



BUSINESS PAPER

Ordinary Council Meeting

21 April 2020

ETHICAL DECISION MAKING & CONFLICT OF INTEREST

A Guiding Checklist for Councillors, Officers & Community Committees

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

COMMUNITY STRATEGIC PLAN

Themes

Agenda Section 16 ~ Our Community

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

Agenda Section 17 ~ Our Environment

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

Agenda Section 18 ~ Our Economy

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

Agenda Section 19 ~ Our Infrastructure

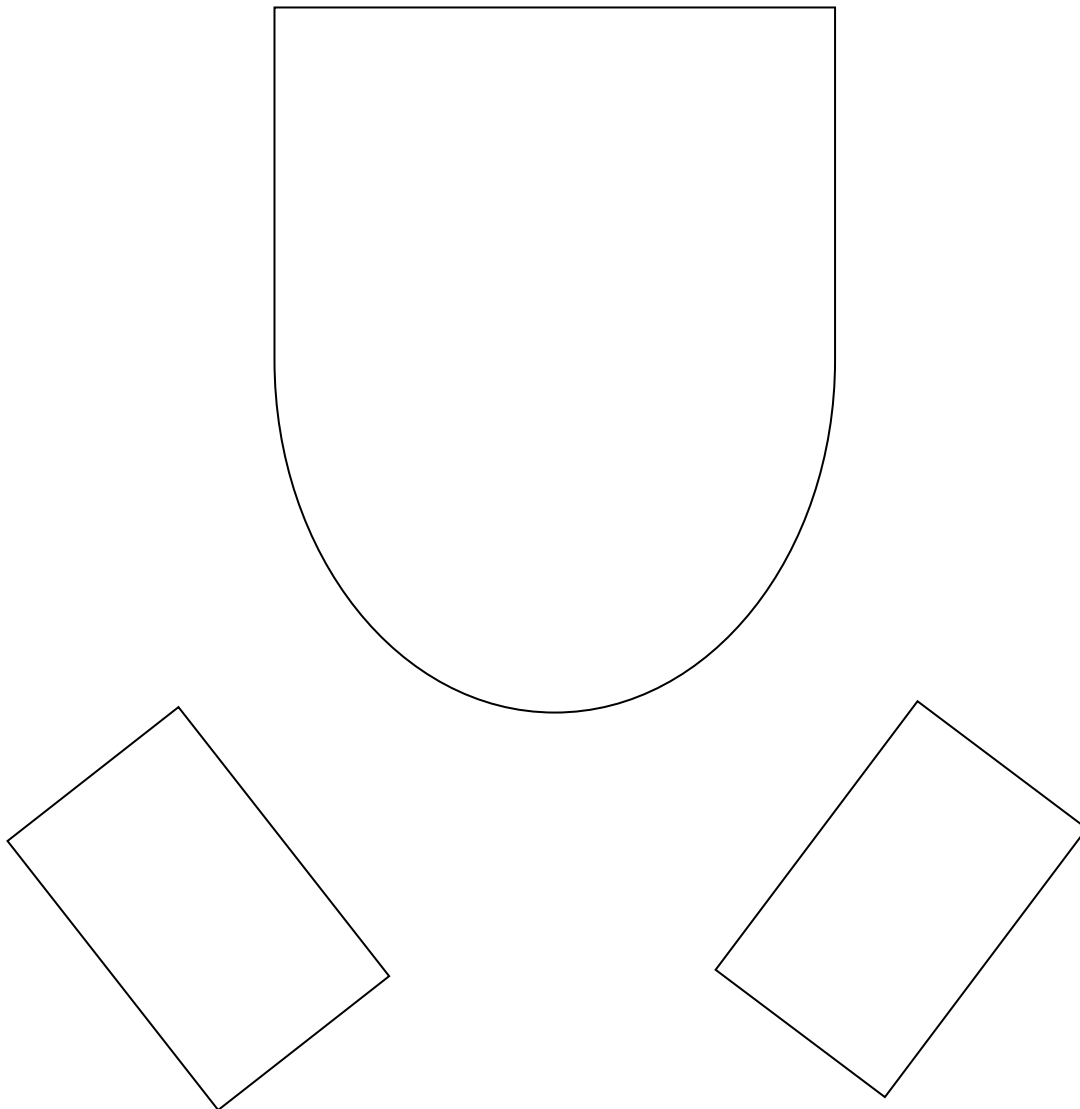
- 4.1 To have an improved and adequately maintained road network
- 4.2 To improve, maintain and value-add to our public and recreational infrastructure
- 4.3 To improve and enhance our water and sewer networks
- 4.4 To have a say when planning for new facilities or refurbishing existing facilities

Agenda Section 20 ~ Our Civic Leadership

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

SEATING

General Manager	MAYOR	Deputy General Manager Infrastructure	Deputy General Manager Corporate & Community
George Cowan	Cr Kschenka	Shane Wilson	Martin Hiscox



**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held in the Council Chambers on:
Tuesday 21 April 2020 at 2pm**

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- 1 **ACKNOWLEDGEMENT OF COUNTRY**
- 2 **HOUSE KEEPING**
- 3 **DISCLOSURE OF POLITICAL DONATIONS**
- 4 **PRESENT**
- 5 **APOLOGIES**
- 6 **DECLARATIONS OF INTEREST**
- 7 **CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 17 March 2020



MINUTES

Ordinary Council Meeting

17 March 2020

UnConfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 17 MARCH 2020 AT 2PM**

The Mayor declared the meeting opened at **2pm** and welcomed the Councillors, Staff, Members of the Gallery and those viewing via live streaming.

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 HOUSE KEEPING

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

3 DISCLOSURE OF POLITICAL DONATIONS

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

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

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

4 PRESENT

Cr Neville Kschenka, Cr David Fahey OAM, Cr Narelle Payne, Cr Jenny Clarke OAM, Cr Kevin Morris, Cr Tracey Lewis, Cr Barbara Bryon

In Attendance

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

5 APOLOGIES

RESOLUTION 20/039

Moved: Cr Jenny Clarke OAM

Seconded: Cr David Fahey OAM

That apologies from Cr Tammy Galvin be received and accepted.

CARRIED

6 DECLARATIONS OF INTEREST

Cr Neville Kschenka declared a Non Pecuniary Significant Interest in Item 14.1 under the Local Government Act as *my business has submitted a quote to supply equipment to one of the recommended recipients* and will leave the meeting during discussion and voting.

Cr Tracey Lewis declared a Non Pecuniary Significant Interest in Item 14.1 under the Local Government Act as *I am not a Position Holder but I am very involved in many of these groups and committees* and will leave the meeting during discussion and voting.

7 CONFIRMATION OF MINUTES

RESOLUTION 20/040

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That the minutes of the Ordinary Council Meeting held on 18 February 2020 be confirmed.

CARRIED

8 MAYORAL REPORT

8.1 MAYORAL REPORT MARCH 2020

RESOLUTION 20/041

Moved: Cr Neville Kschenka

Seconded: Cr Jenny Clarke OAM

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

CARRIED

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION**11.1 NOTICE OF MOTION - PROMOTIONS****RESOLUTION 20/042**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That:

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

CARRIED**11.2 NOTICE OF MOTION - NEWELL HIGHWAY GRONG GRONG BYPASS****RESOLUTION 20/043**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

1. Write to Transport for NSW and request the installation of guard rail on the southern approach ramp to the Newell Highway at Grong Grong.
2. Request to change the speed limit from 50km to 70kms from Grong Grong up to the highway.

CARRIED**12 COUNCILLOR REPORTS**

Nil

13 COMMITTEE REPORTS**13.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) 24 FEBRUARY 2020****RESOLUTION 20/044**

Moved: Cr Tracey Lewis

Seconded: Cr David Fahey OAM

That Council:

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

CARRIED

13.2 MINUTES - KOALA REGENERATION COMMITTEE - 5 DECEMBER 2019

RESOLUTION 20/045

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

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

CARRIED

13.3 MINUTES - ARTS AND CULTURE COMMITTEE - 11 FEBRUARY 2020

RESOLUTION 20/046

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council;

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

CARRIED

13.4 MINUTES - YOUTH ADVISORY COUNCIL - 10 FEBRUARY 2020

RESOLUTION 20/047

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

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

CARRIED

13.5 MINUTES - RAILWAY STATION MANAGEMENT COMMITTEE - 19 FEBRUARY 2020**RESOLUTION 20/048**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

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

CARRIED

13.6 MINUTES - GRONG GRONG COMMUNITY COMMITTEE - 25 FEBRUARY 2020**RESOLUTION 20/049**

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

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

CARRIED

13.7 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 4 MARCH 2020**RESOLUTION 20/050**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Receive and note the Minutes of the Audit, Risk and Improvement Committee held on Wednesday 4 March 2020.
2. Note that the Minutes of the Audit, Risk and Improvement Committee held at 11.30am on 28 November 2019 were set aside for further clarification and will be returned to Council following their 4 July 2020 meeting.

CARRIED

13.8 MINUTES - LAKE TALBOT ENVIRONS ADVISORY COMMITTEE - 27 FEBRUARY 2020**RESOLUTION 20/051**

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council:

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

CARRIED

14 OUR COMMUNITY

At 2:31pm, Cr Neville Kschenka and Cr Tracey Lewis, after earlier declaring an Interest in Item 14.1, vacated the Chambers and Deputy Mayor Cr David Fahey assumed the Mayoral Chair during discussions and voting on the matter.

14.1 APPLICATIONS FOR FINANCIAL ASSISTANCE 2020- 2021 FINANCIAL YEAR

RESOLUTION 20/052

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council

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

Australian Air League – Leeton/Narrandera Squadron	\$ 2,000
Barellan & District Progress Association	\$ 2,000
Narrandera Arts & Creative Network Inc.	\$ 2,000
Narrandera Camera Club	\$ 350
Narrandera Imperial Football & Netball Club	\$ 2,000
Narrandera Junior Lizards Rugby League Club	\$ 2,000
Soroptimist Narrandera	\$ 250
The Cad Factory	\$ 2,000

Groups listed as per policy i.e. Schools	\$ 2,960
Mayor & General Manager fund	\$ 4,440

TOTAL **\$ 20,000**

CARRIED

At 2:33 pm, Cr Neville Kschenka and Cr Tracey Lewis returned to the meeting and Deputy Mayor vacated the Mayoral Chair.

14.2 RESTRUCTURE OF THE NARRANDERA ARTS AND CULTURAL 355 COMMITTEE

RESOLUTION 20/053

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

1. That the Arts and Cultural Section 355 Committee be restructured into two separate

Committees. Those committees are to be the;

- (a) Arts and Cultural Advisory Committee
- (b) Narrandera Parkside Cottage Museum Section 355 Committee

2. That suitable Terms of Reference be established for each proposed committee.

CARRIED

15 OUR ENVIRONMENT

Nil

16 OUR ECONOMY

16.1 INDEPENDENT LIVING VILLAGE

RESOLUTION 20/054

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

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

CARRIED

16.2 ECONOMIC DEVELOPMENT STRATEGY 2021-2024

RESOLUTION 20/055

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

1. That

- 1) (a) Council adopts Option 3
Acknowledge that existing staff working in collaboration with Council (workshops etc) can produce an effective document that reflects the aspirations of Council and the community and is compatible with all other Council policies and strategies
 - *Benefits: Council staff expertise and Councillors knowledge can be applied to the task of redrafting the ED Strategy at little cost.*
 - *Risks: Very limited.*
- (b) Council participates in workshops from time to time as required and as arranged by the Economic Development Manager.

CARRIED

16.3 LOCAL STRATEGIC PLANNING STATEMENT UPDATE

RESOLUTION 20/056

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

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

CARRIED

17 OUR INFRASTRUCTURE

17.1 DISABLED TOILET STRUCTURE

RESOLUTION 20/057

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

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

CARRIED

17.2 STRONGER COUNTRY COMMUNITY FUNDING ROUND 3 FUNDING OFFER

RESOLUTION 20/058

Moved: Cr Barbara Bryon

Seconded: Cr David Fahey OAM

That Council:

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

her ongoing support with grant applications.

CARRIED

18 OUR CIVIC LEADERSHIP

18.1 2018-2022 DELIVERY PROGRAM - 31 DECEMBER 2019 QUARTERLY REVIEW

RESOLUTION 20/059

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

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

CARRIED

8.2 CLASSIFICATION OF LAND AS OPERATIONAL LAND

RESOLUTION 20/060

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

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

CARRIED

18.3 2020 COMMUNITY SURVEY PROJECT - APPOINTMENT OF SERVICE PROVIDER

RESOLUTION 20/061

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

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

CARRIED

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 FEBRUARY DEVELOPMENT SERVICES ACTIVITIES

RESOLUTION 20/062

Moved: Cr Narelle Payne
 Seconded: Cr David Fahey OAM

That Council:

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

CARRIED

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 FEBRUARY STATEMENT OF RATES AND RECEIPTS

RESOLUTION 20/063

Moved: Cr David Fahey OAM
 Seconded: Cr Barbara Bryon

That Council:

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

CARRIED

20.2 FEBRUARY STATEMENT OF BANK BALANCES

RESOLUTION 20/064

Moved: Cr Narelle Payne
 Seconded: Cr Tracey Lewis

That Council:

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

CARRIED

20.3 FEBRUARY INCOME STATEMENT

RESOLUTION 20/065

Moved: Cr Narelle Payne
 Seconded: Cr David Fahey OAM

That Council:

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

CARRIED

20.4 POLICY REVIEW CS230 BORROWINGS/LOANS

RESOLUTION 20/066

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

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

CARRIED

20.5 FEBRUARY CAPITAL WORKS PROGRAM

RESOLUTION 20/067

Moved: Cr Barbara Bryon

Seconded: Cr Kevin Morris

That Council:

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

CARRIED

20.6 FEBRUARY STATEMENT OF INVESTMENTS

RESOLUTION 20/068

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

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

CARRIED

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

22 CONFIDENTIAL BUSINESS PAPER REPORTS

RESOLUTION 20/069

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

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

22.1 Economic Development Strategy at 24 February 2020

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

CARRIED

22.1 ECONOMIC DEVELOPMENT STRATEGY AT 24 FEBRUARY 2020

RESOLUTION 20/070

Moved: Cr David Fahey OAM

Seconded: Cr Barbara Bryon

That Council:

1. Receive and note the Economic Development Strategy (confidential version) containing updates following the Economic Taskforce Committee meeting held **24 February 2020**.

CARRIED

23 OPEN COUNCIL

MOTION

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

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

The Meeting closed at 3.34pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 21 April 2020.

.....
GENERAL MANAGER

.....
CHAIRPERSON

UnConfirmed

8 MAYORAL REPORT**8.1 MAYORAL MINUTE - COVID-19 - FINANCIAL SUPPORT****Document ID: 468230****Author: Mayor****Theme: Our Civic Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

1. Calls on the Federal Government and NSW Government to urgently deliver comprehensive and multifaceted financial support and stimulus packages to local government to enable them to continue to operate effectively and provide essential services during the COVID-19 pandemic.
2. Calls for the packages to include the following measures:
 - Increasing Financial Assistance Grants payments to 1% to help councils maintain essential functions and services, acknowledging the increased costs and mounting revenue losses arising from COVID-19 and drought as well as giving councils capacity to provide hardship assistance to businesses and residents.
 - Immediate financial assistance to support council employees.
 - Providing stimulus funding to councils for projects that will help sustain council operations and boost local economies. This could be achieved through increasing or bringing forward funding under existing funding programs or introducing new programs.
3. Commends the NSW and Federal Governments on their stewardship during this crisis and commits to working in partnership to protect community health and sustain local economies through this crisis.
4. Write to the local Federal and State Member(s) Steph Cooke MP and the Hon. Sussan Ley MP, Prime Minister the Hon. Scott Morrison MP, NSW Premier the Hon. Gladys Berejiklian MP, Federal Treasurer the Hon. Josh Frydenburg MP, NSW Treasurer the Hon. Dominic Perrottet MP, NSW Local Government Minister the Hon. Shelley Hancock MP, Federal Minister for Local Government the Hon. Mark Coultan, Federal Opposition Leader the Hon. Anthony Albanese, NSW Opposition Leader Jodi McKay MP, Federal Shadow Minister for Local Government Jason Clare MP and NSW Shadow Minister for Local Government Greg Warren MP to confirm their support for increased financial assistance and stimulus funding for local government to help councils maintain essential services and employment during the COVID-19 pandemic.
5. Endorses Local Government NSW's sector-wide campaign to obtain financial assistance, employment support and stimulus funding for the local government sector.
6. Advise LGNSW President Linda Scott of the passage of this Mayoral Minute.

REPORT

I am calling on Councillors to support the local government sector's campaign for assistance in dealing with the health and economic crisis caused by the COVID-19 pandemic.

Narrandera Shire Council is already suffering the consequences of the COVID-19 pandemic and drought. The impacts are outlined in more detail within the General Managers report.

I am recommending that we support the campaign, which is being coordinated on behalf of the NSW sector by Local Government NSW (LGNSW) and at a national level by the Australian Local Government Association (ALGA).

Narrandera Shire is struggling with the compounding financial impacts of drought and COVID-19. Council has faced increased costs and at the same time is experiencing declining revenue. The impacts are rapidly escalating.

Narrandera Shire Council is doing everything possible to provide support and deliver the services needed to protect community health and keep our communities running during these difficult times. The wellbeing, safety and livelihoods of our communities, customers, and staff is our top priority. However, if additional assistance is not provided, Council may be forced to cut services, infrastructure maintenance and staff.

It is critical that the local government sector receives adequate funding and resources to coordinate and deliver the goods and services needed as we navigate through, and recover from, natural disasters and the new challenges presented by COVID-19 and its massive impacts on people and our local economies.

Council needs urgent financial assistance from the Federal Government and NSW State Government to maintain infrastructure, services and employment as well as funding to give councils the capacity to provide hardship assistance to the community.

The measures listed below would be effective and simple to implement:

The measures listed below would be effective and simple to implement:

- Increasing Financial Assistance Grants payments to 1% to help councils maintain essential functions and services, acknowledging the increased costs and mounting revenue losses arising from COVID-19 (and drought and bushfire where affected) as well as giving councils capacity to provide hardship assistance to businesses and residents.
- Immediate financial assistance to support council employees, especially in early education and care.
- Providing stimulus funding to councils for projects that will help sustain council operations and boost local economies. This could be achieved through increasing or bringing forward funding under existing funding programs or introducing new programs. Existing Federal funding programs include the Roads to Recovery, Bridges Renewal and Road Safety Blackspots programs. State programs include Fixing Local Roads, Fixing Country Bridges and the Stronger Country Communities programs.

RECOMMENDATION

That Council:

1. Calls on the Federal Government and NSW Government to urgently deliver comprehensive and multifaceted financial support and stimulus packages to local government to enable them to continue to operate effectively and provide essential services during the COVID-19 pandemic.
2. Calls for the packages to include the following measures:
 - Increasing Financial Assistance Grants payments to 1% to help councils maintain essential functions and services, acknowledging the increased costs and mounting revenue losses arising from COVID-19 and drought as well as giving councils capacity to provide hardship assistance to businesses and residents.
 - Immediate financial assistance to support council employees.
 - Providing stimulus funding to councils for projects that will help sustain council operations and boost local economies. This could be achieved through increasing or bringing forward funding under existing funding programs or introducing new programs.
3. Commends the NSW and Federal Governments on their stewardship during this crisis and commits to working in partnership to protect community health and sustain local economies through this crisis.
4. Write to the local Federal and State Member(s) Steph Cooke MP and the Hon. Sussan Ley MP, Prime Minister the Hon. Scott Morrison MP, NSW Premier the Hon. Gladys Berejiklian MP, Federal Treasurer the Hon. Josh Frydenburg MP, NSW Treasurer the Hon. Dominic Perrottet MP, NSW Local Government Minister the Hon. Shelley Hancock MP, Federal Minister for Local Government the Hon. Mark Coultan, Federal Opposition Leader the Hon. Anthony Albanese, NSW Opposition Leader Jodi McKay MP, Federal Shadow Minister for Local Government Jason Clare MP and NSW Shadow Minister for Local Government Greg Warren MP to confirm their support for increased financial assistance and stimulus funding for local government to help councils maintain essential services and employment during the COVID-19 pandemic.
5. Endorses Local Government NSW's sector-wide campaign to obtain financial assistance, employment support and stimulus funding for the local government sector.
6. Advise LGNSW President Linda Scott of the passage of this Mayoral Minute.

8.2 MAYORAL REPORT MARCH / APRIL 2020

Document ID: 458943
Author: Mayor
Theme: Our Civic Leadership
Attachments: Nil

RECOMMENDATION

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

BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 17 March 2020, we have experienced some the most challenging times in living memory. We have however, continued to provide services and capital works as well as attending to customer requests and every day matters that arise. Meetings are now conducted by Zoom or 'phone to comply with Government requirements, although some items in this report occurred before the lock down.

I have attended the following on behalf of our Council:-

Meetings with General Manager

I attended regular meetings with the General Manager George Cowan to discuss various matters. These meeting are now conducted via Zoom or telephone. Deputy Mayor joins us at the Monday meeting prior to the monthly Council Meeting.

MARCH 2019**Tuesday 10**

Together with the Economic Development Manager Peter Dale, I accepted an invitation from the University of Wollongong (UOW) to attended an event to celebrate 10 years of UOW Medicine in the Murrumbidgee.

Tuesday 10

Together with GM George Cowan, Senior Staff, Sue Killham, Stacey Mohr (Community Transport) and Councillors, I attended a forum to consider information to assist councillors in formulating the Council Cultural Plan which will determine what we will take to the community for comment with regard to the provision of services and facilities in the future. Residents are encouraged to complete the survey so a draft plan can be formulated for public exhibition.

Friday 13

The GM George Cowan, Economic Development Manager Peter Dale, Tourism Economic Development Coordinator Tiffany Thornton, Tourism Services Coordinator Toneale Currie and myself, met with Stephen Alldrick with regard to the upcoming Rod Run at Easter, which was subsequently cancelled due the Coronavirus. Stephen was very pleased with

Council's assistance, including the installation of banners and signage at the town entrances. Obviously everyone involved is extremely disappointed that this year's event cannot take place but it will return in 2021 and we all look forward to hosting Narrandera town's biggest event of the year once again.

Tuesday 17

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

Wednesday 18

A RAMJO Health Sub Committee meeting was held in Jerilderie but because of the pending lockdown, the General Manager George Cowan and Economic Development Manager Peter Dale took part in a Tele-conference at 2pm.

Council's Economic Development Manager Peter Dale participated in a teleconference with the RAMJO Health Sub Committee on 18 March at 2pm.

Guest participant in the conference was Ms Jill Ludford, Chief Executive for Murrumbidgee Local Health District (MLHD) who provided an update on the recently announced Murrumbidgee Pathways Pilot to deliver advanced generalist trainee doctors into the various rural areas within the MLHD.

Jill Ludford advised the meeting that there were approximately 120 trainees eligible to be recruited into the pilot program with 6-8 trainees indicating at that time their interest in participating in the program.

These trainees are required to commit to the program for 4 years and will be paid principally by the district. They will be available to work from established doctor practices in the District and also as GP Trainee Registrars at the relevant rural hospitals. This of course will include Narrandera.

While at time of writing we have not received advice of any pilot program trainees coming to Narrandera, we do have some excellent news about a new doctor joining the Dr Romeo practice.

A new doctor will be joining the Romeo practice from early May on an initial 12 month contract and Council has been able to assist the doctor's transition from another NSW rural centre by providing accommodation in one of Council's properties.

Thursday 19

GM George Cowan and I were interviewed on local radio station 91.1 to provide an update from the previous meeting and other Council activities. My thanks go to Spirit FM and Pam Mayne for making this time available as well as broadcasting Council press releases and community announcements throughout the month.

Monday 23

I recorded an interview with Mandy from Radio 2MMM in Griffith to provide an update on various events and Shire announcements.

Monday 23

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

APRIL 2019

Tuesday 7

Communications Officer Edwina Foley recorded a Mayor’s message via Zoom.

Wednesday 8

Together with GM George Cowan and Councillors, I participated in a conference via Zoom to assist in becoming familiar with this process and also raise any matters that needed attention. Council meeting will be conducted via Zoom in the coming months but will still be live streamed to the public.

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

Until next time, Mayor Kschenka

RECOMMENDATION

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

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION**11.1 COVID-19 SUPPORT FOR RATEPAYERS****Document ID: 468433****Author: Cr Tammy Galvin****Theme: Our Community****Attachments: Nil**

I, Councillor Tammy Galvin, hereby submit the following Notice of Motion to the Narrandera Shire Council's Ordinary Meeting of Council be held on 21 April 2020.

MOTION

That Council:

1. Explore all options to sustain local businesses adversely impacted by the economic downturn being experienced as a result of the drought and measures implemented by the Australian and NSW Governments to control the spread of COVID-19 (Coronavirus). Options include:
 - a) Rental payments relief to businesses operating out of Council facilities where impacted
 - b) Waiving of fees for business inspection costs until further notice
 - c) Grease trap inspections (trade waste etc) and associated costs on hold until further notice
 - d) Assisting any businesses that may need advocacy and support to access State and Federal Government stimulus packages
 - e) Investigating other funding programs and assist local businesses in extending knowledge of what opportunities exist and help maximise impact from State and Federal Government funding programs.
2. Extend the Rates and Charges Financial Hardship Policy to include all property owners in Narrandera Shire and establish a NIL interest rate on any amounts deferred.

BACKGROUND

The spread of COVID-19 has resulted in comprehensive social distancing and isolation measures being implemented by State, Territory and Federal governments. These measures are resulting in economic downturn at all levels of the economy. Businesses in Narrandera shire, especially our small retail businesses, are not immune to these impacts.

All levels of government are responding to the crisis. The Federal Government is implementing measures such as the Jobseeker and Jobkeeper payments, free childcare for parents working in essential services and closing the borders to everyone who is not an Australian resident or citizen. NSW State Government is enforcing social distancing, deferring payroll tax for larger businesses, deferring rents for six months for commercial tenants with less than 20 employees in Government-owned properties, grants of up to

\$10,000 for small businesses struggling to cope with the COVID-19 shutdown and the development and likely legislation of a code of conduct for commercial tenancies.

Local Governments in NSW are adopting measures to assist. I believe that Narrandera Shire Council should do everything within its financial capacity to help those ratepayers suffering hardship.

The general rates that Council receives in the current year amount to just under \$5m

With the break-up being:

Farmers	\$2,943,309
Residents	\$1,585,312
Business	\$418,756

By extending the Hardship policy to apply to all properties Council will be in apposition to assist any and all ratepayers who may be suffering as a result of the combined effects of drought and the virus management measures

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

Theme

Our Community

Strategy

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

Action

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

RECOMMENDATION

That Council:

1. Explore all options to sustain local businesses adversely impacted by the economic downturn being experienced as a result of the drought and measures implemented by the Australian and NSW Governments to control the spread of COVID-19 (Coronavirus). Options include:
 - f) Rental payments relief to businesses operating out of Council facilities where impacted
 - g) Waiving of fees for business inspection costs until further notice
 - h) Grease trap inspections (trade waste etc) and associated costs on hold until further notice
 - i) Assisting any businesses that may need advocacy and support to access State and Federal Government stimulus packages
 - j) Investigating other funding programs and assist local businesses in extending knowledge of what opportunities exist and help maximise impact from State and Federal Government funding programs.
2. Extend the Rates and Charges Financial Hardship Policy to include all property owners in Narrandera Shire and establish a NIL interest rate on any amounts deferred.

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS**13.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) - 23 MARCH 2020****Document ID: 464949****Author: Executive Assistant****Authoriser: General Manager****Theme: Our Economy****Attachments:**

- 1. 2020-03-23 Economic Taskforce MINUTES.pdf**
- 2. 2020-03-23 Economic Development Strategy (Open).docx**

RECOMMENDATION

That Council:

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

RECOMMENDATION

That Council:

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

**MINUTES OF NARRANDERA SHIRE COUNCIL
ECONOMIC TASKFORCE COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON MONDAY, 23 MARCH 2020 AT 10.30AM**

Commenced at 10.40am

1 PRESENT

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

2 APOLOGIES

Nil

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Kevin Morris

Seconded: Cr David Fahey OAM

That the minutes of the Economic Taskforce Committee held on 24 February 2020 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS

6.1 ECONOMIC DEVELOPMENT STRATEGY

COMMITTEE RESOLUTION

Moved: Cr Jenny Clarke OAM

Seconded: Cr David Fahey OAM

That the Economic Taskforce Committee:

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

CARRIED

7 GENERAL BUSINESS

7.1 EVENT FUNDS

COMMITTEE RESOLUTION

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That all Event funds endorsed for 2020 Shire Festivals be quarantined until 2021, if not held prior to end of year.

CARRIED

Coronavirus

- Council have agreed to waive Landing Fees for REX until end of June and a 50% reduction in fees through to the end of December 2020.
- Update on additional costs in works for essential services. Public facilities cleaning conducted twice daily for busier locations and each two days for quieter locations.
- Council has adopted for Business as Usual and implementing social distancing and hygiene requirements. Staff have ceased travel to attend meetings, training and/or seminars and will attend via weblinks or zoom meetings. More detail will be provided following today's webinar.

8 NEXT MEETING

Monday 27 April 2020 – 10.30am – Chambers

9 MEETING CLOSE

The Meeting closed at 11.30am

The minutes of this meeting were confirmed at the Economic Taskforce Committee held on 27 April 2020.

.....
CHAIRPERSON

UnConfirmed

1. Planning for the economy of the future

Initiative 1: Our Shire is 'Open for Business'

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

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

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

Strategies		Key Actions		Progress
				Shires. Presentation to Councillors at briefing session 19 Nov 19.
1.3	Engage pro-actively with local businesses and business / industry organisations	1.3.1	Build knowledge and understanding of local economic sectors and businesses, including organising a program of industry briefings and tours for Councillors and Council staff.	Ongoing 17/9 Visit to Glendale completed
		1.3.2	Encourage and facilitate opportunities for professional development, networking and innovation.	EDM attends Narrandera Business Group. Attended Narrandera Business Group meeting 14 October Planning progressed for Small Business Month October with arrangements in place and invitations issued for Narrandera Connected (2) on 23 October at TAFE CLC. Sponsorships received from Service NSW, Business Group, TAFE and Articulate Pear. Workshop planned for 28 October at TAFE CLC to be delivered by BEC. NSC and Narrandera Business Group jointly sponsor Social Media Connectivity. Successful Small Business October events with 30 people in attendance at each event.
		1.3.3	Establish effective networks and communication channels.	Bi monthly newsletter for business prepared and circulated by EDM since start of 2019. Most recent circulation in March 2020
		1.3.4	Support business groups and networks.	Ongoing. Arrange business breakfast with CEO of Tomra James Dorney 6 Sept in conjunction with Narrandera Business Group. 34 people attend successful breakfast. Involve Business Group in Small Business Month October event planned for 23 October at TAFE CLC-Narrandera Connected (2) Acting Secretary for Narrandera Business Group upon resignation of Secretary until new Secretary appointed-...Josie Marks appointed Secretary on 14 October 2019 Formation meeting for Narrandera Business Chamber held on 3 Feb 2020 and interim committee established.
		1.3.5	Harness skills and experience available in the Shire and surrounding region (eg through forming task forces and working groups) to address specific challenges and realise opportunities.	To be addressed as opportunities and shared purposes arise. Negotiate with Klaus Baumgartel of ICN for audit of services in Narrandera Shire to support the imminent development requirements for the 3 new solar farms.

Strategies		Key Actions		Progress
				<p>Organise small taskforce from the community to address the goods and services audit for solar farm development. Klaus Baumgartel contacts all people on EOI list to ensure they have direct registration particulars for Avonlie Solar. Organised Steering Committee for Central West Lifestyle Magazine project. Mr Rick Shaw of Finley is working with regional EPCs to mobilise service providers to take advantage of work at the various solar farms, including those proposed for Narrandera. Survey of motels in Dec 2019 indicates approx. 60 solar farm workers from Darlington Point project staying in Narrandera facilities. February survey reveals 30+ Darlington Point Solar farm workers accommodated in Narrandera.</p>
1.4	Build a strong, positive profile for Narrandera Shire	1.4.1	Implement the branding strategy and signage strategy.	<p>Council agrees on style, wording and location of 6 new town entry sign at its 18 June 2019 meeting. Designs of signs agreed and signs ordered. Installation around end of August/early September. All 6 signs installed as at 16 September. 3 signs installed at prominent locations promoting the Easter Rod Run Show and Shine</p>
		1.4.2	Develop and implement a communications strategy, including articulating key messages.	<p>Reinforce process with ED staff for communicating event arrangements to ensure no breakdown in arrangements. EDM prepares media releases as appropriate as well as items for Council communique and newsletter.</p>
		1.4.3	Build the Shire's digital presence, including launching a new Council website, embracing social media and capitalising on opportunities provided by third party data bases, websites and apps.	<p>Development of Council website underway. EDO is on development team. Partnership with BEC for a digital and online marketing workshop on 6 December 2018. Review Federal Government's National Digital Economy Strategy released Dec 2018 titled "Australia's Tech Future". Review Federal Government Small Business Digital taskforce Report March 2018. Review Business Listings category for new website. Prepare new list and content.</p>

Strategies		Key Actions		Progress
				February meeting with Mark Wilkie to discuss future possible meeting of the Digital Economy Group.
		1.4.4	Effectively market and promote the Shire, to raise its profile and increase awareness of its strengths, assets and opportunities.	Ongoing. Progressive and targeted distribution of Winter Edition 2019 of Central West Lifestyle Magazine featuring Narrandera o people of influence in various organisations. Provide comment for NRMA Annual Report 2019 on invitation from NRMA regarding installation of EV fast Charger at Narrandera
		1.4.5	Encourage the community to be advocates for the Shire, including speaking about the positives.	Ongoing
		1.4.6	Re-develop the Narrandera Visitor Information Centre as focal point for both tourism and economic development.	Awaiting response from 'Playground on the Murrumbidgee' NSW State Funding application. Considering application for current round of funding with BBRF. Funding confirmed from NSW Government of \$8 Million for Playground on Murrumbidgee project including the replacement of the VIC with the Narrandera Destination and Discovery Hub.

