



BUSINESS PAPER

Ordinary Council Meeting

15 August 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

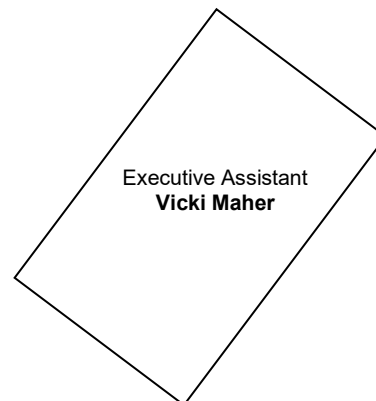
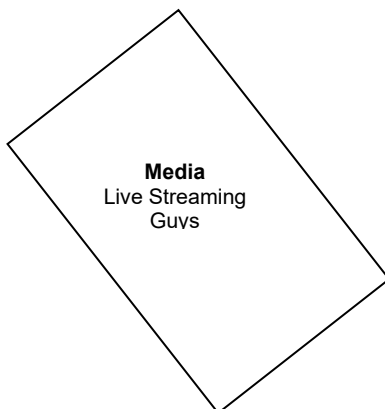
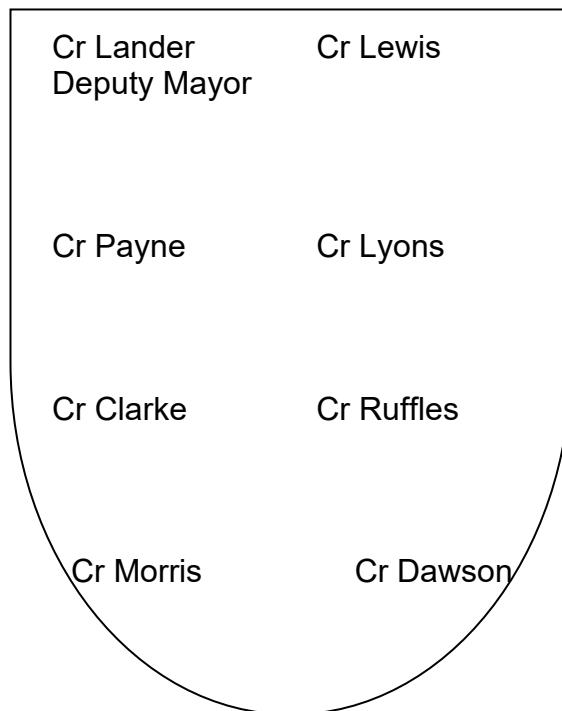
- 4.1 To have an improved and appropriately maintained road network.
- 4.2 Actively investigate opportunities to enhance our potable water quality.
- 4.3 To improve, maintain and value-add to our essential public and recreational infrastructure.

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 |
|--|--|---|---|



**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held in the Council Chambers on:
Tuesday 15 August 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**

RECOMMENDATION

That leave of absence from Cr Cameron Lander be received and accepted.

7 **DECLARATIONS OF INTEREST**

8 **CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 18 July 2023



MINUTES

Ordinary Council Meeting

18 July 2023

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 18 JULY 2023 AT 2PM**

The Mayor declared the meeting opened at **2pm** and welcomed the Councillors, Staff, Media and those following 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 July 2023.

5 PRESENT

Mayor Cr Neville Kschenka, Cr Cameron Lander, Cr Narelle Payne, Cr Jenny Clarke OAM, Cr Kevin Morris, Cr Peter Dawson, Cr Sue Ruffles, 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), Melissa Johnson (Council Administration Assistant/Minute Taker)

6 APOLOGIES**RESOLUTION 23/117**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That apologies from Cr Braden Lyons be received and accepted and that Councillor Lyons be granted leave of absence.

CARRIED

7 DECLARATIONS OF INTEREST

Nil

8 CONFIRMATION OF MINUTES**RESOLUTION 23/118**

Moved: Cr Tracey Lewis

Seconded: Cr Sue Ruffles

That the minutes of the Ordinary Council Meeting held on 20 June 2023 be confirmed.

CARRIED

9 MAYORAL REPORT**9.1 MAYORAL REPORT - JUNE / JULY 2023****RESOLUTION 23/119**

Moved: Mayor Cr Neville Kschenka

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the Mayoral Report for June/July 2023.

CARRIED

10 QUESTION WITH NOTICE

Nil

11 NOTICES OF RESCISSION

Nil

12 NOTICES OF MOTION**12.1 NOTICE OF MOTION - LEAVE OF ABSENCE****RESOLUTION 23/120**

Moved: Cr Sue Ruffles

Seconded: Cr Cameron Lander

That Council

1. Notes and accepts Cr Lander's:
 - a. Apologies for the August and September 2023 Ordinary Council meetings; and
 - b. Leave of absence for all Council business from 24 July to 23 September 2023.

CARRIED

13 COUNCILLOR REPORTS**13.1 CR LANDER - 2023 ALGA NATIONAL GENERAL ASSEMBLY****RESOLUTION 23/121**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Notes the report on my attendance in Canberra at the 2023:
 - a. Australian Local Government Association National General Assembly; and
 - b. Australian Council of Local Government Forum.

CARRIED

14 COMMITTEE REPORTS**14.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE - MINUTES - 13 JUNE 2023****RESOLUTION 23/122**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Minutes of the Local Emergency Management Committee

held on Tuesday 13 June 2023.

CARRIED

14.2 ABORIGINAL ELDERS LIAISON - MINUTES - 29 MAY 2023

RESOLUTION 23/123

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Minutes of the Aboriginal Elders Liaison held on Monday 29 May 2023.

CARRIED

14.3 AUDIT, RISK AND IMPROVEMENT S355 COMMITTEE - MINUTES - 5 JULY 2023

RESOLUTION 23/124

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement S355 Committee held on Wednesday 5 July 2023.

Special mention of the following:

6.5 Asset Revaluation Outcomes at 30 June 2023

The community land fair value assessments will have an effect on the 2022-23 financial year statements and also future years' operating results.

6.4 Internal Audits for 2022-23

In consultation with the internal auditor and management, the ARIC members have agreed that the four internal audits for 2023-24 will be:

- a. Personnel succession planning/retention
- b. Corporate governance framework
- c. Treasury functions - investments
- d. Community transport.

6.9 Financial Balance of Internal Audit Function

Unexpended funds approximating \$28,726.02 will be reported for the 2022-23 financial year.

It has been recommended by the Audit, Risk and Improvement Committee that Council:

1. Resolves to revoke an amount of \$15,000 from the unexpended 2022-23

funds to the 2023-24 financial year for potential additional costs, such as the procurement of internal audit services from 1 October 2023 also the potential costs associated with remuneration paid to the independent ARIC members.

CARRIED

14.4 PARKSIDE COTTAGE MUSEUM S355 COMMITTEE - MINUTES - 3 JULY 2023

RESOLUTION 23/125

Moved: Cr Cameron Lander

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the Minutes of the Parkside Cottage Museum S355 Committee held on Monday 3 July 2023.

CARRIED

14.5 NARRANDERA DOMESTIC VIOLENCE ADVISORY COMMITTEE - MINUTES - 28 JUNE 2023

RESOLUTION 23/126

Moved: Cr Tracey Lewis

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the Minutes of the Narrandera Domestic Violence Advisory Committee held on Wednesday 28 June 2023.

CARRIED

15 PROCUREMENT

Nil

16 DEVELOPMENT APPLICATION

Nil

17 OUR COMMUNITY

Nil

18 OUR ENVIRONMENT

Nil

19 OUR ECONOMY

Nil

20 OUR INFRASTRUCTURE**20.1 TENDER T-23-24-2 LEASE FOR MANAGEMENT OF BARELLAN MEMORIAL POOL COMPLEX****RESOLUTION 23/127**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Accepts the tender offer by B Doyle & FJ Doyle for the Lease for Management of the Barellan Memorial Pool Complex for a five-year period (with option of five further years), for the lump sum amount of \$721,541.10 (excl GST), in accordance with Section 55 of the Local Government Act 1993.
2. Resolves that increase in the budget for the first year of the contract be funded by surplus in the 2022-23 budget.

CARRIED**21 OUR LEADERSHIP**

Nil

22 POLICY**22.1 POLICY REVIEW - POL026 CREDIT CARD POLICY****RESOLUTION 23/128**

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

1. Reviews and endorses POL026 Credit Card Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL026 Credit Card Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

22.2 POLICY REVIEW - POL017 DEBT RECOVERY**RESOLUTION 23/129**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Reviews and endorses POL017 Debt Recovery Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL017 Debt Recovery Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

22.3 POLICY REVIEW - POL016 FUEL CARD**RESOLUTION 23/130**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Reviews and endorses POL016 Fuel Card Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL016 Fuel Card Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

23 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS**23.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - JUNE 2023****RESOLUTION 23/131**

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

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

CARRIED

24 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS**24.1 STATEMENT OF BANK BALANCES - JUNE 2023****RESOLUTION 23/132**

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 30 June 2023.

CARRIED

24.2 CAPITAL WORKS PROGRAM - JUNE 2023**RESOLUTION 23/133**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the information contained in the Capital Works report as at 30 June 2023.

CARRIED

24.3 STATEMENT OF INVESTMENTS - JUNE 2023**RESOLUTION 23/134**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

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 30 June 2023.

CARRIED

24.4 STATEMENT OF RATES AND RECEIPTS - JUNE 2023

RESOLUTION 23/135

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 30 June 2023.

CARRIED

24.5 INCOME STATEMENT - JUNE 2023

RESOLUTION 23/136

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 30 June 2023.

CARRIED

25 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

26 CONFIDENTIAL BUSINESS PAPER REPORTS

Nil

The Meeting closed at 2.25pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 15 August 2023.



.....
GENERAL MANAGER



.....
CHAIRPERSON

9 MAYORAL REPORT

9.1 MAYORAL REPORT - JULY / AUGUST 2023

Document ID: 679717
Author: Mayor
Authoriser: General Manager
Theme: Our Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Mayoral Report for July/August 2023.

Background. Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 20 June 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 media interviews with 963 Triple M Griffith 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.

JULY 2023

Tuesday 11: Together with GM George Cowan, Deputy General Manager Infrastructure (DGMI) Shane Wilson and Deputy General Manager Corporate & Community (DGMCC) Martin Hiscox, I met with representatives from Essential Energy led by Head of Strategic Council Partnership, Geoff Burgess, to receive an update on their plans for the future.

Topics discussed were electricity generation cost, which is affecting consumer charges, the increase of electric vehicles, local generation (solar panels), street lighting and Red Hill Industrial Estate.

Thursday 13: Met with a local resident and business owner to discuss various matters of concern.

Later that day, the GM and I met with Steph Cooke MP in the Chambers to discuss various matters in her electorate, including childcare services, road funding, economic development, rates and water concerns, and Barellan sewer.

Sunday 16: Following an invitation from Narrandera Lions Club, I attended the Teddy Bears Picnic in Marie Bashir Park and had the privilege of officially opening the event. This great family day was well attended by young and old, and I received many positive comments. I also had the honour of assisting with judging of the Teddy Bear Competition.

My congratulations go to The Lions Club and Narrandera Shire Council staff for organising the event which was funded under the Government Re-Connecting Regional NSW Community Grant Program.

Tuesday 18: I chaired the monthly Councillors Briefing Session and Ordinary Council meeting. Unconfirmed Minutes of the Council meeting are submitted for Council's endorsement.

Monday 31: I chaired the Aboriginal Elders Liaison Committee Quarterly meeting, however, matters listed had to be moved to the next scheduled meeting due to a lack of quorum.

Later that day, DGMCC Martin Hiscox, Finance Manager Rebecca Best and I met with Sheridan Hopkins, Senior Manager, and Craig Selvage, Senior Analyst from TCorp, to discuss the Barellan Sewer Project funding.

AUGUST 2023

Tuesday 1: Attended a Teams meeting with RAMJO Water Security Sub-Committee members to discuss RAMJO's Draft Water Position Paper.

Wednesday 2: GM George Cowan, Leeton Mayor Tony Reneker and I attended the Quarterly Police Council meeting in Narrandera Chambers. In general, crime figures have not shown an increase but a current outbreak of break and enters and attempted offences are of concern and under investigation.

Maintaining staff numbers is an ongoing challenge in most country areas and vacant positions are being advertised. Residents are reminded to ring 000 if they witness a crime in progress.

Thursday 3: For Local Government Week, Cr Dawson, GM George Cowan, DGMI Shane Wilson, DGMCC Martin Hiscox and I met with residents in Kiesling Lane for a meet-n-greet and coffee.

Friday 4: Together with GM George Cowan, I travelled to Sydney to attend the August Country Mayor's General Meeting. Presenters at the meeting were:

- The Hon Penny Sharpe MLC
 1. Minister for Climate Change, Energy, Environment, and Heritage
- The Hon Tara Moriarty MLC
 2. Minister for Agriculture, Regional and Western NSW
- The Hon Dugald Saunders MP
 3. Leader of the Nationals, Shadow Minister for Regional NSW, and Agriculture & Natural Resources
- The Hon Wendy Tuckerman MP
 4. Shadow Minister for Local Government and Small Business
- Mr Simon Draper
 5. CEO NSW Reconstruction Authority
- The Hon. Mark Speakman SC MP
 6. Leader of the Opposition

Monday 7: I had the privilege of welcoming NSW Premier the Hon. Chris Minns MP for a brief visit to view the Water Tower artwork.





Premier Minns only had a short time available for us to show him the attractions of our town as well as areas of concern.

The Hon Tara Moriarty MLC, Minister for Agriculture, Regional and Western NSW, attended with the Premier.

It was a pleasure to also have our local Member for Cootamundra, the Hon. Steph Cooke MP join us to welcome Premier Minns and Tara Moriarty to Narrandera.

The Youth Council Mayor Wes Bamblett, together with fellow Clontarf members and coordinators, also attended.

GM George Cowan, DGMI Shane Wilson, Economic Development Manager, Tiffany Thornton, and Tourism Economic Development Coordinator, Toneale O’Connell, joined us at the Water Tower.

Besides the Water Tower art, the Premier was also very impressed with our attractive town and the facilities. These included the newly completed Canal Pedestrian Bridge linking Brewery Flats to the CBD, the Lake Talbot Water Park and water ski area and the Skywalk, which he is looking forward to seeing completed.



There was also an opportunity to bring to the Premier’s attention the:

- Narrandera stormwater upgrade proposal
- Proposed Narrandera town water treatment plant.
- Proposed upgrade of the old nurses’ quarters.
- Current state of the police station, which is now not fit-for-purpose.
- Decision needed on unoccupied police properties, including houses and the old police station.
- Need to raise road level heights at Gillenbah to at least above moderate flood levels so that the highways can remain open during flooding events.

GM George Cowan took the opportunity to raise the critical nature of the partnership between State and the Council and the role that the Stronger Country Communities grant program had played in infrastructure improvements.



[Photo 1 - Steph Cooke MP, myself, NSW Premier Chris Minns. Photo 2 - the Hon. Tara Moriarty MP. Photo 3 & 4 - Group shots at Water Tower with Ministers, Mayor, GM, DGMI and Clontarf. Photo 5 - Premier Minns & DGMI Shane Wilson.]

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 Kschenkva

RECOMMENDATION

That Council:

Receives and notes the Mayoral Report for July/August 2023.

10 QUESTION WITH NOTICE

Nil

11 NOTICES OF RESCISSION

Nil

12 NOTICES OF MOTION

Nil

13 COUNCILLOR REPORTS

Nil

14 COMMITTEE REPORTS**14.1 KOALA REGENERATION ADVISORY COMMITTEE - MINUTES - 24 JULY 2023****Document ID: 686490****Author: Events & Visitor Services Team Leader****Authoriser: General Manager****Attachments: 1. Koala Regeneration Advisory Committee Minutes - 24 July 2023****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Koala Regeneration Advisory Committee held on Monday 24 July 2023.

Recommendations include:

- Delay purchase of the permanent Koala Count section markers, do a trial run this year, and then have the markers in place for next year's Koala Count. Committee will workshop the design.
- Basic budget for the Koala Count \$1600 with an application to Council to have this amount released from the Koala Regeneration Committee's restricted funds to be submitted.
 - Toilets \$400
 - Other site costs \$600
 - Supplies – signs and temporary markers \$300
 - Incentive for children \$300
- The committee decided that 12 group leaders plus two spares are needed for the Koala Count.
- National Parks and Wildlife Service will provide coffee, tea, water and juice, and all safety items needed for the Koala Count.
- National Parks and Wildlife Service will also submit an Event Application, Risk Assessment and provide their Certificate of Currency for the Koala Count.
- Koala Festival – an application for a Destination NSW Seed Funding Grant has been made. Local sponsorship will be sought to either supplement the grant, if successful, or conduct a reduced scope event if not successful.

**MINUTES OF NARRANDERA SHIRE COUNCIL
KOALA REGENERATION COMMITTEE
HELD AT THE NARRANDERA VISITORS CENTRE
ON MONDAY, 24 JULY 2023 AT 4.30PM**

1 PRESENT

Chairperson Leigh Mathieson, Cr Tracey Lewis, Cr Braden Lyons, Mrs Nella Smith, Miss Kimberley Beattie, Mrs Gayle Murphy, Mrs Lee Reavley, Observer Cr Sue Ruffles, Lauryn Harper (NPWS), Ms Joanne Connolly, Minute Taker Brenda Hartmire,

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mrs Lee Reavley

Seconded: Miss Kimberley Beattie

That apologies from Ms Lindsay Hayes be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Miss Kimberley Beattie

Seconded: Mrs Lee Reavley

That the minutes of the Koala Regeneration Committee held on 23 August 2022 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Discussion of a giveaway for children at Koala Count – moved to be discussed in 6.5

6 REPORTS**6.1 PRESENTATION BY JOANNE CONNOLLY ON KOALA RESEARCH****COMMITTEE RESOLUTION**

Moved: Cr Tracey Lewis

Seconded: Mrs Lee Reavley

Accept Summary of Presentation on Koala Research in Narrandera Shire.

CARRIED

6.2 FORMALLY INVITE JOANNE CONNOLLY TO JOIN THE KOALA REGENERATION ADVISORY COMMITTEE**COMMITTEE RESOLUTION**

Moved: Miss Kimberley Beattie

Seconded: Mrs Lee Reavley

To accept Joanne Connolly's application to join the Koala Regeneration Advisory Committee

CARRIED

6.3 UPDATE: KOALA SCIENCE FROM NATIONAL PARKS & WILDLIFE**COMMITTEE RESOLUTION**

Moved: Mrs Nella Smith

Seconded: Miss Kimberley Beattie

Accept Summary of the Koala Science Update from National Parks & Wildlife

CARRIED

6.4 UPDATE FROM NARRANDERA SHIRE COUNCIL REGARDING TRANSECT MARKERS**COMMITTEE RESOLUTION**

Moved: Miss Kimberley Beattie

Seconded: Cr Braden Lyons

Accept report regarding the progress of the transect markers in preparation for Narrandera Koala Count.

CARRIED

Cr Tracey Lewis left meeting at 5pm

6.5 ARRANGEMENTS FOR NARRANDERA KOALA COUNT OCTOBER 7TH 2023

COMMITTEE RESOLUTION

Moved: Mrs Lee Reavley

Seconded: Miss Kimberley Beattie

Receive information regarding the arrangements for Narrandera Koala Count October 7th 2023 and request council to release funds from the Koala Regeneration funds for the Koala Count

CARRIED

6.6 NARRANDERA KOALA FESTIVAL UPDATE

COMMITTEE RESOLUTION

Moved: Miss Kimberley Beattie

Seconded: Mrs Nella Smith

Receive update for Narrandera Koala Festival October 8th

CARRIED

7 GENERAL BUSINESS

Nil

8 NEXT MEETING

TBC

9 MEETING CLOSE

The Meeting closed at 6.15pm.

The minutes of this meeting were confirmed at the Koala Regeneration Committee held on .

.....
CHAIRPERSON

14.2 AUDIT, RISK AND IMPROVEMENT S355 COMMITTEE - MINUTES - 9 AUGUST 2023**Document ID: 686639****Author: Senior Customer Service Administration Officer****Authoriser: Deputy General Manager Corporate and Community****Attachments:****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Extraordinary Audit, Risk and Improvement S355 Committee held on Wednesday 9 August 2023.

Special mention of the following:

- That Council refers the attached draft 2022-23 Financial Statements for external audit purposes.
- The Committee again raises concerns about potential risks with the financial balance of the Water Fund with internal borrowings and the proposed future works as contained within the Community Strategic Plan.
- Pass on its congratulations to Finance Manager for the completion of the Draft 2022-23 Financial Statements within the allocated time frame and under extraordinary circumstances.
- Note that the Committee had discussions on 'Own Source Revenue' and Council's reliance on grant funding to fund major capital works and programmes.
- Recommends to Council that the National Audits Group be reappointed as the provider of internal audit services from 1 October 2023 to 30 September 2026.
- Recommends to Council that a policy be developed for travelling and accommodation expenses for ARIC Committee members considering WHS requirements and the reimbursement of any travelling expenses.
- Recommends to Council that due to the new Office of Local Government guidelines for Council ARIC Committees, also the increased role and responsibilities of the ARIC Chairperson, that Council approve payment to the ARIC Chairperson of the amount equivalent to the monthly payment for a Councillor for each ARIC meeting attended by the ARIC Chairperson.

