



BUSINESS PAPER

Ordinary Council Meeting

18 April 2023

ETHICAL DECISION MAKING & CONFLICT OF INTEREST

A Guiding Checklist for Councillors, Officers & Community Committees

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

Officers of the following agencies are available during office hours to discuss the obligations placed on Councillors, officers and community committee members by various pieces of legislation, regulation and codes.

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

COMMUNITY STRATEGIC PLAN THEMES

Section 16 Our Community

- 1.1 To live in an inclusive, healthy and tolerant community with a positive attitude toward others.
- 1.2 Work together to advocate for quality health, education, youth and social services.
- 1.3 To feel connected and safe.

Section 17 Our Environment

- 2.1 To value, care for and protect our natural environment.
- 2.2 Enhance our public spaces to enrich our community.
- 2.3 Maximise greater re-use of resources to increase sustainability within our community

Section 18 Our Economy

- 3.1 Create strong conditions for investment and job creation through quality infrastructure and proactive business support.
- 3.2 Encourage new housing supply to meet the needs of the community.

Section 19 Our Infrastructure

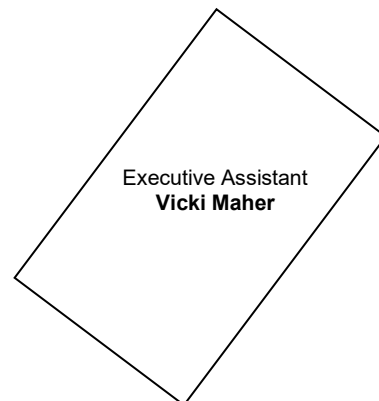
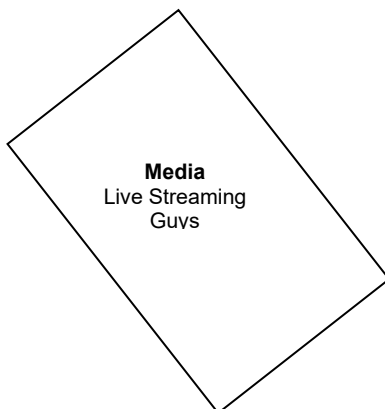
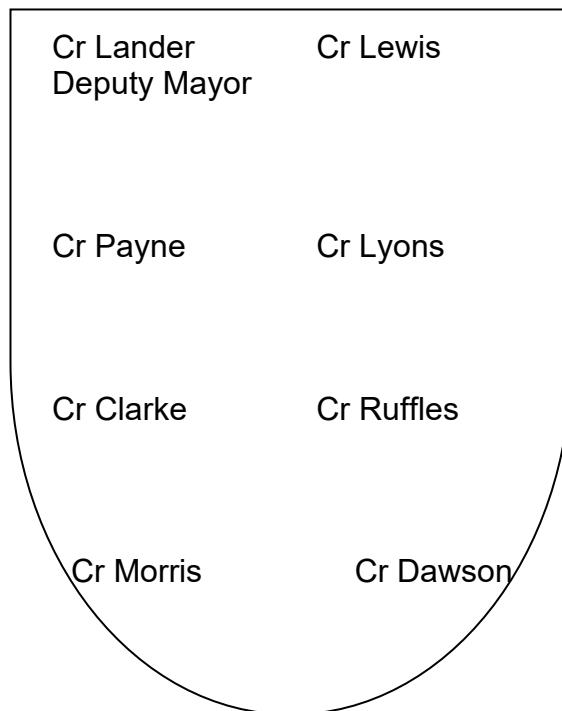
- 4.1 To have an improved and appropriately maintained road network.
- 4.2 Actively investigate opportunities to enhance our potable water quality.
- 4.3 To improve, maintain and value-add to our essential public and recreational infrastructure.

Section 20 Our Leadership

- 5.1 Have a Council that provides leadership through actions and effective communication.
- 5.2 Promote a community spirit that encourages volunteerism and values effective partnerships.

SEATING

General Manager George Cowan	MAYOR Cr Kschenka	Deputy General Manager Infrastructure Shane Wilson	Deputy General Manager Corporate & Community Martin Hiscox
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**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held in the Council Chambers on:
Tuesday 18 April 2023 at 2pm**

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- 1 **ACKNOWLEDGEMENT OF COUNTRY**
- 2 **HOUSE KEEPING**
- 3 **DISCLOSURE OF POLITICAL DONATIONS**
- 4 **REQUEST TO ATTEND BY AUDIO-VISUAL LINK**
- 5 **PRESENT**

6 **APOLOGIES**

Nil

7 **DECLARATIONS OF INTEREST**

8 **CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 21 March 2023



MINUTES

Ordinary Council Meeting

21 March 2023

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 21 MARCH 2023 AT 2PM**

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

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 HOUSE KEEPING

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

3 DISCLOSURE OF POLITICAL DONATIONS

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

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

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

4 REQUEST TO ATTEND BY AUDIO-VISUAL LINK

No requests to join via audio-visual link in March.

5 PRESENT

Cr Neville Kschenka, Cr Cameron Lander, Cr Narelle Payne, Cr Jenny Clarke OAM, Cr Kevin Morris, Cr Peter Dawson, Cr Sue Ruffles, Cr Braden Lyons, Cr Tracey Lewis

In Attendance

George Cowan (General Manager), Shane Wilson (Deputy General Manager Infrastructure), Martin Hiscox (Deputy General Manager Corporate & Community), Vicki

Maher (Executive Assistant / Minute Taker), Melissa Johnson (Council Administration Assistant)

6 APOLOGIES

Nil

7 DECLARATIONS OF INTEREST

Nil

8 CONFIRMATION OF MINUTES

RESOLUTION 23/032

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That the minutes of the Ordinary Council Meeting held on 21 February 2023 be confirmed.

CARRIED

9 MAYORAL REPORT

8.1 MAYORAL REPORT - FEBRUARY / MARCH 2023

RESOLUTION 23/033

Moved: Cr Neville Kschenka

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Mayoral Report for February/March 2023.

CARRIED

10 QUESTION WITH NOTICE

Nil

11 NOTICES OF RESCISSION

Nil

12 NOTICES OF MOTION

Nil

13 COUNCILLOR REPORTS

12.1 CR CLARKE - ATTENDANCE AT THE 78TH MURRAY DARLING ASSOCIATION NATIONAL CONFERENCE 2022

RESOLUTION 23/034

Moved: Cr Jenny Clarke OAM

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes information provided in the report; 78th Murray Darling Association National Conference 2022.

CARRIED

12.2 CR LEWIS - ATTENDANCE AT NSW PUBLIC LIBRARIES ASSOCIATION ANNUAL CONFERENCE - SWITCH 2022

RESOLUTION 23/035

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes information provided in the report; NSW Public Libraries Association Annual Conference - Switch 2022.

CARRIED

14 COMMITTEE REPORTS

13.1 YOUTH ADVISORY COUNCIL - MINUTES - 13 FEBRUARY 2023

RESOLUTION 23/036

Moved: Cr Braden Lyons

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 13 February 2023.

CARRIED

13.2 TRAFFIC COMMITTEE - MINUTES - 27 FEBRUARY 2023**RESOLUTION 23/037**

Moved: Cr Cameron Lander

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the Minutes of the Traffic Committee held on Monday 27 February 2023.

CARRIED

13.3 GRONG GRONG COMMUNITY ADVISORY COMMITTEE - MINUTES - 27 FEBRUARY 2023**RESOLUTION 23/038**

Moved: Cr Peter Dawson

Seconded: Cr Kevin Morris

That Council:

1. Receives and notes the Minutes of the Grong Grong Community Advisory Committee held on Monday 27 February 2023.

CARRIED

13.4 AUDIT, RISK AND IMPROVEMENT S355 COMMITTEE - MINUTES - 8 MARCH 2023**RESOLUTION 23/039**

Moved: Cr Cameron Lander

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement S355 Committee held on Wednesday 8 March 2023, noting the following Committee Resolutions,

6.4 RISK MANAGEMENT AND INTERNAL AUDIT FOR LOCAL GOVERNMENT IN NSW**COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Cr Cameron Lander

That the Audit, Risk and Improvement Committee:

1. Supports the attached Terms of Reference and Internal Audit Charter adopted by Council 21 February 2023; and
2. Suggests that a remuneration payment be offered to the ARIC voting members as 75% of the Councillors monthly fee for attendance at the ARIC meetings held in that month, with the option for members to opt out of payment effective from implementation.
3. Supports the implementation of the new changes as soon as convenient.

CARRIED

6.6 PROVISION OF INTERNAL AUDIT SERVICES FROM 1 OCTOBER 2023

COMMITTEE RESOLUTION

Moved: Cr Cameron Lander

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Authorise the Chairperson to progress a Request for Quotation for the provision of internal audit services concluding 30 September 2026 by the 30 June 2023; and
2. Following the closing date that the Chairperson assess the submissions and make a recommendation for appointment to the ARIC extra ordinary meeting proposed for 9 August 2023.

CARRIED

CARRIED

15 PROCUREMENT

14.1 T-22-23-04 SOLAR POWER DESIGN & CONSTRUCT PROJECT

RESOLUTION 23/040

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

1. Accepts the tender by Energus of \$443,550 ex GST to undertake the Narrandera Solar Power Design & Construct project in accordance with Section 55 of the Local Government Act 1993.

CARRIED

16 DEVELOPMENT APPLICATION

Nil

17 OUR COMMUNITY

Nil

18 OUR ENVIRONMENT

Nil

19 OUR ECONOMY

Nil

20 OUR INFRASTRUCTURE

Nil

21 OUR LEADERSHIP**20.1 DELIVERY PROGRAM 2022-2026 HALF-YEARLY PERFORMANCE REVIEW - 31 DECEMBER 2022****RESOLUTION 23/041**

Moved: Cr Cameron Lander

Seconded: Cr Tracey Lewis

That Council:

1. Adopts the Delivery Program 2022-2026 half-year performance review as at 31 December 2022 as presented and publishes the document to the community via Council's website.

CARRIED**22 POLICY****21.1 POLICY REVIEW - POL004 BUDGET DEVELOPMENT AND MANAGEMENT POLICY****RESOLUTION 23/042**

Moved: Cr Cameron Lander

Seconded: Cr Kevin Morris

That Council:

1. Reviews and endorses policy POL004 Budget Development and Management Policy for the purpose of public exhibition.
2. Following 28 days public exhibition, if no submissions received, deem this policy as adopted.

CARRIED

21.2 POLICY REVIEW - POL014 WATER AND WASTEWATER CHARGES - UNDETECTED LEAKS POLICY**RESOLUTION 23/043**

Moved: Cr Sue Ruffles

Seconded: Cr Cameron Lander

That Council:

1. Reviews and endorses POL014 Water and Wastewater Charges – Undetected Leaks Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL014 Water and Wastewater Charges – Undetected Leaks Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

21.3 POLICY REVIEW - POL032 VERBAL ADVICE**RESOLUTION 23/044**

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

1. Adopts policy POL032 Verbal Advice as presented.

CARRIED

21.4 POLICY REVIEW - POL037 PUBLIC INTEREST DISCLOSURES INTERNAL REPORTING**RESOLUTION 23/045**

Moved: Cr Tracey Lewis

Seconded: Cr Sue Ruffles

That Council:

1. Adopts revised POL037 Public Interest Disclosures Internal Reporting Policy as presented.

CARRIED

21.5 POLICY REVIEW - POL146 CATEGORISATION OF LAND AS FARMLAND FOR RATING**RESOLUTION 23/046**

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That Council:

1. Reviews and endorses POL146 Categorisation of Land as Farmland for Rating Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL146 Categorisation of Land as Farmland for Rating Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

21.6 POLICY REVIEW - POL049 OBTAINING LEGAL ADVICE**RESOLUTION 23/047**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Adopts POL049 Obtaining Legal Advice Policy as presented.

CARRIED

21.7 POLICY REVIEW - POL051 COUNCILLOR ACCESS TO INFORMATION, INTERACTIONS WITH STAFF AND ACCESS TO COUNCIL PREMISES**RESOLUTION 23/048**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Adopts POL051 Councillor Access to Information, Interactions with Staff and Access to Council Premises Policy as presented.

CARRIED

23 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS**22.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - FEBRUARY 2023****RESOLUTION 23/049**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Development Services Activities Report for February 2023

CARRIED

24 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS**23.1 INCOME STATEMENT - FEBRUARY 2023****RESOLUTION 23/050**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 28 February 2023.

CARRIED

23.2 STATEMENT OF INVESTMENTS - FEBRUARY 2023**RESOLUTION 23/051**

Moved: Cr Tracey Lewis

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the report indicating Council's Fund Management position.
2. Notes the Certificate of the Responsible Accounting Officer and adopts the report as at 28 February 2023.

CARRIED

23.3 STATEMENT OF BANK BALANCES - FEBRUARY 2023**RESOLUTION 23/052**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 28 February 2023.

CARRIED

23.4 STATEMENT OF RATES AND RECEIPTS - FEBRUARY 2023**RESOLUTION 23/053**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 02 March 2023.

CARRIED

23.5 CAPITAL WORKS PROGRAM - FEBRUARY 2023**RESOLUTION 23/054**

Moved: Cr Cameron Lander

Seconded: Cr Braden Lyons

That Council:

1. Receives and notes the information contained in the Capital Works report as at 28 February 2023.

CARRIED

25 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

26 CONFIDENTIAL BUSINESS PAPER REPORTS

Nil

The Meeting closed at 2.27pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 April 2023.

.....
GENERAL MANAGER

.....
CHAIRPERSON

Unconfirmed

9 MAYORAL REPORT

9.1 MAYORAL REPORT - MARCH / APRIL 2023

Document ID: 662044
Author: Mayor
Theme: 5 - Our Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Mayoral Report for March/April 2023.

BACKGROUND

Since submitting my last Mayor’s Report that was presented to the Ordinary Council meeting of 21 March 2023, I attended the following on behalf of our Council:

Meetings with General Manager: Attended regular Monday, and unscheduled, meetings with the General Manager (GM) George Cowan to discuss various matters. The Deputy Mayor, Cr Cameron Lander, is also invited to attend the Monday prior to Ordinary Council meetings.

All Councillors have the opportunity to attend a weekly Zoom meeting with the General Manager.

Media Interviews: I have had numerous media interviews Triple M Griffith, Prime7 News, and ABC Riverina Radio, over the past reporting period covering recent topics of interest, as well as our local Community Radio, 91.1 Spirit FM monthly segment.

MARCH 2023



Saturday 11: After accepting an invitation, my wife and I attended the Community Radio 18th Birthday Celebration held at the Narrandera Golf Club. Around 120 people came together to acknowledge the efforts of all those involved with bringing the station to fruition and who continue to volunteer to this day.

Narrandera Shire Council is one of those supporters, and I acknowledge the importance of our local station in getting community information out to the public. Congratulations to 91.1 for keeping our radio station on the air for 18 years and my best wishes for the future.



[Life members Marj Anslow & Barry Mayne cut the birthday cake.

It was a special treat for all involved to have Pepi attend on the night, and to catch up with the musicians at the party, Hayley Ruffles, and myself]

Wednesday 15: The quarterly police meeting was held in Narrandera Council Chambers attended by Acting GM Martin Hiscox, Mayor Tony Reneker, Leeton GM Jackie Kruger, Superintendent Chris McKinnon, Inspector Justin Cornes, and myself.

Crime statistics were tabled, and Narrandera’s were generally trending down in recent times. A recent outbreak of fires that appeared to be deliberately lit were discussed along with other matters.

Although Narrandera currently has no staff vacancies, officers on leave and vacancies in Leeton are having an impact. Other matters such as police housing and the need to upgrade the Narrandera station were also discussed.

Later this day, together with Acting GM Martin Hiscox and Deputy General Manager Infrastructure (DGMI) Shane Wilson, staff and users of the facility, I attended the official opening of the refurbished Narrandera Stadium by our Local Member for Cootamundra, Steph Cooke MP.



Work on the stadium, which included insulation improvements and lining of the internal walls with insulated cool-room panels, was made possible thanks to funding of \$65,000 secured through the fourth Round of the NSW Government’s Stronger Country Communities Fund, as well as \$65,000 contributed by Narrandera Shire Council.

[1. DGMI Shane Wilson, Facility Manager Lee Longford, myself, Steph Cooke MP, DGMCC (Acting GM) Martin Hiscox, Cr Peter Dawson and Narrandera High School Girls Basketball team. 2. Steph and team members.]



We then moved onto the Lake Talbot Boat Ramp area where Steph took the opportunity to announce funding of \$225,000 from the Regional NSW – Business Case and Strategy Development Fund for Business Case Funding for Lake Talbot project works for the deepening of the lake. This is an important step in securing finance to keep this major attraction viable into the future.



[1. DGMI, Steph and I at Lake Talbot. 2. Cr Peter Dawson, DGMCC (Acting GM), and 3. Taking the opportunity to see the

starting framework of the Sky Walk]

We moved on next to the Old Wagga Road where Steph made a further announcement of grant funding of \$815,539 through the Fixing Local Roads Round 4. This funding is for rehabilitation and maintenance of a section of Old Wagga Road from the speed limit signs to the top of the hill. These upgrades significantly improve the road, a key link for locals and visitors to some of our great recreational sites including Rocky Waterholes and Five Mile. The works will include widening and resurfacing the road starting from the Showground. These works will also make the school bus run and commute to/from work safer for locals who rely on this road every day.



[DGMI, Cr Peter Dawson, Steph, DGMCC (Acting GM) and I viewing a stretch of Old Wagga Road set for rehabilitation works.]

Monday 20: Joined by GM George Cowan and Council’s Economic Development Manager (EDM) Tiffany Thornton, I attended a site visit to Agri Australis Hazelnut Farm to meet with the new CEO Gerhard Engelbrecht. While at the farm, we were taken on a tour of the nut sorting shed. We saw how hazelnuts are sorted and packed for delivery to a drying facility. It was pleasing to see and hear about the progress of harvesting and how they managed during the past rain events.

Tuesday 21: I chaired the monthly Councillors’ Briefing Session and Ordinary Council meeting. Unconfirmed Minutes of the Council meeting are submitted for Council’s endorsement.

Wednesday 22: Deputy Mayor Cr Cameron Lander joined the GM George Cowan on my behalf for our regular segment on the local Community Radio, 91.1 Spirit FM. Cr Lander and GM advised listeners on outcomes of agenda items from the Council meeting, as well as providing updates on current projects. This informative segment is held at 8:30am on the Wednesday following the monthly Council meeting.

Monday 27: Together with fellow committee members, I attended and chaired the Aboriginal Elders Liaison Group meeting. Minutes of the meeting are further presented to Council.

Tuesday 28: Together with DGMI Shane Wilson, I travelled to Avonlie Solar Farm to join Beon Energy in celebrating the major



milestone for 'the completion of panel installation'.

With over 450,000 panels, this is quite an achievement for the team who delivered the project despite delays due to the recent floods. Invaluable employment experience and training has been provided to the local community during the construction period.



APRIL 2023

Tuesday 4: Together with fellow committee members, I attended and chaired the April Economic Taskforce meeting. Minutes of the meeting and the latest update to the Economic Development Strategy are presented to Council.



Thursday 6: The Earlies Rod Run returned to Narrandera over Easter once again, celebrating 50 years since the first event in 1973. Entrants were able to register at the Narrandera Golf Club and enjoy a meal.

Friday 7: Registrations continued, and merchandise was also available. A ladies' morning was held at Sew Fab, followed by a visit to Lake Talbot Water Park and Roller Disco at the Showground. An event was held that evening at the Golf Club and an auction was held, raising a much appreciated \$3,000 for the Gillenbah RFS.

Saturday 8: Narrandera Fisheries Research Centre was opened for the enjoyment of the visitors, and all were very impressed with the facility and their experience there. A complimentary lunch funded by Narrandera Shire Council was provided by the Narrandera VRA in Marie Bashir Park, a favourite venue of the Rodders. All that I spoke to appreciated what Council had done to organise the day.

Saturday night saw the ‘Cruzin no Boozin’ event in East Street under lights and this was very well attended. Several stores and food outlets remained open, and entertainment was also provided in Kiesling Lane.



Sunday 9: The Annual Show-n-Shine held at Narrandera Sportsground attracted large numbers. This provided an opportunity for people to admire the cars and for vendors, including local not-for-profit organisations, to raise money to assist with continuing the services they provide.

Later in the day Steve Alldrick, a driving force behind the event, conducted the annual awards for the various categories. Steve also paid tribute to Council staff and Council in general for all the work leading up to the event and during the weekend. On behalf of Council, I had the privilege of presenting a special 50th Anniversary plaque to Steve to commemorate the occasion and in appreciation of the Earlies returning to Narrandera every year.

My thanks go to Ray Alldrick for having the vision 38 years ago to see Narrandera as an ideal location for this family event, and to his family Steve, Kathleen and their family and team for what they do to continue the legacy.





Also on this day, I attended the final performance of the production “Grunt” that was held at the CRC Plaza Theatre. All the performers and crew are to be congratulated on producing a professional performance which was enjoyed throughout the week by people around the region.





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

Until next time, Mayor Kschenka

RECOMMENDATION

That Council:

Receives and notes the Mayoral Report for March/April 2023.

10 QUESTION WITH NOTICE

Nil

11 NOTICES OF RESCISSION

Nil

12 NOTICES OF MOTION

Nil

13 COUNCILLOR REPORTS**13.1 LEAVE OF ABSENCE - MAY ORDINARY MEETING**

Document ID: 666979
Author: Executive Assistant
Authoriser: General Manager
Theme: Our Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and accepts Cr Ruffles apology to the Ordinary Council meeting on 16 May 2023 and grants Leave of Absence.

PURPOSE

The purpose of this report is to advise Council of Cr Ruffle's intention to be absence from the 16 May 2023 Ordinary Council meeting and seeks leave of absence to be granted.

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

5 - Our Leadership

Strategy

5.1 - Have a Council that provides leadership through actions and effective communication.

RECOMMENDATION

That Council:

1. Receives and accepts Cr Ruffles apology to the Ordinary Council meeting on 16 May 2023 and grants Leave of Absence.

14 COMMITTEE REPORTS

14.1 ABORIGINAL ELDERS LIAISON - MINUTES - 27 MARCH 2023

Document ID: 665438

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Aboriginal Elders Liaison Minutes - 27 March 2023

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Aboriginal Elders Liaison held on Monday 27 March 2023.



MINUTES

Aboriginal Elders Liaison Meeting

27 March 2023

Uncertified

**MINUTES OF NARRANDERA SHIRE COUNCIL
ABORIGINAL ELDERS LIAISON MEETING
HELD AT THE EMERGENCY OPERATIONS CENTRE
ON MONDAY, 27 MARCH 2023 AT 12PM FOR 12.30PM**

Meeting commenced at 12.31pm

ACKNOWLEDGEMENT TO COUNTRY

Acknowledge to Country by Cr Braden Lyons

1 PRESENT

Chairperson Neville Kschenka, Cr Braden Lyons, Cr Tracey Lewis, GM George Cowan, Elder Cherry Johnson, Elder Hank Lyons, Elder Jennifer Johnson, Elder Joy Ingram, Elder Michael Lyons, CLO Suzanne Litchfield, CSM Stacie Mohr

Guests Nioka Dupond

2 APOLOGIES

RECOMMENDATION

That apologies from Elder Bonita Byrne, Elder Colleen Ingram, Elder Dexter Briggs, Elder Graham Byrne and Observer Vivian Christian be received and accepted.

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Other than those matters addressed in Item 5.3

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Elder Joy Ingram

Seconded: Cr Tracey Lewis

That the minutes of the Aboriginal Elders Liaison meeting held on 31 October 2022 be confirmed.

CARRIED

5 REPORTS

5.1 MINUTES OF AELG MEETING 6 FEBRUARY 2023

COMMITTEE RESOLUTION

Moved: Elder Joy Ingram

Seconded: Elder Jennifer Johnson

That the Discussion Notes of the Aboriginal Elders Liaison meeting held 6 February 2023 be received and noted.

CARRIED

MINUTE SILENCE

The Mayor led a Minute Silence in honour of Raylene Williams who had passed recently. Raylene was a member of the Aboriginal Elders Liaison Committee and a much respected member of the community.

5.2 GUEST - ABORIGINAL LANDCARE OFFICER

COMMITTEE RESOLUTION

Moved: Elder Cherry Johnson

Seconded: Elder Michael Lyons

That the Aboriginal Elders Liaison Group:

1. Thanked Nioka for attending.
2. Support moving forward with the project of establishing a Cultural Meeting Place in and adjacent to Bamblett Street.

CARRIED

Update Notes

- The project "Beautification of Bamblett Street" is progressing well but now requires the AELGs support to keep moving forward.
- Discussions need to be had regarding who is funding the project and the ongoing maintenance.
- Council has lodged application through a government funding body for Grant Funds that will assist in project costs.

5.3 UPDATES ON PREVIOUS MATTERS

COMMITTEE RESOLUTION

Moved: Elder Cherry Johnson

Seconded: Elder Michael Lyons

That the Aboriginal Elders Liaison Group:

1. Receive and discuss the Updates on Previous Matters listing.

CARRIED

5.3.1 - Wiradjuri Honour Wall

Elder Joy Ingram enquired if Dean Ingram had been contacted in relation to progress on the Aboriginal Wall – Yes, General Manager has met with Dean and gone through all names and where they will be listed on the Wall. DGMI will be meeting with Dean in near future to sort out the final design for the Fire Ball. Front of Dewarf Wall and artwork is to be determined. Dean is currently working on the list on family names, based on the original families from the Sandhills.

Official Opening

If complete can be opened during NAIDOC Week.

Discussion on who the AELG wish to invite to the Wall Official Opening as the invitations need to be sent as soon as possible.

Invitations to Ceremony

- Two local Elders to do Official Opening
- Mayor, Councillors and staff
- Invite Dean Ingram to have an active role in the ceremony
- The NSW Minister for Aboriginal Affairs
- Federal Minister for Indigenous Australians; the Hon. Linda Burney MP
- Federal Minister for Infrastructure, Transport, Regional Development; Catherine King MP
- Local Member for Cootamundra Steph Cooke MP
- State Member for Farrer; the Hon. Sussan Ley MP
- National War Memorial representatives
- RSL Narrandera Branch representatives
- AELG members
- Key contractors involved in the project
- Wider community

It was suggested to invite others to conduct the Official Opening, however the group agreed that it will be done by two Local Elders.
(Zak Williams or Graham Johnson (Jennifer's son))

Features of the Opening

- Elder Jennifer Johnson – Official Opening
- Elder Michael Lyons do the Welcome to Country

- School Dancers
- Smoking Ceremony
- Opening in “Wiradjuri Language” and “English”
- Elder Michael Lyons play Didgeridoo
- Story Telling by Elder Jennifer Johnson

Official Story to acknowledge efforts of folks who served in the forces and about moving forward into the present and future.

At time of ceremony, have Artwork by local Aboriginal artists on display in the Destination Discovery Hub. Group with GM to work together to invite local Aboriginal Artists for their artworks on display.

5.3.2

Aboriginal Artefacts

Council has sourced funds for maintenance works on the access road to Town/Koori Beach. DGMI to work with Michael Lyons to identify local artifact sites that must be protected prior to works commencing. Eg: trees with the Meeting Place symbol etched in.

5.3.3

Aboriginal Logo

The Rotary History Walking path project signs have the Lizard on them and are ready to install.

5.3.4

The Rotary History Walk signs have the “Lizard” included in the sign artwork. The signs are ready to be installed.

5.3.5

Town/Koori Beach Maintenance

Name Change – New Lands Council Administrator is aware of the request to have the name of Town Beach changed to Koori Beach, however, is not in a position to do anything on the matter.

Still waiting on authority from the Department of Crown Lands to install benches made of natural timbers. Council has gained a permit to “Use Area”.

Creation of a Yarning Circle at the beach needs to be approved by the Department.

5.3.6

NAIDOC Committee / Week

Update by Nioka.

- Organisations for the week are progressing but not finalised yet.
- Council is assisting the NAIDOC Committee with some aspects of the Opening and Closing ceremonies.
- Considering holding a Kids Disco.
- Having Local Singers to perform.
- Elders Lunch or Dinner.

NAIDOC, with assistance by Council, coordinate the Opening and Closing ceremonies. Nioka, Economic Development Manager and Community Liaison Officer (CLO) have discussed the fine tuning of event logistics. A MOU between NAIDOC Committee and Council is being prepared by CLO. NAIDOC coordinate the events and Council's role is to assist and support NAIDOC Committee with aspects, for example - street closure requirements, venue bookings, PA systems.

NAIDOC would like to put on an Awards Event in October or September to honour Elders.

5.3.7

Education – Youth Centre Study Hub

Possible location for Study Hub, could be the Senior Citizens building in Jonsen Street. Senior Citizens are near closure due to low numbers.

Invitation to Principals to be followed up to try and have all principals attend the next meeting of the AELG.

Discussion held around concerns that the Narrandera local Aboriginal Education Consultive Group (AECG) (Facebook page for Narrandera AECG created March 2023), are not performing to the Narrandera Aboriginal communities expectations.

5.4 FUTURE MEETING STRUCTURE / TIMEFRAME

COMMITTEE RESOLUTION

Moved: Elder Hank Lyons

Seconded: Elder Jennifer Johnson

That Aboriginal Elders Liaison Group discuss:

1. Future meeting timeframes,
2. What can we do better to attract more member attendance,
3. Members invite a member to next meeting.

CARRIED

Suggestions

- Place/Venue – No change
- Time – No change
- Other items on Agenda – Nothing included
- Talking Stick – Members speak only when holding the Talking Stick,
- Hold Informal Discussion Sessions that are open to all, with a BBQ. Start with holding one to see how this is received and if there is a positive outcome, hold more in the future.

5.5 GUEST REQUEST - ABORIGINAL RANGER

COMMITTEE RESOLUTION

Moved: Elder Cherry Johnson

Seconded: Elder Jennifer Johnson

The Aboriginal Elders Liaison Group:

1. Agreed to the request by Lee Reavley, Aboriginal Ranger from NSW Local Land Services, to join the next AELG meeting on 29 May 2023 to provide information on the Aboriginal Ranger Trainee Program.

CARRIED

5.6 GUEST REQUEST - NARRANDERA LOCAL ABORIGINAL LAND COUNCIL

COMMITTEE RESOLUTION

Moved: Elder Jennifer Johnson

Seconded: Elder Michael Lyons

The Aboriginal Elders Liaison Group:

1. Agreed to extend an invitation to Mr Bowcher to attend the next meeting of the AELG.

CARRIED

5.7 MEMBER REQUEST - MURRUMBIDGEE LOCAL HEALTH DISTRICT ABORIGINAL HEALTH STAFF

COMMITTEE RESOLUTION

Moved: Cr Braden Lyons

Seconded: Elder Hank Lyons

The Aboriginal Elders Liaison Group:

1. Agreed to extend an invitation to the MLHD new staff (Leonie Flack and Shaun Lyons) to attend future meetings.

CARRIED

6 GENERAL BUSINESS

Elder Joy Ingram

- Enquired why the old Grandstand at the sportsground was demolished?
GM advised it was necessary due to the structures condition, it had asbestos and lead paint and that a new covered seating structure will be constructed in its place.
- Underground Water at Cemetery.
Advised that as a child, local children were told from their elders, that there is an Underground Mineral Spring in the area of the Cemetery. Can Council tap into and use that water.

Elder Chery Johnson

- Dirty Water - Was it true what was written in the papers?
GM explained the water is a mix of bore and river water and sometimes a smell from the mineral content can occur. Rust deposits from the mineral in the water can come through pipes as brown water as well, especially old pipes.
- Asked about the proposed playground at the Water Tower.
GM advised the plans for the recreational upgrade in the area of a playground and BBQ structure, are about to go on public exhibition. The playground is made possible from a grant through the Stronger Country Communities Fund (SCCF). Deputy Premier (of the day), the Hon Paul Toole and our Local Member Steph Cooke MP, were in Narrandera on 5 January 2023 and announced the funding.

Nioka

Enquired what format the Informal meetings be.

7 NEXT MEETING

Monday 29 May 2023 – 12pm Light Lunch - 12.30pm – EOC

With members to bring a fellow AELG member along with them.

8 MEETING CLOSE

Meeting Closed at 3pm

14.2 YOUTH ADVISORY COUNCIL - MINUTES - 13 MARCH 2023**Document ID: 665757****Author: Community Support Manager****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Youth Advisory Council Minutes - 13 March 2023****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 13 March 2023.

At the March Youth Advisory Council meeting the Youth Council endorsed the following items:

- The inclusion of the “Where to From Here?” project, in Council’s application for funding under the Local Government Recovery Grants Program. The project is aimed at providing career and life skills training, in the submission for funding
- The Youth Week Expo to be held during Youth Week 2023, including stall holders, park games and local entertainment
- The food trailer booking for the Easter Sunday event, the “Show n Shine”, with a roster-based system and an amended menu of toasted sandwiches and nachos



MINUTES

Youth Advisory Council Meeting

13 March 2023

**MINUTES OF NARRANDERA SHIRE COUNCIL
YOUTH ADVISORY COUNCIL MEETING
HELD AT THE YOUTH SPACE
ON MONDAY, 13 MARCH 2023 AT 4.30PM**

1 PRESENT

Mayor Wesley Bamblett, Deputy Mayor Madeline Fraser, Cr Alex Luck, Cr Alyssa Sanders, Cr Clare McDonald, Cr Harrison Rowe, Cr Memphis Singh, Cr Mikalie Vearing, Cr Ruby Hewitt, CLO Suzanne Litchfield, CSM Stacie Mohr, Observer Braden Lyons,

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Alyssa Sanders

Seconded: Cr Mikalie Vearing

That apologies from Cr Colby Irons be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

- Less free form text on Listening post document, more multiple choice answers

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Alyssa Sanders

Seconded: Cr Mikalie Vearing

That the minutes of the Youth Advisory Council Meeting held on 13 February 2023 be confirmed.

CARRIED

5 REPORTS

5.1 LOCAL GOVERNMENT RECOVERY GRANTS PROGRAM

COMMITTEE RESOLUTION

Moved: Deputy Mayor Madeline Fraser

Seconded: Cr Harrison Rowe

The Youth Council:

1. Endorse the inclusion of the “Where to From Here?” project, in Council’s application for funding under the Local Government Recovery Grants Program. The project is aimed at providing career and life skills training, in the submission for funding.

CARRIED

5.2 YOUTH WEEK 2023

COMMITTEE RESOLUTION

Moved: Cr Memphis Singh

Seconded: Cr Alex Luck

The Youth Council:

1. Endorse the Youth Week Expo to be held during Youth Week 2023, including stall holders, park games and local entertainment

CARRIED

5.3 2023 FOOD TRAILER SCHEDULE

COMMITTEE RESOLUTION

Moved: Cr Alex Luck

Seconded: Cr Ruby Hewitt

The Youth Council:

1. Endorse the booking for the Easter Sunday event, the “Show n Shine”, with a roster based system and an amended menu of toasted sandwiches and nachos

CARRIED

6 NEXT MEETING

3 April 2023 at the Council Chambers

7 MEETING CLOSE

Meeting Closed at 16.24

14.3 ECONOMIC TASKFORCE COMMITTEE - MINUTES - 4 APRIL 2023

Document ID: 666338

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Economic Taskforce Committee Minutes - 4 April 2023

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Economic Taskforce Committee held on Tuesday 4 April 2023.

**MINUTES OF NARRANDERA SHIRE COUNCIL
ECONOMIC TASKFORCE COMMITTEE
HELD AT THE ZOOM
ON TUESDAY, 4 APRIL 2023 AT 10AM**

Meeting commenced at 10.07am

1 PRESENT

Cr Neville Kschenka, Cr Cameron Lander, Cr Jenny Clarke OAM, Cr Kevin Morris, Cr Sue Ruffles, GM George Cowan, EDM Tiffany Thornton

CAA /Observer Mel Johnson, EA / Minute Taker Vicki Maher

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That apologies from TEDC Toneale O'Connell be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

6.1 ECONOMIC TASKFORCE - MINUTES - 6 DECEMBER 2022

COMMITTEE RESOLUTION

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That the Economic Taskforce Committee:

1. Receive and note the minutes of the meeting held 6 December 2022.

CARRIED

4 PREVIOUS MEETING DISCUSSION NOTES

RECEIVED

That the Discussion Notes of the Economic Taskforce Committee held on 7 February 2023 be received.

