



BUSINESS PAPER

Ordinary Council Meeting

21 July 2020

ETHICAL DECISION MAKING & CONFLICT OF INTEREST

A Guiding Checklist for Councillors, Officers & Community Committees

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

COMMUNITY STRATEGIC PLAN

Themes

Agenda Section 16 ~ **Our Community**

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

Agenda Section 17 ~ **Our Environment**

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

Agenda Section 18 ~ **Our Economy**

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

Agenda Section 19 ~ **Our Infrastructure**

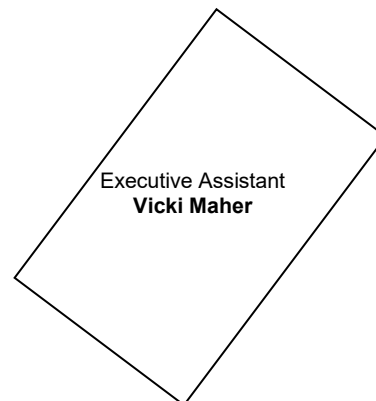
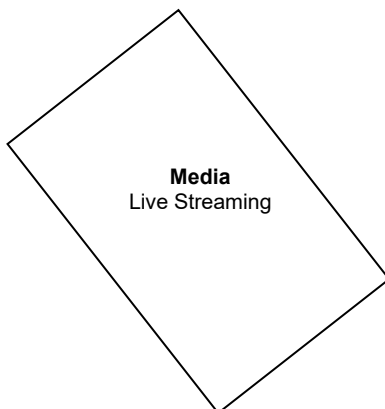
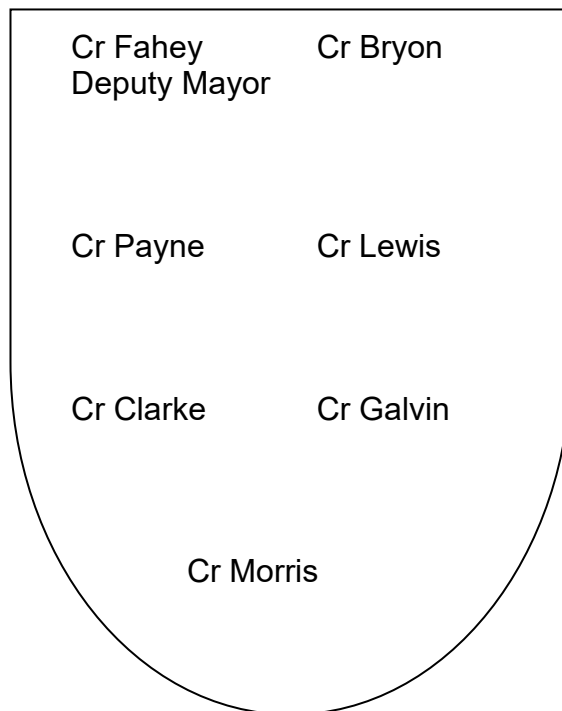
- 4.1 To have an improved and adequately maintained road network
- 4.2 To improve, maintain and value-add to our public and recreational infrastructure
- 4.3 To improve and enhance our water and sewer networks
- 4.4 To have a say when planning for new facilities or refurbishing existing facilities

Agenda Section 20 ~ **Our Civic Leadership**

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

SEATING

General Manager George Cowan	MAYOR Cr Kschenka	Deputy General Manager Infrastructure Shane Wilson	Deputy General Manager Corporate & Community Martin Hiscox
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**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held in the Council Chambers on:
Tuesday 21 July 2020 at 2pm**

Order Of Business

1	Acknowledgement of Country	7
2	House Keeping	7
3	Disclosure of Political Donations	7
4	Present	7
5	Apologies	7
6	Declarations of Interest	7
7	Confirmation of Minutes	7
	Ordinary Council Meeting - 16 June 2020	
8	Mayoral Report	17
	8.1 Mayoral Report June / July 2020	17
9	Question with Notice	22
	Nil	
10	Notices of Rescission	22
	Nil	
11	Notices of Motion	22
	Nil	
12	Councillor Reports	22
	Nil	
13	Committee Reports	23
	13.1 Minutes - Economic Taskforce Committee (Open) 7 July 2020	23
	13.2 Minutes - Youth Advisory Council - 29 June 2020	54
	13.3 Minutes - Lake Talbot Environs Advisory Committee - 9 June 2020.....	59
	13.4 Minutes - Audit, Risk and Improvement Committee - 8 July 2020	63
14	Our Community	69
	14.1 Replacement of the Arts & Cultural section 355 Committee	69
15	Our Environment	73
	Nil	
16	Our Economy	74
	16.1 Narrandera Energised-Business Recovery Strategy 2020	74
	16.2 Offer to purchase lot 169 Driscoll Road	92
	16.3 Hardship Application - Narrandera Bowling and Recreation Club	96
17	Our Infrastructure	99

17.1	Local Roads & Community Infrastructure Program.....	99
17.2	Major Grant Project Update	104
17.3	Application to Waiver Fees - Golden Boot Touch Football Carnival	108
18	Our Civic Leadership	112
18.1	Policy Review - CS90 Street Stalls and Raffle Ticket Sales	112
18.2	Rescheduling of Ordinary Election.....	121
18.3	Councillor Resignation	123
18.4	Cootamundra Electoral Boundaries	126
18.5	RAMJO Water Position Paper	130
19	Statutory and Compulsory Reporting – Development Services Reports	132
19.1	June Development Services Activities	132
20	Statutory and Compulsory Reporting – Financial / Audit Reports	136
20.1	June Income Statement.....	136
20.2	June Capital Works Program	142
20.3	June Statement of Investments	163
20.4	June Statement of Rates and Receipts	167
20.5	June Statement of Bank Balances.....	169
21	Statutory and Compulsory Reporting – Other Reports.....	171
21.1	Determinations - Local Government Remuneration Tribunal.....	171
22.1	Economic Development Strategy at 7 July 2020	174

- 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 - 16 June 2020



MINUTES

Ordinary Council Meeting

16 June 2020

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 16 JUNE 2020 AT 2PM**

The Mayor declared the meeting opened at **2.01pm** and welcomed the Councillors, Staff, Media 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 Tammy Galvin, Cr Tracey Lewis, Cr Barbara Bryon

In Attendance

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

5 APOLOGIES

Nil

6 DECLARATIONS OF INTEREST

Nil

7 CONFIRMATION OF MINUTES

RESOLUTION 20/144

Moved: Cr Jenny Clarke OAM

Seconded: Cr Barbara Bryon

That the Minutes of the Ordinary Council Meeting held on 19 May 2020 and the Extraordinary Council Meeting held on 2 June 2020 be confirmed.

CARRIED

8 MAYORAL REPORT

8.1 MAYORAL REPORT MAY / JUNE 2020

RESOLUTION 20/145

Moved: Cr Neville Kschenka

Seconded: Cr Narelle Payne

That Council:

1. Receive and note the Mayoral Report for May / June 2020 noting that the donation by Councillor Payne was in respect to both her parents.

CARRIED

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION

Nil

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS

13.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) 25 MAY

RESOLUTION 20/146

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receive and note the Minutes of the Economic Taskforce Committee meeting held **25 May** 2020, together with the updated Economic Development Strategy (non-confidential).

CARRIED

14 OUR COMMUNITY

Nil

15 OUR ENVIRONMENT

Nil

16 OUR ECONOMY

16.1 LOCAL STRATEGIC PLANNING STATEMENT

RESOLUTION 20/147

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Adopt the Draft Local Strategic Planning Statement for the purpose of undertaking the required 28-day public exhibition period.

CARRIED

17 OUR INFRASTRUCTURE**17.1 VARIATION TO PAMP - BOREE STREET, BARELLAN****RESOLUTION 20/148**

Moved: Cr Kevin Morris

Seconded: Cr Narelle Payne

The Council:

Approve the variation to the PAMP (Pedestrian Access and Mobility Plan) for the:

1. Footpath to be located on the western side of Boree Street between Mulga Street and Mallee Street,
2. Footpath to be located on the eastern side of Boree Street between Mallee Street and Wilga Street.

CARRIED**17.2 MAJOR GRANT PROJECT UPDATE****RESOLUTION 20/149**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Note and receive report.

CARRIED**17.3 APPROVAL OF SAFE AND SECURE WATER GRANT FUNDING FOR INTEGRATED WATER CYCLE MANAGEMENT PLAN ADDITIONAL WORKS****RESOLUTION 20/150**

Moved: Cr Kevin Morris

Seconded: Cr Narelle Payne

That Council:

1. Approve the grant funding under Safe and Secure Water program to complete additional tasks,
2. Allocate \$34,688.50 to be funded from Water Reserve as Council's contribution.

CARRIED

18 OUR CIVIC LEADERSHIP

18.1 2018-2022 DELIVERY PROGRAM - 31 MARCH 2020 QUARTERLY REVIEW

RESOLUTION 20/151

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Endorse the 2018-2022 Delivery Program quarterly review dated 31 March 2020 as presented and publish the report to the community using the website of Council.

CARRIED

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 MAY DEVELOPMENT SERVICES ACTIVITIES

RESOLUTION 20/152

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

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

CARRIED

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 MAY INCOME STATEMENT

RESOLUTION 20/153

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

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

CARRIED

20.2 MAY STATEMENT OF INVESTMENTS**RESOLUTION 20/154**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

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

CARRIED

20.3 MAY STATEMENT OF BANK BALANCES**RESOLUTION 20/155**

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That Council:

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

CARRIED

20.4 MAY STATEMENT OF RATES AND RECEIPTS**RESOLUTION 20/156**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the information contained in the Statement of Rates and Receipts report as at 01 June 2020.

CARRIED

20.5 MAY CAPITAL WORKS PROGRAM

RESOLUTION 20/157

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

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

CARRIED

20.6 TEMPORARY AMENDMENT OF THE FIRST RATE INSTALMENT DUE DATE

RESOLUTION 20/158

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Note the amendment of legislation to temporarily extend the due date for the first instalment of the 2020-2021 rate levy from 31 August to 30 September.

CARRIED

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

22 CONFIDENTIAL BUSINESS PAPER REPORTS

RESOLUTION 20/159

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 25 May 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 25 MAY 2020

RESOLUTION 20/160

Moved: Cr Tammy Galvin

Seconded: Cr Kevin Morris

That Council:

1. Receive and note the Economic Development Strategy (confidential version) containing updates following the Economic Taskforce Committee meeting held **25 May 2020**.

CARRIED

RESOLUTION 20/161

Moved: Cr Narelle Payne

Seconded: Cr Kevin Morris

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

CARRIED

The Meeting closed at 2.25pm.

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

.....
GENERAL MANAGER

.....
CHAIRPERSON

8 MAYORAL REPORT**8.1 MAYORAL REPORT JUNE / JULY 2020**

Document ID: 513594
Author: Mayor
Theme: Our Civic Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the Mayoral Report for June / July 2020.

BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 16 June 2020, I have had the privilege to attend the following on behalf of our Council: -

Meetings with General Manager

Attended regular Monday, and unscheduled, meetings with the General Manager George Cowan to discuss various matters. Deputy Mayor also attends the Monday meetings.