**MINUTES OF NARRANDERA SHIRE COUNCIL
EXTRAORDINARY AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD AT THE COMMUNITY SERVICES MEETING ROOM LOCATED AT 4 VICTORIA
SQUARE, NARRANDERA
ON WEDNESDAY, 9 AUGUST 2023 AT 9.12AM**

1 PRESENT

Chairperson John Batchelor, Mrs Gayle Murphy, Cr Narelle Payne, Observer Craig Taylor, Mr Martin Hiscox, FM Bec Best, Minute Taker Mel Gilmour

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That leave of absence from Cr Cameron Lander be received, apologies from Phil Swaffield and Hong Wee Soh be accepted

.CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

5 REPORTS

5.1 DRAFT 2022-2023 FINANCIAL STATEMENTS

RECOMMENDATION

That the Audit, Risk and Improvement Committee recommends the following to Council:

1. That Council refer the attached draft 2022-2023 Financial Statements for external audit purposes.
2. The Committee again raises concerns about potential risks with the financial balance of the Water Fund with internal borrowings and the proposed future works as contained within the Community Strategic Plan.
3. Pass on its congratulations to FM Bec Best for the completion of the Draft 2022-2023 Financial Statements within the allocated time frame and under extraordinary circumstances.
4. Note that the Committee had discussions on 'Own Source Revenue' and Councils reliance on grant funding to fund major capital works and programmes.

9.40am Dannielle MacKenzie joined the meeting by Zoom then left the meeting about 10.15am

10:18am DGMCC Martin Hiscox and FM Bec Best left the meeting.

5.2 APPOINTMENT OF PROVIDER FOR INTERNAL AUDIT SERVICES CONCLUDING 30 SEPTEMBER 2026

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Cr Narelle Payne

That the Audit, Risk and Improvement Committee:

1. Recommends to Council that the National Audits Group be reappointed as the provider of internal audit services from 1 October 2023 to 30 September 2026.

CARRIED

5.3 UPDATE ON THE RECRUITMENT OF MR STEWART TODD ALSO REMUNERATION ISSUES RAISED BY THE CHAIRPERSON

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Cr Narelle Payne

That the Audit, Risk and Improvement Committee:

1. Recommends to Council that a policy be developed for travelling and accommodation expenses for ARIC Committee members considering WHS requirements and the reimbursement of any travelling expenses.
2. Recommends to Council that due to the new Office of Local Government guidelines for Council ARIC Committees, also the increased role and responsibilities of the ARIC Chairperson, that Council approve payment to the ARIC Chairperson of the amount equivalent to the monthly payment for a Councillor for each ARIC meeting attended by the ARIC Chairperson.

CARRIED

6 NEXT MEETING

Wednesday 4 October 2023, 10am

7 MEETING CLOSE

The Meeting closed at 10:59am.

The minutes of this meeting were confirmed at the Extraordinary Audit, Risk and Improvement Committee held on 4 October 2023.

.....
CHAIRPERSON

15 PROCUREMENT

15.1 T-23-24-01 BARELLAN SEWER SCHEME CONSTRUCTION

Document ID: 686295

Author: Water Sewer Manager

Authoriser: Deputy General Manager Infrastructure

Theme: Procurement

Attachments: 1. T-23-24-01 Evaluation Matrix Combined - Confidential

RECOMMENDATION

That Council:

1. Accepts the tender by Keane Civil for \$7,145,434 ex GST, for the Barellan Sewer Scheme Construction, in accordance with Section 55 of the Local Government Act 1993.

PURPOSE

The purpose of this report is to determine the outcome of the open tender for the Barellan Sewer Scheme Construction.

SUMMARY

The construction tender for the Barellan Sewer project closed at 3pm on Thursday 27 July 2023, with a total of eight (8) tenders received.

The tender assessment panel determined that Keane Civil is the preferred tenderer, scoring second highest by a very narrow margin in the evaluation process and tendering the only price that was within the allocated budget (refer to confidential attachment for evaluated scores).

They performed strongly in all criteria and demonstrated their skills and abilities to be able to deliver the project. Contacted referees indicated that the company was good to deal with, kept to schedules and had no safety issues.

BACKGROUND

Council is undertaking procurement for the construction phase of the Barellan Sewer project after finalisation of the design in late 2022. After completion of the design, cost estimates were updated and a budget increase to \$8,300,000 approved by Council at the April 2023 meeting.

The Barellan Sewerage Scheme tender consists of approximately 5.7km of gravity reticulation sewer, four (4) sewer pump stations, approximately 4.2km of sewer rising main and a six (6) pond sewerage treatment plant with a total footprint of approximately 5.7ha.

Tender Process

As part of the tender process there was a mandatory site visit in which all the tenderers were present.

Evaluation of the tender involved the assessment of aspects such as relevant experience, general track record, technical skills, management, methodology, time performance, and price.

The evaluation team used the criteria schedule and weighting outlined in Table 1 to assess and select the preferred tender.

Table 1 – Evaluation Criteria and Weighting

| Evaluation Criteria Elements | Weighting |
|------------------------------|-----------|
| Relevant Experience | 10% |
| General Track Record | 10% |
| Technical Skills | 20% |
| Management | 10% |
| Methodology | 15% |
| Time Performance | 10% |
| Price | 25% |

Tender Assessment

There were eight tenders received for the Barellan Sewer Scheme Construction tender, of which all were assessed as being conforming. Four tenders significantly exceeded the allocated project budget. After careful consideration, the assessment panel determined it was not beneficial to conduct a comprehensive assessment of these higher-priced submissions. The reasoning was that, regardless of the potential merits, the proposals were financially unfeasible within Council’s approved budgetary framework.

Table 2 below lists the conforming tenders and the tendered price ex GST, these costs have allowance for all elements of the project, including the connection of each dwelling to the new scheme.

Table 2 – Tenders received

| Tenderer | Price ex GST |
|----------------------|---------------------|
| Aqua Metro | \$ 12,461,792.55 |
| Civil and Civiq | \$ 18,942,056.40 |
| Girdwood Contracting | \$ 15,673,923.00 |
| H2H Plumbing | \$ 8,221,328.00 |
| Keane Civil | \$ 7,145,434.00 |
| Trazilbat | \$ 13,626,784.00 |
| Utilstra | \$ 8,072,924.00 |
| Whyte Civil | \$ 10,657,347.00 |

The respondents were assessed using the criteria and weighting in Table 1. The schedule on pricing was completed and a check made as to the validity of calculations made within the offers.

The final tender evaluation combined weighted scores are listed in Table 3. (Please note the higher the score, the more compliant (Value for Money) to the specifications and evaluation criteria).

Table 3 – Final evaluation scores

| Conforming Tenders | Combined Weighted Score |
|---------------------------|--------------------------------|
| H2H Plumbing | 2.12 |
| Keane Civil | 3.21 |
| Utilstra | 3.25 |
| Whyte Civil | 2 |

The attached Tender Evaluation Matrix provides additional information on each submission and breakdown of the seven evaluation areas.

The selection panel’s recommendation is to accept the Keane Civil tendered offer which scored the second highest overall by a very small margin, had the lowest conforming price and the only price within the project budget. The referee comments confirm that they were good to work with, worked within the timeframes, there were no unwarranted variations and they had good site supervision.

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

Theme

Procurement

Strategy

N/A

Action

N/A

ISSUES AND IMPLICATIONS

Policy

- Council Procurement Policy and Tendering Guidelines

Financial

- With the increased project budget of \$8,300,000, \$4,860,000 is being funded under the NSW Government Safe and Secure Water program with the remaining \$3,440,000 funded by Council.
- Tendered offer is \$7,145,434 excluding GST, which is within the approved amended project budget.

Legal / Statutory

- Local Government Act 1993
- Local Government (General) Regulations 2021

Community Engagement / Communication

- The Barellan Sewer Scheme was previously exhibited during the concept and detailed design phases with Community Information sessions held in Barellan.
- Additional community consultation will occur in the construction planning.

RISKS

- Delay in awarding the tender will result in all tenders falling out of validity and the project being delayed beyond the tight timeline.
- Selecting another tenderer will result in the need to find additional project funds, which will also impact the project delivery and timeline.

OPTIONS

1. Accept the tendered offer by Keane Civil for the for the Barellan Sewer Scheme Construction.
2. Resolve to not accept any tenders. This will result in the project being delayed beyond the allowable timeline for the grant.
3. Resolve to select another tender and determine where the additional funds would be allocated from.

CONCLUSION

It is recommended that Council accepts the tender by Keane Civil for \$7,145,434 ex GST, for the Barellan Sewer Scheme Construction.

RECOMMENDATION

That Council:

Accepts the tender by Keane Civil for \$7,145,434 ex GST, for the Barellan Sewer Scheme Construction, in accordance with Section 55 of the Local Government Act 1993.

16 DEVELOPMENT APPLICATION

Nil

17 OUR COMMUNITY**17.1 APPLICATION TO WAIVE HIRE FEES - GOLDEN BOOT TOUCH FOOTBALL CARNIVAL****Document ID: 682583****Author: Events & Visitor Services Team Leader****Authoriser: General Manager****Theme: Our Community****Attachments: 1. 2023 Golden Boot Letter - Request to Waive Sportsground Hire Fees****RECOMMENDATION**

That Council:

1. Approves the request from the NSW Police Force to fund the ground hire charge of \$1,000 for use of the Narrandera Sportsground for the 2023 Police Charity Golden Boot Touch Football Carnival from the Mayor and General Manager donations funds.

PURPOSE

The purpose of this report is for Council to consider a request from the NSW Police Force for Council to waive the ground hire for the 2023 Police Charity Golden Boot Touch Football Carnival.

SUMMARY

NSW Police Legacy has requested that the standard hire fee of \$1,000 for the use of Narrandera Sportsground on Wednesday 1 November 2023 be waived for the purpose of holding the Golden Boot Touch Football Carnival.

BACKGROUND

The Golden Boot Touch Football Carnival is run by local NSW Police officers for emergency service workers from across this region, the Central West Slopes, Victoria and Sydney. Accommodation, food and other services are sourced locally from visiting players. The carnival has been run on and off since the late 1980's but has been conducted as a fundraising event for the past 11 years.

Over the years more than \$100,000 has been raised, benefitting many local organisations and individuals. Last year over \$14,000 was raised, with \$10,000 donated to the Narrandera Branch of Can-Assist and the remainder donated to local Police families who tragically and suddenly lost loved ones.

Council has previously supported this event financially:

- 2022 - \$491 (CR22/148)
- 2021 - \$491 (CR 21/158)
- 2020 – Not Held
- 2019 - \$461 (CR 19/109)

- 2018 - \$461 (CR 18/167)
- 2017 - \$450 (CR 17/274)
- 2016 - \$500 (CR 16/138)
- 2015 - \$489.70 (CR 15/228)

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

Theme

Our Community

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

- POL008 Financial Assistance Policy.

Financial

- Ground fees for the event would be \$1,000.00.
- Following this donation, the General Manager Mayor & Donations fund would have a balance of \$14,388.96.

Legal / Statutory

- Section 356 of the Local Government Act, 1993

Community Engagement / Communication

- By discussing this matter in an open forum of Council.

RISKS

An event risk assessment will be submitted by the NSW Police Force for the 2023 Carnival.

OPTIONS

The options available to Council are:

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

CONCLUSION

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

RECOMMENDATION

That Council:

1. Approves the request from the NSW Police Force to fund the ground hire charge of \$1,000 for use of the Narrandera Sportsground for the 2023 Police Charity Golden Boot Touch Football Carnival from the Mayor and General Manager donations funds.



The General Manager

Narrandera Shire Council

141 East St, Narrandera

RE: Assistance to waive ground hire fees for the 2023 Golden Boot Touch Football Carnival

The Golden Boot Touch Football Carnival will once again be held in Narrandera, this year, on Wednesday 1 November, 2023. The event has been run on and off since the late 1980's but in recent times, has been conducted as a fundraising event for the previous eleven years.

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

Over the years, in excess of \$100,000 has been raised with many local organisations and individuals benefitting. Last year over \$14,000 was raised with over \$10,000 being donated to the Narrandera Branch of Can-Assist. The remainder being donated to local Police families who lost tragically and suddenly lost loved ones.

2023's event will see the money raised donated to family of Narrandera local Sammy Williams. As you would no doubt be aware, Samantha was a much loved community member from a loving family who fought a brave battle with cancer.

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

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

Regards,



Marc LAWRENCE
Detective Senior Constable
Wagga Wagga Criminal Investigation
Ph: 02 6922 2587
Fax: 02 6922 2575
Email: lawr2mar@police.nsw.gov.au

Riverina Police District
Criminal Investigation

217 – 219 Tarcutta St, Wagga Wagga

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

TTY 02 9211 8776 for the hearing and speech impaired ABN 43 428 613 180

18 OUR ENVIRONMENT

18.1 APPLICATION TO RELEASE RESTRICTED FUNDS - ANNUAL KOALA COUNT

Document ID: 686395

Author: Events & Visitor Services Team Leader

Authoriser: General Manager

Theme: Our Environment

Attachments: Nil

RECOMMENDATION

That Council:

1. Resolves to release \$1,600 from the restricted funds of the Narrandera Koala Regeneration Committee to assist in the running of the 2023 Annual Narrandera Koala Count.

PURPOSE

The purpose of this report is for Council to consider a request from the Koala Regeneration Committee to release \$1,600 from their restricted funds to assist in running of the 2023 Annual Narrandera Koala Count.

SUMMARY

The Annual Narrandera Koala Count is scheduled for 7 October 2023. The committee has determined a budget of \$1,600 for necessary logistics for the event and some incentives for participating children:

- Toilet – utilising Council portable toilets \$400
- Clearing – muster area, including mowing long grass and some clean-up \$600
- Supplies – signs and temporary transect markers \$300
- Incentives – for children \$300

BACKGROUND

The Narrandera Koala Count has been a popular annual event for many years, with recent interruptions due to COVID-19 in 2020 and flooding of the Flora and Fauna Reserve in 2021 and 2022. Approximately 200 people attend the last count in 2019.

OPTIONS

The options available to Council are:

1. Approve the release of funds request.
2. Amend the value of funds release request.
3. Decline the release of funds request.

CONCLUSION

The Narrandera Koala Count is an annual event held by National Parks and Wildlife Service with the assistance of the Narrandera Koala Regeneration Committee. The committee requests release of funds to assist in running of the event.

RECOMMENDATION

That Council:

1. Resolve to release an amount of \$1600 from the restricted funds of the Narrandera Koala Regeneration Committee to assist the running of the 2023 Annual Narrandera Koala Count

19 OUR ECONOMY**19.1 NOMINATION FOR MEMBERSHIP - KOALA REGENERATION ADVISORY COMMITTEE****Document ID: 687321****Author: Events & Visitor Services Team Leader****Authoriser: General Manager****Theme: Our Community****Attachments: 1. Nomination for Appointment to Committee - J Connolly_Redacted****RECOMMENDATION**

That Council:

1. Endorses and appoints Community Representative Joanne Connolly to the Koala Regeneration Advisory Committee.

PURPOSE

To consider a nomination for membership received from Joanne Connolly.

BACKGROUND

The Committees Terms of Reference provides for a minimum of four (4) Community Representatives. The Committee currently has six (6) active Community Representatives to support the Committee. The addition of another member to the Committee may create quorum problems for future meetings as the minimum number of members required to attend a meeting would increase to six (6).

Joanne Connolly's nomination was received prior to the Koala Regeneration meeting which was held on Thursday 24 July 2023 and the Recommendation has been adopted by the Committee.

Joanne is from Coolamon and is a registered veterinarian with a PhD in koala diseases and lectures at Wagga CSU in veterinary science and animal science courses. Joanne is also involved with wildlife rehabilitation and field naturalist groups as well as an active member of Wildlife Emergency Response Taskforce.

Taking into consideration Joanne's wealth of knowledge and experience she would become an asset to the Koala Regeneration Advisory Committee.

CONCLUSION

The Committee recommends that the nomination from Joanne Connolly for appointment to the Koala Regeneration Advisory Committee be endorsed by Council.

RECOMMENDATION

That Council:

1. Endorses and appoints Community Representative Joanne Connolly to the Koala Regeneration Advisory Committee.



Nomination for Appointment to Committee

General Information

- Prospective committee members should review the Committee Terms of Reference prior to submitting their nomination application and address committee objectives in their application.
- All nominations will be considered in accordance with the relevant Committee Terms of Reference.
- Committee nominations will be considered at a Council meeting and nominees will be advised of the outcome following the meeting.
- Committee information will be provided to committee members via the Council Connect Portal.

Lodgement of Nomination

Nominations may be lodged in the following ways:

BY EMAIL

Council@narrandera.nsw.gov.au

BY POST

General Manager
Narrandera Shire Council
141 East Street
NARRANDERA NSW 2700


IN PERSON

Narrandera Shire Council
141 East Street
NARRANDERA NSW 2700

Nominee Information

| | |
|----------------------------|---------------------------------------|
| Committee Name | Koola Regeneration Advisory Committee |
| Nominee Name | Joanne Connolly |
| Preferred Name | Joanne or Jo |
| Postal Address | 8 [REDACTED] |
| Street Address | As above |
| Email Address | [REDACTED] |
| Preferred Contact Number | [REDACTED] |
| Alternative Contact Number | N/A |

| | |
|---|--|
| Are you a stakeholder representative? | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| If yes, which group are you representing? | |
| Reasons for wishing to join the Committee (refer to Terms of Reference) | I am a registered veterinarian with a PhD in Koala disease lecturing into veterinary science and animal science courses at CSU in Wagga Wagga. I am involved in wildlife rehabilitation and field naturalist groups, and have been involved in koala counts since 2018. I participated in 2022 Narrandera koala field work with the NSW Koala Team. This year we plan a koala sighting survey. |
| Previous committee experience relevant to this application | Member of Wildlife Emergency Response Taskforce. Previous member of Sydney South Regional Parks & Wildlife Service Advisory Committee. |

| Nominee Acknowledgement | |
|---|---|
| I acknowledge the Privacy and Personal Information for Council Committees notice below regarding the Privacy and Personal Information Protection Act 1998 Pre-Collection (Section 10). I confirm that I have read the contents of the notice and agree that the personal information may be used for the purposes identified and provided to the recipients identified in the notice. | |
| I have read and understood the Committee Terms of Reference | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| I will act in accordance with the purpose and objectives as stated in the Committee Terms of Reference | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| I will undertake to fulfil a role as set out in the Committee Terms of Reference | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Nominee Signature |  |
| Date | 17/7/2023 |

NOTICE: Privacy and Personal Information for Council Committees

The personal information that Council is collecting from you is personal information for the purposes Section 10 of the Privacy and Personal Information Protection Act 1998 ('the Act'). The intended recipients of the personal information are:

- Members of the public and Council staff requiring contact information in relation to your Committee.
- The personal information will appear in the Council Agenda at the time that your nomination will be considered by Council and the personal information will as a result be available to Council, members of staff and members of the public who obtain copies of the Council Agenda.

The provision of the information by you is voluntary.

The personal information will be used by the Council to choose members of the Committee. Council is collecting this personal information from you in order to maintain an accurate contact list for members of the public, Council officers and other Council Committee members who may need to contact the appropriate members of your Committee.

If you do not provide this information, we will not be able to include details in the database.

You may make application for access amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the Act.

Council is to be regarded as the agency holding the information.

20 OUR INFRASTRUCTURE

20.1 LOCAL ROADS & COMMUNITY INFRASTRUCTURE PHASE 4

Document ID: 683447

Author: Deputy General Manager Infrastructure

Authoriser: Deputy General Manager Infrastructure

Theme: Our Infrastructure

Attachments: Nil

RECOMMENDATION

That Council:

1. Approves the projects listed in Table 1 of the report, to be nominated as the project program under Phase 4 of the Local Roads & Community Infrastructure program.

PURPOSE

The purpose of this report is to advise Council of the funding available under the Local Roads & Community Infrastructure (LRCI) Phase 4 program and to select the projects to be nominated for the program.

SUMMARY

Council has received advice that the funding allocation for projects in the Narrandera Shire Local Government Area (LGA) is a total of \$1,572,664 under Phase 4 of the LRCI and is comprised of:

- Part A - \$997,363 for approved local road and community infrastructure projects
- Part B - \$575,301 for approved road projects in regional, rural and outer-urban areas only, unless otherwise agreed by the Department.

The construction period to undertake activity on eligible projects must be undertaken between 1 July 2023 and 30 June 2025.

Having reviewed the guidelines and future project nominations previously approved by Council at the June 2023 Ordinary meeting, the following projects are recommended to be included in the LRCI Phase 4 program.

Table 1 – recommended project nominations

| LRCI Phase 4 – Project Nominations | | |
|--|--|-------------|
| Project | Description | Cost |
| Barellan Pool | Replace and upgrade toddler pool/water features, including a standalone filtration plant | \$450,000 |
| Destination & Discovery Hub interpretative fit out | Interpretative fit out in accordance with the masterplan | \$250,000 |
| Maree Bashir Park | Adventure playground (toddlers) as per the masterplan | \$297,363 |

| Part B Project Nominations | | |
|-----------------------------------|---|-----------|
| Narrandera Footpaths | Footpath renewal program, various locations including East Street | \$250,000 |
| Narrandera Laneways | Upgrade and sealing of laneways within Narrandera | \$325,301 |

The above listed projects align with the grant requirements. Without funding from grants, these projects are unlikely to be undertaken and this is therefore a good opportunity to deliver the projects detailed.

BACKGROUND

The LRCI Program commenced on 1 July 2020 and has delivered projects across Phases 1, 2 and 3. Phase 4 provides a further \$750 million provided in two funding allocations:

- Part A - \$500 million available to 550 councils across Australia to spend on local roads and community infrastructure projects, and
- Part B - \$250 million available to 466 councils in rural, regional or outer-urban areas to spend exclusively on roads projects.