5 BUSINESS ARISING FROM PREVIOUS MINUTES

1. Signage - Rotary History Walk Project
Council staff will be erecting the signs along the trail in near future.
2. Visit to Agri Australis Hazelnut Farm
 - We had a very successful visit on 20 March 2023.
 - Agri have had a reduced amount of trees growing due to trialling different species and not being able to gain access the Arambie farm during the recent floods.
 - Results to date are satisfactory and through continual testing, have identified species that are suitable for growing in this areas climate.
 - With no risk to the continued growth in production, and now that Agri have identified the preferred specie of hazelnut tree, Expressions of Interest (EOI) are being sought from surrounding property owners for them to grow hazelnut trees.
 - A contract harvester is currently collecting around 80% of nuts off the ground. Not getting 100% due to a lot of debree; sticks and leaves, and kangaroo droppings. It has been necessary for pickers to go back to old fashioned collection methods, by hand.

6 REPORTS

Item 6.1 has been considered at another section.

6.2 STIMULUS PROJECTS – TOURISM

COMMITTEE RESOLUTION

Moved: Cr Kevin Morris

Seconded: Cr Sue Ruffles

That the Economic Taskforce Committee:

1. Receive and note the Tourism Stimulus report updates for **April** 2023.
2. Endorse items written in **Blue** within the Tourism Stimulus report for submission to the next Council Business Paper Agenda for consideration in Open Council.
3. Agreed to proceed with design for the back of the Narrandera signs “See You Next Time”.
4. Suggests returning new mock-up’s of the oOh Media Billboard Design to next Economic Taskforce meeting showing images that include more specific “adventure” images like fishing and boating.
5. Billboard on the Sturt Highway, west of Paintings Bridge Road, requires updating.

CARRIED

6.3 ECONOMIC DEVELOPMENT STRATEGY

COMMITTEE RESOLUTION

Moved: Cr Sue Ruffles

Seconded: Cr Cameron Lander

That the Economic Taskforce Committee:

1. Receive, note, and discuss latest updates for **April** 2023.
2. Endorse items **Blue** within the Economic Development Strategy for submission to the next Council Business Paper Agenda for consideration in Open Council.
3. Agreed that Urban Enterprises to meet with Economic Taskforce committee prior to finalising the new Economic Strategy.

CARRIED

7 GENERAL BUSINESS

Cr Ruffles

Local Food Venues

Ready to go over the Easter Long Weekend. Brochure available at Visitor Information Centre advising all businesses open over the weekend and "Whats On". Council to share information with Community Radio Spirit FM so they can announce to listeners.

Canal Walk Bridge

Possible naming of the bridge?

Committee Agenda Item Attachments

Attachments not only have the current update, but it was good to see at a glance, the history on all matters instead of going into past meeting agendas to view.

8 CORRESPONDENCE

Nil

9 NEXT MEETING

Tuesday 6 June 2023 – 10am – Via Zoom

10 MEETING CLOSE

The Meeting closed at 11.14am.

The minutes of this meeting were confirmed at the Economic Taskforce Committee held on 6 June 2023.

.....
CHAIRPERSON

Unconfirmed

14.4 YOUTH ADVISORY COUNCIL - MINUTES - 3 APRIL 2023**Document ID: 666829****Author: Community Support Manager****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Youth Advisory Council Minutes - 3 April 2023****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 3 April 2023.

At the April Youth Advisory Council meeting the Youth Council endorsed the following items:

- The Listening Posts Google Doc and forwarded the document to the high school principal who has provided it to the English faculty for distribution to the school. This was not done with enough time for the students to complete before school holidays, resulting in the item being moved to the May briefing session. Mayor Wesley Bamblett and Deputy Mayor Madeline Fraser to provide findings to Council at the May Briefing Session.
- The food trailer booking for the CWA Food Festival for 6 May 2023 to provide a refreshed menu with the inclusion of toasted sandwiches and fruit salad. Roster to be created prior to the event.
- The inclusion of the Youth Week disco to be held by Narrandera High School in the Narrandera Shire Council 2023 Youth Week activities. Date of event to be determined by the Narrandera High School year 12 also funds raised to be included in the year 12 fundraising pool.
- The Iberdrola Community Facilities Contribution of \$200,000 provided by the Iberdrola Solar Farm and will be used to create a perpetual fund to help implement the Youth Strategy. The Blue Tree Project to be completed with the funding to align with actions under the Wellbeing heading of the Youth Strategy, specifically working with Local Health Area Committee and other community groups to continue to promote the need for mental health facilities within the Shire
- 2 x craft sessions, 1 x Paint and Picasso and Totem Skate School to be held during the April school holidays with the \$7000 received under the School Holiday Program, Autumn Breeze



MINUTES

Youth Advisory Council Meeting

3 April 2023

**MINUTES OF NARRANDERA SHIRE COUNCIL
YOUTH ADVISORY COUNCIL MEETING
HELD AT THE YOUTH SPACE
ON MONDAY, 3 APRIL 2023 AT 3.30PM**

1 PRESENT

Mayor Wesley Bamblett, Deputy Mayor Madeline Fraser, Cr Alyssa Sanders, Cr Memphis Singh, Cr Mikalie Vearing, Cr Ruby Hewitt, CLO Suzanne Litchfield, CSM Stacie Mohr

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Ruby Hewitt

Seconded: Cr Memphis Singh

That apologies from Cr Alex Luck, Cr Clare McDonald, Cr Colby Irons, Cr Harrison Rowe and be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Ruby Hewitt

Seconded: Cr Memphis Singh

That the minutes of the Youth Advisory Council Meeting held on 13 March 2023 be confirmed.

CARRIED

5 REPORTS

5.1 UPDATE FROM LISTENING POSTS

COMMITTEE RESOLUTION

Moved: Deputy Mayor Madeline Fraser

Seconded: Cr Mikalie Vearing

The Youth Council:

1. Receive and note the update about the Youth Listening Posts. The document has been forwarded to the high school principal who has provided it to the English faculty for distribution to the school. This was not done with enough time for the kids to complete before school holidays, resulting in the item being moved to the May briefing session. Mayor Wesley Bamblett and Deputy Mayor Madeline Fraser to provide findings to Council at the May Briefing Session.
2. Endorse the changes to Google Doc, including the inclusion of more multiple choice options and less free form questions.

CARRIED

5.2 2023 FOOD TRAILER SCHEDULE

COMMITTEE RESOLUTION

Moved: Cr Alyssa Sanders

Seconded: Deputy Mayor Madeline Fraser

The Youth Council:

1. Endorse the booking for the CWA Food Festival for 6 May 2023 to provide a refreshed menu with the inclusion of toasted sandwiches and fruit salad. Roster to be created prior to the event.

CARRIED

5.3 YOUTH WEEK 2023

COMMITTEE RESOLUTION

Moved: Cr Ruby Hewitt

Seconded: Cr Mikalie Vearing

The Youth Council:

1. Endorse the inclusion of the Youth Week disco to be held by Narrandera High School in the Narrandera Shire Council 2023 Youth Week activities. Date of event to be determined by the Narrandera High School year 12 also funds raised to be included in the year 12 fundraising pool.

CARRIED

5.4 IBERDROLA COMMUNITY FACILITIES CONTRIBUTION

COMMITTEE RESOLUTION

Moved: Cr Ruby Hewitt

Seconded: Cr Memphis Singh

The Youth Council

1. Receive and note the update on the Iberdrola Community Facilities Contribution of \$200,000 provided by the Iberdrola Solar Farm and will be used to create a perpetual fund to help implement the Youth Strategy
2. Endorse the attendance by the Youth Council at the announcement of the Community Fund, date to be determined
3. Endorse the Blue Tree Project as the first project to be completed with the funding to align with the following action under the Wellbeing heading in the Youth Strategy:
 - Work with Local Health Area Committee and other community groups to continue to promote the need for mental health facilities within the Shire

CARRIED

5.5 AUTUMN BREEZE HOLIDAY FUNDING

COMMITTEE RESOLUTION

Moved: Cr Ruby Hewitt

Seconded: Cr Memphis Singh

The Youth Council:

1. Receive and note the update on Council's successful application for funding of \$7000 under the School Holiday Break Program, Autumn Breeze
2. Endorse the proposed projects, 2 x craft sessions, 1 x Paint and Picasso and Totem Skate School to be held during the April school holidays

CARRIED

5.6 YOUNG ENVIRONMENTAL CHAMPIONS

COMMITTEE RESOLUTION

Moved: Cr Ruby Hewitt

Seconded: Cr Memphis Singh

The Youth Council

1. Receive and note the Young Environmental Champions program and express any interest in applying to participate. No expressions of interest from the Youth Council members were received at this point.

CARRIED

6 NEXT MEETING

8 May at 3.30pm in the Council Chambers

7 MEETING CLOSE

Meeting Closed at 4:38pm

15 PROCUREMENT

Nil

16 DEVELOPMENT APPLICATION

Nil

17 OUR COMMUNITY

Nil

18 OUR ENVIRONMENT

Nil

19 OUR ECONOMY

Nil

20 OUR INFRASTRUCTURE

20.1 DRAFT STRATEGIC ASSET MANAGEMENT PLAN (SAMP)

Document ID: 665838

Author: Manager Projects and Assets

Authoriser: Deputy General Manager Infrastructure

Theme: Our Infrastructure

Attachments: 1. Draft - Strategic Asset Management Plan (SAMP) (under separate cover)

RECOMMENDATION

That Council:

1. Adopt the proposed Strategic Asset Management Plan as presented for exhibition purposes for a period of at least 28 days, and
2. Deem the Strategic Asset Management Plan as adopted should no submissions be received at the conclusion of the exhibition period.

PURPOSE

The purpose of this report is for Council to review and adopt the proposed Strategic Asset Management Plan (SAMP), which will replace the existing Asset Management Strategy and Asset Plans.

SUMMARY

The current Asset Management Strategy and associated Asset Management Plans were developed and adopted by Council in 2012. The Integrated Planning & Reporting guidelines issued by the Office of Local Government in September 2021 requires Council as part of the Resourcing Strategy to prepare and adopt an Asset Management Policy, Strategy and Asset Plans to support the Community Strategic Plan and Delivery Program.

Although the SAMP finds that Council has shortfalls in several areas, it is important to remember that many of the renewals and new capital projects have and are likely to continue to receive grant funding assistance which is not a consideration of the plan. The maintenance shortfalls are an important element that should be funded by council, this will allow the transition from reactive to planned and preventative maintenance across all asset classes.

BACKGROUND

The proposed Strategic Asset Management Plan defines the methodology to implement the objectives and principles of the Asset Management Policy. It outlines the processes, resources, structures, key risks, major issues, roles and responsibility necessary to improve Council's asset management capacity and projected resource requirements for each asset group over the next ten years.

Council engaged the services of Morrison Low to prepare the SAMP and associated documents. The SAMP considered all the asset classes and identifies several improvements in achieving improved strategic asset management outcomes. This report

looks at the higher-level findings which can be further broken down in the specific asset class management plans.

Strategic Asset Management Plan - Overview

The format of the proposed SAMP and the asset groups are detailed in the tables below.

Asset Management Strategy structure.

Sections	Guidelines
1. Executive summary	Provides a high-level summary of the combined asset management plans and highlights the main issues for consideration.
2. Introduction	Outlines the purpose and scope of the plan and how the plan relates to other key policies and strategies.
3. Asset Management Policy	Excerpt from Council’s adopted Asset Management Policy outlining the principles guiding Council’s asset management practices.
4. Asset management practices	Provision of a comprehensive strategic asset management gap analysis process for asset management.
5. Levels of service	Outline of levels of service and asset performance standards and customer/community expectations and feedback regarding levels of service.
6. Future demand	Identification of demand trends, factors which may influence demand, forecast changes in demand, impacts and implications of future demand and effects on future planning.
7. Risk management plan	Provision of an asset-based risk management plan.
8. Overarching Strategic Asset Management Plan	Provision of a summary of Council’s overall Asset Strategy including Asset Management Policy and identification of critical assets.

The asset groups covered by the SAMP.

Asset Plan	Description
Buildings, Other Structures and Open Spaces	<p>This Asset Management Plan includes all of Councils Buildings and Facilities, Other Structures, Recreational Area’s and Open Space assets.</p> <p>Councils Buildings include the Council Chambers and Works Depots, Aerodrome, Community Halls, Lake Talbot Water Park and Tourist Park, Museum, Library, Saleyards as well as the structures housing councils Water and Sewer assets.</p> <p>The Open Space areas include all of council’s parks, playgrounds, sporting fields and equipment miscellaneous items such as benches, seats etc. As well as the roads, bridges, footpaths and drainage assets within these reserves.</p>
Transport Assets	<p>This Asset Management Plan includes all of Councils ‘Transport’ assets within its road’s corridors, including its; sealed and unsealed roads, kerb and guttering, bridges, pathways, traffic calming devices as well as other ancillary transport assets.</p>
Stormwater Assets	<p>This Asset Management Plan includes all of council’s stormwater and drainage assets such as its pipes, channels, pits and water quality devices</p>
Water	<p>This Asset Management Plan includes Council’s water pipelines, pumping stations,</p>

Network	treatment plants and storage.
Sewer Network	This Asset Management Plan includes Council’s sewer pipelines, pumping stations and treatment plants.

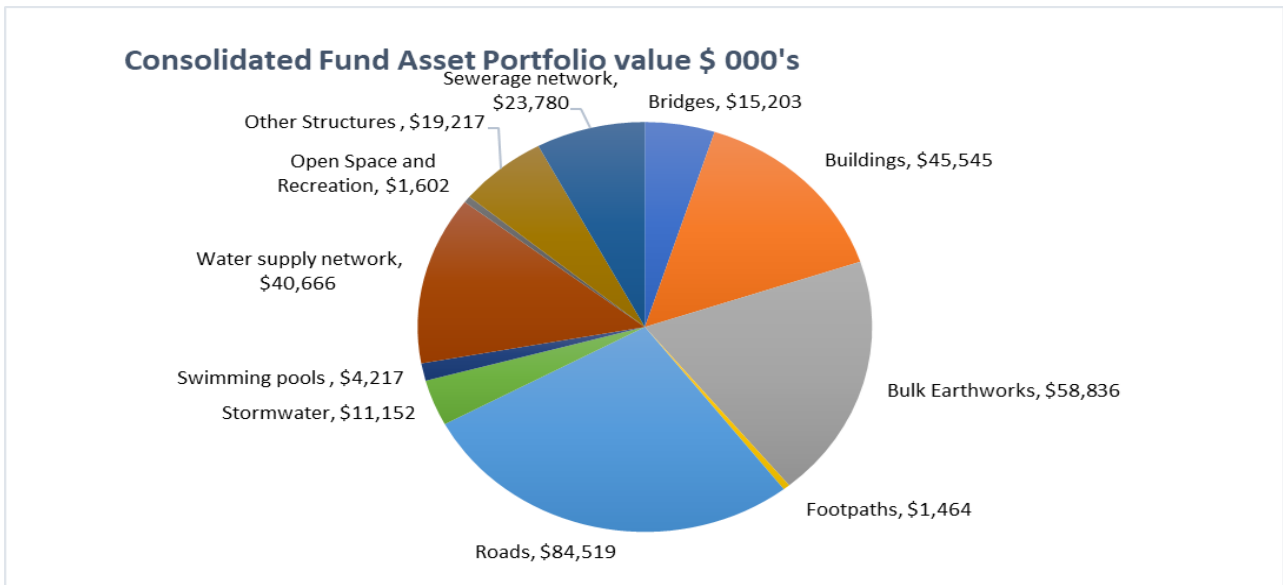
Asset Values

Council’s infrastructure and asset portfolio as of 30 June 2022 is valued at \$306m with an annual depreciation expense being \$4.878 Mil.

Asset Class	Gross Replacement Cost (CRC) \$ (000’s)	Written Down Value (WDV) \$ (000’s)	Annual Depreciation Expense \$ (000’s)	Asset Management Plan
Buildings	\$45,545	\$19,133	-\$1,148	Buildings and Open Space Assets
Other Structures	\$19,217	\$11,102	-\$642	Buildings and Open Space Assets
Roads	\$84,519	\$53,090	-\$1,831	Transport Assets
Bridges	\$15,203	\$9,190	-\$149	Transport Assets
Footpaths	\$1,464	\$982	-\$19	Transport Assets
Bulk Earthworks	\$58,836	\$58,836	\$0	Transport Assets
Stormwater	\$11,152	\$7,283	-\$79	Stormwater Assets
Water supply network	\$40,666	\$20,235	-\$497	Water and Sewer Assets
Sewer network	\$23,780	\$15,565	-\$305	Water and Sewer Assets
Swimming pools	\$4,217	\$3,036	-\$103	Buildings and Open Space Assets
Open Space and Recreation (inc. Land Improvements)	\$1,602	\$839	-\$105	Buildings and Open Space Assets
Total	\$306,201	\$199,291	-\$4,878	

The annual depreciation expense of each asset class is used to determine the infrastructure renewal ratio which is one of the performance financial benchmarks. This is calculated by dividing the actual annual renewal expenditure by the Council’s annual depreciation expense.

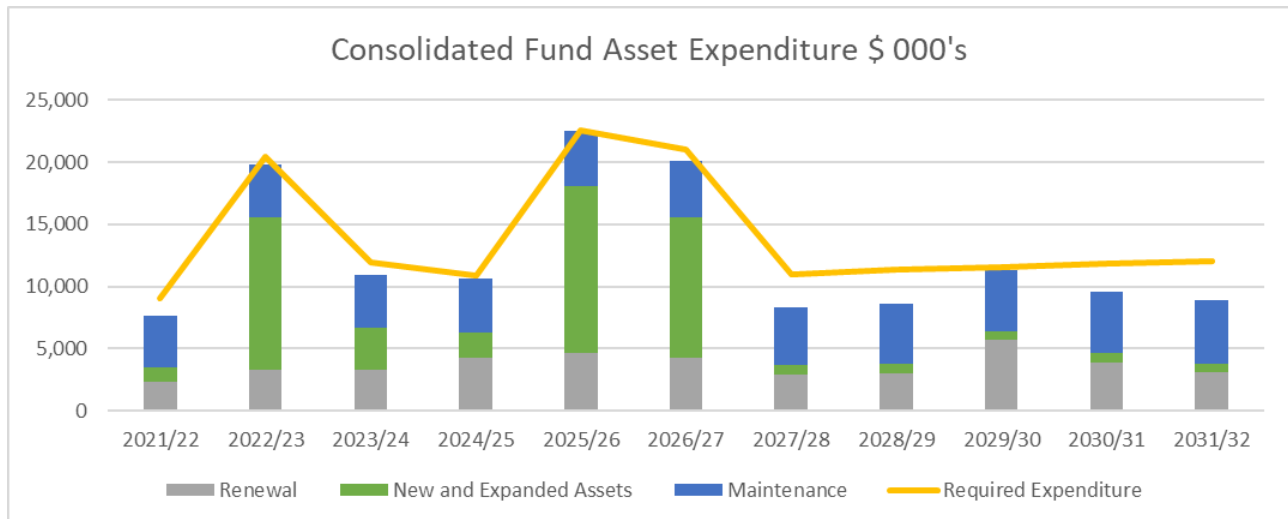
The chart below provides a breakdown of the asset groups and components that make up the entire portfolio.



Consolidated Asset Results

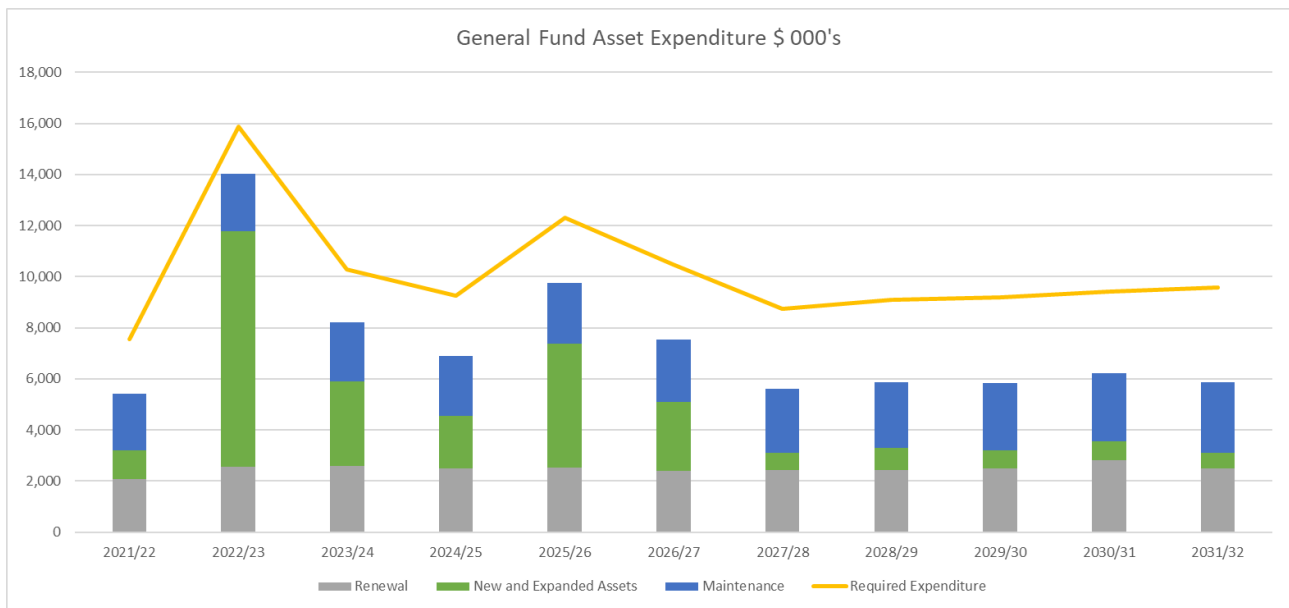
The projections of the consolidated assets (All asset groups) indicate that Council has adequate funds to maintain and renew its portfolio of assets. Over the 10 – year period there is a surplus in the operational and maintenance expenditure (average of \$0.5m annually) and a shortfall in the capital renewal expenditure relative to council’s depreciation (average of \$2.1m annually).

The graph below illustrates the actual expenditure each year in the vertical columns and the yellow line is the calculated required expenditure based on the consolidated infrastructure result table. The difference between the columns and the line is a pictorial of the total consolidated infrastructure funding gap.



General Fund Asset Results

This graph excluded the water & sewer asset group, as these are separately accounted for within the financial system. This indicates that Council has inadequate funds to maintain and renew its assets funded by the general revenue of Council. Over the 10 – year period there is an annual average shortfall (gap) of \$.03m in the operational and maintenance expenditure and an annual average shortfall in the capital renewal expenditure relative to council’s depreciation of \$2.69m.



Key Ratio Indicators

Financial based Infrastructure ratios define acceptable service levels and performance Standards. The following performance indicators define various ratios that are considered relevant in determining the levels of service for Councils assets within the SAMP.

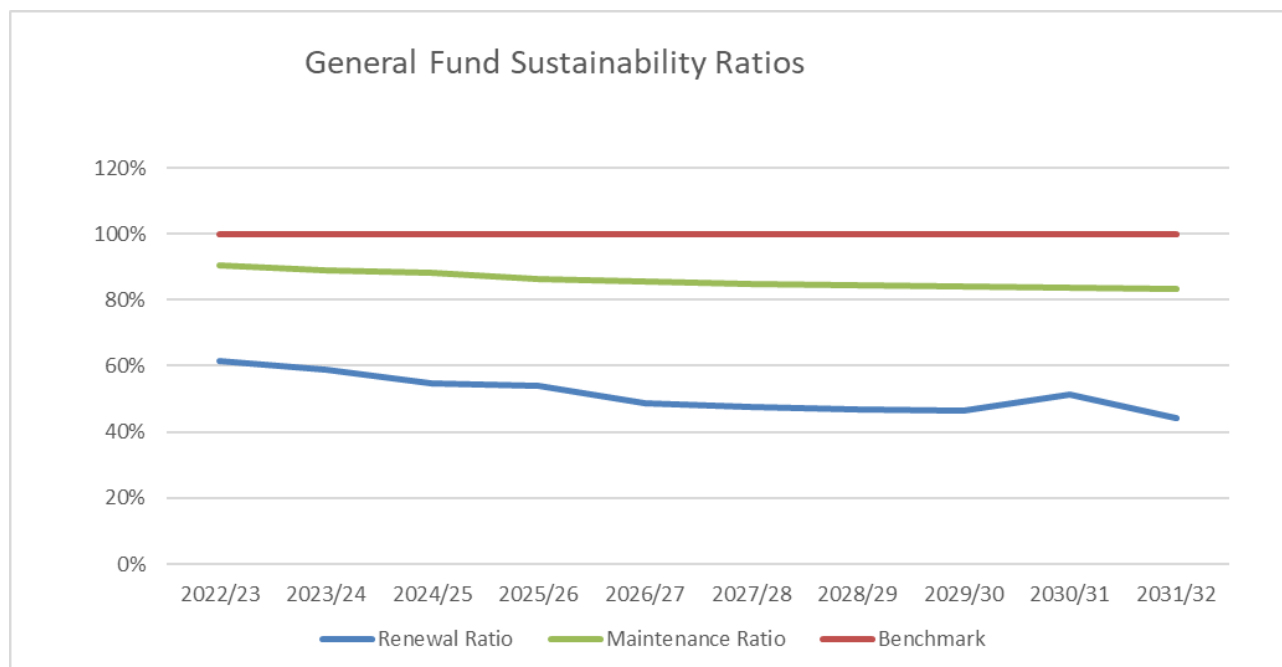
- Infrastructure Renewal – This ratio indicates whether Council’s allocating sufficient funds in its Long-Term Financial Plan to fund asset renewal. The benchmark is $\geq 100\%$ and is calculated by dividing the asset renewal expenditure in the Long-Term Financial Plan by the annual depreciation expense of the asset.
- Infrastructure Backlog – The ratio shows what proportions of backlog is against the total value of a Council’s infrastructure. The benchmark is $< 2\%$. The ratio is determined by dividing the estimated cost to bring assets to a satisfactory condition by the written down value (WDV) of the asset.
- Infrastructure Maintenance – This ratio compares actual spend versus required annual maintenance determined the assets condition as a percentage of the total replacement cost. A ratio of above 100% indicates that Council is investing sufficient funds that year to halt the infrastructure backlog ration from growing.

The Consolidated Infrastructure results are shown within the table below.

Infrastructure Ratios	Budget 2022/23	Estimated 2031/32	Funding gap \$'000's	
Infrastructure Renewals ratio Benchmark 100%	65.97%	44.67%	Yr 1	(-\$1,702)
			5 Yr Average	(-\$1,500)
			10 Yr Average	(-\$2,210)
Infrastructure Backlog Ratio Benchmark 2%	7.71%	7.23%	Yr 1	(-\$12,120)
			5 Yr Average	(-\$12,302)
			10 Yr Average	(-\$12,931)
Infrastructure Maintenance Ratio Benchmark 100%	131.14%	116.66%	Yr 1	\$998
			5 Yr Average	\$907
			10 Yr Average	\$822
Total Infrastructure Funding Gap			Yr 1	(-\$12,824)
			5 Yr Average	(-\$12,895)
			10 Yr Average	(-\$14,319)

The General Fund Infrastructure results are shown within the table below.

Infrastructure Ratios	Budget 2022/23	Estimated 2031/32	Funding gap \$'000's	
Infrastructure Renewals ratio Benchmark 100%	61.35%	44.16%	Yr 1	(-\$1,615)
			5 Yr Average	(-\$2,038)
			10 Yr Average	(-\$2,435)
Infrastructure Backlog Ratio Benchmark 2%	6.63%	7.36%	Yr 1	(-\$7,996)
			5 Yr Average	(-\$8,497)
			10 Yr Average	(-\$9,418)
Infrastructure Maintenance Ratio Benchmark 100%	90.54%	83.23%	Yr 1	(-\$235)
			5 Yr Average	(-\$324)
			10 Yr Average	(-\$410)
Total Infrastructure Funding Gap			Yr 1	(-\$9,845)
			5 Yr Average	(-\$10,859)
			10 Yr Average	(-\$12,263)



Overall, in the forecasting period, it shows that council falls short of the OLG Benchmark for renewals and backlog for the General Funded asset group. Councils' maintenance ratio also currently sits below the OLG benchmark of 100% at around 80% and councils' renewal ratio falls close to 40% over the forecast. The level of backlog in Councils assets remains well above the 2% threshold hovering around 7%.

Asset Backlog

In 2021/22, Council had a combined asset backlog of \$16 million, with this being the estimated cost to bring assets to a satisfactory standard being condition 3. The table below provides the breakdown of backlog per asset class as of 30 June 2022 is shown in the following table.

Estimated cost to satisfactory	Backlog \$ (000's)	Backlog ratio % (Backlog / WDV)
Buildings	3,652	19.1%
Other Structures	1,327	12.0%
Roads	4,638	8.7%
Bridges	403	4.4%
Footpaths	5	0.5%
Bulk Earthworks	-	0.0%
Stormwater	836	11.5%
Water Assets	3,738	18.5%
Sewerage Assets	1,164	7.5%
Swimming Pools	184	6.1%
Recreation Assets (Inc. Land Improvements)	119	14.2%
Total	16,067	8.22%

These assets have a significant cost to bring them to a satisfactory condition and has resulted in a backlog level is above the OLG 2% benchmark.

As the asset backlog is based an estimated cost determined by the assets condition, it does consider if the asset is fit-for-purpose and has the functionality and capacity to provide the current range of services.

It would be noted that although these assets or components of them may be from a financial or asset perspective been classified as a condition 4 and 5, they are still in many cases functional and fit-for-purpose with only selected components requiring renewal.

It is further noted that the 22' Flood events have impacted councils sealed surfaces and water assets and should partially be restored through Disaster Recovery Funding. As council receives clarity with respect to this funding, it will incorporate the findings into future iterations of this SAMP and councils LTFP.

Asset Condition

Reviewing the asset condition data shows that there is a portion of council assets in an unsatisfactory condition being condition 4 & 5 (Table below). The conditions are represented as a percentage of the replacement cost of Council’s assets. Condition is a measure of an asset’s current physical condition relative to its condition when new. When rating asset condition, Council uses a scale of 1 - 5, where 1 = new and 5 = totally failed or at end of usable life. Overall, the quality of council’s condition data is rated as satisfactory.

Asset Condition Profile.

Asset class	Asset condition (% of CRC)				
	1 - Excellent	2 - Good	3 - Satisfactory	4 - Poor	5 - Very poor
Buildings	12%	8%	39%	39%	2%
Other Structures	38%	6%	26%	25%	4%
Roads	28%	28%	29%	7%	7%

Bridges	7%	45%	43%	0%	5%
Footpaths	20%	77%	2%	0%	1%
Bulk Earthworks	100%	0%	0%	0%	0%
Stormwater	11%	45%	0%	44%	0%
Water supply network	9%	7%	46%	31%	8%
Sewerage network	37%	24%	28%	5%	6%
Swimming pools	75%	0%	0%	25%	0%
Open Space	28%	40%	15%	7%	10%
Combined	37.6%	16.8%	25.8%	15.4%	4.4%

Asset Class - Summary

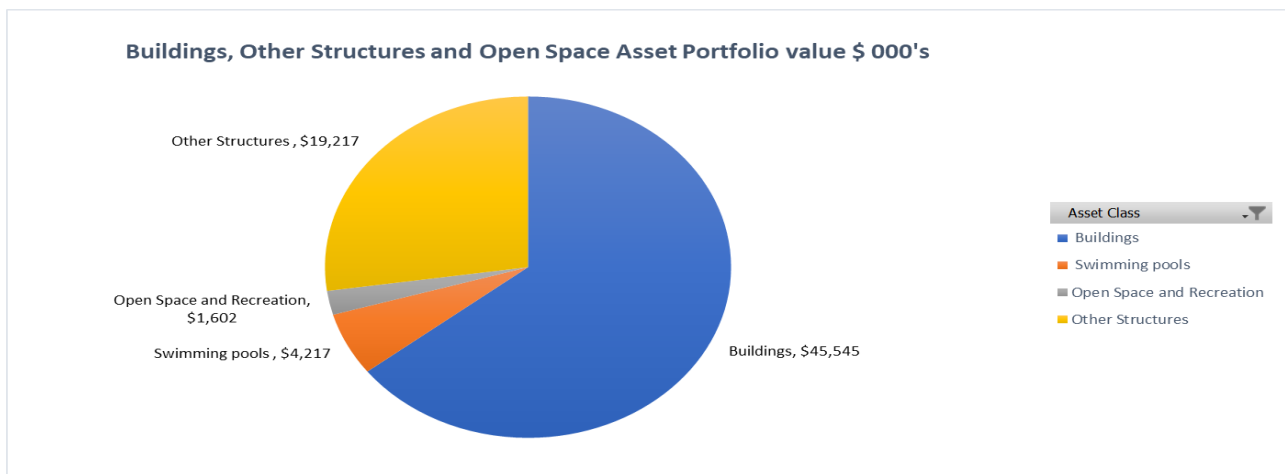
Currently there is a portion of Council’s portfolio in unsatisfactory condition, which is expected to further deteriorate due to a lack of capital funding for Council’s buildings, other structure, and open space assets. There is currently an average annual deficit of around \$2.16m for Council’s renewal expenditure and an average annual operational shortfall of \$0.58m. Considering this, Council should review the depreciation requirements of these asset classes as they far exceed that, of comparable councils designated by the Office of Local Government.

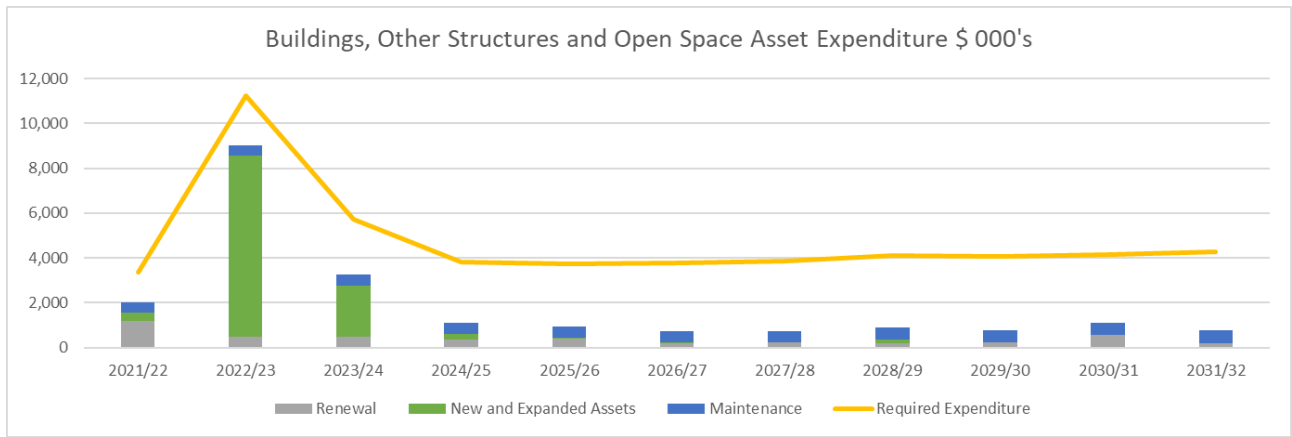
Both operational and capital planning have been reactive and opportunistic in nature, which will improve as Council’s quality of data improves. As such, for councils to sustainably manage its portfolios, a shift to a strategic approach is required as well as a need for better quality asset data.