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

Media Interviews

I have had media interviews with Triple M Radio and Community Radio Spirit FM 91.1 throughout the past month covering recent topics of interest.

JUNE 2020**Tuesday 9**

Together with fellow committee members, I attended the Lake Talbot Environs Advisory committee meeting at the Narrandera Ex-Servicemen's Club. Minutes of the meeting are further presented to Council.

Thursday 11

Met with a local resident for discussion on a matter of concern.

Tuesday 16

I chaired the monthly Councillors Briefing Session. The Public Forum received two presentations that were live streamed. The Regional Arts Executive Director: Aanya Whitehead presented on the 2019 Annual Report for Western Riverina Arts. Council's Development & Environment Manager; Garry Stoll also presented on the Local Strategic Planning Statement. The Ordinary Council Meeting followed. Unconfirmed Minutes of the Council Meeting are further submitted for Council's endorsement.

Thursday 18

Together with the General Manager I enjoyed another segment on the local Community Radio, 91.1 Spirit FM, where GM George Cowan and I advise the listeners on outcomes of agenda items from the monthly council meeting as well as providing any updates on current projects. Positive comments continue regarding this segment held monthly at 8:30am, the Thursday following the monthly Council meeting.

Saturday 20

Met with some members of the Narrandera Imperial Football & Netball Club (NIFNC) at the Sportsground where concerns and suggestions were raised regarding the lease and the design of the new club house.

Friday 26

Joined a Zoom on Haystacks Solar Garden Government Briefing. This project is a proposed 1.5 MW Solar Farm near Grong Grong and will be a community owned solar co-operative running 1 MW solar garden. The project is part funded by the NSW Government's Regional community Energy Fund and has an expected electricity generation and bill credits by 2021. There is an opportunity for residents to invest in what could be Australia's first large scale solar garden.

Friday 26

Deputy Mayor Cr David Fahey chaired a Cultural Plan meeting on my behalf that was held at the same time as I was on the Haystacks briefing.

JULY 2020**Tuesday 2**

Together with GM George Cowan and Infrastructure staff, I met with Federal Member for Farrer and Minister for the Environment; the Hon. Sussan Ley MP to view projects underway from the Federal Funding for 2020 Drought Projects. We visited the Narrandera/Leeton Airport, Lake Talbot Water Park Drive Rock Wall, and the Lake Talbot Boat Ramp. We also discussed further opportunities for grant funding, the deepening of Lake Talbot being one project for consideration.



Rock Wall at Lake Talbot Water Park drive



Overlooking Lake Talbot



At Henry Mathieson Oval with Council Staff; General Manager - George Cowan, Deputy General Manager Infrastructure - Shane Wilson, Open Space & Recreation Manager – Roger Evans



At Airport with Council Staff; Deputy General Manager Infrastructure - Shane Wilson, Works Manager - Barry Heins, General Manager - George Cowan and Airport Officer - Andrew Pearson

Later that morning I met with local member, Member for Cootamundra; Steph Cooke MP for the announcement of the Fixing Country Roads funding of \$1,220,000. Projects to be completed from this round of funding are:

- Sealing the remaining six kilometres of road along Old Wagga Road to the Council boundary, commencing late 2020.
- Repair works to the Brewarrana Bridge along Buckingbong Road, which began early 2020 and will take approximately four months to complete and
- Sealing the remaining eight kilometres along Paintings Bridge Road, to begin late 2020.

Discussion were also held on other various shire matters.



At Brewarrina Bridge with Council Staff; Deputy General Manager Infrastructure - Shane Wilson, Works Manager - Barry Heins and General Manager - George Cowan



Looking over the plans for the Narrandera Lake Talbot Water Park redevelopment project

Friday 3

Joined a RAMJO Extraordinary Board Meeting via Zoom.

Tuesday 7

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 further presented to Council.

Tuesday 7

Joined OLG COVID-19 LG Update Webinar via Zoom where the Minister for Local Government, the Hon. Shelley Hancock MP, had invited the Hon. Bronnie Taylor MLC, Minister for Mental Health, Regional Youth and Women to update councils on NSW government mental health support during COVID 19, drought and bushfires and the newly established Regional Youth Portfolio. Cross-Border Commissioner James McTavish also presented.

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

Until next time, Mayor Kschenk

RECOMMENDATION

That Council:

1. Receive and note the Mayoral Report for June / July 2020.

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION

Nil

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS**13.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) 7 JULY 2020****Document ID:** 512421**Author:** Council Administration Assistant**Authoriser:** General Manager**Theme:** Our Economy**Attachments:** 1. [2020-07-07 Economic Taskforce Minutes 7 July.DOCX](#) ↓
2. [2020-07-07 Economic Development Strategy \(Open\).docx](#) ↓**RECOMMENDATION**

That Council:

1. Receive and note the Minutes of the Economic Taskforce Committee meeting held **7 July 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 **7 July 2020**, together with the updated Economic Development Strategy (non-confidential).

**MINUTES OF NARRANDERA SHIRE COUNCIL
ECONOMIC TASKFORCE COMMITTEE
HELD Via ZOOM
ON TUESDAY, 7 JULY 2020 AT 10AM**

Meeting commenced at 10.13am

1 PRESENT

Cr Neville Kschenka, Cr David Fahey OAM, Cr Jenny Clarke OAM, GM George Cowan, EDM Peter Dale, Minute Taker Lauren Redden

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr David Fahey OAM

Seconded: Cr Neville Kschenka

That apologies from Cr Kevin Morris be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr David Fahey OAM

Seconded: Cr Neville Kschenka

That the minutes of the Economic Taskforce Committee held on 25 May 2020 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

General Business last dot point regarding the missing banner. A new banner has been obtained and installed.

6 REPORTS**6.1 ECONOMIC DEVELOPMENT STRATEGY****COMMITTEE RESOLUTION**

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke 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

Cr Jenny Clarke joined the meeting at 10.34am following electronic device problems

7 GENERAL BUSINESS

- Emergency Services Levy \$320,000 question was raised whether Council still has to pay the additional amount. GM advised not in 2020/21 financial year, but could expect to have to pay the extra amount in 2021/22 year.
- General Revenue – question was raised regarding those cancelled Events, to carry over the funding to boost along for the following year's Event. Suggestion to put funding in a reserve and have funding available for these Events.
- Agri-Australis – possibility of re-visiting the Nut Farm business - EDM to make contact and organise.
- Concern regarding access to Flora and Fauna reserve and the possibility of providing extra parking. With the small access gateway, some tourists could not gain entry, perhaps because of the wet weather, question was raised whether this could be included in the Playground on the Murrumbidgee design in order to make the entrance more attractive.
- IGA supermarket has now closed in Griffith, plenty of Foodworks supermarkets still around.

- Dubbo – has had an influx of tourists apparently as a result of extensive promotion in the city and South Coast people to get tourists to visit Dubbo. Question raised whether Council is able to do the same sort of campaign to invite more tourists to come to the Narrandera area. EDM advised he would consult with the Tourism team to see what extra promotions can be considered within constraints of the budget.
- Central West Lifestyle Magazine – now called the Regional Lifestyle Magazine. EDM has distributed many of the Narrandera featured Winter 2019 edition and there are still stocks available for special requirements of the Mayor etc.. EDM advised he hasn't thought about any future participation in the new Regional Lifestyle Magazine but will consider opportunity in the future.

8 CORRESPONDENCE

Nil

9 NEXT MEETING

Tuesday 4 August 2020 – 10am – Via Zoom

10 MEETING CLOSE

The Meeting closed at 11.11am.

The minutes of this meeting were confirmed at the Economic Taskforce Committee held on 4 August 2020.

.....
CHAIRPERSON

1. Planning for the economy of the future
Initiative 1: Our Shire is 'Open for Business'

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

Strategies		Key Actions		Progress
1.1	Be a proactive, supportive and coordinated Council	1.1.1	Continue to employ an Economic Development Manager and provide funds and resources for economic development.	Achieved
		1.1.2	Establish an Economic Development Taskforce to drive economic development and implement this Strategy with Council, key industry and key community membership	Achieved Note: No industry or community members
		1.1.3	Review Council's policies, plans and regulations to ensure that they facilitate and support development.	Ongoing EDM has drafted a Business Recovery Plan as a short/medium term measure to indicate how Council can support local businesses during the Covid 19 emergency. This plan is designed to dovetail with the current Economic Development Strategy 2017-2020 which will be fully reviewed and updated when the health emergency is considered to be over. Narrandera Energised-Business Recovery Strategy 2020 will be presented to Council's briefing session and then to regular meeting on July 21 meeting for adoption.
		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.	REMPAN subscription renewed to 2021
		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.

Strategies		Key Actions		Progress
				<p>January 2019: REMPLAN introduces Business Analysis Model (BAM) Current data transferred from ABR and now available in Economy/Business tab in Remplan.</p> <p>Businesses within selected local geography reported to committee</p> <p>Survey of attendees at 39th National Cavy Show to inform future event arrangements.</p> <p>ED team through Marketing Tourism and ED Coordinator have produced a facebook initiative called Narrandera Takeaway and Delivery Service and Business as usual in conjunction with Narrandera Business Group as well as creating a business online directory which is under development. The facebook initiative is to assist business to keep operating and it has been very well received with 500 followers.</p> <p>As at June 2020 there are 640 followers</p> <p>Updated quarterly Small Area labour market data for Narrandera. December qtr 2019 reveals unemployment rate of 5.9% and 180 unemployed out of total workforce of 3075.</p>
		1.1.7	Include comprehensive information on economic development and business assistance on Council's website.	<p>Economic Development Department has contributed to planning of Council's Website upgrade.</p> <ul style="list-style-type: none"> • Economic Development Strategy on Website. • REX Community fare on website • Information on BEC workshops for business on website/facebook
1.2	Continue to build partnerships and strategic alliances	1.2.1	<p>Strengthen relationships with Government Agencies, regional organisations and service providers through:</p> <ul style="list-style-type: none"> • Active participation in regional programs, forums and workshops. • Briefing and updating these organisations on the Shire's needs and priorities. 	<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.