The total Australian Government investment in the program including Phase 4 is \$3.2 billion. The objective of the LRCI Program is to maintain and create jobs through road infrastructure and construction activities in communities across Australia. The intended outcomes of the LRCI Program are to:

- deliver benefits to communities, such as improved road safety, accessibility and visual amenity; and
- create local short-term employment opportunities through funding construction projects.

Over the past three years, the rural and outer-urban areas have enjoyed substantial funding and upgrades through several grants. It is therefore suggested that a request be made to have this funding allocated to Narrandera urban projects that have been not funded in the past.

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

Theme

4 - Our Infrastructure

Strategy

4.1 - To have an improved and appropriately maintained road network

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

Action

4.1.2 - Plan and undertaken road maintenance and upgrades based on available funding.

4.3.4 - Through community consultation develop a new masterplan for Marie Bashir Park.

ISSUES AND IMPLICATIONS

Policy

- Nil

Financial

- The projects nominated within the report will be fully grants funded if successful, thus no financial impacts will be borne by Council.
- Additionally, there is no increased operational expense associated with the proposed projects that are not already funded.

Legal / Statutory

- Accepting the LRCI Phase 4 grant requires that Council enter a formal legally binding Deed with the Federal Government.

Community Engagement / Communication

- The projects nominated have been developed through projects previously nominated by the community and endorsed by Council.
- Further engagement would be undertaken where necessary should the projects be successful.

RISKS

The risks associated with this report are limited to the project selection and potential expectations should the projects not be successful.

OPTIONS

1. Resolve to approve the projects detailed within the report.
2. Resolve to approve other projects either listed in the approved future projects report as resolved in the June 2023 Ordinary meeting, or other projects that Council determines suitable.
3. Resolve not to nominate projects for LRCI Program Phase 4.

CONCLUSION

The projects nominated within Table 1 of the report provide a variety of community projects which are consistent with the eligibility criteria for this program and take into consideration the potential ongoing liability on Council in the future.

RECOMMENDATION

That Council:

Approves the projects listed in Table 1 of the report, to be nominated as the project program under Phase 4 of the Local Roads & Community Infrastructure program.

20.2 DRAFT ACTIVE TRANSPORT PLAN

Document ID: 686096

Author: Road Safety Officer

Authoriser: Deputy General Manager Infrastructure

Theme: Our Infrastructure

Attachments:

1. Redacted Submissions - Active Transport Plan (under separate cover)
2. Narrandera Active Transport Plan (under separate cover)

RECOMMENDATION

That Council:

1. Adopts the Active Transport Plan 2023 for Narrandera Shire Council.
2. Acknowledges and thanks all the community members who provided input and feedback during the preparation of the Plan.

PURPOSE

The purpose of this report is to allow Council to review and endorse the Active Transport Plan for Narrandera Shire.

SUMMARY

The key objective of the Active Transport Plan is to provide a long-term strategy and action plan for pedestrian and cycling infrastructure that is prioritised and provides the greatest benefit to the community. The Active Transport Plan will guide the development of practical, well-designed transport solutions that support the active transport needs of pedestrians and cyclists, including older people, pedestrians with mobility and vision impairments, residents, school children, tourists.

Developing an Active Transport Plan aligns directly with the Narrandera Shire 2034 Community Strategic Plan. The plan includes goals for continuing to develop and extend the shared walking/bike path network and continuing to keep the community connected through pedestrian and mobility plan projects.

The Active Transport Plan proposes a targeted project approach to the progressive improvement of the active transport network. Projects identified in the Active Transport Plan have been visualised in mapping and prioritised to facilitate inclusion in Council's Delivery Program and Operation Plans. The Active Transport Plan can be used to support applications for grant funding and to raise the profile of important projects.

The Active Transport Plan was placed on public exhibition following the June 2023 Council Meeting. Three submissions were received during the public exhibition period and relevant modifications to the Active Transport Plan have been made based on the content of these submissions.

BACKGROUND

Both the Narrandera Shire Bicycle Plan 2004 and the Narrandera Pedestrian Access and Mobility Plan 2016 are no longer reflective of the current needs, policies and targets. The Transport for NSW Active Transport Strategy 2022 draws on the NSW Future Transport Strategy 2022 and its vision for walking, riding, and personal mobility. The NSW

Government wants walking and bike riding to be the preferred way to make short trips and a viable, safe, and efficient option for longer trips.

The Transport for NSW Active Transport Strategy 2022 advocates for councils to adopt longer term ambitions (through the development of active transport plans) to guide planning, investment, and priority actions for active transport across NSW, including regional and rural areas.

Narrandera Shire Council received funding through Transport for NSW Get NSW Active Program for the development of an Active Transport Plan. Council engaged the services of Currajong Pty Ltd to prepare the Active Transport Plan. This process involved a review of existing active transport assets; an audit to identify gaps in the network; stakeholder consultation including an online survey and community workshops which resulted in the development of the Active Transport Plan and associated project plans.

The Active Transport Plan was placed on public exhibition for a period of 28 days following the June 2023 Council Meeting. Four submissions were received (attached). The feedback was considered, and relevant modifications were made to the Active Transport Plan. A summary of the issues raised in each submission and the response to each issue is shown in Table 1. The *italic* responses indicate where a modification has been made to the Active Transport Plan based on the submission.

Table 1: Issues raised in submissions from the public exhibition period:

| Submission | Response |
|--|---|
| Submission #49 | |
| <ul style="list-style-type: none"> Replace the existing shared path on Victoria Avenue. | <ul style="list-style-type: none"> Outside the scope of the Active Transport Plan. It is acknowledged that this shared path is degraded in some areas however the renewal and maintenance of paths is outside the scope of the Active Transport Plan. |
| <ul style="list-style-type: none"> Include mountain biking tracks from Rocky Waterholes to the Showground. | <ul style="list-style-type: none"> This proposal has been rejected by Council previously. |
| <ul style="list-style-type: none"> Walking/riding track along the river east of Brewery Flat boat ramp. | <ul style="list-style-type: none"> This area is Crown Land not controlled by Council. |
| <ul style="list-style-type: none"> Redesign of Brewery Flat area. | <ul style="list-style-type: none"> Beyond the scope of the Active Transport Plan. |
| <ul style="list-style-type: none"> Path on the eastern side of Cadell Street between Twynam and Audley Streets. | <ul style="list-style-type: none"> <i>Footpath at this location be added to Narrandera Project Plan #11 to link with existing footpath south of Audley Street.</i> |
| Submission #50 | |
| <ul style="list-style-type: none"> Victoria Avenue shared path not identified as a 'Regular Walking & Cycling Route'. | <ul style="list-style-type: none"> Victoria Avenue shared path is identified as an 'Existing Shared Path' in Sheets 2 & 5 of both the Narrandera Audit Mapping and Active Transport Project Plans. 'Regular Walking & Cycling Routes' |

| | |
|---|---|
| | <p>identify routes which are used where there is no existing infrastructure.</p> |
| <ul style="list-style-type: none"> Repairs required to Victoria Ave path particularly between Midgeon and Argyle Streets. | <ul style="list-style-type: none"> It is acknowledged that the path surface is degraded in some areas, however repair and maintenance of paths is outside the scope of the Active Transport Plan. |
| <p>Submission #51</p> | |
| <ul style="list-style-type: none"> Improved signage and access from caravan park at Gillenbah to the town centre. | <ul style="list-style-type: none"> <i>Narrandera Project Plan #11 proposes a shared path from Gillenbah to link with existing paths to town centre. A path servicing the caravan park and motel area has been added to this project.</i> |
| <p>Email Submission</p> | |
| <ul style="list-style-type: none"> Heavy vehicle and through traffic relating to Newell and Sturt Highways and Irrigation Way needs a bypass to the north of Narrandera town. | <ul style="list-style-type: none"> Beyond the scope of the Active Transport Plan. |
| <ul style="list-style-type: none"> Independent audits are important but so is feedback from road users. | <ul style="list-style-type: none"> The development of the Active Transport Plan provided opportunity for input via community consultations sessions, online survey and public exhibition of the draft plan. |
| <ul style="list-style-type: none"> Types of potential pedestrians are fine, but cyclist needs for safety have not been examined thoroughly. Referral should be made to earlier submissions for bikeways made by NARBUGS (Narrandera Bicycle Users Group) before the pandemic. The safety of cyclists has been mentioned but an extra bridge over the canal on the way to Nullabooma suburb is essential to rider safety. | <ul style="list-style-type: none"> Cyclists were considered in the development of the plan and their needs have been included in the plan. The development of the plan was based on current community input rather than historical data. The bridge on Irrigation Way was identified as hazardous in the audit (Section 5). Active Transport Project Plans were identified in line with the guiding principles (see Section 5) which included focusing on areas of highest importance and setting achievable targets. |
| <ul style="list-style-type: none"> Narrandera Shire omits to mention Nallabooma. The intersection into Nallabooma is also of concern but gets no mention that I see. Binya is not mentioned but is a very small | <ul style="list-style-type: none"> The scope of the Active Transport Plan focused on the urban areas, Barellan and Grong Grong where the highest level of active transport occurs. |

| | |
|--|---|
| <p>village with different needs such as decent footpath.</p> | |
| <ul style="list-style-type: none"> With Grong Grong it is true that bicycle lanes are not warranted but verbally views have been raised at meetings with building a bicycle path to Matong along the northern side of the rail link which is dedicated roadway. | <ul style="list-style-type: none"> This extends beyond the boundary of Narrandera Shire so is beyond the scope of the Active Transport Plan. |
| <ul style="list-style-type: none"> A pathway at Grong Gong linking the Post Office/Shop with the hotel side across the rail line is a must do. | <ul style="list-style-type: none"> This is addressed in Section 5. The path crossing the railway is not recommended as it is not located on the public road network. It is highly unlikely that accessing railway reserve for active transport would be possible. |
| <ul style="list-style-type: none"> A footpath up Balaro Street from the shop to the only operational Church needs action. Note please the word Barellan in the notes needs replacing with Balaro as Barellan Street only serves a smaller area. | <ul style="list-style-type: none"> <i>Grong Grong Project Plan #1 has been altered to extend the footpath from the Hall past the church to the rodeo ground gates.</i> The intention was to refer to Balaro Street. |
| <ul style="list-style-type: none"> Barriers! Please reconsider, this certainly was requested before the Newell Highway was diverted, the traffic has since reduced significantly. | <ul style="list-style-type: none"> The context of the term barriers in this situation is in relation to reducing or preventing active transport not an infrastructure construction. The Newell Highway is noted as a barrier due to difficulty crossing, it is noted the impact has been substantially reduced since the highway bypass. |
| <ul style="list-style-type: none"> Within Grong Grong itself the current roadway obstacle is Junee Street east where the road is severely broken and grain trucks turn into ingress and turn out via egress to utilise Junee Street. Normal traffic can be seen often weaving between the several vast holes. | <ul style="list-style-type: none"> Road maintenance is beyond the scope of the Active Transport Plan. |
| <ul style="list-style-type: none"> Narrandera bicycle lanes have been discussed over many years. I am surprised that the meetings and forums plans which provided two directions of bike paths to Nallabooma and Gillenbah have not been included or referenced. As to the disused Tocumwal/Melbourne Railway to Town Beach Corridor. It is not difficult to negotiate with State | <ul style="list-style-type: none"> A shared path to Gillenbah has been included as Narrandera Project Plan #11. A bike path to Nallabooma was not identified as a priority based on the guiding principles (see Section 5) which included focusing on areas of highest importance and setting achievable targets. |

| | |
|--|---|
| <p>Rail from meetings I have been across. The edge of this corridor is idea to provide another link by a shared path to town meeting with Audley Street.</p> | <ul style="list-style-type: none"> • Narrandera Project Plan #14 follows the Narrandera Tocumwal railway linking to Project Plans #13, 1 and 9 to link with an existing path to Audley Street. |
| <ul style="list-style-type: none"> • Road traffic through Narrandera town would be eased with a future transport link connect the eastern edge of town with the Mad Mile to Booka Road and Irrigation Way. Later a link can allow for a connection to Gillenbah for faster Newell Highway traffic. | <ul style="list-style-type: none"> • Beyond the scope of the Active Transport Plan. |
| <ul style="list-style-type: none"> • Under network planning please add ‘Cyclists in Training’ signs on the Old Wagga Road. Hill down to the Five Mile area | <ul style="list-style-type: none"> • Beyond the scope of the Active Transport Plan. • Narrandera Project Plan #12 is a shared path in this area. |
| <ul style="list-style-type: none"> • At recent meetings to discuss the town, its drainage and another change to the main business area of East Street there was much dissention to proposed plans. The exemption was that no one objected to the main shopping blocks becoming a Safe Shopping Zone with cross hatched yellow lines indicating such and speed limits being seriously reduced. | <ul style="list-style-type: none"> • Detailed plans for the Narrandera CBD are beyond the scope of the Active Transport Plan. |
| <ul style="list-style-type: none"> • Narrandera Bus stops – Watermain Street west has a bus stop that does not meet safety or State standards. This needs attention as a high-risk priority. St Joseph’s bus stop needs maintenance attention. | <ul style="list-style-type: none"> • Beyond the scope of the Active Transport Plan. |
| <ul style="list-style-type: none"> • The Grong Grong map does not show the silos. For people to understand traffic movement, such transport hubs should surely be shown. | <ul style="list-style-type: none"> • <i>Location of silos at Grong Grong added to maps.</i> |
| <ul style="list-style-type: none"> • Attention needs to be given to completing a pathway through Narrandera along the Newell Hwy. (Cadell Street east side) for the many walkers who transit down from the Figtree Motel to eat at the “Exies” Club | <ul style="list-style-type: none"> • Narrandera Project Plan #6 includes a path on the eastern side of Cadell Street from Whitton Street to Douglas Street linking with the existing footpath from Douglas Street to Twynam Street. This project plan extends beyond the area mentioned. |

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

4.3.3 - Through stakeholder consultation in any project, consider the diverse mobility needs of our community consistent with the Disability Inclusion Action Plan.

ISSUES AND IMPLICATIONS**Policy**

- Included in the body of the report.

Financial

- Once adopted, the plan will inform Council's budget process and future grant applications.

Community Engagement / Communication

- Extensive community engagement was undertaken in the development of the Active Transport Plan. The plan was placed on public exhibition for a period of 28 days after which submissions were considered and modifications were made to the plan where justified.

RISKS

The risk associated with this report is the potential problems if there is no adopted plan, as this would result in the unplanned programming of new pathways across the LGA.

OPTIONS

1. Resolve to adopt the proposed Narrandera Active Transport Plan.
2. Resolve not to accept the proposed Narrandera Active Transport Plan and require further amendments before adoption.
3. Resolve to discontinue the project.

CONCLUSION

The Narrandera Active Transport Plan provides a long-term strategy and action plan for pedestrian and cycling infrastructure that is prioritised and provides the greatest benefit to the community.

RECOMMENDATION

That Council:

1. Adopts the Active Transport Plan 2023 for Narrandera Shire Council.
2. Acknowledges and thanks all the community members who provided input and feedback during the preparation of the Plan.

20.3 PROPERTY ACCESS - 10755 STURT HIGHWAY, EUROLEY

Document ID: 686412

Author: Deputy General Manager Infrastructure

Authoriser: Deputy General Manager Infrastructure

Theme: Our Infrastructure

Attachments: 1. Crown Lands Options Map - Devlins Bridge Road Access

RECOMMENDATION

That Council:

1. Refuses the requests by Mr Shrimpton for Council to take ownership of a Crown road and undertake construction of an all-weather road for the purpose of allowing access for future development of the land.

PURPOSE

The purpose of this report is for Council to consider a request by Mr Shrimpton for Council to:

- a. take ownership of a Crown road, and
- b. construct an all-weather road for the purpose of allowing access for future development of the land by Mr Shrimpton.

SUMMARY

Mr Shrimpton has requested that Council acquires responsibility of an existing Crown road and provides a legal all-weather access path to the property boundary so he can build a house on Lot 83 DP754572. It is noted that there has been no development application submitted for a proposed dwelling.

Council and Crown Lands have identified five potential options for legal access to the land as detailed below and shown on the attached Crown Lands plan. In brackets for each option is the length of road and the cost for Council to construct a six metre (6m) wide all-weather gravel road.

| Option | Description | Distance and Cost |
|--------|---|---------------------|
| 1 | Access from Sturt Highway over Crown road and reserve | (1150m = \$207,000) |
| 2 | Access from Sturt Highway via Crown road | (5020m = \$900,000) |
| 3 | Access from Devlins Bridge Road via Crown road | (3800m = \$684,000) |
| 4 | Access from Sturt Highway via Crown road | (3680m = \$662,000) |
| 5 | Access via the existing practical access over Lot 99 DP754572 | |

Option 5 is formalisation of the access via the existing practical access over Lot 99 DP754572, in which the owner of this lot could consent to Mr Shrimpton having an easement for access or potential purchase of the land. This option has been strongly rejected by Mr Shrimpton, as he is of the belief that Council should provide him with a road access.

There are many cases within this and other Local Government areas where properties are accessed via Crown roads without the involvement of or cost to Council. The fact is, as stated by Mr Shrimpton in his email 5 June 2023 as shown below *“As I stated in our*

meeting I will not be particularly or fully funding this project if it is not owned by myself. I'd expect council to build and pay for it".

Crown Lands has advised that the current Crown roads can be used by Mr Shrimpton subject to him obtaining licence or ownership and any costs to create the road would be at his cost, yet he considers these options unacceptable as displayed below.

The provision of access via an unconstructed road has always been at the cost of the developer and this should be the case for this request, should the Council agree to taking over the existing Crown roads. It needs to be noted that if they are Council roads, the construction must be to a minimum 6m-wide all-weather gravel road. However, if it is private, the requirement is reduced to providing a single private all-weather access.

BACKGROUND

June 2022 - Mr Shrimpton emailed Council enquiring as to the proposed *"... legal all weather access path to the property boundary so that I can build a house on the farm ... the reason that I have chosen the location marked in blue for the house location (lot 83 of DP754572) is that it is elevated, has access to power and water."*

June 2022 - Council replied that the proposed access via a Crown road would meet the requirement for legal access to the land, subject to confirming with Crown Lands that there are no restrictions such as existing leases or alike (to be provided prior to the issue of a Construction Certificate).

Council recommended consultation with Crown Lands regarding the provision of legal access prior to submission of a development application and advising that, with regard to the provision of practical access, a consent would be conditioned requiring that an all-weather access roadway be provided from Devlins Bridge Road to the proposed dwelling site prior to the issuing of an occupation certificate.

4 May 2023 - Mr Shrimpton emailed Council stating *"I have spoken with (Crown Lands officer) from crown lands and come up with the most suitable options for gaining legal access to the farm via crown road reserve which obviously would need to be transferred away from crown lands, which (Crown Lands officer) has stated that he is ready and willing to do. However, he requires consent from council to transfer the road reserve between the boundary of Eurolibah and Lanahan's block on Devlin's bridge road to council for council to develop.*

"Can you please advise what you need in terms of applications from myself to get the ball rolling on this issue. Obviously this could be costly for council and I'm aware of that and I'm open to options that we might not have considered and would like your feedback as to how we can get an all-weather legal access road to the property boundary with minimal impact to neighbours."

2 June 2023 – Deputy General Manager Infrastructure (DGMI) met with Mr Shrimpton, had subsequent discussions with Crown Lands who provided the attached map, and then relayed the following points to Mr Shrimpton by email.

- Access is legally available via Crown land as detailed in the four options as per the map prepared by Crown Lands, including option 1 through the reserve which is currently used by another property.
- Crown Lands confirmed the ability to apply to close and purchase a Crown road, noting that this is a lengthy process and applications are not guaranteed to be successful. Relevant stakeholders are notified throughout the process, eg: Council and neighbouring properties.

- Should the desire be for Council to take ownership of an existing Crown road for access to the property, this would require a written request to Council which would be assessed and forwarded to a Council meeting for its consideration. It was noted that, should this be supported by Council, there would be a high likelihood that the cost of constructing the road would be partially or fully payable by Mr Shrimpton.
- Noted as discussed that there were other potential options also available, including seeking a "right of way" or similar over the existing practical access the site currently uses, or another location, or the access via option 1 which could include the purchase of a part of the Crown road.

5 June 2023 - Mr Shrimpton emailed Council stating: *"Your suggestion that I should access the farm via a crown reserve is also not practical or possible. Mostly because the approach from the Highway to the reserve is not compliant with road requirements as it is extremely dangerous for a car to pull on and off the road at that location given the unbuilt road and dangerous approach angles. Someone will die at this location in a crash, it's only a matter of time. I'd like it not to be someone in my family. Large trucks that are required for the farm can not turn on and off the road at this location. Nor the sharp angle further down the dirt track. Then there is the issue that the dirt track you are suggesting also goes under water quite a lot. Which again cuts the farm off from the road. Along with the stay from the electrical pole that is right in the middle of the road reserve. This is a major pile that can not be moved easily.*

"Suggesting that I should need to purchase a right of way over someone else land that I don't know and then get their permission to develop their land at my own cost and put at risk the current leases that they have in place to allow anyone access over private land is just ridiculous and not practical.

"I note that during our discussion on Friday morning at council meeting room that you expressly said that you do not have any authority to make decisions regarding this request/application and that you would strongly advise council that they should reject my application should I submit one. And that you made that firm and repeated statement knowing full well the dangers and risks associated with the other options that you have suggested.