Below is a snapshot of each of the asset class findings, with further detailed provided in the attached SAMP.

Buildings, Other Structures and Open Spaces Asset Management Plan

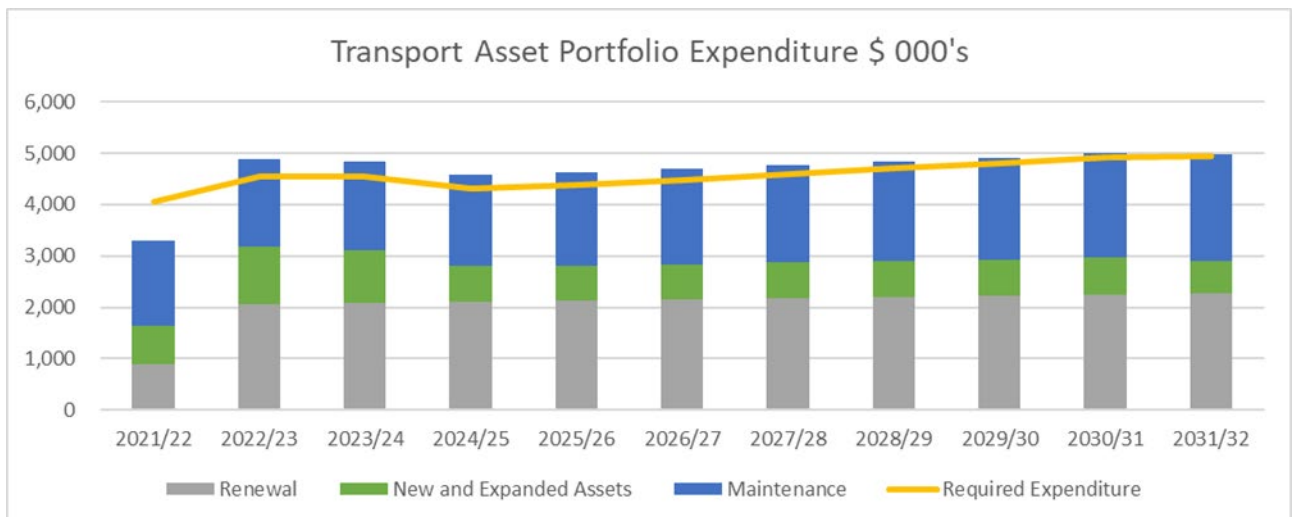
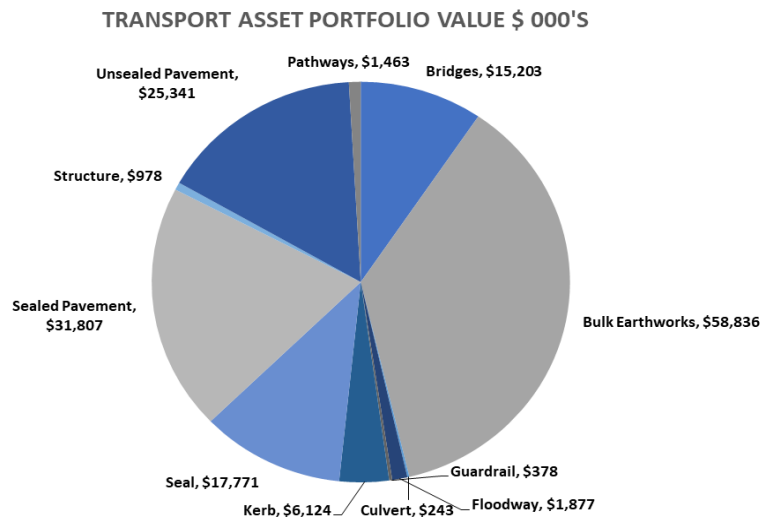
This asset class includes four major components as can be seen below.





The above indicate that there is a projected shortfall of renewal and maintenance funding to meet the required level of service for Council’s buildings, other structure, and open space assets. There is currently an average annual shortfall of around \$2.16m for Council’s renewal expenditure and an average annual maintenance deficit of \$0.58m. The shortfall in funding will continue to increase the backlog ratios for both Buildings and Other Structure asset portfolios.

Transport Asset Management Plan



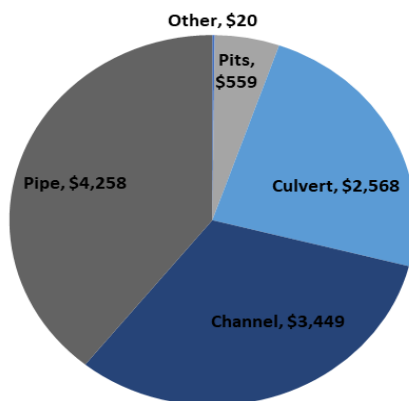
Council is currently in the process of repairing the damage sustained during the 2022 flood events with a recent survey of the network highlighting that the condition of the roads assets is better than was initially anticipated following the event.

The transport performance indicators, show sufficient funds through the life of this plan to maintain the current portfolio in its current state and to marginally improve the backlog towards the OLG 2% benchmark. There is an average annual surplus of \$0.19m of which \$0.33m can be attributed to maintenance expenditure and a \$0.14m renewal shortfall.

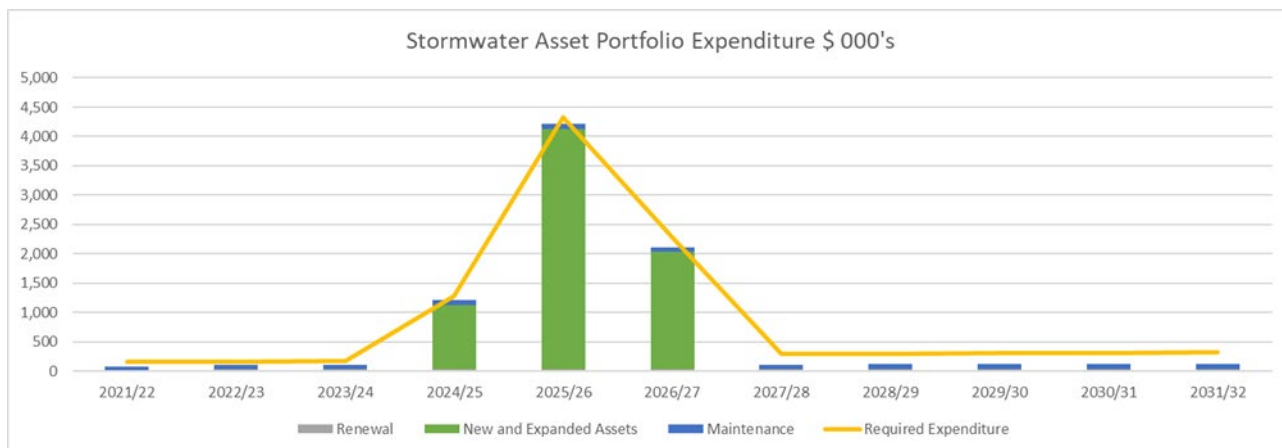
Stormwater Asset Management Plan

This asset class is new for Council as it was previously contained within the Transport group, but the data was very limited, and this currently has a low level of confidence in the available data for its stormwater portfolio. There are major capital works planned in the medium term and as such Council has established the foundations to drive strategic asset planning for its stormwater portfolio.

STORMWATER ASSET PORTFOLIO VALUE \$ 000'S



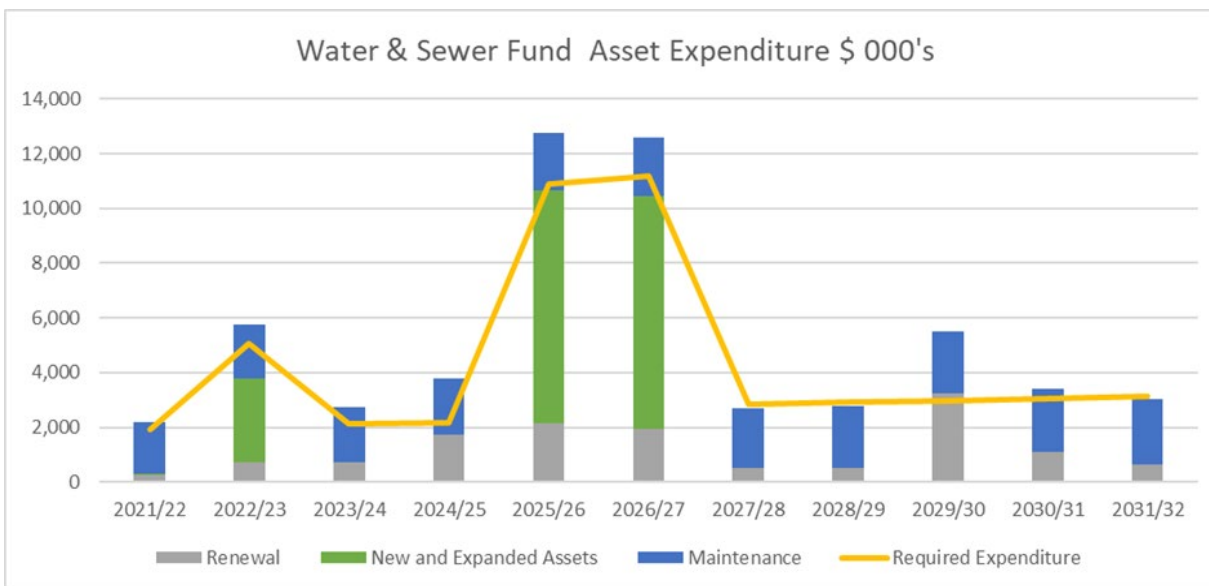
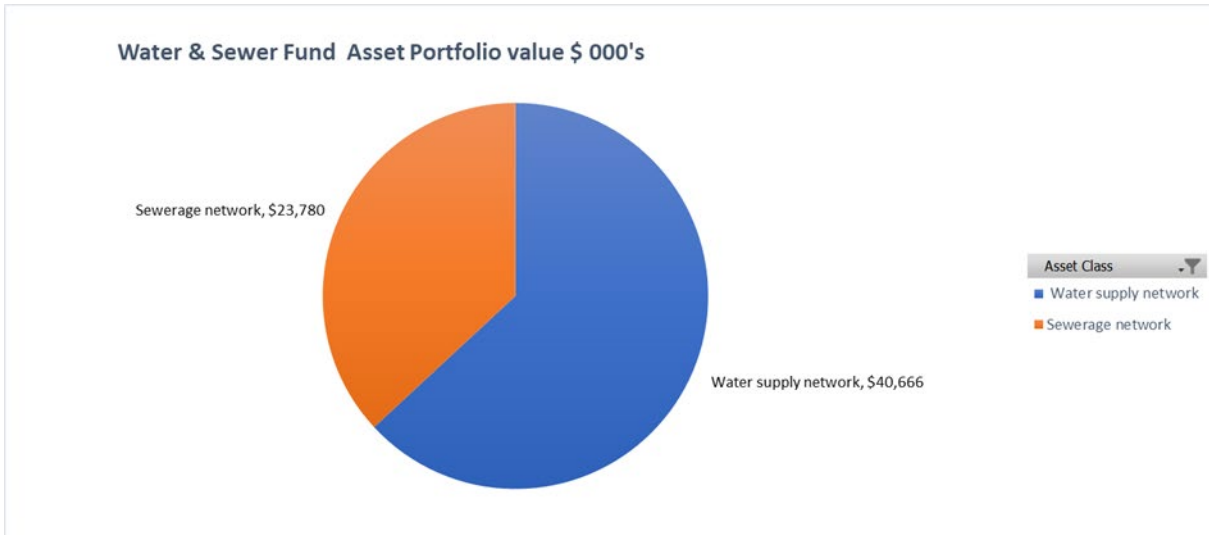
Comparing the budgeted/actual CAPEX expenditure for its Stormwater portfolio against its annual depreciation requirements, shows a deficit of funds to meet the required level of funding and it is anticipated that the condition of assets will degrade. A comparison of depreciation against similarly categorised councils showed that Council depreciates its assets at a rate lower than that of the comparison group.



Currently there is a small shortfall in the budgeted expenditure for the portfolio \$0.14m of which \$0.05m can be attributed to OPEX and \$0.09m in renewal CAPEX spend.

Water and Sewer Asset Management Plan

This asset class generally performing well and meets the benchmarks required by OLG.



Council has done significant work and is nearing completion of a draft of the integrated water cycle management plan and as such has projected out the community needs for its water and sewer infrastructure over a 30 – year horizon. As such Council’s Water and Sewer assets are adequately funded over the 10 – year horizon of this iteration of the plan with an average annual surplus of \$1.07m which can be attributed to a \$0.79m average annual surplus in OPEX spend and \$0.28m average annual surplus in capital expenditure. Further it should be noted that Council currently has a sizable portion of its water infrastructure currently in poor condition, however the replacement of this has been programmed and incorporated into the AMP with a new treatment facility expected to come online in 2025/26.

Improvement Plan

As part of the SAMP there is an alignment with the Community strategic plan to which the table below, that will be the basis of the overarching improvement plan.

No	Strategy	Desired outcome
1	Continue the move from annual budgeting to long term financial planning for all asset classes.	The long-term implications of Council services are considered in annual budget deliberations.
2	Further develop and review the Long-Term Financial Plan covering ten years incorporating asset management plan expenditure projections with a sustainable funding position outcome.	Sustainable funding model to provide Council services.
3	Review and update asset management plan financial projections and long-term financial plans after adoption of annual budgets. Communicate any consequence of funding decisions on service levels and service risks.	Council and the community are aware of changes to service levels and costs arising from budget decisions.
4	Continue to report Council's financial position at fair value in accordance with Australian accounting standards, financial sustainability and performance against strategic objectives in annual reports, ensuring that asset remaining lives are assessed on an annual basis.	Financial sustainability information is available for Council and the community.
5	Ensure Council's decisions are made from accurate and current information in asset registers, on service level performance and costs and 'whole of life' costs.	Improved decision making and greater value for money.
6	Report on Council's resources and operational capability to deliver the services needed by the community in the Annual Report.	Services delivery is matched to available resources and operational capabilities.
7	Ensure responsibilities for asset management are identified and incorporated into staff position descriptions. Assess whether current resourcing is sufficient to cover all asset management functions for all asset classes.	Responsibility for asset management is defined.
8	Implement an improvement plan to initially realise 'core/good' maturity for the financial and asset management competencies, then progress to 'advanced/better' maturity.	Improved financial and asset management capacity within Council.
9	Report annually to Council on development and implementation of asset management strategy and plan and long-term financial plans.	Oversight of resource allocation and performance.

The Improvement action plan is contained within the SAMP and provides improvement in the following areas, with a timeline also to ensure the progression of the actions in an agreed manner:

- Asset knowledge and data,
- Asset knowledge processes,
- Strategic asset planning processes,
- Operations and maintenance work practices,
- Information systems,
- Organisational context.

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

Theme

5 - Our Leadership

Strategy

5.1 - Have a Council that provides leadership through actions and effective communication.

Action

5.1.2 - Support ethical, transparent and accountable corporate governance.

ISSUES AND IMPLICATIONS**Policy**

- TS20 Asset Management Policy

Financial

- It is anticipated that the key drivers of this strategy on Council assets renewal and maintenance expenditure may come at an additional cost.

Legal / Statutory

- *Local Government Act, 1993*
- Integrated Planning & Reporting guidelines issued September 2021

Community Engagement / Communication

- Strategy to be placed on exhibition seeking community comment.

Human Resources / Industrial Relations (if applicable)

- There are no perceived issues with this strategy.

RISKS

There is no perceived risk with this strategy

OPTIONS

The options for Council are:

1. Adopt the proposed Strategic Asset Management Plan as presented for community exhibition purposes for at least 28 days; or
2. Require amendments to the proposed Strategic Asset Management Plan before placement on exhibition seeking community comment for at least 21 days.

CONCLUSION

The current SAMP will be further reviewed and refined internally during the proposed exhibition period, with non-material changes expected to be needed.

The average capital and maintenance expenditure on Council assets over the ten-year forecast period is approximately \$13 million per year. This compares to the expenditure which is required to maintain, operate, and renew the asset network as required being \$14.7 million per year.

Projections of the consolidated funds asset expenditure (combines general, water and sewer funds) indicate that Council currently has adequate funds to maintain the status quo and fund its assets over the 10 – year forecasting horizon. However, there is currently a significant backlog which is unfunded and Councils assets are expected to remain in poor condition. There is a surplus for councils' operations and maintenance activities (Average annual surplus of \$0.5m for Councils O&M) expenditure, there is a shortfall in asset renewal funding (Average annual deficit of \$2.1m for Councils Renewals).

General fund forecasting over the period, falls short of the OLG Benchmark for renewals and backlog. Councils' maintenance ratio exceeds the OLG benchmark for the forecasting period and councils' renewal ratio falling to just under 60% over the forecast. The level of backlog in Councils assets remains above the 2% threshold hovering around 8%.

It is important that the findings of this plan are not viewed in isolation, as there are many other factors that should be considered in addition to the straight asset findings. These include the asset items physical characteristics in which it may be fit-for-purpose and the fact that many of the renewals or new assets have been and are likely to continue to receive grant funding assistance, neither of these are considered in the raw asset management data.

The area that should not be understated is the need for the maintenance shortfalls to be funded by Council, this will allow the transition from reactive to planned and preventative maintenance across all asset classes.

RECOMMENDATION

That Council:

1. Adopt the proposed Strategic Asset Management Plan as presented for exhibition purposes for a period of at least 28 days, and
2. Deem the Strategic Asset Management Plan as adopted should no submissions be received at the conclusion of the exhibition period.

20.2 BARELLAN SEWER UPDATE**Document ID: 666120****Author: Water and Sewer Engineering Officer****Authoriser: Deputy General Manager Infrastructure****Theme: Our Infrastructure****Attachments: Nil****RECOMMENDATION**

That Council:

1. Receives the information contained in this report, and
2. Approves the project budget increase of \$1,820,000 to a total project budget of \$8,300,000 for the design and construction of the Barellan sewer scheme.

PURPOSE

The purpose of this report is to give an update on the progress of the Barellan Sewer project and approve a budget variation for the project.

SUMMARY

The Barellan Sewer project has experienced some delays in the design phase during which cost estimates have been updated, resulting in an increase in overall project cost of \$1,820,000 from that initially predicted budget created in 2018 when funding was first sought. It is proposed that the project continues, with staff to seek additional grant funding opportunities to offset the increase where possible. The tender is proposed to be called in May 2023 once the amended budget is approved.

BACKGROUND

The Barellan Sewer project has been in the design phase since early 2020. There have been significant delays due to COVID-19 and weather impacting the survey and concept design phases in 2020. Regulatory concurrences have also caused significant delays with the concept design taking six months to be endorsed, which is a requirement for the detailed design phase to begin.

The detailed design has now been substantially completed, with design reviews now being finalised. Some minor design changes have been identified and are being worked on, with an aim to complete the work by the end of April 2023, allowing the project to progress to the construction tender phase.

Updated construction cost estimates based on the original detailed design were prepared in late 2022 and updated in early 2023. These estimates were found to be much higher than the original project cost estimates which were prepared in 2018, upon which the project grant funding amount was originally based.

The original project estimate was \$6,480,000 construction cost. Increases since then have caused the final estimated project costs to be \$8,300,000. This is an increase of \$1,820,000 or 22% which is consistent with published construction cost rises.

Design changes to reduce construction costs have been identified and included in the final design with input from Department of Primary Industries.

The design will be finalised and final approvals from Department of Primary Industries expected to be granted by April, allowing Council to go to tender in May 2023.

It is expected that the tender process will be complete by August 2023, including a further report to Council to consider the tender assessment, with the project to be operational by the end of 2024.

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

Theme

4 - Our Infrastructure

Strategy

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

Action

4.2.1 - Implement the adopted Integrated Water Cycle Management Plan (IWCM).

ISSUES AND IMPLICATIONS

Policy

- NSC Procurement policy will be followed for the tendering process.

Financial

The increased project cost of \$1,820,000 will be funded entirely or in part from loan sources if no additional grant funding is secured. Maximum impact on sewer reserves will be \$455,000 plus loan servicing costs in any scenario. This impact on the Sewer LTFP has been reviewed and deemed acceptable.

There are three potential future options for funding the budget increase of \$1,820,000.

1. Additional grant funding becomes available at 75% funding, leaving \$455,000 to be funded from sewer reserve.
2. No additional funding becomes available with approximately \$455,000 to be funded from sewer reserve and the remaining \$1,365,000 from loan sources.
3. No additional funding becomes available, with the full \$1,820,000 shortfall to be sourced from loan funding

Finance staff have undertaken modelling to identify the impact on Council's Sewer LTFP under the three scenarios presented, with all being affordable within the future budgets.

It must be noted that Council is unable to progress to the tender phase without having an approved budget for the estimated project cost. Thus, the recommendation is to approve the additional budget and the funding method maybe varied as the project progresses.

Legal / Statutory

- Local Government Act 1993

- Local Government (General) Regulation 2021

Community Engagement / Communication

- A general project update was provided at the recent Community Listening Post conducted in Barellan.
- An additional community information session will be held in Barellan once a construction contractor has been engaged and prior to the beginning of construction.

Human Resources / Industrial Relations (if applicable)

- N/A

RISKS

The procurement process has the small risk of submitted tenders being higher than the updated estimated cost; this could delay the progression until funding is available.

OPTIONS

1. Receive the information contained in this report and approve the budget increase of \$1,820,000 to a total project budget of \$8,300,000.
2. Do not approve the budget increase of \$1,820,000 to a total project budget of \$8,300,000 and wait for future grant funding. This will result in the project gaining further costs, loss of community support and potential impacts on current grant funding.
3. Do not approve the budget increase of \$1,820,000 to a total project budget of \$8,300,000 and resolve to discontinue the project. This is not considered to be a supportable option, as this would cause unacceptable community outcomes and impact the current grant funding arrangements.

Construction cost increases caused by the COVID-19 pandemic have significantly increased the project cost estimates. The project is on track to go to open tender for the construction phase in the first half of 2023, with the completion expected in late 2024, but a budget increase is required prior to going to tender.

RECOMMENDATION

That Council:

1. Receives the information contained in this report, and
2. Approves the project budget increase of \$1,820,000 to a total project budget of \$8,300,000 for the design and construction of the Barellan sewer scheme.

20.3 NARRANDERA BUSINESS CENTRE MASTER PLAN – STAGE 1B – EAST STREET**Document ID: 667210****Author: Deputy General Manager Infrastructure****Authoriser: Deputy General Manager Infrastructure****Theme: Our Infrastructure****Attachments: 1. Amended Stage 1B East Street Upgrade - Public Consultation Design****RECOMMENDATION**

That Council:

1. Reviews and endorses the amended Stage 1B - Narrandera Business Centre Master Plan, being East Street between Bolton and Twynam Streets, for the purpose of public exhibition.

PURPOSE

The purpose of this report is to allow Council to review and endorse for public consultation the amended design for Stage 1B of the Narrandera Business Centre Masterplan being East Street between Bolton and Twynam Streets.

SUMMARY

Council adopted the Narrandera Business Centre Master Plan (NBCMP) in July 2015 and completed the detailed design of the master plan April 2017. The area of Stage 1B was originally designed and approved as a full shared zone in which there would have been an unobstructed mix of pedestrians and vehicles. This design when discussed with Council raising safety concerns and the design was revisited to firstly to improve the safety and secondly be considerate to the available funds to undertake the improvements.

Spiire Group has undertaken a review of the design and presents the amended design for consideration and public comment, as attached. This design has the following features:

- Road lane width 3.5m, to Australian Standards.
- Pavement surfaces as follows: road carriageway and parking lanes to be asphalt and pedestrian paths to be unit pavers on crushed rock/sand base.
- Road design to cater for minimum 8.8m service vehicle, considering 12.5m bus.
- Victoria Avenue pedestrian crossing to align with existing path in Victoria Square Gardens.
- Pedestrian crossing points to be raised at “wombat” zebra crossing mid-block and crossing locations with pram ramps at each end.
- Accessible parking (two) to be provided at chemist.
- Provision for loading zone within proximity of Cafe Shazaray.
- Landscape interventions at intersections for pedestrian safety, such as concrete seating walls.

- East Street/Bolton Street intersection to have full intersection during functional design.
- Incorporate water feature
- New trees consolidated in garden beds.
- Pedestrian plaza area at mid-block crossing/alfresco spaces at mid-block and ends of block.

BACKGROUND

Council adopted the Narrandera Business Centre Master Plan (NBCMP) in July 2015 and completed the detailed design of the master plan in April 2017. The large project area has been broken into stages for implementation.

Council has previously endorsed the Stage 1A works to commence, which was the Bolton Street section between East and Cadell Streets, however due to the urban stormwater upgrade project these works have been deferred as this will form the route the new drainage scheme will need to follow.

The area of Stage 1B was originally designed and approved as a full shared zone in which there would have been an unobstructed mix of pedestrians and vehicles. This design, when discussed with Council, raised safety concerns and the design was revisited to firstly improve the safety and secondly be considerate to the available funds to undertake the improvements.

Council, under Local Roads & Community Infrastructure Phase 3 grant program, allocated funds for the project additional to existing reserve funds, therefore having a total project budget for this stage of \$1,200,000.

Spiire Group has undertaken a review of the design and presents the amended design for consideration and public comment, as attached.

The amended design is proposed to be placed on public exhibition for a period of 28 days, after which any comments will be considered and a final report to be presented to Council for the adoption of the design. Once adopted, Council will call for tenders of all external works and determine a timeline for the project with input from the successful contractor.

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

Theme

4 - Our Infrastructure

Strategy

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

Action

4.3.2 - Undertake upgrades of stages 1 & 1A of the Narrandera Business Centre Upgrade, including the implementation of improved stormwater drainage and seek funding for the further stages of the project.

ISSUES AND IMPLICATIONS

Policy

- N/A

Financial

- Council, under Local Roads & Community Infrastructure Phase 3 grant program, allocated funds for the project additional to existing reserve funds, therefore having a total project budget for this stage of \$1,200,000.

Legal / Statutory

- N/A

Community Engagement / Communication

- Extensive community engagement was undertaken in the development of the Narrandera Business Centre Master Plan and the detailed design process. This current plan will be placed on exhibition for a period of 28 days after which any submission will be considered. There will be further communication with all effected stakeholders and the wide community prior to any works commencing.

Human Resources / Industrial Relations (if applicable)

- N/A

RISKS

There are risks associated with the proposed development, however with good project and risk management they can be mitigated to an acceptable level.

OPTIONS

1. Resolve to adopt the amended design for Stage 1B of the Narrandera Business Centre Masterplan being East Street between Bolton and Twynam Streets, as per the recommendation.
2. Resolve not to accept the amended design and propose an alternate resolution.
3. Resolve to discontinue the project.

CONCLUSION

The amended Stage 1B of the Narrandera Business Centre Masterplan is thought to address the safety concerns of Council whilst providing a design that can be duplicated as desired to ensure that the entire streetscape, once complete, can be an attractive and friendly setting for all users. The proposed works will be undertaken once the design is finally adopted and will be constructed in a way so that interference to the local businesses and street users is minimised wherever practicable.

RECOMMENDATION

That Council:

1. Reviews and endorses the amended Stage 1B - Narrandera Business Centre Master Plan, being East Street between Bolton and Twynam Streets, for the purpose of public exhibition.



**EAST STREET NARRANDERA
LANDSCAPE CONCEPT PLAN**
6 APRIL 2023 – FOR COMMUNITY CONSULTATION

spiire

01.	DEMOLITION PLAN	1
02.	SPATIAL ARRANGEMENT PLAN	2
03.	ILLUSTRATIVE MASTERPLAN	3
04.	PLANTING AND MATERIALS	4

This Document was commissioned by 28/02/2023 and was prepared by Spiire Australia, 445 Townsend Street Albury NSW 2640 and Suite 3 Level 1 243 Northbourne Avenue Lyneham ACT 2602.

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STATUS	DATE	COMPILED BY	AUTHORISED
Preliminary Draft Issued to Narrandera Shire Council	28/02/2023	SR/SME	PB
For Community Consultation	06/04/2023	SR/KG/SME	PB

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01. DEMOLITION PLAN

DRAFT WORK IN PROGRESS

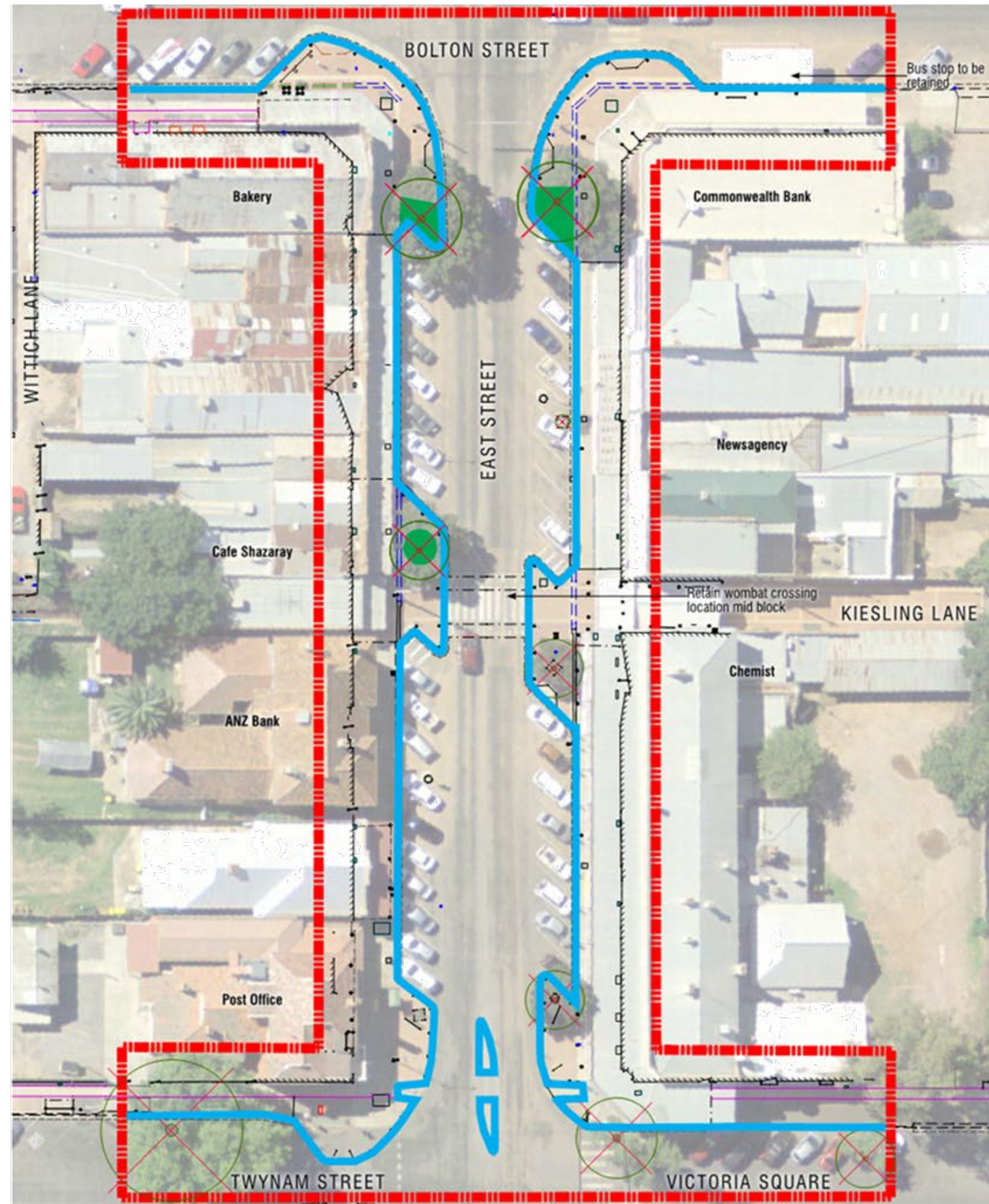
LEGEND

-  Kerb to be removed and/or redefined.
-  Existing trees to be removed
-  Existing garden bed to be removed

Note: All existing paving to be removed

DESIGN PARAMETERS

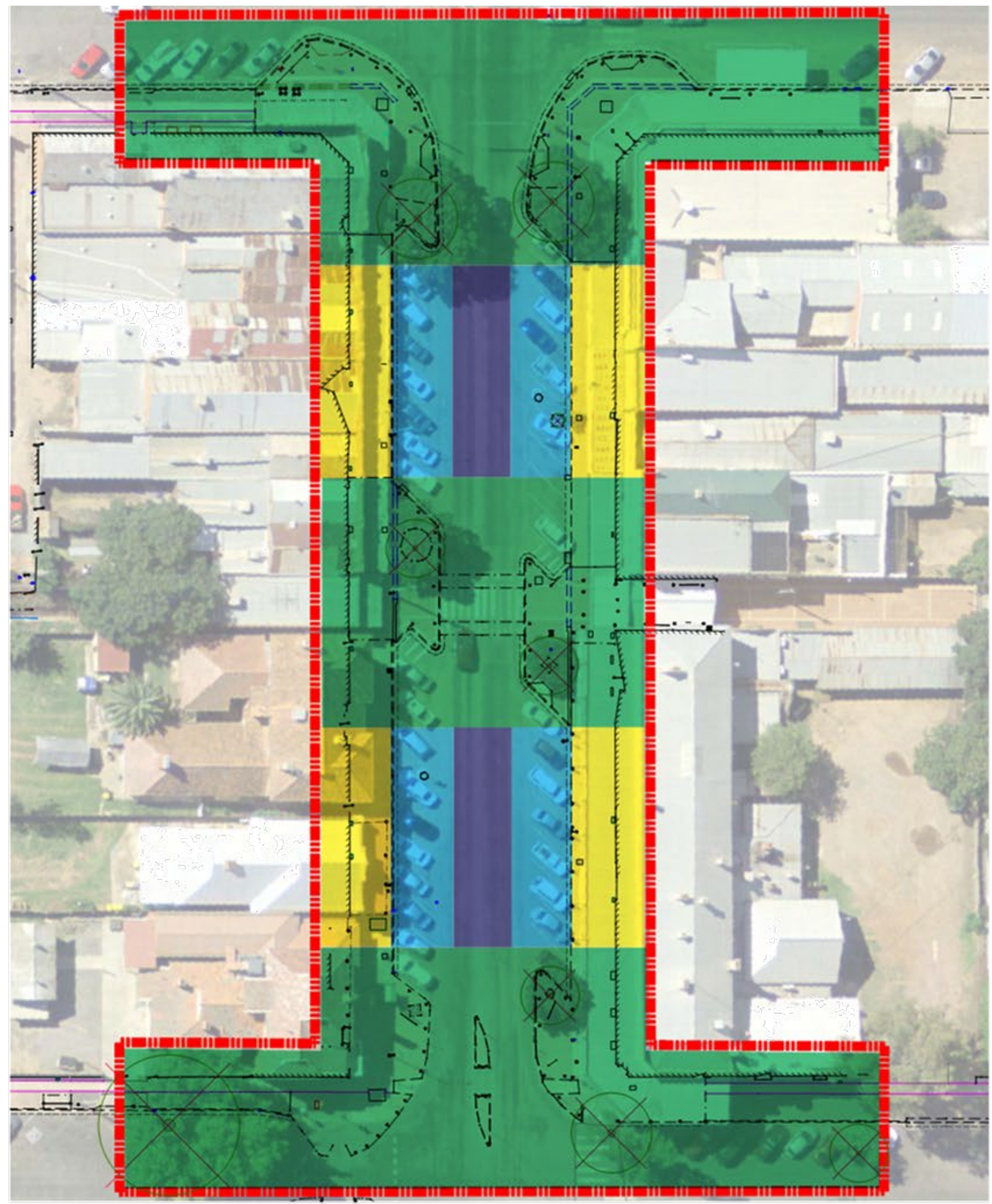
- Road lane width 3.5m, to Australian Standards.
- Pavement surfaces as follows; road carriageway and parking lanes to be asphalt and pedestrian paths to be unit pavers on crushed rock/sand base.
- Road design to cater for minimum 8.8m service vehicle, considering 12.5m bus.
- Victoria Avenue pedestrian crossing to align with existing path in Victoria Square Gardens.
- Pedestrian crossing points to be raised at "wombat" zebra crossing mid block, and crossing locations with pram ramps at each end. Remove pedestrian refuge at Twynam Street.
- Motorcycle parking TBC in refined concept design.
- Accessible parking to be provided at chemist x2.
- Streetlighting to meet standards for pedestrian crossing. Retain existing road lighting.
- Provision for loading zone within proximity of Cafe Shazaray.
- Landscape interventions at intersections for pedestrian safety, such as concrete seating walls.
- TGSi to be included in detailed design.
- East Street/Bolten Street intersection to have full intersection during functional design.
- Incorporate water feature
- New trees consolidated in garden beds.
- Pedestrian plaza area at mid block crossing/alfresco spaces at mid block and ends of block.
- Drainage TBC in functional design.