Strategies		Key Actions		Progress
			<ul style="list-style-type: none"> 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"> Council facilitated Bee Forum to address issues arising from any accidents and emergencies on our region's roads involving the transportation of live bees with the aim of identifying gaps, finding solutions and increasing preparedness. Forum formulates and endorses a 3 point action plan for positive outcome. DPI representative Daryl Cooper working with Apiarists to develop an Action List Protocol that can be used by all emergency services responding to a vehicle accident involving the transportation of live bees in hives. Wed 22 April EDM participated in regional zoom forum of Economic Development officers from Western Riverina Councils organised by Nicola James-Ausindustry
		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 Shires. Presentation to Councillors at briefing session 19 Nov 19. Digital visitors guide progressing well with development of logo imminent.
1.3	Engage pro-actively with local businesses and business / industry organisations	1.3.1	Build knowledge and understanding of local economic sectors and businesses, including organising a program of industry briefings and tours for Councillors and Council staff.	<p>Ongoing</p> <p>17/9 Visit to Glendale completed ED team working closely with Narrandera Business Group to provide assistance to business during Covid 19 business closures and limitations.</p> <p>As at June 2020 proposed new Narrandera Business Chamber not yet functional.</p>

Strategies		Key Actions		Progress
				Narrandera Business Group meetings suspended during Covid 19 health crisis.
		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 June 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. Regular distribution of information and advice on business recovery to business database. Information received from State and Federal Government, EDA, Regional Australia Institute, Business NSW, Ausindustry, BEC, etc on recovery and support initiatives during covid 19 pandemic

Strategies		Key Actions		Progress
		1.3.5	Harness skills and experience available in the Shire and surrounding region (eg through forming task forces and working groups) to address specific challenges and realise opportunities.	<p>To be addressed as opportunities and shared purposes arise. Negotiate with Klaus Baumgartel of ICN for audit of services in Narrandera Shire to support the imminent development requirements for the 3 new solar farms.</p> <p>Organise small taskforce from the community to address the goods and services audit for solar farm development.</p> <p>Klaus Baumgartel contacts all people on EOI list to ensure they have direct registration particulars for Avonlie Solar.</p> <p>Organised Steering Committee for Central West Lifestyle Magazine project.</p> <p>Mr Rick Shaw of Finley is working with regional EPCs to mobilise service providers to take advantage of work at the various solar farms, including those proposed for Narrandera.</p> <p>Survey of motels in Dec 2019 indicates approx. 60 solar farm workers from Darlington Point project staying in Narrandera facilities.</p> <p>February survey reveals 30+ Darlington Point Solar farm workers accommodated in Narrandera.</p> <p>Solar Farm Reference Group considers final draft of Accommodation and Employment Strategy for Avonlie Solar farm</p>
1.4	Build a strong, positive profile for Narrandera Shire	1.4.1	Implement the branding strategy and signage strategy.	<p>Council agrees on style, wording and location of 6 new town entry sign at its 18 June 2019 meeting.</p> <p>Designs of signs agreed and signs ordered. Installation around end of August/early September.</p> <p>All 6 signs installed as at 16 September.</p> <p>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.</p> <p>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	<p>Development of Council website underway. EDO is on development team.</p>

Strategies		Key Actions		Progress
			provided by third party data bases, websites and apps.	Partnership with BEC for a digital and online marketing workshop on 6 December 2018. Review Federal Government's National Digital Economy Strategy released Dec 2018 titled "Australia's Tech Future". Review Federal Government Small Business Digital taskforce Report March 2018. Review Business Listings category for new website. Prepare new list and content. February meeting with Mark Wilkie to discuss future possible meeting of the Digital Economy Group.
		1.4.4	Effectively market and promote the Shire, to raise its profile and increase awareness of its strengths, assets and opportunities.	Ongoing. Progressive and targeted distribution of Winter Edition 2019 of Central West Lifestyle Magazine featuring Narrandera o people of influence in various organisations. Provide comment for NRMA Annual Report 2019 on invitation from NRMA regarding installation of EV fast Charger at Narrandera. Australia post announces that it has developed a postage stamp featuring the image of the lizard on the National Award -winning Narrandera Water Tower. Supporting postcard also produced depicting the Koala fascia of the water tower. Enter the Reverse Vending Machine-Return and Earn project in the relevant section of the Keep Australia Beautiful Awards
		1.4.5	Encourage the community to be advocates for the Shire, including speaking about the positives.	Ongoing
		1.4.6	Re-develop the Narrandera Visitor Information Centre as focal point for both tourism and economic development.	Awaiting response from 'Playground on the Murrumbidgee' NSW State Funding application. Considering application for current round of funding with BBRF. Funding confirmed from NSW Government of \$8 Million for Playground on Murrumbidgee project including the replacement of the VIC with the Narrandera Destination and Discovery Hub. VIC closed during Corona Virus Pandemic and staff either working from home or redeployed. Possible reopening 1 June 2020

Strategies		Key Actions		Progress
				VIC reopens on 1 June with strict social distancing requirements in place. Perspex barriers installed to protect staff and customers. Enquiry levels reduced compared to normal times but public is travelling again in reduced numbers

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

Initiative 2: Enhancing our Liveability

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

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

Strategies		Key Actions		Progress
2.1	Continue to improve presentation – creating positive first impressions	2.1.1	Implement the Narrandera CBD Masterplan – subject to funding and staging –further developing the town centre as an attractive place to shop and socialise, including provision of free public WIFI in main street.	Ongoing
		2.1.2	Develop attractive gateway arrival points and entry corridor to the Shire, Narrandera and villages.	Refer 1.4.1 for Town entry signage Pole banners installed at Grong Grong highway entry point
		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

Strategies		Key Actions		Progress
		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. National Party Conference deferred till health emergency passes Cavy Show cancelled Good old Days cancelled Rockin' on East cancelled
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" GP trainee program approved. Meeting of Narrandera Health Advisory Group convened for 5 March to consider pilot Pathway program developed by MLHD.

Strategies		Key Actions		Progress
				<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> <p>New Doctor commences at Dr Romeo's practice in May 2020 for 12 months.</p> <p>2 new Doctors to commence at Dr Romeo's Practice early in new financial year 2020 on long term contract</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 Cresnet and Elwin Sts</p> <p>Council accepts quote from Noel Thomson Architecture of Wagga Wagga.</p> <p>Prerequisite reports required by Noel Thomson include land survey, environmental report and geotechnical report. Qualified providers engaged and work in progress.</p> <p>All reports completed and provided to Noel Thomson.</p> <p>Concept plans (Draft) expected to be presented to seniors' group in July.</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> <p>PIC piggeries apply for Labour agreement for skilled piggery workers that could see as many as 40 workers over the 5year period of the agreement with 19 potential permanent residents in years 4 and 5 of the agreement.</p>

Strategies		Key Actions		Progress
		2.4.2	Continue to support activities (eg events, sport, creative arts etc) that encourage engagement and social inclusion and build pride in, and commitment to, the local community.	Easter Rod Run and Shown N Shine a huge success. Council de-brief held with external group debrief to follow. Corona Virus response advocated by Federal Government and Senior Health Officials includes avoiding gatherings in excess of 500 people. This will impact proposed events such as Folk Festival on 20-22 March and Rod Run Events on 11 -12 April. These events have been cancelled.
		2.4.3	Support community initiatives to develop, grow and enhance the liveability of the Shire.	ED Dept. continues to contribute to preparation of funding applications such as Stronger Country Communities, Fixing Country Roads Regional Growth Fund etc. Narrandera Imperials Football Netball Club has been invited to apply for funds to build a new Club House through the NSW Government's Regional Sports Infrastructure Fund. ED staff have assisted with preparation of the Business Case and other requirements where needed.
2.5	Attract new residents	2.5.1	Develop and implement a Resident Attraction and Retention Strategy.	Winter Edition 2019 of Central West Lifestyle Magazine highlights opportunities in Narrandera for new residents.

Initiative 3: Economic Growth and Diversification

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

Strategies		Key Actions		Progress
3.1	Encourage and nurture business start-ups	3.1.1	Provide access to information and business advisory services.	<ul style="list-style-type: none"> Negotiating with Services NSW for development of a service centre in CBD of Narrandera. Site in Twynam St under consideration, plans provided by Service NSW Valuer for operational requirements. Building assessment and costings completed for

Strategies		Key Actions		Progress
				<p>suitability for purpose. Indicative rent to be advised to Service NSW when scope of works agreed between parties.</p> <ul style="list-style-type: none"> • Draft lease received from Service NSW-under review by staff. • Lease signed, building renovations almost complete and fit out as at 19 June 2019. • Facility opened to public on 9 August • Facilitate 5 Workshops for Business Connect on topic "Skills for Business Success" late 2019 and early 2020. Distribute flyers directly and electronically
		3.1.2	Assess feasibility of hosting business start-up events to link people with business ideas to business advisory and support services (eg Many Rivers, BEC etc).	<p>Discussions commenced with Narrandera Business Group in preparation for Small Business Month October 2019.</p> <p>Arrangements underway for joint venture with TAFE, Narrandera Business Group for Narrandera Connected (2) event on 23 October featuring business speakers and hospitality.</p> <p>BEC presenting Social Media Connectivity workshop on 28 October. NSC and Narrandera Business Group sponsoring as a Small Business Month October event.</p> <p>Confidential Statement Removed</p> <p>Facilitate 5 Workshops for Business Connect (see 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> <p>Electronically distribute via group emails to local business, advice on Corona Virus support programs from Ausindustry,,Business NSW,RDA, EDA and others.</p>

Strategies		Key Actions		Progress
		3.2.2	Encourage and support 'buy local' initiatives.	<p>Installation of new RVM at Narrandera Landfill will provide vouchers redeemable at Coles Narrandera. Last 3 weeks data from RVM as follows: Week ended 5/4 \$1496.90 Week ended 12/4 \$1367.60 Week ended 19/4 \$2649.20# Total voucher redemptions in May as advised by Coles is \$17,500 This is increased spending at Coles by locals thereby contributing to local employment and minimising shopper bleed to Leeton etc</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. Temora, Cootamundra and Tumut also targeted. Lobbying by the Mayors stops this potentially very negative impact on our retailers in Narrandera and similarly in the other towns. Early 2020 investigate 'Why leave Town Promotions' Community Gift Card program in conjunction with Narrandera Business Group.</p>
		3.2.3	Raise awareness of business advisory and support services and encourage businesses to participate in business and skills development programs.	<p>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.</p>

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

Strategies	Key Actions		Progress
	3.2.6	Raise the profile of local businesses by providing opportunities to showcase, market and promote businesses products and services.	Ongoing Narrandera to feature in November 2019 Country Change program. In response to Covid 19 challenges to all business the Ed team through Tiffany Thornton have developed an online strategy through facebook that at last report had over 600 followers.
	3.2.7	Encourage businesses to list on relevant industry data bases and websites and participate in programs such as trade missions.	As advised to NBG
	3.2.8	Encourage and assist local businesses to register on Federal, State and Council procurement data bases.	Developing relationship with Klaus Baumgartel, Regional Manager for Industry Capability Network to assist local industry connect with procurement data bases. Klaus to make contact with Uarah Fisheries and solar power companies considering locating in Narrandera Shire. Klaus Baumgartel has retired and his replacement is Geoff Reardon
	3.2.9	Work with major project proponents to identify the goods and services required and provide introductions to local businesses.	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. As at May 2020 RES advises that Siemens/Gamesa is confirmed as their EPC and Accommodation and Employment Strategy finalised for sign-off by the Department.