"I thought I had already given the information requested to start a formal application. If you have some special application form that needs to be submitted please send it to me, otherwise I'll consider my current email correspondence to be the application.

"I do see an issue with crown lands selling me the road reserve as it will cut the neighbours land in half. The only way I can see it working is if it's owned and built by council for use of the local land holders and community.

"As I stated in our meeting I will not be particularly or fully funding this project if it is not owned by myself. I'd expect council to build and pay for it."

24 July 2023 - Mr Shrimpton emailed to confirm that he wanted the information as previously submitted to form his application and supplied the additional comments and images: *"Please see attached images which shows the multiple power poles with stays that cut off the "Access Option One" that you have suggested is suitable. Please note that the first pole in the picture is at the location where the line changes direction, so the stay can't be moved. This is further evidence that your suggested "Access Option One" is not suitable or practical. The other Photos are of street view which shows how unsuitable the entry and exit to this location are from the highway. What it doesn't show very well is how steep an incline the dirt tract is from the sealed road. This is very dangerous in a car and even worse in a truck and practically impossible in a b double or road train, which is constantly required on the farm.*

“I also reject your as "Current Practical Access" this clay path through the farm next doors paddock (No road reserve or right of way) has 6 sets of gates that need to be opened and closed and some of which have padlocks on them. how you could suggest that this is practical, legal, safe or suitable in case of emergency is ridiculous.

“What you suggest as "Practical option Two" whilst technically a road reserve, is so impractical it's not worth talking about.

“Access Option Three which runs along the boundary of two separate farms from Devlins Bridge Rd along the side of lot 1/223928 is what crown lands and I have found to be the most suitable access path. So much so that crown lands have been trying since July 2022 to transfer the land to council, but with no response from council on the matter for well over a year they have not been able to do so.

“Access Option Four runs right through the middle of the farm next door and would substantially interfere with their farming operations. and given Access option three is the same straight bit of land but is bordering two separate properties, Access option three is the most suitable option for development.”

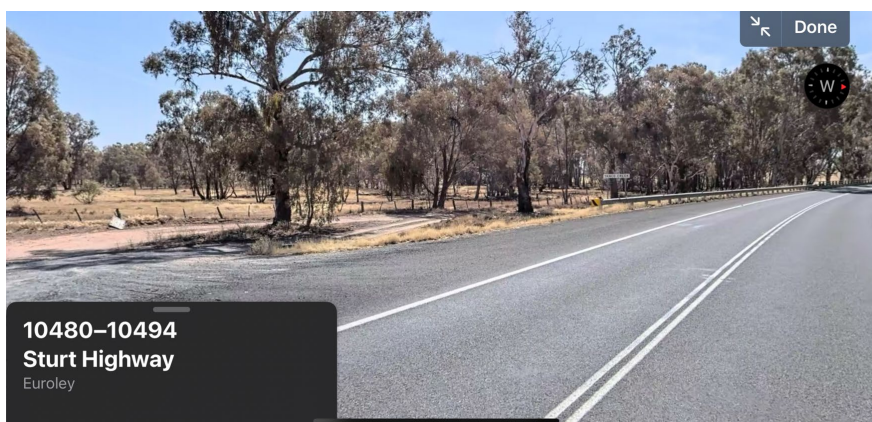


Figure 1 Attached image 24 July 2023



Figure 2 Attached image 24 July 2023

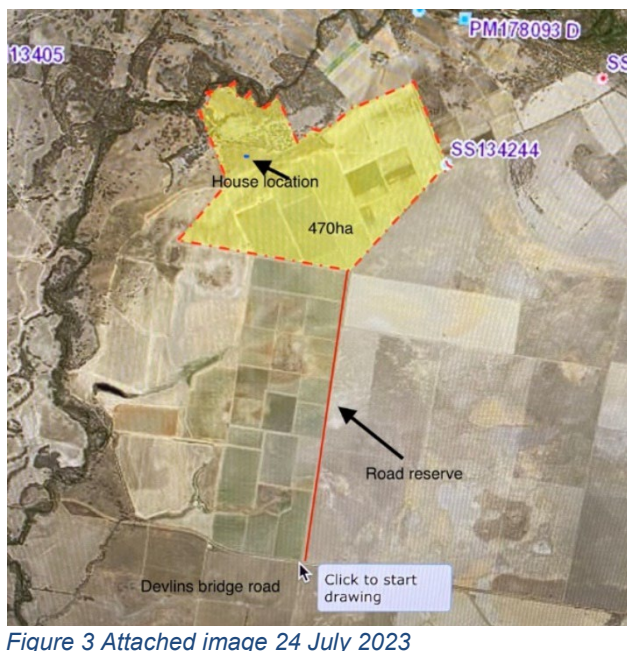


Figure 3 Attached image 24 July 2023

The site has obviously had access for many years via the adjoining land, which has allowed the movement of produce to and from the site, yet Mr Shrimpton does not consider this arrangement suitable moving forward by way of an easement or alike.

The claims of unsafe access and rejection of the options presented above are examples of Mr Shrimpton's unwillingness to provide a legal and practical access to the land which has several legal access points. The fact is that Mr Shrimpton is of the expectation that Council will build and pay for any new access or alike, regardless of cost or any development application being submitted.

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

Theme

4 - Our Infrastructure

Strategy

4.1 - To have an improved and appropriately maintained road network.

Action

4.1.2 - Plan and undertaken road maintenance and upgrades based on available funding.

ISSUES AND IMPLICATIONS

Policy

- Nil

Financial

- As detailed within the report, the financial impacts on Council if the request is supported would result in a capital cost of around \$684,000, subject to survey and design, plus an ongoing maintenance cost in the operational budget.

Legal / Statutory

- Council has no legal or statutory requirement to provide a roadway to the subject land, as it has legal access available via the existing Crown roads.

RISKS

The risks associated with this matter are around the potential precedent that would be created should Council agree with the request. It would be very difficult to require developers to undertake works if Council is willing to create a road for a single dwelling, particularly when a development application has not been submitted.

OPTIONS

1. Resolve to support the recommendation to refuse the request, as there are a number of non-Council options available to provide the required access.
2. Amend the recommendation and resolve to provide support to provide access via one of the options with all works to be at the expense of the applicant, Mr Shrimpton.
3. Amend the recommendation and resolve to provide support to provide access via one of the options with all works to be funded by Council, and provide details as to how the funds are to be allocated.

CONCLUSION

This request is considered to have no financial or community benefit to Council as it will only currently benefit one property that may or may not undertake a development in the future. Additionally, it will set a precedent that could result in Council acquiring substantial new roads with an expectation of Council covering all costs. For these reasons it is recommended that the request be refused, with Mr Shrimpton able to explore the options directly with Crown Lands or the adjoining property holders.

RECOMMENDATION

That Council:

1. Refuses the requests by Mr Shrimpton for Council to take ownership of a Crown road and undertake construction of an all-weather road for the purpose of allowing access for future development of the land.

21 OUR LEADERSHIP

Nil

22 POLICY

Nil

23 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

23.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - JULY 2023

Document ID: 686045

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 July 2023.

PURPOSE

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

BACKGROUND

Development & Complying Development Applications

A summary of Development and Complying Development Applications processed during the reporting month detailed in the following table:

| Stage Reached | July |
|--|------|
| Lodged | 3 |
| Stop-the-Clock / Under Referral / Awaiting Information | 2 |
| Determined | 8 |

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

| Development Type | 2023-24 | | | |
|-------------------|----------|------------------|--------------|------------------|
| | July | | Year to Date | |
| | Number | Value \$ | Number | Value \$ |
| Residential | 0 | - | 0 | \$ - |
| Industrial | 0 | - | 0 | \$ - |
| Commercial | 2 | \$ 1,110 | 2 | \$ 1,110 |
| Rural Residential | 0 | - | 0 | \$ - |
| Subdivisions | 2 | \$ 10,000 | 2 | \$ 10,000.00 |
| Other | 0 | | 0 | \$ - |
| TOTAL | 4 | \$ 11,110 | 4 | \$ 11,110 |

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 the reporting month.

July 2023

| No | Type | Address | Development Type | Determination | STC / RFI Days | ACTIVE Business Days |
|-----------|---------|----------------------------------|---|---------------------------|----------------|----------------------|
| 053-22-23 | L | 16 Cliffords Road NARRANDERA | 1 into 4 lot subdivision | Conditionally Approved | - | 13 |
| 058-22-23 | L | 111 East Street NARRANDERA | Change of use (shop top dwelling to consulting rooms) | Conditionally Approved | - | 12 |
| 059-22-23 | L | 630 Irrigation Way NARRANDERA | Storage (shipping container) | Conditionally Approved | - | 3 |
| 001-23-24 | I (RFS) | 90 Cypress Road NARRANDERA | 1 into 4 lot subdivision | Conditionally Approved | - | 15 |

Type explanation

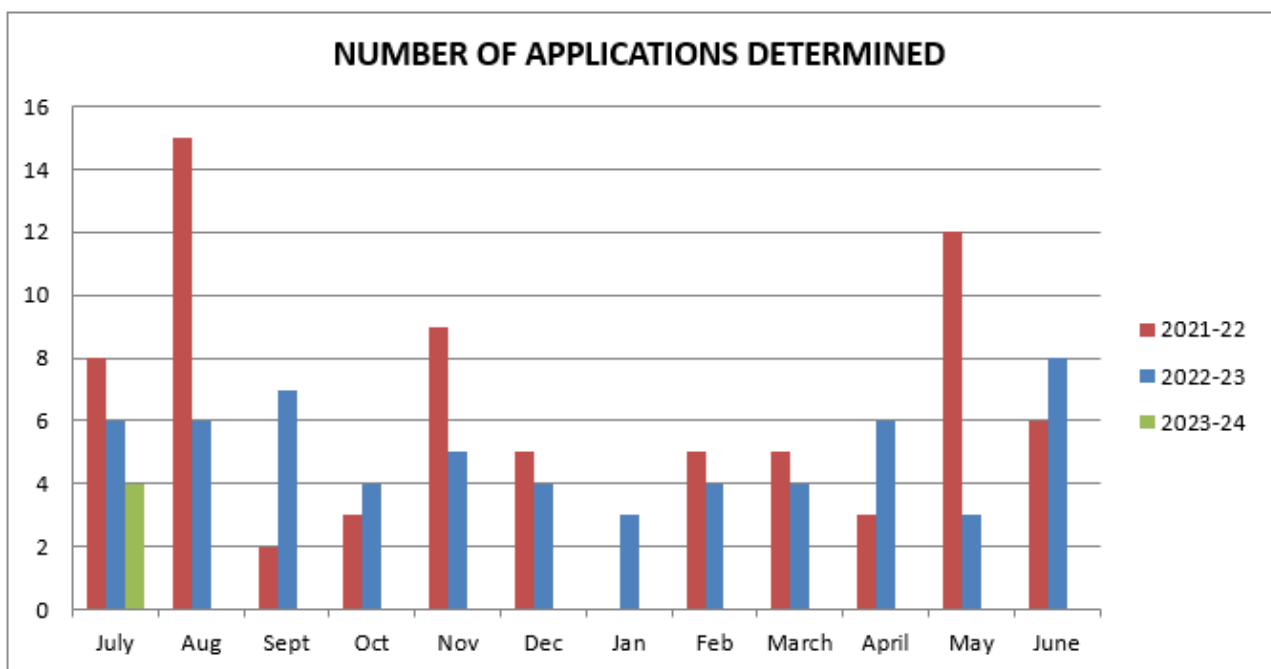
| | |
|------------------------------------|--|
| Local (L) – Delegated authority | Merit based assessment where development consent is required. Target determination time of 40 business days. |
| Council (L/C) | Local development determined by Council at an ordinary meeting. |
| Integrated (I) | Merit 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. |
|-----------------|---|

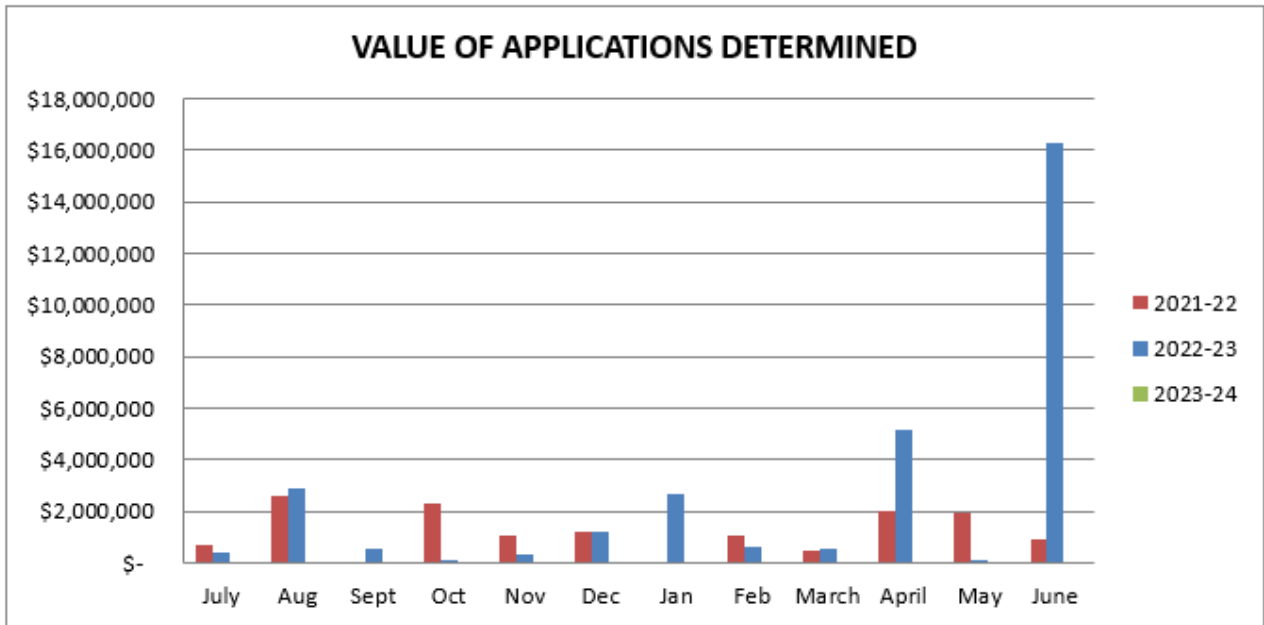
Comparison determination times

| | | |
|---------|--------------------------------------|-----------|
| 2020-21 | Narrandera Shire Council average | 30 days |
| 2021-22 | Narrandera Shire Council average | 25 days |
| 2022-23 | Narrandera Shire Council average | 18.6 days |
| 2023-24 | Narrandera Shire Council average YTD | 10.8 |

This graph details the comparative number of Development and Complying Development Applications determined by month since 2021-22.



This graph details the comparative value of Development and Complying Development Applications determined by month over the past three years.



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

Certificates Issued

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

| Certificate Type | July |
|---|-------------|
| Construction Certificates | 5 |
| Building Certificates | - |
| Subdivision Certificates | - |
| Occupation Certificates | 3 |
| Section 10.7 (previously 149) Certificates | 25 |
| Swimming Pool Compliance Certificates | 1 |
| On-Site Septic Management System Certificates | - |
| S68 Approvals | - |

Construction Activities

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

| Building Surveyor Inspections | July |
|--------------------------------------|-------------|
| Critical Stage Inspections | 11 |

Compliance Activities

A summary of compliance services activities undertaken during the reporting month is detailed in the following tables:

| Companion Animal Activity – Dogs | July |
|---|-------------|
| Impounded | 13 |
| Returned | 2 |
| Rehomed | 10 |

| Companion Animal Activity – Cats | July |
|---|-------------|
| Impounded | 9 |
| Returned | 0 |
| Rehomed | 1 |

| Compliance Activity | July |
|------------------------------------|-------------|
| Call outs | 6 |
| Infringement warnings/fines issued | 0 |
| Menacing/Dangerous dog incidents | 0 |

RECOMMENDATION

That Council:

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

24 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

24.1 STATEMENT OF INVESTMENTS - JULY 2023

Document ID: 686474

Author: Senior Finance Officer

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 July 2023.

PURPOSE

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

SUMMARY

| <u>Fund Balance (GL)</u> | |
|---------------------------------|----------------------|
| General | 24,650,585.64 |
| Water | 6,405,633.72 |
| Sewerage | 2,826,063.24 |
| Trust | 53,509.76 |
| | 33,935,792.36 |

BACKGROUND

The actual interest income to 31 July 2023 is \$78,484 and compares favourably with the budget of \$70,267.

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 |
| National Australia Bank (On call) | 1,182,282.60 | 3.49% | 1.35% | A-1+ | 2 Aug 2023 |
| National Australia Bank | 1,000,000.00 | 2.95% | 3.93% | A-1+ | 9 Aug 2023 |
| National Australia Bank | 1,000,000.00 | 2.95% | 4.45% | A-1+ | 29 Sep 2023 |
| National Australia Bank | 1,000,000.00 | 2.95% | 4.05% | A-1+ | 5 Oct 2023 |
| National Australia Bank | 1,000,000.00 | 2.95% | 4.90% | A-1+ | 27 Nov 2023 |
| National Australia Bank | 1,000,000.00 | 2.95% | 4.20% | A-1+ | 5 Dec 2023 |
| National Australia Bank | 1,000,000.00 | 2.95% | 5.44% | A-1+ | 27 Dec 2023 |
| National Australia Bank | 1,000,000.00 | 2.95% | 4.77% | A-1+ | 15 Jan 2024 |
| National Australia Bank | 200,000.00 | 0.59% | 5.55% | A-1+ | 1 Jul 2024 |
| National Australia Bank | 1,000,000.00 | 2.95% | 5.40% | A-1+ | 12 Jul 2024 |
| Commonwealth Bank | 1,000,000.00 | 2.95% | 4.92% | A-1+ | 27 Oct 2023 |
| Commonwealth Bank | 1,000,000.00 | 2.95% | 4.88% | A-1+ | 20 Dec 2023 |
| Commonwealth Bank | 750,000.00 | 2.21% | 4.81% | A-1+ | 2 Jan 2024 |
| Commonwealth Bank | 1,000,000.00 | 2.95% | 4.61% | A-1+ | 6 Feb 2024 |
| Commonwealth Bank | 1,000,000.00 | 2.95% | 5.06% | A-1+ | 27 Feb 2024 |
| Commonwealth Bank | 1,000,000.00 | 2.95% | 4.76% | A-1+ | 8 Mar 2024 |
| Commonwealth Bank | 1,000,000.00 | 2.95% | 4.40% | A-1+ | 18 Apr 2024 |
| Commonwealth Bank | 1,000,000.00 | 2.95% | 4.66% | A-1+ | 15 May 2024 |
| Commonwealth Bank | 1,000,000.00 | 2.95% | 5.20% | A-1+ | 7 Jun 2024 |
| Commonwealth Bank | 1,000,000.00 | 2.95% | 5.26% | A-1+ | 20 Jun 2024 |
| IMB | 1,000,000.00 | 2.95% | 4.95% | A-2 | 30 May 2024 |
| Suncorp | 1,000,000.00 | 2.95% | 5.46% | A-1 | 25 Mar 2024 |
| Suncorp | 1,000,000.00 | 2.95% | 5.46% | A-1 | 24 Apr 2024 |
| Suncorp | 1,000,000.00 | 2.95% | 5.40% | A-1 | 25 Jul 2024 |
| Bendigo Bank | 1,000,000.00 | 2.95% | 5.40% | A-2 | 28 Jun 2024 |
| Westpac Bank | 1,000,000.00 | 2.95% | 4.11% | A-1+ | 25 Aug 2023 |
| Westpac Bank | 1,000,000.00 | 2.95% | 4.17% | A-1+ | 1 Sep 2023 |
| Westpac Bank | 1,000,000.00 | 2.95% | 4.28% | A-1+ | 25 Nov 2023 |
| Westpac Bank | 750,000.00 | 2.21% | 4.18% | A-1+ | 5 Nov 2023 |
| Westpac Bank | 1,000,000.00 | 2.95% | 4.36% | A-1+ | 22 Nov 2023 |
| Westpac Bank | 1,000,000.00 | 2.95% | 4.78% | A-1+ | 8 Jan 2024 |
| Westpac Bank | 1,000,000.00 | 2.95% | 5.20% | A-1+ | 29 Feb 2024 |
| Westpac Bank | 1,000,000.00 | 2.95% | 4.40% | A-1+ | 20 Mar 2024 |
| Westpac Bank | 1,000,000.00 | 2.95% | 4.37% | A-1+ | 12 Apr 2024 |
| Westpac Bank | 1,000,000.00 | 2.95% | 4.90% | A-1+ | 30 May 2024 |
| Total Council Funds | 33,882,282.60 | 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% | | | |