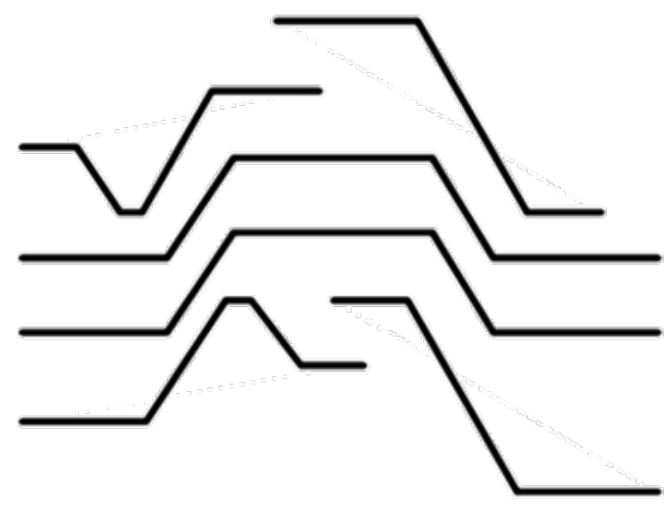
02. SPATIAL ARRANGEMENT PLAN

LEGEND

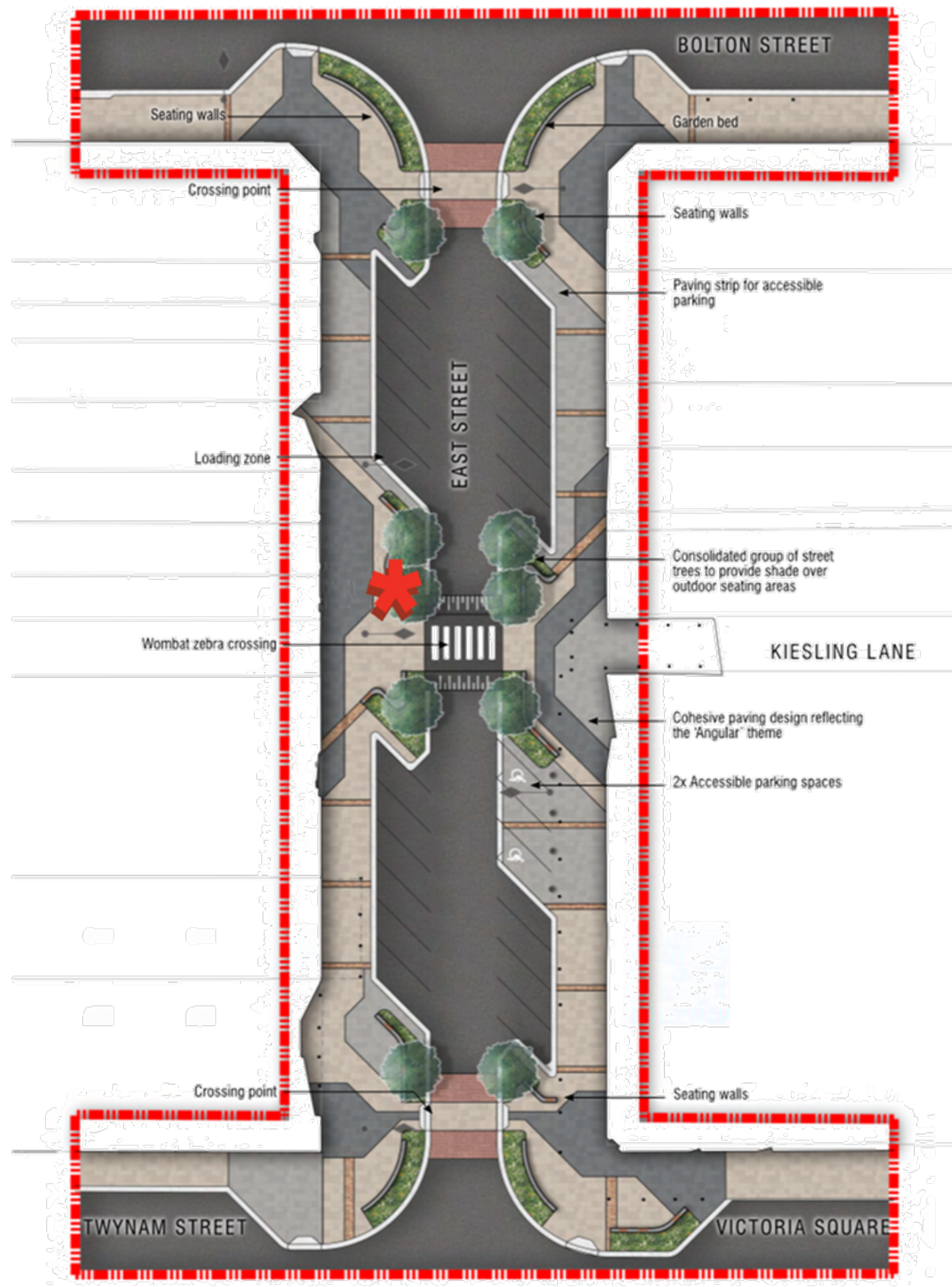
- Main pedestrian and landscaped areas. Featuring canopy trees, seating, pedestrian crossing point, alfresco dining space, garden beds.
- Pedestrian footpath. Featuring seating, bins, garden beds, bike racks and paving design.
- Vehicle parking. To include accessible parking and loading zone.
- East Street. Main vehicle thoroughfare.



03. ILLUSTRATIVE MASTERPLAN



 Indicative Water Feature Location



FAST STRFFT NARRANDERRA - STAGE 1R CONCEPT

DWG NO.	REV	DATE	DESIGN	CHK	AUTH	APPROVAL
310940 LC301	B	06/04/2023	KG/SME	SME	PB	COMMUNITY CONSULTATION



04. PLANTING AND MATERIALS

STREET TREE SPECIES



Quercus coccinea
Scarlet Oak



Zelkova serrata
Green Vase

GARDEN BED SPECIES



Rosa Flower Carpet Red
Ground Cover Rose



Euonymus japonicus Microphyllus
Euonymus 'Tom Thumb'



Nandina domestica 'Obsession'
Heavenly Bamboo



Casuarina glauca
Cousin It



Liriope muscari
Lily Turf



Grevillea lanigera 'Mt Tamboritha'
Grevillea

MATERIALS AND FINISHES



PROPRIETARY SEATING
'Aalto' single plinth mounted seat - Strabe



UNIT PAVING TYPE 1
Red cobble stones, smooth + rough



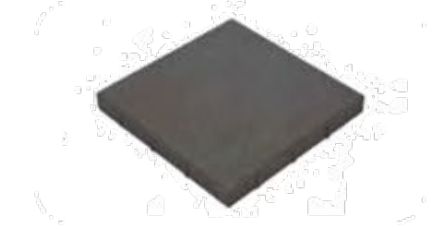
UNIT PAVING TYPE 4
Red brick



UNIT PAVING TYPE 2
Esplanade Pavers 'Ginger'



UNIT PAVING TYPE 5
Esplanade Pavers 'Platinum'



UNIT PAVING TYPE 3
Esplanade Pavers 'Charcoal'



ASPHALT ROAD
By others

20.4 SOUTH-WEST NARRANDERA SEWER EXPANSION SCOPING STUDY**Document ID: 667251****Author: Water Sewer Manager****Authoriser: Deputy General Manager Infrastructure****Theme: Our Infrastructure****Attachments: Nil****RECOMMENDATION**

That Council:

1. Receives the outcomes of the public consultation process.
2. Approves staff to proceed with implementation of the plan in the future when suitable grant funding is secured.

PURPOSE

The purpose of this report is to brief Council on the outcomes of the South-West Sewer Expansion Scoping Study public consultation, and to seek approval to proceed with implementation of the project when funding is secured in the future.

SUMMARY

The South-West Narrandera Sewer Expansion Scoping Study has undergone public consultation to determine public support for implementation of the study, and construction of an expanded sewer network in the future. As there were no submissions against the plan, it is proposed to seek funding to begin design and construction phase.

BACKGROUND

Council applied for funding under the NSW Government's Safe and Secure Water program to undertake a scoping study for the expansion of the sewer network in Narrandera into un-serviced areas in the southern and western sides of the town. The study scope included areas west of the old Tocumwal Rail Line, properties on the southern side of the MIA Canal and west of the Newell Highway on both sides of the rail line.

This study was undertaken with the assistance of Building and Environmental Services Today (BEST), and by Council staff. A detailed assessment of the performance of approximately 10% of the existing on-site sewage management systems (OSSMS) revealed a generally poor degree of condition and operation in terms of risk to public health and/or the environment.

It was determined that it would be feasible to expand the sewer network to all areas of the study, except the areas along Leeton Road and Back Dixonville Road west of River Street. These areas were deemed suitable to continue using OSSMS due to their larger lot sizes, provided additional controls are put in place.

The study was put on public exhibition during December 2022 and January 2023, with a public information session held at the Narrandera Ex-Serviceman's Club on 19 January 2023.

No submissions were received during the exhibition period, and feedback during the public information session was generally supportive.

It is proposed that Council staff will continue to seek suitable grant funding sources to undertake implementation of the study, with the goal of constructing an expanded sewer network to service these parts of Narrandera in the future.

If funding is approved, the project will begin immediately pending the availability of staff and other resources.

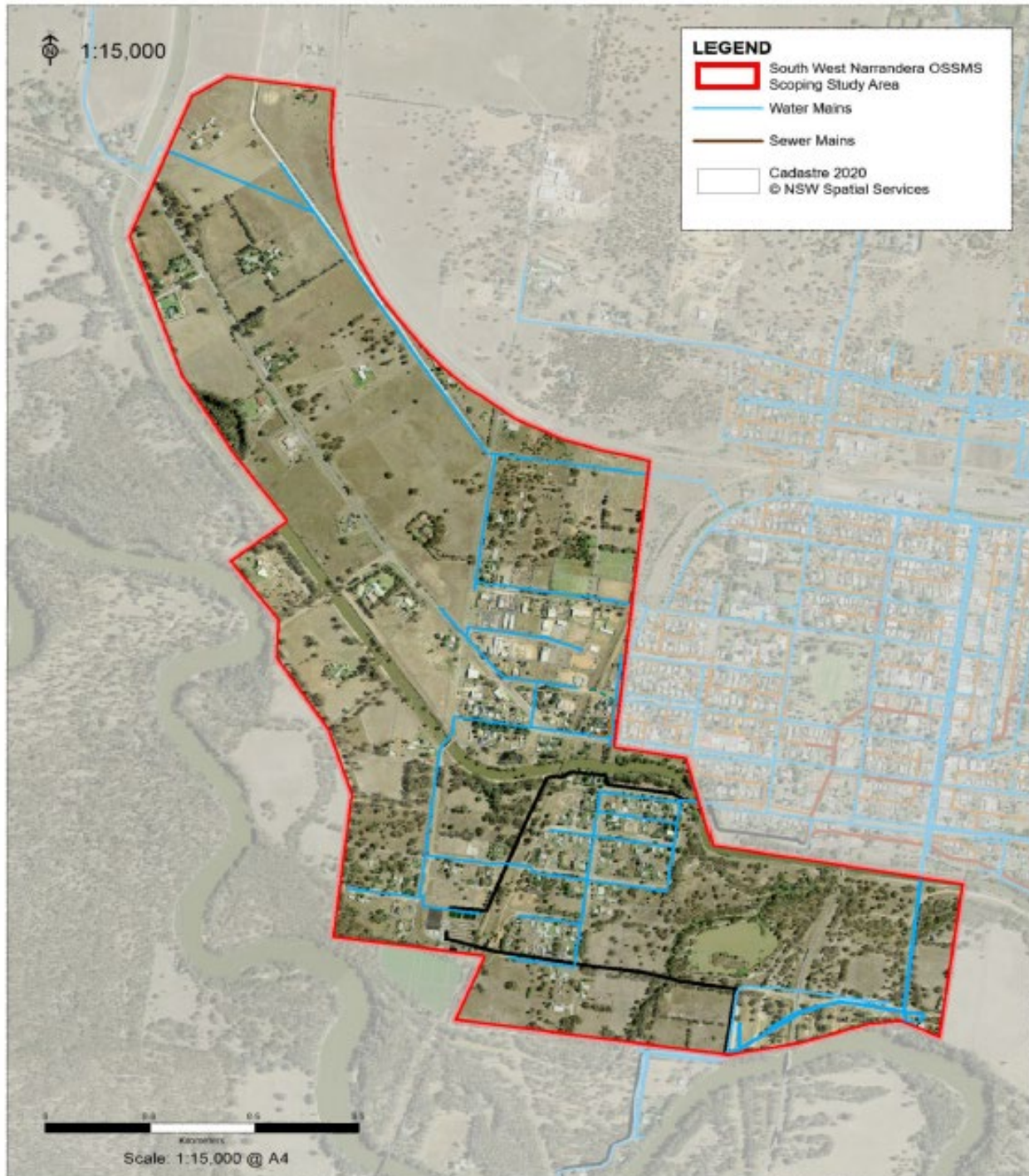


Image 1: Area investigated in the scoping study

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

4 - Our Infrastructure

Strategy

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

Action

4.2.1 - Implement the adopted Integrated Water Cycle Management Plan (IWCM).

ISSUES AND IMPLICATIONS

- N/A

Financial

- There are no financial impacts currently proposed, as none of these works are likely to be viable without significant grant funding as the total cost of the project is approximately \$3,030,800. Previous funding programs required a Council contribution of 25%, which amounts to approximately \$757,700 cost to Council based on the current day costing of the project. The source of this contribution would have to be identified in more detail closer to the time of implementation.

Community Engagement / Communication

- Community consultation has been undertaken, with no submissions received.

RISKS

Risks associated with large capital works projects will be identified as part of the funding process.

OPTIONS

1. Receive the outcomes of the public consultation process and approve the seeking of funding for future implementation of the project
2. Receive the outcomes of the public consultation process and do not approve the seeking of funding for future implementation of the project
3. Resolve to discontinue the project.

CONCLUSION

Expansion of the sewer network to un-serviced properties to the south and west of Narrandera is necessary to reduce potential public health risks associated with operation of onsite sewer management systems. Public consultation has been undertaken and no submissions were received. It is recommended that funding be sought to undertake implementation of the plan at the first opportunity.

RECOMMENDATION

That Council:

1. Receives the outcomes of the public consultation process.
2. Approves staff to proceed with implementation of the plan in the future when suitable grant funding is secured.

21 OUR LEADERSHIP

21.1 CONSTITUTIONAL REFERENDUMS

Document ID: 665379

Author: General Manager

Authoriser: General Manager

Theme: Our Leadership

Attachments: Nil

RECOMMENDATION

That Council:

1. Considers the opportunities outlined in the report in terms of constitutional referendums.
2. Determines if it would like to proceed with a constitutional referendum and, if so, for what purpose and when.
3. Advises on the level of community consultation it sees as required.

PURPOSE

The purpose of this report is to provide Councillors with information relating to constitutional referendums and Council polls.

SUMMARY

The Local Government Act 1993 allows for Constitutional referendums and Council polls.

A Council may take a poll of electors at the same time as a local government election for its information and guidance on any matter. Voting is not compulsory, and the outcome is not binding.

Constitutional referendums can be held on any Saturday, including election day, and are held to allow voters to determine proposed changes to the division of an area into wards, changes to the basis of the election of the mayor, and/or an increase or decrease in the number of Councillors. The outcome of a constitutional referendum, which is a simple majority of formal votes cast, is binding on the Council until changed by a future referendum and takes effect at the next election.

BACKGROUND

In conjunction with the local government elections in 2016, a constitutional referendum was held in the shire on the question of "Do you support a reduction in the number of Councillors for the Narrandera Shire Council from nine (9) to seven (7)?"

The result of the referendum was that the question was determined in the negative, 1708 votes to 1636 votes, and therefore Council has retained nine Councillors.

However, during the term 2016-21, Council had nine (9) Councillors for three years, eight (8) Councillors for one year, and seven (7) Councillors for 16 months.

Mayors have always been elected by Councillors in Narrandera Shire, but many councils utilise the popularly elected mayor system.

Some councils divide their area into wards and have councillors elected representing those wards.

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

Theme

5 - Our Leadership

Strategy

5.1 - Have a Council that provides leadership through actions and effective communication.

Action

5.1.2 - Support ethical, transparent and accountable corporate governance.

ISSUES AND IMPLICATIONS

Policy

- Narrandera Shire Community Strategic Plan.

Financial

- Estimates obtained from the NSW Electoral Commission indicate that a standalone referendum would cost approximately \$65,000 and a referendum conducted in conjunction with a general election would cost approximately \$6,500.
- The cost to Council for each Councillor is in the order of \$15,000 per annum.
- This is an issue relevant to Council's long term financial sustainability particularly in the context of a special rate variation (SRV).

Legal / Statutory

- Outlined above.

Community Engagement / Communication

- Should Council consider it appropriate, a poll or indeed a referendum is the ultimate in consultation.

Human Resources / Industrial Relations (if applicable)

- A poll or referendum would be conducted by the NSW Electoral Commission.

RISKS

OPTIONS

1. Maintain the status quo.
2. Consider a referendum to determine any changes in Councillor numbers and/or the method of election of the mayor.

3. Determine the appropriate time for such a referendum either prior to the September 2023 as a stand alone or in conjunction with the 2024 Local Government Election.

CONCLUSION

In the lead up to the 2024 Local Government Elections, it is appropriate for Councillors to consider these issues.

RECOMMENDATION

That Council:

1. Considers the opportunities outlined in the report in terms of constitutional referendums.
2. Determines if it would like to proceed with a constitutional referendum and, if so, for what purpose and when.
3. Advises on the level of community consultation it sees as required.

21.2 2023-24 FINANCIAL ASSISTANCE PROGRAM FOR COMMUNITY ORGANISATIONS

Document ID: 664178

Author: Senior Customer Service Administration Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Community

- Attachments:**
- 1. POL008 Financial Assistance Program Policy (under separate cover)**
 - 2. Redacted Financial Assistance Applications (under separate cover)**
 - 3. 2023-24 Financial Assistance Grants Assessment Matrix (under separate cover)**

RECOMMENDATION

That Council:

1. Endorses the recommended distribution of 2023-24 financial assistance to the value of \$8,000 as per policy POL008 as follows:

a. Barellan United Football Club	\$2,000
b. Barellan & District Netball Association	\$2,000
c. Barellan Branch of the CWA	\$2,000
d. Riverina Children’s Activity Van (Barellan)	\$2,000
2. Endorses the proposed distribution of 2023-24 financial assistance to the value of \$1,100 for academic awards for TAFE and schools within Narrandera Shire as per policy POL008.
3. Endorses the proposed \$9,900 reserved for the Mayor and General Manager to provide other support where necessary as per policy POL008.

PURPOSE

The purpose of this report is to provide details of applications received for the 2023-24 Financial Assistance Program as per POL008 Financial Assistance Program Policy, and for Council to endorse the proposed recommendation for the distribution of funds.

SUMMARY

Council’s Financial Assistance Program recognises there are many groups within the community that assist to improve the quality of life for residents, workers and visitors. For the 2023-24 financial year, the proposed funding of \$19,000 is the same as in the previous financial year.

A total of nine applications were received, requesting a total of \$20,500 in financial assistance. Copies of individual applications are available as a separate attachment.

Groups not requiring an application to be submitted are also listed for consideration as per Council’s POL008 Financial Assistance Program Policy, being \$1,100 for annual academic

awards for TAFE and schools across the Shire. This allocation has increased for the first time in at least 18 years from \$80 to \$100.

Attached to this report is a copy of POL008 Financial Assistance Program Policy and the scoring matrix.

BACKGROUND

A range of applications for 2023-24 funding was received. Nominated projects varied from the purchase of sporting equipment and first aid kits, a cubby house for pre-schoolers, a bar fridge, folding chairs for use by a community group, sponsorship of a fireworks display.

Of the nine applications received: one application scored 100%, one application scored 90%, one application scored 80%, one application scored 70%, one application scored 60%; with the remaining five applications scoring 50% or less.

The projects recommended for funding have strong goals and outcomes including support for sporting activities, the enhancement of play space for children, and support for a much-admired community group. Projects recommended to be endorsed met the assessment criteria ranging from 70% to 100%.

Reasons for not recommending funding for projects include funding required for recurrent costs, nominated project appears to be for commercial profit, a large cost to an applicant is already subsidised by Council not levying an annual charge of over \$3,000, the application is for an event that has already occurred, the applicant did not submit a formal application by the due date with the requested amount above the \$2,000 project limit.

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

Theme

5 - Our Leadership

Strategy

5.2 - Promote a community spirit that encourages volunteerism and values effective partnerships.

Action

5.2.2 - Encourage volunteerism within Council operations and across the Shire where possible with recognition of volunteers at key times such as 'National Volunteer Week'.

ISSUES AND IMPLICATIONS

Policy

- POL008 Financial Assistance Program

Financial

- The proposed financial assistance budget allocation for the 2023-24 financial year is \$19,000.

Legal / Statutory

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

Community Engagement / Communication

- The Financial Assistance Grants Program 2023-24 was advertised in the Narrandera Argus as well as using social media platforms such as Facebook, Instagram and Council's website during December 2022, January 2023 and February 2023.

Human Resources / Industrial Relations (if applicable)

- Nil

RISKS

The allocation of Council funding has been based on an assessment of the applications in accordance with Council's adopted POL008 Financial Assistance Program Policy.

OPTIONS

1. Approve the schedule of applications recommended for financial assistance for the 2023-24 financial year; or
2. Amend the schedule of applications recommended for financial assistance for the 2023-24 financial year.

CONCLUSION

Following assessment of all applications received against the criteria established by POL008 Financial Assistance Program Policy, four applications are recommended for funding for the 2023-24 financial year.

RECOMMENDATION

That Council:

1. Endorses the recommended distribution of 2023-24 financial assistance to the value of \$8,000 as per policy POL008 as follows:

a. Barellan United Football Club	\$2,000
b. Barellan & District Netball Association	\$2,000
c. Barellan Branch of the CWA	\$2,000
d. Riverina Children's Activity Van (Barellan)	\$2,000
2. Endorses the proposed distribution of 2023-24 financial assistance to the value of \$1,100 for academic awards for TAFE and schools within Narrandera Shire as per policy POL008.
3. Endorses the proposed \$9,900 reserved for the Mayor and General Manager to provide other support where necessary as per policy POL008.

21.3 2023-24 FINANCIAL YEAR STRATEGIC DOCUMENTS**Document ID: 666948****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Leadership**

- Attachments:**
1. **Adopted 2022-34 Community Strategic Plan (under separate cover)**
 2. **Adopted 2022-26 Delivery Program (under separate cover)**
 3. **2023-24 Draft Operational Plan (under separate cover)**
 4. **2023-24 General Fund Budget Summary (under separate cover)**
 5. **2023-27 Proposed Capital Works Program (under separate cover)**
 6. **2023-24 Draft Revenue Policy (under separate cover)**
 7. **2023-24 Draft Fees and Charges (under separate cover)**
 8. **2023-24 Recommended General Fund (under separate cover)**
 9. **2023-24 Optimistic General Fund (under separate cover)**
 10. **2023-24 Pessimistic General Fund (under separate cover)**
 11. **2023-24 Recommended Water Fund (under separate cover)**
 12. **2023-24 Optimistic Water Fund (under separate cover)**
 13. **2023-24 Pessimistic Water Fund (under separate cover)**
 14. **2023-24 Recommended Sewer Fund (under separate cover)**
 15. **2023-24 Optimistic Sewer Fund (under separate cover)**
 16. **2023-24 Pessimistic Sewer Fund (under separate cover)**
 17. **2023-24 Consolidated Statement (under separate cover)**
 18. **2023-25 Reserves Budget (under separate cover)**
 19. **2023-24 Fit for the Future (under separate cover)**
 20. **General Fund - Scenario Assumptions (under separate cover)**

RECOMMENDATION

That Council:

1. Amends the adopted Community Strategic Plan 'Our Narrandera Shire 2034', the Delivery Program 2022-26 and the Operational Plan 2023-24 to include two additional actions:
 - a. Action 5.1.18 Maintain an up-to-date Asset Management Strategy and supporting Asset Management Plans which are reflected within the 10-year capital works program; and
 - b. Action 5.1.19 Investigate solutions that will assist in the financial sustainability of Narrandera Shire Council to undertake major capital expenditure, such as a Special Rate Variation (SRV). A SRV would enable the commencement of the major capital works project, Narrandera CBD stormwater infrastructure duplication project.
2. Adopts the following for the purpose of public exhibition for a period of 28 days:
 - a. Draft Operational Plan 2023-24 as presented.
 - b. Asset Management Strategy as presented.

- c. 3.7% rate pegging increase for permissible yield for the 2023-24 ordinary rate.
 - d. Maximum interest penalty rate for 2023-24 to be applied to overdue rates and charges, when the rate is announced by the Office of Local Government.
 - e. Waste management charges for 2023-24 as presented.
 - f. Water charges for 2023-24 as presented for both potable and non-potable water service access and consumption.
 - g. Sewer charges for 2023-24 as presented for sewer service access, sewer usage and liquid trade waste.
 - h. Stormwater management charges for 2023-24 as presented.
 - i. Schedule of Fees and Charges for 2023-24 as presented.
 - j. 2023-33 Long Term Financial Plan as presented.
 - k. 2023-27 schedule of Capital Works as presented.
 - l. 2023-24 Fit for The Future benchmarks.
3. At the conclusion of the 28-day public exhibition period, further considers the strategic documents at the proposed extraordinary meeting 30 May 2023, in conjunction with any community comments or submissions received.

PURPOSE

The purpose of this report is for Council to adopt a series of corporate and financial strategic documents for the 2023-24 financial year and beyond.

SUMMARY

The Integrated Planning and Reporting Framework of the *Local Government Act* 1993 requires Council to have a Community Strategic Plan (CSP) for a period of at least 10 years, a Delivery Program (DP) for a period of four years and an Operational Plan (OP) for each financial year.

Supporting these corporate documents are key annual documents such as the Revenue Policy, Fees and Charges, General Fund financial predictions and financial predictions for both the Water and Sewer Funds.

Both the current Community Strategic Plan and the Delivery Program were adopted by Council 21 June 2022 and because neither of the documents have been significantly changed, they are not required to be placed on exhibition. The amended Delivery Program is required to be placed on exhibition for a period of 28 days.

BACKGROUND

CORPORATE REPORTING

The *Local Government Act* 1993 requires that Councils adopt a Community Strategic Plan and supporting documents by 30 June following an ordinary election of council. For our Council, the key strategic documents were adopted on 21 June 2022.

Adopted 2022-34 Community Strategic Plan (Attachment 1)

This is the overarching plan of Council and has a horizon of at least 10 years.

Adopted 2022-26 Delivery Program (Attachment 2)

This plan supports the Community Strategic Plan and has a horizon of four years.

Draft 2023-24 Operational Plan (Attachment 3)

This plan has a horizon of one year and details the activities and actions to be undertaken in 2023-24 including a link to the budget. The Revenue Policy also forms part of the Operational Plan.

The proposed amendments to the 3 strategic documents include:

Part 5 Our Leadership

- a. **Include new Action 5.1.18** Maintain an up-to-date Asset Management Strategy and supporting Asset Management Plans which are reflected within the 10-year capital works program. The performance target will be to have contemporary Asset Management Plans that have a 10-year rolling forecast, a four-year timeline to guide asset decision making with detailed actions to be included or referenced within the annual Operational Plan. Measurement will be the completion of projects identified in the LTFP or other supporting plans.
- b. **Include new Action 5.1.19** Investigate solutions that will assist in the financial sustainability of Narrandera Shire Council to undertake major capital expenditure such as a Special Rate Variation (SRV). A SRV would enable the commencement of the major capital works project, Narrandera CBD stormwater infrastructure duplication project. The performance target would be to list the solutions being considered with commentary on the progress of assessing, planning, consultation, and implementation. Measurement will be the listing of outcomes and, where successful, the resulting benefits to the community.

Recommendation 1.a: That Council amends the adopted 2022-34 Community Strategic Plan titled 'Our Narrandera Shire 2034', the adopted 2022-26 Delivery Program and the 2022-23 Operational Plan to include two additional actions: Action 5.1.18 Maintain an up-to-date Asset Management Strategy and supporting Asset Management Plans which are reflected within the 10-year capital works program. Action 5.1.19 Investigate solutions that will assist in the financial sustainability of Narrandera Shire Council to undertake major capital expenditure such as a Special Rate Variation (SRV).

The proposed 2023-24 Operational Plan also incorporates the Revenue Policy, the draft of which has been prepared by the Finance Manager.

Recommendation 2.a: That Council adopts the strategic reporting content of the draft 2023-24 Operational Plan as presented for the purpose of public exhibition for 28 days.

FINANCIAL REPORTING

THE 2023-24 FINANCIAL DOCUMENTS

Key elements of the General Fund budget:

Item	\$ positive/(negative)
Rate Cap 3.7% increase in general rate	\$ 203,136
Roads to Recovery Grant (balance of 2019-24 program)	\$ 1,589,784
Financial Assistance Grant indexation 2.5%	\$ 139,690

Parameters influencing the budget

Estimated Local Government Award increase from 1 July 2023	4.5%
Operating Income	\$ 17,757,901
Operating Expenditure	\$ 18,235,718
Operating Surplus (deficit)	\$ (477,817)

Capital Expenditure Items

	\$
Information Services & CCTV	\$542,000
Landfill	\$450,000
Stormwater	\$7,030,000
Roads (incl Ancillary Works)	\$3,574,671
Plant purchases	\$1,131,015
Public Cemeteries	\$10,000
Recreation (Parks, Ovals, Pools, Library, LT Rec)	\$1,420,424
Industrial Promotions	\$10,000
Buildings	\$214,340
Aerodrome	\$65,000
TOTAL	<u>\$14,447,450</u>

Key Assumptions to the 10-year Long Term Financial Plan

- General Fund rates and annual charges have been indexed 3.7% for 2023-25 and 2.5% for future years.
- Water Fund annual charges have been indexed 3.7% for 2023-24, 7.5% for 2024-27, and 2.5% 2027-32.
- Sewer Fund annual charges have been indexed 3.7% for 2023-24 and 2024-25, future years beyond this have been indexed 2.5%.
- The Federal Assistance Grants has been indexed 2.5% for 2023-24 and 2.0% for future years.
- Employee Costs has been indexed 4.5% 2023-25, 4.0% 2025-26 and 2.5% future years. Superannuation increased to the legislated amount of 11.0%

- Materials & Contracts and Other expenses have been indexed 3.0% for 2023-25 and 2.5% for future years.

Recommended Budget – Council’s financial budget for 2023-24 has seen increasing pressure with additional operating expenses and limited ability to generate extra revenue. The increasing expenses have impacted Council’s cash position and, to ensure a positive cash position, a large proportion of funding for Capital projects has been made grant dependent. Furthermore, due to Council’s limited opportunities to raise additional income investigations have commenced into the potential of a SRV to remain financially sustainable. Variations to the 2023-24 budget include:

Income

- Interest on investment revenue – increased \$411,600 to reflect current market rates.

Expenses

- Events & Tourism – inclusion of \$20,000 for the Easter Rod Run event control and management.
- Parks & Reserves – inclusion of \$19,000 to service additional areas including Broad Street, Buckingham Reserve, Grong Grong Sportsground and town, Binya, Moomboodool, Kamarah and Barellan Tennis courts.
- Cleaning – budget increased \$81,500 for the public toilet cleaning contract, including rise and fall and cleaning expenses for Narrandera Sportsground and Henry Mathieson Oval.
- Electricity – additional \$36,900 for electricity expenses at Lake Talbot pool (\$23,250) and street lighting (\$13,650) due to higher energy rates and increased consumption.
- Security – additional \$12,000 for rise and fall expenses under the contract.
- Information Technology –
 - Provision for a trainee (\$26,150) to meet the increased technology demands and ability to meet evolving cyber security threats.
 - Project expenses of \$10,000 to provide for a network link to the Destination & Discovery Hub (\$4,000) and consulting costs to migrate the current computer system to a supported server (\$6,000).
 - Cyber security – increased \$14,000 to provide testing network security and for additional staff training.
 - Webpage support – Increased support and hosting costs \$6,000.
- Subscription – increased \$6,500 to provide for a grants management application and project management system.
- Election – increased \$18,500 for higher-than-budgeted election expenses.
- Integrated Planning & Reporting – additional \$10,000 for development of the Community Strategic Plan and supporting documents across 10-year budget.
- Drug and alcohol testing – Council will undertake random drug testing of staff to ensure the safety of workers and members of the community (\$18,500).

- Depreciation - increased \$355,700 due to the construction of new assets (\$191,700) and inclusion of Rural Fire Service assets (\$164,000) in Council accounts.

Attachment 4 2023-24 General Fund Budget Summary indicates the cash provided or (consumed) by each activity within the proposed 2023-24 budget.

General Purpose Revenue

Inclusion of 3.7% rate pegging limit, yielding an additional \$203,136 including catch-up from previous years.

Capital Works 2023-2027

Attachment 5 details the proposed capital works program for 2023-27. Each line item indicates the proposed projects and the funding source for the draft four-year capital works schedule.

Proposed Borrowings

There are proposed external borrowings of \$3,500,000 for the Narrandera Urban Stormwater Improvements project.

Optimistic Budget and Pessimistic Budget (Attachment 20) – Depicted in attachment 20 are the assumptions that form the Optimistic, Pessimistic and recommended scenarios. Each item has been selected as having an important and significant impact should any of the assumptions change from that included in the recommended budget.

Key Elements of the Water Fund Budget

Recommended Budget – Asset renewals of \$7.575 million are included in the 10-year program with \$3,000,000 for reticulation mains replacements. The budget also provides for the design and construction of a water treatment plant at a cost of \$17 million over the years 2025-27. This project will be 75% grant dependent and applications will be submitted once the Integrated Water Cycle Management strategy is adopted. The upgrade will result in improved water quality and increased operational costs for future years.

Optimistic Budget – Displays the financial impact should user fees be raised to 8.0% for years 1-4 and the Water Treatment Plant to be funded from Grant \$11.25m, Reserves \$2.875m and Loan \$2.875m.

Pessimistic Budget – Displays the financial impact should grant funding not be received for the Water Treatment Plant and would need to be funded through Reserves \$11.25m and Loan \$5.75m.

Key Elements of the Sewer Fund Budget

Recommended Budget – The Sewer Fund capital budget provides for \$3,250,000 in capital renewals over the 10-year period. New assets included in the program are the Narrandera West (\$2.5m over three years, commencing 2024-25) and the Barellan Village sewer project which commenced in 2019-20.

The Barellan Village Sewer project budget amount \$6,492m (Grant \$4.87m, Loan \$1.622m) has seen increased construction costs resulting in an additional \$1.8m to be included in the 2023-24 budget as external loan funding.