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

Initiative 2: Enhancing our Liveability

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

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

Strategies		Key Actions		Progress
2.1	Continue to improve presentation –	2.1.1	Implement the Narrandera CBD Masterplan – subject to funding and staging –further developing the town centre as an attractive place to shop and	Ongoing

Strategies		Key Actions		Progress
	creating positive first impressions		socialise, including provision of free public WIFI in main street.	
		2.1.2	Develop attractive gateway arrival points and entry corridor to the Shire, Narrandera and villages.	Refer 1.4.1 for Town entry signage
		2.1.3	Improve the presentation of the Shire's industrial areas.	Ongoing. 4 new poles and banners erected at entry to Red Hill Industrial Estate at Cnr Driscoll Rd and Barellan Rd.
2.2	Enhance lifestyle	2.2.1	Continue to improve and expand recreation, sporting and leisure facilities within the Shire.	Ongoing
		2.2.2	Develop and diversify arts and cultural activities.	Ongoing
		2.2.3	Continue to develop and promote a dynamic and vibrant program of events and activities.	Express support for possible future Annual General Meeting of NSW National Party in Narrandera in 2020. Arrange 2 events for Small Business Month October in conjunction with Narrandera Business Group. Marketing Tourism and Economic Development Coordinator making contact with National Party Conference Organiser to offer support.
2.3	Advocate for the retention and expansion of facilities and services	2.3.1	Advocate for improved child care, health care, aged care and social assistance facilities and services within the Shire.	Preparing for Health Alliance meeting to bring together primary health and aged care and associated agencies in Narrandera Shire. EDM to meet with Dr Romeo who is unavailable until end of July 2019. Requested meeting with Dr and Mrs Romeo Meeting with Dr and Mrs Romeo held and support expressed for Alliance meeting. Alliance meeting arranged for 29 November in Narrandera with representatives of agencies will discuss proposal for a Narrandera Health Alliance. Meeting arranged with Federal MP Sussan Ley and State MP Stephanie Cooke to discuss Health issues 29 November at 2pm Narrandera Health Advisory Group formed at meeting held on 29 November in Narrandera. Meeting with Minister Mark Coulton Thurs 13 th Feb at which he advises that the MLHD has had its 'Pathway'

Strategies		Key Actions		Progress
				<p>GP trainee program approved.</p> <p>Meeting of Narrandera Health Advisory Group convened for 5 March to consider pilot Pathway program developed by MLHD.</p> <p>CEO of MLHD outlines Rural Generalist GP Training pilot that will provide doctors in GP practice and at hospitals in rural area of the MLHD.</p>
		2.3.2	Ensure that facilities and services have the capacity to support 'aging in place'.	<p>Strategy included in Western Riverina REDS.</p> <p>Council considering at its March meeting the preferred quote to develop a concept plan for an Independent Living Village at 1.4 ha site at Cnr Crescent and Elwin Sts</p> <p>Council accepts quote from Noel Thomson Architecture of Wagga Wagga.</p>
		2.3.3	Explore options / advocate for improved education outcomes within the Shire, including the re-opening of the Grong Grong Public School (if warranted), and the redevelopment of the TAFE campus as a ONE TAFE Flexible Learning Centre.	<p>The Grong Grong School Building was sold in 2017.</p>
2.4	Encourage and support opportunities for community development	2.4.1	Explore opportunities for providing information, activities and programs that will help new residents and people on temporary work visas assimilate into the community.	<p>Liaise with RDA skilled migration unit.</p> <p>EDM attended multicultural meeting in Leeton with all relevant agencies present to evaluate what services might be available to Narrandera residents as an outreach service. Focus on migrants and refugees.</p>
		2.4.2	Continue to support activities (eg events, sport, creative arts etc) that encourage engagement and social inclusion and build pride in, and commitment to, the local community.	<p>Easter Rod Run and Shown N Shine a huge success. Council de-brief held with external group debrief to follow.</p> <p>Corona Virus response advocated by Federal Government and Senior Health Officials includes avoiding gatherings in excess of 500 people. This will impact proposed events such as Folk Festival on 20-22 March and Rod Run Events on 11 -12 April. These events have been cancelled.</p>
		2.4.3	Support community initiatives to develop, grow and enhance the liveability of the Shire.	<p>ED Dept. continues to contribute to preparation of funding applications such as Stronger Country Communities, Fixing Country Roads Regional Growth</p>

Strategies		Key Actions		Progress
				Fund etc. Narrandera Imperials Football Netball Club has been invited to apply for funds to build a new Club House through the NSW Government's Regional Sports Infrastructure Fund. ED staff have assisted with preparation of the Business Case and other requirements where needed.
2.5	Attract new residents	2.5.1	Develop and implement a Resident Attraction and Retention Strategy.	Winter Edition 2019 of Central West Lifestyle Magazine highlights opportunities in Narrandera for new residents.

Initiative 3: Economic Growth and Diversification

Economic growth will come through growing and strengthening existing economic activities and businesses, and attracting new businesses and investment.

Strategies		Key Actions		Progress
3.1	Encourage and nurture business start-ups	3.1.1	Provide access to information and business advisory services.	<ul style="list-style-type: none"> • Negotiating with Services NSW for development of a service centre in CBD of Narrandera. Site in Twynam St under consideration, plans provided by Service NSW Valuer for operational requirements. Building assessment and costings completed for suitability for purpose. Indicative rent to be advised to Service NSW when scope of works agreed between parties. • Draft lease received from Service NSW-under review by staff. • Lease signed, building renovations almost complete and fit out as at 19 June 2019. • Facility opened to public on 9 August • Facilitate 5 Workshops for Business Connect on topic "Skills for Business Success" late 2019 and early 2020. Distribute flyers directly and electronically

Strategies		Key Actions		Progress
		3.1.2	Assess feasibility of hosting business start-up events to link people with business ideas to business advisory and support services (eg Many Rivers, BEC etc).	<p>Discussions commenced with Narrandera Business Group in preparation for Small Business Month October 2019.</p> <p>Arrangements underway for joint venture with TAFE, Narrandera Business Group for Narrandera Connected (2) event on 23 October featuring business speakers and hospitality.</p> <p>BEC presenting Social Media Connectivity workshop on 28 October. NSC and Narrandera Business Group sponsoring as a Small Business Month October event</p> <p>Confidential Statement Removed</p> <p>Facilitate 5 Workshops for Business Connect (see above at 3.1.1)</p>
3.2	Support and nurture existing businesses	3.2.1	Provide access to information, advice and leverage opportunities for information sharing.	<p>Distribute information cards for NSW Business Connect eg through Business Group and at NSC front counter</p> <p>Refer public enquiries to Remplan Community and Economic profile</p>
		3.2.2	Encourage and support 'buy local' initiatives.	<p>Installation of new RVM at Narrandera Landfill will provide vouchers redeemable at Coles Narrandera.</p> <p>Assist with advice to Mayor on controversial issue of Marketplace in Wagga Wagga seeking to provide free bus from Narrandera to their shopping complex and provision of gifts, vouchers etc.to shoppers from Narrandera.</p> <p>Temora, Cootamundra and Tumut also targeted.</p> <p>Lobbying by the Mayors stops this potentially very negative impact on our retailers in Narrandera and similarly in the other towns.</p> <p>Early 2020 investigate 'Why leave Town Promotions' Community Gift Card program in conjunction with Narrandera Business Group.</p>

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

Strategies		Key Actions	Progress
			undertake.
		3.2.6 Raise the profile of local businesses by providing opportunities to showcase, market and promote businesses products and services.	Ongoing Narrandera to feature in November 2019 Country Change program.
		3.2.7 Encourage businesses to list on relevant industry data bases and websites and participate in programs such as trade missions.	As advised to NBG
		3.2.8 Encourage and assist local businesses to register on Federal, State and Council procurement data bases.	Developing relationship with Klaus Baumgartel, Regional Manager for Industry Capability Network to assist local industry connect with procurement data bases. Klaus to make contact with Uarah Fisheries and solar power companies considering locating in Narrandera Shire.
		3.2.9 Work with major project proponents to identify the goods and services required and provide introductions to local businesses.	Refer to Klaus Baumgartel, Regional Manager Database provided to Reach Solar and their EPC. Database provided to Siemens/Gamesa the EPC for Avonlie Solar at Sandigo. Siemens Gamesa provide direct email contact address for expressions of interest from businesses wanting to register to provide their services to solar farm construction. Beon Energy takeover construction of Avonlie from Siemens Gamesa to be finalised before end of 2019. As at Feb 18 2020 information received which points to delay in Avonlie project which is unlikely to commence before May/June as a result of grid capacity constraints. Confirmed by Mike Whitbread of RES
		3.2.10 Encourage and assist businesses to prepare for the NBN and embrace digital / on-line business and marketing opportunities.	<ul style="list-style-type: none"> Local businesses were offered the opportunity to attend Digital Ready Course and free face to face merchandising consult during 2017. GM provide report on meeting with NBN. Met with Field Solutions personnel together with NSC IT personnel to discuss range of their alternative telecommunications and digital services.

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

Strategies		Key Actions		Progress
			<p>practices, and innovative business models.</p> <ul style="list-style-type: none"> Advocate for and assist producers to develop strategies to address labour and skills shortages and develop the local workforce. 	<p>EDM attended Workforce Futures Forum presented by RDA Riverina in Griffith on 10 May. Piggery Forum held in Narrandera addressed by industry experts on 30 August. 45 people present. Explore possible opportunities for the pig industry resulting from the African Swine Fever sweeping China and other Asian countries. Advice received from DPI International Engagement Division that Australia does not have a pork export arrangement with China.</p>
			<ul style="list-style-type: none"> Explore opportunities for and encourage development of new processing and value-adding opportunities and utilisation of waste products. 	<p>Ongoing. Confidential Statement Removed</p>
		3.3.2	Aquaculture	
			<ul style="list-style-type: none"> Support the expansion of the aquaculture industry within the Shire. 	Confidential Statement Removed
			<ul style="list-style-type: none"> Build skills and knowledge about the industry within Council and the local community. 	Ongoing
			<ul style="list-style-type: none"> Explore the possibility of positioning the Narrandera Fisheries Research Centre as a Centre of Excellence for the Murray Cod industry. 	<p>Under consideration Meet with Manager Narrandera Fisheries and establish partnership arrangement for development of large inland fish aquarium at proposed Narrandera Destination and Discovery Hub. Narrandera Fisheries selected as safe facility to relocate distressed Murray Cod and other species transferred from other environments under stress as a result of the drought.</p>
		3.3.3	Retail & Wholesale	
			<ul style="list-style-type: none"> Position and promote Narrandera as a lifestyle centre. 	<p>Central West Lifestyle Magazine Winter Edition launched on 24 May 2019 and targeted distribution by Council to strategic individuals and organisations commenced.</p>
			<ul style="list-style-type: none"> Encourage and facilitate training (customer service, merchandise display, e.commerce etc) 	Ongoing
			<ul style="list-style-type: none"> Encourage development of and participation in 	Invited Griffith, Leeton and Lockhart to send brochures

Strategies		Key Actions		Progress
			cooperative marketing and promotional campaigns.	with staff to Adelaide for Caravan and Camping Expo. New Country Change promotion by RDA is imminent. Country Change program launched by RDA.
		3.3.4	Tourism / Visitor Economy	
			<ul style="list-style-type: none"> Continue to develop products, experiences and activities, including events. 	Ongoing
			<ul style="list-style-type: none"> Continue to improve infrastructure, facilities and services for visitors 	Awaiting outcome of 'Playground on the Murrumbidgee' funding application under NSW funding program. Funding of \$8 million approved by NSW State Government
			<ul style="list-style-type: none"> Update and improve information and promotional collateral. 	<ul style="list-style-type: none"> Ongoing Purchased promotional backpacks for insertion of information on Narrandera supported by vouchers redeemable at local businesses. Backpacks to be distributed F.O.C from time to time by V.I.C. staff to visiting caravanners and campers at Brewery Flats. Survey box to be installed on amenities block at Brewery Flats for survey collection. Survey Box installed and positive responses being received. Data collected will be advised to the Taskforce in due course
			<ul style="list-style-type: none"> Effectively market and promote the Shire, including implementing the branding strategy and expanding the Shire's on-line presence and capitalising on digital and social media opportunities. 	<ul style="list-style-type: none"> Ongoing Joint promotion between Narrandera, Murrumbidgee, Lockhart and Leeton to utilise digital capacity to develop a state of the art visitors guide for the sub region
		3.3.5	Transport and Logistics <ul style="list-style-type: none"> Leverage off Narrandera's strategic location to position and develop the Shire as a road transport hub. 	<ul style="list-style-type: none"> Ongoing
		3.3.6	Health Care & Social Assistance <ul style="list-style-type: none"> Advocate for continued improvements in health, aged care and social assistance services, programs and facilities. 	<ul style="list-style-type: none"> Communicate with local health sector agencies to seek support for program initiated by the Gwydir Health Alliance. Proposal is to convene a meeting in Narrandera to form a local health alliance. Little indication of support and limited response to

Strategies		Key Actions		Progress
				<p>petition aimed at bringing shortages of rural doctors to the attention of Government.</p> <ul style="list-style-type: none"> Plan for Health Alliance meeting after Easter 2019 break. Meet with Dr Romeo, obtain feedback from RAMJO Health Group to prepare for possible meeting in June/July. Meeting with Dr Romeo and Liz completed. Health Alliance meeting planned for 29 November in Narrandera Narrandera Health Advisory Group (NHAG) established on 29 November 2019. NHAG meeting on 5 March to consider pilot Pathway program developed by MLHD and approved by Government. CEO of MLHD outlines program that will provide more trainee Generalist Pathway trainee doctors into local health system as GPs and at the hospital.
3.4	Target and attract new businesses and activities	3.4.1	Investigate possible investment attraction incentives and formulate an Economic Development Assistance Policy that articulates the support that Council can offer new businesses and investors.	<p>Red Hill Industrial Land for Sale Policy ES270 amended.</p> <p>EDM attends Direct Foreign Investment Training in Sydney presented by Andreas Dressler an international identity, formerly with KPMG for 23 years, who has extensive experience representing countries and large corporations seeking foreign investment opportunities. Arranged by DPC.</p> <p>Confidential Statement Removed</p>
		3.4.2	Produce information and promotional collateral – in both digital and print formats.	See above – collateral: Industry Prospectus, Redhill Prospectus, Lifestyle Insert, 4 Redhill Videos, billboard sign, Land For Sale signs.
		3.4.3	Participate in forums, expos, trade missions etc that have the potential to bring new businesses / investment into the Shire.	Ongoing EDM attends Direct Foreign Investment training in Sydney in March organised by DPC. Program emphasises the importance of thoroughly developing

Strategies		Key Actions		Progress
				<p>and communicating Narrandera's value proposition. Local forum organised July 2019 for hospitality/accommodation sector to exchange information and learn of assistance available through Destination NSW to attract conferences to Narrandera.</p> <p>Facilitated Bee Forum 17/7/19. Ref 1.2.1</p> <p>Participated in Service NSW Regional Engagement Forum August 2019</p> <p>Participated in Ernst Young Inland Rail Regional Opportunities Forum 12 August.</p> <p>Participated in Dept of Infrastructure, Transport, Cities and Regional Development Forum at Wagga Wagga on 9 Oct 2019 on Inland Rail—Inland Rail Interface Improvement Plan.</p> <p>Attend National Renewables in Agriculture Conference and Expo 14 Nov</p>
		3.4.4	Explore opportunities to leverage off Council's Sister City programs.	<p>Current relationship with Urumqi is problematic given ongoing serious ethnic unrest in that city and its region, Xinjiang.</p> <p>As at November no response to August 2018 Communication to Chinese Ambassador seeking support for relationship with Urumqi.</p> <p>Feb 2019 still no communications from Chinese Ambassador</p>
		3.4.5	<p>Investigate the potential of emerging / new activities:</p> <ul style="list-style-type: none"> • Government and service sector • Intensive agriculture • Niche / boutique agriculture and agri-businesses • Manufacturing – value-adding and processing • Renewable energy and use of waste products 	<p>Opportunities discussed to capitalise on the Smart Cities funding program, in particular the opportunity to develop projects around the renewable energy, solar farm developments planned for Narrandera Shire.</p> <p>Ongoing development with 3 renewable energy companies developing major solar farms in the Shire.</p> <p>Wrote to Australian Renewable Energy Agency (ARENA) to seek opportunity to discuss Narrandera's unique position in the Renewables development in Australia-i.e 3 Solar Farms and TransGrid duplication</p>

Strategies		Key Actions		Progress
				of 330KV line S.A to NSW. As at 19 June 2019. ARENA response from Alison Wiltshire, Director Business Development by phone 12/7/19 advising that this is not an issue for ARENA and we should contact Clean Energy Council and possibly Minister Taylor. Contact made with Clean Energy Council and Meeting arranged with key personnel. Met with CEC representatives in Melbourne (see separate report). Attended Renewables in Agriculture National Conference in Wagga wagga and obtained valuable information and made useful contacts with experts from the renewable energy sector, Arranging teleconference with Jessica Berry of Pitt and Sherry to assess solar farm development opportunities on Council land.
		3.4.6	Market the Shire's strengths, assets and opportunities.	See above. Also recent launch of new Visitor Information Booklet. ongoing

Initiative 4: Planning for the Economy of the Future

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

Strategies		Key Actions		Progress
Land & Premises				
4.1	Ensure sufficient supply of land and premises to facilitate and support growth	4.1.1	Annually review land use plans and strategies to ensure sufficient land is zoned to accommodate growth for industrial and residential activities.	Reviewed 2017
		4.1.2	Investigate the need for a light industrial / business park land and/or premises in Narrandera, and if needed, encourage owners of vacant and/or underutilised land in the Narrandera West (Leeton	To be reviewed

Strategies		Key Actions		Progress
			Road) and Pine Hill Industrial Estates to bring this land into production (subdivision, sale, lease or development).	
4.2	Facilitate further development of the Red Hill Industrial Estate	4.2.1	Retain general / heavy industry zoning and preserve buffer areas around the Estate.	Buffers are noted as an important selling point in our Redhill Marketing and Communications Strategy.
		4.2.2	Develop a sales policy for Council-owned land in the Estate that provides incentives for developers, fosters a quick development timeline, and discourages land banking.	Under consideration
		4.2.3	Formulate and implement a marketing plan for the Estate that includes quality promotional material and supporting information, as well as conceptual subdivision layouts and servicing plans.	Current. See earlier comments. New bright 'for sale' signs and 3mx2m billboard erected on Red Hill Industrial Estate. Gateway entrance poles and banners installed. Promotional flyer provided to real estate agents who have listed Red Hill Industrial Estate for sale.
		4.2.4	Organise famils of the Estate (and Narrandera) for regional development agency (eg RDA, Industry NSW, BEC) staff and regularly update these agencies regarding the availability of commercial and industrial land and premises within Narrandera.	Under consideration.
		4.2.5	Advocate for Government Funding to assist in providing enabling infrastructure to facilitate subdivision and development.	ED Dept contributed to successful submission re Truckwash under Fixing Country Truckwash Grant.
4.3	Ensure that the power supply can accommodate growth	4.3.1	Advocate for on-going improvements in the power supply in Narrandera Shire.	Consideration being given as a component of the Smart Cities funding program. Power extension negotiated with Essential Energy to service proposed RVM at Landfill site. Power to site in progress. Low voltage completed. Investigations continuing to assess Red Hill Ind Estate as a location to develop a solar farm initiative.
		4.3.2	Advocate for and assist local businesses access grant funds for 'last mile' infrastructure.	For consideration
		4.3.3	Support the development of renewable / green energy producers within the Shire.	Ongoing. Assessing Council land suitability for solar farm development.

Strategies		Key Actions		Progress
4.4	Improve telecommunications	4.4.1	Develop and implement a Digital Strategy in consultation with industry and community groups.	Monitor development of National Digital Strategy for compatibility. National Digital Strategy released December 2018. Under review.
4.5	Increase the capacity of the road network in the Shire to accommodate increased truck movements and higher productivity vehicles	4.5.1	Develop a Road Improvement Strategy, identifying strategically important production and freight routes within and through the Shire and the works required to remove 'pinch points' and expand capacity to accommodate HPVs.	Flood-proofing of Sturt Hwy at Gillenbah included in Regional Economic Development Strategy for Western Riverina.
		4.5.2	Advocate for the Shire's road needs to be included in regional and State freight and transport strategies.	Refer Draft NSW Ports and Freight Plan and Western Riverina REDS.
		4.5.3	Advocate for and seek funding to upgrade and maintain strategically important roads.	As above. Brought to attention of Federal Minister for Local Government the Hon Dr John McVeigh at a RAMROC Councils meeting held in Albury on 15 May
4.6	Provide infrastructure and facilities to support the road transport sector.	4.6.1	Plan for improved infrastructure and/or facilities for trucks in Narrandera – Gillenbah and Barellan.	Truckwash to be constructed at Redhill. DA now in the planning system. Construction commences June 2019
4.7	Continue to improve rail infrastructure	4.7.1	Advocate for ongoing improvements to the Hay Branch line (Junee through to Griffith via Narrandera), taking the line from Class C to Class A to facilitate longer and heavier trains.	ARTC proposing to improve the line to accommodate 80ft flat top rolling stock with 25 tonne axle capacity to take 2x40ft containers. Govt allocates \$60 million for line improvements.
		4.7.2	As required, support rail and freight service providers secure 'paths' for rail freight from the Western Riverina.	Ongoing. Refer Western Riverina REDS. EDM and GM attend National Supply Chain Freight and Logistics Strategy Scenario Planning workshop in Griffith on 9 Oct. Meet with Hermione Parsons of Deakin University do discuss possibility of future alternative study for Narrandera if Lycopodium study unable to be used. Executive summary from Transport NSW received Feb 2019. Localised and independent freight demand study under consideration in partnership with Leeton and

Strategies		Key Actions		Progress
				<p>Griffith. Consultant engaged and work commenced.</p> <p>Attend Port of Melbourne briefing on 15 April in Wagga. PoM announces \$300 million investment on Melbourne Port to bring 4 dual rail sidings onto the dock each to accommodate 600m trains that will be deconstructed from longer trains at outlying intermodals. This eliminates 'last mile' transfer costs from train to truck.</p> <p>Attend Inland Rail Forum in Wagga on 9 Oct-Details of Inland Rail Interface Improvement Program</p>
4.8	Plan for freight infrastructure to meet growing demand	4.8.1	Liaise with local producers (eg Agri Australis, Proten, Grants Sawmilling, Hutchins Bros Engineering) to determine likely future freight transport requirements.	<p>Discussions with Patersons transport re local/regional freight task.</p> <p>Consider in context of Lycopodium report. Document remains confidential to Council.</p> <p>Participate in forums on Inland Rail presented by CSIRO and Ernst Young and Dept of Infrastructure, Transport, Cities and Regional Development. . Highlight Narrandera's industries as potential freight sources.</p>
		4.8.2	Advocate to have the Narrandera-Tocumwal rail corridor recognised as strategic infrastructure and protected and preserved for future use.	<p>Finalised.</p> <p>No further action on this matter.</p>
		4.8.3	Plan for a small intermodal terminal / freight receival site in Narrandera.	<p>Amazon has been provided with relevant information highlighting Narrandera as a potential site for an Amazon distribution facility. 22/3/18</p>
4.9	Retain commercial air services to Narrandera	4.9.1	Continue to upgrade the Narrandera – Leeton Airport to ensure on-going compliance.	<p>Give consideration to future proofing the airport infrastructure with possible aircraft type obsolescence. Potential development opportunity with Wagner Group interest in freight opportunities.</p> <p>Assess potential producers and processors, types of exports and tonnages and frequency of export for advice to Wagners. Advice again provided to Wagners on export task potential from Narrandera-Leeton airport, as at February 2019.</p>

Strategies		Key Actions		Progress
				<p>John Wagner advised of KPMG study, as advised by DPC.</p> <p>Contacted Deputy Chair of Rex The Hon John Sharp to determine Rex Airline future fleet requirements and operations. Fleet of SAAB 340s not expected to be replaced for 10-15 years. Discussions with Warrick Lodge of Rex (General Manager-Network Strategy) regarding upgrade to main runway to accommodate foreseen RPT traffic movements. Rex will assist in developing case for funding if required</p> <p>Contact specialist consultancy group BECA who provide outline for a Draft Airport Masterplan and Business Case for Narrandera/Leeton Airport in context of \$100million Regional Airport Fund soon to be opened.</p> <p>Regional Airport Fund announced 11 Oct 2019.Under consideration by Manager Works and EDM.</p> <p>Funding application being developed for \$950,000 main runway reseal at airport.</p> <p>Banners commissioned to advertise community fares.</p>
		4.9.2	Implement the Airport Strategic Plan.	Ongoing
		4.9.3	Build patronage on the route by diversifying the market base – eg through growing the conference, meetings and events markets.	<p>Venue guide produced in 2017.</p> <p>Community fare agreement negotiated with Rex for the benefit of airline commuters out of Narrandera/Leeton Airport. Five (5) year agreement with Rex commencing 4 October 2018.</p>
4.1 0	Diversify and improve accommodation available in the Shire	4.10.1	Monitor demand for motel and hotel accommodation and, when needed, advocate for the development of new accommodation within the Shire.	<p>Tourism activities will now be reported to Council via this Strategic Plan Report.</p> <p>Barellan has gained recognition as an RV Friendly destination.</p> <p>Early November 30-60 electricians from Darlington Point expected to occupy local motels until February-organised by Rick Shaw.</p> <p>Survey of Motels in December 2019 reveals approx. 60 workers from Darlington Point project</p>

Strategies		Key Actions		Progress
				accommodated in Narrandera. Survey Feb 2020 reveals 30+ Darlington Point workers still in accommodation in Narrandera.
		4.10.2	Advocate for improved supply of rental housing and other accommodation for temporary and seasonal workers and position Narrandera as the accommodation hub to service the Narrandera – Leeton area.	EDM attends Workforce Futures Forum in Griffith on 10 May when discussion was held about overall accommodation shortages in the Western Riverina and consideration given to possible strategies to address. Discussions commenced with appointed EPC for RES Solar (Siemens/Gamesa) and their appointed consultants Jacobs to commence preparation of the Employment and accommodation strategy required as condition of consent Met with Zara Durnan Senior Consultant for Jacobs on 20 August and discussed 1 st draft of accommodation and employment strategy which is to be reviewed by Solar Reference Group. Strategy reviewed by Solar farm Reference Group and submitted to Jacobs. Accommodation and Employment Strategy finalised.
		4.10.3	Undertake a review of camping areas and facilities in the Shire to maximise economic benefits.	For consideration. Survey box with forms to be installed on amenities block at Brewery Flats and complimentary branded information bag with information and vouchers to be distributed to campers/travellers from time to time. Ref.3.3.4 Survey box installed and branded information backpacks being distributed to campers/travellers at Brewery Flats.
4.1 1	Grow the local workforce, ensuring that it is aligned with local and regional industry needs	4.11.1	Profile and articulate existing and future local and regional workforce requirements and jobs and skills gaps.	Refer 4.10.2
		4.11.2	Work with regional organisations and education and training providers to address job and skill gaps and formulate and deliver 'job readiness' and skills development opportunities.	Refer 4.10.2

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

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

Document ID: 467734

Author: Open Space and Recreation Manager

Authoriser: Deputy General Manager Infrastructure

Attachments: 1. Parks and Gardens Advisory Committee Minutes - 11 March 2020

RECOMMENDATION

That Council:

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



MINUTES

Parks and Gardens Advisory Committee Meeting

11 March 2020

**MINUTES OF NARRANDERA SHIRE COUNCIL
PARKS AND GARDENS ADVISORY COMMITTEE MEETING
HELD AT THE HOME AND COMMUNITY CENTRE
ON WEDNESDAY, 11 MARCH 2020 AT 1.00PM**

1 PRESENT

Cr Jenny Clarke OAM, Member Betty Bradney, Member David Farley, Member Annette Crowe, Member Roger Evans, Member Matthew Thornton, Member Shane Wilson

2 APOLOGIES

Cr Tracey Lewis, Member Gwen Nielson, Cr Neville Kschenka

3 BUSINESS ARISING FROM PREVIOUS MINUTES

1. Light pole in Marie Bashir park to be replaced. Essential Energy have completed the works since the meeting

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RECOMMENDATION

Moved: Cr Jenny Clarke OAM

Seconded: Mrs Betty Bradney

That the minutes of the Parks and Gardens Advisory Committee Meeting held on 24 October 2019 be confirmed.

5 REPORTS

5.1 HANKINSON PARK

RECOMMENDATION

1. That the Committee discuss Hankinson Park including Hankinson Park signage.
2. The Committee discussed the wording for the Plaque and it was resolved that the wording be sent to members prior to ordering of the plaque.

5.2 SMALL PARKS

RECOMMENDATION

1. That the Committee discuss small parks.
2. The Committee were informed that quotations for the irrigation of three small parks had been sort and the irrigation system will be installed prior to the end of financial year

5.3 KIESLING LANE

RECOMMENDATION

1. That the Committee discuss Kiesling Lane.
2. Mr David Farley suggested that the beautification of Kiesling lane may be the Committee's net project and members could meet onsite to discuss possible ideas prior to the next meeting. The Committee also discussed the possibility of getting a sponsor to assist with cleaning costs.

6 GENERAL BUSINESS

1. The Committee discussed the Playground on the Bidgee project and some members requested that they get the opportunity to provide feedback regarding park works and designs of buildings.
2. The Committee also discussed the plantings for Bolton street and possible replacement species for crepe myrtles given the location and possible vandalism.
3. The Committee would like the arborist who is sucessful in winning the 2020 tree audit contract to address the Committee with the results.

7 NEXT MEETING

11 June 2020

8 MEETING CLOSE

Meeting Closed at 3.05pm

13.3 DISCUSSION - YOUTH ADVISORY COUNCIL - 16 MARCH 2020**Document ID: 467679****Author: Community Support Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

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

ITEMS FOR DISCUSSION

An informal meeting was held on 16 March 2020 and the following items were discussed:

- Resignation of Deputy Mayor Abigail Pettigrew
- Cancellation of Staff Breakfast
- Fit out of Youth Space
- Recognition of Local Sportspersons
- Acceptance of Stronger Country Communities Grant Round 3
- Recruitment Update

All items will be moved to next formal meeting

RECOMMENDATION

That Council:

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

14 OUR COMMUNITY**14.1 NARRANDERA PARKSIDE COTTAGE MUSEUM S355 COMMITTEE AND NARRANDERA ARTS AND CULTURE ADVISORY COMMITTEE - DRAFT TERMS OF REFERENCE****Document ID:** 467718**Author:** Community Development and Library Manager**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Our Community**Attachments:** Nil**RECOMMENDATION**

That Council

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

PURPOSE

The purpose of this report is to consider adoption of Terms of Reference for the Narrandera Parkside Cottage Museum S355 Committee and the Narrandera Arts and Culture Advisory Committee

SUMMARY

Council has resolved to restructure the Narrandera Arts and Culture S355 Committee to form two separate committees:

- Narrandera Parkside Cottage Museum S355 Committee
- Narrandera Arts and Culture Advisory Committee

BACKGROUND

Council at its meeting on 17 March, 2020 resolved *“That the Arts and Culture S355 Committee be restructured in to two separate Committees”* and *“That suitable Terms of reference be established for each of the proposed committees”*

Attached are Draft Terms of Reference for the Committees to action this resolution. Should Council resolve to adopt the terms of reference recruitment of committee members can commence in accordance with the provisions of the relevant terms of reference.

Proposed Timeline:

21 April 2020 - Terms of Reference approved by Council

May 2020 – Recruitment of Committee members

June 2020 – Committee nominations submitted to Council for approval

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

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

ISSUES AND IMPLICATIONS**Policy**

Section 355 Committee Policy

Financial

Narrandera Parkside Cottage Museum S355 Committee - The Section 355 Committee Manual instructs Committees on appropriate financial methods and standards to be implemented by Committees

Narrandera Arts and Culture Advisory Committee - Nil

Legal / Statutory

Narrandera Parkside Cottage Museum Committee

Section 355 Committees are established in accordance with Section 355 (b) of the Local Government Act (1993). Council must ensure that it is meeting its obligations under the NSW Local Government Act (1993) and the NSW Local Government (General) Regulations (2005) concerning the operation of Section 355 Committees

Narrandera Arts and Culture Advisory Committee

The Committee will be advisory with all of the recommendations requiring a resolution of Council to action. Committee members and others in the community can become Council Volunteers to work to achieve the outcomes of the committee.

Community Engagement / Communication

Council will engage with the community to recruit members for the committees to support their aims and achieve their outcomes.

Human Resources / Industrial Relations (if applicable)

Council staff will be required to support the administration of the committees.

Code of conduct training for committee members and induction for volunteers will be required.

RISKS

Without appropriate guidelines and oversight Section 355 and Advisory Committees may not be established or managed in accordance with the requirements of the Local Government Act and Regulations

OPTIONS

- Adopt the Draft Terms of reference for the Narrandera Parkside Cottage Museum S355 Committee and the Narrandera Arts and Culture Advisory Committee as attached.
- Adopt the Draft Terms of reference for the Narrandera Parkside Cottage Museum S355 Committee and the Narrandera Arts and Culture Advisory Committee with amendments
- Refer the Terms of reference for the Narrandera Parkside Cottage Museum S355 Committee and the Narrandera Arts and Culture Advisory Committee back to staff for further development.

CONCLUSION

Council adopt the Draft Terms of reference for the Narrandera Parkside Cottage Museum S355 Committee and the Narrandera Arts and Culture Advisory Committee as attached.

RECOMMENDATION

That Council

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

14.2 YOUTH ADVISORY COUNCIL NOMINATIONS

Document ID: 467627

Author: Community Support Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Community

Attachments:

1. Resignation Letter Abi Pettigrew (3).pdf
2. Mia Briggs YAC Nomination Form.pdf
3. Madeline Fraser YAC Nomination.pdf

RECOMMENDATION

That Council:

1. Endorse the Youth Advisory Council nominees and appoint the nominees to the Youth Advisory Council.

PURPOSE

The purpose of this report seeks the endorsement of Council for the nominees of the Youth Advisory Council.

SUMMARY

Due to the recent resignation of Deputy Mayor Abigail Pettigrew and past resignation of member Mia Geddes, nominations for new Youth Advisory Council members commenced. The nomination process closed on March 27 2020. Two applications were received.

BACKGROUND

The primary role of the Youth Advisory Council is to be an advocacy and advisory committee whose role is to represent the voice of young people aged 12 – 21 who live, work, study in or have significant links to Narrandera Shire. The Youth Advisory Council brings together young people and provides a platform for programs, activities, cooperation and discussion. The Youth Advisory Council has run several programs and events aimed at involving young people and inspiring future leaders within the community. Along with providing a platform for community involvement the Youth Advisory Council also operates as an advisory arm. The advisory arm provides all levels of government and business with the opportunity to connect with young people and seek their advice and recommendations on a range of issues.

The application process was opened to the general public until March 27 2020. At the end of the nomination process Council received a total of two nominations, both female.

Nominees for the Committee:

1. Madeline Fraser (13 years old)
2. Mia Briggs (13 years old)

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

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

Code of Meeting Practice

Model Code of Conduct

WHS Policies and Procedures

Financial

Advertising costs

Legal / Statutory

Council must ensure it is meeting all obligations under the NSW Local Government Act 1993.