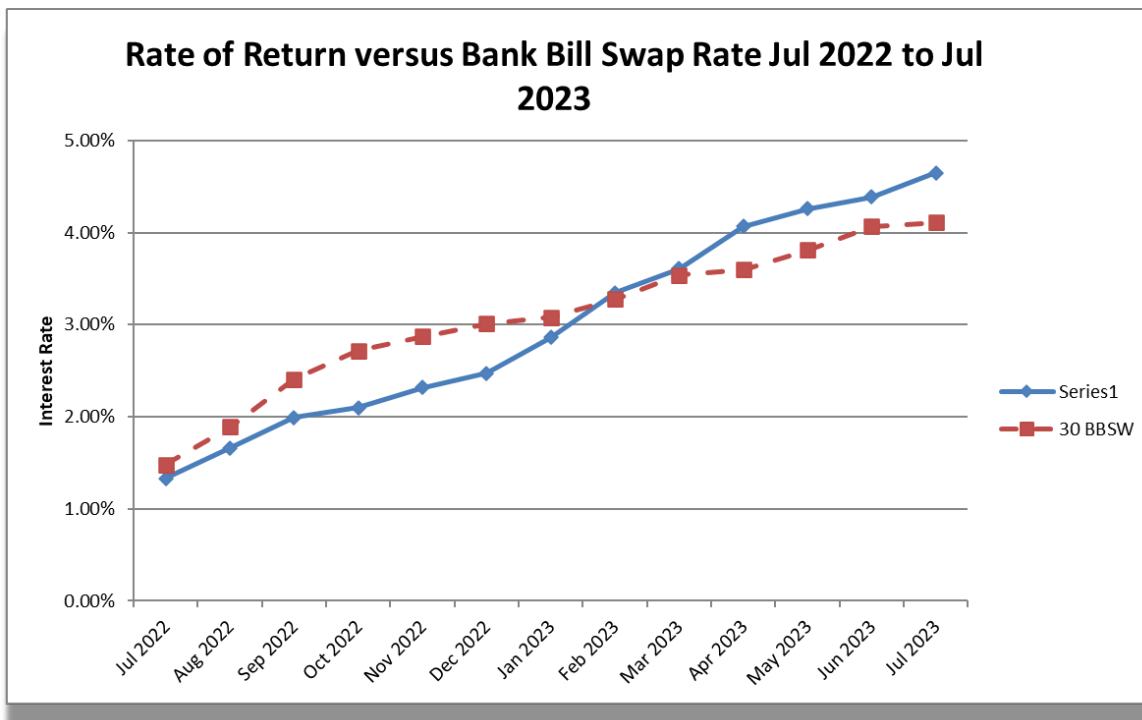
| Individual Limits | | | | | |
|-------------------|--------|-----|-----------------|-----------|----------------|
| Institution | Rating | | Value | Council % | |
| Bendigo Bank | BBB+ | A2 | \$ 1,000,000.00 | 3.0% | Max 10% |
| Elders Rural Bank | BBB+ | A2 | \$ - | 0.0% | Max 10% |
| IMB | BBB | A3 | \$ 1,000,000.00 | 3.0% | Max 10% |
| NAB | AA- | A1+ | \$ 9,435,792.36 | 27.8% | Max 35% |
| Suncorp | A+ | A1 | \$ 3,000,000.00 | 8.8% | Max 25% |
| StGeorge | AA | A1+ | \$ - | 0.0% | Max 35% |
| Macquarie Bank | A+ | A1 | \$ - | 0.0% | Max 25% |
| Commonwealth Bank | AA- | A1+ | \$ 9,750,000.00 | 28.7% | Max 35% |
| Westpac | AA- | A1+ | \$ 9,750,000.00 | 28.7% | Max 35% |

b. Application of Investment Funds

| Application of Restricted Funds | | |
|---------------------------------|-----------------------------|------------------|
| Allocation | Description | \$'000 |
| External Restrictions | Water Supply | \$ 6,327 |
| | Sewer Supply | \$ 2,669 |
| | Developer Contributions | \$ 524 |
| | Domestic Waste | \$ 1,604 |
| | Unexpended Grants | \$ 5,835 |
| | Stormwater | \$ 369 |
| | Crown Lands | \$ 302 |
| Internally Restricted | Discretion of Council | \$ 16,092 |
| Unrestricted | Allocated to current budget | \$ 214 |
| Total | | \$ 33,936 |

c. Investment Portfolio Performance

| Monthly Investment Performance | | | | |
|--------------------------------|---------------|------------------|------------------|----------|
| Period Ending | Investments | Weighted Average | BBSW 30 day rate | Variance |
| Jul 2022 | 27,153,758.44 | 1.33% | 1.48% | -0.15% |
| Aug 2022 | 28,634,622.31 | 1.66% | 1.89% | -0.23% |
| Sep 2022 | 27,735,436.96 | 1.99% | 2.41% | -0.42% |
| Oct 2022 | 27,716,692.46 | 2.10% | 2.72% | -0.62% |
| Nov 2022 | 26,517,775.04 | 2.32% | 2.87% | -0.55% |
| Dec 2022 | 25,358,386.76 | 2.47% | 3.01% | -0.54% |
| Jan 2023 | 25,258,754.16 | 2.86% | 3.08% | -0.22% |
| Feb 2023 | 27,790,001.35 | 3.35% | 3.28% | 0.07% |
| Mar 2023 | 27,759,832.57 | 3.61% | 3.54% | 0.07% |
| Apr 2023 | 26,779,805.06 | 4.07% | 3.60% | 0.47% |
| May 2023 | 28,781,495.69 | 4.26% | 3.81% | 0.45% |
| Jun 2023 | 35,733,211.80 | 4.39% | 4.07% | 0.32% |
| Jul 2023 | 33,935,792.36 | 4.65% | 4.11% | 0.54% |



d. Investment Commentary

The investment portfolio decreased by \$1,797,419 for July, with the next investment reaching maturity on 9 Aug 2023.

The reduction in the investment portfolio was due to a significant increase in payment at the end of the financial year.

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

The reserve bank has kept interest rates on hold for the past two months. However, central banks and markets still have conflicting reports on future interest rate movements.

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 July 2023.

24.2 STATEMENT OF BANK BALANCES - JULY 2023

Document ID: 686549

Author: Finance Officer

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 July 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 | 533,951.13 |
| Plus Receipt | 4,054,068.34 |
| Less Payments | 3,739,371.31 |
| Current Cashbook Balance | 848,648.16 |
| | |
| Statement Summary | |
| Opening Statement Balance | 510,974.64 |
| Plus Receipts | 4,000,971.44 |
| Less Payments | 3,740,246.95 |
| Current Statement Balance | 771,699.13 |
| Plus Unpresented Receipts | 77,799.94 |
| Less Unpresented Payments | 850.91 |
| Reconciliation Balance | 848,648.16 |
| | |
| GL BALANCE | 848,648.16 |
| | |
| Unpaid Creditors | 143,413.09 |
| Overdraft Limit arranged with Bank 01/01/1989 | 350,000 |

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 July 2023.

24.3 STATEMENT OF RATES AND RECEIPTS - JULY 2023

Document ID: 686580

Author: Revenue Officer

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 01 August 2023.

PURPOSE

The purpose of this report is to present to Council the Statement of Rates and Receipts as at 01 August 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 01.07.2023 | 738,051.91 |
| 23/24 Rate levies & supplementary levies (excl. postponed amounts) | <u>9,034,006.32</u> |
| | 9,772,058.23 |
| Less Pensioner rebates | <u>198,716.72</u> |
| NET BALANCE | 9,573,341.51 |
| Less receipts to 01.08.2023 | <u>954,274.37</u> |
| | <u><u>8,619,067.14</u></u> |

| | |
|---|------------------------|
| Actual % Rate Collection to Net Balance as at 01.08.2023 | = <u>9.97%</u> |
| Comparative % Collection to Net Balance as at 31.07.2022 | = <u>9.56%</u> |
| Anticipated % Collection Rate as at 30.06.2024 | = <u>94.00%</u> |

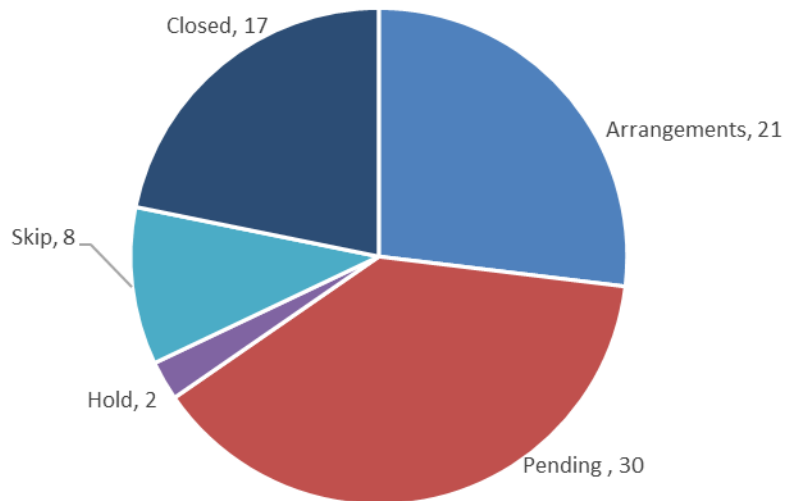
Water Consumption/Sewer Usage Charges

| | |
|--|--------------------------|
| Arrears as at 01.07.2023 | 200,781.96 |
| 22/23 Water / Sewer usage charges, supplementary levies & interest | <u>315.40</u> |
| NET BALANCE | 201,097.36 |
| Less receipts to 01.08.2023 | <u>31,729.14</u> |
| | <u><u>169,368.22</u></u> |

OVERDUE RATES AND CHARGES

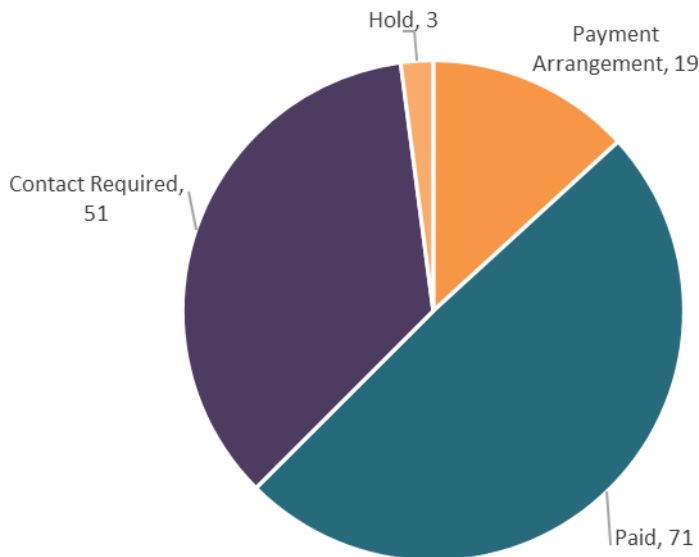
The table below provides information on the status of outstanding accounts under the management of Council’s debt recovery agency.

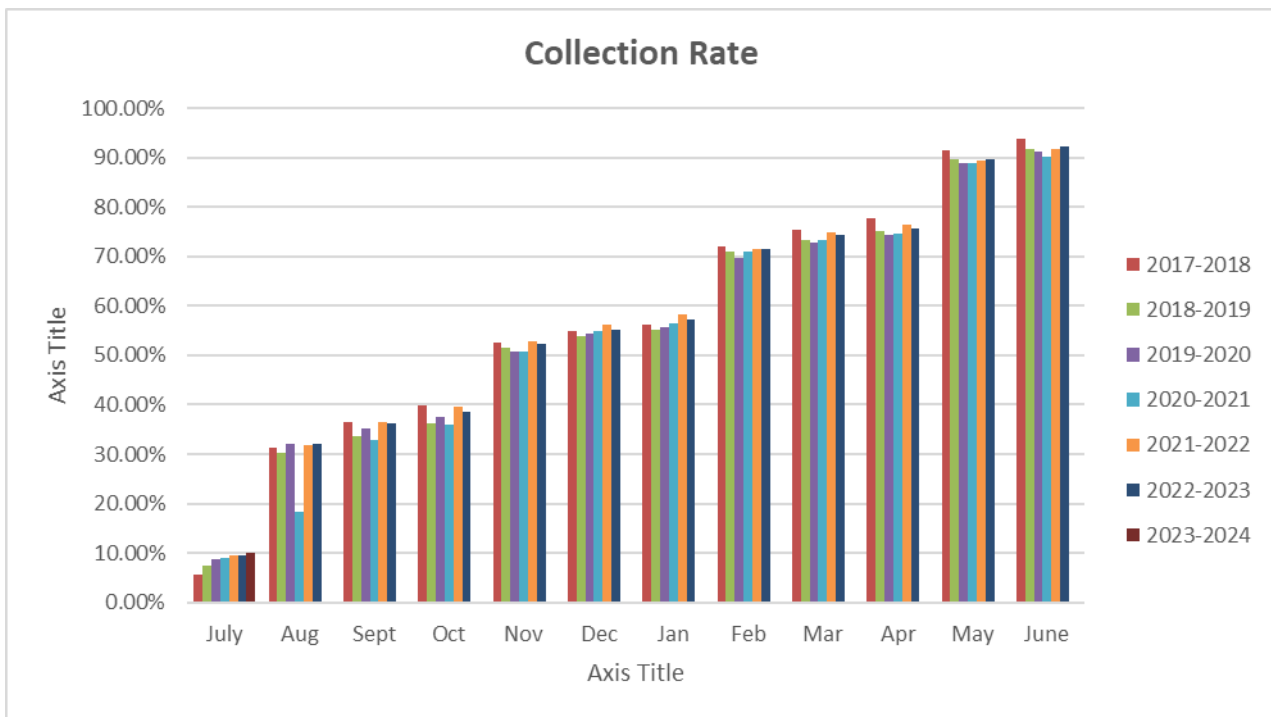
Debt Recovery Agency



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

Narrandera Shire Council





RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 01 August 2023.

24.4 INCOME STATEMENT - JULY 2023**Document ID: 686668****Author: Senior Finance Officer****Authoriser: Deputy General Manager Corporate and Community****Theme: Statutory and Compulsory Reporting – Financial / Audit****Attachments: 1. July 2023 Income Statement****RECOMMENDATION**

That Council:

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

PURPOSE

The purpose of this report is to present Council with the Statement of Income for the period ending 31 July 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 20 June 2023. 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 2023-24 were issued on 5 July 2023.

Depreciation

Depreciation is run on a quarterly basis.

Major Variations to Budget

The Financial Assistance Grant has seen 100% of the 2023-24 allocation paid in advance.

CONCLUSION

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

RECOMMENDATION

That Council:

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

Narrandera Shire Council

Consolidated Income Statement
for the period ending 31 July 2023

| | Original Budget | Actual YTD |
|--|--------------------|---------------|
| Income from continuing operations | | |
| Rates and annual charges | 8,966 | 9,038 |
| User charges and fees | 2,948 | 43 |
| Other revenues | 2,083 | 79 |
| Grants and contributions provided for operating purposes | 7,647 | - |
| Grants and contributions provided for capital purposes | 6,609 | 7 |
| Interest and investment revenue | 907 | 48 |
| Other income | 233 | 11 |
| Net gain from the disposal of assets | 92 | - |
| Total income from continuing operations | 29,485 | 9,226 |
| Expenses from continuing operations | | |
| Employee benefits and on-costs | 8,872 | 678 |
| Materials and services | 6,242 | 679 |
| Borrowing costs | 55 | - |
| Depreciation and amortisation | 6,622 | - |
| Impairment of receivables | 6 | 3 |
| Other expenses | 425 | 9 |
| Net loss from the disposal of assets | - | - |
| Total expenses from continuing operations | 22,222 | 1,369 |
| Operating result from continuing operations | 7,263 | 7,857 |
| Operating result from discontinued operations | - | - |
| Net operating result for the year attributable to Council | 7,263 | 7,857 |
| Net operating result for the year before grants and contributions provided for capital purposes | 654 | 7,850 |

Narrandera Shire Council

General Fund Income Statement for the period ending 31 July 2023

| | Original Budget | Actual YTD |
|--|--------------------|---------------|
| Income from continuing operations | | |
| Rates and annual charges | 6,519 | 6,560 |
| User charges and fees | 1,481 | 27 |
| Other revenues | 2,083 | 79 |
| Grants and contributions provided for operating purposes | 7,647 | - |
| Grants and contributions provided for capital purposes | 6,291 | 7 |
| Interest and investment revenue | 609 | 47 |
| Other Income | 233 | 11 |
| Net gain from the disposal of assets | 92 | - |
| Total income from continuing operations | 24,955 | 6,731 |
| Expenses from continuing operations | | |
| Employee benefits and on-costs | 8,169 | 632 |
| Materials and services | 4,128 | 570 |
| Borrowing costs | 18 | |
| Depreciation and amortisation | 5,523 | |
| Impairment of receivables | 6 | 3 |
| Other expenses | 425 | 9 |
| Net loss from the disposal of assets | - | - |
| Total expenses from continuing operations | 18,269 | 1,214 |
| Operating result from continuing operations | 6,686 | 5,517 |
| Operating result from discontinued operations | - | - |
| Net operating result for the year attributable to Council | 6,686 | 5,517 |
| Net operating result for the year before grants and contributions provided for capital purposes | 395 | 5,510 |

Narrandera Shire Council

Water Fund Income Statement
for the period ending 31 July 2023

| | Original Budget | Actual YTD |
|--|--------------------|---------------|
| Income from continuing operations | | |
| Rates and annual charges | 887 | 903 |
| User charges and fees | 1,289 | 8 |
| Other revenues | - | - |
| Grants and contributions provided for operating purposes | - | - |
| Grants and contributions provided for capital purposes | 10 | - |
| Interest and investment revenue | 276 | 1 |
| Other income | - | - |
| Net gain from the disposal of assets | - | - |
| Total income from continuing operations | 2,462 | 912 |
| Expenses from continuing operations | | |
| Employee benefits and on-costs | 355 | 18 |
| Materials and services | 1,401 | 88 |
| Borrowing costs | - | - |
| Depreciation and amortisation | 691 | - |
| Impairment of receivables | - | - |
| Other expenses | - | - |
| Net loss from the disposal of assets | - | - |
| Total expenses from continuing operations | 2,447 | 106 |
| Operating result from continuing operations | 15 | 806 |
| Operating result from discontinued operations | - | - |
| Net operating result for the year attributable to Council | 15 | 806 |
| Net Operating Result for the year before Grants and Contributions provided for Capital Purposes | 5 | 806 |

Narrandera Shire Council

Sewer Fund Income Statement
for the period ending 31 July 2023

| | Original Budget | Actual YTD |
|--|--------------------|---------------|
| Income from continuing operations | | |
| Rates and annual charges | 1,560 | 1,575 |
| User charges and fees | 178 | 8 |
| Other revenues | - | - |
| Grants and contributions provided for operating purposes | - | - |
| Grants and contributions provided for capital purposes | 308 | - |
| Interest and investment revenue | 22 | - |
| Other income | - | - |
| Net gain from the disposal of assets | - | - |
| Total income from continuing operations | 2,068 | 1,583 |
| Expenses from continuing operations | | |
| Employee benefits and on-costs | 348 | 28 |
| Materials and services | 713 | 21 |
| Borrowing costs | 37 | - |
| Depreciation and amortisation | 408 | - |
| Impairment of receivables | - | - |
| Other expenses | - | - |
| Net loss from the disposal of assets | - | - |
| Total expenses from continuing operations | 1,506 | 49 |
| Operating result from continuing operations | 562 | 1,534 |
| Operating result from discontinued operations | - | - |
| Net operating result for the year attributable to Council | 562 | 1,534 |
| Net operating result for the year before grants and contributions provided for capital purposes | 254 | 1,534 |

24.5 CAPITAL WORKS PROGRAM - JULY 2023**Document ID: 686670****Author: Senior Finance Officer****Authoriser: Deputy General Manager Corporate and Community****Theme: Statutory and Compulsory Reporting – Financial / Audit****Attachments:**

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

RECOMMENDATION

That Council:

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

PURPOSE

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

BACKGROUND

Works listed in the attachment are for works against new budgeted projects for the 2023-24 fiscal year. Key operational expenses are also included in this report and have been highlighted separately.

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

- Barellan sportsground storm water drainage, MBP paths and uplifting, Barellan park furniture, Barellan main street planter boxes, Barellan main street BBQ shelter replacement, MBP power point vendor sites, Narrandera Park lighting and uplifting memorials and trees, Narrandera stadium and sports master plan

Administration

- Quotes are currently being organised for the replacement of desktops and laptops.
- Actions are currently being reviewed for the councillors iPad project, replacement workgroup printers, Software Licencing, Server Backup System Replacement
- The new chambers access control system and chambers network cabling replacement is in the early planning phase.

Economic Affairs

- Red Hill Industrial Expansion Design is due to be undertaken.
- The new gateway and entrance signs project is under review.
- Procurement is underway on the new light vehicles required.
- A new truck has recently been purchased as part of the truck and trailer program.

- Currently in the planning phase for the purchase of new heavy plant.
- Will purchase new capital as required under the other plant capital project.
- Work has been scheduled and procurement is underway for building renewals and upgrades to council buildings.
- The aerodrome projects funding has been exhausted with no future projects planned.
- Painting of the terminal is in the early planning phase.
- Funding was secured for the Senior Citizens Building upgrades with planning and quotes to follow.

Environment

- The purchase of the new traxcavator is in the early planning phase.
- Further scoping for the stormwater improvements are underway.
- Designs for the red hill sewer expansion are underway.

Housing & Community Amenities

- The furniture for Narrandera and Barellan Cemetery is grant dependent and awaiting funding.

Recreation & Culture

- The Book and Resources Annual replacement procurement is ongoing.
- The replacement of the service desk is in the early planning phase.
- Early planning has commenced for the remote signage with option being assessed.
- The Narrandera playground upgrades project is in the planning phase.
- Currently seeking quotes for the work to be conducted at the Lake Talbot recreational area.
- Scope of work is to be assessed for the driveway reseal at the Lake Talbot Tourist Park
- Scope of work is to be developed for the Narrandera tennis club.
- The funds for the Barellan pool rehabilitation and refurbishment have been reallocated to other projects.
- The Lake Talbot pool renewal of kiosk, decking and handrails has not been funded.
- Stage two upgrades for the Narrandera tennis club have been funded with the scope of the works to be developed.
- The Barellan sportsground lighting project has now been funded and planning for this project will begin in August.
- A grant application was submitted for the adventure playground infant area upgrade with the results of the grant still pending.
- Emergency Works and Immediate Reconstruction Works are still being completed at Grong Grong Park. A claim will be submitted for payment of all funds, with long term repairs being scoped.