Strategies		Key Actions		Progress
		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. 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</p>

Strategies		Key Actions	Progress
			Strategy. Updates strategy presented for review to solar reference group. Accommodation and Employment Strategy reviewed and completed.
		<ul style="list-style-type: none"> • Continue to advocate for water security. 	Ongoing
		<ul style="list-style-type: none"> • Encourage and support adoption of new activities and technologies, sustainable land management practices, and innovative business models. 	EV fast charger installed January 2019
		<ul style="list-style-type: none"> • Advocate for and assist producers to develop strategies to address labour and skills shortages and develop the local workforce. 	EDM attended Workforce Futures Forum presented by RDA Riverina in Griffith on 10 May. Piggery Forum held in Narrandera addressed by industry experts on 30 August. 45 people present. Explore possible opportunities for the pig industry resulting from the African Swine Fever sweeping China and other Asian countries. Advice received from DPI International Engagement Division that Australia does not have a pork export arrangement with China. PIC Australia apply for Pork Industry labour Agreement for Grong Grong Piggery. Letter of support provided.
		<ul style="list-style-type: none"> • Explore opportunities for and encourage development of new processing and value-adding opportunities and utilisation of waste products. 	Ongoing. Confidential Statement Removed
	3.3.2	Aquaculture	
		<ul style="list-style-type: none"> • Support the expansion of the aquaculture industry within the Shire. 	Confidential Statement Removed Assist Dr Yu with information on how to source an apprentice in aquaculture.
		<ul style="list-style-type: none"> • Build skills and knowledge about the industry within Council and the local community. 	Ongoing
		<ul style="list-style-type: none"> • Explore the possibility of positioning the Narrandera Fisheries Research Centre as a Centre of Excellence for the Murray Cod industry. 	Under consideration Meet with Manager Narrandera Fisheries and establish partnership arrangement for development of large inland fish aquarium at proposed Narrandera Destination and Discovery Hub. Narrandera Fisheries selected as safe facility to relocate distressed Murray Cod and other species.

Strategies		Key Actions		Progress
				transferred from other environments under stress as a result of the drought.
		3.3.3	Retail & Wholesale	
			<ul style="list-style-type: none"> Position and promote Narrandera as a lifestyle centre. 	Central West Lifestyle Magazine Winter Edition launched on 24 May 2019 and targeted distribution by Council to strategic individuals and organisations commenced.
			<ul style="list-style-type: none"> Encourage and facilitate training (customer service, merchandise display, e.commerce etc) 	Ongoing
			<ul style="list-style-type: none"> Encourage development of and participation in cooperative marketing and promotional campaigns. 	Invited Griffith, Leeton and Lockhart to send brochures with staff to Adelaide for Caravan and Camping Expo. New Country Change promotion by RDA is imminent. Country Change program launched by RDA.
		3.3.4	Tourism / Visitor Economy	
			<ul style="list-style-type: none"> Continue to develop products, experiences and activities, including events. 	Ongoing
			<ul style="list-style-type: none"> Continue to improve infrastructure, facilities and services for visitors 	Awaiting outcome of 'Playground on the Murrumbidgee' funding application under NSW funding program. Funding of \$8 million approved by NSW State Government VIC closed during health emergency VIC reopens to public on 1 June 2020
			<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 	<ul style="list-style-type: none"> Ongoing

Strategies		Key Actions		Progress
			expanding the Shire's on-line presence and capitalising on digital and social media opportunities.	<ul style="list-style-type: none"> 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 petition aimed at bringing shortages of rural doctors to the attention of Government. Plan for Health Alliance meeting after Easter 2019 break. Meet with Dr Romeo, obtain feedback from RAMJO Health Group to prepare for possible meeting in June/July. Meeting with Dr Romeo and Liz completed. Health Alliance meeting planned for 29 November in Narrandera Narrandera Health Advisory Group (NHAG) established on 29 November 2019. NHAG meeting on 5 March to consider pilot Pathway program developed by MLHD and approved by Government. CEO of MLHD outlines program that will provide more trainee Generalist Pathway trainee doctors into local health system as GPs and at the hospital New GP commencing in Narrandera at Dr Romeo's practice on 9 May 2020. Dr Sonia Volante is coming from another NSW rural location and is independent of the MLHD Generalist Pathway program..

Strategies		Key Actions		Progress
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.	Red Hill Industrial Land for Sale Policy ES270 amended. 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. Confidential Statement Removed
		3.4.2	Produce information and promotional collateral – in both digital and print formats.	See above – collateral: Industry Prospectus, Redhill Prospectus, Lifestyle Insert, 4 Redhill Videos, billboard sign, Land For Sale signs.
		3.4.3	Participate in forums, expos, trade missions etc that have the potential to bring new businesses / investment into the Shire.	Ongoing EDM attends Direct Foreign Investment training in Sydney in March organised by DPC. Program emphasises the importance of thoroughly developing and communicating Narrandera's value proposition. Local forum organised July 2019 for hospitality/accommodation sector to exchange information and learn of assistance available through Destination NSW to attract conferences to Narrandera. Facilitated Bee Forum 17/7/19. Ref 1.2.1 Participated in Service NSW Regional Engagement Forum August 2019 Participated in Ernst Young Inland Rail Regional Opportunities Forum 12 August. Participated in Dept of Infrastructure, Transport, Cities and Regional Development Forum at Wagga Wagga on 9 Oct 2019 on Inland Rail—Inland Rail Interface Improvement Plan. Attend National Renewables in Agriculture Conference and Expo 14 Nov

Strategies		Key Actions		Progress
		3.4.4	Explore opportunities to leverage off Council's Sister City programs.	Current relationship with Urumqi is problematic given ongoing serious ethnic unrest in that city and its region, Xinjiang. As at November no response to August 2018 Communication to Chinese Ambassador seeking support for relationship with Urumqi. Feb 2019 still no communications from Chinese Ambassador
		3.4.5	Investigate the potential of emerging / new activities: <ul style="list-style-type: none"> • Government and service sector • Intensive agriculture • Niche / boutique agriculture and agri-businesses • Manufacturing – value-adding and processing • Renewable energy and use of waste products 	Opportunities discussed to capitalise on the Smart Cities funding program, in particular the opportunity to develop projects around the renewable energy, solar farm developments planned for Narrandera Shire. Ongoing development with 3 renewable energy companies developing major solar farms in the Shire. Wrote to Australian Renewable Energy Agency (ARENA) to seek opportunity to discuss Narrandera's unique position in the Renewables development in Australia-i.e 3 Solar Farms and TransGrid duplication of 330KV line S.A to NSW. As at 19 June 2019. ARENA response from Alison Wiltshire, Director Business Development by phone 12/7/19 advising that this is not an issue for ARENA and we should contact Clean Energy Council and possibly Minister Taylor. Contact made with Clean Energy Council and Meeting arranged with key personnel. Met with CEC representatives in Melbourne (see separate report). Attended Renewables in Agriculture National Conference in Wagga wagga and obtained valuable information and made useful contacts with experts from the renewable energy sector, Arranging teleconference with Jessica Berry of Pitt and Sherry to assess solar farm development opportunities on Council land.
		3.4.6	Market the Shire's strengths, assets and opportunities.	See above. Also recent launch of new Visitor Information Booklet. ongoing

Initiative 4: Planning for the Economy of the Future

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

Strategies		Key Actions		Progress
Land & Premises				
4.1	Ensure sufficient supply of land and premises to facilitate and support growth	4.1.1	Annually review land use plans and strategies to ensure sufficient land is zoned to accommodate growth for industrial and residential activities.	Reviewed 2017
		4.1.2	Investigate the need for a light industrial / business park land and/or premises in Narrandera, and if needed, encourage owners of vacant and/or underutilised land in the Narrandera West (Leeton Road) and Pine Hill Industrial Estates to bring this land into production (subdivision, sale, lease or development).	To be reviewed
4.2	Facilitate further development of the Red Hill Industrial Estate	4.2.1	Retain general / heavy industry zoning and preserve buffer areas around the Estate.	Buffers are noted as an important selling point in our Redhill Marketing and Communications Strategy. Current offer to purchase lot 169 Driscoll Rd to be communicated to ELT and then to Council at 21 July meeting
		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	Under consideration.

Strategies		Key Actions		Progress
			NSW, BEC) staff and regularly update these agencies regarding the availability of commercial and industrial land and premises within Narrandera.	
		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.
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	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.

Strategies		Key Actions		Progress
	and facilities to support the road transport sector.			Construction commences June 2019 Narrandera Stock and Bitumen Truckwash completed March 2020. Update industrial estate signage with Truckwash details.
4.7	Continue to improve rail infrastructure	4.7.1	Advocate for ongoing improvements to the Hay Branch line (Junee through to Griffith via Narrandera), taking the line from Class C to Class A to facilitate longer and heavier trains.	ARTC proposing to improve the line to accommodate 80ft flat top rolling stock with 25 tonne axle capacity to take 2x40ft containers. Govt allocates \$60 million for line improvements.
		4.7.2	As required, support rail and freight service providers secure 'paths' for rail freight from the Western Riverina.	Ongoing. Refer Western Riverina REDS. EDM and GM attend National Supply Chain Freight and Logistics Strategy Scenario Planning workshop in 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 Griffith. Consultant engaged and work commenced. 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. Attend Inland Rail Forum in Wagga on 9 Oct-Details of Inland Rail Interface Improvement Program
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.	Discussions with Patersons transport re local/regional freight task. Consider in context of Lycopodium report. Document remains confidential to Council. Participate in forums on Inland Rail presented by CSIRO and Ernst Young and Dept of Infrastructure,

Strategies		Key Actions		Progress
				Transport, Cities and Regional Development. . Highlight Narrandera's industries as potential freight sources.
		4.8.2	Advocate to have the Narrandera-Tocumwal rail corridor recognised as strategic infrastructure and protected and preserved for future use.	Finalised. No further action on this matter.
		4.8.3	Plan for a small intermodal terminal / freight receival site in Narrandera.	Amazon has been provided with relevant information highlighting Narrandera as a potential site for an Amazon distribution facility. 22/3/18
4.9	Retain commercial air services to Narrandera	4.9.1	Continue to upgrade the Narrandera – Leeton Airport to ensure on-going compliance.	<p>Give consideration to future proofing the airport infrastructure with possible aircraft type obsolescence. Potential development opportunity with Wagner Group interest in freight opportunities.</p> <p>Assess potential producers and processors, types of exports and tonnages and frequency of export for advice to Wagners. Advice again provided to Wagners on export task potential from Narrandera-Leeton airport, as at February 2019.</p> <p>John Wagner advised of KPMG study, as advised by DPC.</p> <p>Contacted Deputy Chair of Rex The Hon John Sharp to determine Rex Airline future fleet requirements and operations. Fleet of SAAB 340s not expected to be replaced for 10-15 years. Discussions with Warrick Lodge of Rex (General Manager-Network Strategy) regarding upgrade to main runway to accommodate foreseen RPT traffic movements. Rex will assist in developing case for funding if required</p> <p>Contact specialist consultancy group BECA who provide outline for a Draft Airport Masterplan and Business Case for Narrandera/Leeton Airport in context of \$100million Regional Airport Fund soon to be opened.</p> <p>Regional Airport Fund announced 11 Oct 2019.Under consideration by Manager Works and EDM.</p>

Strategies		Key Actions		Progress
				<p>Funding application being developed for \$950,000 main runway reseal at airport. Banners commissioned to advertise community fares. Rex supported by Council during Covid 19 emergency through waiving head taxes between 1 April 2020 and 31 December 2020.</p> <p>Rex operating 3 flights per week through Covid emergency. Regular schedule due to recommence on 1 July.</p> <p>Funding received to re-seal main runway and improve lighting & fencing. Quotes imminent for design of parallel taxiway to support AAPA training activities.</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. 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. AS at 20 April 2020 Rex confirms it has received Government support to enable 2 services per week to be continued for next 6 months</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. Barellan has gained recognition as an RV Friendly destination. Early November 30-60 electricians from Darlington Point expected to occupy local motels until February-organised by Rick Shaw. Survey of Motels in December 2019 reveals approx. 60 workers from Darlington Point project accommodated in Narrandera. Survey Feb 2020 reveals 30+ Darlington Point workers still in accommodation in Narrandera.</p>

