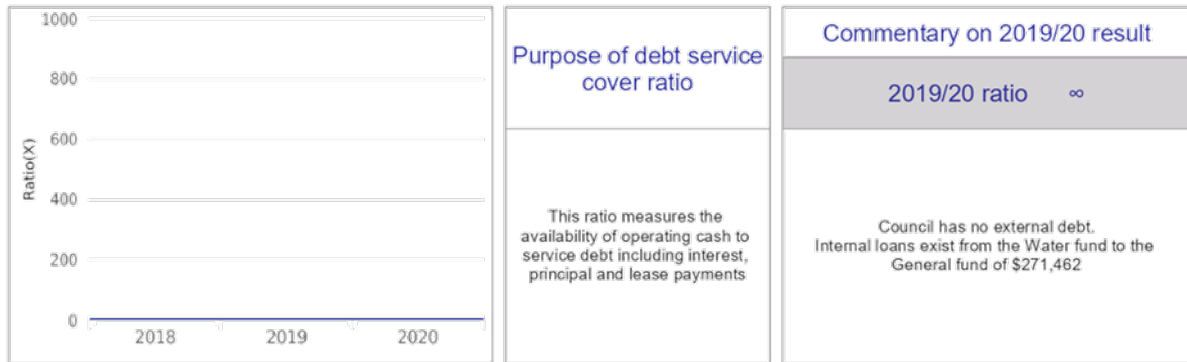


Narrandera Shire Council

Financial Statements 2020

Notes to the Financial Statements
for the year ended 30 June 2020

Note 26(c). Statement of performance measures – consolidated results (graphs)



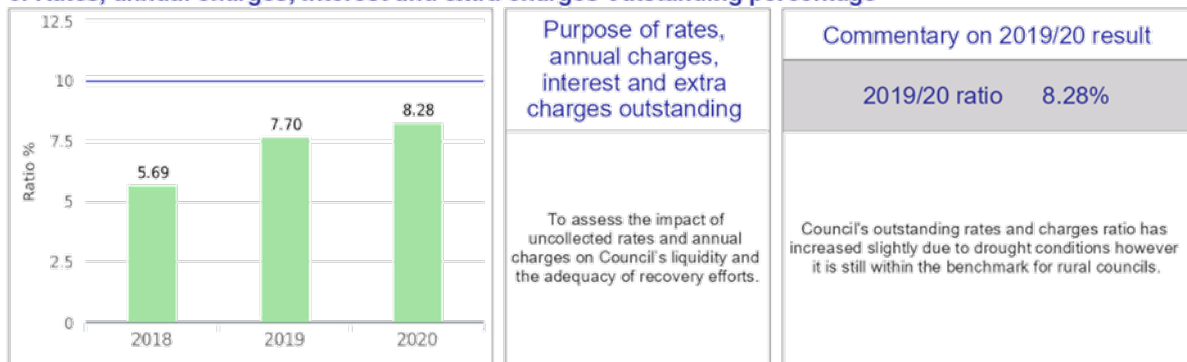
Benchmark: — > 2.00x

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark

5. Rates, annual charges, interest and extra charges outstanding percentage



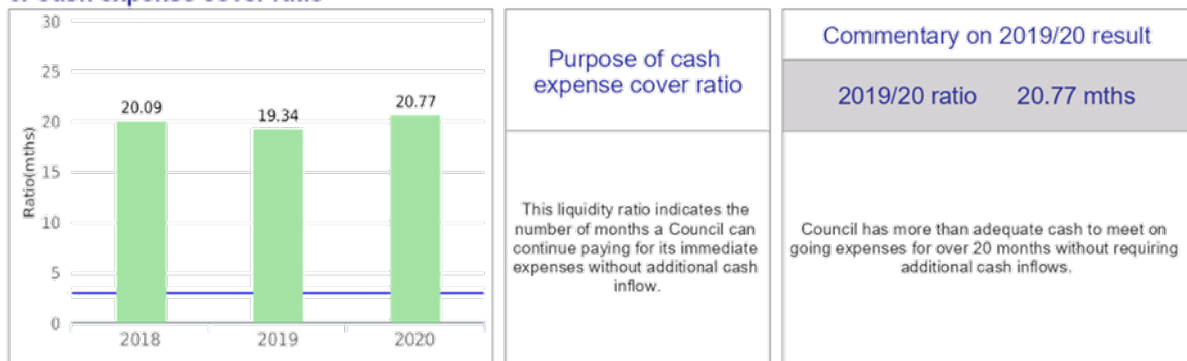
Benchmark: — < 10.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark

6. Cash expense cover ratio



Benchmark: — > 3.00mths

Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Ratio achieves benchmark

Ratio is outside benchmark

Narrandera Shire Council

Financial Statements 2020

Notes to the Financial Statements

for the year ended 30 June 2020

Note 27. Council information and contact details

Principal place of business:

141 East St
Narrandera NSW 2700

Contact details**Mailing Address:**

141 East St
Narrandera NSW 2700

Opening hours:

Office Hours
Monday to Friday
8:30am - 4:30pm

Telephone: 02 6959 5510**Facsimile:** 02 6959 1884**Internet:** www.narrandera.nsw.gov.au**Email:** council@narrandera.nsw.gov.au**Officers****General Manager**

Mr George Cowan

Responsible Accounting Officer

Mr Martin Hiscox

Public Officer

Mr Martin Hiscox

Auditors

NSW Audit Office
Level 15
1 Margaret Street
Sydney NSW 2001

GPO Box 12
Sydney NSW 2001

Elected members**Mayor**

Cr Neville Kschenka

Councillors

Cr David Fahey
Cr Jenny Clarke
Cr Tammy Galvin
Cr Tracey Lewis
Cr Kevin Morris
Cr Barbara Bryon
CR Narelle Payne

Other information**ABN:** 96 547 765 569



INDEPENDENT AUDITOR'S REPORT
Report on the general purpose financial statements
Narrandera Shire Council

To the Councillors of Narrandera Shire Council

Opinion

I have audited the accompanying financial statements of Narrandera Shire Council (the Council), which comprise the Statement by Councillors and Management, the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2020, the Statement of Financial Position as at 30 June 2020, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended and notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
 - have been prepared, in all material respects, in accordance with the requirements of this Division
 - are consistent with the Council's accounting records
 - present fairly, in all material respects, the financial position of the Council as at 30 June 2020, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other Information

The Council's annual report for the year ended 30 June 2020 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the special purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the special purpose financial statements and Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note 21 Material budget variations
- on the Special Schedules. A separate opinion has been provided on Special Schedule - Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Michael Kharzoo
Delegate of the Auditor-General for New South Wales

4 September 2020
SYDNEY



Cr Neville Kschenka
 Mayor
 Narrandera Shire Council
 141 East Street
 NARRANDERA NSW 2705

Contact: Michael Kharzoo
 Phone no: 02 9275 7188
 Our ref: D2018115/FA1768

04 September 2020

Dear Mayor

**Report on the Conduct of the Audit
 for the year ended 30 June 2020
 Narrandera Shire Council**

I have audited the general purpose financial statements (GPFS) of the Narrandera Shire Council (the Council) for the year ended 30 June 2020 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2020 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

INCOME STATEMENT

Operating result

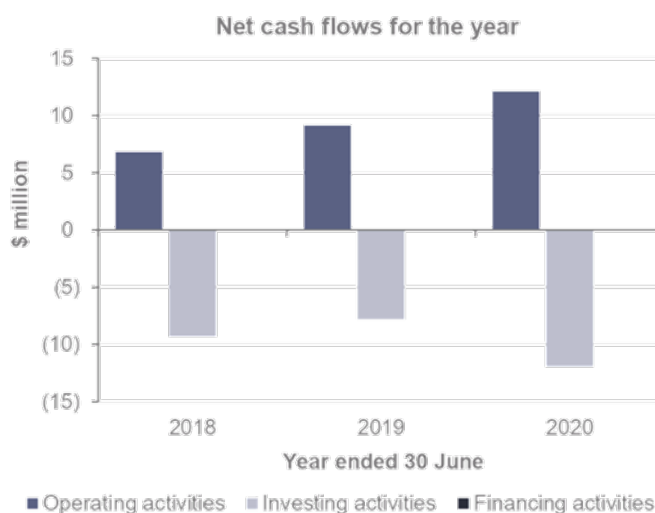
	2020 \$m	2019 \$m	Variance %
Rates and annual charges revenue	7.8	7.6	↑ 3.5
Grants and contributions revenue	10.7	11.6	↓ 7.8
Operating result from continuing operations	4.3	4.9	↓ 11.7
Net operating result before capital grants and contributions	2.3	1.0	↑ 126.3

The following comments are made in respect of Council's operating result for the year:

- Rates and annual charges revenue (\$7.8 million) have increased by \$0.2 million (3.5 per cent) in 2019–20 due to the IPART rate peg, which increased general rates revenue by 2.7 per cent in 2019–20 and a 0.7 per cent increase in the number of assessments issued in 2019–20.
- Grants and contributions revenue (\$10.7 million) have decreased by \$0.9 million (7.8 per cent) in 2019–20 mainly due to higher capital grants received in the previous year such as the \$1.6 million of grants received as a result of the floods in 2018–19.
- The Council's operating result from continuing operations was a surplus of \$4.3 million (\$4.9 million surplus for the year ended 30 June 2019). The decrease of \$0.6 million is primarily due to an increase in material and contracts expense of \$0.7 million.
- The net operating result before capital grants and contributions was a surplus of \$2.3 million (\$1 million surplus for the year ended 30 June 2019). The increase is primarily due to the \$1.3 million of temporary water allocations that were sold during the year.

STATEMENT OF CASH FLOWS

- Council's cash and cash equivalents was \$29.2 million (\$24.9 million for the year ended 30 June 2019). There was a net increase in cash and cash equivalents of \$4.3 million at 30 June 2020.
- Net cash provided by operating activities has increased by \$3.0 million. This is mainly due to the increase in cash receipts from grants and contributions of \$2.3 million and the sale of water allocation income of \$1.3 million.
- Net cash used in investing activities has increased by \$4.1 million. This is primarily due to a \$9.3 million increase in cash payments to purchase investments. This was offset by the \$4.3 million increase in cash receipts from sales of investment securities.
- No movement in the net cash used in financing activities. Council has no external borrowings as at 30 June 2020 (nil at 30 June 2019).



FINANCIAL POSITION

Cash and investments

Cash and investments	2020	2019	Commentary
	\$m	\$m	
External restrictions	15.0	13.0	<ul style="list-style-type: none"> Externally restricted cash and investments are restricted in their use by externally imposed requirements. The increase of \$2.0 million is primarily due to a \$1.5 million increase in unexpended grants and contributions and a \$0.5 million increase in water supply restrictions. Internally restricted cash and investments have been restricted in their use by resolution or policy of Council to reflect identified programs of works and any forward plans identified by Council. The increase of \$2.3 million in the internal restrictions is primarily due to a \$2.0 million increase in restrictions relating to the sale of temporary water allocations and the sale of southern phone shares. Unrestricted cash and investments was \$0.1 million, which is available to provide liquidity for day-to-day operations of the Council. There was \$0.1 million decrease in the unrestricted cash and investments balance.
Internal restrictions	14.1	11.8	
Unrestricted	0.1	0.2	
Cash and investments	29.2	25.0	

PERFORMANCE

Performance measures

The following section provides an overview of the Council's performance against the performance measures and performance benchmarks set by the Office of Local Government (OLG) within the Department of Planning, Industry and Environment.

Operating performance ratio

- The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by OLG is greater than zero per cent.
- The Council exceeded the OLG benchmark for the current reporting period.
- The operating performance ratio increased to 8.6% (2019: 5.6%) due to the increase in operating grants and contributions and sale of water allocation income (within other revenue).



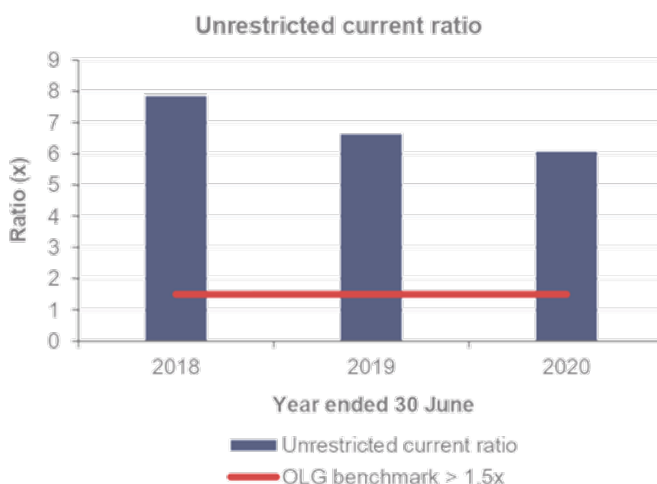
Own source operating revenue ratio

- The 'own source operating revenue ratio' measures council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.
- The Council's own source operating revenue ratio of 56.7% is below the industry benchmark of 60%. This indicates that the Council is more reliant on external funding sources, such as grants and contributions. The increased level in grants and contributions received by Council in 2020 (\$10.7 million) and 2019 (\$11.6 million), compared to the 2018 level (\$9.9 million), has a direct impact on this ratio and the trend analysis.
- The own source operating revenue ratio increased in 2020, due to the sale of water allocation income (within other revenue),



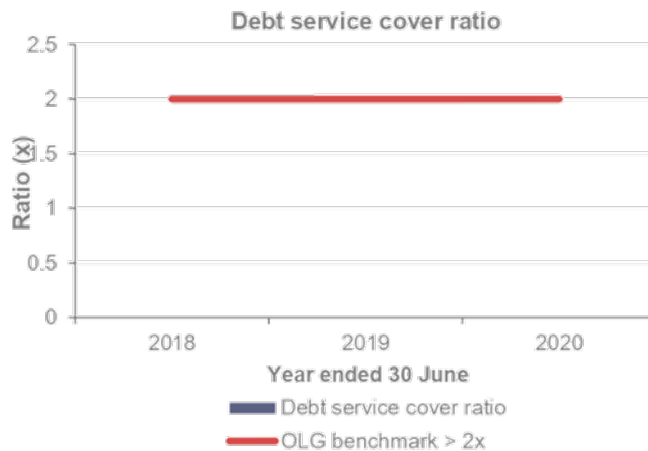
Unrestricted current ratio

- The 'unrestricted current ratio' is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.
- The Council's liquidity ratio of 6.1 times is greater than the industry benchmark minimum of greater than 1.5 times. This indicates that the Council has sufficient liquidity to meet its current liabilities as and when they fall due.
- The Council's unrestricted current ratio has remained steady.



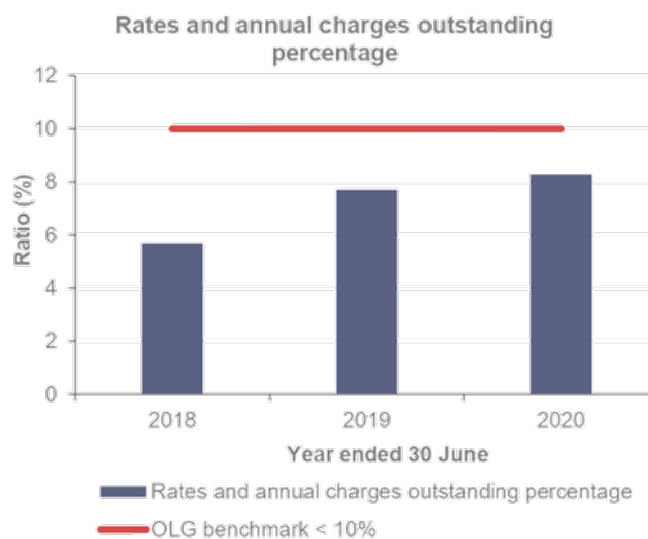
Debt service cover ratio

- The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.
- Council holds no external debt as at 30 June 2020.