Community Engagement / Communication

There was extensive advertising of the nomination process through the Council's webpage, Facebook page and Instagram page; posts were also shared to community groups on Facebook. Council advertised in the local newspaper and provided access to application packs through the local and surrounding schools and the Council Chambers.

Human Resources / Industrial Relations (if applicable)

The Youth Advisory Council will be supported by the Community Liaison Officer

RISKS

Council must ensure the nominees have clear and precise understanding around the extent of the Youth Advisory Council's powers and expectations of the elected Councillors to protect Council's reputation.

OPTIONS**ENDORSE THE NOMINEES WITHOUT AMENDMENTS**

- (a) Endorse the nominees with amendments
- (b) Refer the nominations back to staff for amendment or further recruitment

CONCLUSION

It is recommended that Council endorse the nominations for the Youth Advisory Council as outlined in the report.

RECOMMENDATION

That Council:

1. Endorse the Youth Advisory Council nominees and appoint the nominees to the Youth Advisory Council.

To all the current members of the Narrandera Youth Council,

I am extremely sorry to be writing this letter of resignation, but it is with great disappointment I have had to make the decision to leave the Narrandera Youth Council Team. Therefore, I will be stepping down from my position as deputy mayor.

This year has been a huge year already for me, starting full time employment. I had hoped to be able to juggle my position and be an active member of our youth team, however it has become too hard for me.

I have been honoured to be apart of such a great group of young leaders that are ready to make a change in our community, so thank you for the opportunity to work alongside each of you. I would like to wish each one of you the best for the up and coming year.

Regards,

Abi Pettigrew





YOUTH COUNCILLOR NOMINATION FORM

(INFORMATION PROVIDED WILL BE KEPT CONFIDENTIAL)

Name Mia Briggs

Address Narrandera NSW 2700

Phone [redacted] or [redacted] (mum)

Email [redacted]

Age 13 DOB 28/9/06 Gender Female

Do you attend school, TAFE, other Education program or University?

Yes / no (please circle)

If yes, what school, TAFE, Education Program or University do you attend?

Narrandera High School.

Relevant Experiences/ Employment (if applicable)

Employment at Leonie's East Street
Pizza

Involvement in Community Organisations & activities Narrandera

Arts and Creative Network and
Narrandera Food Garden



Why would you like to be a member of the Narrandera Youth Advisory Council?

To gain experience in our Community & to be a vocal representative for our youth. I want to create change

What are your interests? What do you feel you can contribute to the Narrandera Youth Advisory Council?

Art and photography. I feel I can contribute positivity and creativity into the Community.

Name 3 projects you would like Narrandera's Youth Advisory Council to achieve.

1. Photography program & comp
2. Support facility
3. Programs to involve all different youth

What do you see as the most important issues facing young people in Narrandera Shire?

- Mental Health (Not enough services/awareness)
- Not enough resources/activities
- Negative perception of Narrandera

Is there any health issues/disabilities/treatments which might prevent you from performing particular types of activities?

YES NO (If yes, the Community Liaison Officer will discuss this issue with you further.)

I agree to abide by the Policies and Procedures of the Narrandera Shire Council and I agree to work within the boundaries of the job description and to respect Confidentiality.

Name Mia Briggs Date 13/2/2020

Signed [Signature]





YOUTH COUNCILLOR NOMINATION FORM

(INFORMATION PROVIDED WILL BE KEPT CONFIDENTIAL)

Name Mia Briggs

Address [Redacted]
Narrandera NSW 2700

Phone [Redacted] or [Redacted] (mum)

Email [Redacted]

Age 13 DOB 28/9/06 Gender Female

Do you attend school, TAFE, other Education program or University?

Yes / no (please circle)

If yes, what school, TAFE, Education Program or University do you attend?

Narrandera High School.

Relevant Experiences/ Employment (if applicable)

Employment at Leonie's East Street
Pizza

Involvement in Community Organisations & activities Narrandera

Arts and Creative Network and
Narrandera Food Garden.



Why would you like to be a member of the Narrandera Youth Advisory Council?

To gain experience in our Community & to be a vocal representative for our youth. I want to create change.

What are your interests? What do you feel you can contribute to the Narrandera Youth Advisory Council?

Art and photography. I feel I can contribute positively and creativity into the Community.

Name 3 projects you would like Narrandera's Youth Advisory Council to achieve.

1. Photography program & comp.
2. Support facility
3. Programs to involve all different youth

What do you see as the most important issues facing young people in Narrandera Shire?

- Mental Health (Not enough services/awareness)
- Not enough resources/activities
- Negative perception of Narrandera

Is there any health issues/disabilities/treatments which might prevent you from performing particular types of activities?

YES NO (If yes, the Community Liaison Officer will discuss this issue with you further.)

I agree to abide by the Policies and Procedures of the Narrandera Shire Council and I agree to work within the boundaries of the job description and to respect Confidentiality.

Name Mia Briggs Date 13/2/2020

Signed [Signature]



If you are under 18 years of age your parent/guardian consent is required. Please have a parent or guardian complete the following section.

I consent to my child participating in the Narrandera Youth Advisory Council.

Name Tracie Flack Date 13/3/20

Address... [Redacted]

Narrandera NSW 2700

Email... [Redacted] Phone [Redacted]

Signed [Signature]

Please provide your completed Nomination Form to:

Narrandera Youth Advisory Council

Community Liaison Officer

Narrandera Shire Council

141 East Street

Narrandera 2700

Closing Date: 4.30pm Friday 27 March 2020

Applications should be returned to Narrandera Shire Customer Service Desk or emailed to council@narrandera.nsw.gov.au



YOUTH COUNCILLOR NOMINATION FORM

(INFORMATION PROVIDED WILL BE KEPT CONFIDENTIAL)

Name..... Madeline Fraser

Address..... ..

Phone.....

Email.....

Age..... 13 DOB..... 21/1/2007 Gender Female

Do you attend school, TAFE, other Education program or University?

Yes / no (please circle)

If yes, what school, TAFE, Education Program or University do you attend?

Narrandera High school

Relevant Experiences/ Employment (if applicable)

Working at our family business (Fraser's H Hardware)

Involvement in Community Organisations & activities.....

Narrandera swim club, Bidgee Boxing, Narrandera Basketball (town comp) , Narrandera netball (town comp)



Why would you like to be a member of the Narrandera Youth Advisory Council?

So I can express my opinion about problems facing our community like climate change.
.....
.....
.....

What are your interests? What do you feel you can contribute to the Narrandera Youth Advisory Council?

I strongly believe in climate change and how it is affecting the world. I feel if our town can make small changes it would be a step towards a better community.
.....
.....

Name 3 projects you would like Narrandera's Youth Advisory Council to achieve.

1. Green waste kerbside bins and soft plastic waste bins for local businesses.
2. Make sure people realise we have a earn and return. e.g more signs/directions
3. More social activities for youth.

What do you see as the most important issues facing young people in Narrandera Shire ?

Climate change , bullying, anxiety and school/ study stress .
.....
.....
.....

Is there any health issues/disabilities/treatments which might prevent you from performing particular types of activities?

YES / NO (If yes, the Community Liaison Officer will discuss this issue with you further.)

I agree to abide by the Policies and Procedures of the Narrandera Shire Council and I agree to work within the boundaries of the job description and to respect Confidentiality.

Name..... Madeline Fraser Date..... 19/3/2020

Signed..... *M Fraser*



If you are under 18 years of age your parent/guardian consent is required. Please have a parent or guardian complete the following section.

I consent to my child participating in the Narrandera Youth Advisory Council.

Name..... Cleo FraserDate..... 19/3/2020

Address..... ..

.....

Email.....Phone.....

Signed..... Cleo Fraser

Please provide your completed Nomination Form to:

Narrandera Youth Advisory Council

Community Liaison Officer

Narrandera Shire Council

141 East Street

Narrandera 2700

Closing Date: 4.30pm Friday 27 March 2020

Applications should be returned to Narrandera Shire Customer Service Desk or emailed to council@narrandera.nsw.gov.au



14.3 VARIATION TO COMMONWEALTH SUPPORT SERVICES

Document ID: 467586

Author: Community Support Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Community

Attachments: Nil

RECOMMENDATION

That Council:

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

PURPOSE

The purpose of this report is inform Council of the variations to the Community Transport and Home Support Programs during the COVID-19 Pandemic.

SUMMARY

Due to the current COVID-19 situation, the Department of Health announced that all Commonwealth Home Support Program (CHSP) providers now have full flexibility to allocate 100% of their existing funds in 2019-20 and 2020-21 between the different service types they deliver so that emerging client needs can be met. Through this provision, Council have been able to amend and expand its current service model to ensure the needs of the Narrandera and Leeton Shires. This announcement does not extend to the Community Transport program. This service will continue to operate in the same capacity, whilst adapting to current social distancing and public gathering requirements.

BACKGROUND

Council is currently funded to deliver Home Modifications and Maintenance, Social Support and Flexible Respite through a direct contract with the Department of Health as well as Community Transport through a contract with Transport for NSW.

Narrandera Leeton Community Transport has been impacted by the COVID-19 pandemic. The service is provided by volunteers, most of whom are over the age of 70 or have underlying health issues. Due to the recommendation that those over the age of 70 or 60 with underlying health issues, self-isolate, council made the decision to temporarily stand down all volunteers in these categories. Of the 30 volunteers, five are still available to provide services. In order to continue the service, council have begun to utilize displaced council employees as Community Transport drivers. This will have financial impacts on the service, as this was always provided on a volunteer basis. Council has requested that Patient Transport aid with dialysis clients who travel to Griffith three times per week to allow for further service provision to those services without this option. Leeton residents who frequently use the local transport service have been offered four taxi vouchers per week, an increase from the standard four vouchers per month. Narrandera local transport is being delivered by Community Transport coordinators. Leeton Shire Council have

offered to provide paid workers to deliver Community Transport at a cost to the Leeton Shire Council. This offer has been graciously accepted and will be used to provide both local and long-distance transport.

To provide a safe and healthy environment for both staff and clients, Council are only providing transport for essential services, this includes medical appointments, shopping for essential items, to access Centrelink services and other services deemed essential by Council staff. Council have developed a comprehensive risk assessment to help determine the nature of the transport and are only allowing one person per sedan or two persons per bus, excluding the driver. This means more trips and a less efficient service, which will also have financial implications on the service. Strict infection control measures have been implemented to prevent the spread the virus.

The Narrandera Leeton Social Support and Flexible Respite programs have been directly impacted by the current COVID-19 situation as this service requires close contact with vulnerable clients both in their homes and in public. Due to current restrictions on public gatherings and the need for vulnerable Australians to self-isolate, Council has changed the way the service is being delivered to ensure the needs of the community are being met. Council has begun to provide a shopping service to vulnerable clients in isolation, including the purchase of grocery items, pharmacy needs, fresh produce and other essential items. These items are then left for them at their doors. Staff are working with Narrandera Meals on Wheels, assisting with the delivery of hot and frozen meals. Social Support is being provided over the phone, multiple times a week, to prevent further isolation and protect the mental health of clients.

The Home Maintenance program, predominately lawn mowing, has not yet been impacted by COVID-19 restrictions and Council does not expect this to change. The Home Modifications service has seen a slight decline in referrals as the Occupational Therapists have been advised to only provide assessments for clients deemed as category one.

Due to unpredictable nature of this pandemic, both the Department of Health and Transport for NSW have provided reassurance that there will be flexibility in the reporting of outputs and acquittal of funding, however, Council is well placed in terms of service outputs and does not expect this current situation to impact too heavily in this area.

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

Theme

Our Community

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

N/A

Financial

Financial impacts include the use of paid Community Transport drivers instead of volunteers, the increase in taxi vouchers from four per month to four per week and lowered efficiencies in service delivery to accommodate social distancing and public gathering requirements.

Legal / Statutory

Social distancing and public gathering requirements

Community Engagement / Communication

Regular communication with the community to ensure clients are informed of changes to operating procedures

Human Resources / Industrial Relations (if applicable)

Redeployment of Council staff to provide Community Transport services

RISKS

Strict infection control measures must be adhered to in order to prevent the spread of the virus

Community members may feel more isolated without face to face interaction with volunteers and staff

Community Transport volunteers may feel isolated without face to face interaction with clients and staff

OPTIONS

- (a) Receive and note the variations to Council's Community Transport and Home Support Programs during the COVID-19 Pandemic
- (b) Receive and note the variations to Council's Community Transport and Home Support Programs during the COVID-10 Pandemic with amendments
- (c) Not receive and note the variations to Council's Community Transport and Home Support Programs during the COVID-19 Pandemic

CONCLUSION

Due to the current COVID-19 situation, the Department of Health announced that all Commonwealth Home Support Program (CHSP) providers now have full flexibility to allocate 100% of their existing funds in 2019-20 and 2020-21 between the different service types they deliver so that emerging client needs can be met. Through this provision, Council have been able to amend and expand its current service model to ensure the needs of the Narrandera and Leeton Shires. This announcement does not extend to the Community Transport program. This service will continue to operate in the same capacity, whilst adapting to current social distancing and public gathering requirements.

RECOMMENDATION

That Council:

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

14.4 LOCAL INITIATIVE DURING COVID-19

Document ID: 467633
Author: Economic Development Manager
Authoriser: General Manager
Theme: Our Community
Attachments: Nil

RECOMMENDATION

That Council:

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

LOCAL INITIATIVE DURING COVID-19

The Economic Development and Tourism Team in-conjunction with the Narrandera Business Group has decided to create two Facebook pages to help businesses during this critical time.

- Narrandera - Takeaway and Delivery Services, and
- Narrandera - Business As Usual

The pages (the possibility of merging these together so there is only one to maintain) will be community run and allow for businesses to access a wide range of customers.

The initiative supports the buy local strategy and supporting local businesses function to some extent during this time. These pages will be created to provide businesses an opportunity to advertise and promote their products and services to a wide range of customers.

The pages are easily accessible by the public and community businesses. Feedback so far has only been positive - businesses reaching out to say that it is a great initiative, glad that this is being done and asking what they can do to help.

The Narrandera - Takeaway and Delivery Services page has 300 members growing rapidly every day, 220 posts, comments and reactions.

RECOMMENDATION

That Council:

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

14.5 LEASE OF COUNCIL RESIDENCE TO NEW DOCTOR

Document ID: 467639
Author: Economic Development Manager
Authoriser: General Manager
Theme: Our Community
Attachments: Nil

RECOMMENDATION

That Council:

1. Endorses the arrangements made to lease 19 Argyle Street to the new doctor for 12 months from 1 May 2020 at a weekly rental of \$nil (0).
2. Notes that a bond of \$1,000 will be payable by the doctor.

PURPOSE

The purpose of this report is to advise Council that Dr Romeo's medical practice has negotiated with a new doctor to commence work in Narrandera on or about the 1st of May 2020. The new doctor was introduced to Council through Dr Romeo's practice and to enable a mutually beneficial outcome it has been agreed that the new doctor can lease the property at nil \$0 rental per week for a period of 12 months. The Doctor will be responsible for payment of any services provided to the premises and will also be required to pay a rental bond of \$1,000.

SUMMARY

The new doctor proposes to commence a lease of the premises for 12 months commencing on 1st May 2020 and Council's endorsement of arrangements is recommended.

BACKGROUND

The new doctor is coming to Narrandera from another regional town in NSW independently and is not a participant in the recently introduced Murrumbidgee Pathways Pilot program introduced by the Murrumbidgee Local Health District.

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

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

ISSUES AND IMPLICATIONS

Nil

Financial

The estimated market rental for 19 Argyle Street has been assessed at \$240-\$250 per week. Council is asked to forego this income to ensure that a new doctor can be secured for Narrandera to work in Dr Romeo's practice and to work at the hospital as required.

Legal / Statutory

The doctor will be required to enter into a formal Residential Tenancy Agreement.

Community Engagement / Communication

Community to be advised through usual channels when all arrangements have been confirmed.

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

NIL

OPTIONS

1) Insist that the doctor pays market rent. This was attempted in negotiations but Dr Romeo's representative and the doctor were adamant that insistence on any rent would not make the Doctor's move to Narrandera viable

2) AGREE THAT THAT THE DOCTOR CAN OCCUPY 19 ARGYLE STREET AS TENANT FOR 12 MONTHS AT A RENTAL OF \$0 PER WEEK. THIS WILL ENSURE THE DOCTOR TAKES UP A CONTRACT WITH DR ROMEO'S PRACTICE FOR 12 MONTHS.

CONCLUSION
Agreement with Option 2 will ensure that the new young doctor will commence practice in Narrandera effective 1st May 2020 or thereabouts thereby providing Narrandera with valuable additional and much-needed medical services at Dr Romeo's practice and at the Narrandera Hospital.

RECOMMENDATION

That Council:

1. Endorses the arrangements made to lease 19 Argyle Street to the new doctor for 12 months from 1 May 2020 at a weekly rental of \$nil (0).
2. Notes that a bond of \$1,000 will be payable by the doctor.

15 OUR ENVIRONMENT

Nil

16 OUR ECONOMY**16.1 ECONOMIC DEVELOPMENT STRATEGY DEFERRED****Document ID: 466300****Author: Economic Development Manager****Authoriser: General Manager****Theme: Our Economy****Attachments: Nil****RECOMMENDATION**

That Council:

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

PURPOSE

The Economic Development Manager and Marketing Tourism and Economic Development Coordinator have reviewed the intent of Resolution 20/055 and have formed the view that to commence work on a new Economic Development Strategy in the current unstable environment would not be in Council's best interests.

Resolution 20/055 is recorded in Unconfirmed Minutes of Council as follows"

"THAT Council adopts option 3 and

- 1) *(a) Acknowledges that existing staff working in collaboration with Council (workshops etc) can produce an effective document that reflects the aspirations of Council and the community and is compatible with all other Council policies and strategies.*
 - *Benefits: Council staff expertise and Councillors knowledge can be applied to the task of redrafting the ED strategy at little cost*
 - *Risks: Very limited*
- 2) *Participates in workshops from time to time as required and as arranged by the Economic Development Manager"*

SUMMARY

As stated in the Economic Development Manager's report to Council on 17 March 2020 the present strategy 2017-2020 is a well- founded strategy that still contains very relevant initiatives that give adequate direction to the economic development and tourism team to continue their respective work objectives.

However, our whole operating environment has changed dramatically in a few short weeks with the escalating incidence of the Corona Virus with 31 cases now reported in the Murrumbidgee Local Health District as at 30 March 2020.

Many businesses have been forced into closure and the whole business environment is under threat.

The tourism component of the economic development function has been severely curtailed and we have provided a modified service delivery protocol at the Visitor Information Centre which denies access to the VIC by the public but still enables them to communicate verbally and visually with VIC staff. This has been achieved through the installation of a relatively simple and inexpensive intercom system that provides one station externally for the public and two stations for staff inside the VIC. However, diminishing numbers of travellers are now evident as the public is urged to curtail all but essential travel and subsequent advice and direction from the Government has forced the closure of the VIC and no staff remain there. Therefore, it is expected that some of the VIC staff will be reallocated roles in other areas of Council or other arrangements negotiated until normality is restored at some future indeterminable time.

Both the Events and Visitor Services Team Leader and the Marketing Tourism and Economic Development Coordinator have elected to work from home as part of Council's Business Continuity Plan. In these circumstances they have prepared forward work plans which will be monitored at frequent intervals by the Economic Development Manager.

The Economic Development Manager is also working from home.

The decision to recommend that the preparation of the strategy be deferred is supported by leaders in the tourism field including Destination NSW, Accommodation Association of Australia and Tourism Australia. In the economic development field the recommendation to not proceed with a medium/long term economic development strategy was supported by a highly qualified presenter of a recent Economic Development Australia Webinar titled "A Stepped Approach to Economic Recovery".

Mr Rod Miller, the presenter, holds a Master of Public Policy degree from Harvard University as well as other relevant degrees and practical experience in the economic development field. He was at the forefront of the plan to deliver a successful recovery strategy for the City of Detroit in the USA which went bankrupt following the collapse of the automobile industry there.

At the conclusion of the webinar Mr Miller was asked about the desirability of launching into a medium term strategy in the current circumstances in Australia. He was firmly of the view that a short term business recovery strategy of around 6 months would be a better approach so that such strategy could dovetail as much as possible with a longer term strategy in due course.

The economic development team believes that our focus for the present and immediate future, informed by government and peak bodies in the tourism and business sectors, should be to research recovery initiatives and to keep the business community informed of a wide variety of qualified advice being offered at little or no cost through the various agencies. In this regard the EDM is disseminating information electronically as it becomes available.

BACKGROUND

The Council's Economic Development Strategy 2017-2020 was intended for review and update by Council economic development team in the near future but the rapidly escalating incidence of the COVID-19 virus has meant that a wide range of restrictive

measures has been adopted within council and in the wider community affecting businesses across the board.

To progress a whole new economic development strategy in these circumstances is considered unwise and potentially a waste of time, resources and money.

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

Theme

Our Economy

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Community Engagement / Communication

Advise community of Council's reasoning behind a decision to defer

RISKS

Perception that an economic development strategy that is not current may impede Council's economic development objectives and projects

OPTIONS

1. Proceed to develop a full Economic Development Strategy as contemplated in Resolution 20/055.
2. Proceed to develop a short- term business recovery strategy and proceed to develop a full strategy when the health emergency has passed.

CONCLUSION

The current unstable business environment and severely decreased tourism activity at a national and therefore local level has made the preparation of a medium/long term economic development strategy unviable. A short-term business recovery strategy is favoured to enable Council's economic development team to support and engage the local business community until a full term strategy can be prepared when the health emergency has passed.

RECOMMENDATION

That Council:

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

16.2 SUPPORT FOR REGIONAL EXPRESS AIRLINES (REX)**Document ID: 466197****Author: Economic Development Manager****Authoriser: General Manager****Theme: Our Economy****Attachments: Nil****RECOMMENDATION**

That Council:

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

PURPOSE

The purpose of this report is to ratify the decision of the Mayor made in accordance with cl 226 of the NSW Local Government Act 1993 to respond urgently to Rex's plea for support in these challenging times by reducing passenger head tax for Rex RPT operations into Narrandera.

SUMMARY

The rapid deterioration of conditions in the air travel industry created by the Corona Virus emergency caused Rex to make representation to the Australian and NSW State Governments and stakeholder Councils which operate airports, for immediate financial relief or face the prospect of cancellation of all regional services on Rex's routes.

By letter of 19 March 2020 Rex General Manager for Network Strategy, Warrick Lodge, requested Council consider reducing the head tax payable by 50% for the period 1 April 2020 to 31 December 2020 in recognition of the contribution of Rex to our community.

In consultation with the General Manager and others and in acknowledgement of the critical nature of RPT services provided by Rex to the economies of Narrandera and Leeton, the Mayor made the decision to immediately offer Rex relief by Council not imposing any head taxes on Rex at Narrandera/Leeton Airport for the period 1 April 2020 to 30 June 2020 and reduction of head tax charges by 50% from 1 July 2020 to 31 December 2020.

As at the first week in April Rex is proposing the following varied flight schedules until such time as it receives confirmation of support from the Federal and NSW State Governments

Proposed Regional Express (Rex) Weekly Return Services

New South Wales, South Australia, Victoria and Tasmania

(Subject to Federal Government funding. Details for Western Australia and Queensland will be released once confirmed with respective State Government)

ROUTE	Monday	Tuesday	Wednesday	Thursday	Friday
Adelaide to Broken Hill	1				
Adelaide to Ceduna		1			
Adelaide to Coober Pedy					
Adelaide to Kangaroo Island		1			
Adelaide to Mildura					
Adelaide to Mount Gambier		1			
Adelaide to Port Lincoln	1				
Adelaide to Whyalla	1				
Melbourne to Mildura	1				
Melbourne to Albury / Wagga Wagga*	1				1
Melbourne to Burnie / King Island*	1				1
Melbourne to Merimbula		1			
Melbourne to Mount Gambier		1			
Sydney to Albury	1				
Sydney to Bathurst / Parkes*	1				1
Sydney to Dubbo / Broken Hill*	1				1
Sydney to Grafton / Lismore*			1		1
Sydney to Griffith / Narrandera*		1		1	
Sydney to Moruya / Merimbula*		1		1	
Sydney to Orange		1			
Sydney to Cooma (Snowy Mountains)		1			
Sydney to Wagga Wagga	1				

*Combined services

BACKGROUND

Based on average passenger head tax payments Council could have expected revenue from head taxes for the rest of the year (9 months) to be in the order of \$72,720 or \$8,080 per month.

Council was requested by Rex to consider reduction in the head tax of 50% for the period 1 April 2020 to 31 December 2020. This would have been tantamount to Council foregoing revenue of \$36,360 over the 9 month period.

However the offer by the Mayor to Rex equates to Council foregoing revenue \$24,240 for 3 months and \$24,240 for 6 months, a total of \$48,480 being the approximate amount that Council would potentially forego.

However, these estimates are based on average passenger numbers and even in best case scenario over the next 9 months it can be expected that passenger numbers will be severely reduced. Hence the amount that Council has offered to forego would be considerably less than \$48,480.

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

Theme

Our Economy

Strategy

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

Action

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

Financial

Council has offered Rex a proposal that envisages Council waiving passenger head tax for Rex at Narrandera/Leeton Airport for 3 months from 1 April 2020 to 30 June 2020 and applying head tax charges at 50% of the usual charge for the period 1 July 2020 to 31 December 2020 at a potential maximum revenue foregone of \$48,480 but likely to be considerably less.

Legal / Statutory

Mayor exercising authority in accordance with Cl226 of the NSW Local Government Act 1993

Community Engagement / Communication

Communicate to public as appropriate

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

Failure to offer assistance to Rex could compromise the RPT services into Narrandera and jeopardise the excellent business relationship that Council enjoys with Rex

OPTIONS

In accordance with provisions in the NSW Local Government Act 1993 Council recognises the authority conferred on the Mayor by virtue of cl 226 and ratifies the decision of the Mayor.

CONCLUSION

Council's rapid response to Rex has been strongly welcomed by the airline's senior executives and has been instrumental, along with support from Government, in enabling the continuation of RPT services into and out of Narrandera/Leeton airport for the immediate future.

RECOMMENDATION

That Council:

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

17 OUR INFRASTRUCTURE**17.1 CLOSURE OF COUNCIL PUBLIC ROADS AND PRIVATE PURCHASE****Document ID: 464559****Author: Deputy General Manager Corporate and Community****Authoriser: General Manager****Theme: Our Infrastructure****Attachments:**

- 1. Policy - Road Closure and Private Purchase**
- 2. Procedure - Closure of Council Public Roads**
- 3. Guidelines - Closure and Purchase of Public Roads**

RECOMMENDATION

That Council:

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

PURPOSE

The purpose of this report is to consider a policy to manage the Closure of Council Public Roads and the subsequent sale of land which was previously a road.

SUMMARY

The closure of Council Public Roads and the subsequent sale of land which was previously a road are completed under the Crown Lands Act and Roads Act. This legislation has been amended to allow Council to make a determination on the closure of a road where previous to the amendment this was a decision for the Crown administered by the Department of Industry – Lands.

BACKGROUND

Amendment to the Crown Lands Act, 2016 and Roads Act, 1993 allow Council to make a determination on the closure of a road where previous to the amendment this was a decision for the Crown administered by the Department of Industry – Lands.

Council does not have a policy in place to manage the process of road closure and subsequent sale of land. Attached are a policy and procedure to address this and provide guidance and process to comply with the statutory requirements. Also attached is an information sheet to give the public an overview of the process and potential costs of the closure process and subsequent land purchase.

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

Our Infrastructure

Strategy

4.1 - To have an improved and adequately maintained road network

Action

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

ISSUES AND IMPLICATIONS**Policy**

Adopt a Policy and Procedure to guide the closure of Council Public Roads and the subsequent sale of land to adjoining owners.

Financial

Council's fee and process for undertaking a road closure should recover all costs incurred by council from the applicant seeking closure of a road.

Where a constructed road is closed and the land subsequently sold council will receive the proceeds of the sale which can only be expended for the purpose of roadwork.

Legal / Statutory

Compliance with Crown land Act, 2016 and Roads Act, 1993.

Community Engagement / Communication

Council will place the policy on exhibition and call for public comment prior to adoption.

Following adoption of the policy council will provide a brief guidance sheet for the community outlining the road closure process.

Human Resources / Industrial Relations

Staff involved with road closures will need to be conversant with and implement the policy and procedures.

RISKS

Appropriate policy and procedure addresses the risks of the community not being aware of the responsibilities of council and applicants in the road closure process along with the potential cost to the applicant. Procedures also guide staff in complying with the underlying legislation when processing a road closure application.

OPTIONS

- Adopt the attached Policy and Procedure for referral to Council.
- Adopt the attached Policy and Procedure with amendment for referral to Council.
- Refer the attached Policy and Procedure back to Corporate Services for further review.

CONCLUSION

Adopt the attached Policy and Procedure for referral to Council

RECOMMENDATION

That Council:

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

ROAD CLOSURES & PRIVATE PURCHASE

TS???



NARRANDERA SHIRE COUNCIL POLICY

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

**POLICY NAME****Policy No:****Policy Title: Road Closures and Private Purchase****Section Responsible: Infrastructure Services****Minute No:****Magiq File No: 456895****Next Review Date:****Responsible Officer: Roads Manager**

Objective

The objectives of this policy are to:

- Provide guidelines on assessing road closure applications for public roads within the Narrandera Shire
- Ensure that road reserves are managed such that community access and use of these road reserves is preserved.

Policy Statement

Council as the Road Authority for Council public roads will administer road closure applications from owners of land which adjoin Council public roads.

Scope

This policy applies to road closure applications for public roads made under the provisions of the Roads Act 1993.

This policy does not apply to road closure actions under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act 1993 wherein roads are closed and granted as compensation for acquisition.

Definitions

Road closure - In this policy context refers to the change in the land title of land currently designated as "public road" (as distinct from the exclusion of vehicles from a public road under the Traffic Act). Closure may be full or partial width. Public roads are closed under the provisions of the Roads Act 1993.

Public Road - roads that are vested in fee simple in the Council of the relevant Local Government area. Council is the roads authority for public roads even if the roads were constructed and dedicated by Authorities such as Department of Housing, Public Works Department, Forestry Commission and National Parks and Wildlife Services.

Classified Roads - The proclaimed regional networks, which are vested in Council, requires Council and NSW Government Transport and Maritime Services approval for closure.

Crown Public Roads - Roads vested in the Crown with the Department of Lands being the statutory body granting approval for closures. Applications for the closure of Crown Public Roads are to be lodged directly with the Department of Lands. The Department will notify Council of any application and may uphold any valid objection by Council to its closure. Should a valid objection by Council be upheld by the Department of Lands Council will apply to transfer the road to Council's care and control.

Temporary Roads - May be closed provided that the action will not isolate another road or property.

Content

Principles for Closure of Public Roads

- Applications for the closure of a public road may only be received from the owners of land which adjoins the road. Applications in writing should be lodged with Council conforming to Councils Road Closure procedure.
- Applications for the closure of a Crown public road must be made directly through the Department of Primary Industries.
- Application fees are set out in Council's current Schedule of Fees and Charges. All costs are to be borne by the applicant unless the road closure is associated with some form of previously agreed compensation.
- Application fees are set out in Councils current schedule of Fees and Charges. All costs are to be borne by the applicant unless the road closure is associated with some form of previously agreed compensation.
- Fees received for applications which do not proceed to closure are non-refundable.
- Where a road separates different owners, the entitlement to purchase closed road is usually split between opposite owners on a negotiated basis.
- Written agreement to the closure of a road by a sole land owner, which separates 2 or more parcels of land, must be obtained from the relevant land owners by the applicant and accompany the application.
- Upon closure and purchase of the road reserve the newly created parcel must be consolidated with adjacent land parcels to enhance the useability of the land.
- In all cases the public may object in writing to any road closures with final

determination by Council.

- Council, when assessing a road closure application, will consider the existing and future requirements of the road reserve. The uses of the road reserve may include access to public or private land, provide access for infrastructure provision, vegetation or wildlife corridors.
- It should be realised that road reserves may have been created as a means of legal access only for land parcels where there with no consideration to the natural landscape. This means that the future use of these road reserves may be limited. Any new development areas are required to provide suitable access networks for the public.

Compensation

Compensation from the closure of a constructed public road or classified road is payable to Council and can only be used for acquiring land for public road or carrying out works on public roads.

Compensation for the closure of a constructed public road or classified road will be at the market value as assessed by a Registered Valuer as determined at the commencement of a road closure application.

Compensation from the closure of an unconstructed public road or Crown Public road is payable to Department of Primary Industries.

Roads not eligible for closure

Applications for closure and purchase of Council public roads and Crown public roads will not normally be considered in the following circumstances:

- Roads providing, or capable of providing physical access to rivers, creeks, lakes, beaches and their foreshores.
- Roads capable of providing physical access to other roads, public and private properties, public and Crown reserves, public utility installations, railways and the like. In the case of access to private properties closure will be considered if a suitable alternate road is dedicated as public road or if a right of carriageway is created over an existing road/track or new road/track to be created.
- Road reserves containing wildlife corridors, significant flora, marketable timber and scenic escarpments, or potentially useful for vehicle turning, public utilities, extractive industries or public open space.
- Road reserves containing public authority reticulation services unless the relevant authorities agree to their relocation or creation of easements.
- Road reserves that have the potential to provide corridors for future Council water, sewer or stormwater infrastructure.
- Roads whose future highest and best use for Council purposes is judged to be of more economic worth than the current land value.
- Roads that could potentially be developed for vehicle, cycle, pedestrian

or equestrian use as the Shire grows.

- Roads used for the movement of stock.
- Roads where a proposed closure would interrupt or cause a step in the continuous boundary line of private frontages abutting the road (relates to consistent building setbacks, boundary fencing, utility offsets, and cumulative impact of successive closures).
- Roads that could potentially be developed for the purposes of fire buffers or fire trails as the Shire grows.

Exceptions

- Applications will be considered for closure of roads which are demonstrably redundant in terms of access if not otherwise ineligible.
- Applications will be considered for closing road reserves where the proponent is opening a more negotiable corridor serving the same access role.
- Terrain where topographical constraints argue strongly for a more logical boundary definition for the purposes of road verge maintenance, safety, fencing, or private property access.

Roles and Responsibilities

Council’s Roads Manger will make the initial assessment of a road closure application and where approval is recommended prepare a report to Council for it’s consideration and consent by resolution.

Following a Council resolution to approve a road closure the closure process, subsequent issue of title and sale to adjoining owners will be administered by the Governance & Engagement Manager.

Related Legislation/Guidelines/Narrandera Policies and Associated Procedures

- Procedure for Closure of Council Public Roads. (Magiq ??????)
- Guidelines for the Closure and Purchase of Council Public Roads (Magiq ??????)