Strategies		Key Actions		Progress
4.1 1	Grow the local workforce, ensuring that it is aligned with local and regional industry needs	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. Camping areas closed due to Corona Virus related Government direction Camping areas reopened as at 1 June 2020 subject to social distancing requirements.
		4.11.1	Profile and articulate existing and future local and regional workforce requirements and jobs and skills gaps.	Refer 4.10.2
		4.11.2	Work with regional organisations and education and training providers to address job and skill gaps and formulate and deliver 'job readiness' and skills development opportunities.	Refer 4.10.2 Participate in RDA skills survey Facilitate contact between TAF at Narrandera and Avonlie project owners RES and EPC Siemens

Strategies	Key Actions	Progress
		/Gamesa to discuss development of relevant courses to support solar farm works.
	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 Ref. 4.11.2
	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 - YOUTH ADVISORY COUNCIL - 29 JUNE 2020

Document ID: 513718

Author: Community Support Manager

Authoriser: Deputy General Manager Corporate and Community

Attachments: 1. Youth Advisory Council Minutes - 29 June 2020

RECOMMENDATION

That Council:

1. Receive the Minutes of the Youth Advisory Council held on Monday 29 June 2020.



MINUTES

Youth Advisory Council Meeting

29 June 2020

**MINUTES OF NARRANDERA SHIRE COUNCIL
YOUTH ADVISORY COUNCIL MEETING
HELD IN THE COUNCIL CHAMBERS
ON MONDAY, 29 JUNE 2020 AT 4:00PM**

1 PRESENT

Mayor Braden Lyons, Cr Isabella Beaumont, Cr Kayleigh Cassidy, Cr Wesley Bamblett, Cr Mia Briggs, Cr Madeline Fraser, CLO Suzanne Litchfield, CSM Stacie Mohr, CO Edwina Foley, HRM Michael Pieper,

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Isabella Beaumont

Seconded: Cr Kayleigh Cassidy

That apologies from GM George Cowan be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Kayleigh Cassidy

Seconded: Cr Wesley Bamblett

That the minutes of the Youth Advisory Council Meeting held on 1 June 2020 be confirmed.

CARRIED

5 REPORTS

5.1 OATH OR AFFIRMATION

COMMITTEE RESOLUTION

Moved: Cr Kayleigh Cassidy

Seconded: Cr Isabella Beaumont

That the Youth Council:

1. Welcome the new members Maddie Fraser and Mia Briggs
2. That each new Youth Council member, in turn take an Oath or make the Affirmation

of office before the General Manager at this meeting in the prescribed form.

CARRIED

Oath or Affirmation

Oath

I [name of councillor] swear that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

OR

Affirmation

I [name of councillor] solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of [name of council area] and the [name of council] and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

5.2 ELECTION OF DEPUTY MAYOR

COMMITTEE RESOLUTION

Moved: Cr Isabella Beaumont

Seconded: Cr Kayleigh Cassidy

The Youth Council:

1. Call for nominations for the vacant position, Deputy Mayor
2. On receiving one or more nominations for Deputy Mayor, choose the method of voting

Two nominations received Cr Isabella Beaumont and Cr Wes Bamblett

Cr Isabella Beaumont declined nomination

Cr Wes Bamblett accepted nomination

Cr Wes Bamblett elected Deputy Mayor

CARRIED

5.3 FOOD VAN SELECTION

COMMITTEE RESOLUTION

Moved: Cr Mia Briggs

Seconded: Cr Madeline Fraser

That the Youth Council endorse the proposed van choices for CLO to source three quotes as per Council policies

CARRIED

5.4 OPEN AIR CINEMA EXPERIENCE

COMMITTEE RESOLUTION

Moved: Cr Kayleigh Cassidy

Seconded: Deputy Mayor Wesley Bamblett

The Youth Council discuss the proposed Drive-in Movie night including participating in the planning and running of the event

N.B Event still to be confirmed

CARRIED

5.5 PHOTO COMPETITION SUCCESS

COMMITTEE RESOLUTION

Moved: Cr Isabella Beaumont

Seconded: Cr Kayleigh Cassidy

That the Youth Council receive and note the success of the photo competition

CARRIED

6 GENERAL BUSINESS

N/A

7 NEXT MEETING

Monday 20 July 2020 at 3.30pm at the Youth Space

8 MEETING CLOSE

Meeting Closed at 5.04pm

13.3 MINUTES - LAKE TALBOT ENVIRONS ADVISORY COMMITTEE - 9 JUNE 2020

Document ID: 514217

Author: Deputy General Manager Infrastructure

Authoriser: Deputy General Manager Infrastructure

Attachments: 1. Lake Talbot Environs Advisory Committee Minutes - 9 June 2020

RECOMMENDATION

That Council:

1. Receive the Minutes of the Lake Talbot Environs Advisory Committee held on Tuesday 9 June 2020.



MINUTES

Lake Talbot Environs Advisory Committee Meeting

9 June 2020

**MINUTES OF NARRANDERA SHIRE COUNCIL
LAKE TALBOT ENVIRONS ADVISORY COMMITTEE MEETING
HELD AT THE NARRANDERA EXSERVICEMENS CLUB
ON TUESDAY, 9 JUNE 2020 AT 6.00PM**

1 PRESENT

Cr Neville Kschenka, Cr Narelle Payne, Chairperson Rex Evans, Mr Ken Murphy, DGMI Shane Wilson, OSRM Roger Evans

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mr Ken Murphy

Seconded: Chairperson Rex Evans

That apologies from Mr Darren Knagge be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Ken Murphy

Seconded: Cr Neville Kschenka

That the minutes of the Lake Talbot Environs Advisory Committee Meeting held on 27 February 2020 be confirmed.

CARRIED

5 REPORTS

5.1 LAKE TALBOT DEVELOPMENT PROJECT

COMMITTEE RESOLUTION

Moved: Cr Neville Kschenka

Seconded: Cr Narelle Payne

The Committee:

1. Receive and discuss the Environmental Study Report. The committee had concerns that the brief had been fully addressed.
2. Request there be an immediate follow up with Access Environmental Planning to ensure that the relevant agencies feedback is included within the final report.
3. Once the report has been finalised, Council undertake a formal consultation process with the relevant agencies in order to progress the project to shovel ready.

CARRIED

5.2 KOALA LAGOON

RECOMMENDATION

THAT THE COMMITTEE DISCUSS THE KOALA LAGOON PROJECT.MOTION

Moved: Mr Ken Murphy

Seconded: Cr Narelle Payne

That Council word a letter supporting the concept of utilising environmental water for the Koala Lagoon and seek further clarification of the potential impacts on the use of the area.

6 GENERAL BUSINESS

The committee asked council staff to follow up on the disabled parking at the lake boat ramp area.

7 NEXT MEETING

TBC

8 MEETING CLOSE

Meeting Closed at 7PM

13.4 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 8 JULY 2020

Document ID: 514299

Author: Senior Customer Service Administration Officer

Authoriser: Deputy General Manager Corporate and Community

Attachments: 1. Audit, Risk and Improvement Committee Minutes - 8 July 2020

RECOMMENDATION

That Council:

1. Receive and note the Minutes of the Audit, Risk and Improvement Committee held on Wednesday 8 July 2020 be received.

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD AS A ZOOM MEETING
ON WEDNESDAY, 8 JULY 2020 AT 10.00AM**

1 PRESENT

Committee Chairperson Mr Roger FitzGerald, Meeting Chairperson Mr John Batchelor, Cr Narelle Payne, Mr Cameron Lander, Mrs Gayle Murphy, Mr Phillip Lines, Observers DGMCC Martin Hiscox, GEM Craig Taylor, Minute Taker Mel Gilmour – with the meeting held using Zoom technology.

Michael Kharzoo and Eric Nathaniel from NSW Audit Office and Danielle MacKenzie from Crowe Australasia attended the meeting using Zoom technology at 10:05am.

NOTE: Committee Chair, Roger FitzGerald, advised that with the new skills and experience now in the Committee it would be possible to manage potential for transition in the Committee Chair role. To assist the transition to an elected, independent Chair it was agreed available members would rotate as alternate to the current Chair for the next three meetings in 2020. Mr John Batchelor agreed to fill the role of Chair for this meeting, with Mr Phillip Lines and Mrs Gayle Murphy available for the next two meetings.

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy
Seconded: Mr Phillip Lines

That apologies from Observer George Cowan be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne
Seconded: Mr Cameron Lander

That the minutes of the Audit, Risk and Improvement Committee held on 4 March 2020 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS**6.1 EXTERNAL AUDIT - MANAGEMENT LETTER ON THE INTERIM PHASE OF THE AUDIT AS AT 30 JUNE 2020 - AUDIT OFFICE OF NSW****COMMITTEE RESOLUTION**

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Receive and acknowledge the contents of the Management Letter received from the Audit Office of New South Wales;
2. Update the current recommendations within the audit actions list relating to Cyber Security and Outdated Polices and include a new line item relating to testing of the Information Technology Disaster Recovery Plan.

CARRIED**6.2 FINANCIAL STATEMENTS - YEAR ENDING 30 JUNE 2020****COMMITTEE RESOLUTION**

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the ARIC receive the first draft financial statements and note the status of work in preparation for the 2019-2020 financial audit and issue of the annual financial statements.

CARRIED

Michael Kharzoo, Eric Nathaniel and Danielle MacKenzie departed the meeting at 10:38am.

6.3 CONFIRMATION OF MEETING MINUTES FROM 28 NOVEMBER 2019**COMMITTEE RESOLUTION**

Moved: Cr Narelle Payne

Seconded: Mr Cameron Lander

That the Audit, Risk and Improvement Committee:

1. Confirm the meeting Minutes from 28 November 2019.

CARRIED

6.4 RISK APPETITE STATEMENT, RISK TOLERANCE STATEMENT AND ENTERPRISE RISK REGISTER

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Acknowledge the Risk Appetite Statement and Risk Tolerance Statement as presented;
2. Acknowledge the Enterprise Risk Register as presented with this register to be presented to each Committee meeting as a standard agenda item.

CARRIED

6.5 GENERAL MANAGER INCIDENT REPORT

COMMITTEE RESOLUTION

Moved: Mr Phillip Lines

Seconded: Mrs Gayle Murphy

1. That the Audit Risk and Improvement Committee note the report;
2. That the Committee acknowledges the value of the General Managers Report. That future reports incorporate a commentary on the status of the organisations Risk culture along with an overview of incidents recorded in the WH&S report and Compliance Report;
3. That the WHSO provide a report on the WH&S table and indicate how near misses are recorded in the statistics and the methodology that exists between WH&S and the staff to encourage reporting WH&S incidents including near misses.