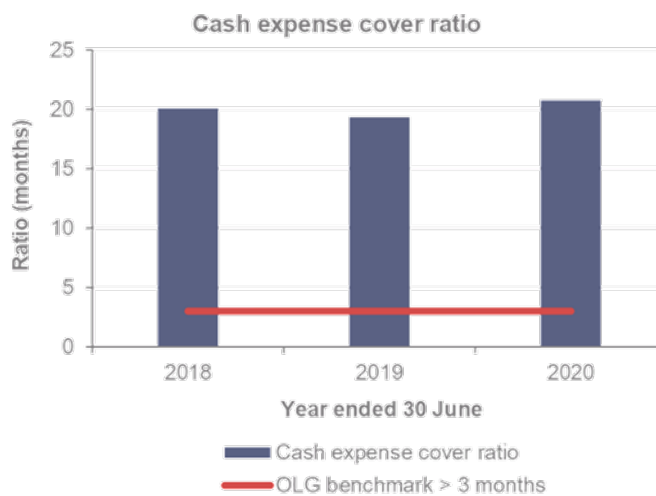
Rates and annual charges outstanding per centage

- The 'rates and annual charges outstanding per centage' assesses the impact of uncollected rates and annual charges on council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 10 per cent for regional and rural councils.
- The Council's rates and annual charges outstanding ratio of 8.3% is within the industry benchmark of less than 10% for regional and rural councils.
- The rates and annual charges outstanding per centage has increased from the previous year but remains below the OLG benchmark which is a reflection of sound debt recovery procedures at the Council.



Cash expense cover ratio

- This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.
- The Council's cash expense cover ratio was 20.8 months, which is above the industry benchmark of greater than 3 months. This indicates that Council had the capacity to cover 20.8 months of operating cash expenditure without additional cash inflows at 30 June 2019.
- The cash expense cover ratio has remained steady.



Infrastructure, property, plant and equipment renewals

The Council renewed \$5.0 million of assets in the 2019–20 financial year, compared to \$2.7 million of assets in the 2018–19 financial year. The increase is primarily due to \$3.1 million more of capital work in progress renewals that were subsequently transferred to water supply network, roads and buildings.

OTHER MATTERS

Impact of new accounting standards

AASB 15 'Revenue from Contracts with Customers' and AASB 1058 'Income for Not-for-Profit Entities'

The Council adopted the new accounting standards AASB 15 'Contracts with Customers' and AASB 1058 'Income of Not-for-Profit Entities' (collectively referred to as the Revenue Standards) for the first time in their 2019–20 financial statements.

AASB 15 introduces a new approach to recognising revenue based on the principle that revenue is recognised when control of a good or service transfers to a customer. AASB 15 impacts the timing and amount of revenue recorded in a councils' financial statements, particularly for grant revenue. AASB 15 also increases the amount of disclosures required.

AASB 1058 prescribes how not-for-profit entities account for transactions conducted on non-commercial terms and the receipt of volunteer services. AASB 1058 significantly impacts the timing and amount of income recorded in a councils' financial statements, particularly for grant income and rates which are paid before the commencement of the rating period.

The Council recognised a \$0.3 million adjustment to opening accumulated surplus at 1 July 2019 on adoption of the new Revenue Standards.

The Council disclosed the impact of adopting the new Revenue Standards in Note 15.

AASB 16 'Leases'

The Council adopted the new accounting standard AASB 16 'Leases' for the first time in their 2019–20 financial statements.

AASB 16 changes the way lessees treat operating leases for financial reporting. With a few exceptions, operating leases will now be recorded in the Statement of Financial Position as a right-of-use asset, with a corresponding lease liability.

AASB 16 results in lessees recording more assets and liabilities in the Statement of Financial Position and changes the timing and pattern of expenses recorded in the Income Statement.

The Council did not recognise right-of-use assets or lease liabilities at 1 July 2019 on adoption of AASB 16.

The Council disclosed the impact of adopting AASB 16 in Note 15.

Legislative compliance

My audit procedures did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.



Michael Kharzoo
Delegate of the Auditor-General for New South Wales

cc: Mr George Cowan, General Manager
Mr Roger Fitzgerald, Chair of Audit, Risk and Improvement Committee
Jim Betts, Secretary of the Department of Planning, Industry and Environment

Narrandera Shire Council Special Purpose Financial Statements

**YEAR ENDING
JUNE 2020**



Narrandera Shire Council

Special Purpose Financial Statements 2020

Special Purpose Financial Statements
for the year ended 30 June 2020

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Statement of Financial Position – Sewerage Business Activity	7
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Auditor's Report on Special Purpose Financial Statements	11

Background

- i. These Special Purpose Financial Statements have been prepared for the use by both Council and the Office of Local Government in fulfilling their requirements under National Competition Policy.
- ii. The principle of competitive neutrality is based on the concept of a 'level playing field' between persons/entities competing in a market place, particularly between private and public sector competitors.

Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.
- iii. For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.

These include **(a)** those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and **(b)** those activities with a turnover of more than \$2 million that Council has formally declared as a business activity (defined as Category 1 activities).
- iv. In preparing these financial statements for Council's self-classified Category 1 businesses and ABS-defined activities, councils must **(a)** adopt a corporatisation model and **(b)** apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council's borrowing position by comparison with commercial rates).

Narrandera Shire Council

Special Purpose Financial Statements
for the year ended 30 June 2020

Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage

To the best of our knowledge and belief, these statements:


- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records,
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 18 August 2020.




Cr Neville Kschenka
Mayor
18 August 2020



Cr David Fahey
Councillor
18 August 2020



Mr George Cowan
General Manager
18 August 2020



Mr Martin Hiscox
Responsible Accounting Officer
18 August 2020



Mr Shane Wilson
Deputy General Manager Infrastructure
18 August 2020

Narrandera Shire Council

Special Purpose Financial Statements 2020

Income Statement – Water Supply Business Activity
for the year ended 30 June 2020

\$ '000	2020	2019
Income from continuing operations		
Access charges	758	712
User charges	1,448	1,409
Fees	23	34
Interest	166	215
Total income from continuing operations	2,395	2,370
Expenses from continuing operations		
Employee benefits and on-costs	354	330
Materials and contracts	902	745
Depreciation, amortisation and impairment	499	487
Loss on sale of assets	67	2
Other expenses	208	252
Total expenses from continuing operations	2,030	1,816
Surplus (deficit) from continuing operations before capital amounts	365	554
Grants and contributions provided for capital purposes	9	14
Surplus (deficit) from continuing operations after capital amounts	374	568
Surplus (deficit) from all operations before tax	374	568
Less: corporate taxation equivalent (27.5%) [based on result before capital]	(100)	(152)
SURPLUS (DEFICIT) AFTER TAX	274	416
Plus accumulated surplus	18,181	17,613
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	100	152
Closing accumulated surplus	18,555	18,181
Return on capital %	1.9%	3.0%
Subsidy from Council	–	–
Calculation of dividend payable:		
Surplus (deficit) after tax	274	416
Less: capital grants and contributions (excluding developer contributions)	(9)	–
Surplus for dividend calculation purposes	265	416
Potential dividend calculated from surplus	132	208

Narrandera Shire Council

Special Purpose Financial Statements 2020

Income Statement – Sewerage Business Activity
for the year ended 30 June 2020

\$ '000	2020	2019
Income from continuing operations		
Access charges	1,257	1,160
User charges	157	183
Interest	29	19
Total income from continuing operations	1,443	1,362
Expenses from continuing operations		
Employee benefits and on-costs	261	248
Materials and contracts	470	414
Depreciation, amortisation and impairment	305	302
Other expenses	216	147
Total expenses from continuing operations	1,252	1,111
Surplus (deficit) from continuing operations before capital amounts	191	251
Grants and contributions provided for capital purposes	63	5
Surplus (deficit) from continuing operations after capital amounts	254	256
Surplus (deficit) from all operations before tax	254	256
Less: corporate taxation equivalent (27.5%) [based on result before capital]	(53)	(69)
SURPLUS (DEFICIT) AFTER TAX	201	187
Plus accumulated surplus	11,511	11,255
Plus adjustments for amounts unpaid:		
– Corporate taxation equivalent	53	69
Closing accumulated surplus	11,765	11,511
Return on capital %	1.0%	1.3%
Subsidy from Council	–	–
Calculation of dividend payable:		
Surplus (deficit) after tax	201	187
Less: capital grants and contributions (excluding developer contributions)	(63)	–
Surplus for dividend calculation purposes	138	187
Potential dividend calculated from surplus	69	93

Narrandera Shire Council

Special Purpose Financial Statements 2020

Statement of Financial Position – Water Supply Business Activity
as at 30 June 2020

\$ '000	2020	2019
ASSETS		
Current assets		
Cash and cash equivalents	722	166
Investments	7,200	7,500
Receivables	373	412
Total current assets	8,295	8,078
Non-current assets		
Receivables	237	271
Infrastructure, property, plant and equipment	19,102	18,738
Total non-current assets	19,339	19,009
TOTAL ASSETS	27,634	27,087
LIABILITIES		
Current liabilities		
Payables	61	53
Total current liabilities	61	53
TOTAL LIABILITIES	61	53
NET ASSETS	27,573	27,034
EQUITY		
Accumulated surplus	18,555	18,181
Revaluation reserves	9,018	8,853
TOTAL EQUITY	27,573	27,034

Narrandera Shire Council

Special Purpose Financial Statements 2020

Statement of Financial Position – Sewerage Business Activity
as at 30 June 2020

\$ '000	2020	2019
ASSETS		
Current assets		
Cash and cash equivalents	95	54
Investments	800	500
Receivables	138	126
Contract assets	54	–
Total current assets	1,087	680
Non-current assets		
Infrastructure, property, plant and equipment	18,896	18,873
Total non-current assets	18,896	18,873
TOTAL ASSETS	19,983	19,553
NET ASSETS	19,983	19,553
EQUITY		
Accumulated surplus	11,765	11,511
Revaluation reserves	8,218	8,042
TOTAL EQUITY	19,983	19,553

Narrandera Shire Council

Special Purpose Financial Statements 2020

Notes to the Special Purpose Financial Statements

for the year ended 30 June 2020

Note 1. Significant Accounting Policies

A statement summarising the supplemental accounting policies adopted in the preparation of the Special Purpose Financial Statements (SPFS) for National Competition Policy (NCP) reporting purposes follows.

These financial statements are SPFS prepared for use by Council and the Office of Local Government. For the purposes of these statements, the Council is a non-reporting not-for-profit entity.

The figures presented in these Special Purpose Financial Statements have been prepared in accordance with the recognition and measurement criteria of relevant Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and Australian Accounting Interpretations.

The disclosures in these Special Purpose Financial Statements have been prepared in accordance with the Local Government Act 2093 (NSW), the *Local Government (General) Regulation 2005*, and the Local Government Code of Accounting Practice and Financial Reporting.

The statements are prepared on an accruals basis. They are based on historic costs and do not take into account changing money values or, except where specifically stated, current values of non-current assets. Certain taxes and other costs, appropriately described, have been imputed for the purposes of the National Competition Policy.

The Statement of Financial Position includes notional assets/liabilities receivable from/payable to Council's general fund. These balances reflect a notional intra-entity funding arrangement with the declared business activities.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' in its business activities as part of the National Competition Policy which is being applied throughout Australia at all levels of government.

The framework for its application is set out in the June 1996 NSW government policy statement titled 'Application of National Competition Policy to Local Government'.

The *Pricing and Costing for Council Businesses, A Guide to Competitive Neutrality* issued by the Office of Local Government in July 1997 has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide a standard for disclosure requirements.

These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, return on investments (rate of return), and dividends paid.

Declared business activities

In accordance with *Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality*, Council has declared that the following are to be considered as business activities:

Category 1

(where gross operating turnover is over \$2 million)

a. Narrandera Council Water Supply

Council's water supply activities servicing the town of Narrandera, and which is established as a Special Rate Fund of Council.

Category 2

(where gross operating turnover is less than \$2 million)

a. Narrandera Sewerage Service

Council's sewerage reticulation & treatment activities servicing the town of Narrandera, and which is established as a Special Rate Fund of Council.

Monetary amounts

Amounts shown in the financial statements are in Australian dollars and rounded to the nearest one thousand dollars.

continued on next page ...

Page 8 of 13

Narrandera Shire Council

Special Purpose Financial Statements 2020

Notes to the Special Purpose Financial Statements

for the year ended 30 June 2020

Note 1. Significant Accounting Policies (continued)

(i) Taxation equivalent charges

Council is liable to pay various taxes and financial duties. Where this is the case, they are disclosed as a cost of operations just like all other costs.

However, where Council does not pay some taxes which are generally paid by private sector businesses, such as income tax, these equivalent tax payments have been applied to all Council-nominated business activities and are reflected in Special Purpose Financial Statements.

For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

Notional rate applied (%)

Corporate income tax rate – 27.5%

Land tax – the first \$734,000 of combined land values attracts 0%. For the combined land values in excess of \$734,001 up to \$4,488,000 the rate is 1.6% + \$100. For the remaining combined land value that exceeds \$4,488,000 a premium marginal rate of 2.0% applies.

Payroll tax – 5.45% on the value of taxable salaries and wages in excess of \$900,000.

In accordance with the Department of Industry (DoI) – Water guidelines, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities.

The payment of taxation equivalent charges, referred to in the Best Practice Management of Water Supply and Sewer Guidelines as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the *Local Government Act, 1993*.

Achievement of substantial compliance to the DoI – Water guidelines is not a prerequisite for the payment of the tax equivalent charges, however the payment must not exceed \$3 per assessment.

Income tax

An income tax equivalent has been applied on the profits of the business activities.

Whilst income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested.

Accordingly, the return on capital invested is set at a pre-tax level - gain/(loss) from ordinary activities before capital amounts, as would be applied by a private sector competitor. That is, it should include a provision equivalent to the corporate income tax rate, currently 27.5%.

Income tax is only applied where a gain/ (loss) from ordinary activities before capital amounts has been achieved.

Since the taxation equivalent is notional – that is, it is payable to Council as the 'owner' of business operations - it represents an internal payment and has no effect on the operations of the Council. Accordingly, there is no need for disclosure of internal charges in the SPFS.

The rate applied of 27.5% is the equivalent company tax rate prevalent at reporting date. No adjustments have been made for variations that have occurred during the year.

Local government rates and charges

A calculation of the equivalent rates and charges payable on all category 1 businesses has been applied to all land assets owned or exclusively used by the business activity.

continued on next page ...

Page 9 of 13

Narrandera Shire Council

Special Purpose Financial Statements 2020

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2020

Note 1. Significant Accounting Policies (continued)

Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that council business activities face 'true' commercial borrowing costs in line with private sector competitors.

In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

(ii) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed.

Subsidies occur when Council provides services on a less-than-cost-recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations.

Accordingly, 'subsidies disclosed' (in relation to National Competition Policy) represents the difference between revenue generated from 'rate of return' pricing and revenue generated from prices set by Council in any given financial year.

The overall effect of subsidies is contained within the Income Statement of each reported business activity.

(iii) Return on investments (rate of return)

The NCP policy statement requires that councils with Category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'.

Such funds are subsequently available for meeting commitments or financing future investment strategies.

The actual rate of return achieved by each business activity is disclosed at the foot of each respective Income Statement.

The rate of return is calculated as follows:

Operating result before capital income + interest expense

Written down value of I,PP&E as at 30 June

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 0.88% at 30/6/20.

(iv) Dividends

Council is not required to pay dividends to either itself (as owner of a range of businesses) or to any external entities.

Local government water supply and sewerage businesses are permitted to pay an annual dividend from its water supply or sewerage business surplus.

Each dividend must be calculated and approved in accordance with the Department of Industry – Water guidelines and must not exceed:

- 50% of this surplus in any one year, or
- the number of water supply or sewerage assessments at 30 June 2020 multiplied by \$30 (less the payment for tax equivalent charges, not exceeding \$3 per assessment).

In accordance with the Best Practice Management of Water Supply and Sewer Guidelines, a Dividend Payment form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are required to be submitted to the Department of Industry – Water.



INDEPENDENT AUDITOR'S REPORT
Report on the special purpose financial statements
Narrandera Shire Council

To the Councillors of the Narrandera Shire Council

Opinion

I have audited the accompanying special purpose financial statements (the financial statements) of Narrandera Shire Council's (the Council) Declared Business Activities, which comprise the Statement by Councillors and Management, the Income Statement of each Declared Business Activity for the year ended 30 June 2020, the Statement of Financial Position of each Declared Business Activity as at 30 June 2020 and Note 1 Significant accounting policies for the Business Activities declared by Council.

The Declared Business Activities of the Council are:

- Water Supply
- Sewerage

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Council's declared Business Activities as at 30 June 2020, and their financial performance for the year then ended, in accordance with the Australian Accounting Standards described in Note 1 and the Local Government Code of Accounting Practice and Financial Reporting – update number 28 (LG Code).