Policy History

Endorsed by and date	
Adopted by ELT	<i>type full date</i>
Adopted by Council	<i>type full date</i>
Reviewed	<i>type full date</i>
Amended	<i>tba</i>

Authorised Staff to Insert GM Signature Here

Signed: General Manager

Date:

PROCEDURE

Closing of Council Public Roads



NARRANDERA SHIRE COUNCIL PROCEDURE

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

PROCEDURE – Closing of Council Public Roads

**Application**

The Applicant will make written application to council setting out the reason for the proposed road closure. The application must include a diagram showing the dimensions and area of the subject land.

Note this Road Closure process applies to the purchase of the full width and length of a road reserve or part thereof and also where a road reserve is to be narrowed and the closed portion disposed to another party.

The applicant will pay the application fee as set by Council in its Fees and Charges.

Initial assessment (Roads Act S38A)

Council's Roads Manager will prepare a written assessment that:-

- The subject land is a Council Public Road for which Narrandera Shire Council is the Road Authority (Should the road have been created by private subdivision prior to 1920 the Roads Manager must establish evidence of common law dedication)
- The road is not reasonably required as a road for public use (whether for present or future needs)
- The road is not required to provide continuity for an existing road network
- If the road provides a means of vehicular access to particular land, another public road provides lawful and reasonably practicable vehicular access to the land.

Existence of road Construction (Roads Act S38E(2))

Council's determination of 'construction' affects who the road vests with on closure. Land under a public road that is vested in council where some 'construction' has ever taken place remains vested to council and title to the land passes to council upon closure of the road. If 'construction' has not taken place the land is vested with the Crown as Crown Land on closure of the road.

The dictionary of the Roads Act 1993 does not specifically define 'construction' in terms of section 38E(2) of the Act. The definitions of 'road work' and 'carry out road work' in the dictionary of the Roads Act appear to be related to 'construction'.

Examples of current or historical construction within road corridors may include:

- bitumen-sealed road formations
- gravel or other road-base material
- formed footpaths and/or kerb and guttering
- slashing or clearing of vegetation
- mowing.

Council's Roads Manager will prepare a written declaration as to the existence or not of 'construction' ever taken place on the road subject to the proposed closure. If 'construction' has taken place the declaration will include evidence to support this determination.

The road subject to the closure application will be identified in council's road register and the underlying assets identified in the assets register and asset maintenance system in preparation for the write-off of the assets should the road closure take place.

When looking to close an **unconstructed** council road, council should forward its road closure proposal to council.roadclosures@crowmland.nsw.gov.au in the early stages to identify options to progress the outcome sought where possible.

PROCEDURE – Closing of Council Public Roads



When an unconstructed council public road is closed, it becomes vested in the Crown as Crown land. The department will object to the proposed closure if the consequential vesting in the Crown is considered unsuitable according to departmental policy.

Council Resolution to close the road

Upon the Roads Manger approving the proposed closure and in the case of an unconstructed road the Crown not objecting to the closed road vesting to it the Governance Manager will prepare a report for Council's determination.

A Council resolution to support the road closure and commence the notification process will include the following requirements:-

- the applicant to meet all legal, survey and valuation costs involved
- the provision of easements for any public utilities within the subject land if necessary
- the subject land to be consolidated with the applicant's adjacent land
- the purchase price of the subject land to be determined by a Registered Valuer as the current market value
- that all necessary documentation be executed under the Common Seal of Council.

Determination of 'current market value'

Council obtains a valuation, at the cost of the applicant, to determine the purchase price of the road closure parcel, prior to the notification process proceeding. This allows the applicant to more clearly ascertain the costs associated with the application.

Notification of proposal to close a Council Public Road (Roads Act S38B)

- (1) A council that is proposing to close a council public road must cause notice of the proposal—
- (a) to be published in a local newspaper, and
 - (b) to be given to—
 - (i) all owners of land adjoining the road, and
 - (ii) all notifiable authorities, and
 - (iii) any other person (or class of person) prescribed by the regulations.
- (2) The notice—
- (a) must identify the road that is proposed to be closed, and
 - (b) must state that any person is entitled to make submissions to the council with respect to the closing of the road, and
 - (c) must indicate the manner in which, and the period (being at least 28 days) within which, any such submission should be made.

To undertake the above notification you **MUST** utilise the following templates:-

- Road Closure – Adjoining Landholder Notification (Magiq 456103)
- Road Closure – Land and Water Notification (Magiq 456101)
- Road Closure – Authority Referencing Notification (Magiq 456099)
- Road Closure – Advertisement Newspaper (Magiq 456092)

Note failure to use the prescribed template has seen the Department require repetition the process utilising the prescribed template.

PROCEDURE – Closing of Council Public Roads



While not prescribed in the notification provisions of the Act the notice should also be posted to the exhibition and advertisements page on council's website.

Dealing with Submissions & Objections (Roads Act S38C)

If a Notifiable Authority formally objects Section 38 D2(a) provides *"a council public road may not be closed in the case where a notifiable authority has formally objected under section 38C to the closing of the road—until the objection is withdrawn by the authority or set aside by the Land and Environment Court under that section."*

Council should negotiate with the Notifiable Authority to resolve the objection. The authority may withdraw the objection any time by written notice given to the council. S38C(2)

Should the objection not be resolved by negotiation council may utilise S38C(3) and appeal to the Land and Environment Court against the formal objection. The Court may affirm the objection ending the road closure process or set aside the objection allowing council to proceed with the proposed closure.

Section 38C also provides that any person may make submissions to the council with respect to closing the road. Council should respond to the submissions and where appropriate negotiate with objectors. Objectors should receive procedural fairness.

Council is required to consider any submissions that have been duly made with respect to the road closure proposal. A report to the General Manager should include the outcome of any negotiations with objectors and responses to the issues raised in submissions. The General Manager may subsequently send the matter to Council for determination under Section 38(D). Following determination of submissions/objections council will advise all persons/authorities who made a submission of the decision.

Preparation and Registration of a Plan

Following a decision under S38(D) to proceed with closure the applicant will be advised to instruct a private surveyor to prepare the survey plan and associated documents of road closure. The unregistered plan is to be forwarded to council for assessment. The plan will require appropriate signatures and consents such as certification and Section 88(b) instrument.

Council will complete the required form:-

Application to Close Public Road form CL31-30 (see attachment 2)

The application must be supported by the following:-

The council must attach a diagram showing:-

- dimensions and area of road to be closed
- adjoining property information
- location of any existing public utilities
- location and type of any fences, buildings or structures on or near the road.

The survey plan is to be in accordance with the Surveyor General's Directions, *Surveying and Spatial Information Regulation 2012*, *Conveyancing (General) Regulation 2013* and the Registrar General's Direction of Plans.

A statement from council with the following information regarding road construction:-

- evidence of construction which has taken place
- the unnecessary nature of the road
- any alternate public access, if relevant
- any intentions regarding disposition of the land
- the name and phone number of a council contact officer

PROCEDURE – Closing of Council Public Roads



- any proposal for public display.

The council must provide written consents/agreements of:-

- all owners and holders of interests in lands adjoining the road(s)
- any affected public authorities
- NSW Fisheries (where the road adjoins or gives access to a river or lake)
- Roads and Maritime Services (where the closing affects or forms a junction with a State Highway, Trunk Road or Main Road)
- The Land Information Unit, RailCorp Property (where the road adjoins railway land).

Once council has assessed and approved the survey plan and documentation these can be returned to the applicant to allow lodgement and registration at Land Registry Services.

Issue of Certificate of Title

Upon registration of the plan of road closure and notification to council, council will publish a notice in the Government Gazette giving effect to the road closure.

Following the Gazettal council will wait for a period of 60 days to allow for potential appeals to the Land and Environment Court against the closure under Section 38(F). If there is no appeal or the court sets aside the appeal the process may continue. If an appeal is upheld the closure terminates.

For an unconstructed road title will be created in the name of the Crown and council notify the Department of Industry – Lands to proceed with the sale of the land under the Crown Lands Management Act.

Where construction has taken place on the road council will complete an 11R Form for lodgement with Land Registry Services. Land Registry Services will subsequently issue a certificate of title in council's name.

Council Land Register

Following the issue of a certificate of title in council's name the title details will be recorded in council's Land Register. Upon the sale of the land the transfer of title to the applicant will be reflected in the register and the sale recorded in council's financial records.

Sale of the new lot

When council receives title for the former council public road this title may be conveyed to the applicant for consolidation with the applicants adjoining land.

The applicant will be required to:-

- Prepare a plan of consolidation suitable for registration with the Land Registry Service.
- Make payment to council of the purchase price as assessed by the Registered Valuer and all other related costs.

Upon receipt of the above payment council will prepare and execute the transfer and forward to the applicant with the Certificate of Title and Valuation report (required for Stamp Duty purposes) to allow registration with the plan of consolidation at Land Registry Services.

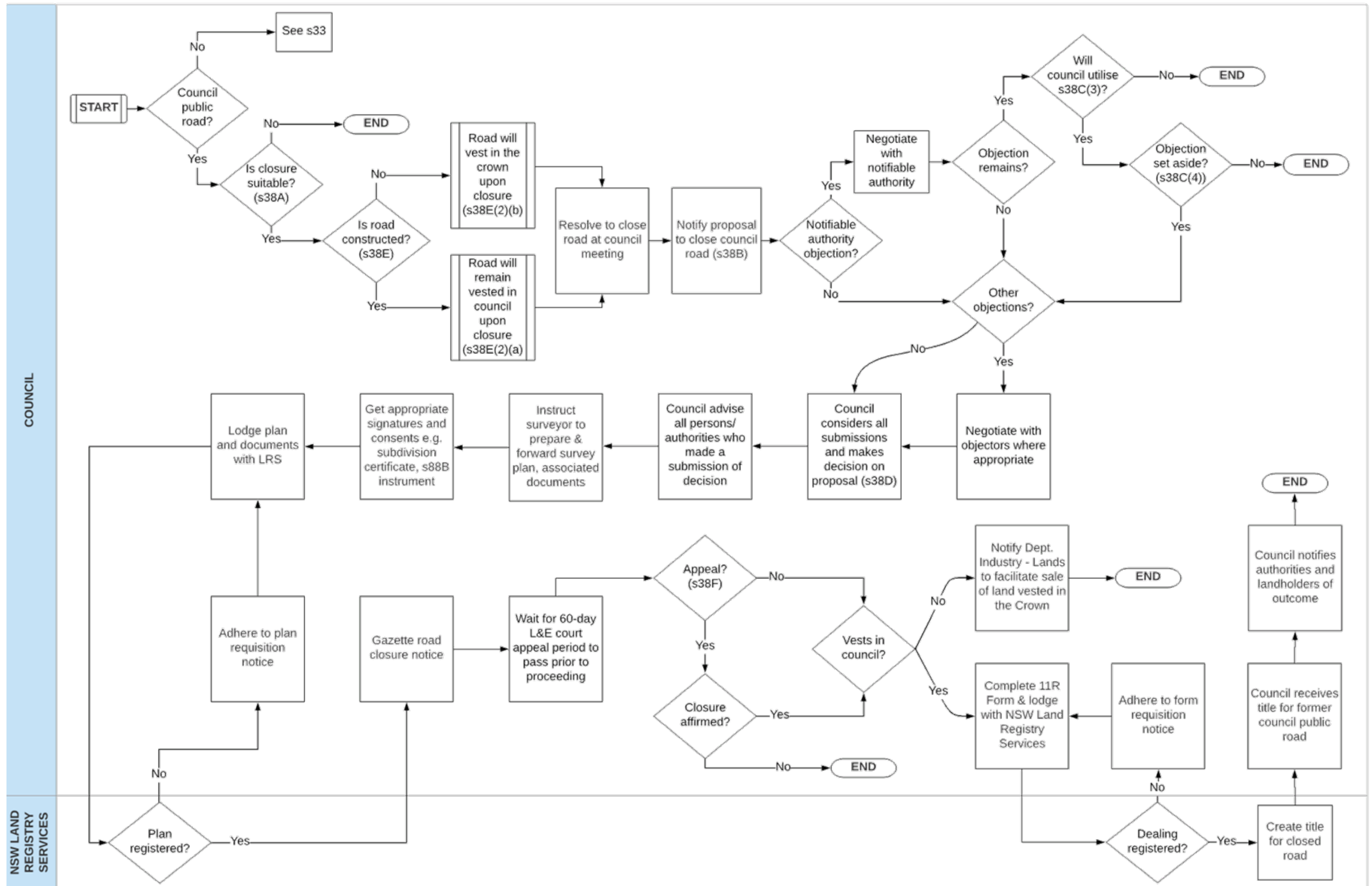
Council's Road Manager will confirm that the closed road and any associated assets have been processed as a disposal in council's road register, assets management system and financials.

Appendix 1 Flow Chart

Appendix 2 Application to Close Public Road CL30-31

CLOSING OF COUNCIL PUBLIC ROADS BY COUNCILS - PART 4 DIVISION 3 ROADS ACT 1993

This chart provides a possible method for councils to utilise when closing council public roads under Part 4 Division 3 of the *Roads Act 1993*.





Road Closure: Public Road Closure application (Council)

Description of Form

This form is used by Councils applying to close a public road.

Fee

\$476.90 – This fee covers administration costs where Council has carried out preliminary investigation and statutory advertising.

Contact Us

NSW Trade and Investment Crown Lands
PO Box 2155
DANGAR NSW 2309

T: 1300 886 235 (option 2 then option 1)

F: 02 4925 3517

E: roads@crowmland.nsw.gov.au

W: www.crowmland.nsw.gov.au

Privacy statement

The personal information you provide on this form is subject to the Privacy & Personal Information Protection Act 1989. It is being collected by NSW Trade & Investment and will be used for purposes related to this application. NSW Trade & Investment will not disclose your personal information to anybody else unless authorised by law. The provision of this information is voluntary or required to be supplied. If you choose not to provide the requested information we may not be able to process this application. You have the right to request access to, and correct details of, your personal information held by the department. Further information regarding privacy can be obtained from the NSW Trade & Investment website at www.trade.nsw.gov.au/legal/privacy

Council details

Council name			
Council contact officer name			
Postal address			
Phone		Ref	
Email			

Hereby apply for the closing of the public road described in Section 1 below

Section 1: Description of public road to be closed

Town / Locality		LGA	
Parish		County	
General text description of road			
Supply Diagram - Road proposed to be closed shown by		colour on attached diagram.	
Area		(sq m/ha)	

Include a copy of any relevant map or sketch to show clearly the locality, the boundaries & dimensions of the road proposed to be closed plus the land title boundaries of adjoining properties. Also show the position and type of any fencing and buildings / structures adjoining the road and any reticulation services (eg. power or telephone lines, water, sewer or gas pipes, drains) within the road boundaries.

Section 2: Details of 3rd party applicant and property ownership in vicinity of road

Name	
Address	
Title reference	

Section 3 Affected Adjoining Owners/Public Utilities

Details of Ownership of Land Adjoining the Road

1 - Portion/ Lot		DP		2 - Portion/ Lot		DP	
Owner(s)				Owner(s)			
Address				Address			
Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.				Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.			
3 - Portion/ Lot		DP		4 - Portion/ Lot		DP	
Owner(s)				Owner(s)			
Address				Address			
Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.				Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.			
5 - Portion/ Lot		DP		6 - Portion/ Lot		DP	
Owner(s)				Owner(s)			
Address				Address			
Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.				Please attach documentation from the landowner to your application indicating their agreement to the road closure proposal.			

Public Authorities with Affected Public Utilities

(e.g. power lines, water pipes, gas pipes, drainage pipes, telephone lines)

Utility type		Utility type	
Public Authority		Public Authority	
The proposed road closing has been discussed with the authority who has indicated the following views: <input type="checkbox"/> No objections to closing of road <input type="checkbox"/> Written agreement to creation of easement attached		The proposed road closing has been discussed with the authority who has indicated the following views; <input type="checkbox"/> No objections to closing of road <input type="checkbox"/> Written agreement to creation of easement attached	
Utility type		Utility type	
Public Authority		Public Authority	
The proposed road closing has been discussed with the authority who has indicated the following views: <input type="checkbox"/> No objections to closing of road <input type="checkbox"/> Written agreement to creation of easement attached		The proposed road closing has been discussed with the authority who has indicated the following views; <input type="checkbox"/> No objections to closing of road <input type="checkbox"/> Written agreement to creation of easement attached	

Section 4: Council Proposal for Closed Road

COUNCIL ROAD

(land will remain vested in Council if road is closed – s.38(2)(b) *Roads Act* as evidenced by prior construction, maintenance or use of the road by the public)

Please tick the appropriate boxes to indicate the manner of intended disposal, which may arise from the closure of the public road. Where the land is to remain vested in Council on closure, Council should indicate below whether the land is to be vested as operational land or community land, see sec.43

- Operational Land: sale to adjoining land owners* sale by public auction or tender
 sale by private treaty retention of land for Council operations
 other (provide details below)

- Community Land (if so please indicate the intended use)
 General statement outlining intended disposal/land use

JOINT ROAD OPENING/ROAD CLOSING

Proposal to close road in conjunction with a Council road opening Council road

- Comment regarding need to synchronise timing of road closing to coincide with Council acquisition of other land for road or construction and opening of new road

- Request for land in closed road to be given in compensation (For other land acquired by Council for the purposes of the *Roads Act 1993*, eg. a road opening associated with this road closing to improve the public road network for the benefit of the public – see section 44. Please provide details.)

Section 5 : Council Statement

The department gives authorisation under s.35 of the *Roads Act 1993* for all Councils in NSW to carry out advertising of a proposed Council road closure where it would vest in the Council on closing. Council acknowledges and confirms that all statutory requirements under s. 35 and s. 36 of the *Roads Act 1993* including advertising, consideration of submissions and resolution/outcome have been undertaken. Council also confirms that the following is attached:

- The Council Road checklist fully completed.
- All correspondence including submissions and resolutions relating to the road closing.
- All required status documents, plans, titles and gazette notices confirming public dedication of the road.
- Evidence of current and/or prior construction and maintenance.
- A survey plan or diagram of the proposal.
- Council report and approval.
- The required fee of \$476.90

General Manager (or Delegates name)			
Title (if not GM)			
Signature		Date	

For more information go to http://www.lpma.nsw.gov.au/crown_lands/roads

Fee

Tick appropriate:

- \$476.90** Pay by cheque. Enclose a cheque payable to Crown Lands or
- \$476.90** Pay by money order. Enclose a money order payable to Crown Lands

Lodgement

→ Mail to NSW Trade and Investment Crown Lands, PO Box 2155 DANGAR NSW 2309

Office use only – Refer to the Receipting and Referrals Codes Document						
Business Unit: <input type="checkbox"/> BCN	Referral Code	BCNRD	Receipting Code	RD/RC	TRIM DOC	
Fee Paid		Receipt Number		Account number		
Date						

GUIDELINES – Closure and Purchase of Public Roads

These guidelines have been prepared to assist applicants proposing to close and purchase all or part of a formed Public Road under the provisions of the Roads Act 1993 and other relevant legislation. They reflect typical processing formalities but individual cases may vary.

The guidelines show the sequence of activities by applicants and public authorities in formalising road closure and purchase applications and should be read in conjunction with Council's adopted Policy on Road Closures where applicable.

The information contained herein is intended as a guide only as policies, legislation and fees are subject to change.

- Step 1.** **APPLICANT:** A written application to Narrandera Shire Council (NSC) accompanied by a diagram showing the dimensions and area of the subject land, purpose to be achieved by the proposed closure together with payment of the application fee set by Council.
- Step 2.** **a) NSC:** The Council's resolution (if the application is approved) **will** require
- the applicant to meet all legal, survey and valuation costs involved
 - the provision of easements for any public utilities within the subject land if necessary
 - the subject land to be consolidated with the applicant's adjacent land
 - the purchase price of the subject land to be determined by a Registered Valuer as the current market value
 - that all necessary documentation be executed under the Common Seal of Council.
- b) NSC:** obtains a valuation, at the cost of the applicant, to determine the purchase price of the road closure parcel, prior to the following steps proceeding. This allows the applicant to more clearly ascertain the costs associated with the application.
- Step 3.** **NSC:** advertises the application in a local newspaper (applicant's cost) and notifies the relevant authorities of the proposal allowing 28 days for the submission of objections to the proposal.
- Step 4.** **APPLICANT:** If no objections are submitted (or objections received are regarded as frivolous) the applicant will be advised to instruct a private surveyor to prepare the plan of road closure. The unregistered plan is then forwarded on to Council.
- Step 5.** **NSC:** Council will assess the plan of road closure and return to the applicant to allow registration at Land Registry Services Sydney.
- Step 6.** Upon registration of the plan of road closure and notification to Council, Council will publish a notice in the Government Gazette giving effect to the Road Closure with Land Registry Services subsequently issuing a Certificate of Title in Council's name.
- Step 7.** **APPLICANT:** The applicant will be required to:
- a) prepare a plan of consolidation suitable for registration with the Land Registry Services
 - b) provide payment of the purchase price as assessed by the Registered Valuer and all other related costs
- Step 8.** **NSC:** Council will upon receipt of payment of the purchase price and valuation fees (if not paid previously), prepare and execute the transfer and forward to the applicant with the Certificate of Title and Valuation report (required for

GUIDELINES – Closure and Purchase of Public Roads



Stamp Duty purposes) to allow registration with the plan of consolidation at Land Registry Services Sydney.

STEP	BY	ACTION SUMMARY	
1	APPLICANT	A written application to Narrandera Shire Council accompanied by a) a diagram showing the dimensions and area of the subject land, and b) description of the outcomes to be achieved through the proposed road closure c) payment of the closure application fee to Council.	c) As per current NSC Fee Schedule
2	COUNCIL	The Council's resolution (if the application is approved) will require various actions. Valuation obtained at the cost of the applicant.	Valuation Fees
3	COUNCIL	Advertises the application in a local newspaper and relevant authorities notified allowing 28 days for the submission of objections to the proposal.	Advertising fees
4/5	APPLICANT	If no objections are submitted (or objections received are regarded as frivolous) the applicant instructs a private surveyor to prepare the plan of road closure. The unregistered plan is then forwarded on to Council for approval. The applicant submits the approved plan to Land Registry Services for registration.	Surveyor's fees LRS Charges
6	COUNCIL	Upon notification of the registration of the plan of road closure Council publishes a notice in the Government Gazette giving effect to the Road Closure. Council then makes application to Land Registry Services to issue a Certificate of Title in Council's name.	
7	APPLICANT	The applicant will be required to: a) Prepare a plan of consolidation by a registered surveyor b) make payment of the purchase price as assessed by a Registered Valuer, and c) payment of valuation fee d) payment of advertising fees e) the payment of transfer fees, lodgement fees and stamp duty applicable.	(a) Surveyor's Fees (b) Purchase Price (c) Valuation Fees (d) Advertising Fees
8	COUNCIL	Upon receipt of the purchase price and other fees Council will prepare and execute the transfer and provide same to the applicant together with the Certificate of Title and Valuation report for lodgement with the plan of consolidation at Land Registry Services.	Stamp Duty LRS Charges

17.2 BARELLAN STAGE TWO NETBALL COURT UPGRADE GRANT**Document ID: 467707****Author: Open Space and Recreation Manager****Authoriser: Deputy General Manager Infrastructure****Theme: Our Infrastructure****Attachments: 1. Letter of support to General Manager NSC Stage 2 - Upgrade of netball courts 12-1-2019 (1).docx****RECOMMENDATION**

That Council:

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

PURPOSE

The purpose of this report is to inform Council of the successful grant application by the Barellan Football Club for stage two upgrades of the Barellan netball courts.

SUMMARY**Background**

Additional funding was sort during the construction of the Barellan Change room to ensure all elements of the project could be completed, as the original budget allocation did not allow for all finishes and fittings of the building unless additional funding could be secured.

Council were able to secure additional funding during the construction stage from numerous funding bodies and only months prior to the completion of the build the Barellan Football Club were also successful in securing \$182,500 from the NSW Liquor and Gaming Grants program. The application was submitted over 6 months prior to the announced of the grant funding.

Members of the Barellan Football and Netball Club enquired if some of the funding could go towards Stage Two of the project being the upgrading of the netball courts which entails the removal and reconstruction of the old third court, new sheltered areas for officials and coaches and also spectator seating. The second stage of the development also included a concrete perimeter beam to protect the two asphalt courts that were constructed 6 years ago. The conditions of the two asphalt courts are declining with large cracks developing. Staff has not estimated the cost of repair associated with these two courts, but have taking into account their condition with the design of the new court three.

Council staff met with the members and upon analysing the grant submission and guidelines determined that the funds could only be used for the change rooms. Council staff encouraged the members to apply for another grant to ensure the project could be

achieved and also suggested that the members approach Council for a contribution with the funds that had been saved in the Change room project.

The Barellan Football Netball Club then wrote to Council in January 2019 seeking financial support for the project if a grant application was successful.

The Barellan Football Netball Club submitted a grant application in 2019 to the NSW Infrastructure Grants Program for the upgrade of the Barellan Netball Courts Stage 2 and was successful in receiving \$115,000 to go towards the project.

Council staff have reviewed the project and estimated the works to be \$161,000.

The breakup of the funding for the project is as follows:

\$115,000 NDW Infrastructure Grant

\$30,000 Narrandera Shire Council contribution, which will be for repair to the two asphalt courts, with no quotes obtained as yet.

\$16,000 Barellan netball and rep netball contribution

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

Theme

Our Infrastructure

Strategy

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

Action

Choose an item.

ISSUES AND IMPLICATIONS

Nil

Policy

N/A

Financial

\$30,000 to be funded reserves, from savings made during the construction of the Barellan Change rooms.

Legal / Statutory

N/A

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

By not supporting the redevelopment of court three and not repairing the cracks in courts one and two the venue may be deemed as unusable for both local and representative trainings and matches.

OPTIONS

Council:

1. Acknowledge the significant savings made in the construction of the Barellan Change rooms by successful grant applications made by during the project construction including \$185,000 by the Barellan Football Club.
2. Accept the Infrastructure Grant for the amount of \$115,000 plus GST for stage two of the Barellan Netball Court upgrade.
3. Commit \$30,000 as Councils contribution to the Court 3 upgrade project.

CONCLUSION

Narrandera Shire Council made considerable savings in the construction of the new change room complex at Barellan sportsground. This was achieved by multiple grant submissions by Council staff and also the main user group of the venue. The Barellan Football Netball Club were successful in a grant application for \$115,000 to go towards stage two development of the netball courts located at Barellan Sportsground. A fraction of the savings made on the Barellan Change room project is recommended to be used to support the second stage of the netball courts at Barellan

RECOMMENDATION

That Council:

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

Saturday January 12th, 2019

General Manager

Narrandera Shire Council

141 East Street

Narrandera 2700

Barellan Sports Ground – Upgrade of Netball Court; Stage 2

Submission to Narrandera Shire Council to include \$110,000.00 in the 2019/2020 Budget to cover Upgrade of the Netball Facility at the Barellan Sports Ground.

Overview

The Barellan Sports Ground Netball Courts which is a council owned facility is one of the most used sporting venues in Barellan. Over 4000 people annually utilise this ground. Of these, approximately 1500 persons or almost 40% of users comprise girls and women involved in the sport of netball on a local or regional basis and include active participants as well as spectators. The community also benefits financially with players and supporters visiting our community.

What is the Project

This project commenced in 2012/2013 in partnership with the NSC, "The upgrade and redevelopment of the Barellan Netball Courts". Stage 1 included the construction of two new netball courts and the installation of four light poles. Stage 2 includes fixing of the 2 new courts, the Upgrade of the third netball court, acrylic surface to all 3 courts, concreting edging around the 3 courts at the Barellan Sports Ground and construction of a players and official's shelter and a Spectators shelter.

The project is required because the 2 new courts laid in 2012 are deteriorating and starting to lift. If we do not intervene quickly the 2 courts will be ruined and unsafe to use. The existing third court is becoming dangerous for sporting activities and needs to be replaced.

Why is the Project Needed?

The 2 newest courts need to be fixed ASAP in order to prevent the 2 courts deteriorating further to the point that they need to be replaced.

The condition of the third court has significantly deteriorated and is becoming unsafe to use. The condition of the court has been adversely impacted from inadequate base materials and poor site drainage.

By upgrading an existing facility and promoting its sustainability by appropriate planning and construction, the vibrancy of the Barellan village will be enhanced and supported through social and economic development opportunities.

Sport in small country towns and in particular junior sports are a vital component of the social fabric of our rural communities. By not having the capacity to accommodate the training and match requirements of these sporting groups greatly limits their growth and participation levels. Barellan is a strong sporting community with excellent all-round sporting facilities and the upgrade of the third netball court, at which is the sporting hub of the town, is very much desired by the community as a whole.

The benefits to the community will be invaluable such as by upgrading the third netball court to be accessible for training, match play and night games will bolster sporting groups in the community such as the Farrer League; Creating more accessible courts for Barellan and District Netball Association, which covers a 150km radius and has outgrown the current facility; Enabling the expansion of the Barellan Masters Games facilitating economic and social development opportunities for the Barellan community; Minimising social isolation costs in a rural and remote area by providing for increased sporting and social engagement opportunities within the village itself; Minimising public health costs by a development which provides for increased sporting and recreational activities, thereby enhancing social inclusion, social engagement and physical and personal health and well-being; Enhancing facilities in the Barellan village hub which has been identified by NSC Strategic Plan as significant to the growth and the development of the Shire.

Planning

We have a current quote of \$115,305.00 from the NSC for the upgrade of the third court, concrete edging around the 3 courts and a acrylic surface application to help protect the courts going forward. We also have a quote for the players/officials shelter of \$17824.29. We are waiting on a quote for the spectator's shelter in which we have budgeted for \$20000.00. We are allowing \$160,000.00 for the total project to completion. We are asking the NSC to project manage the project and a financial support of \$110,000.00 in the 2018/2019 budget. The remaining amount will be covered by the BUFNC and community. The BUNFC just secured the Infrastructure Grant from Department of Industry of \$182,500.00 towards the construction of the Barellan Change room Amenities Building; we are hoping that council can put any committed excess funds leftover from this project towards supporting and finishing the netball project started in 2012.

The BUFNC needs council assistance in this project and hope council will look favourable to their request and compare this support to that given to other Council owned facilities in the Shire.

Jodie Landy

Barellan United Football and Netball Club

18 OUR CIVIC LEADERSHIP**18.1 LAKE TALBOT TOURIST PARK - ABATEMENT OF MONTHLY LEASE PAYMENTS TO COUNCIL****Document ID: 467577****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

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

PURPOSE

The purpose of this report is for Council to consider a request from the lessee of the Lake Talbot Tourist Park for the abatement of monthly lease payments for April 2020 and May 2020 due to the cancellation of the Narrandera Folk Festival and the Easter 2020 Rod Run. It is also appropriate to also discuss the abatement of additional monthly lease payments due to the restrictions placed on the facility to manage the COVID-19 pandemic.

SUMMARY

Graejan Pty Ltd is the current lessee of the Lake Talbot Tourist Park with the lessee writing to Council on the 24 March 2020 seeking the abatement of the monthly lease payments to Council for the months of April 2020 and May 2020 due to decreased revenue; the current closure of caravan parks and camping grounds due to the COVID-19 pandemic will likely result in a similar request being received for the months of June 2020 and July 2020.

BACKGROUND

Council is the Trust Manager for R81121 which comprises a number of parcels of land including Lot 1 DP 1063639 being the site of the Lake Talbot Tourist Park (LTTP).

An email was received 24 March 2020 from the lessee of the LTTP, Graejan Pty Ltd, seeking an abatement of the monthly lease payment to Council for the months of April 2020 and May 2020.

The reason for the request was due to the cancellation of the Narrandera Folk Festival and the Easter Rod Run 2020, however the financial situation of the LTTP is likely to worsen by the proclamation of the *Public Health (COVID-19 Gatherings) Order (No. 2) 2020* effective 26 March 2020 whereby a caravan park or a camping ground must not operate with the excepting of those facilities accommodating permanent residents or persons who have no other place of permanent residence.

The current lease does contain a provision for the abatement of lease payments in the event of a natural disaster or the occurrence of another serious event:

11 NO REDUCTION IN RENT

Subject to this Lease the Lessee will not without the written consent of the Lessor by any act, matter or deed or by failure or omission impair, reduce or diminish directly or indirectly the Rent required to be paid under this Lease. However, if at any time during the Lease:

- (a) some natural disaster or other serious event occurs which is beyond the reasonable control of the Lessee; or
- (b) as a result of the damage, the Lessee is not able to use the Premises in a reasonable manner,

the Lessee's obligations to pay Rent will abate to the extent proportional to the effect on the Lessee's ability to occupy and use the Premises until the Premises are restored to a condition in which the Lessee is able to conduct the Lessee's activities and/or occupy the Premises in a reasonable manner.

Because the LTTP is part of Crown Reserve 81121, Clause 3.16 of the *Crown Land Management Act 2016* requires that revenue from the Crown land must be applied to improving the land for an approved purpose. At the present time income from LTTP is restricted and is intended to be allocated to Playground on the Murrumbidgee projects during the 2021-2022 financial year; however expenditure is planned in the short term to upgrade fire fighting capabilities at the LTTP. At the date of finalising this report no costing has been obtained for the fire services upgrade so potentially the abatement of lease payments could have an impact on future projects.

Given that Council is the lessor of the LTTP a search of relevant websites does not appear to provide for any financial relief to lessors when a lessee is unable to make the required payments, the advice is that landlords and tenants will need to talk to each other and work out a way forward.

The recommendation will be for Council to agree to the abatement of the monthly lease payment for the months of April 2020 and May 2020 but also agree to extend the abatement until the LTTP is lawfully able to operate again.

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

Theme

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

For the months of April 2020 and May 2020 the lease fee abatement will exceed \$10,000 in total – a short analysis of the financial implications has been included as a separate confidential report to the April 2020 meeting.

Legal / Statutory

Crown Land Management Act 2016

Real Property Act 1900

Community Engagement / Communication

By presenting this report in an open forum of Council.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

The abatement of the April 2020 and May 2020 monthly lease fee will affect the financial position of Council as at 30 June 2020 with a potentially prolonged closure of caravan parks and camping grounds having a significant impact on revenue and that of future capital projects into the 2020-2021 financial year.

OPTIONS

The available options are:

1. Agree to the monthly lease payment abatement for the months of April 2020 and May 2020 as requested with an adjustment to be made in the June 2020 Quarterly Budget Review to reflect this loss in revenue, or;
2. Agree to the monthly lease payment abatement for the months of April 2020 and May 2020 as requested but also extend the abatement until such time as the Lake Talbot Tourist Park is lawfully able to operate again with an adjustment to be made in both the June 2020 Quarterly Budget Review and the 2020-2021 budget to reflect the loss in revenue.

