pool Master Plan	\$ 1,806,670.00	-\$ 646,000.00		-\$ 1,166,384.00					-\$ 1,812,384.00	-\$ 5,714.00
Delivery of Aged strategies	\$ 773,061.00	-\$ 500,000.00		-\$ 43,061.00		-\$ 52,000.00			-\$ 595,061.00	\$ 178,000.00
Marie Bashir Master Plan Update	\$ 10,000.00								\$ -	\$ 10,000.00
MR80/Karawatha Drive Upgrade	\$ 15,000.00								\$ -	\$ 15,000.00
Financial Assistance Grant	\$ 2,507,426.00			-\$ 2,507,426.00					-\$ 2,507,426.00	\$ -
355 Committee - Barellan Museum	\$ 2,754.55								\$ -	\$ 2,754.55
355 Committee - Koala Committee	\$ 413.66								\$ -	\$ 413.66
355 Committee - Railway Station Commitment	\$ 7,047.11								\$ -	\$ 7,047.11
355 Committee - Parkside Museum	\$ -								\$ -	\$ -
Building Maintenance & Repair										
Library Furniture & Fittings	\$ 50,363.00			-\$ 50,363.00					-\$ 50,363.00	\$ -
Narrandera Park Landscape	\$ 21,804.00								\$ -	\$ 21,804.00
Building Renewal Works 18/19 Budget	\$ 83,403.00						-\$ 10,000.00		-\$ 10,000.00	\$ 73,403.00
Community Activities										
N'dra Cemetery - Perpetual mtnce all	\$ 331,207.50								\$ -	\$ 331,207.50
N'dra Cemetery - Capital Works	\$ 24,776.00								\$ -	\$ 24,776.00
New Street Lights	\$ 9,724.00								\$ -	\$ 9,724.00
Property Development										
Property Development (Red Hill)	\$ 140,603.00			-\$ 8,360.00					-\$ 8,360.00	\$ 132,243.00
Quarry Rehabilitation										
Quarry Rehabilitation	\$ 18,992.00								\$ -	\$ 18,992.00
Domestic Waste Management										
Narrandera Waste Depot	\$ 1,930,197.05	-\$ 276,580.00		-\$ 66,146.00	-\$ 112,563.40	-\$ 47,460.72	-\$ 16,658.75		-\$ 519,408.87	\$ 1,410,788.18
Narrandera Waste Depot - Excavation	\$ 104,704.00								\$ -	\$ 104,704.00
Narrandera Waste Depot - Rehabilitation	\$ 368,644.00								\$ -	\$ 368,644.00
Barellan Waste Depot	\$ 120,278.00								\$ -	\$ 120,278.00
Barellan Waste Depot - Excavation	\$ 36,592.00								\$ -	\$ 36,592.00
Barellan Waste Depot - Rehabilitation	\$ 53,429.00								\$ -	\$ 53,429.00
Narrandera Depot Compactor Expenses	\$ 48,379.00								\$ -	\$ 48,379.00
Grong Grong Waste Depot Rehabilitation	\$ 73,876.00								\$ -	\$ 73,876.00