CARRIED

6.6 FRAUD AND CORRUPT BEHAVIOUR RISK REGISTER

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Cr Narelle Payne

That the Audit, Risk and Improvement Committee:

1. Acknowledge the contents of the Fraud and Corrupt Behaviour Risk Register and the control measures that exist.

CARRIED

6.7 INTERNAL AUDIT REPORT - BUSINESS CONTINUITY PLAN REVIEW**COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Roger FitzGerald

That the Audit, Risk and Improvement Committee:

1. Acknowledge the internal audit report – Business Continuity Plan Review as presented and that the recommendations contained at the conclusion of the report be placed into the Audit, Risk and Improvement Committee’s action list.

CARRIED

6.8 FINANCIAL BALANCES OF INTERNAL AUDIT SERVICES**COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Cr Narelle Payne

That the Audit, Risk and Improvement Committee:

1. Acknowledge the financial balances of Internal Audit Services for the 2019-2020 financial year ending 30 June 2020 and the 2020-2021 financial year commencing 1 July 2020;
2. Request that Council resolve to reallocate the residual funds from Internal Audit Services from the 2019-2020 financial year to Internal Audit Services for the 2020-2021 financial year.

CARRIED

6.9 PROVISION OF INTERNAL AUDIT SERVICES**COMMITTEE RESOLUTION**

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Recommend to Council that following an assessment of submissions received for the provision of internal audit services to Council for the 3 years ending 30 September 2023 that National Audits Group be appointed to this role.

Note: Mr Cameron Lander voted against the recommendation due to lack of information to make an informed decision.

CARRIED

6.10 STRATEGIC INTERNAL AUDIT WORKPLAN

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Acknowledge the existing strategic internal audit workplan and agree to discuss with the new Internal Auditor the delivery of the reviews as proposed and be brought back to the Committee out of session.

CARRIED

6.11 AUDIT, RISK AND IMPROVEMENT ACTIONS LIST

COMMITTEE RESOLUTION

Moved: Mr John Batchelor

Seconded: Mr Phillip Lines

That the Audit, Risk and Improvement Committee:

1. Review and acknowledge the comments against each action line item;
2. Committee to email GEM directly with Action List items that require additional information or clarification of completion.

CARRIED

7 CORRESPONDENCE

Nil

8 NEXT MEETING

Extraordinary Meeting Friday 7 August 2020 10:00am via Zoom meeting – the purpose is to discuss the Draft Financial Statements.

Ordinary Meeting Wednesday 2 September 2020 9:30am briefing session and 10:00am main meeting – meeting format and times to be confirmed.

9 MEETING CLOSE

The Meeting closed at 1:18pm.

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

.....
CHAIRPERSON

14 OUR COMMUNITY

14.1 REPLACEMENT OF THE ARTS & CULTURAL SECTION 355 COMMITTEE

Document ID: 514148

Author: Community Development and Library Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Community

Attachments:

1. Parkside Museum Committee Nominations (under separate cover)
2. Arts and Culture Culture Nominations (under separate cover)

RECOMMENDATION

That Council:

1. Appoint the following nominees to the Narrandera Parkside Cottage Museum 355 Committee and the Narrandera Arts and Cultural Advisory Committee.

Parkside Cottage Museum S355 Committee

Lesley Bailey, Robert Bennett, Steve Wicker, Lynette Burrell, Robert Cahill, Nerelle Daly, Jocelyn Middleton

Arts and Cultural Advisory Committee

Julie Briggs, Lindee Russell, Aanya Whitehead, Nioka Dupond, Tracey Lewis, Barbara Bryon, Lynette Burrell, Michael Lyons.

2. Appoint the following Councillors as delegates to the committees.

Parkside Cottage Museum S355 Committee

Councillor

Arts and Cultural Advisory Committee

Councillor

3. Dissolve the existing Arts and Cultural Committee to be replaced with the Parkside Cottage Museum S355 Committee and Arts and Cultural Advisory Committee.

PURPOSE

The purpose of this report is to seek the appointment by Council of the nominees to the Parkside Cottage Museum Section 355 and Narrandera Arts and Cultural Advisory Committees.

SUMMARY

Nominations for the Parkside Cottage Museum Section 355 Committee and the Narrandera Arts and Cultural Advisory Committee closed on Wednesday 8 July 2020. A summary of the nominations that were received is attached. The final action required in establishing the new committees is for Council to review and appoint either some or all the nominees to the respective committees.

BACKGROUND

In late 2019 Committee members from the Arts and Cultural Committee approached Council to propose that the interests of the Parkside Museum could better be served by a museum specific Section 355 Committee. Discussion then followed on the best way to accomplish this aim. The result was the proposal to restructure the existing Arts and Culture S355 Committee into two separate committees being the Parkside Cottage Museum S355 Committee and the Narrandera Arts and Cultural Advisory Committee. Terms of Reference for the two Committees were drawn up and adopted by Council. Nominations for membership of the committees were called closing 8 July.

The terms of reference for the committees provide for a Councillor to be appointed as a delegate to each committee. Several Councillors have nominated as individuals and are recommended for appointment as community representatives on the committees. Council may wish to appoint additional Councillors as delegates or appoint Councillors nominated as community representatives to be Councillor delegates.

Nominations for Committees

COMMITTEE	NOMINEES
<p>Parkside Cottage Museum S355 Committee The Committee is to consist of a minimum of six (6) members including:</p> <ul style="list-style-type: none"> • A Chairperson • A minimum of four (4) Community Representatives • Minimum of one (1) Councillor-membership shall be appointed by resolution of Council at the commencement of each term • The position of Chairperson is elected annually at the Annual General Meeting from the Committee’s Community Representatives • Council staff representative 	<p>Lesley Bailey Robert Bennett Steve Wicker Lynette Burrell Robert Cahill Nerelle Daly Jocelyn Middleton Barbara Bryon</p>

COMMITTEE	NOMINEES
<p>Arts and Cultural Advisory Committee The Committee is to consist of a minimum of five (5) including:</p> <ul style="list-style-type: none"> • a Chairperson. • A minimum of three (3) Community Representatives • A minimum of one (1) Councillor-membership shall be appointed by resolution of Council at the commencement of each term • Council staff representative 	<p>Julie Briggs Lindee Russell Aanya Whitehead Nioka Dupond Tracey Lewis Barbara Bryon Lynette Burrell Michael Lyons</p>

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

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

ISSUES AND IMPLICATIONS

Policy

Section 355 Committees Establishment and Management Policy

Financial

Council’s manual for Section 355 Committees provides direction on appropriate financial methods and standards to be implemented by committees.

Legal / Statutory

Local Government Act 1993, Section 355(b).

Council must ensure that committees operate to fulfill Council’s obligations under the Local Government Act and Regulations.

Community Engagement / Communication

Extensive distribution of nomination forms occurred through the current Arts & Culture committee with the community engaged using Council’s website and Facebook page. Nominations were also available at the Library and Administration centre.

Human Resources / Industrial Relations

Staff resources will be required to support the committees and meet their reporting obligations.

RISKS

Not having an appropriate committee structure in place removes from the community the opportunity to guide and operate community facilities provided by Council.

OPTIONS

- Appoint the all nominees as presented to Council
- Appoint sufficient members to meet the minimum membership prescribed in each committee's terms of reference
- Refer the nominations back to staff for additional recruitment.

CONCLUSION

Council appoint the community representatives and Council delegates to the committees as outlines in the report.

RECOMMENDATION

That Council:

1. Appoint the following nominees to the Narrandera Parkside Cottage Museum 355 Committee and the Narrandera Arts and Cultural Advisory Committee.

Parkside Cottage Museum S355 Committee

Tony Taylor, Lesley Bailey, Robert Bennett, Steve Wicker, Lynette Burrell, Robert Cahill, Nerelle Daly, Jocelyn Middleton

Arts and Cultural Advisory Committee

Julie Briggs, Lindee Russell, Aanya Whitehead, Nioka Dupond, Tracey Lewis, Barbara Bryon, Lynette Burrell, Michael Lyons.

2. Appoint the following Councillors as delegates to the committees.

Parkside Cottage Museum S355 Committee

Councillor

Arts and Cultural Advisory Committee

Councillor

3. Dissolve the existing Arts and Cultural Committee to be replaced with the Parkside Cottage Museum S355 Committee and Arts and Cultural Advisory Committee.

15 OUR ENVIRONMENT

Nil

16 OUR ECONOMY**16.1 NARRANDERA ENERGISED-BUSINESS RECOVERY STRATEGY 2020****Document ID: 511844****Author: Economic Development Manager****Authoriser: General Manager****Theme: Our Economy****Attachments: 1. Narrandera Energised-Business Recovery Strategy 2020 [↓](#)****RECOMMENDATION**

That Council:

1. Adopts the Narrandera Energised-Business Recovery Strategy 2020.

NARRANDERA ENERGISED-BUSINESS RECOVERY STRATEGY 2020

Council's Executive Leadership Team (ELT) has considered the Strategy and has suggested several minor amendments which have now been incorporated into the document presented with this report for adoption. The Strategy was prepared by the Economic Development Team with valuable input from the General Manager and DGMI.

It is a short to medium term strategy that is structured to dovetail with Council's current Economic Development Strategy 2017-2020 and pave the way to the development of a longer-term strategy when the Covid 19 emergency has subsided. The strategy recognises that Council acted very early to address recognised pressures on business created by the impacts of the Covid 19 pandemic and to initiate support actions.

RESPONSES

The Strategy has been developed after considering 6 key responses and they are noted as follows: -

- 1) Establishing the current situation
- 2) Assessing Options and resources
- 3) Recognising the business position
- 4) Brainstorming ideas
- 5) Creating a plan
- 6) Moving forward with confidence

These responses are expanded in the document.

STIMULUS

The Strategy addresses economic stimulus projects and tourism stimulus projects which together aim to provide a relief and recovery pathway to assist local business and to generate employment opportunity thereby paving the way to reinvigoration of all classes of enterprise across Narrandera Shire.

RECOMMENDATION

That Council:

1. Adopts the Narrandera Energised-Business Recovery Strategy 2020.

Narrandera Energised

Business Recovery
Strategy 2020



Narrandera Shire Council resolved at the 21 April 2020 meeting to develop a Business Recovery Strategy to deal with the emerging impacts of the global pandemic created by the spread of the Corona Virus known as Covid-19.

It is a short-medium term strategy that will be structured to dovetail with Council's current economic development strategy 2017-2020 and pave the way to the development of a longer-term strategy when the Covid- 19 emergency has passed. In the meantime it is expected that the Economic Development and Tourism Team will continue to nurture existing and emerging projects and work generally within the guidelines of Council's Economic Development Strategy 2017-2020, where possible.

This Business Recovery Strategy is in the form of a Relief and Recovery Plan and is developed to assist and facilitate where possible business recovery activities and strategies within the Narrandera Shire to support the business community to deal with many challenges across all business categories. It is recognised that focusing on business (economic) recovery automatically recognises a concurrent recovery consideration of the social impacts on the community caused by the pandemic for all residents, businesses and ratepayers across the Shire.

The Strategy has been drafted after considering six key responses, namely:

1. Establishing the current situation

This step entails an assessment of what is happening in the business community generally and listing key problems and concerns. It also entails providing an overview of Council's extensive capital works program that will provide a significant number of jobs thereby contributing to economic recovery.