CONCLUSION

The Lake Talbot Tourist Park is a major accommodation provider for the Narrandera community and due to circumstances outside of the control of both the lessor and the lessee the request from the lessee for the abatement of monthly lease payments should be agreed to with further lease payments also not required until such time as the facility is able to lawfully reopen for business.

RECOMMENDATION

That Council:

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

18.2 LAKE TALBOT TOURIST PARK - NOTICE OF INTENTION TO ACCEPT THIRD OPTION TO RENEW LEASE**Document ID: 467618****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

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

PURPOSE

The purpose of this report is for Council to progress the acceptance by the current Lake Talbot Tourist Park lessee to action the third option to renew the lease of the Lake Talbot Tourist Park commencing 1 July 2020.

SUMMARY

Graejan Pty Ltd is the current lessee of the Lake Talbot Tourist Park and has provided notification of acceptance of the third option to renew the lease from 1 July 2020 to 30 June 2024.

BACKGROUND

The current lease of the Lake Talbot Tourist Park (LTTP) is the second option of four options to renew with the current lease expiring 30 June 2020. The lease requires that the lessee notify Council of the intention to exercise the option not earlier than six months and not later than three months before the end of the term of the lease – the notice of intention was received 25 March 2020 which is within the required timeframe.

Council as the lessor must grant the lease if the lessee requests an extension and has not been remiss in paying amounts to Council and has not breached any conditions of the lease. Looking at the payment history of the lessee there have been no arrears in monthly rental payments to Council nor has there been any known breaches of the lease agreement.

Given that the recommendation will be for Council to action the preparation of a new lease document, there are two clauses in the current lease that Council as the lessee intends to action within the next four years:

Clause 9.4 – Market Rent Review

Clause 9.4 (c) provides for the lessor to re-determine the rent at any time, given that there are planned improvements to the facility through Playground on the Murrumbidgee funding it is appropriate that a rent review be carried out at a point when the works have been substantially completed. The proposed rent review does mean that additional revenue will be available for general expenditure; rather this revenue is required by the *Crown Land Management Act 2016* to be applied to the Crown land reserve for an approved purpose meaning that additional funding can be made available to any part of that Crown reserve which includes the Lake Talbot boat ramp and foreshore.

Clause 14 – Lessee to pay for services

This Clause requires the lessee to pay for gas, electricity, water or other services supplied or consumed in or on the premises by the lessee. Although the LTTP is connected to the Narrandera potable water supply a water consumption account is not issued at the present time. Water supply 'best-practice' pricing requires the issuing of an account based on water usage, similarly the LTTP are not levied sewer usage charges where a percentage of water consumed through the water meter is deemed to be placed into the sewer system.

It is proposed to amend this Clause to include the phasing in of the water consumption and sewer usage charges across the third option lease period and part of the fourth option lease period if required.

Having regard to the costs associated with the preparation of the new lease, Clause 16 of the lease states that the lessee shall pay in full the lessor's reasonable legal costs in connection to the preparation, completion, stamping and registration of this lease; so there should be no cost to Council in this renewal.

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

Theme

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

The current lessee has notified Council of their intention to accept the third of four options to renew the lease which is a positive outcome for not only the continuance of this facility but also assurance of continued revenue for future improvements to this Crown reserve.

Legal / Statutory

Crown Land Management Act 2016

Real Property Act 1900

Community Engagement / Communication

Achieved by presenting this report in an open forum of Council.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

There are no perceived risks in the preparation and execution of the third option to renew the lease for the Lake Talbot Tourist Park.

OPTIONS

The options available are to prepare the third renewal option or to not prepare the third renewal option.

The recommendation to Council will be to action the notification from Graejan Pty Ltd and progress the preparation of the third lease option and to authorise the Mayor and the General Manager to sign the document and place the Seal of Council on the document when signed by the lessee.

CONCLUSION

The current lessee has notified Council of the intention to accept the third offer to renew the lease and there does not appear to be any reason why Council should reasonably withhold consent for the preparation of the new lease.

RECOMMENDATION

That Council:

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

Authorise the placement of the Seal of Council on the lease document and any other documents necessary relating to this matter.

18.3 CVGT AUSTRALIA - RENEWAL OF LEASE FOR 147 EAST STREET, NARRANDERA**Document ID: 467663****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: 1. Email from CVGT Australia - new lease agreement with options.pdf****RECOMMENDATION**

That Council:

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

PURPOSE

The purpose of this report is to advise Council that GVGT Australia have sought the renewal of the commercial lease for 147 East Street, Narrandera.

SUMMARY

CVGT Australia has been a tenant of 147 East Street, Narrandera since 2015 with the current lease expiring 30 June 2020, although the current lease has an option to renew for an additional three years until 30 June 2023 CVGT Australia wish to extend and structure the proposed new lease and options to align with their Government funding agreement.

BACKGROUND

GVGT Australia (CVGT) has occupied 147 East Street, Narrandera since 2015 and recently requested that a new commercial lease be prepared so to align with their Government funding agreement. The term of the new lease with options provides for an initial term of 2 years expiring 30 June 2022 with the first option for an additional 2 years expiring 30 June 2024, then a further second option for 2 years expiring 30 June 2026 then a final option for 1 year expiring 30 June 2027.

The new annual rental amount for 147 East Street, Narrandera is \$12,043.75 (excl GST) or \$1,003.65 (excl GST) per month which is a 2.5% increase over the current monthly rental payment.

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

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

N/A

Financial

The new lease agreement retains a revenue stream of just over \$12,000 per annum for the foreseeable future; also the tenant is to pay the costs associated with the preparation of the new commercial lease and registration of the lease on the Certificate of Title. The tenant will also be responsible for the cost to prepare a survey plan of the leased part of 147 East Street if required by Local Land Registry Services before registration of the lease.

Legal / Statutory

Local Government Act 1993

Real Property Act 1900

Community Engagement / Communication

By presenting this report in an open forum of Council.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

There are no perceived risks with the renewal of this commercial lease.

OPTIONS

The options available are for Council to enter into a new commercial lease as sought by CVGT Australia or alternatively not proceed with the rental of this property.

CONCLUSION

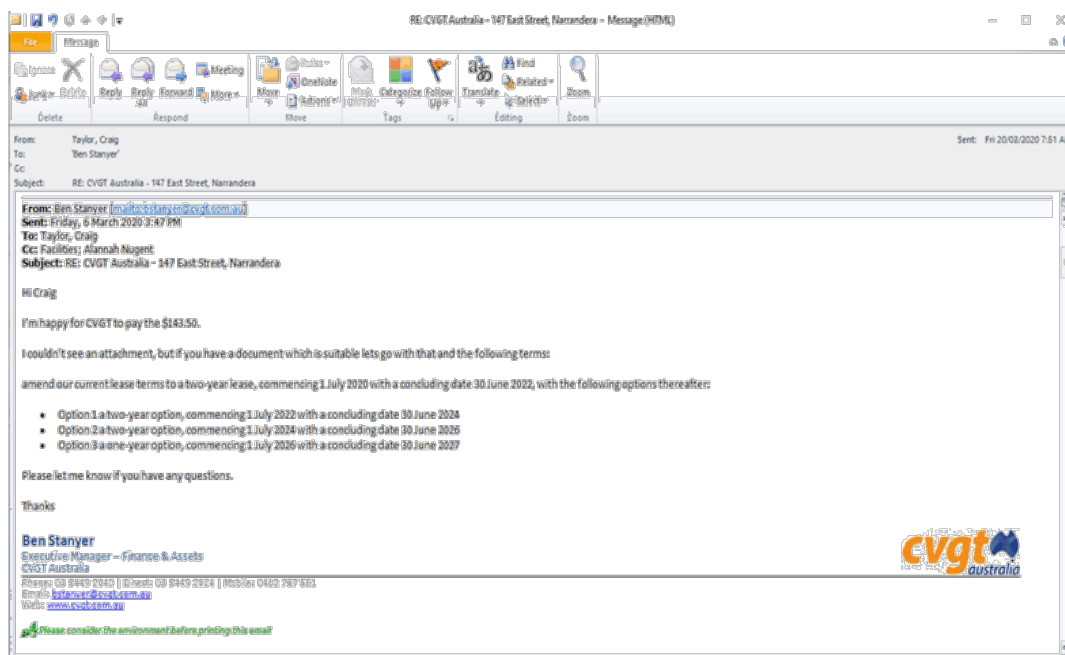
CVGT Australia facilitates essential employment opportunities to the local community and Council should encourage the continuance of this service by agreeing to enter into a new commercial lease for 147 East Street, Narrandera.

RECOMMENDATION

That Council:

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

Email received from CVGT Australia 20 March 2020 confirming new lease agreement with options for renewal



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

Document ID: 467664

Author: Governance and Engagement Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Civic Leadership

Attachments:

1. Email from MLHD - proposed MOU Hire of Emergency Operations Centre.pdf
2. Email from MLHD - seeking hire fee abatement or reduction.pdf

RECOMMENDATION

That Council:

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

PURPOSE

The purpose of this report is to advise Council that the Murrumbidgee Local Health District – Aboriginal Health are seeking to continue the partnership with Council by entering into a fourth Memorandum of Understanding for the weekly hire of part of 17-21 Twynam Street, Narrandera.

Given the current COVID-19 pandemic Murrumbidgee Local Health District is also seeking the abatement of or a reduction in the weekly hire fee.

SUMMARY

Murrumbidgee Local Health District – Aboriginal Health have been a regular hirer of part of the Emergency Operations Centre located at 17-21 Twynam Street, Narrandera since 2016. The current Memorandum of Understanding between both parties commenced 1 September 2018 and will expire 31 August 2020. The proposed new Memorandum of Understanding is again for 2 years expiring 31 August 2022. The weekly hire fee remains at \$60 (excl GST) which covers the cost of utilities and cleaning.

BACKGROUND

Murrumbidgee Local Health District – Aboriginal Health (MLHD) and Council entered the first Memorandum of Understanding (MOU) during 2016 with a second MOU signed in 2017, the third and current MOU expires 31 August 2020. The maternal clinic is staffed by MLHD employees and offers a number of programs offering child health and family health services to women with Aboriginal children. The clinics are very well attended with this

partnership being one of the early catalysts in building a much greater rapport with the local Aboriginal community.

The proposed Memorandum of Understanding is the same as the current document apart from the terms of commencement and termination; the recommendation to Council will be to continue with the current arrangement and endorse the proposed Memorandum of Understanding commencing 1 September 2020 until 31 August 2022.

A second request from MLHD is the abatement of or a reduction in the weekly hire fee due to the current COVID-19 pandemic; the basis of the request is that based on MLHD policies of social distancing, pre-screening and stringent cleaning/disinfection needs for the operation of clinics, the hired facility would not meet the cleaning and sterilisation criteria.

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

Theme

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

By entering into a fourth Memorandum of Understanding not only means continued revenue for the facility but again shows a commitment by Council to promote health and wellbeing within the local Aboriginal community.

The abatement of the current \$60 per week hire fee for say 8 weeks will reduce anticipated income for 2019-2020 by \$480 which can be adjusted for on the next Quarterly Budget Review.

Legal / Statutory

Local Government Act 1993

Community Engagement / Communication

By presenting this report in an open forum of Council.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

There are no perceived risks by entering into this continuing partnership with Murrumbidgee Local Health District.

OPTIONS

The options available for the proposed fourth Memorandum of Understanding are to either endorse the continued partnership for the weekly partial hire of 17-21 Twynam Street, Narrandera or not to continue with the partnership.

It will be recommended that this partnership be continued by entering into the new Memorandum of Understanding with Murrumbidgee Local Health District as presented.

The options available for a temporary hire fee abatement or reduction due to the COVID-19 pandemic is considered reasonable in the circumstances.

It will be recommended that the weekly hire fee of \$60 (excl. GST) be waived until the COVID-19 pandemic is over and the weekly clinics recommence.

CONCLUSION

The Aboriginal Health Clinic for maternal and child health services provided by the Murrumbidgee Local Health District is an important service for the Aboriginal community and Council should continue this partnership by entering into the fourth Memorandum of Understanding.

RECOMMENDATION

That Council:

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

**MEMORANDUM
OF
UNDERSTANDING**

BETWEEN

Narrandera Shire Council

and

Murrumbidgee Local Health District

Aboriginal Health

1 September 2020

**Purpose:**

The purpose of this Memorandum of Understanding (MOU) is to work together in partnership to improve the health status of Aboriginal women, children and families within Narrandera Shire by increasing access to culturally appropriate services. These services are offered by the Murrumbidgee Local Health District's Aboriginal Health Unit: Aboriginal Maternal Infant Health Service (AMIHS) and Building Strong Foundations for Aboriginal Children, Families and Communities (BSF) program.

This MOU defines the commitment and contribution that each organisation will make to achieve an increase in access to healthcare and a better understanding of the health needs of the Aboriginal community within Narrandera Shire under a primary health care framework.

The purpose will be achieved in a manner that respects the needs of the Aboriginal community and acknowledges the history of inequality in health and inequity in health service access for Aboriginal people by previous health authorities.

Background:

The AMIHS and BSF programs offer maternal and child and family health services to women with Aboriginal children and their families by way of a weekly Clinic.

The values that underpin these services are:

- Cultural respect
- Social Justice
- Participation
- Equality
- Access
- Learning
- Collaboration

To work respectfully with individuals, families and communities and increase access and engagement to services, the provision of a range of options for service access and a culturally respectful and welcoming environment is crucial to achieving this.

To achieve this the MOU seeks the partial hire and use of the Narrandera Council owned facility known as the Emergency Operations Centre located at 17-21 Twynam Street, Narrandera; in particular the large room situated at the south-west corner of the building (previously referred to as the RFS Control Room).

With the consent of Council this will offer the Aboriginal community a flexible option for accessing services and provide the opportunity for opportunistic antenatal, child health checks and immunisation.



The grass area out the front of the building is also sought for use and will act as a welcoming environment that children will be free to utilise so they are not confined to the space of the room. The area may also be used for cultural activities such as yarning circle, weaving or children's activities. The existing fence and latching will be sufficient, the children will be supervised at all times.

Term:

Two years from the 1 September 2020 until 31 August 2022.

Contributions:*Narrandera Shire Council*

- Provide use of the large room situated within the south-west corner of the building (previously referred to as the RFS Control Room) at the Emergency Operations Centre located at 17-21 Twynam Street, Narrandera for the purpose of a Clinic.
- Allow Clinic staff to use the internal kitchen facilities and external amenities located at the south-east corner of the building.
- Provide maintenance to the hired room (inclusive of those fixtures and fittings deemed to be the responsibility of Council) as required so to ensure that the room remains fit for purpose.
- Shall apply a standard weekly hire charge of \$60 (excl. GST) which is a contribution to the costs for internal cleaning of the hired room also the internal kitchen facility and the external amenities. The hire charge is also a contribution to recurrent costs such as electricity costs, water consumption and sewer usage charges also ground maintenance in addition to anticipated future capital costs.
- Issue a tax invoice on a monthly basis to Aboriginal Health at the following email addresses: MLHD-Aboriginalhealth@health.nsw.gov.au cc: Kelly.paton@health.nsw.gov.au and Sabrina.brown@health.nsw.gov.au

Murrumbidgee Local Health District – Aboriginal Health

- Provide all furniture and equipment required to conduct the Clinic.
- Provide anaphylaxis kit when immunising.
- Comply with Work Health Safety policy.
- Conduct Immunisation/drop-in-clinics 1 x day per week, on Wednesdays 9.00am – 3.00pm.
- Manage and remove both clinical waste and general waste generated through the activity in accordance with MLHD procedures.
- Pay the tax invoice issued from Narrandera Shire Council within 30 days of issue.
- Will make every effort that staff and clients attending the Clinic do not interfere with any other users of the facility that may be present at the same time such as but not limited to training sessions, conferences or pre-poll facilities for a Federal, State or Local



Government election.

- Ensure that Clinic staff and clients do not cause intentional damage to the property.
- Where damage is incurred to the property the damage is to be reported immediately to Council with a detailed report of the incident accompanied by photographs to follow shortly afterwards.
- Where damage is incurred or injury or harm to staff or clients occurs, the incident is to be logged on the MLHD incident management system ims+.
- Collect an access key and alarm code from the Council administration centre and return the key to the Council administration centre the next business day.
- Ensure that all external windows and doors are locked prior to exiting the building, also that the alarm system has been set.
- Council will endeavour to keep the front area of the building free of leaves and other debris, however given that the building is located within an area where several London Plane trees are located and is not used on a daily basis this may not be possible, therefore the understanding of the clinic team would be appreciated.

Considerations:

- Where there is an emergency event within Narrandera Shire it may be necessary for Council to use the Emergency Operations Centre in its entirety, should this occur the Clinic will not be permitted to operate. Narrandera Shire Council will advise the MLHD AMIHS and BSF team as soon as practicable of the use of the entire building and where possible provide a date when the Clinic may be able to recommence normal services. Upon receiving such advice from Council the MLHD AMIHS and BSF team will action the cancellation of the necessary clinic dates by posting a notice on the AMIHS-BSF Facebook site and by placing a printed notice at the site of the Emergency Operation Centre so that it is clearly visible to potential users of the Clinic services.

Recommendations:

- That this MOU dated 1st September 2020 until 31st August 2022, differ from the expiring MOU dated 1st September 2018, and expiring 31st August 2020, only to the extent of the inclusion of;
- 'Where damage is incurred or injury or harm to staff or clients occurs, the incident is to be logged on the MLHD incident management system ims+.' as a dot point under Contributions MLHD – Aboriginal Health on page 3.
- That the weekly hire charge of \$60 (excl GST) remain at the same rate.



Review:

- This MOU is to be evaluated by both parties two months prior the ~~expiry date~~ with a new MOU or hire agreement to commence as of 1 September 2020.
- Either party may seek variation by notifying the other party in writing.
- Variations to this MOU is to be agreed by Narrandera Shire Council represented by Mr Craig Taylor (to the limit of delegation) also the MLHD AMIHS/BSF team at Narrandera and the Manager of Aboriginal Health.

Signatories to the Memorandum of Understanding

The MOU between Narrandera Shire Council & Aboriginal Health, Murrumbidgee Local Health District will take effect for a twenty-four month period commencing 1st September 2020.

FOR AND BEHALF OF THE NARRANDERA SHIRE COUNCIL

Name: Neville Kschenka

Title: Mayor

Signature:

Date:

Name: George Cowan

Title: General Manager

Signature:

Date:

FOR AND BEHALF OF THE MURRUMBIDGEE LOCAL HEALTH DISTRICT

Name: Fiona Renshaw

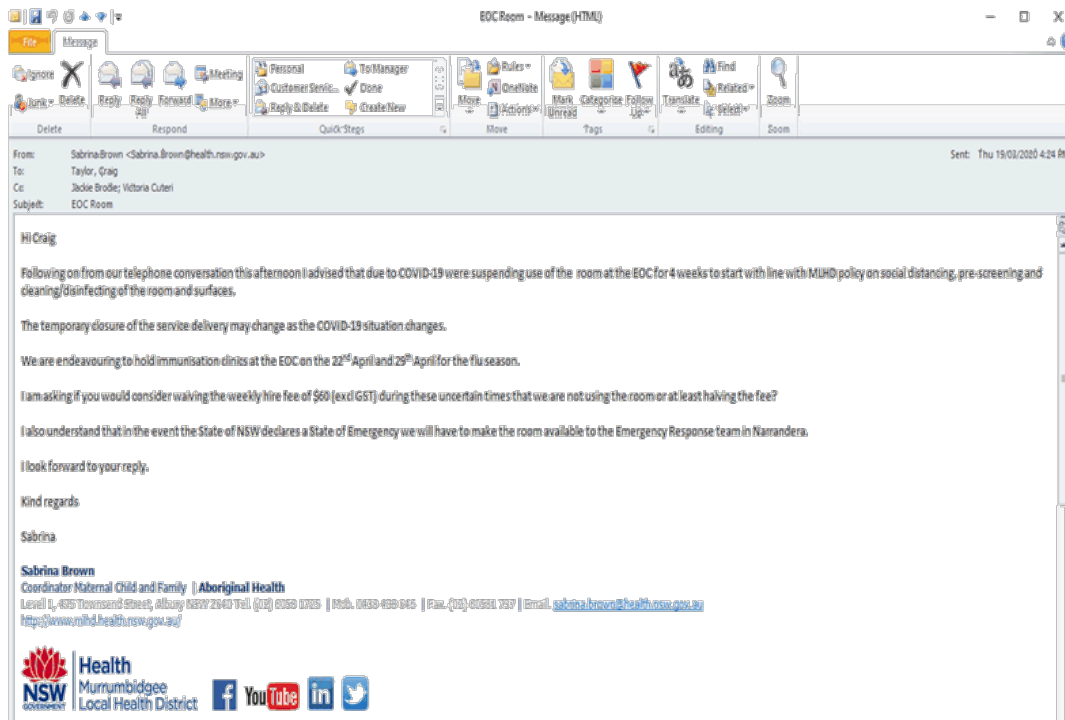
Title: **Director Integrated Care & Allied Health**

Signature:

A handwritten signature in black ink, appearing to be 'FR' or similar initials, written over a horizontal line.

Date: 11/3/2020

Email from MLHD received 19 March 2020 seeking a hire fee abatement or reduction for 4 weeks from 25 March 2020 (inclusive)



18.5 NARRANDERA IMPERIAL FOOTBALL & NETBALL CLUB INCORPORATED - AGREEMENT IN PRINCIPLE TO NEGOTIATE A NEW LICENCE**Document ID: 467665****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

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

PURPOSE

The purpose of this report is to advise Council that representatives of the Narrandera Imperial Football & Netball Club have held initial discussions with Council staff about entering into a new licence agreement for both the exclusive and non-exclusive use of part of the proposed new clubhouse to be constructed at the Narrandera Sportsground.

SUMMARY

The Narrandera Imperial Football & Netball Club currently hold a 20 year licence over the present clubhouse structure located to the north of the Narrandera Sportsground with the Club now seeking to enter into a new licence agreement with Council for part of the proposed new clubhouse structure to be sited in the south western area of the sportsground.

BACKGROUND

The Narrandera Imperial Football & Netball Club (NIFNC) and Council formally entered into a 20 licence agreement for the exclusive use of the existing clubhouse and non-exclusive use of some adjacent areas at the Narrandera Sportsground on 21 March 2016. The final licence was the result of a number of years of discussion between both parties; also extensive community consultation and an application to the Minister for Local Government seeking consent for the granting of the licence.

During the initial discussions it was generally agreed that the proposed new licence is to be based on the existing licence in that areas of exclusive and non-exclusive use will be clearly defined and that the new licence will continue to address issues such as vehicle parking also access and egress during events. There will however be a number of new inclusions such as adhering to the conditions of consent of the Development Application also waste management practices and the separate metering of utility services such as electricity, gas and water which are to be billed to and paid by the NIFNC.

The proposed new licence will continue to provide for the NIFNC to allow a third party to hire the licenced area for a private function.

Similar to the current licence the term of the proposed licence will be the maximum 20 years following approval by the Minister for Local Government with the annual licence fee payable to Council still to be determined. The NIFNC shall continue to be responsible for the maintenance and cleaning of the licenced areas and to also hold and maintain a current public risk policy that provides for a minimum cover for each accident, claim or event of an initial amount of twenty million dollars.

The NIFNC will be required to relinquish the current licence agreement on commencement of the new licence agreement.

At the conclusion of the initial discussions the NIFNC asked if Council could provide a notice of intent or an agreement in principle to proceed with a new licence agreement so that the NIFNC could commence fundraising activities.

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

Theme

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

The new licence agreement will essentially retain the same content within the current licence agreement however there will be additional clauses relating to the separate metering of utility services and payment of these services by the Narrandera Imperial Football & Netball Club.

Similar to the current licence the new licence will require that the Narrandera Imperial Football & Netball Club must pay all legal and other costs and disbursements of the licensor arising out of or associated with the new licence agreement.

Legal / Statutory

Local Government Act 1993

Community Engagement / Communication

By initially presenting this report in an open forum of Council with greater community consultation to be undertaken prior to seeking consent from the Minister for Local Government to issue a 20 year licence.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

There are no perceived risks with Council providing the Narrandera Imperial Football & Netball Club with an 'agreement in principle' letter for the negotiating of a new licence agreement for part of the proposed new clubhouse to be constructed at the Narrandera Sportsground.

OPTIONS

The options available to Council are to provide agreement in principle to enter into a new licence with the Narrandera Imperial Football & Netball Club for use of part of the proposed new clubhouse to be constructed at the Narrandera Sportsground or alternatively not progress a new licence agreement.

The recommendation will be for Council to provide agreement in principle to enter into a new licence for both exclusive and non-exclusive use of areas within and surrounding the proposed new clubhouse to be constructed at the Narrandera Sportsground; also that Council agree to action the preparation of a new licence agreement for discussion by both parties.

CONCLUSION

The Narrandera Imperial Football & Netball Club already has a licence agreement with Council for both exclusive and non-exclusive use of the existing clubhouse and surrounding areas at the Narrandera Sportsground.

The proposed new clubhouse will enhance the amenity of the Narrandera Sportsground as a whole and with a new formalised licence agreement the facility has the potential to become a community asset that can be utilised by not only the licensee but also by other groups and organisations within the community.

RECOMMENDATION

That Council:

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

18.6 IMPACT OF COVID 19 VIRUS**Document ID: 468165****Author: General Manager****Authoriser: General Manager****Theme: Our Civic Leadership****Attachments: Nil**

That Council:

1. Receive and note the report on the impact of the COVID-19 Virus on Councils operations and within the Shire community.
2. Endorse the actions taken to implement the Business Continuity Plan and the Public Health Orders issued by the Minister for Health.
3. Amend Policy CS300 Rates and Charges Financial Hardship to allow applications to be lodged by ratepayers suffering financial hardship by way of a simple Statutory Declaration.
4. Consider extending the policy to apply to all rate categories.
5. Resolve that the interest rate to be charged on outstanding rates for the period subject to any deferment be set at Zero.
6. Delegate to the General Manager the authority to determine all applications for deferment and periodic payment of rates and charges during the period of the pandemic.
7. Note the deferment of the Local Government Elections previously scheduled for September.
8. Support the continued efforts of the staff to transition to web based support services particularly in Community Services and Economic Development.

PURPOSE

The purpose of this report is to advise Council of the impacts of the COVID-19 Virus on Council operations and within the community and allow the Council to consider further measures to assist residents cope with those impacts.

BACKGROUND

The agricultural sector and those industries dependent upon it have suffered through two years of drought. The impact of the Coronavirus (COVID-19) on the Narrandera Shire community and the local economy following upon that drought has been devastating. The service and hospitality industries have been particularly hard hit. Many businesses have been closed by order and others have closed because there is no longer any passing trade. The tourist trade generated by significant local events and the confluence of the highways has evaporated. As a result many local people have lost their jobs or had their income substantially reduced.

On the 18 March immediately following the March Council meeting, the first of the Public Health Orders were issued restricting activities and business operations.

This report will outline those restrictions and resultant impacts.

Narrandera Shire Council is committed to maintaining critical services during the period of the pandemic and supporting ratepayers and staff alike.

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

Theme

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

There are two Council policies relevant to considerations in this report.

The **Business Continuity Plan (BCP)** which was adopted by Council in 2016 and is currently under review is the first of these. The BCP provides specifically for the management of situations involving a pandemic such as the COVID-19, although prior to this pandemic it was untried.

In meeting this challenge the immediate response was to establish an Emergency Management Committee comprising the General Manager, Deputy GMs, Communication Officer, Managers of IT and HR and the WHS Officer. The committee has met daily to lead the development and implementation of the response. All Managers have developed a specific response to the issues affecting their area of operation and those sub-plans have been invaluable in guiding Council through this crisis.

The second policy relevant to this situation is CS300 **Rates and Charges Financial Hardship Policy**.

This policy which was recently reviewed allows Council to consider applications from residents for deferment of residential Rates and Charges, on the basis of genuine hardship. There is little doubt that following two years of drought and now this pandemic a number of ratepayers will be suffering hardship.

Some changes to this policy are recommended for consideration by Council. It is proposed to relax the requirements for an application to a simple statutory declaration allowing the ratepayer to provide a declaration as to the financial position of the applicant and the existence of hardship and to allow those applications to be determined by the General Manager rather than having to come to a meeting of Council. Council may also wish to consider extending the policy to apply to all properties within the shire.

Financial

The full impact of the changes in operations from a financial perspective is not yet known but it is estimated to be well over \$100k.

Minor savings will occur in staff costs due to the standing down of casuals but at the VIC those savings will be offset by loss in sales income. Changes in staffing in Community Transport due to the loss of volunteers will increase costs, many services in this area are

grant funded. Fortunately a couple of key staff positions at the library and in customer service are currently vacant or have folk on long term leave.

Significant additional costs or loss of income will occur with deferment of commercial tenancies and the reduction in airport landing fees.

It should be noted that the 2019-2020 rates and charges have been levied and the fourth quarter payments are due in May. The current legislation does not allow Council to abandon rates and charges that have been levied.

However, at this meeting Council will be considering the Operational Plan and Revenue Statements for the 2020-2021 financial year. Those documents embody the planned increase in revenue from the implementation of the ministerially approved rate pegging limit and interest charges.

Legal / Statutory

Commencing on 20 March the Minister for Health has issued a number of Public Health Orders. The current substantive order came into effect on 31 March and is Public Health (COVID-19 Restrictions on Gathering and Movement) Order 2020. The order will expire on 29 June 2020 unless it is revoked earlier. It requires a number of businesses and facilities closed and places restrictions on gatherings and travel. It can be found at Legislation.nsw.gov.au along with amendments to the Local Government Act relating to the deferment of the Local Government Elections and changes allowing the holding of Council meetings remotely.

Although yet to be formalised in legislation, the Federal Government has also foreshadowed a mandatory Code of Conduct applying to residential and commercial tenancies.

Community Engagement / Communication

Extensive use has been made of social media and main stream advertising to advise residents of the changes to Council operations made necessary by the legislation around the virus.

There have been very few complaints from residents most accepting that the restrictions and changes are in the best long term benefit of all.

Human Resources / Industrial Relations (if applicable)

From the outset, I have made it clear to the staff that every effort will be made to support them during this crisis.

There is a small number of casuals at the VIC and one at the Library who have been stood down and who have access to Centrelink payments. Two casuals who were laid off at the end of summer have been reappointed to help in the additional cleaning regime. LGNSW have negotiated a "Local Government (COVID-19) Splinter Award 2020" with the Local Government Unions which Council has opted into. It describes the process for any staff displaced by the virus regulations. Essentially, the splinter award describes the transition from normal operations includes working from home, doing alternate suitable duties, four weeks paid COVID-19 Special Leave, up to three months Job Retention Allowance, using any Personal Leave available and Leave Without Pay.

A number of employees are either over 70 or have medical conditions that make them vulnerable to the virus. These people have been either relocated to work from home or have been placed under the leave arrangements outlined above.

RISKS

There is serious risk to Councils operations posed by the virus. The implementation of the Business Continuity Plan and the associated sub-plans has helped to mitigate that risk.

Critical functions and teams have been separated. Key staffs have had their chance of exposure reduced but it cannot be eliminated. Risk to the public has been lessened by the closure of facilities and the increased cleaning regimes implemented by Council.

COUNCIL OPERATIONS

A number of Council businesses have been closed by the Public Health Orders including; The Visitor Information Centre, Caravan Parks (Lessee) and camping areas, the Library, the Indoor Stadium, Playgrounds and exercise areas, the Skate Park. The Narrandera Waste Disposal area is operating on reduced hours. Council Customer Service areas including the Main Office have also been closed to direct entry to the public.

Remote and internet services have been maintained for all functions, where possible.

Where possible staffs have been directed to work from home and the works teams have been split to reduce contact between staff. A small number of staff continue to work from the main office, community services and the library

A small number of regular casuals have been stood down and have been able to access Centrelink benefits; alternate duties have been found for a number of other staff.

Normal operations are continuing in works, water and sewer, planning and environment, projects and OSR. Cleaning of public amenities and utilities has been increased but a number of toilet blocks have been closed on the back of a severe reduction in travellers visiting the area.

Community Services

There has been major changes in this area that have been outlined within a separate report.

Library Services

With the closure of the physical library building many of the normal operations have had to be cancelled. Staff have focused on the home library service, which is currently, with aged care lockdowns and school restrictions serving approximately 41 clients. New Clients - 6 of the 41 above are existing borrowers who due to COVID-19 are now utilising the Home Library Service. Current loans to those clients – 642 items (There are another 22 clients in the aged care facilities not included in these calculations as they are currently locked down). Existing clients receive a monthly service however new clients are calling as they need replenishment. Many of the regular clients were encouraged to stock up the week the library closed, many of those who will be eligible for the service would still have some reserves for another week or so. Advertisements were placed in the Argus and broadcast on the Community Radio promoting the service. A Facebook blitz just focussing on the Home Library without any other service has also been launched.

Centrelink

With the physical closure of the library building access to the Centrelink terminals was lost. A number of alternatives were examined but in the end Centrelink advised that they believed they had met their client's needs.

They advised that:

At the moment, clients are not required to report to get payments and there are no participation requirements. Documents and document verification are not mandatory so

no Separation Certificate, Rental Receipt, verified ID nor proof of relationship status are being required. All existing clients are just being paid. For new clients the entire claim process can be done over the phone. The only people currently submitting documentation are businesses and their accountants who are uploading profit and loss details on their own volition. Centrelink staff are not allowed to request documentation and free Wi-Fi is still available at all sites.

Customer service received one initial complaint regarding the loss of access to the service and a local business indicated that they had a number of clients concerned. No recent complaints have been received.

Air Services

Rex has reduced the number of return air services to two per week – Monday and Thursday. In order to support the airline, Council had previously agreed to a substantial reduction in the landing fees through to the end of the year with a likely budget impact of \$40k.

Economic Development

With the physical closure of the Visitor Information Centre all services have moved to online. The demand for information essentially collapsed with the orders restricting travel and the use of caravan parks and camping areas. Casual staff have been stood down and part time permanents have been redeployed.

Over the past two years, Economic Development staff have provided a number of business seminars on internet and social media opportunities for local businesses. The use of that media by local businesses has never been more important.

Staff have been working with the Narrandera Business Group to launch a Facebook group “Narrandera – Online Takeaway & Delivery Services” which now has 463 members. The page is open to all local businesses who provide online and or takeaway services. A number of local businesses have refocused their efforts towards home delivery and or takeaway.

CONCLUSION

In conclusion, Council is committed to supporting the community and its workforce through the pandemic period and to working with other levels of government and their agencies to address and where possible mitigate the impacts of the virus.

We are committed to the continued safe delivery of the essential services that residents need to live and prosper.

At the moment the future is uncertain with the Public Health Orders to remain in force unless revoked until the end of June. The impact of the virus is likely to be long term and many of the traditional ways of providing services and community support will have to be rewritten. Every effort is being made to maintain critical services and to change service delivery so that the all-important support for the community can be maintained.