CASH - RESERVE BALANCES 30-JUNE-2020

CLASS OF RESERVE	Balance 30 Jun 2019	Budget Movement 19/20	Other	Carry over	Sept	Dec	March	Interest	Net Transfer	Balance 30 Jun 2020
Crown Reserves										
Lake Talbot Tourist Park	\$ 231,797.61	\$ 24,650.00	-\$	29,880.00		\$ 20,000.00			\$ 14,770.00	\$ 246,567.61
Stormwater										
Narrandera Stormwater Reserve	\$ 499,189.11	-\$ 83,614.00	-\$	45,392.00			-\$ 47,625.00		-\$ 176,631.00	\$ 322,558.11
Barellan Stormwater Reserve	\$ 12,183.33	\$ 8,850.00			-\$ 14,500.00				-\$ 5,650.00	\$ 6,533.33
Developer Contributions										
Section 94A	\$ 168,698.46	\$ 11,500.00	-\$	42,000.00				\$ 2,648.80	-\$ 30,500.00	\$ 140,847.26
Bonds, Retentions & Trusts										
Kaniva Quarry	\$ 30,000.00								\$ -	\$ 30,000.00
Tourist Trust	\$ 31,328.46								\$ -	\$ 31,328.46
Arts Centre Trust	\$ 65,684.73								\$ -	\$ 65,684.73
Sale of Land	\$ 4,778.15								\$ -	\$ 4,778.15
VFG Skate Park	\$ 10,822.52								\$ -	\$ 10,822.52
External Restrictions (Note 6 order)										
Water Fund										
Asset Replacement	\$ 6,816,617.42	\$ 296,056.00	-\$ 80,000.00	\$ -	\$ -	-\$ 134,700.00	\$ 87,244.00		\$ 168,600.00	\$ 6,985,217.42
Carry Over Works	\$ 542,298.00	\$ -	\$ -	-\$ 542,298.00	\$ -	\$ -	\$ -		-\$ 542,298.00	\$ -
Section 64	\$ 306,833.26	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,264.28	\$ 20,000.00	\$ 333,097.54
Sewer Fund										
Asset Replacement	\$ 307,556.50	\$ 187,849.00	-\$ 16,000.00	\$ -	\$ -	\$ -	-\$ 8,796.87		\$ 163,052.13	\$ 470,608.63
Carry Over Works	\$ 178,698.00	\$ -	\$ -	-\$ 178,698.00	\$ -	\$ -	\$ -		-\$ 178,698.00	\$ -
Section 64	\$ 67,889.18	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,454.52	\$ 8,000.00	\$ 77,343.70
General Fund - External Restrictions										
Specific Purpose Unexpended Grants (from separate sheet)	\$ 1,014,442.74	\$ -	\$ -	-\$ 392,149.00	\$ -	\$ -	\$ -		-\$ 392,149.00	\$ 622,293.74
RMS Contributions	\$ 101,050.00	\$ -	\$ -	-\$ 101,050.00	\$ -	\$ -	\$ -		-\$ 101,050.00	\$ -
Other Contributions	\$ 1,950.00	\$ -	\$ -	-\$ 1,950.00	\$ -	\$ -	\$ -		-\$ 1,950.00	\$ -
Developer Contributions	\$ 168,698.46	\$ 11,500.00	\$ -	-\$ 42,000.00	\$ -	\$ -	\$ -	\$ 2,648.80	-\$ 30,500.00	\$ 140,847.26
Unspent Internal Loans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Domestic Waste Management	\$ 2,736,099.05	-\$ 276,580.00	\$ -	-\$ 66,146.00	-\$ 112,563.40	-\$ 47,460.72	-\$ 16,658.75		-\$ 519,408.87	\$ 2,216,690.18
Stormwater	\$ 511,372.44	-\$ 74,764.00	\$ -	-\$ 45,392.00	-\$ 14,500.00	\$ -	-\$ 47,625.00		-\$ 182,281.00	\$ 329,091.44
Crown Reserves	\$ 231,797.61	\$ 24,650.00	\$ -	-\$ 29,880.00	\$ -	\$ 20,000.00	\$ -		\$ 14,770.00	\$ 246,567.61
Total External Restrictions	\$ 12,985,302.66	\$ 196,711.00	-\$ 96,000.00	-\$ 1,399,563.00	-\$ 127,063.40	-\$ 162,160.72	\$ 14,163.38	-\$	\$ 1,573,912.74	\$ 11,421,757.52
Internal Restrictions (Note 6 order)										
Plant and vehicle replacement	\$ 342,589.40	-\$ 169,407.00	\$ 1,250,000.00	\$ -	\$ -	\$ -	\$ -		\$ 1,080,593.00	\$ 1,423,182.40
Employee Leave Entitlements	\$ 1,229,888.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 1,229,888.00
Carry over works	\$ 728,751.00	\$ -	\$ -	-\$ 698,973.00	\$ -	\$ -	\$ -		-\$ 698,973.00	\$ 29,778.00
Building Maintenance & Repair	\$ 155,570.00	\$ -	\$ -	-\$ 50,363.00	\$ -	\$ -	-\$ 10,000.00		-\$ 60,363.00	\$ 95,207.00
Community Activities	\$ 365,707.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 365,707.50
Construction of Buildings	\$ 376,621.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 376,621.00
Office Equipment	\$ 513,788.40	-\$ 77,500.00	\$ -	-\$ 30,243.00	\$ -	\$ -	-\$ 125,000.00		\$ 17,257.00	\$ 531,045.40
Property Development	\$ 140,603.00	\$ -	\$ -	-\$ 8,360.00	\$ -	\$ -	\$ -		-\$ 8,360.00	\$ 132,243.00
Other	\$ 5,238,874.32	-\$ 3,146,109.00	\$ -	-\$ 1,397,485.00	\$ 1,668,109.00	\$ 1,356,714.00	\$ 499,895.00		-\$ 1,018,876.00	\$ 4,219,998.32
Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Quarry	\$ 18,992.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 18,992.00
Recreational Facilities	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 10,000.00
Roads Refurbishment	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 15,000.00
Financial Assistance Grant	\$ 2,507,426.00	\$ -	\$ -	-\$ 2,507,426.00	\$ -	\$ -	\$ -		-\$ 2,507,426.00	\$ -
Bonds, Retentions & Trusts	\$ 142,613.86	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 142,613.86
Total Internal Restrictions	\$11,786,424.48	-\$ 3,393,016.00	\$ 1,250,000.00	-\$ 4,692,850.00	\$ 1,668,109.00	\$ 1,356,714.00	\$ 614,895.00	\$ -	-\$ 3,196,148.00	\$ 8,590,276.48
Total Restrictions	\$ 24,771,727.14	-\$ 3,196,305.00	\$ 1,154,000.00	-\$ 6,092,413.00	\$ 1,541,045.60	\$ 1,194,553.28	\$ 629,058.38	-\$	\$ 4,770,060.74	\$ 20,012,034.00

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

PUBLIC MEETING CLOSES

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

22 CONFIDENTIAL BUSINESS PAPER REPORTS**RECOMMENDATION**

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

22.1 Economic Development Strategy at 27 April 2020

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

RETURN TO PUBLIC MEETING

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