2. Assessing options and resources

This step entails determining sources of Government relief funding and identifying what business services and organisations can assist eg accountants, Government entities such as Ausindustry, Business NSW, Business Organisations such as NSW Business Chamber, Economic Development Australia (EDA), Regional Australia Institute, RDA Riverina-Murray, Destination Riverina Murray, Destination NSW, Tourism Australia, BEC and websites, groups etc.

3. Recognising the business position

Provide advocacy for businesses trying to assess what they need to do to change their business model in order to adapt to the current and emerging business environment caused by the impact of Covid-19 on the community.

4. Brainstorming ideas

Engage in discussions individually and collectively with the local business community via digital technology including zoom meetings, webinars, emails etc to brainstorm ideas how business can diversify or develop new strategies to implement to maintain cashflow such as on-line selling, social media, takeaways, tutorials for clients etc.

In particular the ED team will seek to engage the hospitality sector, pubs, clubs and motels to examine what initiatives might be able to be identified to stimulate recovery in that sector.

5. Creating plan

Encourage businesses to flush out collective ideas to create a plan to enable the continuation of the business and emergence into the business environment when the current situation has normalised -i.e an exit plan.

6. Moving forward with confidence

List key goals to achieve on a daily or weekly basis.

Response	Action by Council
<p>Establishing the current situation</p>	<p>Communication with the Narrandera Business Group determines that a joint initiative to develop an online resource would assist one of the hardest hit business sectors i.e the restaurant, café sector. ED team develop the Narrandera Business as Usual online resource in collaboration with Narrandera Business Group. Additionally, a comprehensive online business directory across all business sectors has been established to highlight services available in Narrandera and to provide contact details etc.</p>
<p>Assessing options and resources</p>	<p>Circulate business advice bulletins from multiple sources, Government, business organisations, accountants. regional agencies etc. Circulate by ED team electronically to Narrandera business database. Introduce a Free Webinar Program Comprising 3 sessions on A Digital Response to Covid 19. These sessions will be professionally hosted by zoom to all local businesses with a focus on hospitality and tourism.</p>
<p>Recognising the business position</p>	<p>Provide advocacy to Narrandera Business Group members and individual businesses as required. Refer to appropriate organisations and agencies for assistance and advice. Eg BEC,</p>
<p>Brainstorming ideas</p>	<p>Work in collaboration with Narrandera Business Group to develop online resources for the benefit of members and the wider business community. ED team builds a business directory across identified sectors for online access. In particular the ED team will seek to engage the hospitality sector, pubs, clubs and motels to examine what initiatives might be able to be identified to stimulate recovery in that sector.</p>
<p>Creating a Plan</p>	<p>Facilitate opportunities for business to create a plan that recognises the need for innovation and resilience in a changed business environment. Provide information on courses at TAFE etc . Provide information to businesses to enable them to access free advice in most cases on where they can get advice and information about business recovery strategies and support. Key sources: 1) Service NSW -Twynam St Narrandera or www.service.nsw.gov.au/campaign/covid-19-help-small-businesses 2) Small Business Commissioner NSW www.smallbusiness.nsw.gov.au 3) NSW Business Enterprise Centre (BEC) Fully subsidised pandemic support www.becadvice.com.au/contact/ 4) Allens Linklaters-Internationalcommercial law firm www.allens.com.au/insights-news/insights/2020/03/covid-19/</p>

<p>Moving forward with confidence</p>	<p>Continue to use Council’s communications resources to instill in the business community a belief in the solidarity of the Narrandera business environment and to communicate the numerous emerging projects and associated business opportunities and importantly employment opportunities that will be available progressively as Council embarks on an extensive capital works program with capital projects valued around \$30million. The use of a Vendor Panel in the Tender Evaluation and Selection process will enable Council to not only achieve best value for money in its procurement of goods and services but will also enable local suppliers to be given preference which will also be extended to non-local suppliers who use local content.</p> <p>In addition to the many Council projects other State significant projects will provide job opportunities e.g. the construction of two large solar farms and the Energy Connect High Voltage transmission line from South Australia to Wagga Wagga which will pass through Narrandera Shire.</p>
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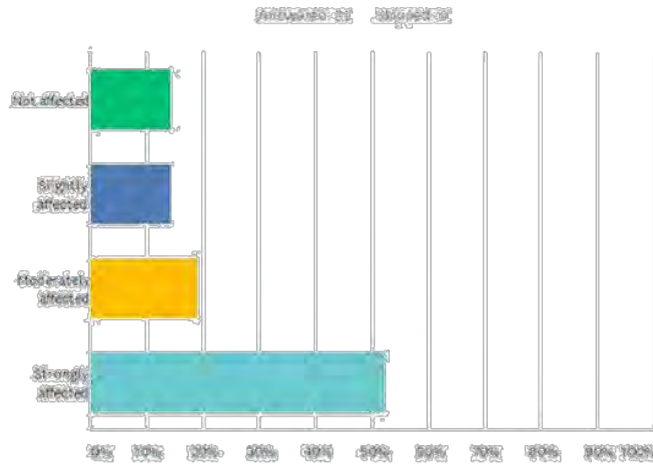
Wider actions already initiated by Council to immediately address recognised pressures on business are as follows:

- Council calls on Federal and NSW Government to (a) urgently deliver comprehensive and multifaceted financial support packages to Local Government to enable the sector to continue to operate efficiently and provide essential services during the Covid-19 pandemic (b) calls on Federal Government to increase Federal Assistance Grants to 1% to help Councils maintain essential functions and services (c) Immediate financial assistance to support Council Employees.
- Provide stimulus funding to Councils for projects that will help maintain council operations and boost local economies.
- Support Rex Airlines by waiving head taxes at Narrandera/Leeton Airport from 1 April 2020 to 30 June 2020 with 50% payable for head taxes for period 1 July 2020 to 31 December 2020.
- Endorsement of a Business Continuity Plan for Council
- Amendment of Policy CS300 Rates and Charges to allow applications, supported by Statutory Declaration, by all classes of ratepayers suffering financial hardship
- Establishment of NIL interest rate on any Rates and Charges deferred
- Support for staff efforts to transfer to web-based support services particularly in Community Services and Economic Development
- Consideration of all options to sustain local businesses impacted by the economic downturn being experienced as a result of the drought and impact of the Covid-19 pandemic including; rental payment relief to businesses operating out of Council facilities where impacted; waiving of fees for business inspection costs until an agreed time to be determined by Council; suspension of grease trap inspections (trade waste etc) and associated costs until further notice; assisting any businesses that may need advocacy and support to access State and Federal Government funding programs. Additional measures implemented include:
 - Installation of an intercom service at the Visitor Information Centre to facilitate non face to face traveller enquiries. This was an interim measure prior to Government direction to fully close the facility and redeploy staff where possible. The intercom service will be a valuable tool once again when the VIC transitions to full operation when the health emergency has passed.
 - Recognition of the Buy Local Support Local campaign through development of online resources by the ED team in collaboration with Narrandera Business Group i.e Business as Usual and Narrandera Business Directory.

Results of Survey

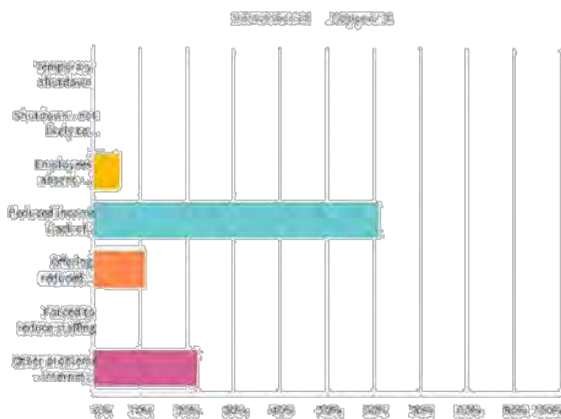
Effects of COVID-19 and Creation of Facebook Group Narrandera - Business As Usual

Q1 How has your business been affected by COVID-19?



ANSWER CHOICES	RESPONSES	PERCENT
Not affected	2/21	10%
Slightly affected	2/21	10%
Moderately affected	4/21	20%
Strongly affected	13/21	60%
TOTAL		21

Q2 In what way has COVID-19 affected your business?

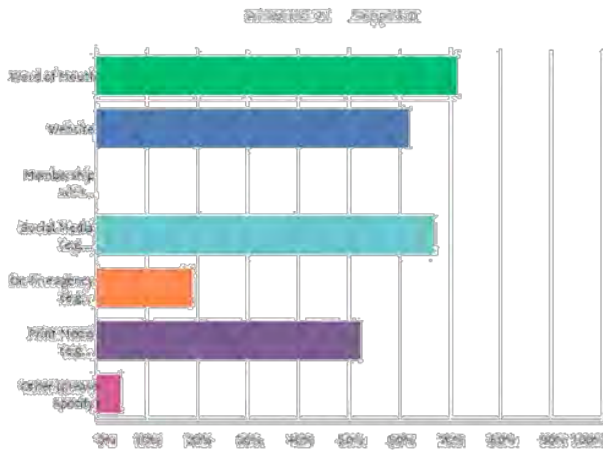


Other responses included:

- Slower delivery time for outside orders
- Trying to source chemical products which are often formulated in China has been our biggest issue
- Restructuring of hours and stock

ANSWER CHOICES	RESPONSES	PERCENT
Temporary closures	0/18	0%
Shutdowns not likely to reopen	0/18	0%
Employees absent - difficult to replace	2/18	10%
Reduced income (lack of customer late payments of orders)	11/18	60%
Unable to reduce services	2/18	10%
Unable to reduce output	2/18	10%
Other problems (Internet, services, stock etc. please specify)	1/18	10%
TOTAL		18

Q3 How do you promote your business? (Please tick all that apply)

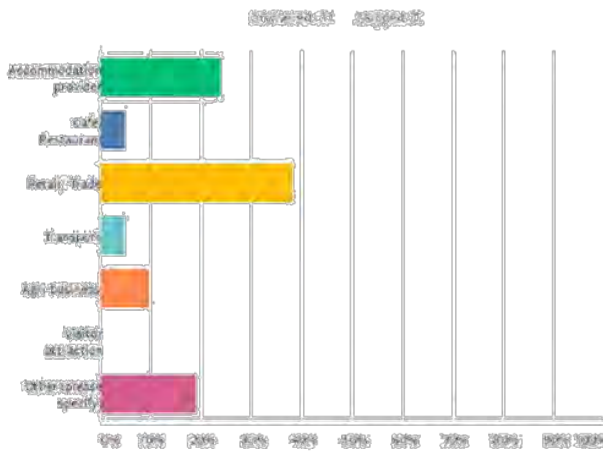


Other responses included:

- Corporate advertising within the media
- saleyards etc

ANSWER CHOICES	RESPONSES
Word of mouth	71.4% 13
Website	61.9% 12
Membership with Destination network (Destination NSW, Destination Blue Mountains)	9.5% 2
Social Media (e.g. Facebook, Instagram)	71.4% 13
Online agency (e.g. Booking.com)	19.0% 4
Print Media (e.g. newspaper, magazine, flyer)	23.8% 4
Other (please specify)	4.8% 1
Total Respondents:	21

Q4 What type of business are you operating?