RECOMMENDATION

1. Receive and note the report on the impact of the COVID-19 Virus on Councils operations and within the Shire community.
2. Endorse the actions taken to implement the Business Continuity Plan and the Public Health Orders issued by the Minister for Health.
3. Amend Policy CS300 Rates and Charges Financial Hardship to allow applications to be lodged by ratepayers suffering financial hardship by way of a simple Statutory Declaration.
4. Consider extending the policy to apply to all rate categories.
5. Resolve that the interest rate to be charged on outstanding rates for the period subject to any deferment be set at Zero.
6. Delegate to the General Manager the authority to determine all applications for deferment and periodic payment of rates and charges during the period of the pandemic.
7. Note the deferment of the Local Government Elections previously scheduled for September.
8. Support the continued efforts of the staff to transition to web based support services particularly in Community Services and Economic Development.

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 MARCH DEVELOPMENT SERVICES ACTIVITIES

Document ID: 467668
Author: Administration Assistant
Authoriser: Deputy General Manager Infrastructure
Theme: Statutory and Compulsory Reporting – Development Services
Attachments: Nil

RECOMMENDATION

That Council:

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

PURPOSE

The purpose of this report is to inform Council of Development Applications and other development services provided during March as at 31 March 2020.

BACKGROUND

Development & Complying Development Applications

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

Stage Reached	Number
Lodged	5
Stop-the-Clock / Under Referral / Awaiting Information	3
Under Assessment	5
Determined	2

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

Development Type	2019/2020			
	March 2020		Year to Date	
	Number	Value \$	Number	Value \$
Residential	1	\$ 300,000	23	\$ 2,266,788
Industrial			1	\$ 1,000
Commercial			1	\$ -
Rural Residential			1	\$ 120,000
Subdivisions	1	\$ -	3	\$ 1,200
Other			2	\$ 180,000
TOTAL	2	\$ 300,000	31	\$ 2,568,988

Under the provisions of section 4.59 of the Environmental Planning and Assessment Act Narrandera Shire Council consented to the following development applications, applications for modification of development consents and complying development certificate applications during March 2020.

No	Lot	Sec	DP/SP	Address	Development Type	Class	Type	STC	ACTIVE Business Days
DA-008-19-20	206	-	751719	174 Pine Hill Road	Subdivision	-	I	-	112
DA-010-19-20	137	-	129148	16267 Newell Highway	Dwelling	1a	I	-	114

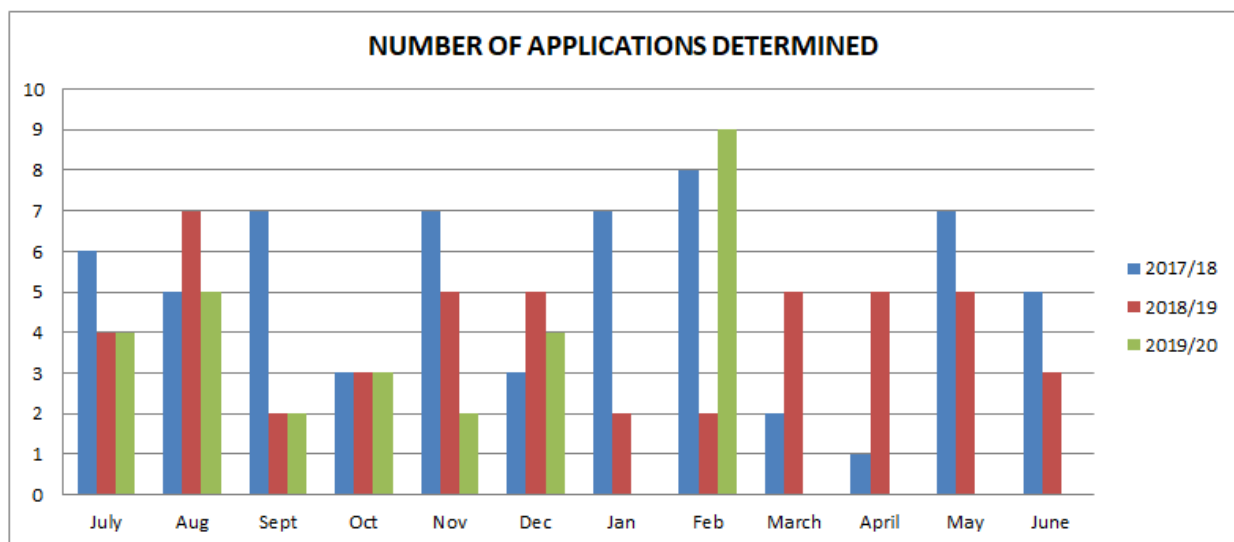
Type explanation

Local (L)	Merit based assessment where development consent is required. Target determination time of 40 business days.
Integrated (I)	Merit based assessment where approval from other authorities, such as RMS, RFS, DPI, is required in addition to development consent. The referral process extends the target determination time to 60 business days.
Modification (M)	Revision of previously approved application. No target determination time.
Stop the Clock (STC)	Calculation of active days stops while additional information required to complete the assessment is obtained from the applicant.
Complying (C)	Fast track approval process without the need for a full development application, if specific criteria are met. Target 10 to 20 business days.

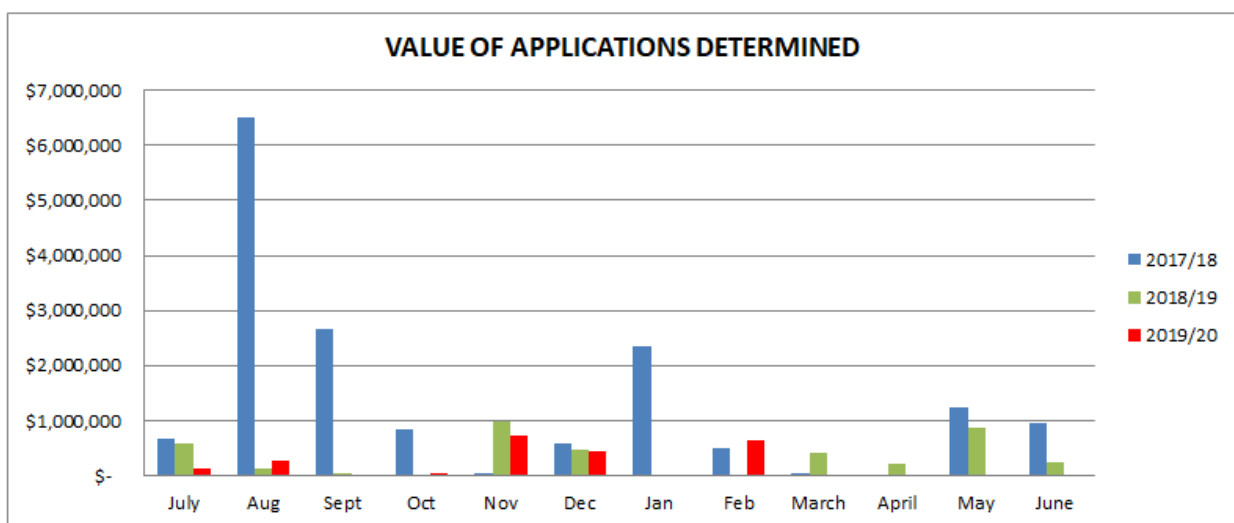
Comparison determination times

2014/15	Narrandera Shire Council average	43 days
2015/16	Narrandera Shire Council average	35 days
2016/17	Narrandera Shire Council average	26 days
2017/18	Narrandera Shire Council average	27 days
2018/19	Narrandera Shire Council average	38 days
2019/20	Narrandera Shire Council average - YTD	34 days

This graph details the comparative number of Development & Complying Development Applications determined by month since 2017/18.



This graph details the comparative value of Development & Complying Development Applications determined by month since 2017/18.



Certificates Issued

A summary of other development services activities undertaken during March 2020 is detailed in the following table:

Certificate Type	Number Issued
Construction Certificates	2
Building Certificates	1
Subdivision Certificates	2
Occupation Certificates	-
Compliance Certificates	-
Section 10.7 (previously 149) Certificates	22
Swimming Pool Compliance Certificates	1
On-Site Septic Management System Certificates	-

RECOMMENDATION

That Council:

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

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 MARCH STATEMENT OF BANK BALANCES

Document ID: 466719
Author: Costing Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

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

PURPOSE

The purpose of this report is so that Council is aware of the amount of funds held in its operating account

BACKGROUND

Opening Cashbook Balance	1,412,755.58
Plus Receipt	4,019,538.23
Less Payments	5,304,991.50
Current Cashbook Balance	<u>127,302.31</u>
Statement Summary	
Opening Statement Balance	1,096,333.27
Plus Receipts	4,389,213.74
Less Payments	5,372,117.07
Current Statement Balance	<u>113,429.94</u>
Plus Unpresented Receipts	15,566.00
Less Unpresented Payments	1,693.63
Reconciliation Balance	<u>127,302.31</u>
GL BALANCE	<u>127,302.31</u>
Unpaid Creditors	31,758.59
Overdraft Limit arranged with Bank 01/01/1989	350,000.00

RECOMMENDATION

That Council:

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

20.2 MARCH STATEMENT OF INVESTMENTS

Document ID: 466721
Author: Costing Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

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

PURPOSE

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

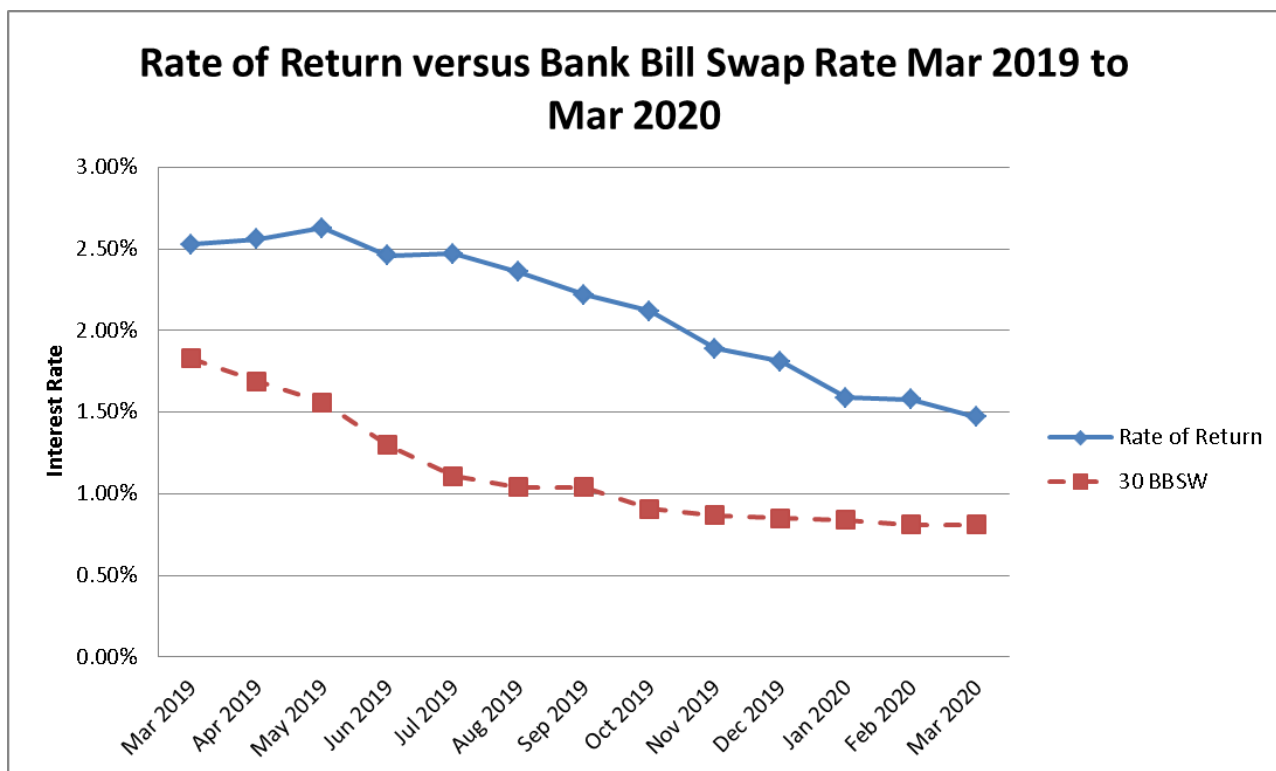
SUMMARY

Fund Balance (GL)	
GENERAL	16,677,347.22
WATER	7,652,344.40
SEWERAGE	874,480.95
TRUST	99,541.62
	25,303,714.19

BACKGROUND

Council Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments A to BBB-				
Elders Rural Bank	1,000,000.00	3.97%	2.51%	18 Apr 2020
Elders Rural Bank	1,000,000.00	4.01%	1.45%	18 Nov 2020
IMB	1,000,000.00	3.97%	1.55%	22 May 2020
Bendigo Bank	1,000,000.00	3.97%	1.50%	24 Jul 2020
Bendigo Bank	750,000.00	2.98%	1.50%	11 Aug 2020
Bendigo Bank	1,000,000.00	3.97%	1.50%	19 Nov 2020
Bendigo Bank	1,000,000.00	3.97%	1.50%	3 Dec 2020
Direct Investments AA- to A	6,750,000.00	26.84%		

Direct Investments AAA to AA-				
NAB Cashmaximiser	1,704,172.57	6.76%	0.10%	31 Mar 2020
NAB	1,000,000.00	3.97%	1.70%	8 Jun 2020
NAB	1,000,000.00	3.97%	1.53%	7 Aug 2020
NAB	750,000.00	2.98%	1.50%	14 Oct 2020
NAB	1,000,000.00	3.97%	1.41%	26 Oct 2020
NAB	1,000,000.00	3.97%	1.51%	4 Dec 2020
NAB	1,000,000.00	3.97%	1.33%	28 Dec 2020
St George	1,000,000.00	3.97%	2.00%	12 Apr 2020
St George	1,000,000.00	3.97%	2.60%	23 Apr 2020
St George	750,000.00	2.98%	1.78%	4 Jun 2020
St George	1,000,000.00	3.97%	1.63%	10 Jul 2020
St George	1,000,000.00	3.97%	1.70%	10 Sep 2020
St George	750,000.00	2.98%	1.25%	20 Jan 2021
St George	1,000,000.00	3.97%	1.48%	22 Feb 2021
St George	1,000,000.00	3.97%	1.48%	22 Feb 2021
Suncorp	1,000,000.00	3.97%	1.60%	1 May 2020
Suncorp	500,000.00	1.98%	1.63%	13 Jul 2020
Suncorp	1,000,000.00	3.97%	1.47%	15 Sep 2020
Suncorp	1,000,000.00	3.97%	1.55%	18 Jan 2021
	18,454,172.57	73.26%		
Council Funds	25,204,172.57	100%		
Monthly Investment Performance				
Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
Mar 2019	25,421,897.58	2.53%	1.830%	0.70%
Apr 2019	24,302,368.60	2.56%	1.690%	0.87%
May 2019	23,722,659.37	2.63%	1.560%	1.07%
Jun 2019	24,673,011.70	2.46%	1.300%	1.16%
Jul 2019	24,573,234.96	2.47%	1.110%	1.36%
Aug 2019	24,373,396.59	2.36%	1.040%	1.32%
Sep 2019	23,803,509.00	2.22%	1.040%	1.18%
Oct 2019	22,803,634.26	2.12%	0.910%	1.21%
Nov 2019	23,303,764.93	1.89%	0.870%	1.02%
Dec 2019	23,553,884.71	1.81%	0.850%	0.96%
Jan 2020	23,553,974.21	1.59%	0.840%	0.75%
Feb 2020	23,954,044.65	1.58%	0.810%	0.77%
Mar 2020	25,204,172.57	1.47%	0.810%	0.66%
Trust Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments AAA to AA-				
National Australia Bank (Art Trust)	67,491.06	67.62%	1.45%	23/11/2020
Bendigo Bank (Tourist Trust)	32,050.56	32.38%	2.30%	21/03/2021
Trust Funds	99,541.62			



Individual Limits					
Institution	Rating		Amount Invested	Council %	
Bendigo Bank	BBB+	A2	\$ 3,782,050.56	15.0%	Max 20%
Elders Rural Bank	BBB+	A2	\$ 2,000,000.00	7.9%	Max 20%
IMB	BBB	A2	\$ 1,000,000.00	4.0%	Max 20%
NAB	AA-	A1+	\$ 7,521,663.63	29.7%	Max 35%
Suncorp	A+	A1	\$ 3,500,000.00	13.8%	Max 25%
StGeorge	AA	A1+	\$ 7,500,000.00	29.6%	Max 35%
Macquarie Bank	A-	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ -	0.0%	Max 35%

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

The investments listed above have been made in accordance with the Local Government Act, the Regulations and Council's Investment Policy.

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

N/A

Legal / Statutory

Compliance with Clause 212 Local Government Regulation 2005

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

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

RECOMMENDATION

That Council:

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

20.3 MARCH INCOME STATEMENT**Document ID:** 466724**Author:** Costing Officer**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:** 1. March 2020 Income statement.pdf**RECOMMENDATION**

That Council:

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

PURPOSE

The purpose of this report is to present Council with the Statement of Income for the period ending 31 March 2020.

SUMMARY

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

BACKGROUND**Adopted Budget**

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

Rates & Annual charges

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

Depreciation

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

Major variations to budget

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

RECOMMENDATION

That Council:

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

Narrandera Shire Council

General Fund Income Statement
for the period ending 31 March 2020

	Original Budget	Dec Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	5,748	5,746	5,882
User Charges and Fees	1,849	1,758	1,029
Interest and Investment Revenues	414	282	163
Other Revenues	659	1,547	1,768
Grants & Contributions provided for Operating Purposes	6,898	5,075	4,294
Grants & Contributions provided for Capital Purposes	1,132	5,097	834
<i>Other Income:</i>			
Net gains from the disposal of assets	92	878	847
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	16,792	20,383	14,817
Expenses from Continuing Operations			
Employee Benefits & On-Costs	6,242	6,202	4,807
Borrowing Costs	7	23	9
Materials & Contracts	3,627	4,710	2,952
Depreciation & Amortisation	4,098	4,098	3,074
Legal Costs	54	56	42
Other Expenses	1,423	1,487	1,340
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	15,451	16,576	12,224
Operating Result from Continuing Operations	1,341	3,807	2,594
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,341	3,807	2,594
Net Operating Result attributable to Council	1,341	3,807	2,594
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	209	(1,290)	1,760

Narrandera Shire Council

Water Fund Income Statement
for the period ending 31 March 2020

	Original Budget	Dec Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	728	728	776
User Charges and Fees	1,339	1,339	948
Interest and Investment Revenues	204	144	76
Other Revenues	-	-	-
Grants & Contributions provided for Operating Purposes	23	23	22
Grants & Contributions provided for Capital Purposes	770	770	9
<i>Other Income:</i>			
Net gains from the disposal of assets	-	-	-
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	3,064	3,004	1,831
Expenses from Continuing Operations			
Employee Benefits & On-Costs	795	802	576
Borrowing Costs	-	-	-
Materials & Contracts	253	321	395
Depreciation & Amortisation	511	511	383
Legal Costs	-	-	-
Other Expenses	255	255	147
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	1,814	1,889	1,501
Operating Result from Continuing Operations	1,250	1,115	330
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,250	1,115	330
Net Operating Result attributable to Council	1,250	1,115	330
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	480	345	321

Narrandera Shire Council

Sewer Fund Income Statement
for the period ending 31 March 2020

	Original Budget	Dec Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	1,239	1,239	1,274
User Charges and Fees	158	158	102
Interest and Investment Revenues	15	15	17
Other Revenues	-	-	-
Grants & Contributions provided for Operating Purposes	20	20	20
Grants & Contributions provided for Capital Purposes	758	806	9
<i>Other Income:</i>			
Net gains from the disposal of assets	-	-	-
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	2,190	2,238	1,422
Expenses from Continuing Operations			
Employee Benefits & On-Costs	505	502	369
Borrowing Costs	-	-	-
Materials & Contracts	234	237	182
Depreciation & Amortisation	308	308	231
Legal Costs	-	-	-
Other Expenses	105	105	172
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	1,152	1,152	954
Operating Result from Continuing Operations	1,038	1,086	468
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,038	1,086	468
Net Operating Result attributable to Council	1,038	1,086	468
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	280	280	459

Narrandera Shire Council

Consolidated Income Statement
for the period ending 31 March 2020

	Original Budget	Dec Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	7,715	7,713	7,932
User Charges and Fees	3,346	3,255	2,079
Interest and Investment Revenues	633	441	256
Other Revenues	659	1,547	1,768
Grants & Contributions provided for Operating Purposes	6,941	5,118	4,336
Grants & Contributions provided for Capital Purposes	2,660	6,673	852
<i>Other Income:</i>			
Net gains from the disposal of assets	92	878	847
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	22,046	25,625	18,070
Expenses from Continuing Operations			
Employee Benefits & On-Costs	7,542	7,506	5,752
Borrowing Costs	7	23	9
Materials & Contracts	4,114	5,268	3,529
Depreciation & Amortisation	4,917	4,917	3,688
Legal Costs	54	56	42
Other Expenses	1,783	1,847	1,659
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	18,417	19,617	14,679
Operating Result from Continuing Operations	3,629	6,008	3,391
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	3,629	6,008	3,391
Net Operating Result attributable to Council	3,629	6,008	3,391
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	969	(665)	2,539

20.4 MARCH STATEMENT OF RATES AND RECEIPTS

Document ID: 467738
Author: Revenue Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

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

RATES & CHARGES

Arrears as at 01.07.2019	657,495.63
19/20 Rate levies & supplementary levies (excl. postponed amounts)	<u>7,959,111.29</u>
	8,616,606.92
Less Pensioner rebates	<u>208,464.92</u>
NET BALANCE	8,408,142.00
Less receipts to 31.03.2020	<u>6,126,218.22</u>
	<u><u>2,281,923.78</u></u>

Actual % Rate Collection to Net Balance as at 31.03.2020 = **72.86%**

Comparative % Collection to Net Balance as at 02.04.2019 = **73.27%**

Anticipated % Collection Rate as at 30.06.2020 = **94.00%**

WATER CONSUMPTION / SEWER USAGE CHARGES

Arrears as at 01.07.2019	227,379.11
19/20 Water / Sewer usage charges, supplementary levies & interest	<u>1,004,772.38</u>
NET BALANCE	1,232,151.49
Less receipts to 31.03.20	<u>1,027,484.24</u>
	<u><u>204,667.25</u></u>

PURPOSE

The purpose of this report is to present the Statement of Rates and Receipts as at 31 March 2020.

SUMMARY

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

RECOMMENDATION

That Council:

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

20.5 MARCH CAPITAL WORKS PROGRAM

Document ID:	467286
Author:	Costing Officer
Authoriser:	Deputy General Manager Corporate and Community
Theme:	Statutory and Compulsory Reporting – Financial / Audit
Attachments:	1. Capital Works Program March 2020.pdf 2. March 2020 Capital Expenditure.pdf 3. March 2020 Operating Expenditure.pdf

RECOMMENDATION

That Council:

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

PURPOSE

The purpose of this report is to enable Council to track the progress of the capital work programs. This report is for the period ending 31 March 2020.

BACKGROUND

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

Progress to date in each area**Administration**

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

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

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

Software Licencing will be reviewed throughout the year.

The Network penetration testing will commence in April 2020.

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

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

The upgrade to the phone system has been completed.

Housing & Community Amenities

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

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

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

Planning and design has commenced for amenities the Barellan Rural Fire Service Station. The Rural Fire Service has engaged a builder to undertake the works.

Grant applications for the Round 2, Drought Community Funding has been successful and project planning has commenced. Projects include Grong Grong, Sandigo and Barellan community Projects, Adverse Event Plan, Road beautification project for Lake Talbot Water park, Sun safe playgrounds, Barellan and Grong Grong improvements projects, Vintage Halls improvement projects, Narrandera Stadium Upgrade and the Henry Mathieson Oval facilities improvement.

Funding deed paperwork is being finalised for the Stronger Country Communities Funding (SCCF) Round 3 projects which include Barellan footpath project, Youth food van project, Grong Grong, Barellan, Sandigo, Binya and Kamarah Halls. Project planning has commenced.

Narrandera Cemetery improvements are now complete.

Environment

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

Construction of the new cell at Narrandera Landfill has now been completed, with a quote for the security fencing to be erected around the perimeter of the cell.

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

The Recycle vending machine is currently powered by a generator. New electrical work has been performed and certified by Essential Energy with the electrical meter scheduled to be fitted in April. Approximately \$20,000 worth of vouchers have been issued since opening.

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

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

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

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

The Narrandera Truck Wash electrical fit out of the wash shed is complete. A wash trial of the stock side was successful with the bitumen side trial also now undertaken. An internal fence has been installed to separate users and adjustments to earth banks have been

completed to manage stormwater runoff, with further drainage works to be completed in the next couple of weeks. The official opening has been deferred due to COVID-19. Report to be prepared for May meeting regarding cost overrun.

Works have been completed for the siphon retaining wall renewal, awaiting final invoices.

Recreation & Culture

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

Lake Talbot Pool filtration project now forms part of the Lake Talbot Water Park Masterplan. The contractor has established the site and commenced works. Variations to the existing contract are required and will be presented to Council at the April meeting.

The Lake Talbot Pool slides are now operational. Work for the security monitoring is to be completed mid-April 2020 and quotes have been called for the additional shade structure.

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

The site survey has been completed for the Lake Talbot Tourist Park fire service and design is underway.

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

Quotations have been received and are being evaluated for the upgrade of the filtration system and wastewater irrigation at the Barellan pool.

Barellan and Narrandera Sportsground Playground upgrades are complete, edging to be completed in June.

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

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

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

The Narrandera Sportsground new clubrooms project is progressing with a design and construction tender package being prepared.

Design and quotation for the Lake Talbot recreation seating and the shelter revamp is planned for mid-year.

Narrandera Stadium foam guards are 80% installed, the contractors are unable to finish installation until the COVID-19 restrictions are lifted.

Quotations to being sort for the drinking fountains and bottle fillers. Marie Bashir Park Up Lighting adventure playground deferred until 20/21.

Quotes for the toddler play equipment for Marie Bashir Park Playground upgrades are being assessed.

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

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

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

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

The project scope is being revised for the Arts Centre.

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

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

Minor upgrades to the toilets at the Airport terminal building are complete. The remaining funds will be reallocated in the March QBR.

Council Chambers building upgrades have commenced. The Corporate area wall is awaiting quotes and the Human Resources wall is complete. Works for the installation of flag poles is now complete ready for the flags to be flown.

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

The Community Hall Barellan project has been delayed due to the Barellan sewerage scheme. Investigation and design of a disability ramp is complete. Disabled access is to be funded under Round 3 SCCF. Remaining funds will be reallocated in the March QBR.

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

Narrandera Museum project which includes external painting, disabled ramp and public toilets is to be revised with funding received under Round 3 SCCF.

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

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

Transport & Communication

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

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

May 2020 – Hulmes Road, Centenary Road.

June 2020 – HVSPK Kamarah Road, Dows Road

Quotes are being obtained for Roads to Recovery, Urban and Rural Roads reseals.

Urban footpath, laneways and kerb and gutter replacement is to be scheduled following a footpath inspection being undertaken.

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

Intersection Upgrade Local and Regional roads – funds are to be reallocated in March QBR. Regional Roads Capital Works Component of block grant contributes to Cowabbie Creek culvert.

Urban Roads Construction – Laneways are to be scheduled. Survey of laneways have commenced with works to be undertaken in second quarter 2020.

Urban Kerb and gutter footpath works are to commence in April.

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

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

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

Design is complete for Fixing Country Roads Project at Canola Way with community consultation completed, however given the current COVID-19 concerns construction has been deferred until early 20/21.

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

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

Stage 2 of AMS Implementation road condition assessment is complete with a revaluation and validation of stormwater assets to be undertaken to allow updating of the Asset Management Data Base. Works to commence development of a pavement management system (a system that predicts future maintenance requirements of the road network) is still to be scheduled.

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

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

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

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

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

Airport airside improvements including flood gate repairs are now complete.

Plant Vehicle replacements are underway.

Weir Road, Settlers Road, Paintings Bridge Road, Elwin Street Footpath, flood damage restoration works, and causeway works, Strontian Road, Cypress Road and Devlins Bridge Road, Bulloak Tank Road 11-12km, Old Wagga Road, McGilvray Road , Paynters

Siding Road, Cypress Road, Cove Road, Males Road and Pamandi Road have been completed.

Economic Affairs

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

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

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

Red Hill landscape signage to be completed mid-2020.

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

Gateway/Entrance signs have been completed.

Water Supplies

Water main replacements at Dalgetty Street is scheduled to commence late April and Audley Street will follow.

Service replacements will be completed as required.

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

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

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

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

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

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

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

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

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

Non return valve bore 4 project is to be scheduled.

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

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

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

Sewerage Supplies

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

EPA Primary filter scope has been prepared.

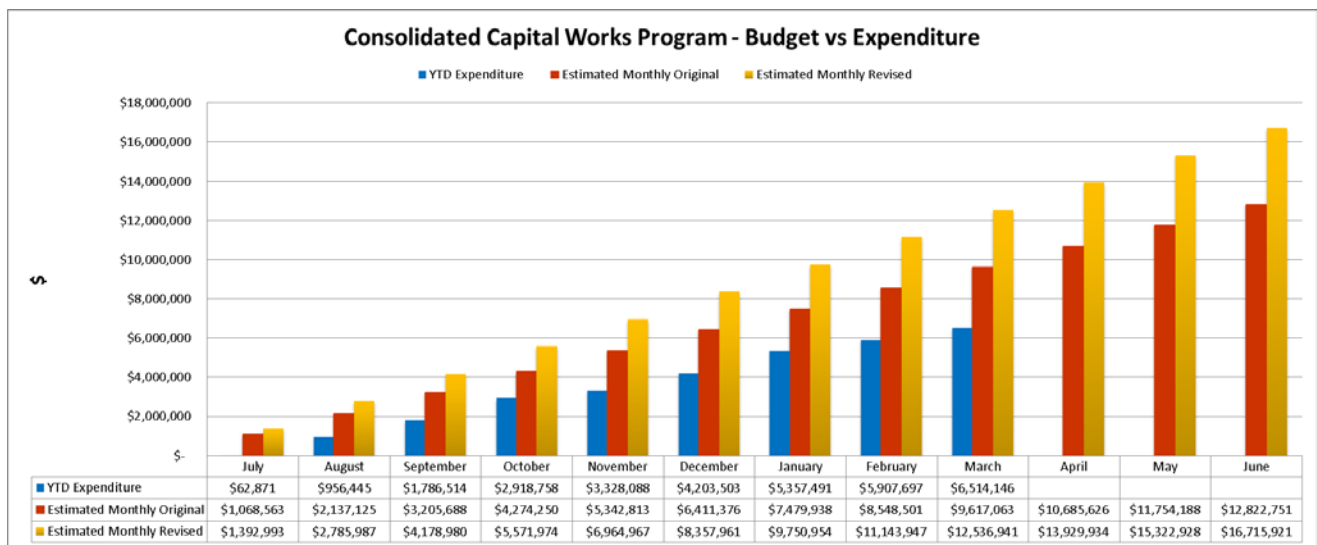
Sewer main replacements and sewer service replacements will be conducted as required.