Optimistic Budget – Displays the financial impact should applications for grant funding be successful to fund the Barellan Sewer \$1.345m with the balance funded from Reserves \$455,000.

Pessimistic Budget – Displays the financial impact should grant funding for the Barellan sewer loan be unsuccessful and the project is funded utilising Reserves \$400k and a \$1.4m Loan.

Summary

The draft budget provides for the following results in the income statement before grants and contributions provided for capital purposes.

General Fund	(\$ 477,817)
Water Fund	\$ 80,708
Sewer Fund	<u>\$ 254,779</u>
Consolidated	(\$ 142,330)

The General Fund is forecast to have a positive unrestricted cash flows while the Water and Sewer Funds are forecasted to have static cash result.

General Fund	\$ 44,029
Water Fund	\$ 0
Sewer Fund	<u>\$ 0</u>
Consolidated	<u>\$ 44,029</u>

Revenue Policy (Attachment 6)

The following areas are addressed as part of the revenue policy for 2023-24

- Proposed rates
- Statement of proposed pricing policy
- Proposed Charges
- Statement of unit rates for private works
- Statement of borrowings proposed
- Schedule of proposed fees and charges

Rating (Attachment 6)

Council has historically adopted the maximum rate increase available under rate pegging legislation to remain financially viable.

The rate pegging limit for 2023-24 has been set at 3.7%. Accordingly, the existing rate structure has been extended by 3.7% for the 2023-24 ordinary rate yielding approximately \$203,136 in additional rate revenue which includes adjustments from previous financial years.

The yield from categories within the rating structure is consistent with previous years:

- Farmland 58%
- Residential 33%
- Business 9%

All general rates will be influenced by the general revaluation of properties which occurs on a three-year cycle. Council has also made some amendments to extend the Narrandera boundary for rating purposes. Each of the categories will be impacted in different ways, either through the general land revaluation or the revised Narrandera boundary and general land revaluation.

• **Farmland**

The revaluation has seen farmland properties in the northern and central sectors of the shire increase to a greater extent than properties in the southern section. Increases in valuation in broad terms are North 145.79% Central 112.94% and Southern 49.21%. The impact of this on rates is to generally reduce the burden on southern properties and move this to northern and central properties.

Council has commenced reviewing the properties categorised as 'Farmland' to determine that the property meets the 'Farmland' criteria set out in the Local Government Act. Council will contact individual ratepayers to advise them if their property is being reviewed.

- **Residential Ordinary**

This category is inclusive of rateable assessments categorised as residential within Barellan, Binya, Grong Grong, Kamarah and areas surrounding. The revaluation has seen an average increase of 164.71% for residential ordinary properties.

- **Residential Narrandera**

The revaluation has seen an average increase of 69.57% in valuations for properties in this category. Council has extended the Narrandera boundary which takes effect for the 2023-24 financial year.

- **Business Ordinary**

This category is inclusive of rateable assessments categorised as business within Barellan, Binya, Grong Grong, Kamarah and areas surrounding. This category comprises 112 rateable assessments where there is an average increase of 128.95% in valuations.

- **Business Narrandera**

The revaluation has seen an average increase of 29.22% in valuations for properties in this category. Council has extended the Narrandera boundary which takes effect for the 2023-24 financial year.

Recommendation 1.g: That Council adopts the maximum 3.7% rate pegging limit increase for permissible yield for the 2023-24 ordinary rate and be approved for the purpose of public exhibition.

Extra charges on Unpaid Rates (Attachment 6)

Council has yet to be advised of the maximum interest rate to be levied on overdue rates and charges for 2023-24. Historically, Council has adopted the maximum rate to avoid an accumulation of arrears of rates and charges. The current rate prescribed until 30 June 2023 is 6%.

Recommendation 1.h: That Council adopts the maximum interest penalty rate prescribed for the 2023-24 financial year once determined in accordance with Section 566 (3) of the Local Government Act, 1993.

Waste Management Charges (Attachment 6)

The Independent Pricing and Regulatory Tribunal NSW conducted a review on a proposed benchmark waste peg for domestic waste management service charges. The final decision reached was not to introduce a benchmark waste peg and Council continues to levy a charge without cross subsidy with the ordinary rate.

The draft budget proposes a 3.78% (or \$2.00) increase in waste availability charges, a proposed 3.7% (or \$8.30) increase for waste collection charges, and a proposed 3.64% (or \$3.10) for recycling services.

Domestic Waste and Non-domestic Waste Management

Waste Collection (per 240L bin unit collected)	\$ 232.50 pa
Recycling Collection (per 240L bin unit collected)	\$ 88.20 pa
Availability Charge (per assessment)	\$ 54.90 pa
Waste Collection bi-weekly (per 240L bin unit collected)	\$ 464.20 pa

Recommendation 1.i: That Council adopts the waste charges for Barellan, Grong Grong and Narrandera collection areas for 2023-24 as presented for the purpose of public exhibition

Water Fund (Attachment 6)

In accordance with direction from the Office of Local Government, Council is continuing with ‘best practice’ water supply management. It is therefore proposed that access charges increase by 3.7% and potable water consumption charges remain at \$1.26 per kilolitre for the first meter read and increase by 3.97% to \$1.31 for the second and third reads. Increases are also proposed for the non-potable water supply.

1. Levy \$1.26 per kilolitre of potable water measured as being consumed for the water consumption account payable 30 November 2023.
2. Increase the normal potable water consumption charge by 3.97% or 5 cents per kilolitre to \$1.31 cents per kilolitre of water measured as being consumed for the water consumption accounts payable 28 February 2024 and 31 May 2024.
3. Standard potable water access charges for 2023-24 increased and charged as follows:

Water Access Charge 20mm	\$ 320.00
Water Access Charge 25mm	\$ 480.00
Water Access Charge 32mm	\$ 817.00
Water Access Charge 40mm	\$ 1,277.40
Water Access Charge 50mm	\$ 1,997.30
Water Access Charge 80mm	\$ 5,108.50
Water Access Charge 100mm	\$ 7,980.90
Water Access Charge Unmetered	\$ 320.00
Water Access Charge Strata	\$ 320.00

4. Increase the non-potable water charge by 3.33% or 1 cent to 31 cents (\$0.31) per kilolitre of non-potable water measured as being consumed by not-for-profit organisations and increase non-potable water measured as being consumed by commercial users 3.23% or 2 cents to 64 cents (\$0.64) per kilolitre for the 2023-24 financial year.
5. Standard non-potable water access charges for 2023-24 increased and charged as follows:

Water Access Charge 20mm	\$ 142.40
Water Access Charge 25mm	\$ 214.00
Water Access Charge 32mm	\$ 364.50
Water Access Charge 40mm	\$ 569.10
Water Access Charge 50mm	\$ 890.10
Water Access Charge 80mm	\$ 1,281.90
Water Access Charge 100mm	\$ 1,562.80

Recommendation 1.j: That Council adopts water charges for 2023-24 for both potable and non-potable water service access and consumption charges as presented for the purpose of public exhibition.

Sewer Fund (Attachment 6)

In accordance with direction from the Office of Local Government, Council is continuing with the staged implementation of “best practice” sewer services management.

The financial position of the Fund has improved and therefore a 3.7% annual charges and 3.42% user charge increase is proposed:

1. The standard residential sewer access charge be increased by 3.7% or \$28.50 to \$799.80.
2. Residential multiple occupancies be levied the standard residential sewer access charge of \$799.80 multiplied by the number of separate occupancies.
3. Non-residential multiple occupancies be levied the minimum non-residential sewer access charge of \$799.80 multiplied by the number of separate occupancies.
4. Non-residential sewer access charges calculated and levied as per industry standard formula with base charges as follows:

Minimum charge	\$ 799.80
Unmetered premises	\$ 799.80
Sewer Access Charge 20mm water meter	\$ 579.70
Sewer Access Charge 25mm water meter	\$ 905.30
Sewer Access Charge 32mm water meter	\$ 1,483.80
Sewer Access Charge 40mm water meter	\$ 2,318.20
Sewer Access Charge 50mm water meter	\$ 3,622.30
Sewer Access Charge 80mm water meter	\$ 9,272.60
Sewer Access Charge 100mm water meter	\$14,491.90
5. The non-residential sewer usage charge be increased by 3.42% or \$0.05 to \$1.51 per kilolitre of estimated sewage discharged to the sewer.
6. Liquid Trade Waste Fees and Charges as follows:

Annual Trade Waste Fee	\$ 177.60
Annual Trade Waste Inspection Fee	\$ 103.00
Annual Trade Waste Charge per KL x discharge factor	\$ 1.40
Trade Waste – new service	\$ 1,218.40
Trade Waste – existing service	\$ 1,218.40

Recommendation 1.k: That Council adopts sewer charges for 2023-24 for sewer service access, sewer usage and liquid trade waste as presented for the purpose of public exhibition.

Stormwater Management Levy (Attachment 6)

The stormwater levy is a statutory charge and therefore cannot be altered. However, the cap of \$425 for the non-residential charge is at Council’s discretion.

1. Both the Narrandera and Barellan residential stormwater charge remains unchanged at \$25.00 for 2023-24.
2. Both the Narrandera and Barellan non-residential stormwater charge for properties with an assessment area equal to or less than 350m² remains unchanged at \$25.00
3. Both the Narrandera and Barellan non-residential assessments with an area of greater than 350m² an amount of \$25.00 shall be charged for each 350m² or part thereof capped at a maximum charge of \$425.00, remaining unchanged from 2022-23.
4. That Council adopts the stormwater management charges for 2023-24 as presented and that they be approved for the purpose of public exhibition:

Residential Stormwater Charge	\$25.00
Residential Strata Stormwater Charge	\$12.50
Non-residential Stormwater Charge	\$25.00 charged per 350m ² or part thereof of total assessment area with the maximum charge capped at \$425.00pa
Non-residential Strata Stormwater Charge	\$12.50 charge per 350m ² or part thereof of total assessment area with

the maximum charge capped at \$212.50pa

Recommendation 1.l: That Council adopts stormwater management charges for 2023-24 as presented for the purpose of public exhibition.

Fees and Charges (Attachment 7)

Fees and charges are subject to regulations on pricing policy. The schedule for fees and charges provides for the following code references.

- Code A Regulatory charges fixed by legislation
- B Regulatory charges not fixed by legislation
- C Full cost recovery charges plus commercial mark up
- D Full cost recovery charges
- E Zero or partial cost recovery charges

Recommendation 1.m: That Council adopts the schedule of Fees and Charges for 2023-24 as presented for the purpose of public exhibition.

Budget Component (Attachments 8 to 17)

The draft budget provides for the following results in the income statement before grants and contributions provided for capital purposes.

General Fund	(Attachments 8, 9 & 10)	(\$ 477,817)
	(Attachment 8 recommended)	
Water Fund	(Attachments 11, 12 & 13)	\$ 80,708
	(Attachment 11 recommended)	
Sewer Fund	(Attachments 14, 15 & 16)	<u>\$ 254,779</u>
	(Attachment 14 recommended)	
Consolidated	(Attachment 17)	(\$ 142,330)

The General Fund is forecast to have positive unrestricted cash flows while the Water and Sewer Funds are forecasted to have nil cash result.

General Fund	\$ 44,029
Water Fund	\$ 0
Sewer Fund	<u>\$ 0</u>
Consolidated	<u>\$ 44,029</u>

Attachment 18 details the balances for internal and externally restricted cash, including the proposed budget transfers for 2023-24. The table below provides details of the 2023-24 transfers.

Reserve	Description	Amount	Type
Crown Reserve	Reseal driveways	-\$74,580	External
	Budget Transfer	\$81,042	External
Stormwater	Stormwater Improvements	-\$30,000	External
	Budget Transfer	\$72,125	External
Developer Contributions	Budget Transfer	\$65,000	External
Domestic Waste	Traxcavator	-\$450,000	External
	Budget Transfer	\$119,877	External
Quarry Rehabilitation	Budget Transfer	\$15,000	Internal
Cemetery Perpetual	Budget Transfer	\$23,472	Internal
Renewable Energy	Budget Transfer	\$50,000	Internal
Shire Property Renewal	Chambers Network Cabling	-\$30,000	Internal
Infrastructure Renewal & Replace.	Budget Transfer	\$200,000	Internal
Public Art & Festive Tree	Budget Transfer	\$20,000	Internal
Computer Replacement	Integrated Software system	-\$230,000	Internal
	Councillor iPad	-\$20,000	Internal
Plant & Vehicle Replacement	Capital	-\$1,131,015	Internal
	Budget Transfer	\$1,156,911	Internal
Community Transport	Operational	\$76,143	External
Water	Capital	-\$385,000	External
	Budget Transfer	\$814,375	External
Sewer	Capital	-\$350,000	External
	Budget Transfer	\$569,044	External
Total Transferred		\$236,017	

Recommendation 1.n: That Council adopts the content of the draft Long Term Financial Plan as presented for the purpose of public exhibition.

Asset Replacement – Capital Works (Attachment 5)

Recommendation 1.o: That Council adopts the 2023-27 schedule of Capital Works as presented and be approved for the purpose of public exhibition.

Fit for the Future Action Plan and Benchmarks (Attachment 19)

Based on the draft budget proposals, it is anticipated that Council will continue to meet or exceed the Fit for the Future Benchmarks (except own source revenue) established by TCorp. A full overview is provided within the attachment.

Recommendation 1.p: That Council notes the 2023-24 Fit for the Future benchmarks and approves for the purpose of public exhibition.

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

Theme

5 - Our Leadership

Strategy

5.1 - Have a Council that provides leadership through actions and effective communication.

Action

5.1.2 - Support ethical, transparent and accountable corporate governance.

ISSUES AND IMPLICATIONS**Policy**

- Community Engagement Strategy 2023
- Budget Management Policy 2023

Financial

- The documents presented are essentially the significant drivers of human, financial and asset resources

Legal / Statutory

- *Local Government Act 1993*
- *Local Government Regulation 2021*
- *Integrated Planning and Reporting Guidelines released September 2021*

Community Engagement / Communication

- The strategic and financial documents presented as part of this report are to be placed on exhibition for community comment for 28 days. Any comments received or submissions made will be presented to Council for consideration before the adoption of the documents prior to 30 June 2023.

Human Resources / Industrial Relations (if applicable)

- The documents presented are essentially the significant drivers of human, financial and asset resources

RISKS

That Council is not able to meet all the expectations of the community.

OPTIONS

1. Adopt the draft strategic and financial documents as presented for the purpose of public exhibition for a period of 28 days; or
2. Require amendment(s) to be made prior to public exhibition for a period of 28 days

CONCLUSION

The draft Community Strategic Plan titled 'Our Narrandera Shire 2034', supporting documents as presented, and also the attached financial documents have been prepared in accordance with the *Local Government Act 1993*. Once these documents have been adopted by Council for exhibition purposes, they shall be publicly advertised for a period of 28 days seeking community comment.

Any submissions received will be considered at the proposed 30 May 2023 extraordinary meeting of Council.

The recommendation will be for Council to adopt the draft corporate strategic documents and the other supporting financial documents seeking community comment.

RECOMMENDATION

That Council:

1. Amends the adopted Community Strategic Plan 'Our Narrandera Shire 2034', the Delivery Program 2022-26 and the Operational Plan 2023-24 to include two additional actions:
 - a. Action 5.1.18 Maintain an up-to-date Asset Management Strategy and supporting Asset Management Plans which are reflected within the 10-year capital works program; and
 - b. Action 5.1.19 Investigate solutions that will assist in the financial sustainability of Narrandera Shire Council to undertake major capital expenditure, such as a Special Rate Variation (SRV). A SRV would enable the commencement of the major capital works project, Narrandera CBD stormwater infrastructure duplication project.
2. Adopts the following for the purpose of public exhibition for a period of 28 days:
 - a. Draft Operational Plan 2023-24 as presented.
 - b. Asset Management Strategy as presented.
 - c. 3.7% rate pegging increase for permissible yield for the 2023-24 ordinary rate.
 - d. Maximum interest penalty rate for 2023-24 to be applied to overdue rates and charges, when the rate is announced by the Office of Local Government.
 - e. Waste management charges for 2023-24 as presented.
 - f. Water charges for 2023-24 as presented for both potable and non-potable water service access and consumption.
 - g. Sewer charges for 2023-24 as presented for sewer service access, sewer usage and liquid trade waste.
 - h. Stormwater management charges for 2023-24 as presented.
 - i. Schedule of Fees and Charges for 2023-24 as presented.
 - j. 2023-33 Long Term Financial Plan as presented.
 - k. 2023-27 schedule of Capital Works as presented.
 - l. 2023-24 Fit for The Future benchmarks.
3. At the conclusion of the 28-day public exhibition period, further considers the strategic documents at the proposed extraordinary meeting 30 May 2023, in conjunction with any community comments or submissions received.

22 POLICY

22.1 POLICY REVIEW - POL008 FINANCIAL ASSISTANCE PROGRAM

Document ID: 664172

Author: Senior Customer Service Administration Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Policy

Attachments: 1. Under Review - POL008 Financial Assistance Program Policy

RECOMMENDATION

That Council:

- Adopts the revised POL008 Financial Assistance Program Policy as presented.

PURPOSE

The purpose of this report is for Council to review and adopt the revised POL008 Financial Assistance Program Policy.

SUMMARY

The policy confirms the commitment by Council to provide financial assistance to volunteer and community groups who are often key partners in improving the quality of life for residents, workers and visitors.

BACKGROUND

POL008 Financial Assistance Program Policy was last reviewed and adopted by Council on 20 July 2021. The document has been recently reviewed with no amendments required.

Automatic inclusions for the sponsorship of academic awards for schools across the shire and NSW TAFE will continue.

The proposed 2023-24 Fees and Charges continue to provide support of junior sport through 100% fee reduction for use of Council-managed sportsgrounds, including ovals and outdoor netball courts. Also continuing is the long standing 50% subsidy for junior sporting bodies' use of the Narrandera Sports Stadium courts.

OTHER

Name	Year 21/22 Last YR Fee (incl. GST)	Year 22/23			Increase %	GL	Comment	GST	Pricing Policy
		Fee (excl. GST)	GST	Fee (incl. GST)					
All Junior Sports	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0815-1038-0001		Y	E

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

Theme

Policy

Strategy

5.2 - Promote a community spirit that encourages volunteerism and values effective partnerships.

Action

5.2.2 - Encourage volunteerism within Council operations and across the Shire where possible with recognition of volunteers at key times such as 'National Volunteer Week'.

ISSUES AND IMPLICATIONS**Policy**

- POL008 Financial Assistance Program Policy

Financial

- There are no perceived additional financial implications.

Legal / Statutory

- Local Government Act 1993.

Community Engagement / Communication

- This matter will be presented in the ordinary business paper for discussion

RISKS

There are no perceived risks with Council adopting this policy.

OPTIONS

1. Adopt the policy at this Council meeting.
2. Return the policy to staff for further review

CONCLUSION

That Council adopts POL008 Financial Assistance Program Policy at the April Council meeting.

RECOMMENDATION

That Council:

1. Adopts the revised POL008 Financial Assistance Program Policy as presented.



Financial Assistance Program Policy 202X POL008



NARRANDERA SHIRE COUNCIL

Chambers: 141 East Street Narrandera NSW 2700
Email: council@narrandera.nsw.gov.au

Phone: 02 6959 5510
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Policy No: POL008
Policy Title: Financial Assistance Program Policy
Section Responsible: Corporate and Community Services
Minute No: xxxxxx
Doc ID: 12269

1. INTENT

Narrandera Shire Council is committed to making our Shire a great place to live, work and visit. Council recognises that voluntary groups and community groups are often key partners in improving the quality of life for residents, workers, and visitors.

To support the work of these groups, Council provides limited financial assistance to selected voluntary groups and community groups under this policy on an annual basis.

2. SCOPE

This policy applies to the administration and management of Council's Financial Assistance Program.

3. OBJECTIVE

This document provides a framework of management for the allocation of any financial assistance to eligible local groups under Section 356 of the Local Government Act, 1993.

This policy also ensures that the administration of the financial assistance program is managed in a transparent, accountable, merit-based manner and that all applications received for funding are assessed fairly and without bias.

4. POLICY STATEMENT

Summarily Section 356 Local Government Act 1993 provides that a Council may "contribute money or otherwise give financial assistance to persons for the purpose of exercising its functions".

5. PROVISIONS

5.1 ELIGIBILITY

5.1.1 Financial assistance will be provided

Financial assistance will be provided to support activities, services, projects and/or programs by groups which:

- encourage resident participation in activities that benefit the community as a whole and that facilitates the inclusion of people who are disenfranchised and/or financially disadvantaged.
- have established clear goals and outcomes that enhance community harmony and social cohesion within a particular target group.
- encourages people and groups to help themselves.
- have leaders of the project that belong to or can demonstrate a strong connection with the community they seek to assist.
- able to build on existing community assets, such as a service, physical building, bases of knowledge and community skills.
- have relevant project partners with an appropriate and sound budget.
- show cash or in-kind contributions to the project.
- align with one or more of the strategies contained within the Community Strategic Plan.

5.1.2 Financial assistance will not be provided

Financial assistance will not be provided for:

- use by an individual.
- the waiver of rates and charges - being the ordinary rate levied on the land value for a rateable property, with charges being for the provision of or access to services provided by Council.
- the payment or reimbursement of recurrent operational expenses.
- an applicant that is likely to secure funding through an alternate source such as another service provider or an agency or branch of a Federal, State or another Local Government authority.
- illegal activities.
- funding requests of more than \$2,000.
- political activities.
- commercial activities.
- legal costs.
- reimbursement of expenses for projects that have already commenced or been completed.
- branches of charities that fundraise for projects outside of Narrandera Shire.

5.1.3 Other

Notwithstanding the established criteria, Council at its discretion may make a variation where it is demonstrated that financial assistance is required and that residents of the Narrandera Shire will benefit from the financial assistance.

5.2 OPERATION

- Determinations will be made annually for the following financial year, as part of Council's budget process.
- Applications must be submitted in the required format and must use the relevant application document.
- Applicant organisations will be asked to forward submissions by the first week in February each year.
- Applications must have supporting documentation such as quotations for the supply of goods and or services to be funded through this program.
- Applications will be received once per financial year.
- Impromptu applications may still be considered but will be assessed against the same assessment criteria as the formal applications and a weighted score derived.
- Recipient groups must nominate identifiable outcomes in the project/service program and will be assessed against the eligibility criteria.
- Recipient groups may be asked to provide an acquittal at the end of the nominated project.
- A report will be submitted to Council following the application closure date at which time a copy of all applications will be provided with a scoring against the eligibility criteria with a concluding recommendation.
- Groups financially assisted in one year will not automatically receive ongoing funding in future years.
- Precedence will be given to applicants who did not receive financial assistance during the previous financial year.
- Where a request to waive fees or charges (such as the cost to hire a Council owned or managed facility) is approved by Council, the value of the amount waived is to be deducted from the Mayor and General Manager donations funds.
- Schools within the Shire, TAFE NSW Narrandera Campus and the TAFE NSW regional governing body will be provided with an annual donation towards academic prizes and as such are an automatic inclusion for consideration.

6. DEFINITIONS

- **Acquittal:** The report that recipients of financial assistance from Council may be asked to provide on the final outcomes of the project and the expenditure of funds received.
- **Automatic Inclusion:** A recipient where Council recognises the group's enhancement of the social capital within the Shire community and a written application for financial assistance is not required.
- **Eligibility Criteria:** The measures against which an application is assessed.

- **Financial Assistance Program:** The community funding grants program in which Council supports non-profit groups and community groups in accordance with this policy.
- **Formal Application:** An application submitted using an approved format during the formal advertising period within which Council seeks requests for financial assistance.
- **Impromptu Application:** An application received outside the formal period within which Council seeks requests for financial assistance.
- **Not-for-profit:** Refers to voluntary groups or community groups that operate on a not-for-profit basis with no financial gain to individual members.

7. ROLES AND RESPONSIBILITIES

The Financial Assistance Program is managed within the Corporate and Community Services function of Council.

Council will:

- Register all applications received.
- Create a workflow to the appropriate officer for action.
- Assess each application to ensure that it has been completed in full and that any referenced material also copies of quotations for the supply of goods and or services are attached to support the application.
- Record the application in an assessment spreadsheet where each criteria is weighted and a total scoring derived.
- Prepare a report to Council with recommendations.
- Advise applicants of the determination of applications.

8. RELATED LEGISLATION

- Section 356 of the Local Government Act, 1993

9. RELATED POLICIES AND DOCUMENTS

- NSC Application for Financial Assistance

10. VARIATION

Council reserves the right to review, vary or revoke this policy in accordance with legislation, regulation and award changes, where applicable. Council may also make changes to this policy and the relevant procedures from time-to-time to improve the effectiveness of its operation.

11. PREVIOUS VERSIONS

Reference to a superseded policy number and/or name is also considered a reference to the new policy number. This policy was previously named:

- CS20 Financial Assistance Program Policy 2018.

POLICY HISTORY

Responsible Officer	Governance & Engagement Manager		
Approved by	General Manager		
Approval Date	DD Month 202Y		
GM Signature (Authorised staff to insert signature)			
Next Review	1 December 2025		
Version Number	Endorsed by ELT	Resolved by Council	Date signed by GM
1 Adopted	-	-	30/09/1996
2 Reviewed	-	-	4/09/2000
3 Reviewed	-	-	20/03/2007
4 Reviewed	-	-	15/07/2008
5 Reviewed	-	-	11/12/2013
6 Reviewed	-	-	15/04/2014
7 Reviewed	-	-	17/11/2015
8 Reviewed	-	-	5/01/2016
9 Reviewed	-	-	27/09/2016
10 Reviewed	15/01/2018	20/02/2018	20/02/2018
11 Reviewed	11/08/2020	20/07/2021	23/09/2021
12 Reviewed	24/01/2023	DD/MM/YYYY	DD/MM/YYYY

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22.2 POLICY REVIEW - POL006 RISK MANAGEMENT POLICY 2023**Document ID: 666061****Author: Enterprise Risk and Safety Officer****Authoriser: General Manager****Theme: Policy****Attachments: 1. POL006 Risk Management Policy 2023****RECOMMENDATION**

That Council:

1. Receives and endorses the revised POL006 Risk Management Policy.
2. Deems POL006 Risk Management Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

PURPOSE

The purpose of this report is to present Council with the revised POL006 Risk Management Policy. POL006 Risk Management Policy was endorsed by the Audit Risk and Improvement Committee (ARIC) in March to be returned to Council to consider any comments by ARIC before adoption.

SUMMARY

The intent of this policy is to:

- Express Narrandera Shire Council's commitment to implementing organisation-wide risk management principals, systems, and processes to ensure the consistent, efficient, and effective assessment of risk in all Council's planning, decision making and operational processes.
- This policy has been revised to incorporate and align to the guidelines released by The Office of Local Government for Risk Management and Internal Audit for local government in NSW in December 2022.
- The Risk Management Policy will be used in conjunction with the Risk Management Framework procedure (under review) which will provide in-depth detail on Council's Risk Management Framework - outline the roles, responsibilities, procedures, standards, tools, and documentation to be used for managing risk.

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

5 - Our Leadership

Strategy

5.1 - Have a Council that provides leadership through actions and effective communication.

Action

5.1.8 - Ensure that workforce policies remain current in a changing environment.

ISSUES AND IMPLICATIONS**Policy**

- Revised POL006 Risk Management Policy
- Previously CS150 Risk Management Policy

Financial

- N/A

Legal / Statutory

- Work Health and Safety Act 2011 (NSW)
- Work Health and Safety Regulation 2017 (NSW)
- Local Government Act 1993 (NSW)
- Local Government (State) Award 2010 (NSW)

Community Engagement / Communication.

- The policy is available on Council's website.

RISKS

N/A

OPTIONS

1. Endorse POL006 Risk Management Policy be presented to ARIC for review.
2. Request staff to review and amend the policy prior to returning it to Council for consideration.

CONCLUSION

That Council endorse the revised POL006 Risk Management Policy for review by the Audit Risk and Improvement Committee.

RECOMMENDATION

That Council:

1. Receives and endorses the revised POL006 Risk Management Policy.
2. Deems POL006 Risk Management Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.



Risk Management Policy 2023

POL006



NARRANDERA SHIRE COUNCIL

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Policy No: POL006
Policy Title: Risk Management Policy
Section Responsible: Human Resources
Minute No:
Doc ID: 543698

1. INTENT

The purpose of this policy is to express Narrandera Shire Council's (Council) commitment to implementing organisation-wide risk management principals, systems and processes to ensure the consistent, efficient and effective assessment of risk in all Council's planning, decision making and operational processes.

2. SCOPE

This policy applies to all Narrandera Shire Council Councillors, management, staff, volunteers and contractors across all council activities and processes.

This policy is to be read in conjunction with Risk Management Framework Procedure (D – 532465).

3. OBJECTIVE

Council provides critical services and infrastructure to the residents, ratepayers and visitors of Narrandera. Council also has service agreements and contractual obligations with government and non-government agencies, organisations and its own strategic goals and objectives that Council seek to achieve on behalf of the community. Therefore, it is incumbent on Council to understand the internal and external risks that may impact the delivery of those services, contracts and strategic objectives and have processes in place to identify, mitigate, manage and monitor those risks to ensure the best outcome for Council's employees and the community.

Council has developed a risk management framework consistent with AS/NZS ISO 31000:2018 Risk Management Guidelines (to the extent that the limited resources available to Council will allow). The risk management framework will assist Council to identify, treat, monitor and review all risks to its operations and strategic objectives and apply appropriate internal controls.

4. PROVISIONS

This policy will be implemented through the Narrandera Shire Enterprise Risk Management Framework. Perceived risks will be captured in the Enterprise Risk Register with assessments made for likelihood and consequence.

Risk consequences are to be developed such as quantifiable risk consequences aligned to Narrandera Shire’s community strategic plans and delivery of service level expectations.

5. DEFINITIONS

Risk	Effect of uncertainty on objectives
Likelihood	Chance of event occurring resulting in the consequences defined
Consequence	Outcome of an event affecting objectives, expressed qualitatively, quantitatively, or semi-qualitatively

6. ROLES AND RESPONSIBILITIES

Council aims to create a positive risk management culture where risk management is integrated into all everyday activities and managing risks is an integral part of governance, good management practice and decision making.

As defined in Council’s risk management framework all employees are responsible for identifying and managing risk within their work areas. Key responsibilities include

- Being familiar with, and understanding the principals of risk management
- Complying with all policies, procedures and practices relating to risk management
- Alerting management to risks that exist within their area
- Performing any risk management activities as part of their daily role

Risk management is a core responsibility for all senior staff/ management at Council, in addition to the above senior staff/ management are responsible for:

- Ensuring all staff manage their risks within their own work areas – risks should be anticipated and reasonable protective measures taken
- Encouraging openness and honesty in the reporting and escalation of risks
- Ensuring all employees have the appropriate capability to perform their risk management roles
- Reporting to the General Manager on the status of risk and controls
- Identifying and communicating improvements in Council risk management policies and procedures.

To ensure Council is effectively managing risk and complying with its statutory obligations, Council's audit, risk and improvement committee and internal audit function is responsible for reviewing the Councils:

- Risk management processes and procedures
- Risk management strategies for major projects or undertakings
- Control environment and insurance arrangements
- Business continuity planning arrangements
- Fraud control plan

7. MONITORING AND REVIEW

Council is committed to continually improving its ability to manage risk. Council will review this policy and its risk management framework at least annually to ensure it continues to meet requirements of the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, and Council's requirements.

8. RELATED LEGISLATION

- *Local Government Act, 1993*
- *Local Government (General) Regulation, 2005*

9. RELATED POLICIES AND DOCUMENTS

- Narrandera Shire Enterprise Risk Management Framework - 532465
- Narrandera Shire Council Enterprise Risk Register - 434540
- Narrandera Shire Work Health and Safety Policy - 649448
- Narrandera Shire Community Strategic Plan - 613012
- Narrandera Shire Delivery Program - 608297
- Narrandera Shire Operational Plan - 608298
- International Organisation for Standardisation (ISO 31000:2018 – Risk Management Guidelines)

10. VARIATION

Council reserves the right to review, vary or revoke this policy in accordance with legislation, regulation and award changes, where applicable. Council may also make changes to this policy and the relevant procedures from time-to-time to improve the effectiveness of its operation.

11. PREVIOUS VERSIONS

This policy was previously named:

- CS150 Risk Management Policy Doc No 8351

EXTERNAL (to Council)

POLICY HISTORY

Responsible Officer	Enterprise Risk and Safety Officer			
Approved by	General Manager			
Approval Date	XX Month 202X			
GM Signature (Authorised staff to insert signature)				
Next Review	XX Month 202X			
Version Number	Endorsed by ELT	Endorsed by Council	Endorsed by ARIC	Date signed by GM
1 Adopted	XX Month 202X	XX Month 202X	XX Month 202X	XX Month 202X
2 Reviewed	XX Month 202X			

NOTE: This is a controlled document. If you are reading a printed copy, please check that you have the latest version via Council’s website (external) or MagiQ (internal). Printed or downloaded versions of this document are uncontrolled.

12. Acknowledgement of Training Received (if required)

I hereby acknowledge that I have received, read and understood a copy of Council's XXXXX Policy.	
Employee Name	
Position Title	
Signature	
Date	

23 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

23.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - MARCH 2023

Document ID: 666641

Author: Administration Assistant

Authoriser: Deputy General Manager Infrastructure

Theme: Statutory and Compulsory Reporting – Development Services

Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Development Services Activities Report for March 2023

PURPOSE

The purpose of this report is to inform Council of Development Applications and other development services provided during March 2023.

BACKGROUND

Development & Complying Development Applications

A summary of Development and Complying Development Applications processed during March 2023 detailed in the following table:

Stage Reached	March
Lodged	3
Stop-the-Clock / Under Referral / Awaiting Information	-
Under Assessment	1
Determined	4

The value of Development and Complying Development Applications approved by Council during March 2023 is detailed in the following tables:

Development Type	2022/2023			
	March		Year to Date	
	Number	Value \$	Number	Value \$
Residential	3	\$ 505,000	25	\$ 4,029,265
Industrial			1	\$ 146,000
Commercial	1	\$ 20,000	15	\$ 5,191,265
Rural Residential			0	\$ -
Subdivisions			2	\$ -
Other			0	\$ -
TOTAL	4	\$ 525,000	43	\$ 9,366,530

Under the provisions of section 4.59 of the Environmental Planning and Assessment Act Narrandera Shire Council determined the following development applications, applications for modification of development consents and complying development certificate applications during March 2023.