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as the auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to Note 1 to the financial statements which describes the basis of accounting. The financial statements have been prepared for the purpose of fulfilling the Council's financial reporting responsibilities under the LG Code. As a result, the financial statements may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2020 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and Special Schedule 'Permissible income for general rates'.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements and for determining that the accounting policies, described in Note 1 to the financial statements, are appropriate to meet the requirements in the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Michael Kharzoo
Delegate of the Auditor-General for New South Wales

4 September 2020
SYDNEY

Narrandera Shire Council Special Schedules

**YEAR ENDING
JUNE 2020**



Narrandera Shire Council

Special Schedules 2020

Special Schedules

for the year ended 30 June 2020

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Narrandera Shire Council

Special Schedules 2020

Permissible income for general rates

\$ '000	Notes	Calculation 2020/21	Calculation 2019/20
Notional general income calculation ¹			
Last year notional general income yield	a	4,950	4,856
Plus or minus adjustments ²	b	1	3
Notional general income	c = a + b	4,951	4,859
Permissible income calculation			
Special variation percentage ³	d	0.00%	0.00%
Or rate peg percentage	e	2.60%	2.70%
Or crown land adjustment (incl. rate peg percentage)	f	0.00%	0.00%
Less expiring special variation amount	g	-	-
Plus special variation amount	$h = d \times (c + g)$	-	-
Or plus rate peg amount	$i = e \times (c + g)$	129	131
Or plus Crown land adjustment and rate peg amount	$j = f \times (c + g)$	-	-
Sub-total	k = (c + g + h + i + j)	5,080	4,990
Plus (or minus) last year's carry forward total	l	22	(18)
Less valuation objections claimed in the previous year	m	-	-
Sub-total	n = (l + m)	22	(18)
Total permissible income	o = k + n	5,102	4,972
Less notional general income yield	p	5,104	4,950
Catch-up or (excess) result	q = o - p	(2)	22
Plus income lost due to valuation objections claimed ⁴	r	-	-
Less unused catch-up ⁵	s	-	-
Carry forward to next year ⁶	t = q + r + s	(2)	22

Notes

- (1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.
- (2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the Valuation of Land Act 1916.
- (3) The 'special variation percentage' is inclusive of the rate peg percentage and where applicable Crown land adjustment.
- (4) Valuation objections are unexpected changes in land values as a result of land owners successfully objecting to the land value issued by the Valuer-General. Councils can claim the value of the income lost due to valuation objections in any single year.
- (5) Unused catch-up amounts will be deducted if they are not caught up within 2 years. Usually councils will have a nominal carry forward figure. These amounts can be adjusted for in setting the rates in a future year.
- (6) Carry forward amounts which are in excess (an amount that exceeds the permissible income) require ministerial approval by order published in the NSW Government Gazette in accordance with section 512 of the Local Government Act 1993. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.

Narrandera Shire Council

Special Schedules 2020

Report on Infrastructure Assets

as at 30 June 2020

Asset Class	Asset Category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2019/20 Required maintenance ^a	2019/20 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
								1	2	3	4	5
(a) Report on Infrastructure Assets - Values												
Buildings	Buildings – non-specialised	573	–	344	–	7,982	22,833	5.0%	12.0%	44.0%	35.0%	4.0%
	Buildings – specialised	46	–	109	–	6,995	12,754	31.0%	22.0%	23.0%	23.0%	1.0%
	Sub-total	619	–	453	–	14,977	35,587	14.3%	15.6%	36.5%	30.7%	2.9%
Other structures	Other structures	114	–	165	–	6,083	12,799	29.0%	17.0%	14.0%	38.0%	2.0%
	Sub-total	114	–	165	–	6,083	12,799	29.0%	17.0%	14.0%	38.0%	2.0%
Water supply network	Water supply network	189	–	315	–	18,209	31,524	16.0%	24.0%	34.0%	25.0%	1.0%
	Sub-total	189	–	315	–	18,209	31,524	16.0%	24.0%	34.0%	25.0%	1.0%
Roads	Sealed roads pavement	6,063	–	170	–	20,366	32,093	8.0%	1.0%	90.0%	0.0%	1.0%
	Sealed roads surface	5,452	–	391	–	6,482	15,755	7.0%	4.0%	18.0%	58.0%	13.0%
	Unsealed roads pavement	3,150	–	235	–	16,937	22,772	62.0%	7.0%	10.0%	4.0%	17.0%
	Bridges	1,462	–	43	–	9,830	15,203	7.0%	45.0%	48.0%	0.0%	0.0%
	Footpaths	177	–	7	–	764	1,240	6.0%	30.0%	56.0%	8.0%	0.0%
	Bulk earthworks	–	–	–	–	58,421	58,421	100.0%	0.0%	0.0%	0.0%	0.0%
	Flood-ways	–	–	–	–	769	769	100.0%	0.0%	0.0%	0.0%	0.0%
	Guardrail	44	–	2	–	197	341	3.0%	38.0%	56.0%	0.0%	3.0%
	Kerb and guttering	746	–	34	–	3,692	6,068	3.0%	46.0%	42.0%	7.0%	2.0%
	Traffic devices	35	–	1	–	662	769	77.0%	0.0%	23.0%	0.0%	0.0%
Sub-total	17,129	–	883	–	118,120	153,431	51.4%	8.3%	29.3%	6.9%	4.2%	
Sewerage network	Sewerage network	1,858	–	249	–	18,474	25,801	27.0%	25.0%	27.0%	9.0%	12.0%
	Sub-total	1,858	–	249	–	18,474	25,801	27.0%	25.0%	27.0%	9.0%	12.0%
Stormwater drainage	Stormwater drainage	–	–	9	–	6,901	10,612	0.0%	13.0%	87.0%	0.0%	0.0%
	Sub-total	–	–	9	–	6,901	10,612	0.0%	13.0%	87.0%	0.0%	0.0%
Open space / recreational assets	Swimming pools	–	–	26	–	335	1,338	0.0%	0.0%	41.0%	59.0%	0.0%
	Open Space & Recreational	51	–	8	–	640	1,367	61.0%	29.0%	0.0%	5.0%	5.0%
	Sub-total	51	–	34	–	975	2,705	30.8%	14.7%	20.3%	31.7%	2.5%
TOTAL - ALL ASSETS		19,960	–	2,108	–	183,739	272,459	36.9%	13.3%	32.0%	13.7%	4.1%

(a) Required maintenance is the amount identified in Council's asset management plans.

continued on next page ...

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Narrandera Shire Council

Special Schedules 2020

Report on Infrastructure Assets - Values (continued)
 as at 30 June 2020

Infrastructure asset condition assessment 'key'

1	Excellent/very good	No work required (normal maintenance)
2	Good	Only minor maintenance work required
3	Satisfactory	Maintenance work required
4	Poor	Renewal required
5	Very poor	Urgent renewal/upgrading required



Special Schedules 2020

INDEPENDENT AUDITOR'S REPORT
Special Schedule - Permissible income for general rates
Narrandera Shire Council

To the Councillors of Narrandera Shire Council

Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Narrandera Shire Council (the Council) for the year ending 30 June 2021.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting – update number 28 (LG Code) and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

I have fulfilled my other ethical responsibilities in accordance with APES 110.

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the special purpose framework used to prepare the Schedule. The Schedule has been prepared for the purpose of fulfilling the Council's reporting obligations under the LG Code. As a result, the Schedule may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2020 includes other information in addition to the Schedule and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and special purpose financial statements as at 30 June 2020.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements and the special purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Schedule

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Schedule

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar8.pdf. The description forms part of my auditor's report.

Special Schedules 2020

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.



Michael Kharzoo
Delegate of the Auditor-General for New South Wales

4 September 2020
SYDNEY

Narrandera Shire Council

Special Schedules 2020

Report on Infrastructure Assets (continued)
as at 30 June 2020

\$ '000	Amounts	Indicator	Prior periods		Benchmark
	2020		2019	2018	
Infrastructure asset performance indicators (consolidated) *					
Buildings and infrastructure renewals ratio ¹					
Asset renewals ²	4,985	113.12%	66.81%	111.76%	>=100.00%
Depreciation, amortisation and impairment	4,407				
Infrastructure backlog ratio ¹					
Estimated cost to bring assets to a satisfactory standard	19,960	10.86%	1.27%	0.84%	<2.00%
Net carrying amount of infrastructure assets	183,739				
Asset maintenance ratio					
Actual asset maintenance	-	0.00%	208.37%	221.75%	>100.00%
Required asset maintenance	2,108				
Cost to bring assets to agreed service level					
Estimated cost to bring assets to an agreed service level set by Council	-	0.00%	0.00%	0.00%	
Gross replacement cost	272,459				

(*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Excludes Work In Progress (WIP)

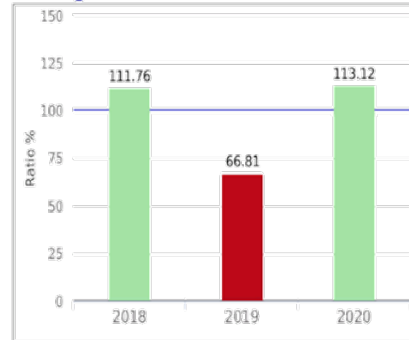
(2) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

Narrandera Shire Council

Special Schedules 2020

Report on Infrastructure Assets (continued)
as at 30 June 2020

Buildings and infrastructure renewals ratio

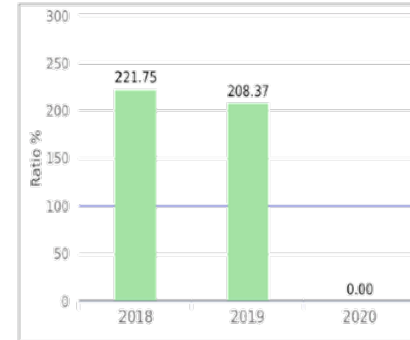


Buildings and infrastructure renewals ratio	Commentary on result
	19/20 ratio 113.12%

To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.

Benchmark: — $\geq 100.00\%$ ■ Ratio achieves benchmark ■ Ratio is outside benchmark
Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Asset maintenance ratio

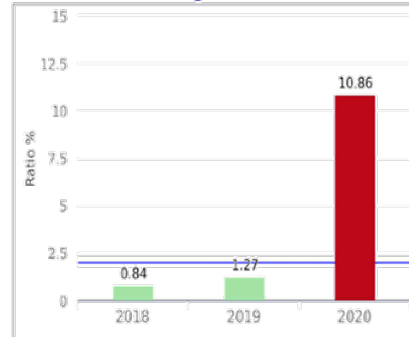


Asset maintenance ratio	Commentary on result
	19/20 ratio 0.00%

Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the infrastructure backlog growing.

Benchmark: — $> 100.00\%$ ■ Ratio achieves benchmark ■ Ratio is outside benchmark
Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Infrastructure backlog ratio

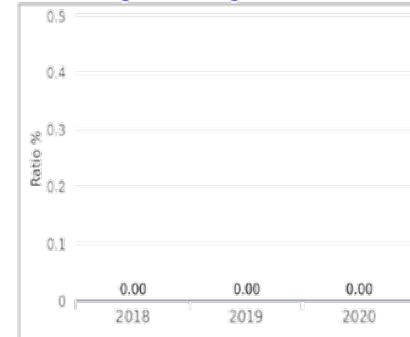


Infrastructure backlog ratio	Commentary on result
	19/20 ratio 10.86%

This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.

Benchmark: — $< 2.00\%$ ■ Ratio achieves benchmark ■ Ratio is outside benchmark
Source of benchmark: Code of Accounting Practice and Financial Reporting #28

Cost to bring assets to agreed service level



Cost to bring assets to agreed service level	Commentary on result
	19/20 ratio 0.00%

This ratio provides a snapshot of the proportion of outstanding renewal works compared to the total value of assets under Council's care and stewardship.

continued on next page ...

Narrandera Shire Council

Special Schedules 2020

Report on Infrastructure Assets (continued)
as at 30 June 2020

\$ '000	General fund		Water fund		Sewer fund		Benchmark
	2020	2019	2020	2019	2020	2019	
Infrastructure asset performance indicators (by fund)							
Buildings and infrastructure renewals ratio ¹							
Asset renewals	117.93%	78.39%	130.94%	27.20%	25.75%	0.00%	>=100.00%
Depreciation, amortisation and impairment							
Infrastructure backlog ratio ¹							
Estimated cost to bring assets to a satisfactory standard	12.18%	0.45%	1.04%	0.45%	10.06%	9.67%	<2.00%
Net carrying amount of infrastructure assets							
Asset maintenance ratio							
Actual asset maintenance	0.00%	273.95%	0.00%	112.34%	0.00%	105.06%	>100.00%
Required asset maintenance							
Cost to bring assets to agreed service level							
Estimated cost to bring assets to an agreed service level set by Council	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Gross replacement cost							

(1) Excludes Work In Progress (WIP)



**NARRANDERA SHIRE COUNCIL
DISABILITY INCLUSION ACTION PLAN 2017-2021
UPDATE ON PROGRESS AS AT 30 JUNE 2020**



COUNCIL STRATEGIES AND ACTIONS TO ADDRESS DISABILITY AND INCLUSION ISSUES

FOCUS AREA 1 Developing Positive Attitudes and Behaviours

Council CSP Goal - To live in an inclusive and tolerant community

No	Strategy	Action	Timeframe	Responsibility
1	Elevate the profile and importance of people with a disability in our Community	Consider the appointment a person with a disability as a "Living Life My Way" Ambassador for the Shire	By 30 June 2019	Community Support Manager – supported by: Events & Visitor Services Officer
<p>Comment as at 30 June 2020:</p> <p>In reviewing this action, the term disability has a very wide scope and the appointment of a single person to represent all persons within the community that have a disability may be problematic and requires further consideration.</p> <p>The next generation of this plan with encompass other ideas and methodology on how to promote inclusiveness.</p>				
1	Elevate the profile and importance of people with a disability in our Community	Advocate for a regular item in the media showcasing people with a disability, disability programs, support staff and carers	Ongoing	Communications Officer
<p>Comment as at 30 June 2020:</p> <p>Council has placed items in the media highlighting funding opportunities for persons with a disability, suggestions have also been directed to local businesses that they should reassess their points of access and egress therefore potentially increasing customer opportunities for sales.</p>				

<p>Council has created a new website with a page dedicated to providing information to people living with a disability, including advising of local businesses who are accessible (https://www.narrandera.nsw.gov.au/community/our-people/people-living-disability).</p> <p>Using the many media platforms available, Council has also showcased people living with a disability including a post for the Lake Talbot Water Park Slides opening, the Lake Talbot Water Park changerooms opening and members of Kurrajong with support staff using Library facilities and participating in programs.</p> <p>During the COVID-19 pandemic Council's Community Support team assisted persons deemed as vulnerable with essential services such as the purchase of food items and medication with this service extensively advertised.</p>				
2	Educate Council front line staff on the considerations of people with a disability	Conduct disability awareness training on a regular basis	Ongoing	Human Resources Manager – supported by: Workplace Health and Safety Officer
<p>Comment as at 30 June 2020:</p> <p>As part of the annual training and development program the Human Resources team are currently looking at available options for awareness education.</p> <p>Council staff are aware that persons with a disability have a lot to contribute to the community and make sure that arrangements are in place to assist persons with a disability.</p>				
3	Promote disability awareness across the Community	Council to set an example by using its publications and website to foster positive attitudes – including promotion of actions being undertaken from the DIAP	Ongoing	Communications Officer
<p>Comment as at 30 June 2020:</p> <p>Staff regularly participate in and contribute to meetings that share disability resource information both internal and external to Council. Relevant information for persons with a disability and their carers is disseminated where possible either through social media or traditional print.</p>				

3	Promote disability awareness across the Community	Participate in events, forums, expos or meetings that has a focus on disability awareness - such as International Day of People with a Disability	Ongoing	Community Support Manager
<p>Comment as at 30 June 2020:</p> <p>Where possible Council staff participate in appropriate forums such as the Local Health Advisory Committee and Interagency Group meetings also meetings with Murrumbidgee Local Health District and Murrumbidgee Primary Health Network. The weekly Transfer of Care meetings with service providers such as those co-ordinated by the Narrandera Hospital to discuss patient discharge needs are invaluable.</p>				
3	Promote disability awareness across the Community	Provide education around road/pedestrian safety into the Community for and about people with a disability	Ongoing	Road Safety Officer
<p>Comment as at 30 June 2020:</p> <p>The Road Safety Officer delivered the 65Plus workshop which provides advice and safety tips for people in the community aged 65 or over to help make safer choices when driving, riding, walking, using a mobility scooter or catching public transport. The workshop profiles the changes to health that can come with age, and how conditions such as vision impairment and dementia can affect abilities as road users. Checklists are included to help develop safer driving habits and make better choices when walking and crossing the road.</p> <p>The Road Safety Officer presents the community safety section of the 'Stepping On' program when requested by Narrandera Health Service. This presentation focused on pedestrian safety for people with reduced mobility and included information for mobility scooter users</p>				