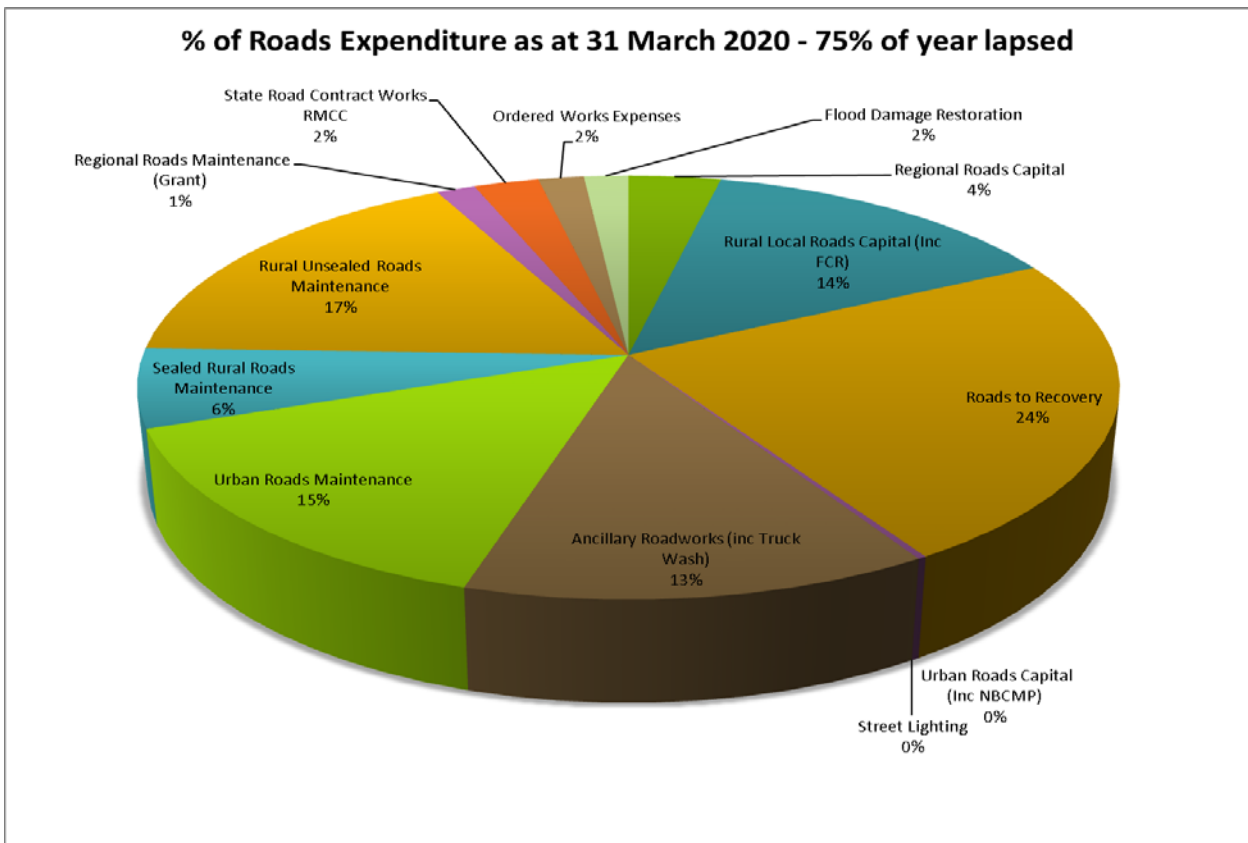
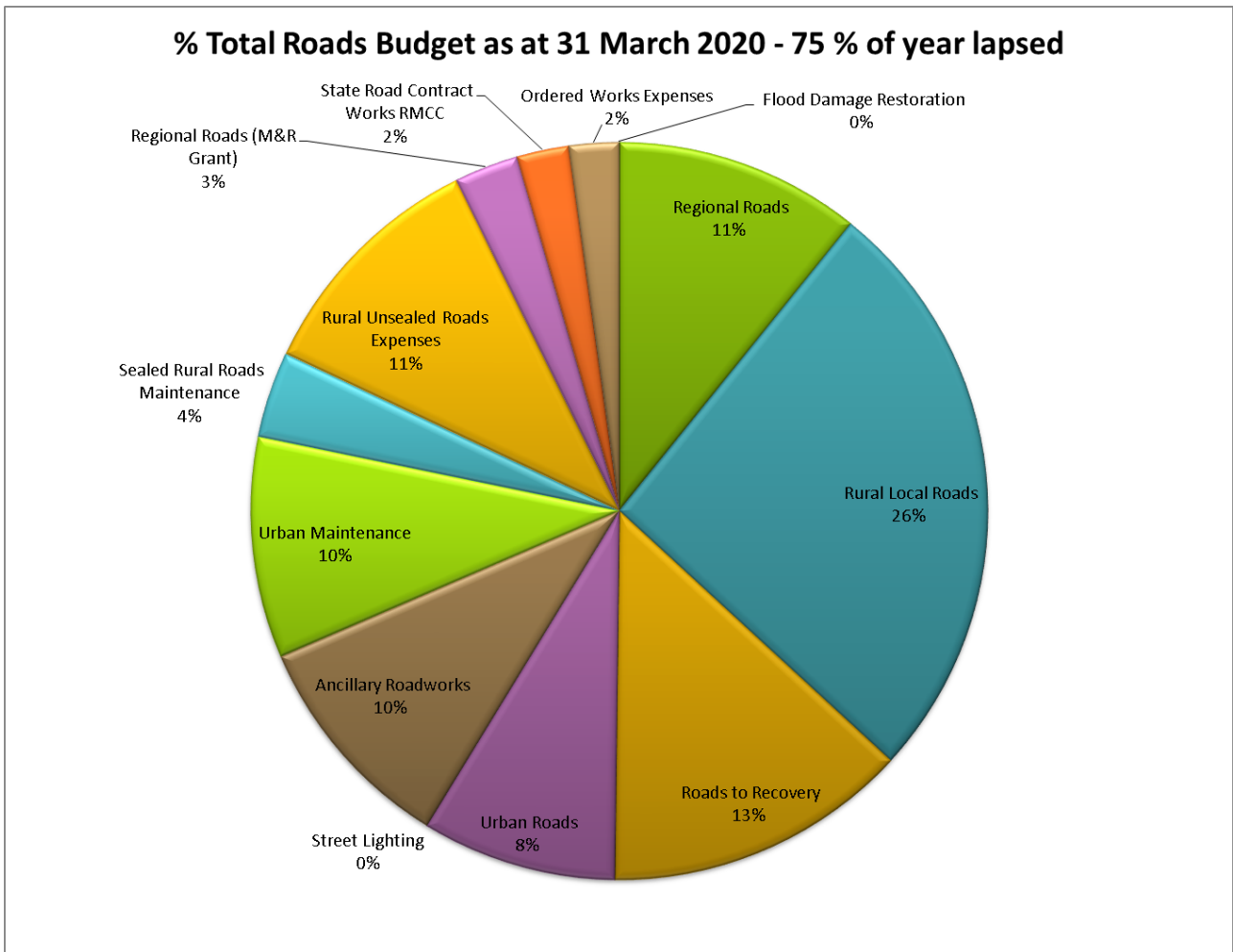
An inspection has been undertaken with replacement to be deferred for the Sewer Pump station 3 (SPS3).

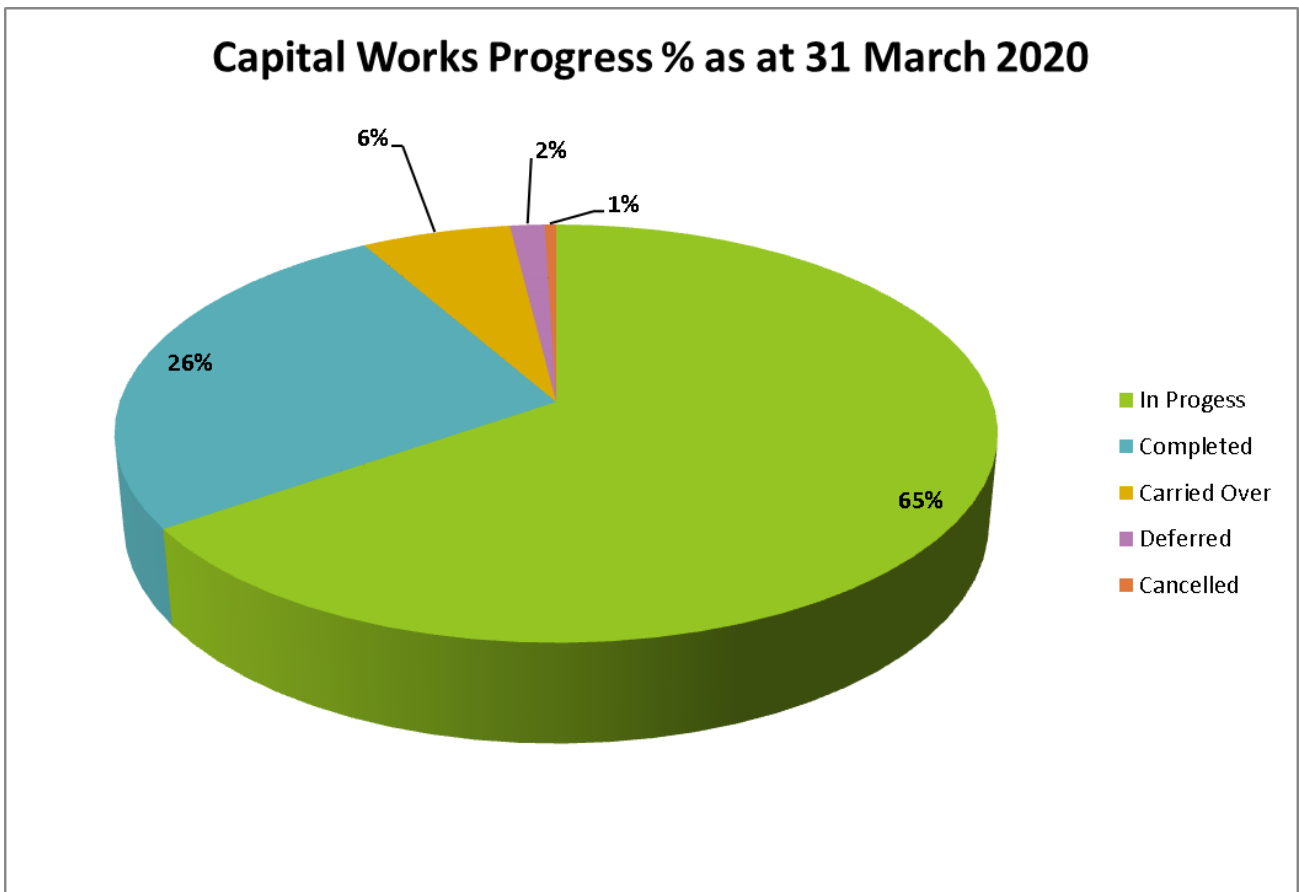
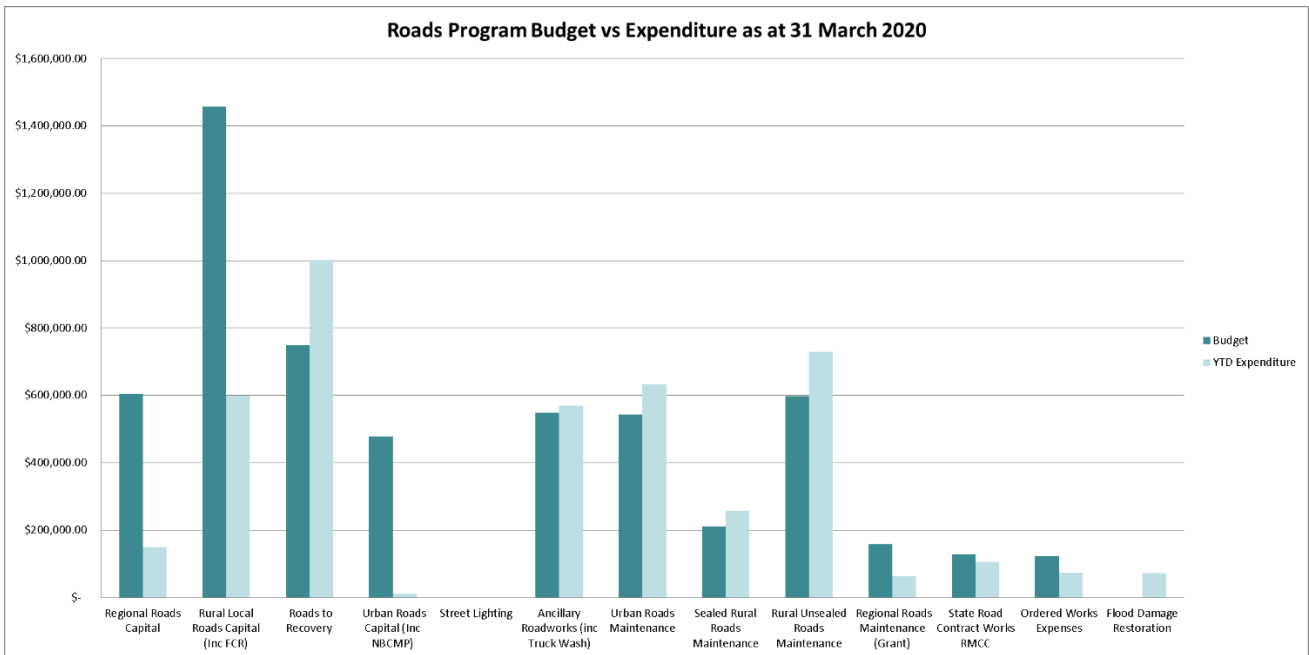
Flow meters for pump stations 2, 3 and 4 have been purchased with installation date to be confirmed.

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

Grant funding has been received for Narrandera West Sewer Extension, quotes have been received and are under reviewed.







TERMINOLOGY

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

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

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

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

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

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

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

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

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

Theme

Our Infrastructure

Goal

To have an improved and adequately maintained road network

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

Nil

Financial

Advise Council of the current status of the Capital Works Program

Legal / Statutory

N/A

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

N/A

RECOMMENDATION

That Council:

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

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 31/03/2020

		Capital Projects	Cancelled	Complete	Unrealised Grants											75.00%
		Projects Not Capitalised	Deferred	Carryover	Key Operational											
Project	Resp.	Job Number	Status	Proposed Budget	Carryover	Other	Sept	Dec	Commitment	Budget	YTD Expenditure	Balance	%	Comments		
1 TRIM EDMS	IT	4200-1001-0000	A	-	\$17,305.00				\$16,500.00	\$17,305.00	\$0.00	\$17,305.00	0%	Awaiting final sample from MagIQ for testing before appraisal from Records Officer		
2 Website revamp	CO	4400-1007-0000	A	-	\$70,000.00				\$35,000.00	\$70,000.00	\$35,000.25	\$34,919.75	50%	New website currently in test stage		
3 MS Office & MS Exchange Replacement	IT	4400-1015-0000	A	-	\$62,595.00				\$67,000.00	\$27,325.00	\$78,395.00	\$43,575.00	55%	Project commenced		
4 Council email archiving	IT	4400-1017-0000	A	-	\$17,000.00				\$-67,000.00	\$0.00	\$0.00	\$0.00	0%	Incorporated into above		
5 Software Licencing	IT	4400-1019-0000	A	10,000					\$30.00	\$10,000.00	\$3,280.00	\$6,720.00	33%	Will review throughout the year		
6 Network Penetration Testing	IT	4400-1020-0000	A	10,000						\$10,000.00	\$0.00	\$20,000.00	0%	Will commence in April		
7 Replace Virtualising Hardware & Software	IT	4400-1021-0000	A	95,000						\$95,000.00	\$0.00	\$85,000.00	0%	Organising information for quotes		
8 Upgrade Phone System	IT	4400-1022-0000	F	60,000						\$60,000.00	\$54,300.15	\$5,699.85	91%	Project completed. Awaiting final invoices.		
9 Business Continuity Site	IT	4400-1023-0000	A	30,000						\$30,000.00	\$0.00	\$30,000.00	0%	Will be reviewed as part of the Virtualising upgrade		
10 IT Review	IT	4400-1024-0000	A	5,000						\$5,000.00	\$0.00	\$5,000.00	0%	Will commence in March		
11 Photocopier Replacement	IT	4400-1025-0000	A	15,000						\$15,000.00	\$0.00	\$15,000.00	0%	Will commence in March		
12 Pound - Cattery Holding System	MDE	5100-1001-0000	A	6,000						\$6,000.00	\$0.00	\$6,000.00	2%	Design planning has commenced		
13 CCTV camera positioned outside Beta Electrical Store in East Street	IT	5200-1004-0000	A	5,000						\$5,000.00	\$0.00	\$5,000.00	0%	Looking at upgrade/replacing entire system		
14 Wireless Links for Main Street CCTV System	IT	5200-1005-0000	A	8,000						\$8,000.00	\$0.00	\$8,000.00	0%	Looking at upgrade/replacing entire system		
15 CCTV camera positioned outside Post Office in East Street	IT	5200-1006-0000	A	5,000						\$5,000.00	\$0.00	\$5,000.00	0%	Looking at upgrade/replacing entire system		
16 Borellan RFS Station Amenities	MPA	5300-1005-0000	CO	60,000					\$1,590.91	\$60,000.00	\$958.75	\$59,041.25	2%	Planning and design underway. Waiting on advice from RFS for progress.		
17 Narrandera Waste Facility - external fence	MDE	5600-1006-0000	CO	-	\$9,297.00					\$9,297.00	\$0.00	\$9,297.00	0%	Design and planning has commenced		
18 Recycle Vending Machine	MPA	5600-1008-0000	F	-	\$56,849.00		\$113,151.00		\$18,362.61	\$170,000.00	\$157,025.90	\$12,974.10	92%	Approximately \$20,000 worth of vouchers have been issued since opening. Still running off generator. New electrical work certified by Essential Energy. Electrical Meter scheduled to be fitted 8/4/20.		
19 Narrandera Landfill New Cell	MDE	5600-1009-0000	F	40,000					\$112,150.19	\$40,000.00	\$13,400.26	\$26,599.74	34%	Procurement completed. Currently assessing quotes		
20 Nira Landfill Masterplan improvement works - possibility of grant funding in future	MDE	5600-1010-0000	CO	330,000						\$330,000.00	\$1,021.42	\$328,978.58	0%	Project scope being determined		
21 Nira Landfill Operational control room (transportable, dust-free - replace carriage)	MDE	5600-1011-0000	CO	20,000						\$20,000.00	\$0.00	\$20,000.00	0%	Project scope being determined		
22 Larmers St Flood Mitigation Works	MPA	5700-1004-0000	A	-	\$3,639.00					\$3,639.00	\$18,702.12	-\$15,063.12	514%	Pump installation complete. Need to replace failed penstock - To be include in March QBR		
23 Narrandera West Drainage improvements Construction for retention basin adjacent to Cemetery	MPA	5700-1005-0000	CO	-	\$41,753.00				\$309.54	\$41,753.00	\$7,195.49	\$34,557.51	17%	Soil investigation programmed for mid April. Cost to be finalised.		
24 Siphon Retaining Wall Renewal	MPA	5700-1006-0000	F	28,560					\$1,240.73	\$28,560.00	\$16,116.90	\$12,443.10	56%	Retaining wall completed. Waiting for final invoices.		
25 Drainage Improvement Oriscol Rd Extension of existing stormwater opposite Patersons Road in Red Hill Industrial Estate.	MPA	5700-1007-0000	CO	75,000						\$75,000.00	\$7,457.74	\$67,542.26	10%	Site survey carried out to confirm earthworks and pipe sizes. Costs to be finalised.		
26 Narrandera Cemetery improvements	OSR	6800-1004-0000	F	-	\$71,532.00					\$71,532.00	\$39,217.75	\$32,314.25	53%	Works completed.		
27 Borellan Cemetery Entrance gate	OSR	6800-1005-0000	A	-	\$8,000.00					\$8,000.00	\$0.00	\$8,000.00	0%	Quotations spec is complete. Liasing with contractor		
28 Borellan Cemetery Furniture	OSR	6800-1008-0000	A	7,800						\$2,800.00	\$0.00	\$2,800.00	0%	Quotations to be accepted February		
29 GG Cemetery Furniture	OSR	6800-1009-0000	A	5,000						\$5,000.00	\$0.00	\$5,000.00	0%	Quotes to be accepted February		
30 Narrandera Library - Building of Youth Room	CDM	7700-1003-0000	F	-	\$223,779.00		-\$34,394.00		\$360.00	\$189,385.00	\$143,762.79	\$45,622.21	76%	Work completed. Waiting for final invoices.		
31 Book & Resources annual replacement	CDM	7700-1005-0000	A	29,696						\$29,696.00	\$8,561.26	\$21,134.74	20%	Purchasing is on track. Resource orders in process and supplier visit booked		
32 Lake Talbot Pool Masterplan - Water Park Upgrade	MPA	7800-1005-0000	A	1,898,500	\$30,007.00				\$4,028,204.14	\$1,028,807.00	\$257,548.08	\$1,670,958.92	31%	Contractor has established site and commenced works, consultation completed. Variation to existing contract required and will be presented to Council at the April meeting.		
33 Lake Talbot Pool Replacement of Slides	MPA	7800-1010-0000	F	-	\$1,147,504.00				\$19,898.06	\$1,147,504.00	\$1,123,531.44	\$23,972.56	98%	Slides operational. Additional work to be undertaken - security monitoring work to be completed by mid April and additional shade structure quote called.		
34 LT Pool - Pedestrian Path	MPA	7800-1011-0000	F	-	\$11,671.00					\$11,671.00	\$5,065.94	\$6,605.06	43%	Project completed. Remaining funds to be returned to LT pool reserve.		
35 Lake Talbot Pool - Change Rooms pool deck level	MPA	7800-1012-0000	F	-	\$455,338.00				\$1,724.67	\$455,338.00	\$437,083.21	\$18,254.79	96%	Change room completed, contractor to repair identified defects commencing 16 March. Remaining funds to be transferred to LT pool reserve		
36 Borellan Pool - Shade Structure South Side Infants Pool	MPA	7900-1006-0000	F	-	\$4,200.00					\$4,200.00	\$4,176.00	\$24.00	99%	Project complete		
37 Brln Pool Upgrade Filtration system / Waste water irrigation	MPA	7900-1007-0000	CO	155,000						\$155,000.00	\$928.53	\$154,071.47	1%	Quotes have been received - evaluation of quotes underway		
38 Brln Pool Replace Marine Carpet	MPA	7900-1008-0000	F	4,000						\$4,000.00	\$2,324.81	\$1,675.19	58%	Project complete. Invoice to be received. Funds to be reallocated in March QBR.		
39 Narrandera Sportsground Play Equipment	OSR	0200-1016-0000	F	-	\$24,600.00					\$24,600.00	\$31,956.45	-\$7,356.45	130%	complete		
40 Nira Sportsground drainages and soak	OSR	0200-1019-0000	A	160,000						\$160,000.00	\$0.00	\$160,000.00	0%	No quotes received. Consulting with a contractor to obtain a quote.		
41 Nira Sportsground Building upgrades (old Kiosk etc)	OSR	0200-1020-0000	A	10,000						\$10,000.00	\$0.00	\$10,000.00	0%	Project scope being determined with new classrooms		
42 HM Oval Level and Resurface	OSR	0200-1021-0000	A	25,000						\$25,000.00	\$0.00	\$25,000.00	0%	Minor topdress in March after consultation with user groups.		
43 Niera Sportsground Clubrooms	OSR	0200-1022-0000	A	-				\$1,888,360.00		\$1,888,360.00	\$5,773.26	\$1,882,586.74	0%			
44 SCC - Marie Bashir Park - Mobile Stage	OSR	0300-1009-0000	A	-	\$95,710.00					\$71,954.09	\$95,710.00	\$34,183.27	36%	Modifications being undertaken. A demonstration to be provided to Council upon its return.		
45 Flag Poles for Festive Flags	OSR	0300-1012-0000	A	-	\$1,906.00					\$1,906.00	\$684.14	\$1,221.86	36%	Flag poles have been ordered		

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 31/03/2020

		Capital Projects	Cancelled	Complete	Unrealised Grants									75.00%
		Projects Not Capitalised	Deferred	Carryover	Key Operational									
Project	Resp.	Job Number	Status	Proposed Budget	Carryover	Other	Sept	Dec	Commitment	Budget	YTD Expenditure	Balance	%	Comments
45	OSR	0300-1022-0000	A	-	\$20,000.00					\$20,000.00	\$36.27	\$19,963.73	0%	Design of new Wiradjuri Wall finalised with local Elders. Application under Building Better Regions Round 4.
47	OSR	0300-1023-0000	F	-	\$30,000.00					\$30,000.00	\$25,415.00	\$4,585.00	100%	Completed except for edging to be completed June.
48	OSR	0300-1025-0000	F	-	\$66,680.00				\$9,072.73	\$66,680.00	\$63,341.05	\$3,338.95	100%	Paques committed - Seats to be invoiced to donating members
49	MPA	0300-1030-0000	F	-				\$19,343.98		\$19,343.98	\$19,343.98	\$0.00	100%	Project completed.
50	OSR	0300-1036-0000	A	15,000						\$15,000.00	\$0.00	\$15,000.00	0%	Quotations to be sought March
51	OSR	0300-1037-0000	A	8,000						\$8,000.00	\$0.00	\$8,000.00	0%	Quotations requested
52	OSR	0300-1038-0000	A	50,000						\$50,000.00	\$0.00	\$50,000.00	0%	Irrigation licences received, contractor has been notified
53	OSR	0300-1039-0000	A	10,000						\$10,000.00	\$0.00	\$10,000.00	0%	Toolbox play equipment quotes to be received March
54	OSR	0300-1040-0000	A	80,000						\$80,000.00	\$0.00	\$80,000.00	0%	Quotations received, successful contractor to be notified and propose a timeframe
55	MPA	0300-1041-0000	F	3,500					\$3,500.00	\$2,184.11	\$1,315.89	62%	Star installed and tested. Project Completed. Funds to be reallocated in March QBR.	
56	OSR	0300-1042-0000	C	5,000						\$5,000.00	\$5,000.00	\$0.00	0%	Project scope being determined
57	OSR	0300-1043-0000	A	-						\$0.00	\$59,172.39	-\$59,172.39	#DIV/0!	Purchase complete
58	MPA	0300-0113-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Application approval received. Project planning commenced
59	MPA	0300-1045-0001	A	-						\$0.00	\$53.04	-\$53.04	#DIV/0!	Application approval received. Project planning commenced
60	MPA	0300-1045-0002	A	-						\$0.00	\$196.93	-\$196.93	#DIV/0!	Application approval received. Project planning commenced
61	MPA	0300-1045-0003	A	-						\$0.00	\$53.04	-\$53.04	#DIV/0!	Application approval received. Project planning commenced
62	MPA	0300-1046-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Application approval received. Project planning commenced
63	MPA	0300-1047-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Application approval received. Project planning commenced
66	MPA	0300-1048-0000	A	-						\$0.00	\$291.83	-\$291.83	#DIV/0!	Application approval received. Project planning commenced
65	MPA	0300-1049-0000	A	-						\$0.00	\$318.36	-\$318.36	#DIV/0!	Application approval received. Project planning commenced
66	MPA	0300-1050-0001	A	-						\$0.00	\$397.92	-\$397.92	#DIV/0!	Application approval received. Project planning commenced
67	MPA	0300-0110-0000	A	-						\$0.00	\$318.36	-\$318.36	#DIV/0!	Application approval received. Project planning commenced
68	MPA	0300-1050-0003	A	-						\$0.00	\$212.24	-\$212.24	#DIV/0!	Application approval received. Project planning commenced
69	MPA	0300-0111-0000	A	-						\$0.00	\$212.24	-\$212.24	#DIV/0!	Application approval received. Project planning commenced
70	MPA	0300-0112-0000	A	-						\$0.00	\$318.36	-\$318.36	#DIV/0!	Application approval received. Project planning commenced
71	MPA	0300-1051-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Application approval received. Project planning commenced
72	MPA	0300-1052-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Application approval received. Project planning commenced
73	MPA	0300-1054-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Finalising funding deed paperwork. Project planning commenced
74	MPA	0300-1055-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Finalising funding deed paperwork. Project planning commenced
75	MPA	0300-1056-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Finalising funding deed paperwork. Project planning commenced
76	MPA	0300-1057-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Finalising funding deed paperwork. Project planning commenced
77	MPA	0300-1058-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Finalising funding deed paperwork. Project planning commenced
78	MPA	0300-0107-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Finalising funding deed paperwork. Project planning commenced
79	MPA	0300-0108-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Finalising funding deed paperwork. Project planning commenced
80	MPA	0300-0109-0000	A	-						\$0.00	\$0.00	\$0.00	#DIV/0!	Finalising funding deed paperwork. Project planning commenced
89	OSR	0400-1003-0000	A	5,000					\$4,354.00	\$5,000.00	\$0.00	\$5,000.00	0%	80% foam guards installed - contractors unable to install oh remaining until COVID - 19 restrictions are lifted
90	OSR	0600-1007-0000	F	-	\$24,600.00					\$24,600.00	\$28,900.00	-\$4,300.00	100%	Report received
91	OSR	0600-1008-0000	A	-		\$130,000.00				\$130,000.00	\$0.00	\$130,000.00	0%	3 offered - with outcome of the deepening project to determine the need for the purchase
92	OSR	0600-1009-0000	A	10,000						\$10,000.00	\$0.00	\$10,000.00	0%	Design and quotation March.
93	WM	0004-0003-0000	F	-						\$0.00	\$72,141.82	-\$72,141.82	0%	All works have been completed. Budget adjustment to be made in quarterly review.
94	WM	0004-0004-0000	F	-						\$0.00	\$0.00	\$0.00	0%	All works completed

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 31/03/2020

Project	Resp.	Job Number	Status	Proposed Budget	Capital Projects				Commitment	Budget	YTD Expenditure	Balance	%	Comments	
					Projects Not Capitalised	Cancelled	Deferred	Complete							Carryover
95 Barellan Stormwater Design	MPA	0006-1012-0000	A	-					\$3,761.00				0%	Project deferred - funding to be transferred into reserve.	
96 Urban Roads Construction	WM	N/A	A	125,050						\$125,050.00			0%		
97 Intersections Upgrade Local & Reg. Rds	WM	0006-1023-0000	A	-					\$0.00	\$0.00	\$00,000.00		0%	Funds to be reallocated in March QBR.	
98 Culvert/bridge assessment works	WM	0006-1024-0000	A	-					\$0.00	\$0.00	\$35,050.00		0%	Co-contribution for future grants	
99 Urban Roads Construction - Laneways	WM	0006-1021-0000	A	38,950				\$1,636.36	\$38,950.00	\$0.00	\$38,950.00		0%	To be scheduled. Survey of laneways commenced. Works to be undertaken second quarter 2020.	
100 Urban Reseals	WM	0007-1000-0000	A	114,800					\$114,800.00	\$0.00	\$114,800.00		0%	Quotes currently being sought	
101 Urban Pavement Rehabilitation	WM	N/A	A	126,075					\$126,075.00		\$126,075.00		0%		
102 Urban Laneways Upgrade-additional	WM	0008-1017-0000	A	-					\$0.00	\$0.00	\$00,000.00		0%	To be scheduled. Survey of laneways commenced.	
103 Urban Kerb/Gutter Footpath Wrk	WM	0008-1018-0000	A	-				\$1,400.00	\$0.00	\$0.00	\$0.00		0%	Works to commence March	
104 Improvement of water haulage	WM	0008-1019-0000	CD	-					\$0.00	\$0.00	\$15,000.00		0%	Negotiations started with Goldenfields Water to approve an appropriate site.	
105 Innovation for Rural Infrastructure Mgmt	WM	0008-1020-0000	A	-					\$0.00	\$0.00	\$05,075.00		0%	Innovation works to commence in March.	
106 Urban K&G Replacement	WM	0008-1021-0000	A	15,000					\$15,000.00	\$2,019.64	-\$7,019.64		13%		
107 Urban Footpath Replacement	WM	0008-1022-0000	A	10,000					\$275.27	\$10,000.00	\$4,277.83	-\$5,722.17	43%	To be scheduled following footpath inspection being undertaken.	
108 NBCMP (Bolton street upgrade)	MPA	0006-1017-0000	A	1,668,109		\$188,040.00									
109 Rural Sealed Roads Construction	WM	N/A	A	268,050						\$268,050.00			0%		
110 Cove Road 1.1-3.3 km	WM	0010-1108-0000	F	-					\$0.00	\$30,723.29	\$7,176.71		80%	Completed	
111 Culvert Manderlay Road 9.27 km	WM	0010-1109-0000	A	-					\$0.00	\$1,346.44	-\$5,679.56		19%	Start March	
112 Culvert Manderlay Road 7.78 km	WM	0010-1110-0000	A	-					\$0.00	\$3,736.50	-\$2,763.50		97%	Start March	
113 Culvert Brooklong St 0.0 km	WM	0010-1111-0000	A	-				\$175.46	\$0.00	\$245.41	-\$6,254.59		4%	Start March	
114 Centenary Road 4.16 km- 9.11 km	WM	0010-1112-0000	A	-					\$0.00	\$0.00	\$86,625.00		0%	Start May	
115 Culvert Yalgogorin Road 0.262	WM	0010-1113-0000	A	-					\$0.00	\$1,759.50	-\$10,240.50		13%	Start March	
116 Devils Bridge Road 3.03-5.5 km	WM	0010-1114-0000	F	-					\$0.00	\$65,200.50	\$45,702.50		59%	Completed. Remaining funds to be reallocated in March QBR	
117 FCR - Colivocbie Leeton Road	WM	0012-1023-0000	A	-		\$1,173,462.00			\$151,716.36	\$1,173,462.00	\$440,126.69	\$733,335.31	38%	Joint faing country roads project with Leeton Shire budget allocation is approx 50/50 split. Leeton awaiting completion of their works. Partial invoice received from Leeton Shire and to be processed. Narrandera to finalise works commencing April.	
118 Roads Resheeting - [Unsealed rural roads resheeting]	WM	N/A	F	354,425						\$354,425.00			0%		
119 Dows Road 4.08-5.6 km	WM	0012-1024-0000	F	-					\$0.00	\$0.00	\$36,480.00		0%	Works to commence early June.	
120 Erigolia Road Widening 0-11.95 km	WM	0012-1025-0000	A	-					\$0.00	\$112.14	\$97,680.86		0%	Funds to be reallocated in March QBR.	
121 Pamandi Road 6.74-8.5 km	WM	0012-1026-0000	F	-					\$0.00	\$52,962.69	-\$17,810.69		132%	Completed	
122 Brewarrina Bridge Retrofitting	WM	0012-1027-0000	A	-					\$0.00	\$0.00	\$80,000.00		0%	To be scheduled, awaiting feedback from Consultant	
123 HVSPF Kamarah Road	WM	0012-1028-0000	F	-					\$8,572.73	\$0.00	\$2,876.43	\$97,123.57	3%	Works to commence June	
124 FCR - Regional Roads - Canola Way	WM	0013-1243-0000	D	-		\$375,218.00			\$13,109.11	\$375,218.00	\$19,128.38	\$80,871.62	19%	Design being undertaken. Community consultation to commence March. Construction commencing April.	
125 Rural Roads Reseals	WM	0002-1000-0000	A	146,575					\$90,789.55	\$146,575.00	\$0.00	\$346,575.00	0%	Quotes being obtained	
126 Roads to Recovery (25 % of R2R proposed to expend in Urban Area) Grant [Roads]	WM	N/A	A	250,000						\$250,000.00		\$250,000.00	0%		
127 Roads to Recovery (75 % of R2R proposed to expend on Rural Area) Grant [Roads]	WM	N/A	A	747,362						\$747,362.00		-\$187,388.64	0%		
128 Urban Roads resael from R2R	WM	0014-1100-0000	F	-					\$0.00	\$0.00	-		0%	Quotes being obtained	
129 Landvale Road 10-12.48 km	WM	0014-1122-0000	A	-					\$124,318.69	\$0.00	\$46,581.54	63,778.46	43%	Start March	
130 Limoye Road 1.56-3.31 km	WM	0014-1123-0000	A	-					\$39,798.00	\$0.00	\$29,935.55	689.45	98%	Works commenced March.	
131 Males Road 0-1 km	WM	0014-1124-0000	F	-					\$23,434.45	\$0.00	\$22,752.02	20,497.98	53%	Works complete. Awaiting invoices.	
132 Boree Road 5-6.7 km	WM	0014-1125-0000	A	-					\$1,419.99	\$0.00	\$35,863.90	\$4,686.18	51%	Start early March	
133 Weir Road 0-1.79 km	WM	0014-1126-0000	F	-					\$0.00	\$77,515.35	-\$3,230.35		104%	Completed	
134 McKenzies Road Culvert 2.5 km	WM	0014-1127-0000	A	-					\$0.00	\$84.94	6,785.56		1%	Start March	
135 Old Wagga Road 29.39-31.06 km	WM	0014-1128-0000	F	-					\$0.00	\$97,448.63	25,221.13		135%	Completed	
136 Strontian Road Widening 10.58-15.64	WM	0014-1129-0000	F	-					\$0.00	\$139,015.48	\$61,850.48		180%	Completed	
137 Paintings Bridge Road 11.67-13 km	WM	0014-1130-0000	F	-					\$0.00	\$36,092.04	-\$8,029.04		129%	Completed	
138 Paintings Bridge Road 13-14 km	WM	0014-1131-0000	F	-					\$0.00	\$64,731.84	-\$17,731.84		136%	Completed	
139 Settlers Road 0.72-3 km	WM	0014-1132-0000	F	-					\$0.00	\$101,676.76	14,603.74		87%	Completed	
140 Paynters Siding Road 6.7-8 km	WM	0014-1133-0000	F	-					\$0.00	\$48,961.90	-\$9,961.90		176%	Completed	
141 Cypress Road 1.4-2.45	WM	0014-1134-0000	F	-					\$0.00	\$20,808.19	10,691.81		66%	Completed	
142 Hulmes Road 4.9-8.0	WM	0014-1135-0000	A	-				\$15,000.39	\$0.00	\$16,363.99	37,886.01		30%	Start mid May	
143 Bulloak Tank Road 11-12 km	WM	0014-1136-0000	F	-					\$0.00	\$65,057.77	-\$13,807.77		132%	Completed	
144 Old Wagga Road 10.62-13.5 km	WM	0014-1137-0000	F	-				\$97,600.00	\$0.00	\$131,764.24	-\$33,588.24		172%	Completed	
145 McGilvary Road	WM	0014-1138-0000	F	-					\$0.00	\$68,019.04	1,980.96		97%	Completed	
146 Regional Roads Capital Works (Capital Component of Block Grant)	WM	0013-0000-0000	A	260,400						\$260,400.00	\$142,856.79	\$127,543.21		95%	Contribution to Cowablie Creek culvert
147 Repair Grant (with 50 % contribution from Block Grant)	WM	0015-0001-0000	A	170,200						\$170,200.00	\$7,190.70	\$163,009.30		4%	Works on Lockhart Road to commence late March.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 31/03/2020