March 2023

No	Type	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
036-22-23	L	43 King St NARRANDERA	Shed	Conditionally Approved	-	16
037-22-23	L	54 Mulga St BARELLAN	Change of use (church to dwelling)	Conditionally Approved	-	15
038-22-23	L	113 East St NARRANDERA	Demolition	Conditionally Approved	-	9
040-22-23	L	5266 Barellan Rd BARELLAN	Dwelling	Conditionally Approved	-	4

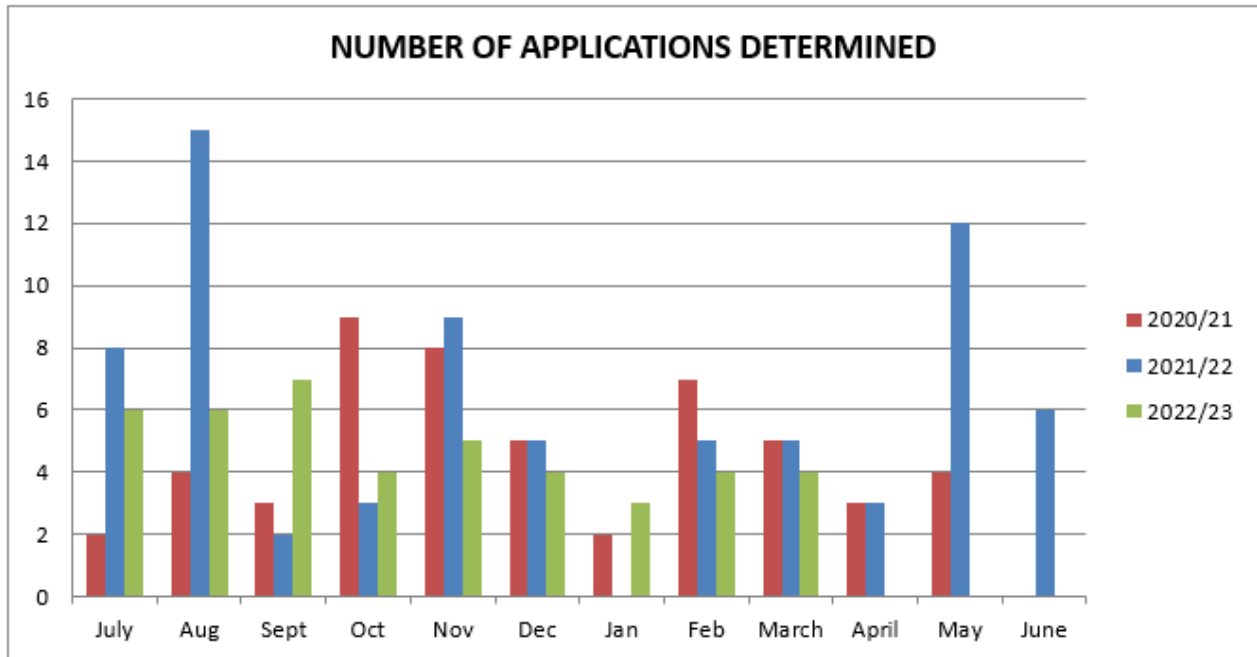
Type explanation

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

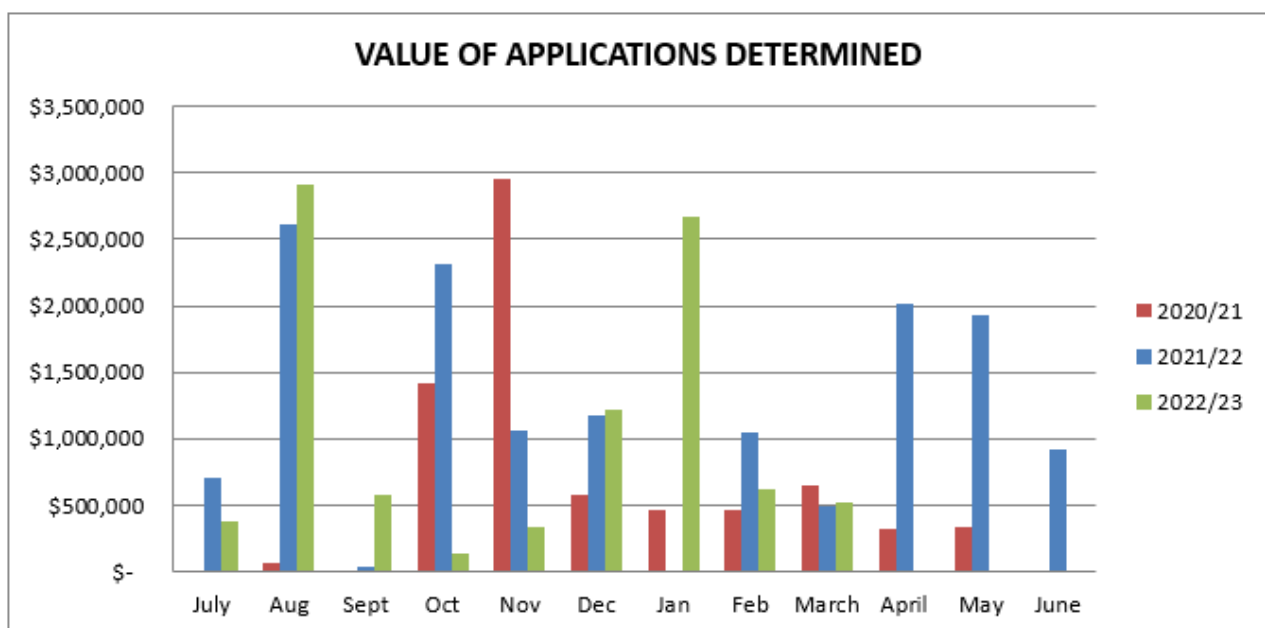
Comparison determination times

2020-21	Narrandera Shire Council average	30 days
2021-22	Narrandera Shire Council average	25 days
2022-23	Narrandera Shire Council average YTD	17.6 days

This graph details the comparative number of Development and Complying Development Applications determined by month since 2020-21.



This graph details the comparative value of Development and Complying Development Applications determined by month since 2020-21.



**2021/22 August figures exclude \$13,915,445 for 2 micro solar farms*

Certificates Issued

A summary of other development services activities undertaken during March 2023 is detailed in the following table:

Certificate Type	March
Construction Certificates	2
Building Certificates	-
Subdivision Certificates	1
Occupation Certificates	-
Section 10.7 (previously 149) Certificates	23
Swimming Pool Compliance Certificates	1
On-Site Septic Management System Certificates	1
S68 Approvals	-

Construction Activities

A summary of Critical Stage building inspections undertaken during March 2023 is detailed in the following tables:

Building Surveyor Inspections	March
Critical Stage Inspections	12

Compliance Activities

A summary of compliance services activities undertaken during March 2023 is detailed in the following tables:

Companion Animal Activity – Dogs	March
Impounded	4
Returned	3
Rehomed	1

Companion Animal Activity – Cats	March
Impounded	9
Returned	8
Rehomed	1

Compliance Activity	March
Call outs	-
Infringement warnings/fines issued	-
Menacing/Dangerous dog incidents	-

RECOMMENDATION

That Council:

Receives and notes the Development Services Activities Report for March 2023

24 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

24.1 INCOME STATEMENT - MARCH 2023

Document ID: 665672

Author: Finance Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments: 1. March 2023 Income Statement.pdf

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 March 2023.

PURPOSE

The purpose of this report is to present Council with the Statement of Income for the period ending 31 March 2023.

SUMMARY

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

BACKGROUND

Adopted Budget

The original budget was adopted by Council on 21 June 2022. The budget will be reviewed at the end of each quarter during the year; subsequent reports will have the revised budget disclosed.

Rates & Annual Charges

Rates & Charges are reported as fully received because revenue is accounted for once the rates levy has been run. Rates notices for 2022-23 were issued on 4 July 2022.

Depreciation

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

Major Variations to Budget

There are no major variations to budget evident.

CONCLUSION

Council receives and notes the information contained in the Income statement report for the period ending 31 March 2023.

RECOMMENDATION

That Council:

Receives and notes the information contained in the Income Statement report for the period ending 31 March 2023.

Narrandera Shire Council

Consolidated Income Statement

for the period ending 31 March 2023

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	8,597	8,589	8,587
User charges and fees	3,213	4,033	2,284
Other revenues	721	941	819
Grants and contributions provided for operating purposes	7,643	4,079	6,961
Grants and contributions provided for capital purposes	7,739	20,131	3,252
Interest and investment revenue	228	604	89
Other income	225	225	149
Net gain from the disposal of assets	92	292	381
Total income from continuing operations	28,458	38,894	22,522
Expenses from continuing operations			
Employee benefits and on-costs	8,450	8,257	6,115
Materials and services	5,732	7,145	5,704
Borrowing costs	47	47	35
Depreciation and amortisation	6,117	6,117	4,588
Impairment of receivables	6	6	3
Other expenses	404	404	313
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	20,756	21,976	16,758
Operating result from continuing operations	7,702	16,918	5,764
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	7,702	16,918	5,764
Net operating result for the year before grants and contributions provided for capital purposes	(37)	(3,213)	2,512

Narrandera Shire Council

General Fund Income Statement

for the period ending 31 March 2023

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	6,254	6,246	6,237
User charges and fees	1,615	2,435	1,473
Other revenues	721	941	819
Grants and contributions provided for operating purposes	7,643	4,079	6,961
Grants and contributions provided for capital purposes	4,671	15,426	3,188
Interest and investment revenue	136	395	57
Other Income	225	225	149
Net gain from the disposal of assets	92	292	381
Total income from continuing operations	21,357	30,039	19,265
Expenses from continuing operations			
Employee benefits and on-costs	7,769	7,547	5,579
Materials and services	3,753	5,203	4,262
Borrowing costs	8	8	6
Depreciation and amortisation	5,097	5,097	3,823
Impairment of receivables	6	6	3
Other expenses	404	404	313
Net loss from the disposal of assets	=	=	=
Total expenses from continuing operations	17,037	18,265	13,986
Operating result from continuing operations	4,320	11,774	5,279
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	4,320	11,774	5,279
Net operating result for the year before grants and contributions provided for capital purposes	(351)	(3,652)	2,091

Narrandera Shire Council

Water Fund Income Statement

for the period ending 31 March 2023

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	846	846	848
User charges and fees	1,421	1,421	741
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	10	118	43
Interest and investment revenue	76	146	19
Other income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	2,353	2,531	1,651
Expenses from continuing operations			
Employee benefits and on-costs	343	372	322
Materials and services	1,264	1,233	937
Borrowing costs	-	-	-
Depreciation and amortisation	667	667	500
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	2,274	2,272	1,759
Operating result from continuing operations	79	259	(108)
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	79	259	(108)
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	69	141	(151)

Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 31 March 2023

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	1,497	1,497	1,502
User charges and fees	177	177	70
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	3,058	4,587	21
Interest and investment revenue	16	63	13
Other income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	4,748	6,324	1,606
Expenses from continuing operations			
Employee benefits and on-costs	338	338	214
Materials and services	715	709	505
Borrowing costs	39	39	29
Depreciation and amortisation	353	353	265
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	1,445	1,439	1,013
Operating result from continuing operations	3,303	4,885	593
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	3,303	4,885	593
Net operating result for the year before grants and contributions provided for capital purposes	245	298	572

24.2 CAPITAL WORKS PROGRAM - MARCH 2023**Document ID:** 665673**Author:** Finance Manager**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:**

1. March 2023 Capital Program.pdf
2. March 2023 Capital Expenditure.pdf
3. March 2023 Operational Expenditure.pdf

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Capital Works report as at 31 March 2023.

PURPOSE

The purpose of this report is to enable Council to track the progress of capital works programs for the period ending 31 March 2023.

BACKGROUND

Works listed in the attachment are for works against new budgeted projects for the 2022-23 financial year. Key operational expenses are also included in this report and have been highlighted separately.

PROGRESS TO DATE IN EACH AREA**Grant Dependent Projects**

- Projects dependent on grant funding include: Barellan Sportsground Sealing parking area/driveway, MBP seating and BBQ areas including shelters x2, MBP Furniture, Grong Grong Park Furniture, Brewery Flats landscaping, furniture, painting etc. and LT Deepening Works.

Administration

- Software Licencing, Integrated Software System and the CCTV System for the Main Street will be reviewed throughout the year.
- A replacement UPS for the server room is being organised for the Sophos Intercept X project.
- The Chamber projector upgrade is complete, awaiting the removal of the previous screen and projector.
- The Councillor iPad project has been deferred to the 23/24 financial year.
- Network Switches have arrived, organising next round of replacement switches.
- The installation of two cameras at Marie Bashir Park Grandstand will commence upon completion of the Narrandera Destination and Discover Hub.

- Quotes are being organised for the GDA Dataset Transition, Data Safe and GIS Imagery projects.
- The Replacement of Desktops and Laptops will commence in April 2023.
- Completed projects: Firewall Replacement, Disaster Recovery Planning and Secure Wireless Network.

Environment

- Tender prices for the Landervale Fire Shed are higher than the budget allocation; the additional budget has been approved by RFS.
- Further scoping is being undertaken for the Stormwater Improvement project.
- The design of transfer area is underway for the Masterplan Works Stage 1.
- New security fencing with CCTV will commence in 2023.
- Consultants have been engaged with detailed design underway for the Urban Stormwater Upgrade.
- The Drainage Improvement Works at Driscoll Road have commenced, civil works are complete with fencing and erosion control being undertaken.
- The project scope of works for the Waste Depot Improvement at Barellan is being reviewed prior to the detailed design and procurement.

Housing & Community Amenities

- Draft plans have been received and are under review for the Cemetery Management Plans and Mapping software project.
- Furniture for the Narrandera Cemetery is to be ordered at the completion of the Cemetery Master Plan 2023.
- Completed works: Grong Grong Cemetery furniture.

Recreation & Culture

- Procurement nearing completion for the Kidz Zone Library Grant project.
- The Book and Resources Annual replacement procurement is ongoing, major expenditure planned for May.
- Narrandera Sportsground drainages and soak works are nearing completion, electrical work to be undertaken.
- Narrandera Tennis Courts Access Upgrades quote has been awarded; works being scheduled.
- Quote has been awarded for the Narrandera Park Irrigation Management System; procurement has commenced.
- Demolition is complete for the Lake Talbot Water Park Additional/Remedial works. Procurement of further works is underway.
- The grant application was successful for the Lake Talbot Recreation Viewing Platform, Rotary Lookout and Lake Talbot Recreation Area Improvements, recreational seating and shelter revamp and toilet block landscaping projects. Works are being scoped.
- Narrandera Memorial Gardens lawn area and garden beds landscape design will be implemented after ANZAC day for east end memorial gardens.
- Festoon renewal has been completed for the Festive Light Upgrade and Renewal, with further scope to be determined.

- New scoreboards at the Narrandera stadium have arrived and are scheduled to be installed during school holidays.
- The system for the Biosecurity Mapping System is operational with amendments to be made to property information.
- Currently reviewing draft and concept designs for the infant's area prior to community engagement for the Marie Bashir Park Adventure Playground Upgrades.
- The Adventure Playground Inclusive Spaces project is to be incorporated with the Marie Bashir Park Adventure Playground masterplan.
- Completed Works: Narrandera Sportsground Clubrooms Stage 2, Renewal of BBQ Elements, shade structures and seating works located on the plant room at Lake Talbot Pool, Narrandera Park Oval Grandstand upgrade, Barellan Playground upgrades and festive decorations project, Barellan Park BBQ, Remote Signage and replacement of café furniture at Barellan Pool.

Playground on the Murrumbidgee

- Construction is underway for the Destination & Discovery Hub, with building at lock-up stage.
- Procurement for new signage is proceeding for the extension of Bike and Hike Trails, with installation to be undertaken when access to all sites is available.
- Bridge has been installed for the pedestrian bridge which will connect Brewery Flat to East Street, with approaches being constructed.
- Base footings are complete for the Elevated Walk, Viewing Platform, deck, and pedestrian access, with Sky Walk to be installed in May.
- Completed works: Northbank Walking Track.

Local Roads and Community Infrastructure Round 1

- Completed works: Kiesling Lane Beautification Project.

Local Roads and Community Infrastructure Round 2

- Installation of the Barellan Pump Track is complete, landscaping to commence in April.
- The concrete base is complete for the Wiradjuri Memorial Wall Stage 1, with stone and artwork to occur mid-2023.
- Works are being planned for the Narrandera Flora and Fauna Reserve.
- Completed works: Barellan Cemetery Toilet.

Local Roads and Community Infrastructure Round 3

- North Narrandera bicycle and walking paths at Racecourse Road and Watermain street tender has been called and closes mid-April.
- Demolition of the former Narrandera Sportsground clubhouse and changerooms is complete. Fabrication of the new building has commenced.
- Tender has been awarded for the Barellan Sportsground Spectator Pavilion.
- Consultant has been engaged with concept designs being developed for the Narrandera Pump Track.
- Henry Mathieson Oval off-leash dog area procurement is complete, works commencing mid-April.

- Procurement is complete with works commencing for the Grong Grong Community Improvement Project.
- The Narrandera Business Centre Master Plan (NBCMP) – Consultants have been engaged for East Street between Twynam and Bolton Streets to review the existing master plan and report to April Council meeting. The Bolton Street project has been deferred due to funding reallocation.
- Completed Works: Barellan Hall toilet upgrade.

Stronger Country Community Funding Round 4

- Quotations received for the Barellan Netball Courts are above budget, scope reduced to meet budget. Project will be carried over with works commencing after the netball season.
- The water refill stations along the walk and cycle paths in five locations have an expected completion date of April.
- Completed works: Lake Talbot Water Park entrance upgrade and fencing and Narrandera Sportsground changeroom facilities upgrade and Narrandera Sports Stadium.

Stronger Country Community Funding Round 5

- Scope is to be determined for the Community Safety upgrade program.
- The project is being scoped for the Recreation Upgrade at Narrandera Water Tower.

Transport & Communication

- Works are to be scheduled for Urban Roads Construction – Laneways, Urban Pavement Rehabilitation.
- Urban Kerb & Gutter Replacement and Urban Footpath Replacement works to commence on East Street near the new Kurrajong building.
- The Urban Footpath Additional funds requested – to Railway overpass design is to be undertaken in conjunction with north Narrandera footpath project.
- Urban Roads Construction project funds are to be reallocated to Urban roads construction laneways in the March QBR.
- Procurement has commenced for the culvert widening at Erigolia Road. Successful grant funding under Remote Roads Upgrade Pilot Program.
- Urban Reseals are scheduled to go to quote in April 2023. Racecourse Road and East Street (Audley to Larmer) projects are on-hold to determine if they are still the highest priority.
- Rural Road reseals is scheduled to go to quote in April 2023.
- Roads Resheeting – (Unsealed Rural Roads) funding is complimenting the Natural disaster projects with remaining works to be determined.
- Funding has been approved for Flood Damage Repairs (AGRN1001) for the January 2022 event, with works to be undertaken over the next 18months.
- Emergency Works (EW) and Immediate Reconstruction Works (IRW) are continuing for the Flood Damage repairs (AGRN1034) September 2022 event. Claim to be submitted for payment of all funds, with long term repairs being scoped.
- Works are to be undertaken for the Roads to Recovery project – Curtis Road Gravel re-sheet.

- Works to be scheduled for MR370 (to Lockhart) and MR596 Back Yamma Road (south-west of Morundah).
- RR7608 – Barellan Road CH4.46 to 6.15 Repair Grant with 50% contribution Block Grant works are complete with line marking to be undertaken.
- Emergency Drainage works are continuing between other projects.
- Water realignment and stormwater is complete for the new road at Red Hill Industrial Estate. Kerb and road to be completed.
- Completed Works: Rural Road Reseals at Syme and Arrambee Roads, SZI Adams and Douglas Streets and Mulga Street Barellan. Roads to Recovery projects – Kangaroo Plains, Murrell Creek, The Gap, Stradbroke, Euratha Roads, Lismoyle Rd, Mejum Road, Gravel re-sheet and Willans Lane as part of the Laneway Upgrade, MR7608 (Barellan Road), Heavy patch works - MR243 (Canola Way Grong Grong-Coolamon), Manderlay Road seal extension and Active Transport - Walking (Mulga Street Barellan).

Fixing Local Roads

- Works on the Brewarrana Bridge Retrofitting is being planned with materials being purchased.
- Narrandera Bus Route – Minor additional signage works are required for Pamandi Road. Works are scheduled for April for the section at Cowabbie Road reseal.
- Design work is underway for Old Wagga Road Rehab with tender construction in mid-2023.
- Completed works: Mejum Park Road and Brookong Street.

Fixing Country Bridges

- Works are being scheduled with external contractors being sought for Mollys Bridge and Somerset Bridge.

Economic Affairs

- Preparation for procurement is underway for the Light Vehicles, Trucks and Trailers, Heavy Plant Sales. New pump has been purchased during the flood and minor plant as needed for other plant Capital.
- Purchase of a new pump at the Truck Wash is complete, funding to be sourced in the March QBR.
- Building Renewal and Upgrades annual program is underway.
- Design of additions for the Administration building and the Council Chambers Cleanout of Storage facility projects have been cancelled with funds reallocated in the March QBR to the Building Renewal and Upgrades annual program.
- Quotations have been received and are under review for the Works depot new vehicle storage shed.
- Procurement has commenced for the Quarry Communications Tower Static project.
- The Airport committee during the October meeting elected not to pursue any additional capital works for the Airport Terminal this financial year other than the Parallel taxiway; Project deferred.
- Extension has been confirmed to April 2024 for the Airport taxiway. Alternate pavement design is now complete. Drainage works are scheduled to start prior to end of financial year.

- Awaiting on a visit for maintenance checks and adjustments for the Security and Wildlife Perimeter fencing at the airport. Expected to be completed April.
- The new building at the works depot has been delivered, remaining fit out to be completed.
- Tender has been awarded for the Solar Panels project; works being planned.
- Lake Talbot Tourist Park Power Sites project was an unrealised grant and the Council funds have been relocated back to the source.

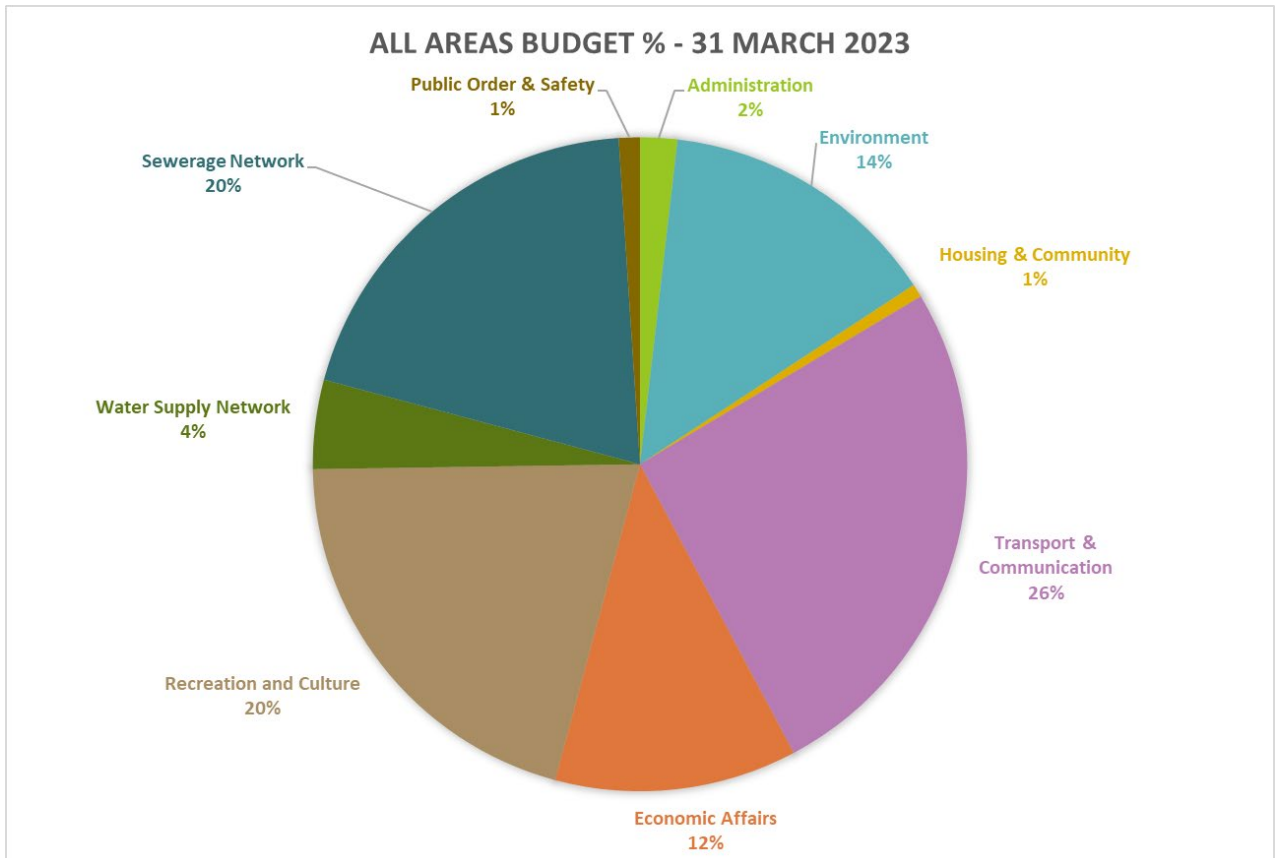
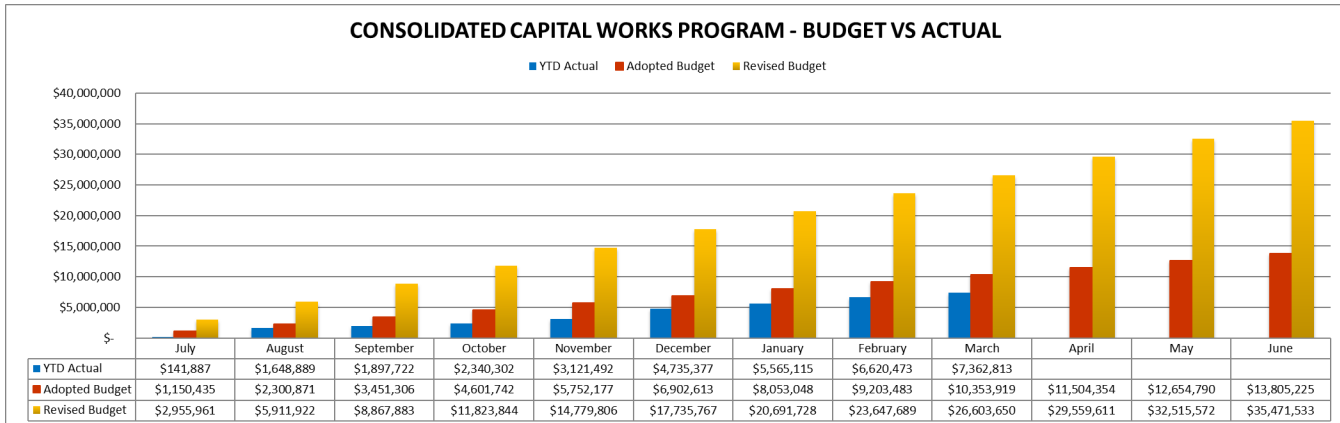
Water Supplies

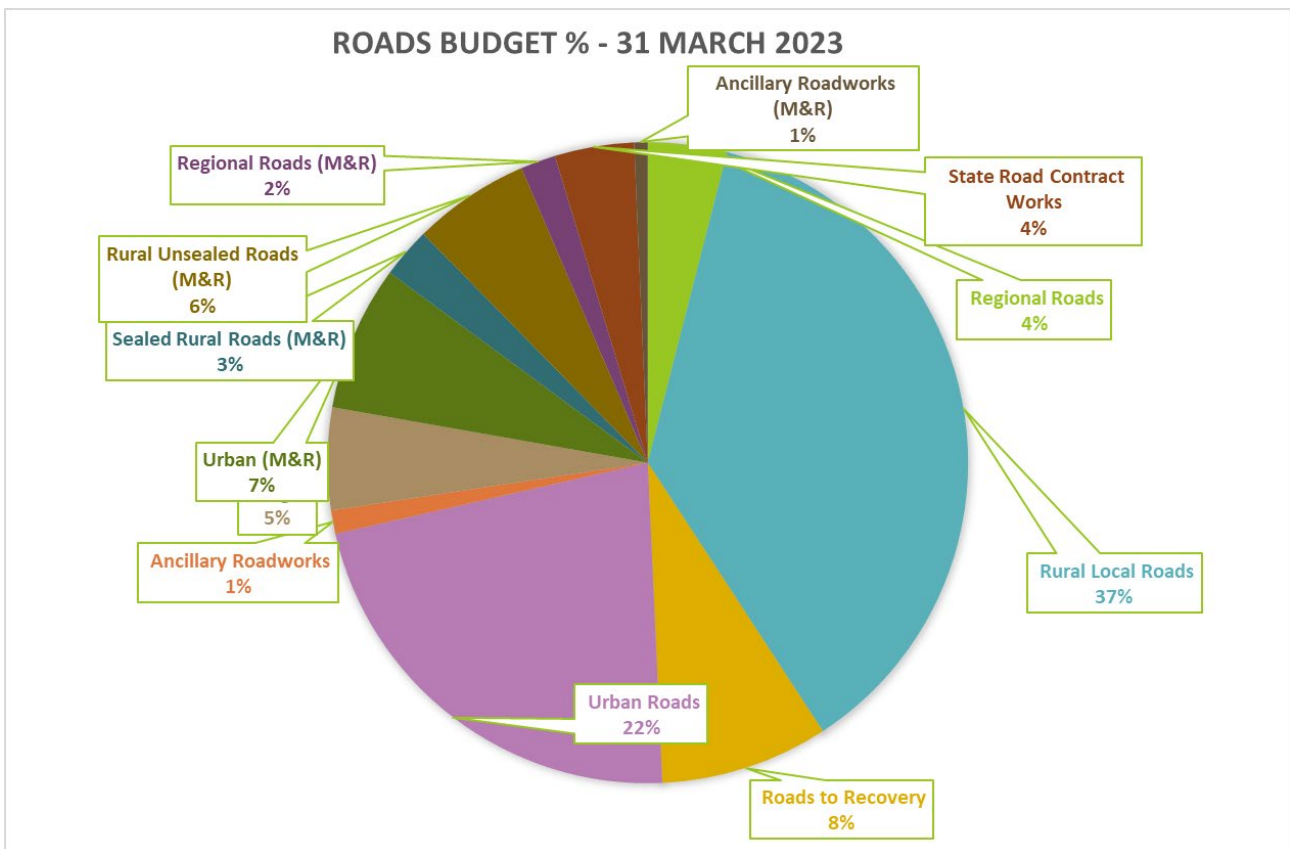
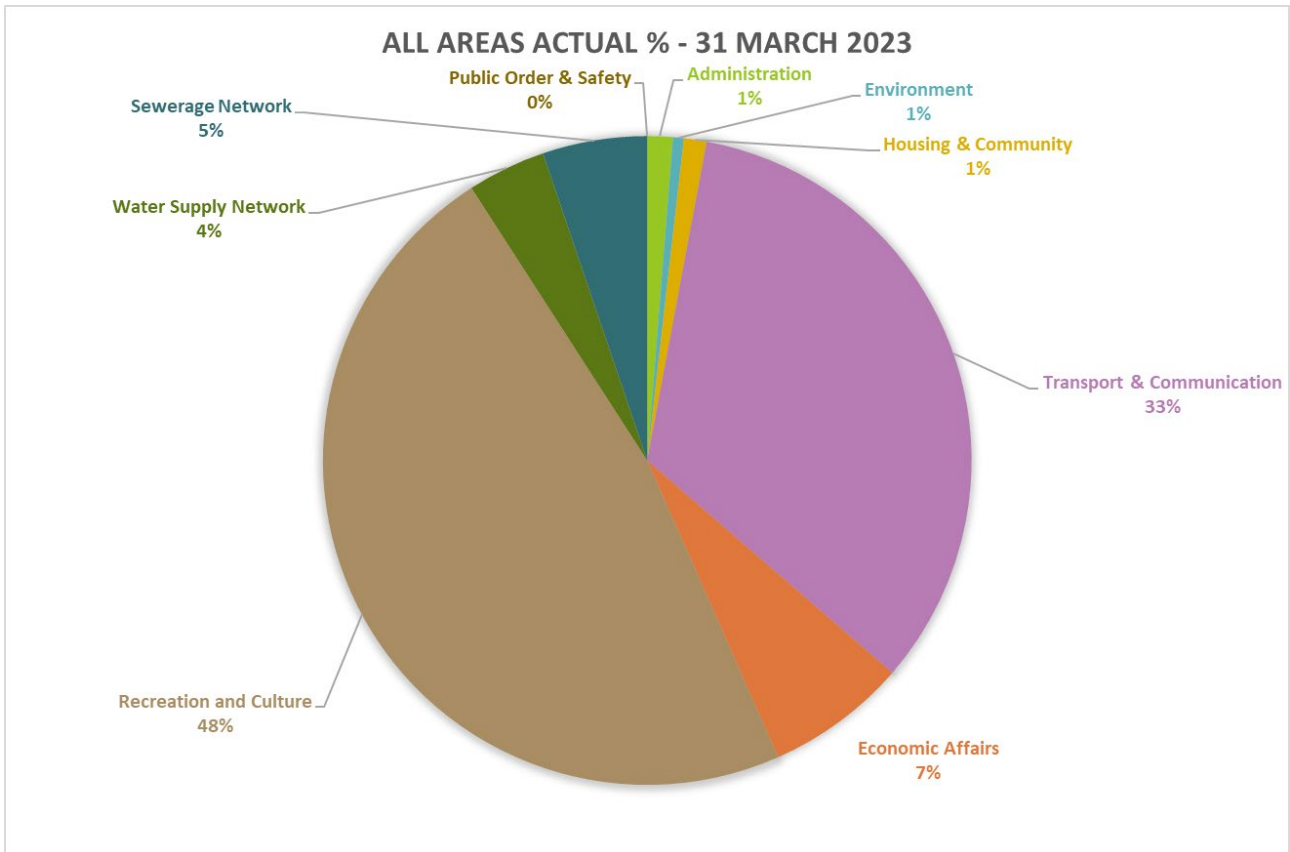
- Service replacements will be performed as required.
- Works are expected to commence in April for the Watermain replacements at Grosvenor Street.
- Hydrant and Valve replacements program works are underway.
- The Water Treatment Plant (WTP) filter upgrade design is to be completed in conjunction with the scoping study.
- The funding deed for the Water Treatment Plant (WTP) scoping study has been finalised with the project underway, anticipated completion date June.
- The hydraulic model is complete for the North Zone Pressure Pump to fix low pressure issues, with specifications being developed.
- Procurement is underway for the Pine Hill Reservoir fencing and demolition.
- Pine Hill Pumps replacement works are to be programmed.
- Department of Planning, Industry and Environment (DPIE) concurrence for Groundwater Study has been provided for the Integrated Water Cycle Management (IWCM) Additional Works. Consultants have been engaged with the study report pending.
- Site survey has been completed for the Gordon Street fencing with procurement underway.
- Works to commence in April for the cul-de-sac Ring Mains.
- Tenders are being sought for the Telemetry Software and Hardware Upgrade, with works to commence in June.
- Installation is complete and commissioning is underway for the Bulk Water Filling Stations.
- Tender has been awarded for the Solar Panels project; works being planned.
- The Household Filter Project is ongoing.
- Completed Projects: King Street watermain replacement, Taggle Software and Implementation, and Pine Hill Reservoir Upgrade.