Transport & Communication

- The urban roads construction, urban roads construction laneways, urban reseals, repair grant, urban kerb/guttering and footpath replacement are in the early planning phase.
- The funding for the repair grant will not be announce until September or October.
- The Get NSW Active – Cycling project will not go ahead as the grant was unsuccessful.
- The Get NSW Active – Walking project is still pending grant approval.

Roads Resheeting - Unsealed and rural roads

- Mollys Lagoon Rd and Back Yamma Rd currently being conducted and will be completed when the final bridge works are conducted.

Roads to Recovery

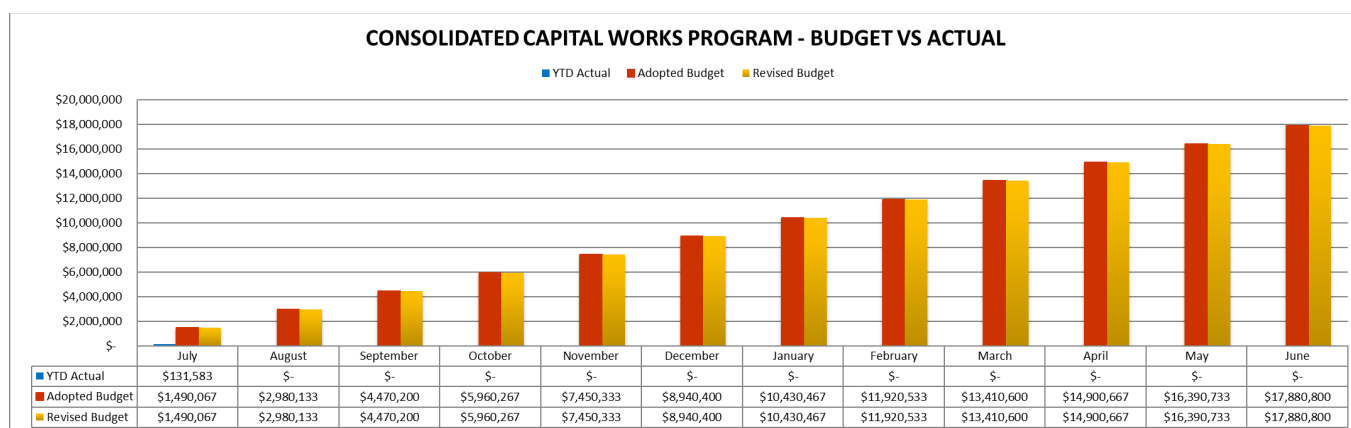
- Grong Grong Station Rd and Bulloak Rd are nearing completion.
- Centenary Rd works will commence in August.
- Mannings Rd Resheeting and Orams Rd Resheeting will commence in early August.

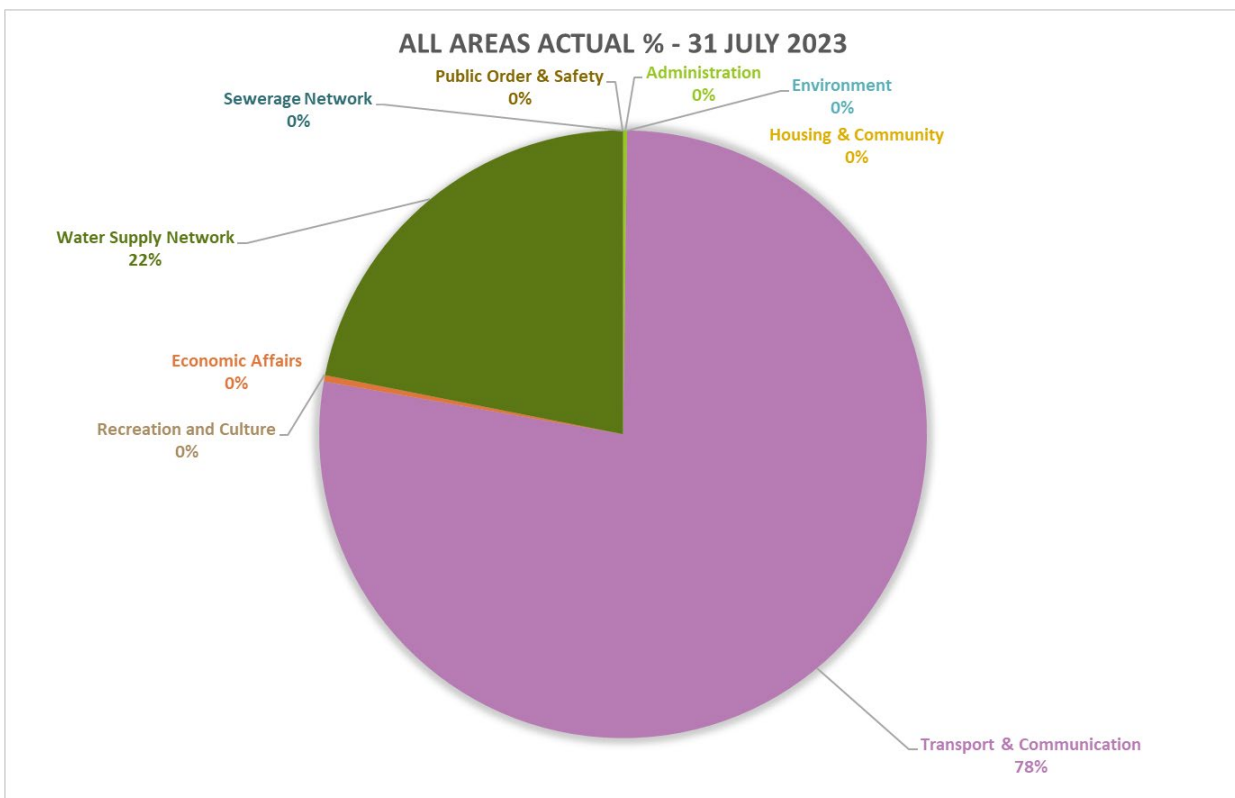
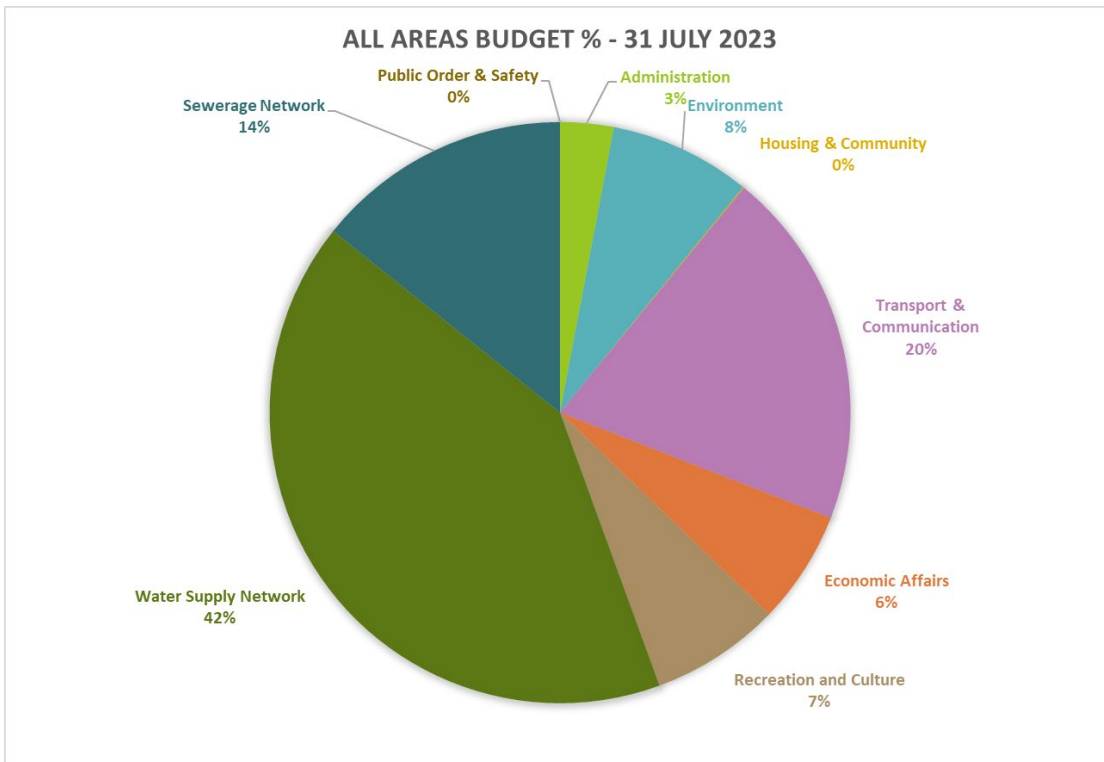
Water Supplies

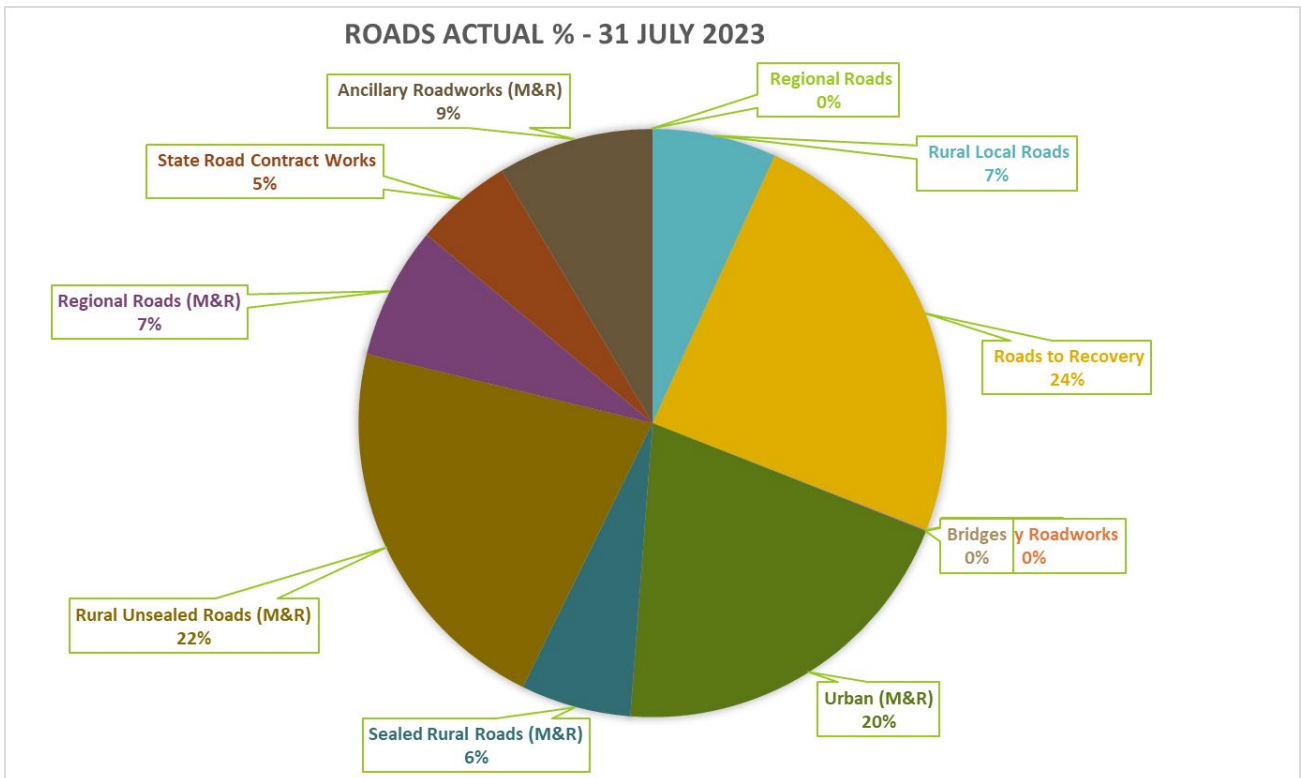
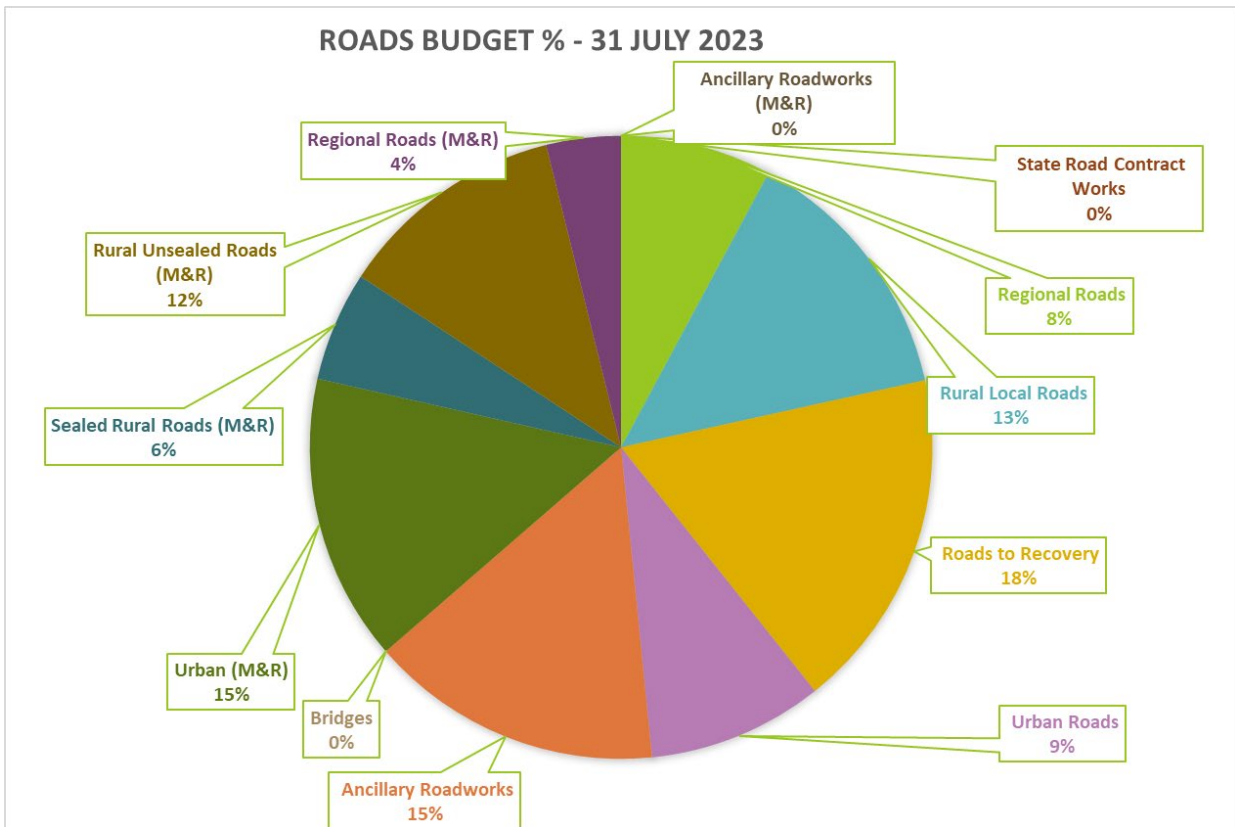
- Works are to be scheduled for the water main replacement and hydrant and valve replacement programs.

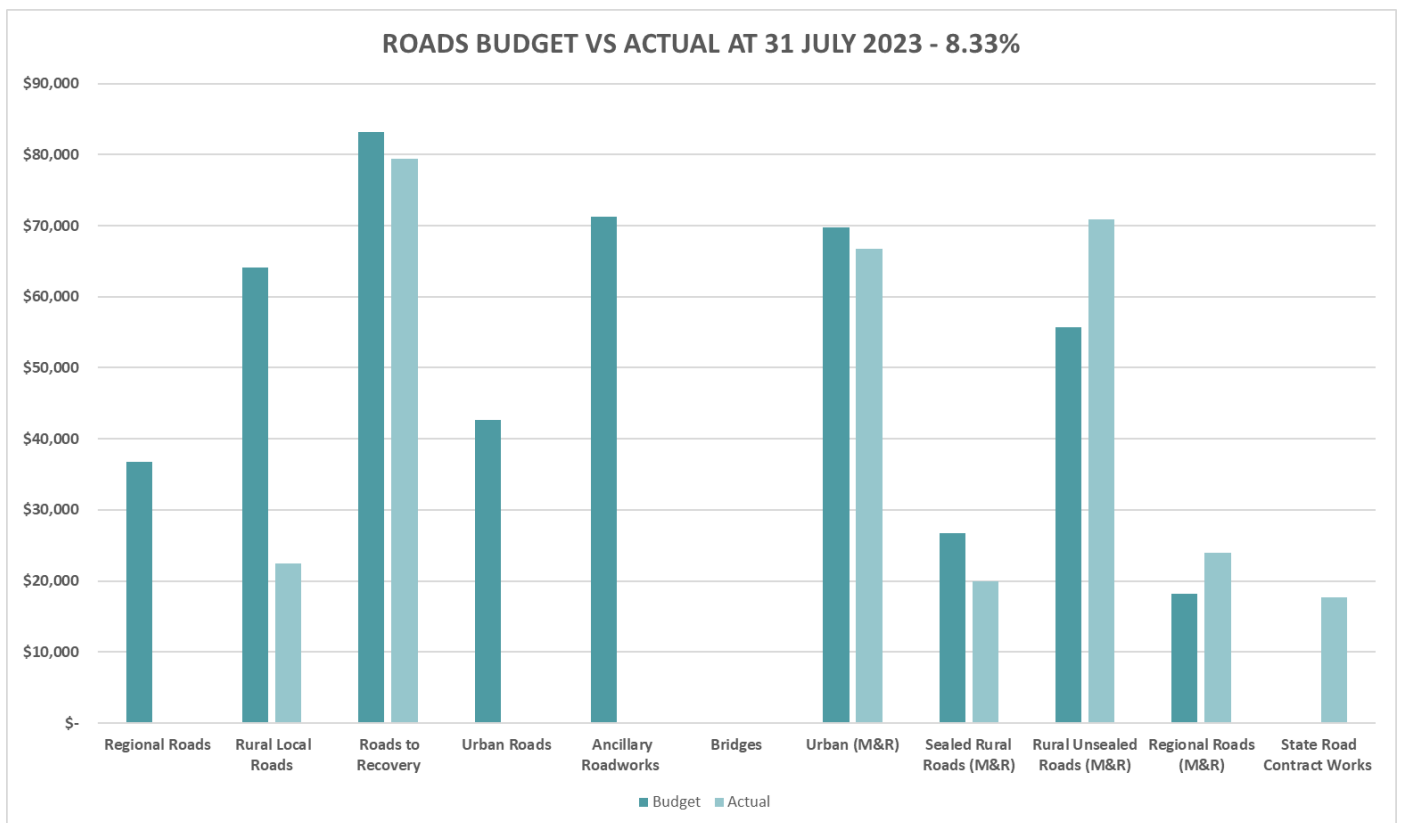
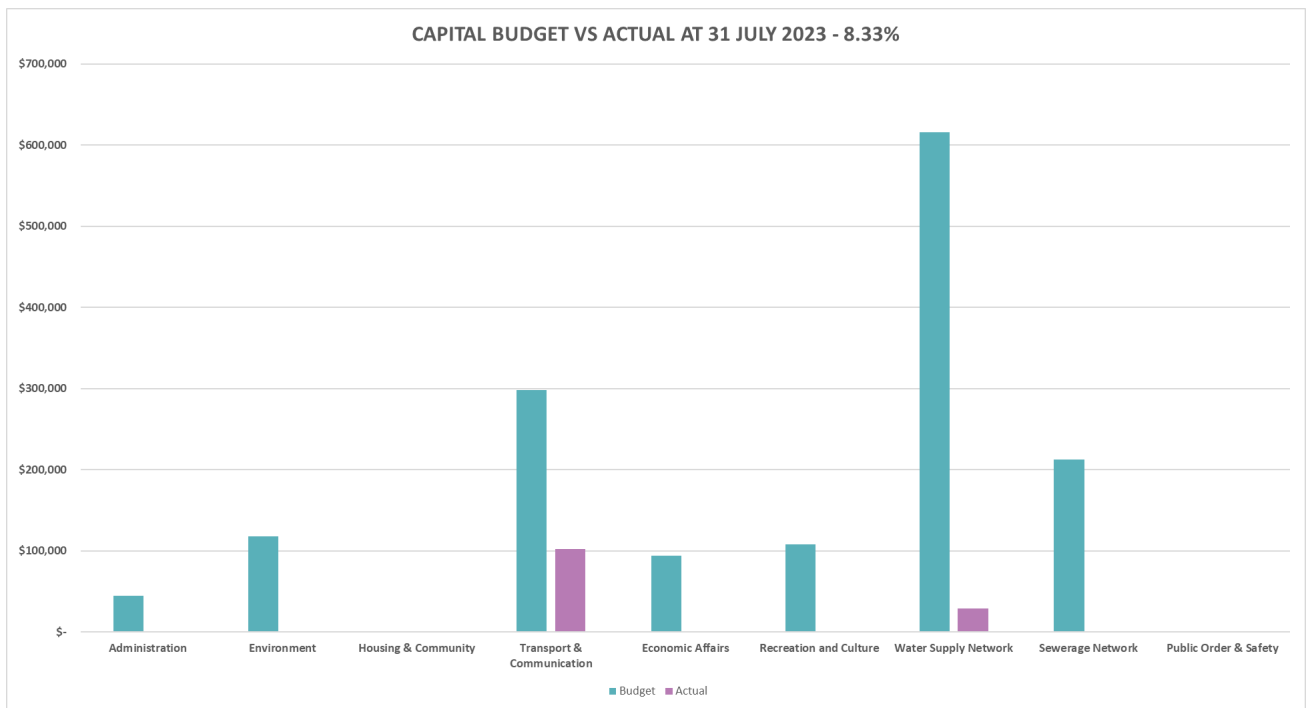
Sewerage Supplies