FOCUS AREA 2 Creating Liveable Communities

Council CSP Goal - To feel connected and safe

No	Strategy	Action	Timeframe	Responsibility
1	Ensure the needs of people with a disability are properly considered	Implement an Access Committee – including people with a disability/carers/support worker to be regularly consulted on improving and evaluating Council's actions in addressing disability issues	By 30 June 2019	Community Support Manager
<p>Comment as at 30 June 2020:</p> <p>In reviewing this action, the next generation of this plan with encompass other ideas and methods on how to promote inclusiveness.</p>				
2	Ensure safety of pedestrians within the CBD	Install tactile indicators at laneway entrances and around posts and poles to assist vision impaired	By 30 June 2019	Works Manager
<p>Comment as at 30 June 2020:</p> <p>As footpath projects are undertaken and/or Pedestrian Access & Mobility Plan projects are constructed within the Narrandera CBD they will be assessed for tactile indicators against current standards.</p>				
2	Ensure safety of pedestrians within the CBD	Undertake regular safety audits to identify uneven paths and other hazards and assistive measures to be actioned	Ongoing	Works Manager – supported by: Road Safety Officer
<p>Comment as at 30 June 2020:</p>				

Council annually undertakes repair works to the footpath network to reduce rick and hazards with these works undertaken on a priority basis. The repair program is collated from data gathered by routine inspections by Council staff and from complaints received by the community.				
3	Educate on the need for compliance of building standards and Disability Discrimination legislation	Provide Developers with information on the Access to Premises Standards	Ongoing	Manager Development & Planning
<p>Comment as at 30 June 2020:</p> <p>As part of the Development Application process, all applications are assessed for compliance with the Building Code of Australia and respective Australian/New Zealand Standards. Council's Development Control Plan (DCP) incorporates recommendations from the Universal Housing Design Guidelines based on the Australian Standards for Adaptive Housing and for Access and Mobility.</p>				
3	Educate on the need for compliance of building standards and Disability Discrimination legislation	Provide Businesses with an information package on the advantages and importance of enabling access to people of all abilities	Ongoing	Economic Development Manager
<p>Comment as at 30 June 2020:</p> <p>The Economic Development Manager facilitated a business survey prior to the launch of the new Council website seeking information on businesses that provide disabled access arrangements. This information is located by selecting the following link: https://www.narrandera.nsw.gov.au/community/our-people/people-living-disability</p>				
4	Council public buildings and recreation areas are accessible for people of all abilities	Undertake an infrastructure audit and progressively upgrade Council owned assets to meet Access to Premises Standards	Audit by 30 June 2018 - upgrades when possible	Works Manager
<p>Comment as at 30 June 2020:</p>				

Council's Building Maintenance Co-Ordinator has assessed Council owned premises and has compiled a scope of works to retrofit older structures as funding becomes available. Any new build projects are designed to ensure compliance with the Australian Building Code and relevant Australia/New Zealand Standards.

FOCUS AREA 3 Supporting Access to Meaningful Employment

Council CSP Goal - To have a progressive Council that communicates and engages well with the community and is a role model for inclusivity

No	Strategy	Action	Timeframe	Responsibility
1	Seek opportunities for people with a disability to be considered for employment with Council	Investigate student placements, work experience and volunteering roles for people with a disability in accordance with the Workforce Management Plan	30 June 2019	Human Resources Manager
<p>Comment as at 30 June 2020:</p> <p>Special needs students are welcomed and have undertaken work placements at the Narrandera Shire Library, these placements are normally organised through Narrandera High School with Council being very supportive to retaining this ongoing partnership.</p> <p>Council currently provides volunteer work opportunities for disabled persons through the Community Support team and the Narrandera Shire Library. A section of Council's Administration Centre has recently been remodelled to provide disabled access for a current and potentially future members of staff with a disability to access an office space and amenities.</p>				
1	Seek opportunities for people with a disability to be considered for employment with Council	Investigate options for forming partnerships or participating in government initiatives relating to employment of people with a disability	30 June 2019	Human Resources Manager
<p>Comment as at 30 June 2020:</p> <p>Council currently provides volunteer work for disabled persons through the Community Services office and the Narrandera Shire Library workforce program.</p>				

2	Recognise support requirements of Council employees with a disability	Potential workplace adjustments-- and review of such - for people with a disability to be included in Council's recruitment processes	30 June 2019	Human Resources Manager – supported by: Workplace Health and Safety Officer
<p>Comment as at 30 June 2020:</p> <p>Council has a program of implementing adaptive office furnishings to provide a better working environment for disabled persons; in addition, a section of the Council Administration Centre has been reconfigured to provide access for disabled employees to an office space and amenities.</p>				
2	Recognise support requirements of Council employees with a disability	Include relevant disability discrimination legislation and disability awareness in Council's recruitment procedures	30 June 2018	Human Resources Manager – supported by: Workplace Health and Safety Officer
<p>Comment as at 30 June 2020:</p> <p>The Human Resources team provide commentary at the start of every recruitment interview that Council is an Equal Employment Opportunity workplace and does not tolerate discrimination within the workplace; similarly upon appointment the successful applicant undertakes a workplace induction where the principles of Equal Employment Opportunity and the Code of Conduct are enforced.</p>				
3	Advocate creating employment opportunities for people with a disability to businesses and industry	Setting Council as an example, to business through presentation to the Narrandera business group as well as via other meetings and forums	30 June 2019	Economic Development Manager
<p>Comment as at 30 June 2020:</p> <p>The Economic Development Manager intends to make a presentation to the Narrandera Business Group at the next available opportunity.</p>				

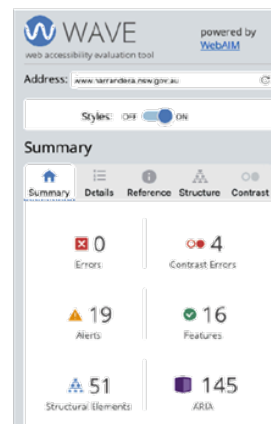
FOCUS AREA 4 Improving access to services through provision of better systems and processes

Council CSP Goal - To have a progressive Council that communicates and engages well with the community and is a role model for inclusivity

No	Strategy	Action	Timeframe	Responsibility
1	Seek other methods of communication that caters to people with a disability	Audit and revise Council's website to be compliant with WCAG2.0AA (*refer note below)	2 Years	Communications Officer

Comment as at 30 June 2020:

Narrandera Shire Council's website is now complete and has an easy to use engaging layout. Using the 'Wave' Accessibility Check platform (<https://wave.webaim.org>) currently has zero errors, only four contrast issues and 19 alerts. Council is also investigating a site check by National Manager Digital Access, Vision Australia, with quote received but pending funding availability.



1	Seek other methods of communication that caters to people with a disability	Where practicable to do so make available audio versions of Council information – including capacity on Council’s website	2 Years	Communications Officer
<p>Comment as at 30 June 2020:</p> <p>Narrandera Shire Council has begun using video to communication information as a method of alternative communications. Currently 15 videos have been created and are listed on various places across the website and all have been placed on social media.</p>				
1	Seek other methods of communication that caters to people with a disability	Investigate the feasibility of a portable hearing loop for use/hire within the Community	12 Months	Information Technology Manager
<p>Comment as at 30 June 2020:</p> <p>For the hearing loop to work correctly the loop needs to be installed by a professional and not be located near devices that may interfere with the correct operation. Council does not have the staff with experience with the installation or operation of a hearing loop at this point in time.</p>				
2	Ensure that People with a Disability are Proactively engaged	Review Council’s Community Engagement Strategy to ensure that it contains accessible and inclusive elements	12 Months	Communications Officer
<p>Comment as at 30 June 2020:</p> <p>Council events are considered and managed with consideration to the access requirements of specific groups.</p> <p>A formal consultative group has not been established, however as part of reviewing this action the next generation of this plan with encompass other ideas and methods on how to promote inclusiveness.</p>				
2	Ensure that People with a Disability are Proactively engaged	Ensure that Council events comply with best practice	12 months Following implementation	Community Support Manager



Comment as at 30 June 2020:

The Community Transport and Home Support Programs provide NDIS services to those who require them to allow greater community access.



**Delivery Program 2017-2021
Annual Report
as at 30 June 2020**

THEME 1 - OUR COMMUNITY

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

ACTION 1 - Develop relationships with both local and regional communities fostering a healthy and community attitude

Action Code	Action	Responsible Position	Comment	Action Status
1.1.1.1	MEASURE (1) - The number of items broadcast for each reporting period with cumulative totals combined along with available web page and Facebook statistics. In 2020 the community survey will measure success since the 2016 survey.	Communications Officer	As at 30 June 2020 - during the reporting year Council published three community newsletters with a combined total reach of 2,809 users and total engagement of 276 users. Council published 101 media releases with the media releases page viewed 12,318 times. A total of 16,360 users accessed the website 66,884 times. Council Facebook page posted 193 items with a combined lifetime engagement of 79,774. Council's Instagram page posted 103 items with a combined engagement of 17,665.	Ongoing commitment
1.1.1.2	MEASURE (2) - Details of engagement opportunities for each reporting period with cumulative totals.	Communications Officer	As at 30 June 2020 - during the 2019-2020 reporting period Council conducted community engagement through seven online surveys with a combined response total of 479, averaging 68 responses per survey. Ten items were placed on public exhibition including three policies, four projects and three plans, six of these items were listed on the new website with a combined total of eleven responses. Council's General Manager hosted the first ever Q&A using the Zoom platform during COVID restrictions to discuss the 2020-2021 budgets and plans.	Ongoing commitment

Action Code	Action	Responsible Position	Comment	Action Status
1.1.1.3	MEASURE (3) - Proactive committees with meetings conducted as per terms of reference and held as scheduled. Minutes of Committees made available to Council and the community.	Deputy GM Corporate & Community	As at 30 June 2020 - Council's committee structure has had several amendments with a revision of the terms of reference for the Grong Grong Hall Committee and division of the former Narrandera Arts and Cultural Committee into a single S.355 Committee to manage the Parkside Museum and an advisory committee for the operation of the Arts and Community Centre. All Committees held meetings and conducted business in accordance with their terms of reference up until restrictions were imposed to deal with the COVID-19 pandemic. It is anticipated that as the risks from COVID diminish and control measures are eased that the Committees will return to more normal operation as will the facilities they control.	Completed

ACTION 2 - Continue with strategic advocacy for the delivery of integrated health and wellbeing programs

Action Code	Action	Responsible Position	Comment	Action Status
1.1.2.1	MEASURE (1) - Details of advocacy efforts during the reporting period and outcomes.	General Manager	As at 30 June 2020 - for the 2019-2020 reporting year the Mayor, General Manager and the Manager Economic Development held a number of meetings with regional health professionals and Narrandera medical centre staff, also Federal politicians lobbying for better access to medical services for Shire residents. A health task force was established and three face to face meetings were held with Murrumbidgee Local Health District staff. The Mayor, General Manager and the Economic Development Manager attended the Federal assistant Minister for Health in support	Completed

Action Code	Action	Responsible Position	Comment	Action Status
			of the MLHD being granted status to employ visiting locum Doctors within district hospitals.	

ACTION 3 - Continue positive interactions with the Narrandera Interagency also the Aboriginal representative bodies within the community

Action Code	Action	Responsible Position	Comment	Action Status
1.1.3.1	MEASURE (1) - Number of meetings attended and outcomes from the meetings.	Community Support Manager	As at 30 June 2020 - for the 2019-2020 reporting period, the Narrandera Interagency meeting was held on seven occasions and was attended by a cross-section of community services providers including Marathon Health, Griffith Aboriginal Medical Services, Intereach and Council. Along with this meeting, the Narrandera Aboriginal Elders meeting was held three times, during these meetings various items were discussed including Council's Cultural Plan, the Wiradjuri Wall redevelopment, NAIDOC Week Celebrations, the proposed Corroboree and the funding application for Council's Wiradjuri Festival and Earthfest. Unfortunately, due to COVID-19 restrictions these ongoing meetings were unable to be held between March and June 2020.	Completed

ACTION 4 - Implementation and monitoring of the Positive Aging Strategy & Disability Inclusion Action Plan

Action Code	Action	Responsible Position	Comment	Action Status
1.1.4.1	MEASURE (1) - Details of progressive achievements measured against the relevant plan.	Community Support Manager	As at 30 June 2020 - during the 2019-2020 reporting period there were a number of events held in support of the Positive Ageing Strategy and the Disability Inclusion Action Plan. Seniors participated in a successful Seniors Festival which included activities such as MyGov website training, low impact circuit training, "seated" yoga sessions, movie sessions and a free BBQ breakfast. Western Riverina Community College held several "Exceptional Aging" sessions, which were well attended by community members. Kurrajong Waratah were able to utilise Council's Youth Space including the virtual reality equipment.	Completed

ACTION 5 - Transport options are available to identified members of the community

Action Code	Action	Responsible Position	Comment	Action Status
1.1.5.1	MEASURE (1) - The number of clients provided with community transport during the reporting period.	Community Support Manager	As at 30 June 2020 - during the 2019-2020 reporting period Narrandera Leeton Community Transport provided 10,225 trips to residents of both Narrandera Shire and Leeton Shire. Of those trips 5,721 were delivered to persons over the age of 65 years or 50 years for Aboriginal and Torres Strait Islanders, 2,730 trips were delivered to those who are transport disadvantaged. The remainder of the trips were delivered through non-emergency health related transport also NDIS participants and through brokerage agreements.	Completed

Action Code	Action	Responsible Position	Comment	Action Status
			Of these trips 1,553 were delivered to those who identify as Aboriginal or Torres Strait Islander.	