Project	Resp.	Job Number	Status	Proposed Budget	Capital Projects				Cancelled		Complete		Unrealised Grants		75.00%	Comments
					Capital Projects	Projects Not Capitalised	Deferred	Carryover	Other	Sept	Dec	Commitment	Budget	YTD Expenditure		
148 Narrandera Truck Wash	MPA	0030-1009-0000	F	-		\$492,360.00					\$62,347.61	\$466,754.00	\$554,918.01	-\$88,164.01	119%	Electrical fit out of wash shed completed. Trial wash of stock side successful. Trial of bitumen side being organised. Internal fence installed and adjustments to earthbanks to manage stormwater runoff completed. Official opening deferred due to COVID-19. Report to be prepared for May meeting regarding cost overrun.
149 Footpath - Elwin Street	MPA	0030-1016-0000	F	-		\$4,868.00						\$4,868.00	\$0.00	\$4,868.00	0%	Project completed budget reallocated in December QBR.
150 Stage 2 of AMS implementation - Road condition survey	MPA	0030-1010-0000	CO	-		\$94,944.00				\$778.52		\$94,944.00	\$17,073.18	\$77,870.82	18%	Cost condition assessment is complete - revaluation and validation of Transport and Stormwater assets is being undertaken to allow updating of the Asset Management Data Base. Development of End of Financial Year Reporting template is being scoped with service provider. Works to commence development of a pavement management system (a system that predicts future maintenance requirements of the road network) is still to be scheduled.
151 Shared Cycleway (Active Transport - 50/50 Funding) Marie Bashir Park	MPA	0030-1011-0000	F	51,000								\$25,500.00	\$0.00	\$25,500.00	0%	RMS funding not provided, project removed in September QBR. Pamp Plan priorities being reviewed to determine reallocation recommendations for footpath work. Reallocate in March QBR.
152 PAMP - (Active Transport - 50% RMS Funding) - Douglas/Cadell Street	MPA	0030-1012-0000	F							\$1,352.73		\$8,800.00	\$6,369.20	\$2,430.80	72%	Detailed design submitted to TfNSW - Works to commence in March
153 PAMP - (Active Transport - 100% RMS Funding) - Cadell/Twynam Street	MPA	0030-1013-0000	A	121,820						\$1,476.50		\$119,432.00	\$4,041.36	\$23,990.64	3%	Detailed design currently being undertaken. Works to commence in May.
154 Drone Purchase for Survey / Inspection	MPA	0030-1019-0000	A	7,899								\$7,899.00	\$3,375.00	\$4,524.00	43%	Drone Quotes to be called late April. Software upgrade purchased and training completed.
155 Footpath - Audley Street	MPA	0030-1020-0000	A	16,000						\$3,886.67		\$16,000.00	\$1,995.75	\$54,004.25	23%	Works commenced to be completed late April
156 Banner Poles Leeton Road	OSR	0030-1017-0000	A	15,000								\$15,000.00	\$0.00	\$15,000.00	0%	Being fabricated with locations to be determined.
157 PGOM - Design Pedestrian bridge Brewery Flat to East St	MPA	0030-1018-0000	CO	18,000								\$18,000.00	\$0.00	\$18,000.00	0%	Survey and Geotechnical assessment being arranged.
158 Arts Centre Building Works	MPA	8307-1001-0000	CO	-		\$4,614.00						\$4,614.00	\$0.00	\$4,614.00	0%	Project scope to be revised.
159 Red Hill Signage	EDM	8500-1001-0000	A	-		\$3,800.00						\$3,800.00	\$0.00	\$3,800.00	0%	Landscaping signage to be completed by early 2020.
160 Gateway/Entrance signs	EDM	8700-1003-0000	F	-		\$30,861.00						\$30,861.00	\$34,075.11	-\$1,214.11	110%	Completed
161 Lake Talbot Tourist Park fire service design	MPA	8900-1005-0000	A	-		\$18,209.00				\$1,000.00		\$18,209.00	\$1,183.51	\$27,025.49	6%	Site survey completed. Design underway.
162 LT Tourist park internal road improvements	MPA	8900-1006-0000	D	20,000								\$0.00	\$0.00	\$0.00	#DIV/0!	Project deferred. Funding to be returned to Crown Lands reserve.
163 Building renewal and upgrades	MPA	9300-1004-0000	A	13,200						\$2,171.23		\$13,200.00	\$7,503.63	\$3,696.37	57%	Works program activities on track.
164 Upgrading Twynam Street Shops - 4-6 Twynam Street	MPA	9300-1005-0000	F	6,700								\$6,700.00	\$5,720.24	\$978.76	85%	Property sold, works completed
165 Airport Terminal Building	MPA	9300-1014-0000	A	20,000						\$92.05		\$20,000.00	\$12,616.81	\$7,383.19	63%	Minor Upgrade to toilets works completed. Remaining funds to be reallocated in March QTR
166 Council Chambers Building Upgrades	MPA	9300-1015-0000	A	21,000								\$21,000.00	\$7,205.48	\$28,794.52	34%	Wall in MR, and glass to be installed into passage ways done completed. Installation of flag poles, works on track to be completed M/D April.
167 16 Kiesling Drive	MPA	9300-1009-0000	A	2,500		\$7,666.00						\$8,256.00	\$2,906.04	\$5,249.96	36%	Irrigation completed - Pergola Project deferred - remaining funding to be transferred into reserve.
168 Manderlay Road House	MPA	9300-1017-0000	A	20,000								\$20,000.00	\$0.00	\$20,000.00	0%	Existing shed used - Funding to be reallocated in March QTR
169 Community Hall Barellan	MPA	8301-1001-0000	A	1,000		\$21,455.00						\$22,455.00	\$4,409.86	\$28,045.54	20%	This project now delayed due to Barellan sewerage scheme, investigating and design of disability ramp completed. Disabled access work to be funded under Round 3 SCCF. Remaining Funds to be reallocated in March QTR
170 Community Hall Grng	MPA	9300-1019-0000	A	2,000								\$2,000.00	\$120.93	\$1,879.07	6%	Advice and design from Heritage Advisor completed. Disabled access work to be funded under Round 3 SCCF. Remaining Funds to be reallocated in March QTR
171 Tobacconist Shop - 8 Twynam Street	MPA	9300-1020-0000	F	2,700								\$2,700.00	\$28.37	\$2,671.63	1%	Property sold, works completed, funds to be reallocated in March QTR.
172 B Victoria Square	MPA	9300-1021-0000	F	4,500								\$4,300.00	\$0.00	\$4,500.00	0%	Paint work completed. Booked to wrong account in error, journal to be created for March QTR.
173 A Victoria Square	MPA	9300-1022-0000	F	6,000						\$5,770.55		\$6,000.00	\$188.66	\$5,811.34	3%	Works committed - To be complete by end of March
174 Council Chambers upgrade of storage facility	MPA	9300-1010-0000	A	9,000								\$9,000.00	\$879.80	\$8,120.20	10%	Clean up works are to be scheduled by Works Manager
175 Provision of off street staff/fleet parking for Chambers	MPA	9300-1012-0000	CO	70,000								\$70,000.00	\$0.00	\$70,000.00	0%	Design and planning to be scheduled
176 Narrandera Museum	MPA	9300-1013-0000	CO	57,000								\$57,000.00	\$6,568.90	\$50,431.10	12%	Ext. paint, disabled ramp, public toilets to be determined. Project to be revised. Funding received under Round 3 SCCF.
177 Upgrade Airport Cottage / Office	TAE	9300-1023-0000	A									\$0.00	\$0.00	\$0.00		
178 Airport Design	TAE	9300-1024-0000	A									\$0.00	\$0.00	\$0.00		
179 Airport Runway resealing & re-marking	TAE	9400-1010-0000	A	410,000						\$79.40		\$610,000.00	\$5,812.00	\$404,188.00	1%	Additional grant funds applied for. \$30k to be used for crack sealing prior to 30 June 2020 remaining funds to be carried over into 2020/21 year.
180 Airport Ongoing small airside improvements including flood gate repairs	TAE	9400-1011-0000	F	10,000						\$320.00		\$10,000.00	\$9,264.96	\$735.04	93%	Project complete February 2020.
181 Light Vehicles	PWM	9500-1000-0000	A	352,680						\$47,153.64		\$352,680.00	\$243,640.27	\$109,039.73	69%	7 vehicles delivered, 4 yet to order
182 Trucks & Trailers	PWM	9500-1001-0000	A	727,000						\$5,550.00		\$722,000.00	\$288,044.20	\$433,955.80	40%	4 Vehicles delivered, 2 currently seeking quotes/tenders

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 31/03/2020

Project	Resp.	Job Number	Status	Proposed Budget	Capital Projects		Cancelled		Complete		Unrealised Grants		%	Comments
					Projects Not Capitalised	Deferred	Carryover	Other	Carryover	Key Operational				
183 Heavy Plant	PWM	3900-1002-0000	A	373,700					\$44,485.45	\$373,700.00	\$176,285.09	\$197,414.91	47%	2 vehicle delivered, 3 seeking quotes and 3 yet to order
184 Other Plant Capital	PWM	3900-1003-0000	A	20,000					\$15,801.00	\$35,801.00	\$25,859.17	\$9,941.83	73%	Ongoing
Water Main Replacements - Argyle, Riverine, Watermain, Mitchell Rising main valve pits	WSE	2900-1001-0000	F	-					\$6,150.33	\$128,503.00	\$208,778.98	-\$80,275.98	163%	Completed
185 SCADA and instrumentation upgrades (online chlorine analysers)	WSE	2900-1005-0000	A	50,000					\$89,451.00	\$89,451.00	\$207.79	\$89,243.21	0%	Budget for purchase of software, purchase to be completed second half of year
187 Network Hydraulic Modelling Software	WSE	2900-1007-0000	F	-					\$33,510.00	\$33,510.00	\$6,000.00	\$27,510.00	18%	Project completed. Remaining funds to be used for additional software.
188 Main Street Water Main Replacement	WSE	2900-1009-0000	F	-					\$30.08	\$55,204.00	\$36,217.47	\$18,986.53	60%	Works completed minor maintenance required
189 Flow meters on all inlet and outlets Reservoirs	WSE	2900-1022-0000	A	-					\$58,422.00	\$58,422.00	\$12,056.50	\$46,365.50	21%	Flow meters purchased and installed with some electricals to be completed.
190 Backflow prevention register	WSE	2900-1023-0000	A	-					\$11,225.00	\$11,225.00	\$509.56	\$10,715.44	5%	Register complete, inspections in progress
191 Reservoir cleaning and structural assessment	WSE	2900-1024-0000	A	-					\$16,128.00	\$16,128.00	\$0.00	\$16,128.00	0%	Clean water strategy being developed and reservoir cleaning to be scheduled following adoption of the strategy
192 Data entry and document control system	WSE	2900-1025-0000	F	-					\$6,307.00	\$6,307.00	\$6,297.07	\$9.93	100%	Completed. Budget to be adjusted in QBR.
193 Aerator gas scrubbing	WSE	2900-1027-0000	A	-					\$20,000.00	\$20,000.00	\$0.00	\$20,000.00	0%	Preliminary investigations completed. Works to be scheduled
194 Network Design and Planning review (reservoirs and zoning)	WSE	2900-1028-0000	A	-					\$23,127.00	\$3,550.00	\$29,677.00	\$29,677.00	33%	Commenced in October and ongoing for remainder of the year
195 WTP filter/Upgrade design	WSE	2900-1038-0000	A	-					\$1,150.16	\$76,625.00	\$19,768.79	\$56,856.21	76%	Finalisation of issues paper through IWCM
196 Non Return Valve Bore 4	WSE	2900-1042-0000	A	-					\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	0%	To be scheduled
197 North Zone Pressure Pump - low pressure issues	WSE	2900-1051-0000	A	-					\$43,924.00	\$43,924.00	\$96.13	\$43,827.87	3%	Project quotes being considered for additional pump and control
198 Low Level Chlorinator	WSE	2900-1052-0000	A	-					\$9,829.00	\$17,572.00	\$22,396.97	-\$5,024.97	129%	Project will be completed by Mid April 2020. Analysers have been bought, awaiting contractor availability to complete installation.
199 Water Main Replacements - Dalgetty & Audley	WSE	2900-1056-0000	A	250,000					\$4,220.16	\$250,000.00	\$95,413.96	\$254,586.04	38%	Dalgetty St scheduled to begin late April. Audley Street to be undertaken after Dalgetty St.
200 Hydrant and Valve replacements	WSE	2900-1057-0000	A	50,000					\$5,567.05	\$50,000.00	\$63,742.06	-\$13,742.06	127%	Complete
201 Bore 1 Motor Replacement	WSE	2900-1063-0000	A	-						\$50,000.00	\$85,733.87	-\$33,733.87	171%	As required.
202 Services Replacements	WSE	2900-1011-0000	A	50,000						\$50,000.00	\$85,733.87	-\$33,733.87	171%	As required.
203 Water Main McGilway Road	WSE	2900-1055-0000	F	-					\$8,000.00	\$0.00	\$6,328.87	-\$6,328.87	#DIV/0!	Project completed
204 WTP filter/Upgrade - including energy efficiency	WSE	2900-1060-0000	A	1,000,000						\$1,000,000.00	\$0.00	\$1,000,000.00	0%	Awaiting outcome of IWCM options assessment and grant funding approval.
205 High and Low Level reservoir fencing	WSE	2900-1061-0000	A	75,000						\$75,000.00	\$4,688.76	\$70,311.24	6%	Pending decision on WTP upgrade.
206 Pine Hill Reservoir Upgrade	WSE	2900-1062-0000	A	-					\$80,000.00	\$0.00	\$2,659.77	-\$2,659.77	#DIV/0!	
207 Investigate PSI Cracking	WSE	3900-1010-0000	F	-					\$6,731.00	\$6,731.00	\$0.00	\$6,731.00	0%	Project completed. Budget to be returned to reserves.
208 Primary filter - EPA	WSE	3900-1016-0000	A	-					\$120,000.00	\$120,000.00	\$0.00	\$120,000.00	0%	Scope prepared with RFQ's to be obtained
209 Manhole Replacements	WSE	3900-1021-0000	A	50,000					\$11,931.00	\$65,911.00	\$1,368.59	\$60,542.41	2%	To be scheduled, replacement program to be determined.
210 Flow meters for Pump Stations 2, 3, 4	WSE	3900-1025-0000	A	-					\$36,194.00	\$36,194.00	\$0.00	\$36,194.00	0%	Flow meters purchased, install to be confirmed
211 Sewer Service Replacements	WSE	3900-1029-0000	A	100,000					\$3,882.00	\$103,882.00	\$29,451.96	\$74,430.04	28%	As required.
212 Sewer Main Replacements	WSE	3900-1030-0000	A	50,000					\$472.79	\$50,000.00	\$2,514.11	\$47,485.89	5%	As required.
213 SP53 Replacement	WSE	3900-1031-0000	D	200,000					-\$15,000.00	\$185,000.00	\$0.00	\$185,000.00	0%	Inspection undertaken, replacement to be deferred.
214 Borellan Sewer	WSE	3900-1032-0000	A	1,000,000					\$1,150.16	\$1,000,000.00	\$28,408.02	\$971,591.98	3%	Project commenced October 2019, completion 2022. Further community engagement to be undertaken.
215 Narrandera West Sewer Extension	WSE	3900-1033-0000	A	-					\$64,000.00	\$64,000.00	\$2,385.86	\$61,614.14		Quotes received and being reviewed.
216 Gillenbah Pump Station Upgrade	WSE	3900-1034-0000	A	-					\$15,000.00	\$15,000.00	\$9,685.00	\$5,315.00	63%	Journal request to be made for misallocated funds.
217 CCTV Review	IT	5200-1001-0000	A	\$0.00					\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	2%	Ongoing works
218 Branding Strategy	EDM	8750-0127-0000	D	\$0.00					\$2,350.00	\$2,350.00	\$0.00	\$2,350.00	0%	Registration and marketing tourism video commenced. Expected completion early 2020.
219 Urban Roads Maintenance	WM	0001-0001-0000	D	\$723,500.00					\$25,812.70	\$723,500.00	\$632,795.02	\$90,704.98	87%	Ongoing works
220 Sealed Rural Roads Maintenance	WM	0002-0001-0000	D	\$281,700.00					\$10,483.38	\$281,700.00	\$256,548.72	\$25,151.28	91%	Ongoing works
221 Rural Unsealed Roads Expenses	WM	0003-0001-0000	D	\$797,880.00					\$75,933.67	\$797,880.00	\$729,235.39	\$68,644.61	91%	Ongoing works
222 Regional Roads (M&R Grant)	WM	0005-0000-0000	D	\$210,000.00					\$210,000.00	\$210,000.00	\$63,100.93	\$146,899.07	30%	Ongoing Works
223 State Road Contract Works RMCC	WM	0004-0002-0000	D	\$170,500.00					\$16,849.23	\$170,500.00	\$106,058.10	\$64,441.80	62%	Ongoing Works
224 Ordered Works Expenses - MR 80	WM	0004-0005-0000	D	\$82,000.00					\$6,137.75	\$82,000.00	\$74,141.11	\$7,858.89	90%	Proposal submitted to RMS for approval
225 Ordered Works Expenses - MR 84	WM	0004-0006-0000	D	\$82,000.00					\$82,000.00	\$82,000.00	\$0.00	\$82,000.00	0%	Proposal submitted to RMS for approval
226 Noxious Weeds Expenses	OSR	3900-0000-0000	D	\$161,554.00					\$161,554.00	\$110,152.58	\$51,401.42	\$58,751.08	68%	On-going Operating Costs
227 Public Toilets Expenses	OSR	6620-0000-0000	D	\$62,274.00					\$62,274.00	\$87,486.98	-\$25,212.98	\$12,274.00	140%	To be adjusted in QBR.
228 Cemetery Expenses	OSR	0800-0000-0000	D	\$114,603.00					\$114,603.00	\$112,527.70	\$2,075.30	\$110,452.40	96%	On-going Operating Costs
229 Sports Ground Expenses	OSR	0200-0000-0000	D	\$230,843.00					\$230,843.00	\$144,390.53	\$86,552.47	\$103,900.00	63%	On-going Operating Costs
230 Parks Expenses	OSR	0300-0000-0000	D	\$554,270.00					\$554,270.00	\$333,374.81	\$220,895.19	\$120,895.19	60%	To be adjusted in QBR to balance Public toilet expenditure.
231 Lawn Areas	OSR	0300-0040-0000	D	\$27,750.00					\$1,896.27	\$22,750.00	\$28,964.57	-\$6,214.57	127%	On-going Operating Costs
232 Fast Street - Street Scaping	OSR	0300-0041-0000	D	\$17,000.00					\$1,679.09	\$17,000.00	\$11,009.69	\$5,990.31	65%	On-going Operating Costs
233 Street Trees	OSR	0500-0001-0000	D	\$196,500.00					\$15,739.95	\$196,500.00	\$157,478.08	\$39,021.92	80%	On-going Operating Costs
234 Lake Talbot Expenses	OSR	0600-0000-0000	D	\$24,000.00					\$24,000.00	\$8,081.72	\$15,918.28	\$8,081.72	34%	On-going Operating Costs
235 Sports Stadium Expenses	OSR	0400-0000-0000	D	\$119,122.00					\$119,122.00	\$69,765.81	\$49,356.19	\$49,356.19	59%	On-going Operating Costs
236 Bores Expenses	WSE	2300-0001-0000	D	\$56,000.00					\$12,347.74	\$56,000.00	\$81,328.82	-\$25,328.82	146%	On-going Operating Costs, to be adjusted in March QBR.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 31/03/2020

		Capital Projects	Cancelled	Complete	Unrealised Grants									
		Projects Not Capitalised	Deferred	Carryover	Key Operational	75.00%								
Project	Resp.	Job Number	Status	Proposed Budget	Carryover	Other	Sept	Dec	Commitment	Budget	YTD Expenditure	Balance	%	Comments
237	Pump Station Expenses	WSE	2300-0002-0000	0	\$79,000.00				\$5,742.64	\$79,000.00	\$157,079.61	-\$70,079.61	199%	On-going Operating Costs, to be adjusted in March QBR.
238	Mains Expenses	WSE	2300-0003-0000	0	\$300,000.00				\$23,897.92	\$300,000.00	\$251,875.05	\$48,124.95	84%	On-going Operating Costs
238	Recycled Water	WSE	2300-0004-0000	0	\$48,000.00				\$124.55	\$48,000.00	\$13,006.28	\$34,993.72	27%	On-going Operating Costs
240	Reservoirs Expenses	WSE	2400-0005-0000	0	\$61,500.00				\$2,538.28	\$61,500.00	\$16,471.32	\$45,028.68	27%	On-going Operating Costs
241	Water Supply Licence	WSE	2000-0037-0000	0	\$30,500.00					\$30,500.00	\$20,137.90	\$10,362.10	66%	Water Licence costs
242	Chlorine & Chemicals Expenses	WSE	2700-0033-0000	0	\$30,000.00				\$4,454.55	\$30,000.00	\$16,106.78	\$13,893.22	54%	On-going Operating Costs
243	Meter Reading Expenses	WSE	2000-0014-0000	0	\$10,000.00				\$5,469.27	\$10,000.00	\$23,461.34	-\$13,461.34	235%	On-going Operating Costs. Additional reads required on the GIS system. March QBR adjustment.
244	Telemetry System Maintenance	WSE	2000-0040-0000	0	\$11,500.00				\$909.09	\$11,500.00	\$8,141.21	\$3,358.79	71%	On-going Operating Costs
245	Pump Stations Electricity Expenses	WSE	2300-0073-0000	0	\$250,000.00					\$250,000.00	\$141,646.42	\$108,353.58	57%	On-going Operating Costs
245	Pump Station Expenses	WSE	2300-0002-0000	0	\$64,000.00				\$12,842.27	\$64,000.00	\$65,763.44	-\$1,763.44	103%	On-going Operating Costs. Journal from misallocated funds.
247	Mains Expenses	WSE	3100-0003-0000	0	\$205,000.00				\$17,324.84	\$205,000.00	\$111,800.94	\$93,199.06	53%	On-going Operating Costs
248	Treatment Works Expenses	WSE	3400-0006-0000	0	\$200,000.00				\$3,971.35	\$200,000.00	\$146,187.56	\$53,812.44	73%	On-going Operating Costs
249	Sewer Heating & Electricity	WSE	3300-0023-0000	0	\$90,000.00					\$90,000.00	\$161,147.28	-\$71,147.28	179%	On-going Operating Costs. Internal investigation to be undertaken.
250	Telemetry System Maintenance	WSE	3000-0040-0000	0	\$7,500.00					\$7,500.00	\$81.82	\$7,418.18	1%	On-going Operating Costs

Capital Expenditure as at 31 March 2020

	Sum of Proposed Budget	Sum of Other	Sum of Carryover	Sum of Sept	Sum of Dec	Sum of Budget	Sum of YTD Expenditure	Sum of Balance
Administration								
Information Technology	\$ 225,000.00		\$ 166,990.00		\$ -	\$ 391,990.00	\$ 136,235.40	\$ 255,754.60
Public Order & Safety								
Pound	\$ 6,000.00					\$ 6,000.00	\$ -	\$ 6,000.00
Security Cameras	\$ 18,000.00		\$ 5,000.00			\$ 23,000.00	\$ -	\$ 23,000.00
Environment								
Narrandera Landfill	\$ 40,000.00		\$ 56,849.00	\$ 113,151.00		\$ 210,000.00	\$ 170,426.16	\$ 39,573.84
Stormwater	\$ 28,560.00		\$ 3,639.00			\$ 32,199.00	\$ 34,819.02	-\$ 2,620.02
Housing & Community Amenities								
Barellan Cemetery	\$ 2,800.00		\$ 8,000.00			\$ 10,800.00	\$ -	\$ 10,800.00
Grong Grong Cemetery	\$ 5,000.00					\$ 5,000.00	\$ -	\$ 5,000.00
Narrandera Cemetery	\$ -		\$ 71,532.00			\$ 71,532.00	\$ 39,217.75	\$ 32,314.25
Recreation & Culture								
Barellan Pool	\$ 4,000.00		\$ 4,200.00			\$ 8,200.00	\$ 6,500.81	\$ 1,699.19
Lake Talbot Pool	\$ 1,898,500.00		\$ 1,644,520.00			\$ 3,543,020.00	\$ 1,823,228.67	\$ 1,719,791.33
Lake Talbot Recreation Area	\$ 10,000.00		\$ 154,600.00			\$ 164,600.00	\$ 28,900.00	\$ 135,700.00
Library	\$ 29,696.00		\$ 223,779.00	-\$ 34,394.00		\$ 219,081.00	\$ 152,324.05	\$ 66,756.95
Marie Bashir Park	\$ 83,000.00		\$ 115,710.00			\$ 198,710.00	\$ 34,219.54	\$ 164,490.46
Narrandera Memorial Park	\$ 83,500.00		\$ 66,680.00			\$ 150,180.00	\$ 124,697.55	\$ 25,482.45
Narrandera Sports Stadium	\$ 5,000.00					\$ 5,000.00	\$ -	\$ 5,000.00
Narrandera Sportsground	\$ 170,000.00		\$ 24,600.00		\$ 1,888,360.00	\$ 2,082,960.00	\$ 37,729.71	\$ 2,045,230.29
Henry Mathieson Oval	\$ 25,000.00					\$ 25,000.00	\$ -	\$ 25,000.00
Brewery Flats	\$ 5,000.00					\$ 5,000.00	\$ -	\$ 5,000.00
Barellan Park	\$ -		\$ 31,906.00			\$ 31,906.00	\$ 26,099.14	\$ 5,806.86
Economic Development								
Drought Community Funding	\$ -				\$ 19,343.98	\$ 19,343.98	\$ 19,343.98	\$ -
Stronger Country Community Funding	\$ -					\$ -	\$ 2,372.32	-\$ 2,372.32
Transport & Communication								
Ancillary Roadworks	\$ 195,719.00		\$ 492,360.00	-\$ 44,694.00		\$ 643,385.00	\$ 568,703.57	\$ 74,681.43
Regional Roads	\$ 430,600.00					\$ 430,600.00	\$ 150,047.49	\$ 280,552.51
Roads to Recovery	\$ 997,362.00					\$ 997,362.00	\$ 1,002,682.68	\$ 57,377.68
Rural Roads	\$ 769,050.00		\$ 1,173,462.00			\$ 1,942,512.00	\$ 599,089.59	\$ 1,787,918.27
Urban Roads	\$ 2,113,984.00		\$ 196,669.00	-\$ 1,668,109.00	-\$ 19,343.98	\$ 623,200.02	\$ 10,497.49	\$ 788,827.53
Flood Damage	\$ -					\$ -	\$ 72,141.82	-\$ 72,141.82
Economic Affairs								
Airport	\$ 420,000.00					\$ 420,000.00	\$ 15,076.96	\$ 404,923.04
Buildings	\$ 108,600.00		\$ 29,111.00		-\$ 2,000.00	\$ 135,711.00	\$ 41,579.82	\$ 94,131.18
Plant	\$ 1,468,380.00			\$ 15,801.00		\$ 1,484,181.00	\$ 733,828.73	\$ 750,352.27
Tourist Park	\$ -		\$ 18,209.00			\$ 18,209.00	\$ 1,183.51	\$ 17,025.49
Economic Development	\$ -		\$ 34,661.00			\$ 34,661.00	\$ 34,075.11	\$ 585.89
Water Supplies								
Water	\$ 1,475,000.00	\$ 80,000.00	\$ 542,298.00			\$ 2,017,298.00	\$ 575,311.55	\$ 1,441,986.45
Sewer Supplies								
Sewer	\$ 1,200,000.00	\$ 64,000.00	\$ 193,698.00			\$ 1,457,698.00	\$ 73,813.54	\$ 1,383,884.46
rand Total	\$ 11,817,751.00	\$ 144,000.00	\$ 5,258,473.00	-\$ 1,618,245.00	\$ 1,886,360.00	\$ 17,408,339.00	\$ 6,514,145.96	\$ 11,577,512.26

Key Operational as at 31 March 2020

Status

0

Row Labels	Sum of Proposed Budget	Sum of Other	Sum of Carryover	Sum of Budget	Sum of Sept	Sum of Dec	Sum of YTD Expenditure	Sum of Balance
Economic Affairs								
Economic Development	\$ -		\$ 2,350.00	\$ 2,350.00			\$ -	\$ 2,350.00
Housing & Community Amenities								
Noxious Weeds	\$ 161,554.00			\$ 161,554.00			\$ 110,152.58	\$ 51,401.42
Public Toilets	\$ 62,274.00			\$ 62,274.00			\$ 87,486.98	-\$ 25,212.98
Cemetery Expenses	\$ 114,603.00			\$ 114,603.00			\$ 112,527.70	\$ 2,075.30
Recreation & Culture								
Sports Ground Expenses	\$ 230,943.00			\$ 230,943.00			\$ 144,390.53	\$ 86,552.47
Parks Expenses	\$ 554,270.00			\$ 554,270.00			\$ 333,374.81	\$ 220,895.19
Lawn Areas	\$ 22,750.00			\$ 22,750.00			\$ 28,964.57	-\$ 6,214.57
Lake Talbot Expenses	\$ 24,000.00			\$ 24,000.00			\$ 8,081.72	\$ 15,918.28
Sports Stadium Expenses	\$ 119,122.00			\$ 119,122.00			\$ 69,765.81	\$ 49,356.19
Street Scaping	\$ 17,000.00			\$ 17,000.00			\$ 11,009.69	\$ 5,990.31
Street Trees	\$ 196,500.00			\$ 196,500.00			\$ 157,478.08	\$ 39,021.92
Transport & Communication								
Ordered Works	\$ 164,000.00			\$ 164,000.00			\$ 74,141.11	\$ 89,858.89
Regional Roads	\$ 210,000.00			\$ 210,000.00			\$ 63,100.93	\$ 146,899.07
State Roads	\$ 170,500.00			\$ 170,500.00			\$ 106,058.10	\$ 64,441.90
Urban Roads	\$ 723,500.00			\$ 723,500.00			\$ 632,795.02	\$ 90,704.98
Sealed Rural Roads	\$ 281,700.00			\$ 281,700.00			\$ 256,548.72	\$ 25,151.28
Unsealed Rural Roads	\$ 797,880.00			\$ 797,880.00			\$ 729,235.39	\$ 68,644.61
Water Supplies								
Water	\$ 876,500.00			\$ 876,500.00			\$ 729,254.73	\$ 147,245.27
Sewer Supplies								
Sewer	\$ 566,500.00			\$ 566,500.00			\$ 484,981.04	\$ 81,518.96
Grand Total	\$ 5,293,596.00		\$ 2,350.00	\$ 5,295,946.00			\$ 4,139,347.51	\$ 1,156,598.49

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

Document ID: 467733

Author: Deputy General Manager Corporate and Community

Authoriser: General Manager

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments: Nil

RECOMMENDATION

That Council:

1. That Council conduct an extraordinary meeting on Tuesday 2nd June for consideration and adoption of the 2020 – 2021 operating plan.

PURPOSE

The purpose of this report is to schedule an extraordinary meeting of Council for the purpose of adopting the 2020-2021 operating plan.

SUMMARY

The dates currently set for the April and May ordinary meetings do not allow sufficient time between meetings for the exhibition of the draft operational plan and its adoption at the May meeting. Options are to defer the May meeting or hold an extraordinary meeting for the purposes of considering the operational plan.

BACKGROUND

Section 405 of the Local Government Act requires that the draft operational plan be placed on public exhibition for 28 days seeking public comment prior to Council considering the operational plan for adoption. Council will consider the draft operational plan at its meeting on Tuesday 21 April. Once adopted on the 21st April exhibition of the plan can commence on 22nd. The 28 day exhibition period would conclude on 19th May which is the date of the May ordinary meeting excluding consideration of the draft plan at that meeting.

The options to overcome this timing issue are:-

- Defer the May ordinary meeting until the following week.
- Hold an extraordinary meeting for the purpose of considering the operational plan.

As Council is yet to conduct an online meeting the implications for the efficient conduct of a meeting are not understood. The content around the operational plan is considerable so it would be prudent to hold an extraordinary meeting for the purpose of considering the adoption of the operational plan. This overcomes the timing issue for exhibition, improves the management of the May ordinary meeting by removing a major item from the agenda and allows Council ample time to consider adoption of the operating plan during an extraordinary meeting.

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

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

NA

Financial

The operational plan includes the 2020-21 budget with the revenue policy setting the rating structure and fees and charges for 2020-21

Legal / Statutory

Exhibition and adoption of the Operational Plan is required under Section 405 of the Local Government Act.

Community Engagement / Communication

28 day exhibition period is for the purpose of engagement and consultation on the draft operational plan.

Human Resources / Industrial Relations

NA

RISKS

The operational plan and revenue policy must be adopted within statutory timeframes to allow the levy of the 2020-21 rates.

Adequate consultation should be allowed to provide residents with information around the draft operational plan and revenue policy

OPTIONS

- Defer the May ordinary meeting until the week commencing 23rd May
- Hold an extraordinary meeting on Tuesday 2nd June.

CONCLUSION

Conduct of an extraordinary meeting on 2nd June provides for the closure of submissions on the 19th May and preparation of a business paper for an extraordinary meeting following the May ordinary meeting. Holding an extraordinary meeting also eases the management of the May meeting by reducing its content and allows Council to deal with the operational plan as the only item in an extraordinary meeting.

RECOMMENDATION

That Council:

1. That Council conduct an extraordinary meeting on Tuesday 2nd June for consideration and adoption of the 2020 – 2021 operating plan.

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

PUBLIC MEETING CLOSSES

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

22 CONFIDENTIAL BUSINESS PAPER REPORTS**RECOMMENDATION**

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

22.1 Economic Development Strategy at 23 March 2020

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

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

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

22.3 Deed of Indemnity

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

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

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

RETURN TO PUBLIC MEETING

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