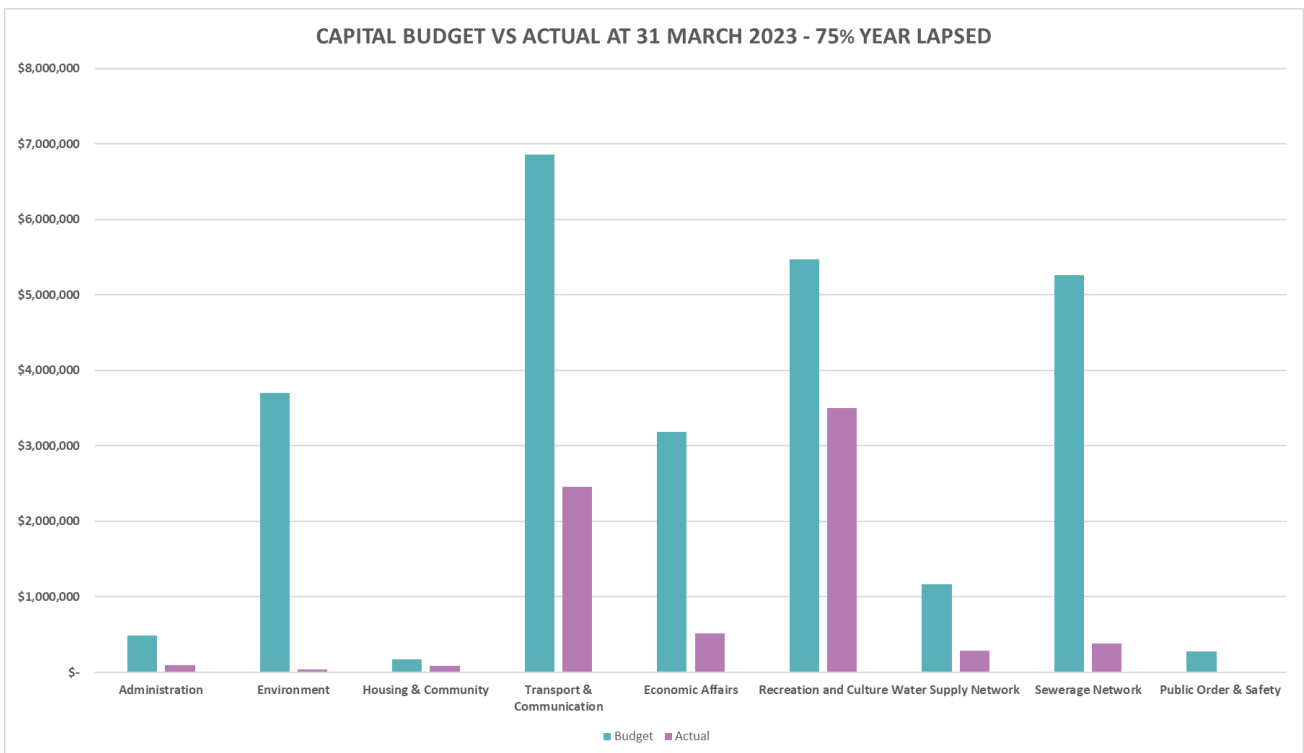
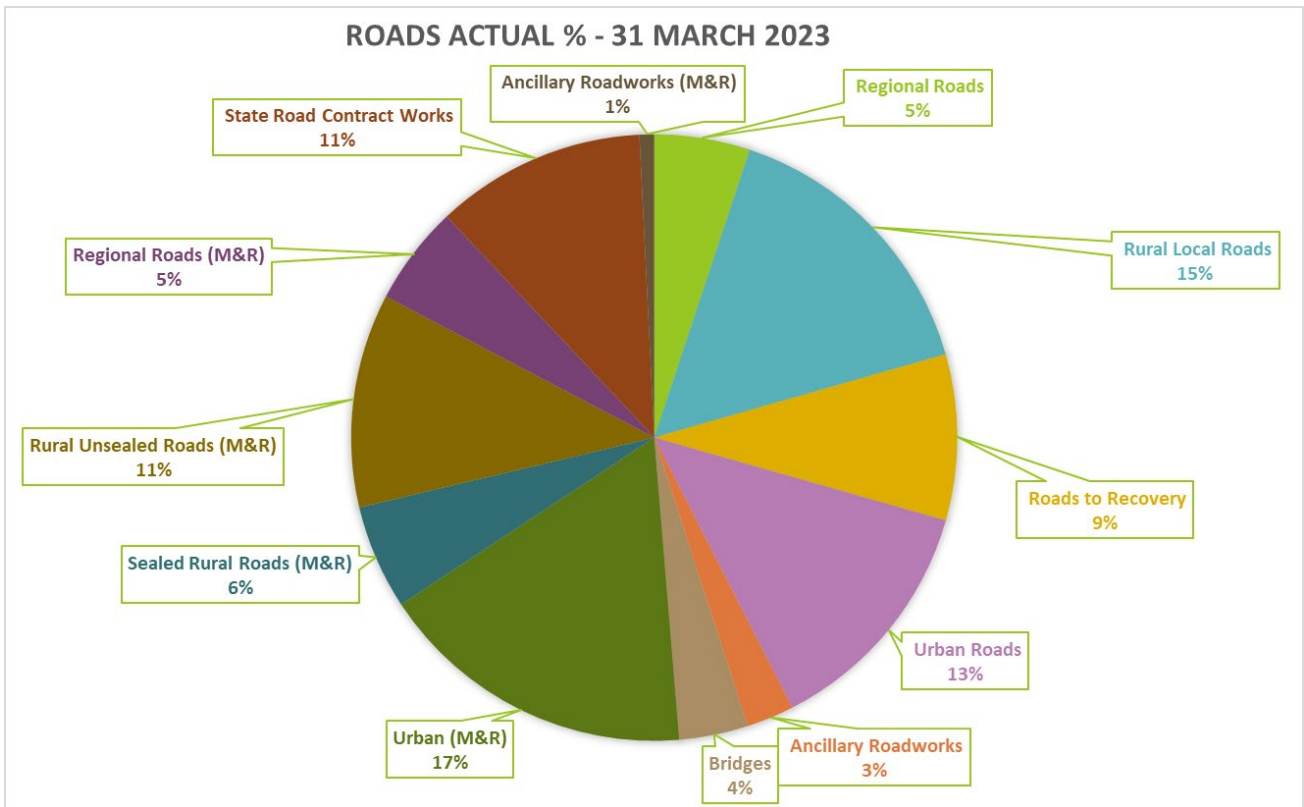
Sewerage Supplies

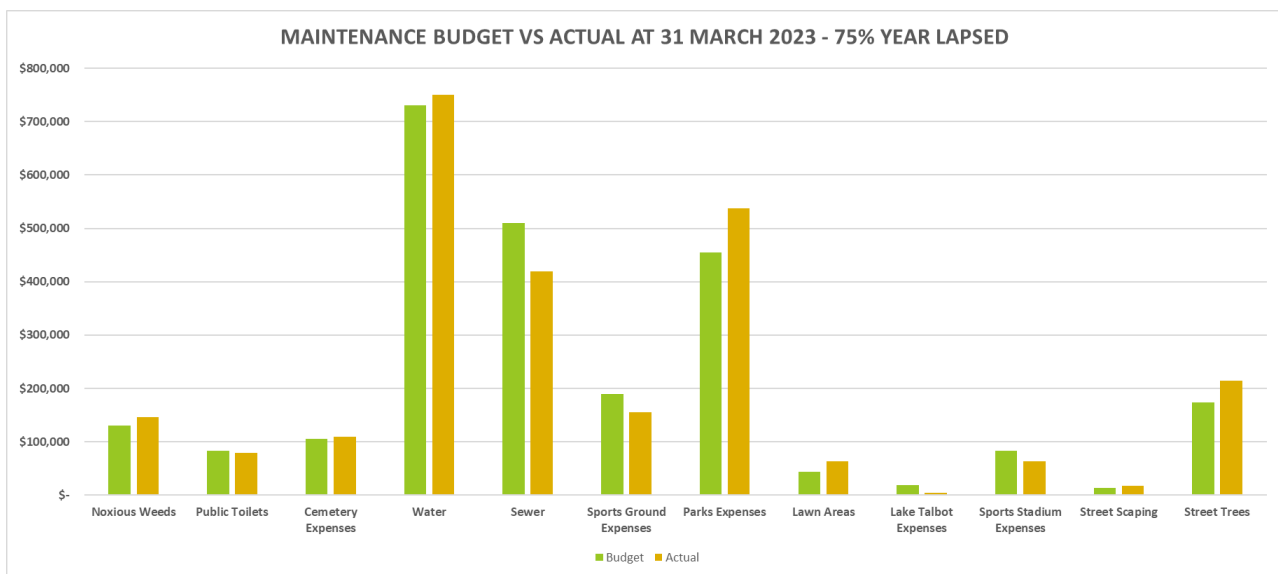
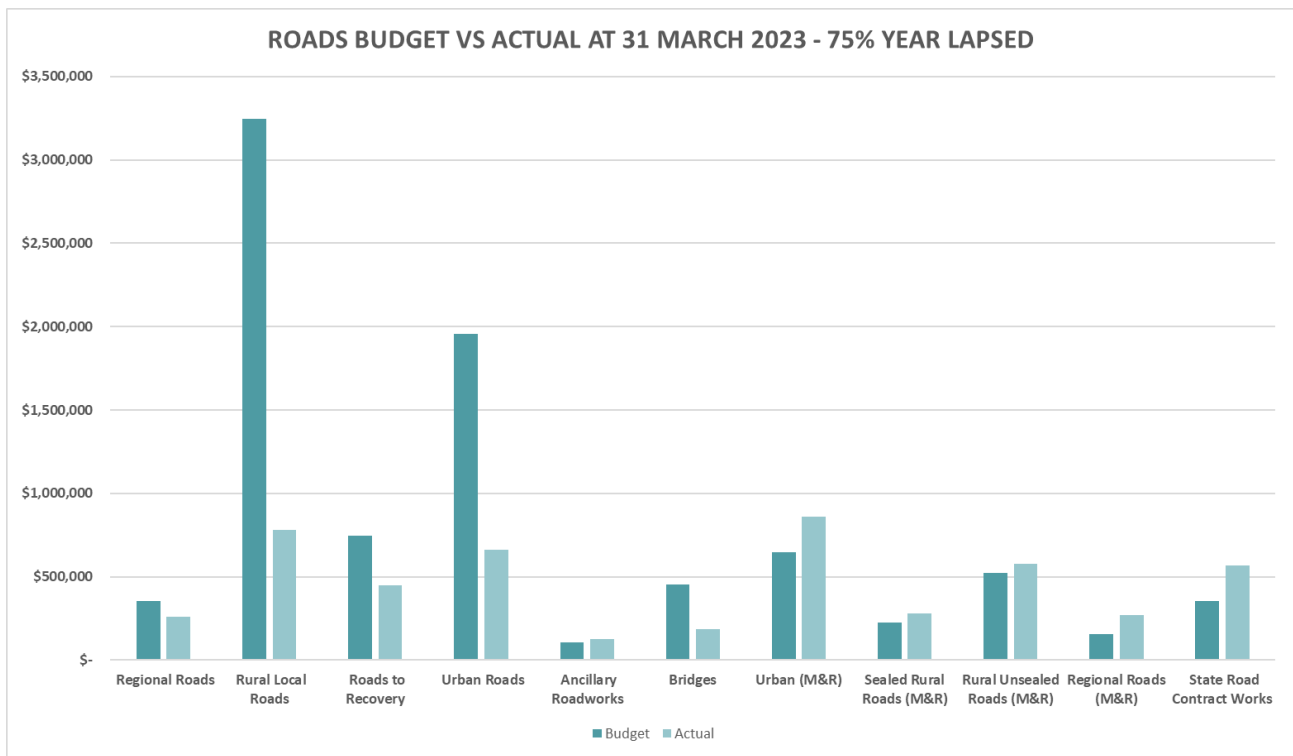
- Design review is underway for the Barellan Sewer with the construction tender to begin in the second half of 2023.
- Quotes have been received outside of budget for the Primary Filter, project has been delayed pending grant funding.
- Quotes for the Flow Meters for Pump Stations 2,3 and 4 have been received outside of budget. A review of the scope is being undertaken.
- The Sewer Main relines are to commence in May 2023.

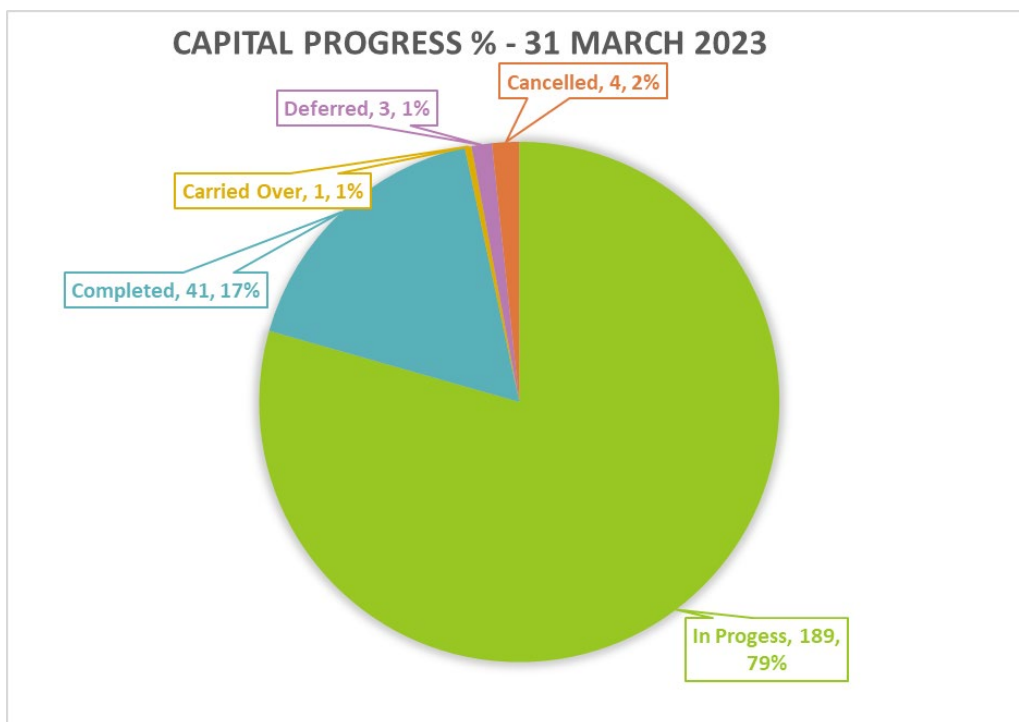
- Tenders are being sought for the Telemetry Hardware and Software Upgrades. Works are to commence in June.
- Tender has been awarded for the Solar Panels project; works being planned.
- Completed Projects: Narrandera West Sewer Extension.











TERMINOLOGY

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

- **Ledger Number:** This is a reference number for staff to link the report to Council’s accounting records.
- Capital works are funded from several sources. Codes that denote revenue sources are:
 - **Revenue:** Projects funded from revenue raised from Rates & Annual charges, User Fees and Other Revenue.
 - **Reserve:** Jobs funded from Council’s reserves and unspent grants.
 - **Grant & Contributions:** Funding from other Government departments, councils, or organisations.
- **Budget:** This is the total allocation to complete the project.
- **YTD Exp:** Total expenditure allocated to project as of report date.
- **Balance:** Amount of unspent funds including commitments for each program at reporting date.
- **Graph:** The graph at the top of the report displays the original budget adopted by Council, the revised budget and year to date expenditure, including commitments.

CONCLUSION

That Council receives and notes the information contained in this report.

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Capital Works report as at 31 March 2023.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at March 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

75.00%

Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
1 Councillor iPad Project	20,000		20,000	\$0.00	\$20,000.00	0%	Project deferred to 23/24
2 Sophos Intercept X	15,000	\$662	12,902	\$7,489.42	\$4,750.67	63%	Started organising replacement UPS for server room.
3 Data Safe	2,000		2,000	\$0.00	\$2,000.00	0%	Organising quotes.
4 GDA Dataset Transition	5,000		5,000	\$0.00	\$5,000.00	0%	Organising quotes.
5 Chamber projector upgrade	10,000	\$18	10,000	\$8,796.38	\$1,185.89	88%	New 100" TV installed. Awaiting to remove old projector and screen.
6 Replace Desktops/Laptops	25,000	\$401	25,000	\$7,543.04	\$17,056.28	32%	Will commence in April.
7 Software Licencing	10,000	\$640	10,000	\$2,675.00	\$6,685.00	33%	Will review throughout the year.
8 Replace Firewall	-		26,031	\$26,030.97	\$0.03	100%	Completed.
9 Secure Wireless Network	-		5,766	\$5,765.50	\$0.00	100%	Completed..
10 Replace Network Switches	10,000		40,000	\$16,348.91	\$23,651.09	41%	Switches on backorder have arrived and organising quotes next lot of replacements.
11 Disaster Recovery Planning	-		5,460	\$1,942.50	\$3,517.50	36%	Completed.
12 Integrated Software System	400,000		420,000	\$5,220.00	\$414,780.00	1%	Will review throughout the year.
13 GIS Imagery	-		10,000	\$0.00	\$10,000.00	0%	Organising quotes.
14 Two Cameras at Marie Bashir Park Grandstand	4,000		4,000	\$1,112.22	\$2,887.78	28%	Waiting for NDDH to be completed.
15 CCTV system for the Main Street	54,866	\$378	54,866	\$10,268.04	\$44,219.60	19%	Will review throughout the year.
16 Landervale Fire Shed	-		370,000	\$0.00	\$370,000.00	0%	Tender prices high, RFS reviewing available budget.
17 New security fencing and CCTV	150,000		150,000	\$3,670.91	\$146,329.09	2%	Works to commence in 2023
18 Masterplan works stage 1	187,000	\$29,653	321,804	\$7,300.00	\$284,851.18	11%	Design of transfer area underway.
19 Barellan Waste Depot Improvement Works	-	\$4,091	87,000	\$691.61	\$82,217.48	5%	The project scope of works are being reviewed, prior to the detailed design and procurement.
20 Stormwater improvement Works	100,000	\$2,079	100,000	\$104.34	\$97,816.91	2%	Further scoping being undertaken
21 Urban Stormwater Upgrade	4,000,000	\$234,004	4,250,000	\$18,938.14	\$3,997,058.01	6%	Consultants engaged with detailed design underway.
22 Drainage Improvement Driscoll Rd	-	\$2,920	33,172	\$9,049.63	\$21,202.09	36%	Civil works complete with fencing and erosion control being undertaken.
23 GG Cemetery Furniture	-		3,834	\$3,128.00	\$706.00	82%	Works complete.
24 Narrandera Cemetery Furniture	5,000		5,000	\$0.00	\$5,000.00	0%	To be ordered at the completion of the Cemetery master plan 2023.
25 Cemetery management plans and mapping software	140,000		140,000	\$19,090.91	\$120,909.09	14%	First draft of Cemetery PoM received and currently under review.
26 Narrandera Library - Kid Zone Library Grant	-	\$17,929	35,523	\$10,130.40	\$7,463.85	79%	One order left to be submitted. Expect to be expended by 20June.
27 Narrandera Library - Book & Resources annual replacement	31,514		31,514	\$6,138.64	\$25,375.36	19%	Procurement ongoing. Book buying trip scheduled for May for Major expenditure.
28 Lake Talbot Pool Renewal of BBQ Elements	6,000		7,229	\$7,228.99	\$0.01	100%	Completed.
29 Lake Talbot Additional/Remedial Works	-	\$5,243	71,984	\$50,018.81	\$16,722.18	77%	Procurement of further works underway / Demolition of old plant room completed
30 Lake Talbot Pool Install shade structures and seating located on Plant Room	-		28,841	\$28,748.00	\$93.00	100%	Completed.
31 Barellan Pool Replace Café Furniture	2,500		2,500	\$2,272.73	\$227.27	91%	Completed.
32 Ndra Sportsground Drainage & Soak	-	\$182	100,000	\$52,380.81	\$47,437.37	53%	Works nearing completion, electrical work to be undertaken.
33 Ndra Sportsground Clubrooms - Stage 2	-		18,821	\$25,022.05	-\$6,201.34	133%	Completed.
34 Ndra Park Oval Grandstand upgrade	-		36,803	\$36,803.40	\$0.00	100%	Completed.
35 Ndra Tennis Courts Access Upgrades	-	\$91,397	-	\$491.40	-\$91,888.54	#DIV/0!	Quote awarded, works being scheduled
36 Ndra Park Irrigation Management System	125,000		250,000	\$0.00	\$250,000.00	0%	Quotation awarded, materials on order
37 Narrandera Playgrounds Upgrades incl. masterplan	10,000		10,000	\$0.00	\$10,000.00	0%	currently reviewing concepts and draft for infants area for community engagement
38 Barellan Playground Upgrades and festive decorations	13,000		12,801	\$1,548.50	\$11,252.45	12%	Completed.
39 Barellan Parks BBQ replacement	8,000		9,473	\$9,472.73	\$0.00	100%	Completed.
40 Ndra Memorial Park lawn areas & garden beds	20,000		20,000	\$0.00	\$20,000.00	0%	Landscape design to be implemented after ANZAC day for east end memorial gardens
41 Festive Light Upgrade / Renewal	14,200	\$1,364	14,200	\$5,402.74	\$7,433.62	48%	Festoon renewal completed - Further Scope to be determined
42 LT Rec Area Improvements	12,000		12,000	\$0.00	\$12,000.00	0%	grant successful works being scoped.
43 LT Rec Seating and Shelter Revamp	-		10,000	\$0.00	\$10,000.00	0%	grant successful works being scoped.
44 LT Rec Toilet block landscaping	-		20,000	\$130.12	\$19,869.88	1%	grant successful works being scoped.
45 LT Rec Viewing Platform from lookout	68,000		68,000	\$0.00	\$68,000.00	0%	grant successful works being scoped.
46 New Scoreboards - Narrandera Stadium	-	\$10,973	16,000	\$0.00	\$5,027.27		score boards have arrived and scheduled to be installed during school holidays
47 POM - Destination & Discovery Hub	-	\$322,713	2,318,986	\$2,018,201.83	-\$21,928.47	101%	Construction underway, with building at lock up stage.
48 POM - Extension of Bike & Hike Trails	-	\$16,244	61,810	\$0.00	\$45,566.72	26%	Procurement for new signage complete, with installation pending.
49 POM - Northbank Walking Track	-		-	\$0.00	\$0.00	#DIV/0!	Completed.
50 POM - Design Pedestrian bridge Brewery Flat to East St	-	\$14,386	355,909	\$341,732.02	-\$208.37	100%	Bridge installed with approaches being constructed.
51 POM - Elevated Walk, Viewing Platform, Deck & Pedestrian Access	-	\$313,000	810,455	\$252,721.11	\$244,733.89	70%	Base footings complete, with sky walk to be installed in May.
52 Biosecurity Mapping System	23,060	\$9,676	23,060	\$11,860.00	\$1,523.64	93%	System is operation with some amendments to be made to property information, training to be received when a new biosecurity officer has been recruited. Final invoice to be processed once training has been completed.
53 Remote Signage	7,500		9,527	\$9,742.00	-\$215.00	102%	Completed.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at March 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

75.00%

	Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
54	LRCI - Kiesling Lane Beautification	-		4,361	\$2,257.20	\$2,104.29	52%	Completed.
55	Laneway Upgrade - Drain and seal a selected laneway.	-		21,054		\$1,431.13	93%	Completed.
56	Willans Lane	-			\$19,622.99			Completed.
57	LCRI R2 - Barellan Pump Track	-	\$762	52,012	\$42,014.93	\$9,234.64	82%	Installation complete. Landscaping to commence April
58	LCRI R2 - MBP Wiradjuri Memorial Wall Stage 1	-	\$29,591	236,860	\$154,348.13	\$52,920.97	78%	Concrete base complete, with stone and artwork to occur mid-2023.
59	LCRI R2 - Brln Cemetery - Toilet	-		20,378	\$96.98	\$20,281.00	0%	Works Complete, remaining funds to be reallocated in March QBR.
60	LCRI R2 - Ndra Flora and Fauna reserve - Upgrade carpark & entrance	-		54,975	\$5.00	\$54,970.00	0%	Works being planned.
61	CRIP Upgrade Lake Talbot Reserve - Stairs, walking trails, BBQ Shelter and seating.	-		-	\$0.00	\$0.00	#DIV/0!	
62	ECP Adventure playground inclusive space	100,000		175,000	\$0.00	\$175,000.00	0%	To be incorporated with MBP playground Masterplan
63	LRCI 3 North Narrandera Footpaths (Racecourse Rd and Watermain St Bicycle and Walking Paths)	-		290,000	\$0.00	\$290,000.00	0%	Tender called closing mid-April
64	LRCI 3 Narrandera Sportsground Spectator Pavilion	-	\$111,325	200,000	\$59,811.18	\$28,863.57	86%	Demolition complete with the new building being fabricated.
65	LRCI 3 Narrandera Pump Track	-	\$163,146	200,000	\$210.57	\$36,643.21	82%	Consultant has been engaged and developing some concept plans to take to the community
66	LRCI 3 Barellan Hall Toilet upgrade	-		62,357	\$60,829.46	\$1,527.27	98%	Works complete. funds to be reallocated in March QBR
67	LRCI 3 Barellan Sportsground Spectator Pavilion	-	\$73,539	130,000	\$23,685.60	\$32,775.31	75%	Tender awarded.
68	LRCI 3 Grong Grong Community Improvements	-	\$26,719	60,000	\$19,236.64	\$14,044.21	77%	Procurement complete, works have commenced.
69	LRCI 3 HM Oval - Off leash dog area	40,000		100,000	\$0.00	\$100,000.00	0%	Materials ordered. Works expected to commence mid April.
70	SCCF4 - Ndra Sportsground changeroom facilities upgrade	-		197,844	\$197,843.88	\$0.00	100%	Completed.
71	SCCF4 - Barellan Netball Courts	-	\$5,745	273,500	\$4,186.36	\$263,568.19	4%	Quotations above budget, scope reduced to meet budget. Works undertaken after netball season, carryover.
72	SCCF4 - Narrandera Sports Stadium	-		67,625	\$65,483.97	\$2,141.03	97%	Completed.
73	SCCF4 - Lake Talbot Water Park Entrance Upgrade / Fencing	-		15,622	\$15,621.80	\$0.00	100%	Works complete, funds to be reallocated in December QBR
74	SCCF4 - Water refill Stations along walk/cycle paths (5locations)	-	\$3,273	49,273	\$42,067.90	\$3,932.53	92%	Expected completion April
75	Solar Panels	-	\$7,662	100,000	\$0.00	\$92,338.18	8%	Tender awarded, works being planned.
76	LTP Power sites	-		-	\$0.00	\$0.00	#DIV/0!	Unsuccessful grant, council funds returned to the source
77	SCCF5 - Community safety upgrade program (CCTV)	-		249,597	\$0.00	\$249,597.00		Scope to be determined.
78	SCCF5 - Recreation Upgrade at Narrandera Water Tower	-		660,000	\$0.00	\$660,000.00		Project being scoped.
79	Emergency Drainage Works - Urban Stormwater January Event	-	\$10,019	106,293	\$11,033.12	\$85,240.24	20%	Works continuing between other projects, majority of Charles St works completed
80	New Road - Red Hill Industrial Estate	-	\$52,023	780,000	\$609,800.28	\$118,176.73	85%	Water realignment and stormwater completed, kerb and roadworks next to be completed
81	NBCMP	-		1,158,856		\$1,146,303.36	1%	
82	Bolton Street	-			\$12,552.50			project deferred due to funding reallocation
83	LRCI R3 East St between Twynam & Bolton	-			\$0.00			Consultants engaged to review existing master plan. Report to April Council Meeting.
84	Urban Roads Construction	134,666		152,000		\$144,620.14	0%	QBR March trf to Urban roads construction laneways
85	Manderlay Road - Seal extension	-			\$7,380.04			Completed.
86	Urban Roads Construction - Laneways	41,945		41,945		\$41,945.00	0%	Works to be scheduled
87	Urban Reseals	123,627		123,627		\$123,627.00	0%	New data being reviewed to determine highest priority. Quote requests being called in April.
88	Racecourse Rd				\$0.00			Projects on hold to determine if still the highest priority
89	East Street (Audley to Larmer)				\$0.00			Projects on hold to determine if still the highest priority
90	Urban Pavement Rehabilitation	135,769		95,749	\$194.27	\$95,554.73	0%	Works to be scheduled
91	Urban K&G Replacement	16,153		16,153	\$0.00	\$16,153.00	0%	Works to commence on East St near Kurrajong new building.
92	Urban Footpath Replacement	10,769		10,769	\$0.00	\$10,769.00	0%	Works to commence on East St near Kurrajong new building.
93	Urban Footpath Add. Funds requested - To railway overpass	-		100,000	\$0.00	\$100,000.00	0%	Design and Construction is to be undertaken in conjunction with North Narrandera Footpath project. Procurement commenced for culvert widening, with shoulder widening procurement to be called during April.
94	RRUPP - Erigolia Road (Widening)	231,786	\$2,818	1,102,138	\$27,194.96	\$1,072,124.86	3%	
95	Roads Resheeting - (Unsealed rural roads)	324,802		324,802		\$324,802.00	0%	Works complimenting Natural Disaster Funding projects with remaining works to be determined.
96	FLR - Brewarrana Bridge Retrofitting	-	\$1,039	388,013	\$22,807.31	\$364,166.40	6%	Works being planned with materials being purchased.
97	FLR Narrandera Bus Route	-		430,751		\$139,264.30	67%	
98	Pamandi Rd	-			\$17,050.81			minor additional signage works needed
99	Cowabbie Rd	-			\$5,927.79			Works to be scheduled April will be done with reseal program.
100	Brookong St	-			\$1,101.45			Completed.
101	Mejum Park Rd	-			\$267,406.29			Completed.
102	FLR R4 - Old Wagga Road Rehab	-		-	\$0.00	\$0.00	#DIV/0!	Design works underway with tender construction in mid-2023
103	Rural Roads Reseals	157,845		183,951		\$183,340.78	0%	New data being reviewed to determine highest priority. Quote requests being called in April.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at March 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

75.00%

Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
104 Syme Road (New Seal)	-			\$385.30			Completed.
105 Arrambee Road Resheet & Seal	-			\$224.98			Completed.
106 Flood Damage Repairs AGRN1001 (January 2022)	-	\$34,615	1,900,000		\$1,681,800.72	11%	
107 Holloway Rd Culvert	-			\$0.00			
108 Grong Grong River Road	-			\$2,711.57			
109 Mejum Rd	-			\$46,154.13			
110 Mannings Rd CH4.85-8.35	-			\$10,506.59			
111 Middle Rd	-			\$0.00			
112 Kingston Rd	-			\$0.00			
113 Devlins Bridge Rd	-			\$13.84			
114 Galore Park Rd CH0.20-0.40	-			\$0.00			
115 Galore Forest Rd CH0.00-1.90	-			\$0.00			
116 Higgins Rd	-			\$67.01			
117 Jacksons Rd	-			\$62.01			
118 Gepperts Rd	-			\$62.01			
119 Mimosa Rd	-			\$19,509.86			
120 The Gap Rd CH9.70-13.70	-			\$69,792.30			
121 Lismoyle Rd	-			\$34,580.59			
122 Strontian Rd	-			\$124.82			
123 Hulmes Rd	-			\$0.00			
124 Hewson Rd	-			\$0.00			
125 Mannings Rd CH9.55-11.35	-			\$0.00			
126 Galore Park Rd CH4.64-4.74	-			\$0.00			
127 Galore Forest Rd CH3.70-4.50	-			\$0.00			
128 The Gap Rd CH1.60-2.20	-			\$0.00			
129 The Gap Rd CH2.60-3.40	-			\$0.00			
130 The Gap Rd CH3.70-6.40	-			\$0.00			
131 Flood Damage Repairs AGRN1034 (September 2022)	-	\$2,040	-		-\$258,219.23	#DIV/0!	Emergency Works (EW) and Immediate Reconstruction Works (IRW) still being completed - claim to be submitted for payment of all funds, with long term repairs being scoped.
132 Pinehope Rd	-			\$2,636.92			
133 Angle Rd	-			\$0.00			
134 Old Wagga Rd	-			\$2,707.13			
135 Grong Grong River Road	-			\$1,302.22			
136 Mejum Rd	-			\$9,480.73			
137 Mannings Rd	-			\$301.50			
138 Middle Rd	-			\$290.06			
139 Kingston Rd	-			\$4,460.24			
140 Devlins Bridge Rd	-			\$10,437.67			
141 Galore Park Rd	-			\$2,934.15			
142 Galore Forest Rd	-			\$17,042.21			
143 Jacksons Rd	-			\$4,449.33			
144 Higgins Rd	-			\$4,152.46			
145 Gepperts Rd	-			\$963.66			
146 Mimosa Rd	-			\$3,612.80			
147 The Gap Rd	-			\$5,826.62			
148 Kangaroo Plains Rd	-			\$6,745.52			
149 Lismoyle Rd	-			\$0.00			
150 Strontian Rd	-			\$26,777.47			
151 Hulmes Rd	-			\$5,618.48			
152 Hewson Rd	-			\$280.85			
153 Buckingbong Rd	-			\$14,060.27			
154 Campbells Rd	-			\$11,190.54			
155 Davis Rd	-			\$274.10			
156 Jolleys Rd	-			\$5,301.41			
157 Irons Rd	-			\$13,836.15			
158 Mundurra Rd	-			\$13,382.35			

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at March 2023

		Complete	Grant Dependent	Cancelled				75.00%
		Carryover	Key Operational	Deferred				
Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments	
159	Scotts Rd	-		\$1,000.75				
160	Cheridool Rd	-		\$6,491.25				
161	Sandy Creek Rd	-		\$17,851.04				
162	Brobenah Hall Rd	-		\$78.12				
163	Raes Lane	-		\$1,766.63				
164	Bassett Rd	-		\$62.55				
165	Norrison Rd	-		\$749.54				
166	Owers Rd	-		\$14,177.05				
167	Federal park Rd	-		\$2,796.94				
168	Kywong Rd	-		\$20,672.97				
169	Mitchell Rd	-		\$6,645.88				
170	Tahmoor Rd	-		\$223.10				
171	Buttons Rd	-		\$3,450.74				
172	Windella Rd	-		\$7,916.86				
173	Beechers Rd	-		\$2,908.96				
174	Square Knob Rd	-		\$1,322.36				
175	Yalgogorin Rd	-		\$0.00				
176	Fixing Country Bridges	-	606,967		\$416,388.67	31%		
177	FCB - Molly's Bridge	-	\$2,109	\$36,804.00			Works being scheduled, with external contractors being sought through quotation process due April.	
178	FCB - Somerset Bridge	-	\$2,771	\$148,893.46			Works being scheduled, with external contractors being sought through quotation process due April.	
179	Roads to Recovery Grant	997,362		997,362	\$550,561.02	45%	Resheet work estimate of \$635,000. Remainder to be reseals	
180	The Gap Rd (6.55 to 9.55) Resheeting			\$205.77			Completed.	
181	Stradbroke Road			\$2,164.69			Completed.	
182	Kangaroo Plains Rd - Gravel Resheet			\$95,586.52			Completed.	
183	Murrell Creek Rd - Gravel Resheet			\$137,165.71			Completed.	
184	Curtis Rd - Gravel Resheet			\$1,551.09			Works to be scheduled	
185	Euratha Rd - Gravel Resheet			\$152,565.38			Completed.	
186	Lismoyle Rd - Gravel Resheet			\$32,841.28			Works finished, awaiting final costs	
187	Mejum Rd - Gravel Resheet			\$24,720.54			Works finished, awaiting final costs	
188	Regional Roads (Capital Component of Block Grant)	268,200		263,930	\$121,817.05	54%		
189	MR243 - Canola Way to (GG, Gainain, Matong & Coolamon)			\$18,250.53			Heavy patch works complete.	
190	MR370 - To Lockhart			\$3,219.10			Works to be scheduled	
191	MR596 - Back Yamma Road (south-west of Morundah)			\$3,673.63			Works to be scheduled	
192	MR7608 - Barellan Road			\$116,969.69			Works completed, to be transferred to RRRP project 15-9608-0	
193	Repair Grant 7608 - Barellan Road CH 4.46 to 6.15	173,200		204,940	\$115,585.91	\$89,354.09	56% Works Completed, line marking to be undertaken, awaiting final costs	
194	SZI - Adams and Douglas Streets	-		55,180	\$55,179.81	\$0.18	100% Completed.	
195	SZI - Mulga St Barellan Refuge	-		3,929	\$1,502.91	\$2,426.11	38% Completed.	
196	Active Transport - Cycling	50,000		-	\$0.00	\$0.00	0% Grant Unsuccessful	
197	Active Transport - Walking (Mulga St Barellan)	50,000		80,000	\$71,426.35	\$8,573.65	89% Works Completed. Awaiting final costs.	
198	Truck Wash - Purchase pump	-		-	\$17,597.17	-\$17,597.17	#DIV/0! Complete - Funds to be allocated.	
199	Light Vehicles	415,749		469,544	\$94,331.58	\$375,212.42	20% Procurement underway.	
200	Trucks & Trailers	109,500		109,500	\$66,397.48	\$43,102.52	61% Procurement underway.	
201	Heavy Plant	783,800	\$31,864	783,800	\$149,470.50	\$602,465.86	23% Procurement underway.	
202	Other Plant Capital	20,000		20,000	\$53,795.45	-\$33,795.45	269% New Pump purchased during flooding, minor plant as needs	
203	Building renewal and upgrades	146,412	\$34,073	136,476	\$95,730.24	\$6,672.28	95% Renewal program remains on track.	
204	Design of additions for the Administration building	50,000		50,000	\$0.00	\$50,000.00	0% Cancelled. Funds reallocated to Building renewals and upgrades	
205	Works - New vehicle storage shed	125,000	\$19,091	125,000	\$0.00	\$105,909.09	15% Quotations being evaluated	
206	Council Chambers Cleanout of Storage Facility	-		5,709	\$0.00	\$5,709.14	0% Cancelled. Funds reallocated to Building renewals and upgrades	
207	New building at Depot	-	\$96,242	139,483	\$9,545.88	\$33,695.17	76% Building delivered, remaining fit out to be completed	
208	Quarry Comms Tower Static Line Replace & Structural Inspection	20,000	\$4,910	20,000	\$746.30	\$14,343.70	28% Structural inspection committed	
209	Airport Terminal painting , Blinds and improvements	15,000		15,000	\$0.00	\$15,000.00	0% Airport Committee 22 October elected not to have capital works for 22/23 other than the parallel taxiway suggest carry over into 23/24.	
210	Airport Security & Wildlife Perimeter fencing	-		25,106	\$16,027.05	\$9,079.12	64% Awaiting on a visit for some maintenance checks and adjustments, expected completion April 2023.	
211	Airport Taxiway	-	\$3,960	2,175,326	\$13,936.78	\$2,157,429.22	1% Extension confirmed to 30 April 2024. Alternate design now complete. Drainage works are scheduled to start prior to EOFY.	