ACTION 6 - Information about community services that are accessible within the Shire to be broadcast through various means

Action Code	Action	Responsible Position	Comment	Action Status
1.1.6.1	MEASURE (1) - The currency and accuracy of information available to the community also the number of website page hits and Facebook page likes.	Community Support Manager	As at 30 June 2020 - during the 2019-2020 reporting period Narrandera Shire Council published 213 posts relating to various community services including daily updates from Murrumbidgee Local Health District, updates on COVID-19 restrictions, closures of Council buildings such as the Council Chambers, Community Services Building, Narrandera Shire Library and the Visitors Information Centre. Other posts include the 2020 Australia Day Awards, photo competitions, the official opening of the new water slides at the Lake Talbot Water Park, the closure of the Narrandera Out of School Care service and the 2020 NAIDOC Week Celebrations. Through these posts 32,742 unique users were reached.	Completed

ACTION 7 - Where possible ensure socially disadvantaged members of the community have access to or are advised of how services can reduce their isolation

Action Code	Action	Responsible Position	Comment	Action Status
1.1.7.1	MEASURE (1) - The number of persons that have been assisted with social support during the reporting period who may have been referred through the My Aged Care portal or NDIS planners.	Community Support Manager	As at 30 June 2020 - during the 2019-2020 reporting period Narrandera-Leeton Social Support provided 2,205 hours of Social Support and 132 hours of flexible respite to 52 individual clients aged 65 years and over; or 50 years and over for Aboriginal and Torres Strait Islanders clients. All clients are now referred through the My Aged Care portal. An additional 208 hours of Social Support was provided to National Disability Insurance Scheme (NDIS) participants. Social Support is an individualised service aimed at reducing social isolation amongst vulnerable members of the community, traditionally these activities include social outings, bus trips and assistance running errands and shopping. However due to the COVID-19 pandemic, face to face activities were suspended with the clients receiving social support over the phone. Staff have been assisting clients with grocery shopping and supporting the Meals on Wheels service by delivering frozen and hot meals to clients.	Completed

STRATEGY 2 - TO ADVOCATE FOR QUALITY EDUCATIONAL AND CULTURAL OPPORTUNITIES

ACTION 1 - Continued strategic advocacy for strengthening of the Narrandera centres of learning

Action Code	Action	Responsible Position	Comment	Action Status
1.2.1.1	MEASURE (1) - When required details of advocacy efforts.	General Manager	As at 30 June 2020 - during 2019-2020 four meetings were held with educational staff across the community supporting their efforts and encouraging improved outcomes. Council provided financial assistance to all schools within the Shire recognising academic and other achievements with the Mayor and General Manager attending annual TAFE celebrations to recognise high performing students. Economic Development team members work closely with Narrandera TAFE to provide business support and advice on skills development courses for our Shire.	Completed

ACTION 2 - Develop a Narrandera Shire Cultural Plan to increase community participation in the Arts and cultural activities

Action Code	Action	Responsible Position	Comment	Action Status
1.2.2.1	MEASURE (1) - Details of events held at the centre	Community Development (including Library) Manager	As at 30 June 2020 - planning with the Arts and Cultural Committee for volunteer events to be held at the Narrandera Arts and Community Centre were postponed due to the COVID-19 closure of all Arts and Cultural venues. The	Progressing

Action Code	Action	Responsible Position	Comment	Action Status
	including type of event and attendance statistics.		closure of public venues also affected the Parkside Cottage Museum with plans for grant funded assessment and reporting postponed until assessors are again able to travel to Narrandera. The \$50,000 funding from the Stronger Country Communities Funding Round 3 was approved and the projects are underway with internal painting begun late June 2020. Recent Museum Advisor interaction has been via the Zoom platform due to COVID-19 restrictions however plans for the reopening of community facilities are well advanced.	
1.2.2.2	MEASURE (2) - Regular review of strategies and target groups in response to event statistics.	Community Development (including Library) Manager	As at 30 June 2020 - progress on the development of the Cultural Plan was delayed this year due to the upsurge of COVID-19 restrictions however by March 2020 two surveys had been developed and two consultation sessions were held with members of the Aboriginal community. From this information responses were collated and presented to Council along with a proposed timeline and Communication Plan for the development of the overarching Cultural Plan. COVID-19 meant that it was not possible to undertake the wider Community consultation phase of the project with a new timeline established however a stakeholder reference group meeting has been held to fine tune themes for the plan and to establish a "Cultural Snapshot" of the Shire. The snapshot will include a desktop inventory of venues, services, providers, organisations and artists within the area. The results of this process will provide the framework for further community consultation and the development and delivery of the plan.	Progressing

STRATEGY 3 - TO FEEL CONNECTED AND SAFE

ACTION 1 - Strategic advocacy for an enhanced Police presence, at the very least the maintenance of current levels

Action Code	Action	Responsible Position	Comment	Action Status
1.3.1.1	MEASURE (1) -Number of advocacy interactions and outcomes.	General Manager	As at 30 June 2020 - the Mayor and General Manager held four quarterly meetings with the leaders of the Murrumbidgee Police District in concert with Leeton Shire Council. The purpose of these meetings is to understand local crime statistics and issues and allows the respective Councils to lobby for improved staffing levels and outcomes for Shire residents.	Completed

ACTION 2 - Maintain and enhance the current network of CCTV cameras in key locations

Action Code	Action	Responsible Position	Comment	Action Status
1.3.2.1	MEASURE (1) - Number of cameras within current network and a timeline for upgrade and/or the installation of new cameras; also, ongoing statistical information on how many times the footage has been requested for viewing by NSW Police.	Information Technology Manager	As at 30 June 2020 - Council continues to maintain the existing cameras in the CCTV system with staff recently including a project in the 2020-2021 Capital Works Program to replace the existing East Street, Narrandera CCTV system. During the reporting period Council received four requests from NSW Police to view footage.	Ongoing commitment

THEME 2 - OUR ENVIRONMENT

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

ACTION 1 - Encourage and promote environmental awareness

Action Code	Action	Responsible Position	Comment	Action Status
2.1.1.1	MEASURE (1) - Project delivery and works programs result in minimal environmental harm.	Deputy GM Infrastructure	As at 30 June 2020 - throughout the reporting period there was no occurrences of any environmental harm. Staff continue to ensure minimal harm is caused to the environment through detailed project planning and addressing the compliance requirements with other agencies such as NSW Fisheries and the Environment Protection Authority.	Ongoing commitment
2.1.1.2	MEASURE (2) - Statistical information on the number of inspections performed also a summary of the inspections results are we being effective, are we achieving control.	Open Space Recreation Manager	As at 30 June 2020 - a total of 277 property inspections were completed during the 2019-2020 reporting year. COVID-19 restrictions impacted on the ability of staff to access properties during the latter part of the financial year. The Weeds Officer has completed legal training and now has the qualifications to competently inspect properties within the Shire and provide direction where necessary.	Completed
2.1.1.3	MEASURE (3) - Works finalised against the schedule of works, progressive and comparative statistical data on trees removed, trees replaced and new plantings.	Open Space Recreation Manager	As at 30 June 2020 - a change in the Open Space Recreation Departmental structure has enabled a specialised tree crew to co-ordinate tree works. A number of issues relating to storm damaged trees were addressed during the 2019-2020 reporting year. Additional maintenance and tree watering tasks were essential given the hot and dry drought conditions the Shire experienced during the 2019-2020 summer period.	Completed

Action Code	Action	Responsible Position	Comment	Action Status
2.1.1.4	MEASURE (4) - Strategies and plans to preserve a unique feature of our native fauna.	Open Space Recreation Manager	As at 30 June 2020 - the Narrandera Flora and Fauna Reserve annual Koala count was held in the latter part of 2019 with a record 240 volunteers in attendance with 46 koalas counted. All horses have now been removed from the Narrandera Flora and Fauna Reserve with the Reserve recently inspected by Council staff and NSW Rural Fire Service personnel in line with fire mitigation plans.	Completed

STRATEGY 2 - TO EFFECTIVELY MANAGE AND BEAUTIFY OUR PUBLIC SPACES

ACTION 1 - Focus on the Narrandera CBD Masterplan

Action Code	Action	Responsible Position	Comment	Action Status
2.2.1.1	MEASURE (1) - Achieving project milestones.	Projects and Assets Manager	As at 30 June 2020 - Council resources have been focused on the delivery of grant based projects that have strict timelines for delivery. The reconstruction of the Bolton Street phase of the Narrandera CBD Masterplan will be rescheduled and actioned as resources become available.	Progressing
2.2.1.2	MEASURE (2) - Spaces where the needs of the community as a whole are considered.	Deputy GM Infrastructure	As at 30 June 2020 - during the reporting year there has been a very strong focus on ensuring that all community based projects are planned and delivered to a high standard. There has been delays in the delivery of Stage 1 of the Narrandera CBD Masterplan being the upgrade of Bolton Street, this is mainly due to the unexpected arrival of some \$10 million dollars of grant funding also the COVID-19 pandemic. The Bolton Street project will be progressed during the next six months with a plan to complete it around	Progressing

Action Code	Action	Responsible Position	Comment	Action Status
			the same time as the new Destination Hub which will replace the current Visitor Information Centre.	

ACTION 2 - Develop a small parks strategy

Action Code	Action	Responsible Position	Comment	Action Status
2.2.2.1	MEASURE (1) - Accessible parks that provide for local play, passive recreation, general open space and urban beautification within easy access of residents and visitors.	Open Space Recreation Manager	As at 30 June 2020 - the upgrade and enhancement of Hankinson Park has now been completed and provides a quite space for people to gather. New playground equipment has been installed at active recreational areas in both Borellan and Narrandera. A shade sail has been installed at the Grong Grong playground with three more shades sails to be installed at both the Borellan and Narrandera Sportsground also over the liberty swing located at Marie Bashir Park.	Completed

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

ACTION 1 - Consider and where possible implement sustainable environmental practices

Action Code	Action	Responsible Position	Comment	Action Status
2.3.1.1	MEASURE (1) - Progress of the Masterplan also statistical data on the volume of waste diverted from landfill by recycling and other waste diversion methods. Lobbying efforts for and promotion of a container deposit scheme facility for Narrandera.	Administration Assistant - Development and Environment	As at 30 June 2020 - operations of the Narrandera and Barellan landfills continue to separate and divert as many suitable recyclable materials from the waste stream as possible - arrangements are in place for the recycling of green waste, glass, metal, mattresses, paper, batteries, gas bottles, paints and construction waste. Early planning has also commenced to review current operations and constraints in preparation of a new landfill management plan.	Progressing
2.3.1.2	MEASURE (2) - Actions taken by Council to reduce its environmental footprint such as quantifiable billing trends.	Executive Engineer	As at 30 June 2020 - Council has made significant steps in allocating resources and time into identifying areas where Council can reduce its environmental footprint and associated energy savings such as engaging 100% Renewables to prepare an Narrandera Shire Council Energy Strategy with the support of the Department of Primary Industries and Environment, providing Council with a path forward to prioritise further energy saving measures. Council has set aside funds to implement this strategy in the 2020-2021 capital works program which will significantly reduce Council's dependency on fossil fuels.	Ongoing commitment
2.3.1.3	MEASURE (3) - Council managed parks and reserves to be watered with re-use or untreated	Open Space Recreation Manager	As at 30 June 2020 - a new water reuse irrigation system encompassing 90% of Victoria Avenue has been installed and will increase the aesthetic value and assist with tree health along the avenue.	Completed

Action Code	Action	Responsible Position	Comment	Action Status
	water rather than potable water.			

THEME 3 - OUR ECONOMY

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

ACTION 1 - Continued delivery of actions contained within the Economic Development Strategy

Action Code	Action	Responsible Position	Comment	Action Status
3.1.1.1	MEASURE (1) - Information to Council and the community on efforts to encourage new business and industry but also support existing enterprises.	Economic Development Manager	<p>As at 30 June 2020 - this has been a very busy year nurturing the evolving requirements of the two large solar farms expected to commence construction towards the end of 2020. Council established relationships with renewable energy sector leaders Clean Energy Council of Australia and Australian Energy Market Operator.</p> <p>The Australian Airline Pilot Academy has established a satellite facility in Narrandera for its pilot training academy with potential future development.</p>	Ongoing commitment
3.1.1.2	MEASURE (2) - Attend Narrandera Business Group Meetings; facilitate guest speakers at Business Group functions; provide information, advice and leverage opportunities for information sharing.	Economic Development Manager	<p>As at 30 June 2020 - the Narrandera Business Group worked in cooperation with Council for the development of the online initiative 'Narrandera Business as Usual' which has been a great success; particularly during the COVID-19 pandemic where using the Facebook platform the residents of the Shire were advised about what businesses were open and the services that they could provide to the community.</p> <p>The proposed new Narrandera Business Chamber has not yet impacted the business scene as any operational and administrative intentions have been delayed by the COVID-19 restrictions.</p>	Completed

Action Code	Action	Responsible Position	Comment	Action Status
3.1.1.3	MEASURE (3) - Facilitate an industry specific forum to inform landholders and investors of opportunities in the Shire for the pig and chicken industry.	Economic Development Manager	<p>As at 30 June 2020 - the current situation in the porcine industry discussed with Mark Wood (Adviser to Minister Mark Coulton) during a visit to the Minister in Canberra in February 2020. Mr. Wood has an extensive background in trade and investment and has lived and worked internationally; Mr. Wood is adamant that there are no current opportunities for the growth in the industry in Australia despite the African Swine fever epidemic in China and South East Asia generally decimating pig herds where pigs are being euthanised as a disease control measure.</p> <p>No further action to be taken in researching the pig industry also there are no current opportunities in the chicken industry.</p>	Completed
3.1.1.4	MEASURE (4) - Review sales policy for Council owned land in the Industrial Estate to address incentives for developers; enhance appearance of the Estate with signage, flags and landscaping including gateway treatment.	Economic Development Manager	<p>As at 30 June 2020 - there has been good sales activity at the Red Hill Industrial Estate with an offer on a further block of land being made late in this current reporting period. This latest offer will be submitted to Council for consideration in July 2020 with settlement expected to occur in October 2020.</p>	Progressing

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

ACTION 1 - Strategic advocacy to support population retention with particular focus on the youth of our Shire

Action Code	Action	Responsible Position	Comment	Action Status
3.2.1.1	MEASURE (1) - Youth projects and engagement opportunities.	Community Support Manager	As at 30 June 2020 - during the 2019-2020 reporting year the Narrandera Youth Advisory Council was formed and commenced monthly meetings. During this time items for discussion included; the successful grant application for the Youth Food Van, ongoing use of the Narrandera Library Youth Space, ongoing school holiday activities and programs, youth mental health programs, supporting local organisations as well as upcoming events to be held later in the year. Council said farewell to one of the founding Youth Advisory Council members but welcomed two new members and elected a new Deputy Mayor. The Council Liaison Officer worked alongside the Narrandera High School Girls Group and Clontarf Academy to provide activities and programs to the youth community. In partnership with other local Aboriginal and community groups, Council hosted a free Community Day to celebrate NAIDOC Week 2019.	Completed

ACTION 2 - Strategic advocacy for diverse housing options

Action Code	Action	Responsible Position	Comment	Action Status
3.2.2.1	MEASURE (1) - Enhanced	Community Support Manager	As at 30 June 2020 - during the 2019-2020 reporting period Council continued to advocate for increased services to	Completed

Action Code	Action	Responsible Position	Comment	Action Status
	<p>accommodation options that may be made available to members of the community.</p>		<p>support the Narrandera Shire. The Narrandera Shire Council Domestic Violence Committee continues its efforts to provide information and support to the local community about housing and refuge services. The two residential aged care facilities at Narrandera provide both long term and short term care for those living with a disability and the aged who can no longer live at home safely. The Commonwealth Home Support Programs continue to provide home modifications and maintenance to help residents remain in their own homes as long as possible. Other services available to ensure residents remain at home include Meals on Wheels and Community Transport. Council is also working with stakeholders on the proposed development of a retirement village in Narrandera.</p>	

THEME 4 - OUR INFRASTRUCTURE

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

ACTION 1 - Through advocacy seek funding commitments for identified roadway projects and strategies

Action Code	Action	Responsible Position	Comment	Action Status
4.1.1.1	MEASURE (1) - Advocacy efforts and the reporting of successful outcomes using a timeline.	Works Manager	As at 30 June 2020 - for the reporting year Council received \$1,220,000 from the Fixing Local Roads Program and \$997,363 from the Local Roads and Community Infrastructure Program. An additional \$472,000 from Roads to Recovery and \$100,000 from Regional Roads Repair Program with \$754,000 from Regional Airports Program was also received.	Completed

ACTION 2 - Road assets are managed in accordance with the road service review and asset management plans

Action Code	Action	Responsible Position	Comment	Action Status
4.1.2.1	MEASURE (1) - Strategic mapping of reseal, re-sheeting or grading works made available to the community also details of works undertaken during the reporting period.	Works Manager	As at 30 June 2020 - annual maintenance grading, gravel re-sheeting program, bitumen resealing and new Otta seal programs were developed and works undertaken. These programs were advertised on the web site of Council.	Completed

ACTION 3 - Maintain the condition rating of the road network across the Shire in accordance with agreed service levels

Action Code	Action	Responsible Position	Comment	Action Status
4.1.3.1	MEASURE (1) - A complete and reliable asset management plan.	Works Manager	As at 30 June 2020 - for the 2019-2020 reporting year Council obtained digital roughness count data for 500km of its road network with this data to be used for the prioritising of future works.	Completed

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

ACTION 1 - Plan and source funding for redevelopment of or the construction of key facilities and infrastructure

Action Code	Action	Responsible Position	Comment	Action Status
4.2.1.1	MEASURE (1) - Availability of accurate and relevant data for all classes of assets.	Projects and Assets Manager	<p>As at 30 June 2020 - staff have successfully migrated building, other structures, transport and stormwater attribute data into the asset management system (AMS) with further validation of spatial information to be completed. Financial reporting of these assets can be produced for revaluation purposes and end of financial year reports through the AMS.</p> <p>Water and Sewer assets have been validated and uploaded into the ASM and there are some expected life and unit rates that still need to be determined before it goes fully online in the ASM.</p>	Progressing

Action Code	Action	Responsible Position	Comment	Action Status
4.2.1.2	MEASURE (2) - Completion of projects identified within projected timeframe and budget.	Projects and Assets Manager	As at 30 June 2020 - Council successfully received significant grant funding under the following programs - Stronger Country Communities, Drought Community, Restart NSW, Australian Government Regional Airport and Drought Stimulus (Playground on the Murrumbidgee). Some of major projects that have or will be funded out of these programs include - the Northbank Bridge and walking track, Narrandera-Leeton Airport projects, Youth Food Van, Barellan Netball Court upgrade, Community Halls projects, the Barellan sewer scheme, construction of the Narrandera Destination & Discovery Hub, Narrandera Sportsground facility and the Lake Talbot Water Park redevelopment.	Progressing
4.2.1.3	MEASURE (3) - Details of applications submitted and the outcome.	Water Sewer Manager	As at 30 June 2020 - Council applied for funding under the NSW Safe and Secure Water Program which co-funds eligible water and sewer projects in regional NSW. For Narrandera Shire two projects were successful being the South West Narrandera Sewer Scoping Study also the Barellan Sewer Scheme. Both projects are currently underway and are progressing.	Completed

ACTION 2 - Continuation and monitoring of the Integrated Water Cycle Management Plan (IWCMP).