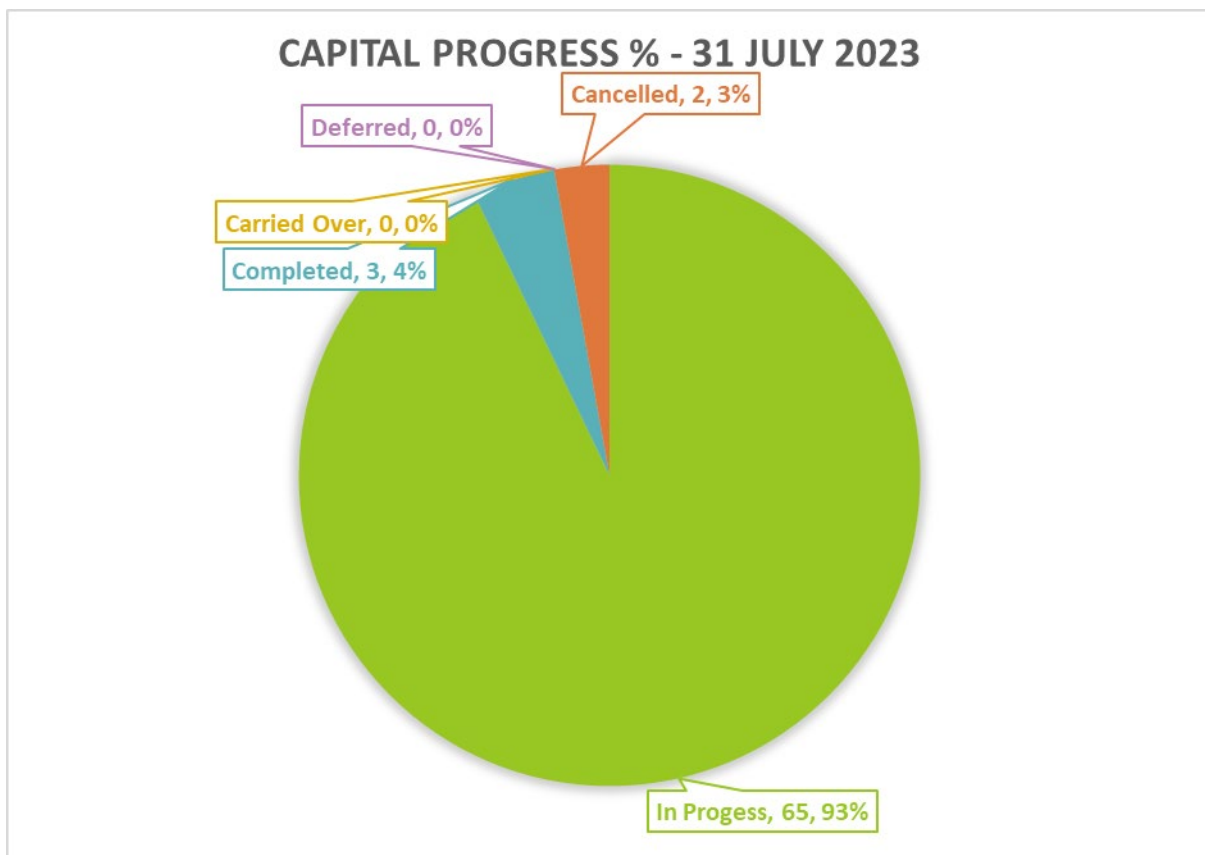
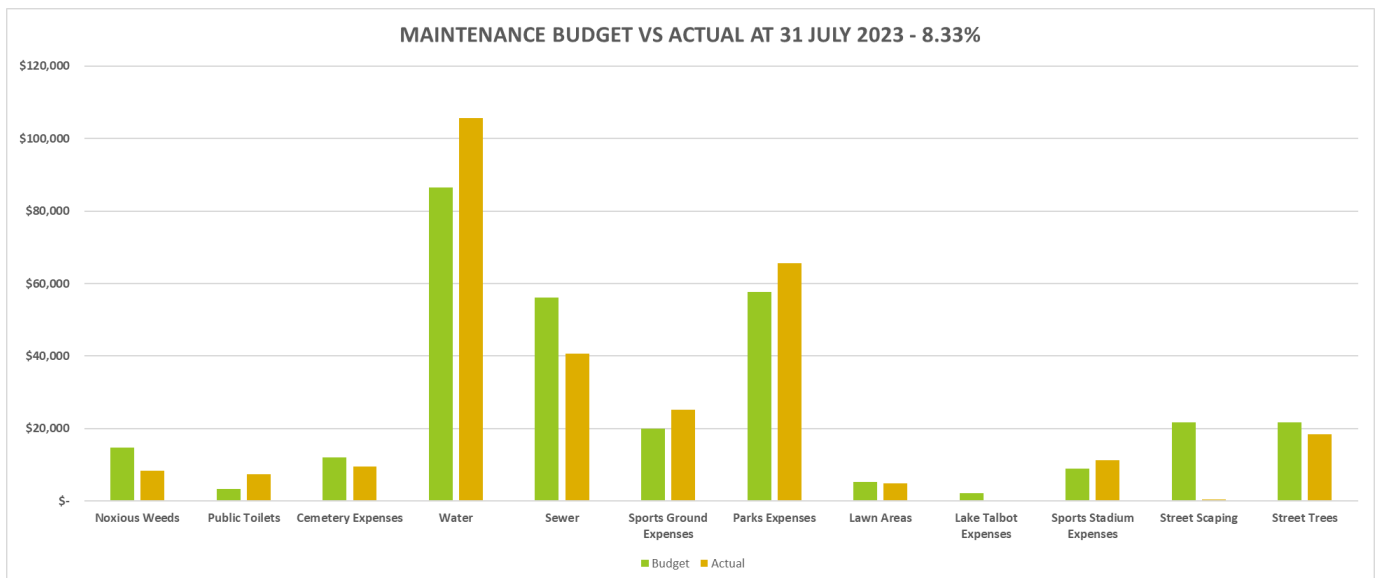
- Procurement for the sewer mains relines is set to be conducted in September.
- Contract tender is currently underway for the Barellan sewer project.
- The primary filter replacement program is pending based on the results of a grant application.











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 July 2023.

Capital Expenditure as at 31 July 2023

| | Sum of Adopted Budget | Sum of Revised Budget | Sum of 23-24 Expenditure | Sum of Committed | Sum of Balance |
|--|-------------------------|-------------------------|--------------------------|----------------------|-------------------------|
| Administration | | | | | |
| Information Technology | \$ 532,000.00 | \$ 532,000.00 | \$ 278.02 | \$ 103.64 | \$ 531,618.34 |
| Environment | | | | | |
| Stormwater | \$ 30,000.00 | \$ 30,000.00 | \$ - | | \$ 30,000.00 |
| Barellan Waste | \$ 450,000.00 | \$ 450,000.00 | \$ - | | \$ 450,000.00 |
| Red Hill Industrial Estate | \$ 930,000.00 | \$ 930,000.00 | \$ - | | \$ 930,000.00 |
| Housing & Community Amenities | | | | | |
| Narrandera Cemetery | \$ 5,000.00 | \$ 5,000.00 | \$ - | | \$ 5,000.00 |
| Barellan Cemetery | \$ 5,000.00 | \$ 5,000.00 | \$ - | | \$ 5,000.00 |
| Transport & Communication | | | | | |
| Regional Roads | \$ 441,400.00 | \$ 441,400.00 | \$ - | | \$ 441,400.00 |
| Rural Roads | \$ 768,721.00 | \$ 768,721.00 | \$ 22,475.49 | \$ 10,909.09 | \$ 768,721.00 |
| Urban Roads | \$ 512,188.00 | \$ 512,188.00 | \$ 163.92 | | \$ 512,024.08 |
| Ancillary Roadworks | \$ 855,000.00 | \$ 855,000.00 | \$ - | | \$ 855,000.00 |
| Roads To Recovery | \$ 997,362.00 | \$ 997,362.00 | \$ 79,432.70 | \$ 31,370.45 | \$ 918,177.64 |
| Economic Affairs | | | | | |
| Buildings | \$ 289,340.00 | \$ 289,340.00 | \$ 436.52 | \$ 1,523.45 | \$ 287,380.03 |
| Plant | \$ 736,865.00 | \$ 736,865.00 | \$ - | \$ 425,150.62 | \$ 311,714.38 |
| Red Hill Industrial Estate | \$ 100,000.00 | \$ 100,000.00 | \$ - | | \$ 100,000.00 |
| Recreation and Culture | | | | | |
| Lake Talbot Recreation Area | \$ 276,780.00 | \$ 276,780.00 | \$ - | | \$ 276,780.00 |
| Library | \$ 37,144.00 | \$ 37,144.00 | \$ 206.87 | | \$ 36,937.13 |
| Marie Bashir Park | \$ 330,000.00 | \$ 330,000.00 | \$ - | | \$ 330,000.00 |
| Narrandera Parks | \$ 10,000.00 | \$ 10,000.00 | \$ - | | \$ 10,000.00 |
| Narrandera Sportsground | \$ 280,000.00 | \$ 280,000.00 | \$ - | | \$ 280,000.00 |
| Barellan Sportsground | \$ 244,000.00 | \$ 244,000.00 | \$ - | | \$ 244,000.00 |
| Barellan Town | \$ 80,000.00 | \$ 80,000.00 | \$ - | | \$ 80,000.00 |
| Grong Grong Park | \$ 5,000.00 | \$ 5,000.00 | \$ - | \$ 6,818.18 | -\$ 1,818.18 |
| Narrandera Park | \$ 30,000.00 | \$ 30,000.00 | \$ - | | \$ 30,000.00 |
| Water Supply Network | | | | | |
| Stormwater | \$ 7,000,000.00 | \$ 7,000,000.00 | \$ 1,538.81 | \$ 152,958.80 | \$ 6,845,502.39 |
| Water | \$ 385,000.00 | \$ 385,000.00 | \$ 27,257.38 | \$ 565.07 | \$ 357,177.55 |
| Sewerage Network | | | | | |
| Sewer | \$ 2,550,000.00 | \$ 2,550,000.00 | \$ - | \$ 9,081.82 | \$ 2,540,918.18 |
| Grand Total | \$ 17,880,800.00 | \$ 17,880,800.00 | \$ 131,789.71 | \$ 638,481.12 | \$ 17,175,532.54 |

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 JULY 2023

| | | |
|-----------|-----------------|-----------|
| Complete | Grant Dependent | Cancelled |
| Carryover | Key Operational | Deferred |

8.33%

| | Project | Adopted Budget | Committed | Revised Budget | 23-24 Expenditure | Balance | % | Comments |
|----|---|----------------|-----------|----------------|-------------------|---------------|------|--|
| 1 | General | | | | | | | |
| 2 | Replace Desktops/Laptops | 20,000 | \$104 | \$ 20,000.00 | \$ 278.02 | \$ 19,618.34 | 2% | Currently organising quotes for the required equipment. |
| 3 | Councillor iPad Project | 20,000 | | \$ 20,000.00 | \$ - | \$ 20,000.00 | 0% | No current plan in place will be reviewed. |
| 4 | Replacement Workgroup Printers | 2,000 | | \$ 2,000.00 | \$ - | \$ 2,000.00 | 0% | No current plan in place will be reviewed. |
| 5 | Software Licencing | 10,000 | | \$ 10,000.00 | \$ - | \$ 10,000.00 | 0% | No current plan in place will be reviewed. |
| 6 | Server Backup System Replacement | 30,000 | | \$ 30,000.00 | \$ - | \$ 30,000.00 | 0% | No current plan in place will be reviewed. |
| 7 | Integrated Software System | 400,000 | | \$ 400,000.00 | \$ - | \$ 400,000.00 | 0% | Will review throughout the year. |
| 8 | Chambers Access Control System Replacement | 20,000 | | \$ 20,000.00 | \$ - | \$ 20,000.00 | 0% | In the early planning phase. |
| 9 | Chambers Network Cabling replacement | 40,000 | | \$ 40,000.00 | \$ - | \$ 40,000.00 | 0% | In the early planning phase. |
| 10 | Purchase of new traxcavator | 450,000 | | \$ 450,000.00 | \$ - | \$ 450,000.00 | 0% | In the early planning phase. |
| 11 | Stormwater improvement Works | 30,000 | | \$ 30,000.00 | \$ - | \$ 30,000.00 | 0% | Further scoping being undertaken |
| 12 | Book & Resources annual replacement | 32,144 | | \$ 32,144.00 | \$ 206.87 | \$ 31,937.13 | 1% | Procurement is ongoing |
| 13 | Replacement of Service Desk | 5,000 | | \$ 5,000.00 | \$ - | \$ 5,000.00 | 0% | In the early planning phase. |
| 14 | Remote Signage | 7,500 | | \$ 7,500.00 | \$ - | \$ 7,500.00 | 0% | In the early planning phase with some option being assessed. |
| 15 | Narrandera Playgrounds Upgrades | 10,000 | | \$ 10,000.00 | \$ - | \$ 10,000.00 | 0% | The project is ongoing with planning underway. |
| 16 | LT Rec Area - Accessibility project | 202,200 | | \$ 202,200.00 | \$ - | \$ 202,200.00 | 0% | Currently seeking quotes |
| 17 | Urban Roads Construction | 137,359 | | \$ 137,359.00 | \$ 163.92 | \$ 137,195.08 | 0% | In the early planning phase. |
| 18 | Urban Roads Construction - Laneways | 42,784 | | \$ 42,784.00 | | \$ 42,784.00 | 0% | In the early planning phase. |
| 19 | Urban Reseals | 166,100 | | \$ 166,100.00 | \$ - | \$ 166,100.00 | 0% | In the early planning phase. |
| 20 | Urban Pavement Rehabilitation | 138,485 | | \$ 138,485.00 | \$ - | \$ 138,485.00 | 0% | In the early planning phase. |
| 21 | Urban K&G Replacement | 16,476 | | \$ 16,476.00 | \$ - | \$ 16,476.00 | 0% | In the early planning phase. |
| 22 | Urban Footpath Replacement | 10,984 | | \$ 10,984.00 | \$ - | \$ 10,984.00 | 0% | In the early planning phase. |
| 23 | Rural Sealed Roads Construction | 236,421 | | \$ 236,421.00 | \$ - | \$ 236,421.00 | 0% | In the early planning phase. |
| 24 | Roads Resheeting - (Unsealed rural roads) | 331,298 | | \$ 331,298.00 | | \$ 331,298.00 | 0% | In the early planning phase. |
| 25 | Mollys Lagoon Rd Resheeting | | \$10,909 | | \$ 12,652.01 | | | Part way through, finishing required during final bridge works |
| 26 | Back Yamma Rd Resheeting | | | | \$ 9,823.48 | | | Part way through, finishing required during final bridge works |
| 27 | Rural Roads Reseals | 201,002 | | \$ 201,002.00 | \$ - | \$ 201,002.00 | 0% | In the early planning phase. |
| 28 | Roads to Recovery (75 % of R2R proposed to expend on Rural Area) Grant (Roads to Recovery -Rural) | 997,362 | | \$ 997,362.00 | | \$ 886,558.85 | 8% | Works included individually below |
| 29 | Grong Grong Station Rd Resheet | | | | \$ 73,718.03 | | | Mostly complete, awaiting finalisation of costs |
| 30 | Bullock Tank Rd Resheet | | \$24,545 | | \$ 5,466.33 | | | Mostly complete |
| 31 | Centenary Rd Resheet | | \$6,825 | | \$ 248.34 | | | Programmed to be completed in August |
| 32 | Mannings Rd Resheet CH2.9-4.85 | | | | | | | Works have recently commenced |
| 33 | Orams Rd Resheet CH0-2.42 | | | | | | | Works have recently commenced |
| 34 | Regional Roads Capital Works (Capital Component of Block Grant) | 268,200 | | \$ 268,200.00 | \$ - | \$ 268,200.00 | 0% | In the early planning phase. |
| 35 | Repair Grant (with 50 % contribution from Block Grant) | 173,200 | | \$ 173,200.00 | \$ - | \$ 173,200.00 | 0% | Funding dependant - not announced until Sep/Oct |
| 36 | Red Hill Industrial Expansion - Sewer | 930,000 | | \$ 930,000.00 | \$ - | \$ 930,000.00 | 0% | Design to be undertaken |
| 37 | Red Hill Industrial Expansion - Design | 100,000 | | \$ 100,000.00 | \$ - | \$ 100,000.00 | 0% | Design to be undertaken |
| 38 | Gateway/Entrance signs | 10,000 | | \$ 10,000.00 | \$ - | \$ 10,000.00 | 0% | project is currently under review |
| 39 | LT Tourist Park - Reseal driveways | 74,580 | | \$ 74,580.00 | \$ - | \$ 74,580.00 | 0% | Scope of works being prepared |
| 40 | Light Vehicles | 362,115 | \$425,151 | \$ 362,115.00 | \$ - | \$ 63,035.62 | 117% | Procurement underway. |

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 JULY 2023

| | | |
|-----------|-----------------|-----------|
| Complete | Grant Dependent | Cancelled |
| Carryover | Key Operational | Deferred |

8.33%

| | Project | Adopted Budget | Committed | Revised Budget | 23-24 Expenditure | Balance | % | Comments |
|----|---|----------------|-----------|-----------------|-------------------|-----------------|---------|--|
| 41 | Trucks & Trailers | 394,150 | \$479,131 | \$ 394,150.00 | \$ 479,131.00 | -\$ 564,112.00 | 243% | Completed |
| 42 | Heavy Plant Purchases | 354,750 | | \$ 354,750.00 | \$ - | \$ 354,750.00 | 0% | In planning |
| 43 | Other Plant Capital | 20,000 | | \$ 20,000.00 | \$ - | \$ 20,000.00 | 0% | Purchases as needed. |
| 44 | Building renewal and upgrades in portfolio of Manager of Works | 149,340 | \$1,523 | \$ 149,340.00 | \$ 436.52 | \$ 147,380.03 | 1% | Works Schedule and Procurement activities commenced. |
| 45 | Aerodrome Runway, Taxi, Apron remarking | 50,000 | | \$ 50,000.00 | \$ - | \$ 50,000.00 | 0% | Project complete with no remaining funds |
| 46 | Terminal painting , Blinds and improvements | 15,000 | | \$ 15,000.00 | \$ - | \$ 15,000.00 | 0% | In planning - Is this Projects/Maintenance Project |
| 47 | Water | | | | | | | |
| 48 | Services Replacements 2023-24 | 20,000 | \$565 | \$ 20,000.00 | \$ 26,823.21 | -\$ 7,388.28 | 137% | Private work for highway overtaking lane undertaken to be credited once invoiced. |
| 49 | Water Main Replacements 2023-24 | 300,000 | | \$ 300,000.00 | \$ 449.93 | \$ 299,550.07 | 0% | To be scheduled following review of previous program |
| 50 | Hydrant and Valve replacements 2023-24 | 65,000 | | \$ 65,000.00 | \$ - | \$ 65,000.00 | 0% | To be scheduled prior to December |
| 51 | Sewer | | | | | | | |
| 52 | Sewer Main Relines | 350,000 | | \$ 350,000.00 | \$ - | \$ 350,000.00 | 0% | Procurement to be undertaken in September |
| 53 | Barellan Sewer | 1,800,000 | \$9,082 | \$ 1,800,000.00 | \$ - | \$ 1,790,918.18 | 1% | Contract tender is currently being conducted |
| 54 | Grant Dependant - Capital | | | | | | | |
| 55 | Urban Stormwater Upgrades | 7,000,000 | \$152,959 | \$ 7,000,000.00 | \$ 1,538.81 | \$ 6,845,502.39 | 2% | detailed design underway |
| 56 | Furniture - Narrandera Cemetery | 5,000 | | \$ 5,000.00 | \$ - | \$ 5,000.00 | 0% | Funding pending based on upcoming grants |
| 57 | Barellan Cemetery Furniture | 5,000 | | \$ 5,000.00 | \$ - | \$ 5,000.00 | 0% | Funding pending based on upcoming grants |
| 58 | Brln Pool Rehabilitate, Refurbish & Paint Kiosk / Toilet including replace Glass Panels | 50,000 | | \$ 50,000.00 | \$ - | \$ 50,000.00 | 0% | Funds have been reallocated to other projects |
| 59 | LT Pool Renewal of Kiosk decking and hand rails | 70,000 | | \$ 70,000.00 | \$ - | \$ 70,000.00 | 0% | Project unfunded |
| 60 | Ndra Sportsground Hot mixing spectator walkways | | | \$ - | \$ - | \$ - | #DIV/0! | Currently no funding |
| 61 | Ndra Tennis Club Upgrade - Stage 2 | 250,000 | | \$ 250,000.00 | \$ - | \$ 250,000.00 | 0% | Scope of works to be detemined |
| 62 | Brln Sportsground - Lighting Upgrades (Eastern) | 84,000 | | \$ 84,000.00 | \$ - | \$ 84,000.00 | 0% | Has now been funded planning to commence August |
| 63 | Brln Sportsground - Storm water drainage works | 30,000 | | \$ 30,000.00 | \$ - | \$ 30,000.00 | 0% | Funding pending based on upcoming grants |
| 64 | MBP Paths & Uplighting | 120,000 | | \$ 120,000.00 | \$ - | \$ 120,000.00 | 0% | Funding pending based on upcoming grants |
| 65 | Brln Park Furniture | 10,000 | | \$ 10,000.00 | \$ - | \$ 10,000.00 | 0% | Funding pending based on upcoming grants |
| 66 | Brln Main Street - Planter Boxes | 30,000 | | \$ 30,000.00 | \$ - | \$ 30,000.00 | 0% | Funding pending based on upcoming grants |
| 67 | Brln Main Street - BBQ shelter replacement | 50,000 | | \$ 50,000.00 | \$ - | \$ 50,000.00 | 0% | Funding pending based on upcoming grants |
| 68 | MBP Powerpoint vendor sites | 30,000 | | \$ 30,000.00 | \$ - | \$ 30,000.00 | 0% | Funding pending based on upcoming grants |
| 69 | Adventure Playground Upgrade infants area | 300,000 | | \$ 300,000.00 | \$ - | \$ 300,000.00 | 0% | Have applied for the grant, waiting on results. |
| 70 | Grng Grng Park Furniture | 5,000 | \$6,818 | \$ 5,000.00 | \$ - | -\$ 1,818.18 | 136% | 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. |
| 71 | Ndra Park Lighting and uplighting memorials and trees | 30,000 | | \$ 30,000.00 | \$ - | \$ 30,000.00 | 0% | Funding pending based on upcoming grants |
| 72 | Ndra Stadium & Sportsground Masterplan | 30,000 | | \$ 30,000.00 | \$ - | \$ 30,000.00 | 0% | Funding pending based on upcoming grants |
| 73 | Get NSW Active - Cycling | 805,000 | | \$ 805,000.00 | \$ - | \$ 805,000.00 | 0% | Grant Unsuccessful |
| 74 | Get NSW Active - Walking | 50,000 | | \$ 50,000.00 | \$ - | \$ 50,000.00 | 0% | Funding pending based on upcoming grants |
| 75 | Senior Citizens Building | 65,000 | | \$ 65,000.00 | \$ - | \$ 65,000.00 | 0% | Project funded from main street funds |
| 76 | Primary Filter | 400,000 | | \$ 400,000.00 | \$ - | \$ 400,000.00 | 0% | Funding pending based on upcoming grants |