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at March 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

75.00%

Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
212 Services Replacements	20,000	\$3,200	60,000	\$60,332.58	-\$3,532.58	106%	As required
213 WTP filter/Upgrade design	-		41,912	-\$30.86	\$41,942.86	0%	Works to be completed in conjunction with scoping study.
214 North Zone Pressure Pump - low pressure issues	-		38,995	\$1,560.12	\$37,434.42	4%	Hydraulic model complete, specification being developed.
215 Water Main Replacements	300,000	\$2,818	340,090		\$236,250.68	31%	
216 King St Watermain Replacement				\$86,102.70			Completed.
217 Grosvenor St Watermain Replace				\$14,918.77			To commence in April.
218 Hydrant and Valve replacements	65,000	\$636	104,781	\$31,078.80	\$73,065.99	30%	Works underway
219 Pine Hill Reservoir Upgrade	-		15,242	\$9,831.05	\$5,410.58	65%	Completed.
220 Pine Hill reservoir fencing/ demolition	-		49,450	\$999.12	\$48,451.29	2%	Procurement underway.
221 Solar Panels	-		250,000	\$0.00	\$250,000.00	0%	Tender awarded, works being planned.
222 IWCM Additional Works	-		130,774	\$0.00	\$130,774.00	0%	DPIE concurrence for Groundwater Study provided, consultants engaged. Study report pending.
223 WTP Scoping Study	-	\$73,112	150,000	\$0.00	\$76,888.18	49%	Funding deed finalised, project underway. Completion expected in June.
224 Taggle Software and implementation	-		17,014	\$17,013.73	-\$0.00	100%	Completed.
225 Household Filter Project	-		17,826	\$6,333.58	\$11,492.42	36%	Ongoing.
226 Gordon St fencing	-		30,781	\$3,622.88	\$27,158.38	12%	Site survey complete, procurement underway.
227 Cul-de-sac ring mains	-	\$2,200	100,584	\$3,564.02	\$94,820.14	6%	Works to be underway in April.
228 Telemetry software upgrade	-		26,993	\$26,564.63	\$428.62	98%	Tenders being sought, Works to commence in June
229 Telemetry hardware upgrade	-		149,646	\$0.00	\$149,645.65	0%	Tenders being sought, Works to commence in June
230 Pine Hill Pumps Replacement	-		28,661	\$2,260.40	\$26,400.82	8%	Works to be programmed.
231 Bulk Water Filling Station	-	\$274	8,193	\$23,753.52	-\$15,834.75	293%	Installation completed, commission underway.
232 Primary Filter (sewer)	-		100,737	\$6,272.62	\$94,464.18	6%	Quotes have been received. Outside of budget, project delayed pending grant funding.
233 Flow meters for Pump Stations 2, 3, 4	-		35,456	\$0.00	\$35,455.78	0%	Quotes received outside of budget review of scope being undertaken.
234 Barellan Sewer	3,050,000	\$35,939	6,132,846	\$372,314.66	\$5,724,592.36	7%	Design review underway with construction tender to begin in second half of 2023.
235 Narrandera West Sewer Extension	-		11,526	\$102.73	\$11,422.98	1%	Complete - March QBR adjustment.
236 Sewer Main Relines	350,000		350,000	\$3,731.40	\$346,268.60	1%	To commence May.
237 Solar Panels	-		250,000	\$0.00	\$250,000.00	0%	Tender awarded, works being planned.
238 Telemetry hardware upgrade	-		100,000	\$1,243.80	\$98,756.20	1%	Tenders being sought, Works to commence in June.
239 Telemetry software upgrade	-		40,000	\$0.00	\$40,000.00	0%	Tenders being sought, Works to commence in June.
Grant Dependant - Capital							
240 Barellan Sportsground Sealing parking area/driveway	30,000		30,000	\$0.00	\$30,000.00	0%	Grant dependent - Works to be undertaken at the completion of netball Court upgrade.
241 MBP seating and BBQ areas including shelters x2	40,000		40,000	\$0.00	\$40,000.00	0%	Grant dependent
242 MBP Furniture	25,000		25,000	\$0.00	\$25,000.00	0%	Grant dependent (50/50)
243 Grng Grng Park Furniture	5,000		5,000	\$0.00	\$5,000.00	0%	Grant dependent
244 Brewery Flats landscaping, furniture, painting etc.	8,000		8,000	\$0.00	\$8,000.00	0%	Grant dependent
245 LT Deepening Works	2,000,000		2,000,000	\$0.00	\$2,000,000.00	0%	Grants sought for designs and approval documents.
Operational							
246 Newell Hwy Contribution Grong Grong Reseal	-		93,050	\$0.00	\$93,050.00	0%	
247 Newell Hwy Contribution Grong Grong town entrance signs	-		8,000	\$6,332.72	\$1,667.28	79%	Ongoing operational costs.
248 Emergency Flood Works AGRN1034	-		-	\$237,285.17	-\$237,285.17	#DIV/0!	Claimable flood emergency works to be submitted April
249 Urban Roads Maintenance	761,128	\$12,183	761,128	\$617,989.39	\$130,956.07	83%	Ongoing operational costs.
250 Sealed Rural Roads Maintenance	299,366	\$3,679	299,366	\$281,521.31	\$14,166.04	95%	Ongoing operational costs.
251 Rural Unsealed Roads Expenses	694,431	\$4,493	694,431	\$576,497.90	\$113,440.05	84%	Ongoing operational costs
252 Regional Roads (M&R Grant)	207,600		207,600	\$267,626.77	-\$60,026.77	129%	Ongoing operational costs. Investigating claimable flood emergency works AGRN1030 & AGRN1034
253 State Road Contract Works RMCC	179,132	\$883	470,870	\$567,185.21	-\$97,198.39	121%	Ongoing operational costs. Additional works approved due to extreme weather.
254 Active Transport Plan	80,000		80,000	\$39,576.78	\$40,423.22	49%	Consultants engaged.
255 Noxious Weeds Expenses	174,165		174,446	\$146,869.14	\$27,576.86	84%	Ongoing operational costs
256 Public Toilets Expenses	40,035		110,411	\$79,101.03	\$31,309.97	72%	Ongoing operational costs
257 Cemetery Expenses	140,201		140,201	\$109,460.63	\$30,740.37	78%	Ongoing operational costs
258 Sports Ground Expenses	258,383		252,709	\$155,688.58	\$97,020.42	62%	Ongoing operational costs
259 Parks Expenses	621,147		606,967	\$538,086.70	\$68,880.30	89%	Ongoing operational costs
260 Lawn Areas	41,004		59,293	\$64,041.31	-\$4,748.31	108%	Ongoing operational costs
261 East Street - Street Scaping	17,455	\$391	17,455	\$17,450.85	-\$386.76	102%	Ongoing operational costs
262 Grong Grong Earth Park - RMS	-		8,531	\$0.00	\$8,531.36	0%	Discussions to be undertaken with community user group
263 Street Trees	231,547	\$4,044	231,547	\$214,548.59	\$12,954.55	94%	Ongoing operational costs (Emergency tree works due to storms included)

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at March 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

75.00%

Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
264 Lake Talbot Expenses	24,725		24,725	\$3,875.53	\$20,849.47	16%	Ongoing operational costs
265 Sports Stadium Expenses	126,378		110,631	\$63,768.31	\$46,862.69	58%	Ongoing operational costs
266 Bores Expenses	43,500	\$12,372	43,500	\$43,326.87	-\$12,199.36	128%	Ongoing operational costs - correcting journals to be processed.
267 Pump Station Expenses	129,800	\$20,121	143,800	\$140,287.05	-\$16,608.17	112%	Ongoing operational costs - correcting journals to be processed.
268 Mains Expenses	339,200	\$10,394	315,200	\$264,957.49	\$39,848.84	87%	Ongoing operational costs
269 Recycled Water	50,560	\$70	50,560	\$2,519.75	\$47,970.25	5%	Ongoing operational costs
270 Reservoirs Expenses	27,300	\$4,545	37,300	\$34,259.87	-\$1,504.42	104%	Ongoing operational costs - correcting journals to be processed.
271 Water Supply Licence	30,080		30,080	\$19,504.16	\$10,575.84	65%	Ongoing operational costs
272 Chlorine & Chemicals Expenses	23,000	\$7,856	23,000	\$22,646.42	-\$7,502.33	133%	Ongoing operational costs
273 Meter Reading Expenses	28,710		28,710	\$51,593.49	-\$22,883.49	180%	Ongoing operational costs to be rectified with the introduction of the taggle software.
274 Telemetry System Maintenance	9,030	\$1,364	9,030	\$6,553.10	\$1,113.26	88%	Ongoing operational costs
275 Hydrant Flushing Program	75,000		75,000	\$1,304.36	\$73,695.64	2%	Procurement to begin in April 2023 for this years program.
276 Pump Stations Electricity Expenses	218,225		218,225	\$163,615.61	\$54,609.39	75%	Ongoing operational costs
277 Pump Station Expenses	105,450	\$24,634	105,450	\$84,328.83	-\$3,512.80	103%	Ongoing operational costs

Capital Expenditure as at 31 March 2023

	Sum of Adopted Budget	Sum of Revised Budget	Sum of 22-23 Expenditure	Sum of Committed	Sum of Balance
Administration					
Information Technology	\$ 555,866.00	\$ 651,024.50	\$ 93,191.98	\$ 2,098.68	\$ 555,733.84
Environment					
Stormwater	\$ 4,100,000.00	\$ 4,383,172.17	\$ 28,092.11	\$ 239,003.05	\$ 4,116,077.01
Narrandera Landfill	\$ 337,000.00	\$ 471,803.91	\$ 10,970.91	\$ 29,652.73	\$ 431,180.27
Barellan Waste	\$ -	\$ 87,000.00	\$ 691.61	\$ 4,090.91	\$ 82,217.48
Housing & Community Amenities					
Narrandera Cemetery	\$ 145,000.00	\$ 145,000.00	\$ 19,090.91		\$ 125,909.09
Local Roads Comm. & Infrastructure	\$ -	\$ 82,734.71	\$ 60,926.44		\$ 21,808.27
Grong Grong Cemetery	\$ -	\$ 3,834.00	\$ 3,128.00		\$ 706.00
Transport & Communication					
Regional Roads	\$ 441,400.00	\$ 468,870.00	\$ 257,698.86		\$ 211,171.14
Rural Roads	\$ 714,433.00	\$ 4,329,654.20	\$ 781,863.20	\$ 40,511.17	\$ 3,507,279.83
Urban Roads	\$ 462,929.00	\$ 2,606,445.84	\$ 660,583.20	\$ 62,042.31	\$ 1,883,820.33
Roads To Recovery	\$ 997,362.00	\$ 997,362.00	\$ 446,800.98		\$ 550,561.02
Ancillary Roadworks	\$ 100,000.00	\$ 139,109.01	\$ 128,109.07		\$ 10,999.94
Bridges	\$ -	\$ 606,966.53	\$ 185,697.46	\$ 4,880.40	\$ 416,388.67
Economic Affairs					
Airport	\$ 15,000.00	\$ 2,215,432.17	\$ 29,963.83	\$ 3,960.00	\$ 2,181,508.34
Buildings	\$ 341,412.00	\$ 592,667.94	\$ 106,022.42	\$ 172,950.69	\$ 313,694.83
Plant	\$ 1,329,049.00	\$ 1,382,844.00	\$ 381,592.18	\$ 31,863.64	\$ 969,388.18
Local Roads Comm. & Infrastructure	\$ -	\$ 54,975.00	\$ 5.00		\$ 54,970.00
Recreation and Culture					
Lake Talbot Pool	\$ 6,000.00	\$ 108,054.24	\$ 85,995.80	\$ 5,243.25	\$ 16,815.19
Lake Talbot Recreation Area	\$ 80,000.00	\$ 110,000.00	\$ 130.12		\$ 109,869.88
Library	\$ 31,514.00	\$ 67,037.00	\$ 16,269.04	\$ 17,928.75	\$ 32,839.21
Marie Bashir Park	\$ 110,000.00	\$ 185,000.00	\$ -		\$ 185,000.00
Urban Roads	\$ -	\$ 290,000.00	\$ -		\$ 290,000.00
Barellan Park	\$ 21,000.00	\$ 22,273.68	\$ 11,021.23		\$ 11,252.45
Narrandera Parks	\$ 155,560.00	\$ 282,587.00	\$ 21,602.00	\$ 9,676.36	\$ 251,308.64
Barellan Pool	\$ 2,500.00	\$ 2,500.00	\$ 2,272.73		\$ 227.27
Ndra Memorial Park	\$ 34,200.00	\$ 34,200.00	\$ 5,402.74	\$ 1,363.64	\$ 27,433.62
Narrandera Sportsground	\$ -	\$ 155,624.11	\$ 114,206.26	\$ 181.82	\$ 41,236.03

Capital Expenditure as at 31 March 2023

Playground on the Murrumbidgee	\$ -	\$ 3,547,161.18	\$ 2,612,654.96	\$ 666,342.45	\$ 268,163.77
Local Roads Comm. & Infrastructure	\$ 40,000.00	\$ 983,233.07	\$ 301,564.25	\$ 405,082.62	\$ 276,586.20
Stronger Country Community Funding	\$ -	\$ 1,513,460.84	\$ 325,203.91	\$ 9,018.18	\$ 1,179,238.75
Narrandera Outdoor Courts	\$ -	\$ -	\$ 491.40	\$ 91,397.14	-\$ 91,888.54
Water Supply Network					
Water	\$ 385,000.00	\$ 1,560,942.28	\$ 287,905.04	\$ 82,240.54	\$ 1,190,796.70
Sewerage Network					
Sewer	\$ 3,400,000.00	\$ 7,020,563.95	\$ 383,665.21	\$ 35,938.64	\$ 6,600,960.10
Public Order & Safety					
Rural Fire Service	\$ -	\$ 370,000.00	\$ -		\$ 370,000.00
Grand Total	\$ 13,805,225.00	\$ 35,471,533.33	\$ 7,362,812.85	\$ 1,915,466.97	\$ 26,193,253.51

Key Operational as at 31 March 2023

Row Labels	Sum of Adopted Budget	Sum of Revised Budget	Sum of 22-23 Expenditure	Sum of Committed	Sum of Balance
Housing & Community Amenities					
Noxious Weeds	\$ 174,165.00	\$ 174,446.00	\$ 146,869.14		\$ 27,576.86
Public Toilets	\$ 40,035.00	\$ 110,411.00	\$ 79,101.03		\$ 31,309.97
Cemetery Expenses	\$ 140,201.00	\$ 140,201.00	\$ 109,460.63		\$ 30,740.37
Transport & Communication					
Regional Roads	\$ 207,600.00	\$ 207,600.00	\$ 267,626.77		-\$ 60,026.77
State Roads	\$ 179,132.00	\$ 470,870.00	\$ 567,185.21	\$ 883.18	-\$ 97,198.39
Urban Roads	\$ 761,128.00	\$ 862,178.00	\$ 861,607.28	\$ 12,182.54	-\$ 11,611.82
Sealed Rural Roads	\$ 299,366.00	\$ 299,366.00	\$ 281,521.31	\$ 3,678.65	\$ 14,166.04
Unsealed Rural Roads	\$ 694,431.00	\$ 694,431.00	\$ 576,497.90	\$ 4,493.05	\$ 113,440.05
Ancillary Roadworks	\$ 80,000.00	\$ 80,000.00	\$ 39,576.78		\$ 40,423.22
Water Supplies					
Water	\$ 974,405.00	\$ 974,405.00	\$ 750,568.17	\$ 56,721.38	\$ 167,115.45
Sewer Supplies					
Sewer	\$ 679,842.00	\$ 679,842.00	\$ 419,253.83	\$ 52,733.81	\$ 207,854.36
Recreation and Culture					
Sports Ground Expenses	\$ 258,383.00	\$ 252,709.00	\$ 155,688.58		\$ 97,020.42
Parks Expenses	\$ 621,147.00	\$ 606,967.00	\$ 538,086.70		\$ 68,880.30
Lawn Areas	\$ 41,004.00	\$ 59,293.00	\$ 64,041.31		-\$ 4,748.31
Lake Talbot Expenses	\$ 24,725.00	\$ 24,725.00	\$ 3,875.53		\$ 20,849.47
Sports Stadium Expenses	\$ 126,378.00	\$ 110,631.00	\$ 63,768.31		\$ 46,862.69
Street Scaping	\$ 17,455.00	\$ 17,455.00	\$ 17,450.85	390.91	-\$ 386.76
Street Trees	\$ 231,547.00	\$ 231,547.00	\$ 214,548.59	4043.86	\$ 12,954.55
Grand Total	\$ 5,550,944.00	\$ 5,997,077.00	\$ 5,156,727.92	\$ 135,127.38	\$ 705,221.70

24.3 STATEMENT OF RATES AND RECEIPTS - MARCH 2023

Document ID: 665674
Author: Finance Manager
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 3 April 2023.

PURPOSE

The purpose of this report is to present to Council the Statement of Rates and Receipts as at 3 April 2023.

SUMMARY

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

BACKGROUND

Rates and Charges

Arrears as at 01.07.2022	765,360.21
22/23 Rate levies & supplementary levies (excl. postponed amounts)	<u>8,716,446.78</u>
	9,481,806.99
Less Pensioner rebates	<u>205,349.84</u>
NET BALANCE	9,276,457.15
Less receipts to 03.04.2023	<u>6,892,884.86</u>
	<u><u>2,383,572.29</u></u>

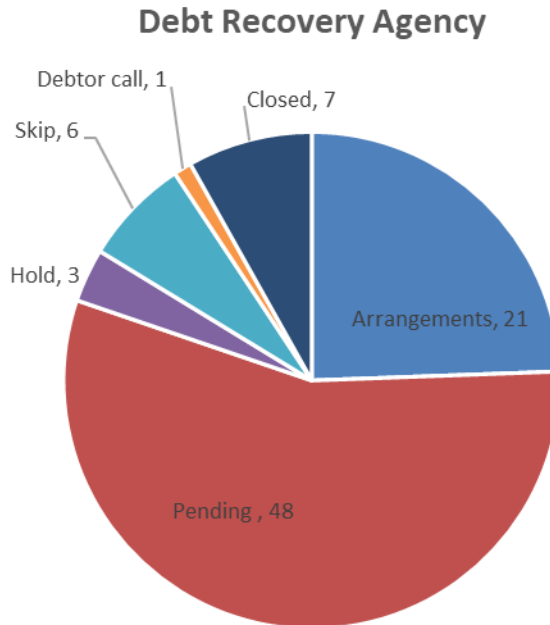
Actual % Rate Collection to Net Balance as at 03.04.2023	= <u>74.31%</u>
Comparative % Collection to Net Balance as at 01.04.2022	= <u>74.78%</u>
Anticipated % Collection Rate as at 30.06.2023	= <u>94.00%</u>

Water Consumption/Sewer Usage Charges

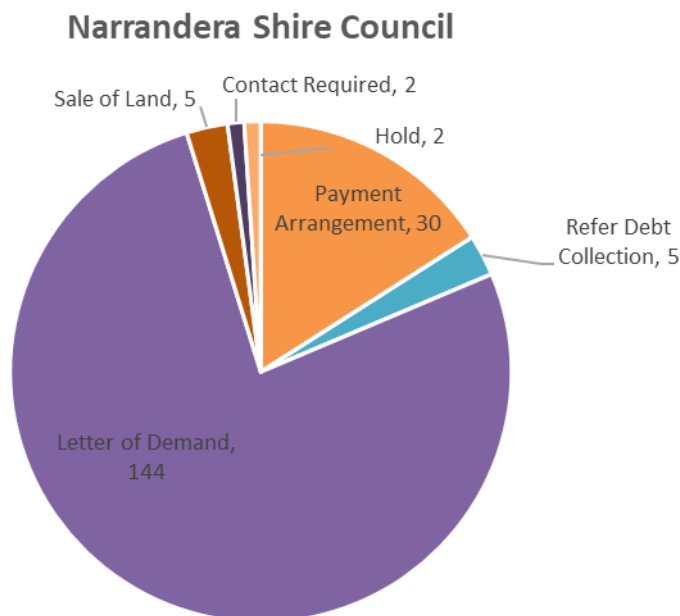
Arrears as at 01.07.2022	204,203.80
22/23 Water / Sewer usage charges, supplementary levies & interest	<u>793,091.85</u>
NET BALANCE	997,295.65
Less receipts to 03.04.2023	<u>810,360.99</u>
	<u><u>186,934.66</u></u>

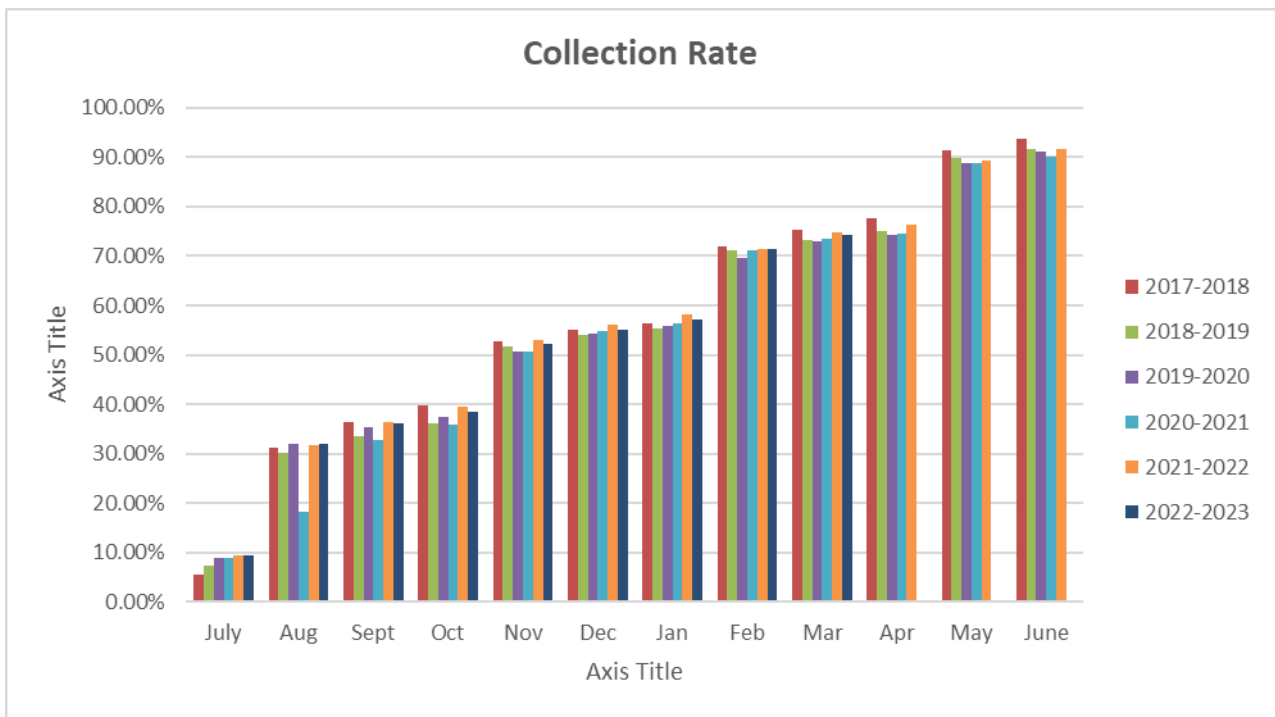
OVERDUE RATES AND CHARGES

The table below provides information on the status of outstanding accounts under the management of Council’s debt recovery agency.



The table below displays overdue accounts under review by Council staff, with the potential to be referred to Council’s debt recovery agency.





RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 3 April 2023.

24.4 STATEMENT OF BANK BALANCES - MARCH 2023

Document ID: 665675

Author: Finance Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 March 2023.

PURPOSE

The purpose of this report is to make Council aware of the amount of funds held in its operating account.

BACKGROUND

Opening Cashbook Balance	884,773.38
Plus Receipt	2,597,871.61
Less Payments	2,524,301.11
Current Cashbook Balance	<u>958,343.88</u>
Statement Summary	
Opening Statement Balance	431,419.15
Plus Receipts	3,093,678.12
Less Payments	2,593,525.54
Current Statement Balance	<u>931,571.73</u>
Plus Unpresented Receipts	27,522.07
Less Unpresented Payments	749.92
Reconciliation Balance	<u>958,343.88</u>
GL BALANCE	<u>958,343.88</u>
Unpaid Creditors	177,601.56
Overdraft Limit arranged with Bank 01/01/1989	350,000.00

CONCLUSION

This report is to make Council aware of the amount of funds held in its operating account.

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 March 2023.

24.5 STATEMENT OF INVESTMENTS - MARCH 2023

Document ID: 665676

Author: Finance Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the report indicating Council’s Fund Management position.
2. Notes the Certificate of the Responsible Accounting Officer and adopts the report as at 31 March 2023.

PURPOSE

The purpose of this report is to present to Council the investments held as at 31 March 2023.

SUMMARY

<u>Fund Balance (GL)</u>	
General	18,900,028.25
Water	6,174,983.66
Sewerage	2,631,310.90
Trust	53,509.76
	27,759,832.57

BACKGROUND

The actual interest income to 31 March 2023 is \$370,744 and compares favourably with the budget for the month of \$327,168.

The income statement reports the actual cash received for the year and varies to the amount reported here.

Included in this report are the following items that highlight Council’s investment portfolio performance for the month and an update on the investment environment:

- a. Council’s investment for the month
- b. Application of Investment Funds
- c. Investment Portfolio Performance
- d. Investment Commentary
- e. Responsible Officer Certification

a. Council Investments

Council Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
Bendigo Bank	1,000,000.00	3.61%	4.00%	A-2	30 Jun 2023
National Australia Bank (On call)	2,206,322.81	7.96%	0.10%	A-1+	31 Mar 2023
National Australia Bank	1,000,000.00	3.61%	1.85%	A-1+	19 Apr 2023
National Australia Bank	1,000,000.00	3.61%	3.93%	A-1+	9 Aug 2023
National Australia Bank	1,000,000.00	3.61%	4.45%	A-1+	29 Sep 2023
National Australia Bank	1,000,000.00	3.61%	4.05%	A-1+	5 Oct 2023
National Australia Bank	1,000,000.00	3.61%	4.20%	A-1+	5 Dec 2023
National Australia Bank	1,000,000.00	3.61%	4.77%	A-1+	15 Jan 2024
Commonwealth Bank	1,000,000.00	3.61%	1.88%	A-1+	14 Apr 2023
Commonwealth Bank	1,000,000.00	3.61%	2.97%	A-1+	16 May 2023
Commonwealth Bank	750,000.00	2.71%	3.23%	A-1+	2 Jun 2023
Commonwealth Bank	1,000,000.00	3.61%	3.68%	A-1+	8 Jun 2023
Commonwealth Bank	1,000,000.00	3.61%	4.30%	A-1+	21 Jun 2023
Commonwealth Bank	1,000,000.00	3.61%	4.88%	A-1+	20 Dec 2023
Commonwealth Bank	1,000,000.00	3.61%	4.61%	A-1+	6 Feb 2024
Commonwealth Bank	1,000,000.00	3.61%	5.06%	A-1+	27 Feb 2024
Commonwealth Bank	1,000,000.00	3.61%	4.76%	A-1+	8 Mar 2024
Suncorp	1,000,000.00	3.61%	3.96%	A-1	26 Jul 2023
Westpac Bank	1,000,000.00	3.61%	1.88%	A-1+	12 Apr 2023
Westpac Bank	1,000,000.00	3.61%	2.87%	A-1+	26 May 2023
Westpac Bank	1,000,000.00	3.61%	4.11%	A-1+	25 Aug 2023
Westpac Bank	1,000,000.00	3.61%	4.17%	A-1+	1 Sep 2023
Westpac Bank	1,000,000.00	3.61%	4.28%	A-1+	23 Oct 2023
Westpac Bank	750,000.00	2.71%	4.18%	A-1+	5 Nov 2023
Westpac Bank	1,000,000.00	3.61%	4.36%	A-1+	22 Nov 2023
Westpac Bank	1,000,000.00	3.61%	4.78%	A-1+	8 Jan 2024
Westpac Bank	1,000,000.00	3.61%	4.40%	A-1+	20 Mar 2024
Total Council Funds	27,706,322.81	100%			
Trust Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (Art)	53,509.76	100.00%	3.70%	A-1+	2 Aug 2023
Total Trust Funds	53,509.76	100%			

Individual Limits					
Institution	Rating		Value	Council %	
Bendigo Bank	BBB+	A2	\$ 1,000,000.00	3.6%	Max 10%
Elders Rural Bank	BBB+	A2	\$ -	0.0%	Max 10%
IMB	BBB	A3	\$ -	0.0%	Max 10%
NAB	AA-	A1+	\$ 8,259,832.57	29.8%	Max 35%
Suncorp	A+	A1	\$ 1,000,000.00	3.6%	Max 25%
StGeorge	AA	A1+	\$ -	0.0%	Max 35%
Macquarie Bank	A+	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 8,750,000.00	31.5%	Max 35%
Westpac	AA-	A1+	\$ 8,750,000.00	31.5%	Max 35%
			\$ 27,759,832.57	100%	

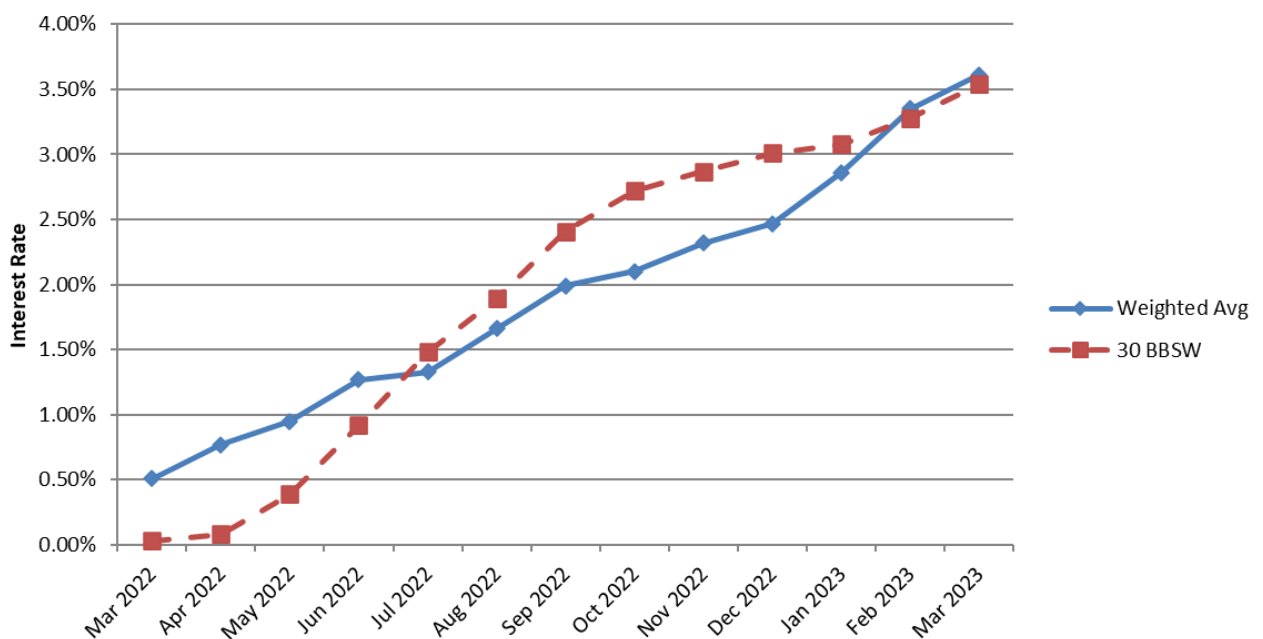
b. Application of Investment Funds

Application of Restricted Funds		
Allocation	Description	\$'000
External Restrictions	Water Supply	\$ 6,173
	Sewer Supply	\$ 2,347
	Developer Contributions	\$ 768
	Domestic Waste	\$ 1,824
	Unexpended Grants	\$ 5,761
	Stormwater	\$ 574
	Crown Lands	\$ 263
Internally Restricted	Discretion of Council	\$ 9,838
Unrestricted	Allocated to current budget	\$ 212
Total		\$ 27,760

c. Investment Portfolio Performance

Monthly Investment Performance				
Period Ending	Investments	Weighted	BBSW 30	Variance
Mar 2022	24,219,795.30	0.51%	0.030%	0.48%
Apr 2022	28,623,267.10	0.77%	0.080%	0.69%
May 2022	28,623,284.37	0.95%	0.390%	0.56%
Jun 2022	28,893,424.59	1.27%	0.920%	0.35%
Jul 2022	27,153,758.44	1.33%	1.480%	-0.15%
Aug 2022	28,634,622.31	1.66%	1.890%	-0.23%
Sep 2022	27,735,436.96	1.99%	2.410%	-0.42%
Oct 2022	27,716,692.46	2.10%	2.720%	-0.62%
Nov 2022	26,517,775.04	2.32%	2.870%	-0.55%
Dec 2022	25,358,386.76	2.47%	3.010%	-0.54%
Jan 2023	25,258,754.16	2.86%	3.080%	-0.22%
Feb 2023	27,790,001.35	3.35%	3.280%	0.07%
Mar 2023	27,759,832.57	3.61%	3.540%	0.07%

Rate of Return versus Bank Bill Swap Rate Mar 2022 to Mar 2023



d. Investment Commentary

The investment portfolio decreased by \$30,169 for the month of March, with the next investment to reach maturity on 12 April 2023.

The investment portfolio is diversified across a range of institutions to minimise credit risk and reviewed on a regular basis to maximise investment performance. The range of investment types that Council holds includes term deposits and an on-call account.

Central banks and the market are at odds regarding projected interest rates. It appears the cash rate may be increased throughout 2023. Increasing rates will have a positive impact on returns from Council's portfolio. Changes in the market are based on predictions of continuation of increases in the core inflation rate.

e. Responsible Officer Certification

I hereby certify that the investments listed above have been made in accordance with section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2021 and Council's POL025 Investment Policy.

Council's Investment Policy was reviewed and adopted on 22 February 2022.

RECOMMENDATION

That Council:

1. Receives and notes the report indicating Council's Fund Management position.
2. Notes the Certificate of the Responsible Accounting Officer and adopts the report as at 31 March 2023.

25 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

26 CONFIDENTIAL BUSINESS PAPER REPORTS

Nil