Action Code	Action	Responsible Position	Comment	Action Status
4.2.2.1	MEASURE (1) - Reporting of milestones achieved within the IWCMP.	Water Sewer Manager	As at 30 June 2020 - the Integrated Water Cycle Management options study is currently undergoing a variation in scope to review additional options for reticulated water treatment. A 30 year asset replacement program and	Progressing

Action Code	Action	Responsible Position	Comment	Action Status
			asset management plan is currently being developed by Public Works Advisory NSW.	

ACTION 3 - An ongoing program of capital works for both water and sewer operations of Council

Action Code	Action	Responsible Position	Comment	Action Status
4.2.3.1	MEASURE (1) - Progress of proposed works followed by the completion of projects within budget and effectiveness measured by a timeline.	Water Sewer Manager	<p>As at 30 June 2020 - the capital works program was delayed in the latter third of the financial year due to both COVID-19 and recruitment issues but is now making progress; there will however be significant carry-over works to be undertaken in the 2020-2021 financial year.</p> <p>Completed projects include the Bolton Street water main replacement, Mitchell Street water main replacement and Pine Hill Booster Pump replacement. The Dalgetty Street water main replacement is underway as of 30 June. Upcoming projects include Audley Street, Adams Street and King Street water main replacements as well as the Pine Hill Water Reservoir replacement project.</p>	Ongoing commitment

THEME 5 - OUR CIVIC LEADERSHIP

STRATEGY 1 - TO HAVE A COUNCIL THAT DEMONSTRATES EFFECTIVE MANAGEMENT CONSISTENTLY, ALSO A COUNCIL THAT COMMUNICATES AND ENGAGES WELL WITH THE COMMUNITY AND WORKS COLLABORATIVELY

ACTION 1 - Accountable, transparent and ensure open communication between the community and Council

Action Code	Action	Responsible Position	Comment	Action Status
5.1.1.1	MEASURE (1) - Delivery Program update report submitted to Council and community during September, December, March and June annually on outcomes achieved.	Governance & Engagement Manager	As at 30 June 2020 - the reporting on measurables within the adopted Delivery Program continues on a three monthly basis, however there is scope for improvement which will be the subject of a session at a future Senior Management Team meeting. The Audit, Risk and Improvement Committee have already identified that there is a need to better benchmark performance which is also the subject of review by the NSW Audit Office. It is understood that the NSW Office of Local Government have a series of proposed performance indicators that have not yet been released for discussion.	Ongoing commitment
5.1.1.2	MEASURE (2) - Scheduled for early 2020 and will inform Council of the views of the community against industry benchmarks.	Governance & Engagement Manager	As at 30 June 2020 - Micromex Research was appointed as Council's provider for this service with the survey scheduled for late April 2020; however due to the COVID-19 pandemic the community survey will be conducted early 2021. Given that the NSW State Government has deferred the September 2020 Council elections until September 2021 the End of Term Report is now due August 2021 at which time the results of the Community Survey conducted early 2021 will better inform Council and the community of satisfaction levels compared to the 1996 survey.	Progressing

Action Code	Action	Responsible Position	Comment	Action Status
5.1.1.3	MEASURE (3) - Outcomes committed to by Council in its Fit for the Future Improvement Plan.	Deputy GM Corporate & Community	As at 30 June 2020 - Council's general purpose financial reports for the year ending 30 June 2019 indicate that council has meet the Fit For The Future ratios with the exceptions of both the Own Source Revenue ratio and the Asset Renewal ratio. The Own Source Revenue ratio has been reduced due to Council's success in obtaining grant funding which is not categorised as own source revenue with Council's asset renewal ratio below the benchmark however the value of capital expenditure in 2018-2019 exceeded previous years but as over \$4 million remained as work in progress at 30 June 2020 this did not reflect in the renewal ratio.	Completed
5.1.1.4	MEASURE (4) - Amendments to the Customer Service Charter to be made by 31 December 2018 also review the Customer Request System reporting to ensure requests are being dealt with as per the Charter and determine ways to gauge if the customer is happy with the outcome.	Governance & Engagement Manager	As at 30 June 2020 - originating from the Executive Leadership Team, the Customer Service Think Tank group was created to resolve a number of issues such as the responsibility for closing the customer service loop, that is from the service request initiation to the action then to gauging customer satisfaction. The outcomes of this Think Tank will be incorporated into the Draft Customer Service Charter to be presented to both the Executive Leadership Team then Council in coming months.	Progressing
5.1.1.5	MEASURE (5) - Council to consider any requests in accordance with the Community	Governance & Engagement Manager	As at 30 June 2020 - any requests for support shall be considered in accordance with strategic documents and budgetary constraints.	Ongoing commitment

Action Code	Action	Responsible Position	Comment	Action Status
	Strategic Plan 2017-2030.			
5.1.1.6	MEASURE (6) - Compliance with Australian Government Digital Service Standard also details of website content review and where possible details of website visits and pages most frequently visited.	Communications Officer	As at 30 June 2020 - Council officially launched the new website on 1 March 2020. The new website is built in compliance with the respective standards and is equipped with a compliance checking system before internal staff publish information. A website check for compatibility can be completed through WAVE Report https://wave.webaim.org/report#/https://www.narrandera.nsw.gov.au identifying only four minor contrast issue relating to the homepage image banner, as the symbols identifying the four different images has little contrast to the background. During 2019-2020 reporting year the website was viewed 66,884 times by 16,360 users. The top 10 popular pages included the home page, contact us, positions vacant (old site), business papers and minutes (old site), waste depot (old site), about Council, waste management (old site), waste & recycling also Council Meetings.	Ongoing commitment
5.1.1.7	MEASURE (7) - Revise Councils Procurement Policy by 31 December 2018.	Governance & Engagement Manager	As at 30 June 2020 - Council recently adopted the revised Procurement Policy with the Procurement Manual still being reviewed to incorporate these changes and update templates.	Progressing

ACTION 2 - A highly skilled and motivated workforce

Action Code	Action	Responsible Position	Comment	Action Status
5.1.2.1	MEASURE (1) - Reviewed at least every 2 years or	Human Resources Manager	As at 30 June 2020 - the Human Resources team has made a concerted effort to significantly increase/improve	Ongoing commitment

Action Code	Action	Responsible Position	Comment	Action Status
	when there is legislative or award changes.		the number of policies and procedures reviewed during the 2019-2020 reporting year with 17 policies and/or procedures reviewed. The review process has also involved the rationalisation/absorption of redundant policies. As per procedure these policies are at various stages of the approval/consultation process. This process involves endorsement by the Executive Leadership Team with support and recommendation of the Consultative Committee also a 28 day consultation period within which employees are provided the opportunity to comment. The final stage of the process is to provide training/information sessions to employees as required.	
5.1.2.2	MEASURE (2) - Action recommendations within the Workforce Strategic Plan 2017-2021; report September annually on staff demographics in comparison to previous 3 years.	Human Resources Manager	As at 30 June 2020 - the Human Resources team report monthly to the Executive Leadership Team (ELT) on staff demographics. At present the team is in the process of completing a Price Waterhouse Cooper (PWC) staff demographic survey for 2019-2020. This is the fourth year Council has taken part in this survey with the report providing the Executive Leadership Team Meeting and Council with benchmark data. The reports provided by PWC will provide valuable data for the Workforce Strategic Plan 2021-2025.	Progressing
5.1.2.3	MEASURE (3) - Amendments are made as soon as possible; report September annually performance appraisal outcomes.	Human Resources Manager	As at 30 June 2020 - each year the performance appraisal process commences 1 June and concludes 31 May. The Human Resources team has commenced preliminary analysis of the data available around two important outcomes being salary step increases based on achieving set competencies also training requests recommended by the respective Manager or requested by the employee. A report is to be provided to the General Manager and Deputy	Progressing

Action Code	Action	Responsible Position	Comment	Action Status
			General Managers by 31 July 2020 for their review and approval.	
5.1.2.4	MEASURE (4) - Information presented is accurate, relevant and easy to read.	Human Resources Manager	As at 30 June 2020 - training for written communication skills is provided to employees as necessary. The Human Resources team has commenced preliminary analysis of the training request data submitted during the 2019-2020 performance appraisal process. On completion of the analysis the training recommendations will be provided to the Executive Leadership Team (ELT) for approval. This review process will determine the need for report writing skills training which will be organised for individuals or groups. Internal reminders to employees regarding the importance of accurate relevant and easy to read documents are provided regularly. Employees who are required to make formal presentations to Council are given the opportunity to have their presentation critiqued by ELT prior to the 'live' presentation.	Ongoing commitment

ACTION 3 - As an organisation the information management capability meets the needs of the users and the community

Action Code	Action	Responsible Position	Comment	Action Status
5.1.3.1	MEASURE (1) - Implement actions within the Information Management Strategy 2014-2019 also review and update the Information	Information Technology Manager	As at 30 June 2020 - the Information Management Strategy 2014-2019 continues to be reviewed each year as part of the capital works budget process to include suitable projects. The Information Management Strategy will be updated in 2020.	Progressing

Action Code	Action	Responsible Position	Comment	Action Status
	Strategy 2014-2019 during 2020.			

ACTION 4 - Financial sustainability is critical with maximum rate revenue to be achieved and other income sources maximised

Action Code	Action	Responsible Position	Comment	Action Status
5.1.4.1	MEASURE (1) - Recommendations to maximise Councils financial position.	Senior Finance Officer	As at 30 June 2020 - Council's Revenue Officer closely monitors assessments which may become rateable during the financial year; this includes the sale of vacant Department of Housing land or land sold by religious institutions or instances where Crown authorities that are currently non-rateable become rateable. The Finance Manger regularly reviews Investments in accordance with the Investment Policy and reports to Council on a monthly basis. The budget is reviewed on a quarterly basis and reported to Council with any variations that have been made during the reporting period.	Ongoing commitment
5.1.4.2	MEASURE (2) - Have systems in place that details grants applied for, and where successful that monies have been received, expended and acquitted in accordance with the funding body requirements.	Senior Finance Officer	As at 30 June 2020 - Council has developed a register that details the name of the Council officer who has applied for grant funding, from where the funding is being sourced, if the funding was successful then the date and the amount of the funding received; eventually the date that the acquittal needs to be finalised and the actual date of acquittal is recorded.	Ongoing commitment

Action Code	Action	Responsible Position	Comment	Action Status
5.1.4.3	MEASURE (3) - Reported monthly to Council against a timeline.	Senior Finance Officer	As at 30 June 2020 - a monthly report detailing invested monies is presented to Council each month; the report details all transactions that have taken place within the preceeding month and gives a snapshot of the portfolio and credit limits to make sure that Council remains within the prescribed amount allowed for each institution.	Ongoing commitment

ACTION 5 - The community displays a high level of understanding and compliance with legislative in regard to the keeping of and control of companion animals and other animals

Action Code	Action	Responsible Position	Comment	Action Status
5.1.5.1	MEASURE (1) - Updated statistics for each reporting period with cumulative totals also to be reported.	Administration Assistant - Development and Environment	As at 30 June 2020 - Council rangers continue to maintain a high level of proactive compliance presence and activities throughout the Narrandera Shire through weekly patrols, appropriate response to companion animal issues and public awareness campaigns.	Completed
5.1.5.2	MEASURE (2) - Updated statistics for each reporting period with cumulative totals also to be reported.	Administration Assistant - Development and Environment	As at 30 June 2020 - during the 2019-2020 reporting year a total of 50 micro-chipped and registered pets were returned to owners at no charge. Thirty seven (37) cats and dogs were impounded before being claimed by owners, 75 dogs and cats were rehomed with 26 warnings and 7 Penalty Infringement Notices issued.	Completed

ACTION 6 - The Narrandera Shire Local Environmental Plan 2013 (LEP) is reviewed within a 5 year cycle

Action Code	Action	Responsible Position	Comment	Action Status
5.1.6.1	MEASURE (1) - Review the current LEP within the timeframe established by the Department of Planning and Environment.	Deputy GM Infrastructure	As at 30 June 2020 - Council has actively progressed the strategic planning requirements established by the planning legislation by adopting the Community Participation Plan and the draft Local Strategic Planning Statement. The initial (housekeeping) review of the Local Environmental Plan will be undertaken as soon as final approval is given to the LSPS. This review is expected to be completed by the end of 2020.	Progressing

ACTION 7 - Planning instruments reflect the intent and direction of land use strategies and facilitate development and growth of the Shire

Action Code	Action	Responsible Position	Comment	Action Status
5.1.7.1	MEASURE (1) - Compliance with guidelines from the Department of Planning and Environment.	Deputy GM Infrastructure	As at 30 June 2020 - during the year Council adopted the Community Participation Plan (CPP) and Draft Local Strategic Planning Statement (LSPS) which were required to be completed prior to reviewing the Local Environmental Plan. Revisions and additions of other planning instruments now being conducted with the LSPS to be finalised prior to the end of 2020. A Planning Proposal for amendments to the RU4 zone was also prepared and finalised within the year.	Progressing

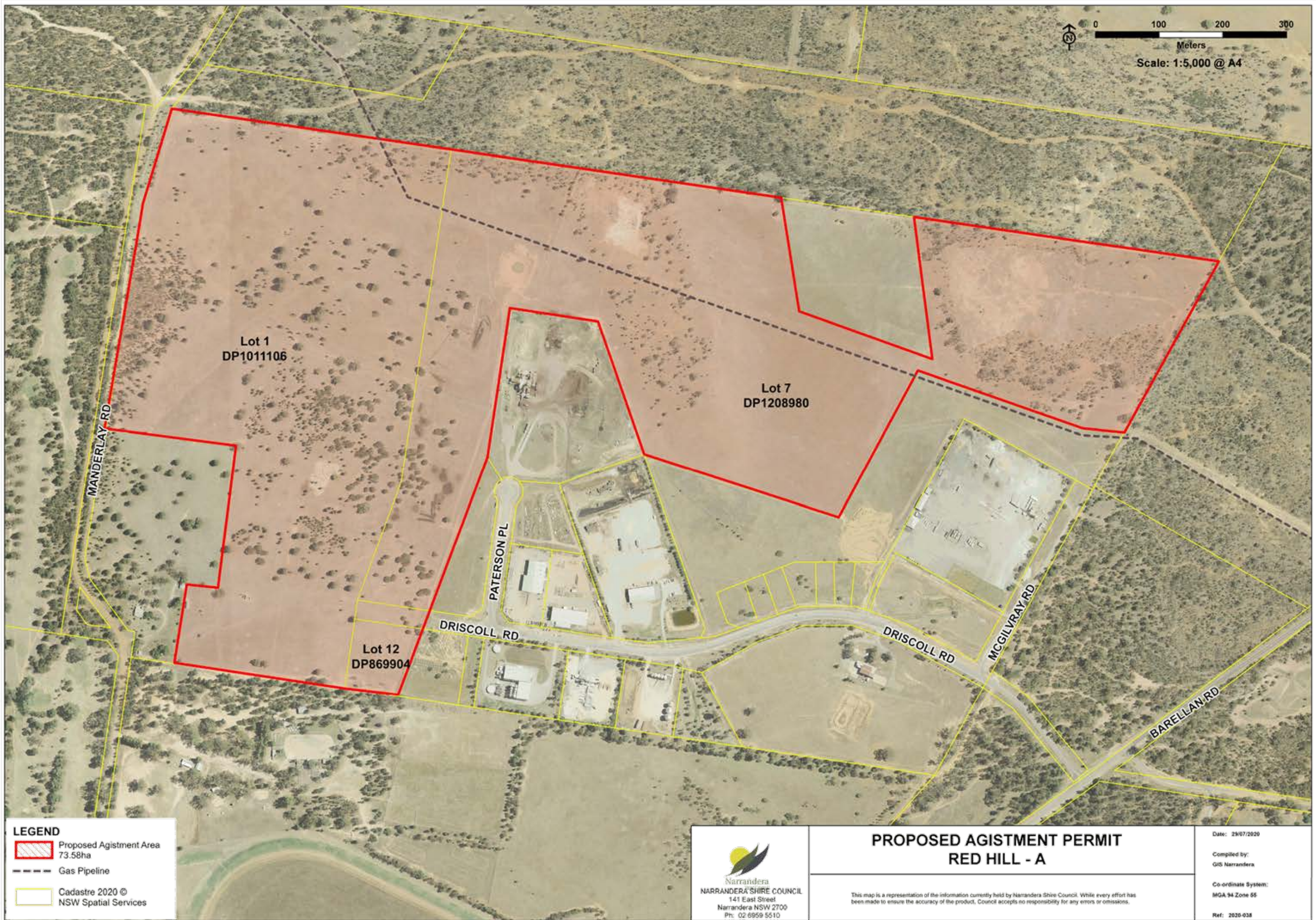
ACTION 8 - Development Applications received and assessed within statutory timeframes