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 JULY 2023

| | | |
|-----------|-----------------|-----------|
| Complete | Grant Dependent | Cancelled |
| Carryover | Key Operational | Deferred |

8.33%

| | Project | Adopted Budget | Committed | Revised Budget | 23-24 Expenditure | Balance | % | Comments |
|----|---|----------------|-----------|----------------|-------------------|---------------|---------|---|
| 77 | Operational | | | | | | | |
| 78 | Newell Hwy Contribution Grong Grong Reseal | | | \$ - | \$ - | \$ - | #DIV/0! | In planning |
| 79 | Newell Hwy Contribution Grong Grong town entrance signs | | | \$ - | \$ - | | #DIV/0! | Completed, no funds expected to have been remaining |
| 80 | Urban Roads Maintenance | 837,436 | \$14,194 | \$ 837,436.00 | \$ 66,754.41 | \$ 756,487.17 | 10% | Ongoing operational costs. |

Key Operational as at 31 July 2023

| Row Labels | Sum of Adopted Budget | Sum of Revised Budget | Sum of 23-24 Expenditure | Sum of Committed | Sum of Balance |
|--|-----------------------|-----------------------|--------------------------|------------------|----------------|
| Housing & Community Amenities | | | | | |
| Noxious Weeds | \$ 177,969.00 | \$ 177,969.00 | \$ 8,349.56 | | \$ 169,619.44 |
| Cemetery Expenses | \$ 145,573.00 | \$ 145,573.00 | \$ 9,612.84 | | \$ 135,960.16 |
| Public toilets | \$ 40,887.00 | \$ 40,887.00 | \$ 7,366.70 | | \$ 33,520.30 |
| Transport & Communication | | | | | |
| Regional Roads | \$ 217,600.00 | \$ 217,600.00 | \$ 23,979.31 | | \$ 193,620.69 |
| State Roads | | \$ - | \$ 17,714.24 | \$ 3,605.26 | -\$ 21,319.50 |
| Urban Roads | \$ 837,436.00 | \$ 837,436.00 | \$ 66,676.17 | \$ 14,194.42 | \$ 756,565.41 |
| Sealed Rural Roads | \$ 320,091.00 | \$ 320,091.00 | \$ 19,997.64 | \$ 15,268.47 | \$ 284,824.89 |
| Ancillary Roadworks | | \$ - | \$ 28,234.20 | \$ 4,274.36 | -\$ 32,508.56 |
| Unsealed Rural Roads | 667734 | 667734 | 70857.36 | 16539.65 | 580336.99 |
| Water Supplies | | | | | |
| Water | \$ 1,038,905.00 | \$ 1,038,905.00 | \$ 105,599.48 | \$ 23,054.29 | \$ 910,251.23 |
| Sewer Supplies | | | | | |
| Sewer | \$ 673,927.00 | \$ 673,927.00 | \$ 40,715.84 | \$ 30,449.65 | \$ 602,761.51 |
| Recreation and Culture | | | | | |
| Sports Ground Expenses | \$ 239,481.00 | \$ 239,481.00 | \$ 25,163.77 | | \$ 214,317.23 |
| Parks Expenses | \$ 693,437.00 | \$ 693,437.00 | \$ 65,580.14 | | \$ 627,856.86 |
| Lawn Areas | \$ 63,539.00 | \$ 63,539.00 | \$ 4,944.58 | | \$ 58,594.42 |
| Lake Talbot Expenses | \$ 25,467.00 | \$ 25,467.00 | \$ - | | \$ 25,467.00 |
| Sports Stadium Expenses | \$ 106,344.00 | \$ 106,344.00 | \$ 11,350.22 | | \$ 94,993.78 |
| Street Scaping | \$ 260,366.00 | \$ 260,366.00 | \$ 492.50 | | \$ 259,873.50 |
| Street Trees | \$ 260,366.00 | \$ 260,366.00 | \$ 18,383.67 | | \$ 241,982.33 |
| Lake Talbot Recreation Area | \$ 70,000.00 | \$ 70,000.00 | \$ - | | \$ 70,000.00 |

24.6 DRAFT COUNCIL FINANCIAL STATEMENTS 2022-23 - REFERRAL FOR AUDIT**Document ID: 686680****Author: Finance Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Statutory and Compulsory Reporting – Financial / Audit**

- Attachments:**
- 1. 2022-23 DRAFT General Purpose Financial Statements (under separate cover)**
 - 2. 2022-23 DRAFT Special Purpose Financial Statements (under separate cover)**
 - 3. Grant Template 30 June 2023 (under separate cover)**
 - 4. Reserves Reconciliation 30 June 2023 (under separate cover)**
 - 5. Carryover and Revotes 30 June 2023 (under separate cover)**

RECOMMENDATION

That Council:

1. Pursuant to the provisions of Section 413 of the Local Government Act 1993, hereby declares that it has prepared the General Purpose Financial Statements for the 2022-23 financial year ending 30 June 2023 and has formed an opinion, based on the advice of Council officers, that these reports:
 - a. Have been prepared in accordance with:
 - (i) the Local Government Act 1993 (as amended) and the Regulations made thereunder;
 - (ii) the Australian Accounting Standards and professional pronouncements; and
 - (iii) the Local Government Code of Accounting Practice and Financial Reporting.
 - b. Present fairly the operating result and financial position of the Narrandera Shire Council for the year ended 30 June 2023; and
 - c. Accord with Council's accounting and other records and policies
2. Declares that the Special Purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting.
3. Resolves that the General and Special Purpose Financial Statements be certified by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer, in accordance with Section 413(2)(c) of the Local Government Act.
4. Pursuant to the provisions of Section 413 of the Local Government Act 1993, hereby declares that the Financial Statements (including General Purpose and Special Purpose Reports) for the year ending 30 June 2023 be referred for audit.
5. Resolves that Tuesday 17 October 2023 be fixed as the date for the public meeting to present the audited financial statements and auditor's reports for the year ended 30 June 2023, as required by Section 419 of the Local Government Act and that the Council's external auditors be present.

6. Resolves to derestrict cash of \$1,789,616.13 from the Narrandera Business Master Plan Reserve for the purpose of outstanding receivables on balance day (flood and grant works) and upon receipt of those funds they are returned to the Narrandera Business Masterplan reserve.

PURPOSE

The purpose of this report is to address the requirement for Council and management to make a statement as to the preparation and content of the General Purpose and Special Purpose Financial Statements prior to their referral for audit.

It is also to bring before Council those projects which were not completed in 2022-23 to revote those amounts into 2023-24 in accordance with the Local Government Act, 1993 (LGA). Council will also resolve as to the funds to be restricted as internal reserves as at 30 June 2023.

SUMMARY

This report is submitted to Council for its endorsement and referral of the Draft 2022-23 Financial Statements to Council's external auditors Findex, who perform the external audit as a contractor for the NSW Audit Office.

This report details the process for Council to adopt the 2022-23 Financial Statements, including advertising them, placing them on public exhibition for public comment, issue of the final set of Financial Statements, and receipt of the Auditor's reports.

The auditors will commence audit testing in the period 21 August to 25 August 2023.

It is proposed that Council, at its meeting on 17 October 2023, will review the final set of audited Financial Statements and resolve to issue them in accordance with the Audit Office requirements. At this meeting, Council will receive a presentation on the 2022-23 Financial Statements from auditors Findex, contractors for the NSW Audit Office.

Council's overall result for 2022-23 is a positive result with a net operating surplus of \$9.423million.

Should the audit show a material difference from the attached draft, this will be incorporated into the final set of Financial Statements that will be presented on 17 October 2023. The Audit Office requires the external auditors to report all changes between the Draft Statements and the Final Statements.

BACKGROUND

As prescribed under Section 413 of the Local Government Act 1993, Council is required to consider and resolve to refer the 2022-23 Draft Financial Statements for audit as soon as practicable after the end of the financial year.

The external auditors, Findex will perform the off-site audit from 21 August to 25 August. The finalised set of audited Financial Statements will be presented to Council on 17 October for issue. It is anticipated that the Audit Office will issue its reports for consideration by the Audit Risk and Improvement Committee on 4 October 2023.

The full set of audited Financial Statements, including the Auditor's reports, will be presented to Council on 17 October 2023.

Advertising and public exhibition, of both the audited Financial Statements and Auditor's reports, inviting members of the public to make comment will commence on Thursday 21 September.

The Draft Primary Financial Statements are attached to this report and have been prepared in accordance with the format required by the Local Government Act 1993 (LGA), the Code of Accounting Practice and Financial Reporting (Code) issued by the Office of Local Government and the Australian Equivalents to the International Financial Reporting Standards (AIFRS).

These Draft Financial Statements are required to be audited in accordance with Sections 415, 416 and 417 of the Local Government Act.

The Draft Primary Financial Statements consist of the following General Purpose Financial Statements:

- Income Statement
- Statement of Comprehensive Income
- Statement of Financial Position
- Statement of Changes in Equity
- Statement of Cash Flows.

It should be noted that there may be minor variances to the complete documents once checking is fully completed and the audit completed. Any variances will be reported to the Audit Office by the contract auditor.

The Draft Financial Statements also include Draft Special Purpose Financial Statements, which relate to the following business activities of Council:

- Water Supply
- Sewerage Services.

Internally Restricted Reserves

Council would be aware that not all projects are completed by 30 June for various reasons, mostly due to other funded works that have come forward and need to be prioritised.

A complete listing of all carryovers, unexpended grants and projects to be revoted is attached to this report.

The votes for expenditure cease on 30 June each year. A recommendation has been made to cover revoting this additional expenditure.

Along with cash to fund carried over works, Council also internally restricts general fund cash to fund future capital works or specific projects. The following table sets out the proposed internally restricted cash as at 30 June 2023.

| Internal Restrictions (Note 6 order) | Balance 30 June 22 | Net transfer 22/23 | Balance 30 June 23 |
|--|--------------------|--------------------|--------------------|
| Plant and vehicle replacement | \$ 1,467,614.39 | \$ 424,144.56 | \$ 1,891,758.95 |
| Employee leave entitlements | \$ 1,287,888.00 | -\$ 109,660.00 | \$ 1,178,228.00 |
| Carry over works | \$ 900,890.45 | \$ 297,054.69 | \$ 1,197,945.14 |
| Other internal | \$ 29,026.91 | \$ 603,111.78 | \$ 632,138.69 |
| Cemetery perpetual | \$ 403,633.32 | \$ 38,442.00 | \$ 454,762.88 |
| Council committees | \$ 56,990.31 | \$ 3,275.90 | \$ 60,266.21 |
| Information technology replacement | \$ 590,104.04 | \$ 80,239.00 | \$ 670,343.04 |
| Property development | \$ 243,774.04 | \$ 518,385.62 | \$ 762,159.66 |
| Organisational service assets and projects | \$ 5,075,884.45 | -\$ 2,152,005.35 | \$ 2,923,879.10 |
| Quarry rehabilitation | \$ 35,452.03 | -\$ 18,930.31 | \$ 16,521.72 |
| Financial assistance grant | \$ 4,124,547.00 | \$ 1,994,073.00 | \$ 6,118,620.00 |
| Reverse cycle vending machine | \$ - | \$ 498.83 | \$ 498.83 |

| | | | |
|------------------------------------|-------------------------|------------------------|-------------------------|
| Bonds, retentions and trusts | \$ 155,975.96 | \$ 28,775.59 | \$ 184,751.55 |
| Total Internal Restrictions | \$ 14,371,780.90 | \$ 1,707,405.31 | \$ 16,091,873.77 |

Annual Financial Statement Process

The process that Council must follow in the production, audit, issuance, advertising and presentation of the Financial Statements is prescribed in Sections 413-420 of the LGA, and Audit Office requirements. The following timetable will allow these processes to be satisfied and for the Financial Statements to be adopted by Council:

| | |
|--------------|--|
| 9 August | Draft 2022-23 Financial Statements presented to Audit, Risk & Improvement Committee. |
| 21–25 August | Off-site audit conducted by the external auditors. |
| 15 August | Draft 2022-23 Financial Statements presented to Council for referral for audit. |
| 20 September | Audit Office reports anticipated to be received by Council and Financial Statements submitted to the Office of Local Government. |
| 21 September | Public advertising notifying that the Financial Statements are available for inspection until 11 October. The advertisement also advises that the Financial Statements will be formally presented to Council on 17 October and submissions will be received up until 18 October. |
| 17 October | Ordinary Council meeting for the presentation of Council’s audited Financial Statements and Auditor’s reports to Council. |
| 18 October | Closing date for public submissions on the Financial Statements. All submissions received will be referred to Council’s external auditors for consideration (Section 420(3)). Council may take such action as it considers appropriate with respect to any submissions received. |

A full report on Council’s financial position will be provided to Council at its meeting on 21 November 2023.

Financial Performance

While the Draft Financial Statements are still subject to audit, the following is a summary of Council’s financial result which demonstrates Council’s sound financial position.

| | \$'000 | \$'000 | \$'000 | \$'000 |
|---------------------------------|---------|---------|---------|---------|
| Financial Results | 2023 | 2022 | 2021 | 2020 |
| Operating result | 9,423 | 7,181 | 9,300 | 4,343 |
| Operating result before capital | 4,248 | 357 | 1,293 | 2,274 |
| Total cash & Investments | 36,279 | 29,242 | 26,696 | 29,164 |
| Internal reserves | 16,092 | 14,340 | 12,994 | 14,089 |
| Assets under management | 296,247 | 257,088 | 246,829 | 236,674 |

(a) Subject to audit confirmation

The indicators above reflect a sound financial position as at 30 June 2023. The overall operating surplus of \$9.423 million is higher than the budgeted \$7.702 million relating to the higher than anticipated grant funding received. The following table is a summary of the items contributing to this result:

| Budget Variation | Budget | Actual | \$ var | % var | fav / |
|------------------|--------|--------|--------|-------|-------|
|------------------|--------|--------|--------|-------|-------|

| | '000 | '000 | '000 | | unfav |
|--|-------|--------|---------|-------|-------|
| Revenue - \$5,729k fav | | | | | |
| Rates and annual charges | 8,597 | 8,586 | -11 | 0% | U |
| <i>Less than anticipated income from rates and annual charges</i> | | | | | |
| User charges and fees | 3,213 | 3,854 | 641 | 20% | F |
| <i>Attributable to higher than anticipated Private works and state road contract (TfNSW) revenues.</i> | | | | | |
| Other revenues | 721 | 1,508 | 787 | 109% | F |
| <i>Attributable to income received for insurance claim recoveries and volunteer income (offset in materials and services)</i> | | | | | |
| Operating grants and contributions | 7,643 | 14,187 | 6,544 | 86% | F |
| <i>Income from Regional & Local Road Repair Program, OLG disaster funding, Pothole grant and 100% prepayment of the financial assistance grant for 23-24 (previously 75%).</i> | | | | | |
| Capital grants and contributions | 7,739 | 5,175 | -2,564 | -33% | U |
| <i>Funds not received or partially received for budgeted programs.</i> | | | | | |
| Interest and investment revenue | 226 | 658 | 432 | 191% | F |
| <i>Higher than anticipated rate of return on investments</i> | | | | | |
| Net gains from disposal of assets | 92 | 0 | -92 | -100% | U |
| <i>Proceeds from the sale of plant for 22/23 is a loss on disposal (Pine Hill Water asset disposed)</i> | | | | | |
| Other income | 225 | 217 | -8 | -4% | U |
| <i>Less than anticipated income from rental properties</i> | | | | | |
| Expenses - \$3,986k (unfav) | | | | | |
| Employee benefits and on-costs | 8,450 | 8,559 | -109 | -1% | U |
| <i>Increased employee expenses relating to flood works</i> | | | | | |
| Materials and services | 5,732 | 9,007 | -3,275 | -57% | U |
| <i>Flood expenses, Parks expenses, Water fund expenses, Airport expenses higher than anticipated. Unexpended operating grants carried over from 21/22. Volunteer, State road expenses, and private works expenses offset by additional income.</i> | | | | | |
| Borrowing costs | 46 | 64 | -18 | -39% | U |
| <i>Interest expenses relating to Barellan Sewer and Lake Talbot Pool loans</i> | | | | | |
| Depreciation, amortisation, impairment | 6,123 | 6,596 | -473 | -8% | U |
| <i>Construction of new assets and increased depreciation due to indexation of assets 21/22</i> | | | | | |
| Other expenses | 403 | 514 | -111 | -28% | U |
| <i>Contribution for street lighting upgrades.</i> | | | | | |
| Total Favourable | | | \$1,743 | | |

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

5.1.4 - Report on compliance with the financial performance measures within the annual financial statements.

ISSUES AND IMPLICATIONS**Policy**

N/A

Financial

- Primary statements reflect Council's financial operations during 2022-23 and Council's financial position at 30 June 2023

Legal / Statutory

- Compliance with the financial reporting requirements of the Local Government Act.

Community Engagement / Communication

- Financial Statement will be placed on exhibition seeking public comment.

RISKS

Preparation of the Statements in a manner that does not comply with Australian Accounting Standards and the Local Government Code of Accounting Practice & Financial Reporting may result in the Audit Office qualifying Council's Statements for non-compliance.

CONCLUSION

Council is required to refer its Draft Financial Statements to audit and to form an opinion on them. This report allows Council to consider such a resolution.

RECOMMENDATION

That Council:

1. Pursuant to the provisions of Section 413 of the Local Government Act 1993, hereby declares that it has prepared the General Purpose Financial Statements for the 2022-23 financial year ending 30 June 2023 and has formed an opinion, based on the advice of Council officers, that these reports:
 - a. Have been prepared in accordance with:
 - (i) the Local Government Act 1993 (as amended) and the Regulations made

thereunder;

- (ii) the Australian Accounting Standards and professional pronouncements; and
- (iii) the Local Government Code of Accounting Practice and Financial Reporting.

- b. Present fairly the operating result and financial position of the Narrandera Shire Council for the year ended 30 June 2023; and
 - c. Accord with Council's accounting and other records and policies
2. Declares that the Special Purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting.
 3. Resolves that the General and Special Purpose Financial Statements be certified by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer, in accordance with Section 413(2)(c) of the Local Government Act.
 4. Pursuant to the provisions of Section 413 of the Local Government Act 1993, hereby declares that the Financial Statements (including General Purpose and Special Purpose Reports) for the year ending 30 June 2023 be referred for audit.
 5. Resolves that Tuesday 17 October 2023 be fixed as the date for the public meeting to present the audited financial statements and auditor's reports for the year ended 30 June 2023, as required by Section 419 of the Local Government Act and that the Council's external auditors be present.
 6. Resolves to derestrict cash of \$1,789,616.13 from the Narrandera Business Master Plan Reserve for the purpose of outstanding receivables on balance day (flood and grant works) and upon receipt of those funds they are returned to the Narrandera Business Masterplan reserve.

25 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

26 CONFIDENTIAL BUSINESS PAPER REPORTS

Nil