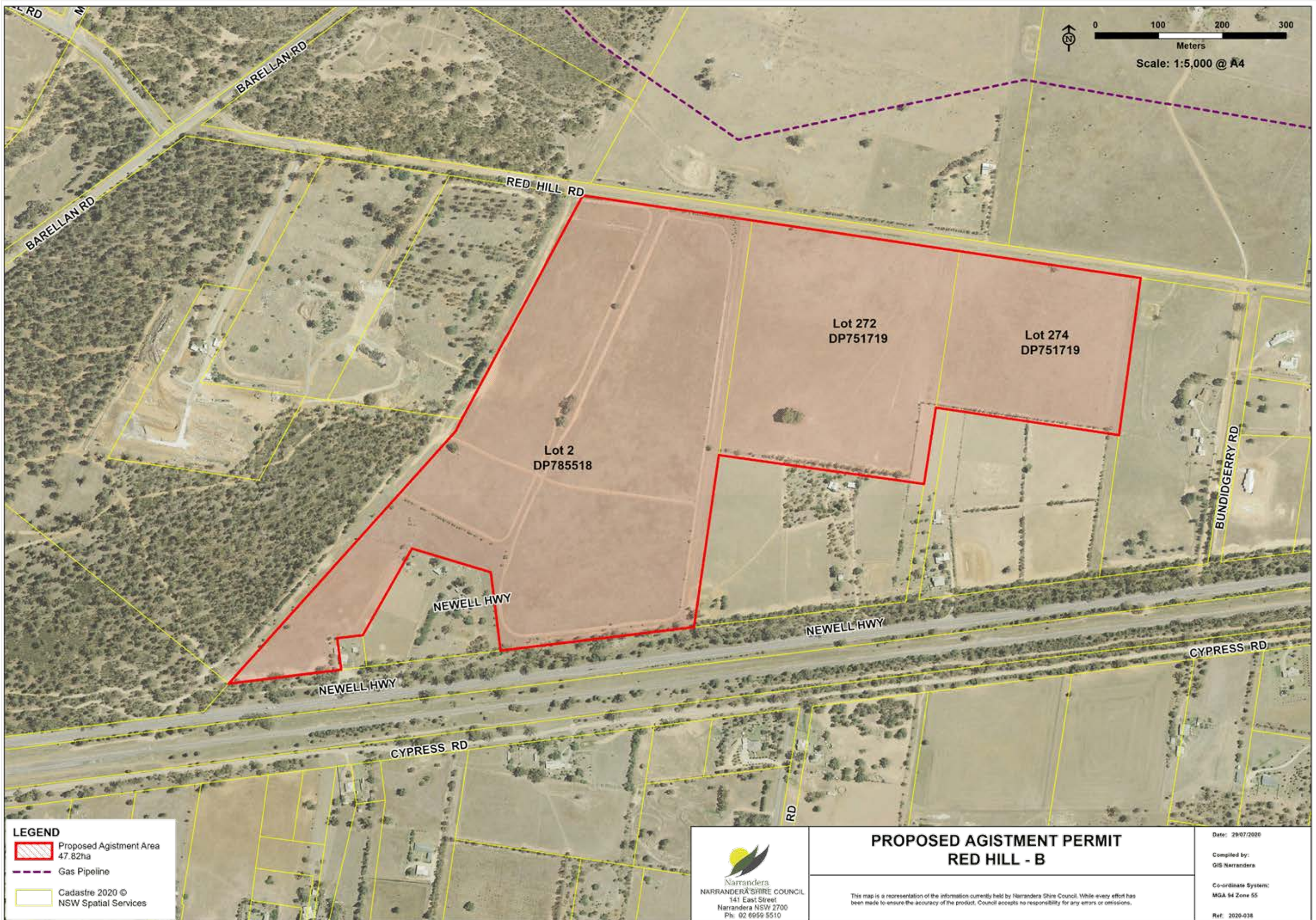
Action Code	Action	Responsible Position	Comment	Action Status
5.1.8.1	MEASURE (1) - The number of Development Applications received during the reporting period also financial year cumulative totals also provide comparative yearly data to past 2 years' data.	Administration Assistant - Development and Environment	As at 30 June 2020 - the Development Services report to Council provides lists all Development Applications (DA's) lodged and determined each calendar month; cumulative totals are included for the current financial year. Comparative data is graphed and indicates the previous two years' data in both numbers of DA's and the value of development.	Ongoing commitment
5.1.8.2	MEASURE (2) - Comparison of assessment timeframe against Department of Planning & Environment averages.	Administration Assistant - Development and Environment	As at 30 June 2020 - comparative assessment timeframes for the previous financial year are included in monthly Development Services reports submitted to Council with the information made available to and re-presented by the Department of Planning & Environment. Average determination times year to date is 32 days.	Ongoing commitment

ACTION 9 - Maintain a strong voice in regional groups such as RAMROC, the proposed RAMJO also Destination NSW

Action Code	Action	Responsible Position	Comment	Action Status
5.1.9.1	MEASURE (1) - Details of engagement opportunities.	General Manager	As at 30 June 2020 - during the reporting year 2019-2020 Council has maintained an active role in regional engagement. The Mayor, the Deputy Mayor and General Manager attend regular meetings of RAMJO and during the year attended a further 6 meetings to address specific	Ongoing commitment


Action Code	Action	Responsible Position	Comment	Action Status
			<p>issues including transport, health, water and renewable energy.</p> <p>A position paper on water, a regional transport plan and regional submissions for transport, water and sewerage system grants were developed and lodged. A program to audit the regions renewable energy use has also commenced and Narrandera Shire is leading that process.</p> <p>The work to create a joint tourism brochure involving adjoining Councils and centred on Narrandera Shire is well advanced.</p>	





LEGEND

- Proposed Agistment Area
47.82ha
- Gas Pipeline
- Cadastral 2020 ©
NSW Spatial Services



Narrandera
NARRANDERA SHIRE COUNCIL
141 East Street
Narrandera NSW 2700
Ph: 02 6959 5510

**PROPOSED AGISTMENT PERMIT
RED HILL - B**

This map is a representation of the information currently held by Narrandera Shire Council. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions.

Date: 29/07/2020
Compiled by:
GIS Narrandera
Co-ordinate System:
MGA 94 Zone 55
Ref: 2020-038



General Manager
Narrandera Shire Council
141 East St
Narrandera NSW 2700

Expression of Interest – Agistment Permit 1

Land adjacent to Red Hill Industrial Estate

1. Harold George Newman
[Redacted]
[Redacted] Narrandera NSW 2700
No email address
2. \$3,640 (GST Exclusive) Annual Agistment Fee for initial 12 months
3. Cattle – 10 head

Please contact me if you require any further information

Yours faithfully

[Redacted]
Harold Newman



General Manager
Narrandera Shire Council
141 East St
Narrandera NSW 2700

Expression of Interest – Agistment Permit 2

Land adjacent to Narrandera Landfill

1. Harold George Newman
[Redacted]
[Redacted] Narrandera NSW 2700
No email address
2. \$2,360 (GST Exclusive) Annual Agistment Fee for initial 12 months
3. Cattle – 6 head

Please contact me if you require any further information

Yours faithfully

[Redacted Signature]

Harold Newman

29/10/2020



The General Manager
Narrandera Shire Council
141 East Street
NARRANDERA 2700

Expression of Interest for Agistment Permit 2 – Land adjacent to Narrandera Landfill

Dear Sir,

Please find attached our expression of interest for the above mentioned agistment permit for your consideration.

Looking forward to your reply.

[Redacted]

Kind regards

[Redacted]

Sharvn and Shane Rowlands

[Redacted]

Narrandera 2700

[Redacted]

[Redacted]

Expression of interest for Agistment Permit 2 – Land adjacent to Narrandera Landfill

29/10/2020

Applicant:

Sharyn and Shane Rowlands

[REDACTED]
Narrandera 2700
[REDACTED]
[REDACTED]

Offer: \$1200.00 plus GST

Previous Land Leases:

Have had a lease agreement with the Narrandera Shire Council for the past 15 years. This has been for the existing agistment permits 1 and 2 (Lot2, Lot 272 and Lot 274, lot 7, lot 1 and lot 12) for the last 5 years. Also have had the lease for a portion in the agistment permit 2 (Lot272 and Lot 274) for a period of 10 years prior the current agistment permit period.

Throughout the years of leasing the agistment land, there were no significant issues raised. Any minor concerns/alterations raised were addressed promptly. Undertake to pay all fees in accordance with dates payable timeline as required.

1. The Land

Undertake to comply with all sections – (a) to (g)- as outlined on the agreement.

2. Stock Levels:

Type and Number of Stock:

Sheep, alpacas and cattle.

3. Permit Holders Obligations:

a) Control Noxious Weeds:

Will undertake to take effective action to control/eradicate noxious weeds.

b) Control Animal Pests:

Will undertake to take effective action to control/eradicate noxious animal pests.

c) Control Stock and Plant Diseases:

The number of stock will be in proportion of land versus stock ratio in accordance with the guidelines from the NSW DPI in order not to overstock the land.

All care and action will be undertaken in respect of control stock and plant diseases and all notifications will be taken in the event of any outbreak of disease in stock or plant to the required agencies.

d) Repair and Maintain:

Undertake to keep all boundaries etc in good repair as needed.

e) Take Fire Precautions:

Will take all reasonable precautions to prevent damage by fire and no burning off without the approval by Council.

f) Not overstock:

will undertake not to overstock the land – will graze in accordance with land:stock ratio.

g) Not harm Trees:

Undertake to comply with not harming/protecting the trees and native species on the land.

h) Erecting Fixtures or structure:

Will not install or construct any fixtures or structures without the approval of the Council

i) Fencing, Gates and similar:

Undertake at our own cost to install and maintain any fencing, gates etc to control grazing stock.

j) Install parallel fencing (if required):

Will undertake to install parallel fencing if required and meet the costs of repairing any damaged fencing of adjoining property owners.

k) Stock to be contained:

Will take all reasonable measures to prevent stock from straying from the permit area.

l) Movement of Stock:

Will ensure that movement of stock is done in accordance with travel requirements of moving stock

m) Accumulation of Materials:

Will ensure that there is no accumulation of materials on the land.

n) compliance:

Acknowledge the action that Council can take if failure to comply with any of the obligations of the agistment permit.

o) Entry upon the land by the Council:

Understand and comply with the required access to the agistment land as necessary.

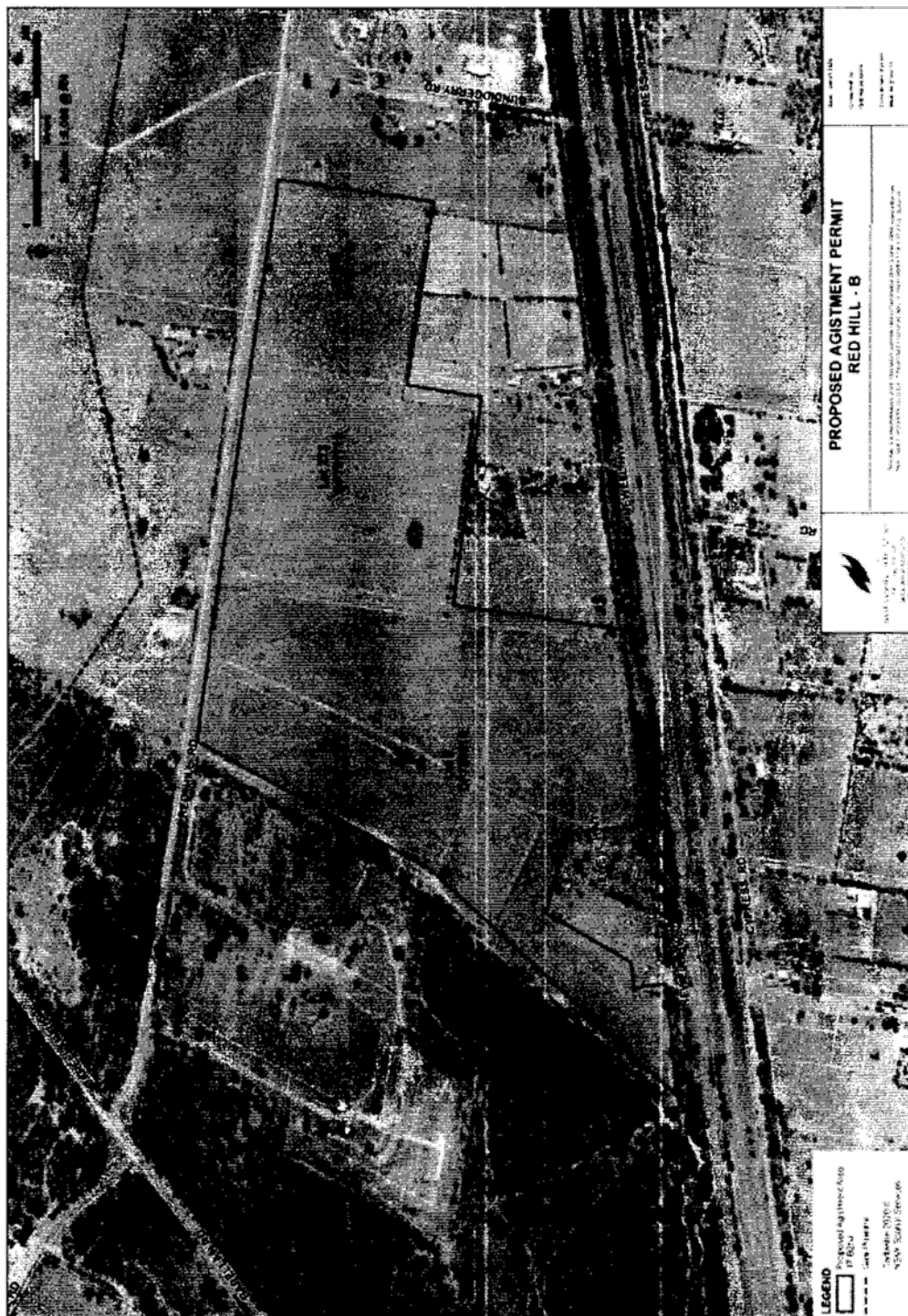
p) End of Term:

Understand the terms of end of term and undertake all necessary action required.

q) Termination Clause:

Under the terms of the termination clause in the event of failure to perform any of the obligations under the permit.

Attachment 1





**EXPRESSIONS OF INTEREST FOR AGISTMENT PERMITS OVER VACANT
LANDS OWNED BY NARRANDERA SHIRE COUNCIL**

AGISTMENT PERMIT 1 – LAND ADJACENT TO RED HILL INDUSTRIAL ESTATE



AGISTMENT PERMIT 2 – LAND ADJACENT TO NARRANDERA LANDFILL



CLOSING DATE FOR EXPRESSION OF INTEREST – 4.00PM FRIDAY 30 OCTOBER 2020

Overview: -**The agistment areas**

The proposed agistment permits encompass two holdings of land with the largest holding located adjacent to Council's Red Hill Industrial Estate having an area of approximately 73.58 Hectares; the second holding is located east of Council's Narrandera landfill site and bounded by Red Hill Road to the north and the Newell Highway to the south having an area of approximately 47.82 Hectares.

Note: Council reserves the right to reduce the area of the land subject to the proposed agistment permit to allow for the development of lands or for any other reason or purpose.

Term of the agistment permits

The proposed initial agistment permit is for a period of twelve (12) months then there are 4 x 1 year options available from the first anniversary date. The maximum term of the proposed agistment permit and any options is five (5) years.

Either party may terminate the proposed agistment permit or any subsequent options during the currency of the permit by providing notice in writing to the other party thirty (30) days prior to the proposed termination date.

Animals which may be agisted

Animals which may be agisted on the land are: -

- Cattle
- Sheep
- Horses
- Alpacas
- Other animals may be permitted for agistment on application to the Council.

Connection to potable water

The successful permit holder may apply to Council for connection to the reticulated potable water supply operated by Council. If water is connected it can only be used for the watering of stock. Council can refuse access to the potable water supply.

If a water connection to the potable water supply is approved by Council, the successful permit holder shall become liable for payment of the applicable connection fee, the annual water access charge and water consumption charges billed during the term of the permit (these charges are additional to the annual agistment permit fee).

Maintenance of the land held under permit

The permit holder accepts the lands and any improvements or residual debris in the current condition of repair and maintenance with Council not obliged to carry out any works.

The successful permit holder shall be responsible for the general maintenance of the land including weed control, animal pest control and the upkeep of any existing fencing and gates.

If the successful permit holder installs additional infrastructure such as fencing and gates, the costs to install and the general maintenance of the new infrastructure is the responsibility of the permit holder.

Insurance

The permit holder is required to acquire and maintain a public risk insurance policy of not less than \$20 million dollars listing Narrandera Shire Council as an interested party. A copy of the public risk insurance policy is to be supplied to the Council before the commencement date of the initial agistment permit and if the agistment permit is to continue after the initial period of twelve (12) months, a copy of the renewed policy is to be supplied to the Council on the anniversary date of every subsequent permit for the term of the permit.

Where can I view the proposed agistment permit agreements?

The proposed agreements can be viewed from the website of Council or hardcopies are available from the Narrandera Shire Council Administration Centre located at 141 East Street, NARRANDERA NSW 2700.

How do I submit my expression of interest?**For Agistment Permit 1 – Land adjacent to Red Hill Industrial Estate**

Expression of interest by way of letter must be forwarded to Council in a sealed envelope addressed to the General Manager, Narrandera Shire Council, 141 East Street, NARRANDERA NSW 2700 and marked "*Expression of Interest – Agistment Permit 1*" or delivered to the Narrandera Shire Council Administration Centre located at 141 East Street, NARRANDERA NSW 2700.

For Agistment Permit 2 – Land adjacent to Narrandera Landfill

Expression of interest by way of letter must be forwarded to Council in a sealed envelope addressed to the General Manager, Narrandera Shire Council, 141 East Street, NARRANDERA NSW 2700 and marked "*Expression of Interest – Agistment Permit 2*" or delivered to the Narrandera Shire Council Administration Centre located at 141 East Street, NARRANDERA NSW 2700.

What should be contained within the expression of interest

In the expression of interest, the applicant must provide all relevant details such as: -

- Full name, address, contact telephone numbers and email address;
- The amount that the applicant is willing to pay to the Council as the annual agistment fee for the initial twelve (12) months, exclusive of GST;
- The types and estimated number of stock intended to be agisted on the land;
- Details of any previous or current leases, licences or agistment permits held, and

- Any other supporting documentation relevant to holding an agistment permit on land owned by the Council or other landowner such as a reference.

Closing time and date of the expression of interest is 4.00PM FRIDAY 30 OCTOBER 2020

Assessment of expression of interest

The assessment criteria to be used to assess all expressions of interest include: -

- The ability of the applicant to maintain the area subject to the agistment permit in accordance with the requirements of the agreement.

NOTE: Applicants are strongly encouraged to include references from previous lessors of similar lands. Where possible, the applicant should submit a brief proposed plan of management for the area to be held under the agistment permit.

- The proposed annual fee that the successful applicant will pay to Council for the initial twelve (12) month period, exclusive of GST;
- The ability of the applicant to make payment of the proposed annual fee in a single payment.

NOTE: Applicants are strongly encouraged to include financial references from previous lessors of similar landowners.

Acceptance of expression of interest

Any person submitting an 'expression of interest' is advised that the highest value of any expression of interest may not necessarily be accepted.

Commencement date

It is envisaged that the agistment permit shall commence 1 December 2020.

Who can I contact for further information?

Please contact Councils Governance and Engagement Manager – Craig Taylor by telephone 02 6959 5510 or email council@narrandera.nsw.gov.au.



**AGISTMENT PERMIT AGREEMENT FOR
VACANT LANDS IN THE OWNERSHIP OF NARRANDERA SHIRE COUNCIL
ADJACENT TO NARRANDERA LANDFILL SITE**

1 DECEMBER 2020 TO 30 NOVEMBER 2021

THIS AGREEMENT made on the 30 day of November 2020.

BETWEEN NARRANDERA SHIRE COUNCIL of 141 East Street, Narrandera (hereinafter called "the Council") of the one part

AND the other part being *(insert name)*

WHEREBY:

The Council will permit the grazing of stock upon the lands detailed in the table below and visually identified as the land contained within the 'area outlined in red' on the attached map labelled as Attachment 1.

Land identification	Approximate land area
Lot 274 DP 751719 Lot 272 DP 751719 Lot 2 DP 785518	47.82 Hectares

THIS AGREEMENT WITNESSES THAT:

- The initial agistment permit is for a period of twelve (12) months commencing 1 December 2020 with four (4) options of one (1) year each. The maximum term of the agistment permit, including any options is five (5) years concluding 30 November 2025. If the permit holder wishes to exercise each option, the permit holder must advise Council in writing of their intention to exercise the option at least ninety (90) days before the conclusion of the expiring agistment permit;
- The agistment permit fee for the initial twelve (12) month period is *(insert amount detailed by applicant and accepted by Council \$0.00)* exclusive of GST being the amount specified by the permit holder within the 'expression of interest' submitted to the Council for consideration encompassing 47.82 HA. The permit holder acknowledges that subsequent annual agistment permit fees shall be adjusted on the first day of the next permit period using the preceding agistment permit fee as the base fee. The base fee shall be adjusted by the

immediate past December quarter CPI movement for ALL GROUPS SYDNEY when compared to the same period for the year prior

- The initial agistment permit fee and any subsequent agistment permit fees shall be paid to Council in full within thirty (30) days of the issue of a tax invoice by Council;
- The agistment permit or any subsequent options may be terminated without notice if the annual agistment permit fee is not paid within thirty (30) days of the date of issue of a tax invoice from the Council, and this is an essential term;
- The permit holder agrees to lodge with the Local Land Service any necessary Returns in respect of the land held under permit and any livestock de-pasturing thereon and will pay any rates assessed by the Local Land Service;
- The permit holder indemnifies the Council against all demands, claims, actions, liabilities or damages in any way arising out of the permit holders or their agents and employees de-pasturing stock on or otherwise using the land subject to the agistment permit including but not limited to any demand, claim, action, liability or damage arising as a result of stock straying or escaping from the land;
- The permit holder must acquire and maintain a public risk insurance policy of not less than \$20 million dollars listing Narrandera Shire Council as an interested party. A copy of the public risk insurance policy is to be supplied to the Council before the commencement date of the initial agistment permit and where the agistment permit continues after the initial period of twelve (12) months, a copy of the renewed policy is to be supplied to the Council on the anniversary date of every subsequent permit for the term of the permit;
- Council may reduce the area subject to the agistment permit for any reason or purpose such as (but not limited to) expansion of the Red Hill Industrial Estate or the Narrandera Landfill Site by creating new roadways, new allotments, the installation of infrastructure or for any other reason. The annual fee may be reviewed depending on the reduction of the area subject to this permit;
- Either party may terminate the permit at any time during the currency of the permit by providing notice to the other party in writing thirty (30) days prior to the proposed termination date. Upon termination the permit holder must remove any improvements that have been made to the land from the date of commencement of the initial permit unless an agreement has been reached whereby the Council agrees to accept ownership of the improvements, and deliver up the land to the Council in substantially the same condition as at the date of commencement of the permit. The permit holder cannot claim compensation from the Council for any improvements carried out to the property by or on behalf of the permit holder;
- The successful permit holder may apply to Council for connection to the reticulated potable water supply operated by Council. If water is connected it can only be used for the watering of stock. Council can refuse access to the potable water supply.

If a water connection to the potable water supply is approved by Council, the successful permit holder shall become liable for payment of the applicable connection fee, the annual water access charge and water consumption charges billed during the term of the permit (these charges are additional to the annual agistment permit fee).

Any water supply fixtures and fittings connected to the metered water supply must be of a type and design approved by the Council.

- No adjustment of any water consumption account payable by the permit holder will be made for water supplied to the holding that is lost as a result of anything other than an act or omission of the Council, including but not limited to damaged or malfunctioning water troughs, pipes and/or fittings or theft.

1 THE LAND

- (a) The permit holder must use the land only for the grazing of stock with the agistment permit not transferable to any other entity or to any other lands;
- (b) The permit holder may apply to the Council to use the land for another purpose other than the grazing of stock, however no inference should be relied upon that a purpose other than the grazing of stock will be permitted;
- (c) The permit holder must not allow another person or entity to use the land;
- (d) The permit holder must not sub-lease the land to another person or entity;
- (e) The issue of this permit does not grant any rights over any other adjoining lands or road reserves;
- (f) The issue of this permit does not confer any right to purchase the land and
- (g) The issue of this permit does not convey, grant or pass to the permit holder any estate or interest in the land.

2 STOCK LEVELS

Animals which may be agisted on the land are: -

- Cattle
- Sheep
- Horses
- Alpacas
- Other animals may be permitted for agistment on application to the Council

The recommended level of stocking shall be in accordance with guidelines from NSW Department of Primary Industries.

3 PERMIT HOLDERS OBLIGATIONS

The permit holder accepts the lands and any improvements or residual debris in the current condition of repair and maintenance with Council not obliged to carry out any works. The permit holder must: -

(a) **Control Noxious Weeds**

At the permit holder's expense, effectively control or eradicate as required under the *Biosecurity Act, 2015*.

(b) **Control Animal Pests**

At the permit holder's expense, effectively control or eradicate as required any noxious animal pests including rabbits.

(c) **Control Stock and Plant Diseases:**

- (i) Abide by the provisions of the *Plant Diseases Act, 1924*;
- (ii) Ascertain the disease status of all animals proposed to be moved onto the land subject to the permit;
- (iii) Ensure no animal known or suspected to be carrying or infected with the following diseases is to be moved onto the land by the permit holder: -
 - (a) Sheep infected with lice and/or footrot;
 - (b) Cattle or sheep that are known or suspected to carry or be infected with Johne's disease.
- (iv) Promptly notify the Council of any suspicions that any of the stock on the land may have Johne's disease, footrot or lice. The permit holder must immediately seek, from the Local Land Service – Riverina (LLS) Inspector or District Veterinarian (Vet), confirmation of the presence or absences of any of these conditions;
- (v) Report to the Local Land Service – Riverina if diseased stock is detected, and deal with them in terms of the *Stock Diseases Act, 1923*. Unless an alternative plan is agreed by the permit holder, Council and the LLS Inspector/District Vet, the permit holder will within one month of confirmation of the presence of the disease, remove all cattle and sheep from the permit area. The stock will be taken to another property for treatment or to an abattoir for slaughter, as approved by the District Vet, and the action reported promptly to the Council;
- (vi) Have no further claim on stock found on the area subject to the agistment permit beyond one month following the end of this permit. The stock will be considered abandoned and they may be dealt with as advised by an inspector under the *Stock Diseases Act, 1923* at the discretion of Council.

- (d) **Repair and Maintain**
- Keep in good repair any improvements on the land or its boundaries.
- (e) **Take Fire Precautions**
- Take reasonable precautions to prevent damage by fire on the land and to adjoining lands, and immediately report the outbreak of fire to the nearest Fire Brigade and the Council. No burning shall be done on the area by the permit holder except with the permission of the Council and under control of the Rural Fire Service and in compliance with the requirements of the *Rural Fires Act, 1997*.
- (f) **Not Overstock**
- Not overstock the land either wholly or in part. The Council in their absolute discretion will determine the maximum number of stock to be grazed on the land.
- (g) **Not Harm Trees**
- Not interfere with any trees or saplings unless specifically authorised in writing by the Council;
- Not cut or remove from the land any timber (whether alive or dead) growing or lying on the land;
- Areas currently planted or proposed to be planted out with native species must be protected from grazing stock.
- (h) **Erecting Fixtures or Structures**
- Not install or construct any fixtures or structures which would be regarded as significant on the land, however fixtures or structures of a minor nature such as but not limited to stock feeding troughs, water troughs, feed storage shelter, feed preparation area or small animal shelter may be permitted with the written consent of the Council. Fencing where necessary or required by this permit, may be installed without the written consent of the Council.
- (i) **Fencing, Gates and Similar**
- The permit holder must at its own cost: -
1. Install any fences, gates and similar necessary to contain stock within the permit area;
 2. Maintain all fences, gates and similar in a satisfactory stock-proof condition so to contain any stock in the permit area.

The permit holder is not required to replace existing fences, gates or similar unless the fences, gates or similar are damaged due to the permit holder's negligence.

(j) **Install Parallel Fencing (if required)**

The common boundary fence with adjoining properties or the roadway either is or could potentially be renewed with a type of fencing that is not a stock proof fence and must not be used as a measure to control stock.

In this instance the area of land intended to be used by the permit holder, the permit holder must install a suitable stock proof fence at a parallel distance of at least six (6) metres from the common boundary fence for the length of the area required to be fenced.

The permit holder is required to meet the costs of repairing any damaged fencing of adjoining property owners.

(k) **Stock to be Contained**

Take all reasonable measures to prevent stock from straying from the agistment permit area or becoming a nuisance to adjoining or nearby landholders. Straying stock outside the agistment permit area may be impounded with the permit holder to pay any release fees to the Council or other impounding authority.

Damage to any property or persons caused by straying stock shall be the responsibility of the permit holder to rectify, and the permit holder indemnifies the Council against all demands, claims, actions, liabilities or damages arising as a result of the stock straying or escaping from the land.

(l) **Movement of Stock**

The movement of stock outside the boundaries of the area held under permit is prohibited unless the stock has been loaded into a vehicle which is of a type used to transport such stock.

(m) **Accumulation of Materials**

The permit holder is to avoid the unnecessary accumulation of materials such as but not limited to disused fencing materials, containers, scrap metal, vehicles or machinery on the land held under permit.

(n) **Compliance**

In the event that the permit holder fails to comply with any of the obligations of the agistment permit, the Council may take action to have the same complied with and recover the cost thereof from the permit holder or deduct such cost from any refund

of the agistment permit fee payable to the permit holder on termination of the holding.

(o) Entry upon the land by the Council

Not restrict the right of the Council or any other authorised person or entity to enter upon the land held under permit at such times as the Council or its officers or any other authorised entity may think fit. Instances where the Council may need to access the land may include but not limited to surveying of the land, inspection of the land. An authorised person or entity requiring access to the land may include but is not limited to Jemena Gas Network or Essential Energy (Origin Energy);

(p) End of Term

Where the agistment permit concludes either by the issue of written advice submitted to Council by the permit holder, or by the issue of written advice submitted to the permit holder by Council or by the expiration of the term of the agistment and any options taken; it is the responsibility of the permit holder to remove any improvements and accumulated material made to or sited upon the land (such as but not limited to fencing, gates and stock watering equipment) and deliver up the land to Council in substantially the same condition as at the date of commencement of the permit; unless an agreement has been reached whereby Council agrees to accept ownership of the improvements or materials.

Council retains privilege to advertise for 'expressions of interest' at a point in time where the current agistment permit and available options are about to conclude with Council able to accompany persons on the land (with the permission of the permit holder) who may be interested in submitting an 'expression of interest' for the land with Council also able to carry out a final inspection prior to the date of expiration of the agistment permit (with the permission of the permit holder).

The permit holder cannot claim compensation from the Council for any improvements carried out to the property by or on behalf of the permit holder.

(q) Termination Clause

If the permit holder fails to perform any of their obligations under this permit, the Council may terminate the permit at any time by giving fourteen (14) days written notice of termination to the permit holder.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the day and year first hereinbefore written.

SIGNED on behalf of **NARRANDERA**)
SHIRE COUNCIL by a duly authorised)
Officer in the presence of:) **Witness**

.....

NAME OF AUTHORISED OFFICER

.....

SIGNATURE OF AUTHORISED OFFICER

SIGNED by the agistment permit holder)
in the presence of:)
Witness

.....

.....

Attachment 1 – details the locality, legal description and visual mapping of the agistment permit