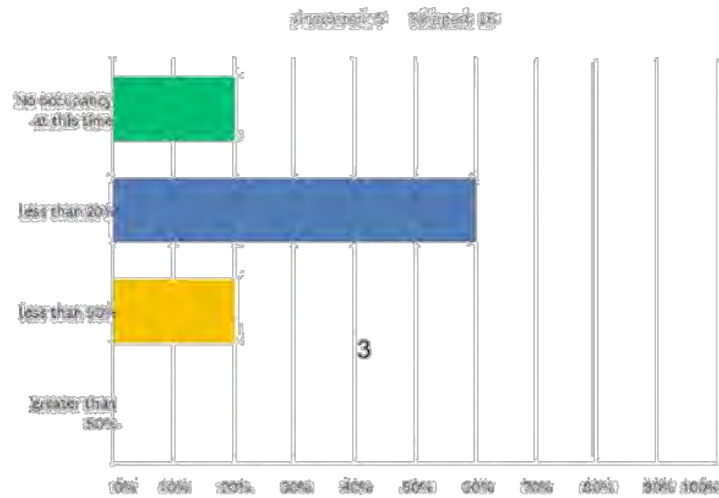


Other responses included:

- Repair and Manufacturing
- Education - TAFE
- Childcare
- Healthcare

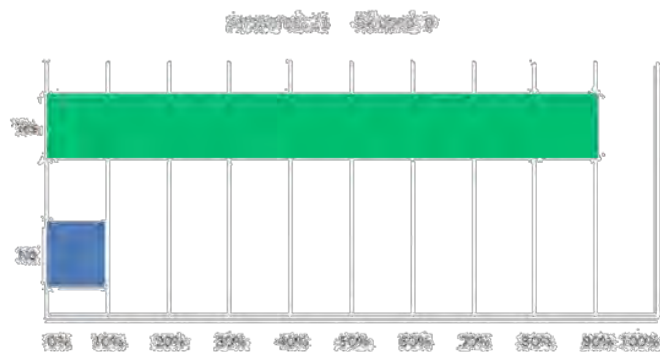
ANSWER CHOICES	RESPONSES
Accommodation provider	23.8% 5
Cafe/Restaurant	9.5% 2
Retail Trade	23.8% 5
Transport	9.5% 2
Sign Business	9.5% 2
Visitor attraction	9.5% 2
Other (please specify)	16.4% 4
TOTAL	21

Q5 Accommodation providers ONLY Are you able to estimate your occupancy rate in this current climate



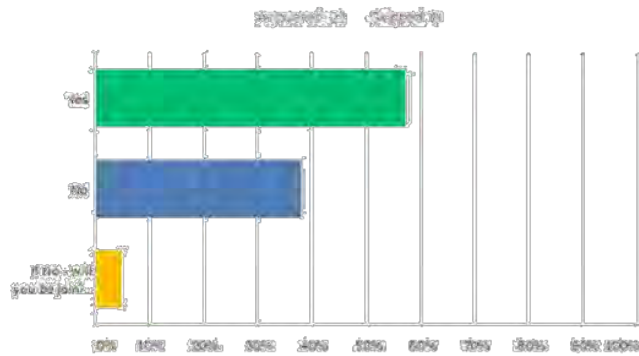
ANSWER CHOICES	RESPONSES
No occupancy at this time	20.00%
less than 20%	60.00%
less than 50%	20.00%
greater than 50%	0.00%
TOTAL	5

Q6 Have you heard of the newly formed Facebook group 'Narrandera - Online, Takeaway and Delivery Services'?



ANSWER CHOICES	RESPONSES
Yes	90.48%
No	9.52%
TOTAL	21

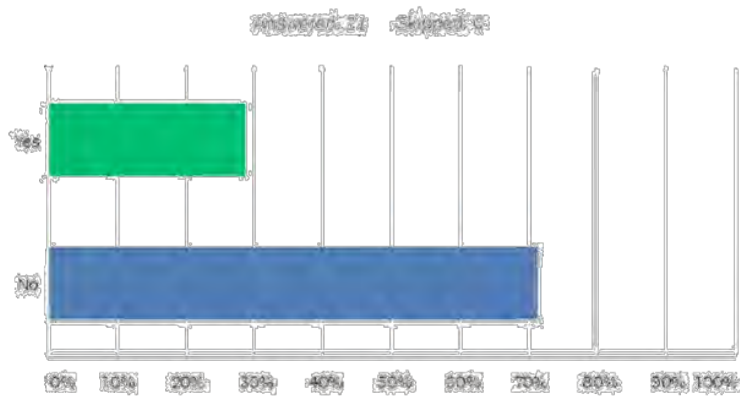
Q7 Do you use the new Facebook group 'Narrandera - Online, Takeaway and Delivery Services' ?



Other responses included:
• Yes

ANSWER CHOICES	RESPONSES
Yes	66.30% 18
No	29.63% 8
If No - will you be joining the group in the future? (Please specify 'Yes'/'No)	4.07% 1
TOTAL	27

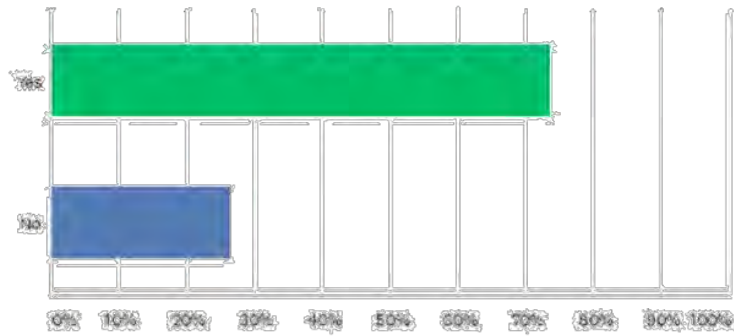
Q8 Have you shared a post to the Narrandera - Online, Takeaway and Delivery Services group?



ANSWER CHOICES	RESPONSES
Yes	28.57% 6
No	71.43% 15
TOTAL	21

Q9 Do you think the creation of this group has helped boost sales during this time?

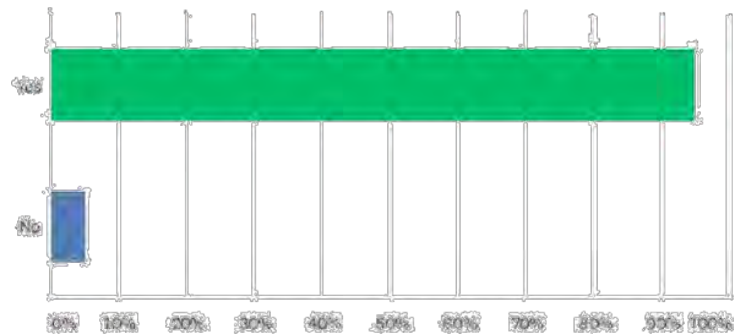
Answers: 14



ANSWER CHOICES	RESPONSES	
Yes	73.68%	14
No	26.32%	5
TOTAL		19

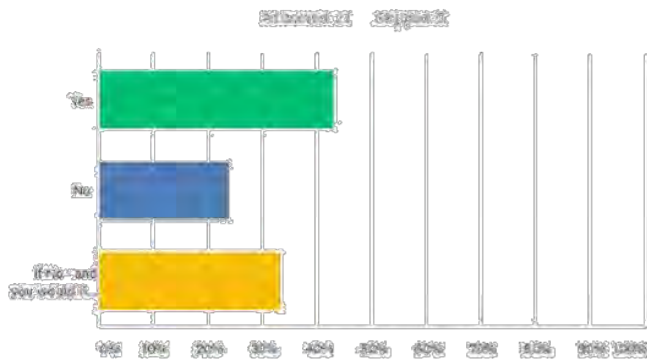
Q10 Do you feel this page is helping to promote "Buy Local"?

Answers: 20



ANSWER CHOICES	RESPONSES	
Yes	95.00%	19
No	5.00%	1
TOTAL		20

Q11 Have you signed up for the Narrandera Tourism Industry Newsletter?



Other responses included:

- Email addresses for businesses to sign up

ANSWER CHOICES	RESPONSES
Yes	10 (43%)
No	6 (24%)
If No - and you would like to please enter your name and email address below and we can add you to the distribution list.	5 (23%)
TOTAL	21

Q12 Do you have any comments you would like to pass onto the Narrandera Tourism and Economic Development Team?

Answers: 9, Skipped: 12

#	RESPONSES	DATE
1	we have had a reverse effect with being busier than ever	5/7/2020 3:23 PM
2	Doing a great job in trying times	5/7/2020 3:35 AM
3	Anything that helps showcase the wonderful shops and services in Narrandera is invaluable. The more focus on buy local, the better. Well done Tiff!	5/8/2020 7:34 PM
4	Please help the historic star lodge, an iconic building and a important part of narranda's history. We have had no support from the council and continue to be frustrated by their lack of concern to help us to increase tourism by simply being more proactive and repairing the footpaths.	5/8/2020 8:15 PM
5	I have joined the Facebook page through my personal FB page and I can see how it has been great for the local community. I have supported food outlets during this time as I have seen a post showing their specials etc. Great initiative!	5/8/2020 8:28 PM
6	When possible, it would be great to meet with you to learn how to better to promote my business with you. I lack the skills and confidence with online promotion is all. Also it would be great when advertising on your site to link all the other local businesses we all support. I know you showcased one local business recently who does not support a few of our local businesses. I think what your trying to achieve is great for our town but when I seen this it was rather a contradiction. I'm not sure that you were aware of this.	5/8/2020 4:10 PM
7	thank you for helping	5/8/2020 4:07 PM
8	you are doing a fantastic job - this has been a wonderful venture for our businesses. I hope this continues post COVID.	5/8/2020 3:13 PM
9	not all residents use social media. These are mainly aged and are missing out on the information and services available. many are isolated with no support. Council should provide a leaflet to be posted and pay on behalf on the businesses.	5/8/2020 1:23 PM

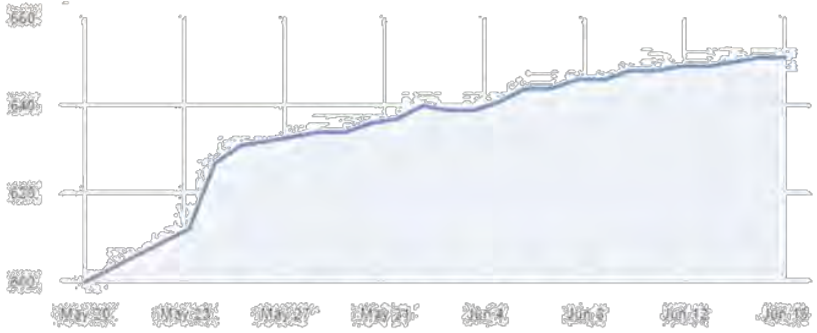
Facebook Group Insights

Narrandera - Business As Usual

Total Members

7/20/2020 - 7/16/2020

651 Members



651
MEMBERS
+10%

Top Cities

Narrandera, NSW, Australia	310
Region, NSW, Australia	54
Sydney, NSW, Australia	26
Wagga Wagga, NSW, Australia	24
Great Grand, NSW, Australia	7
Melbourne, VIC, Australia	3
Brisbane, QLD, Australia	2
Wyalong, NSW, Australia	2
Morundah, NSW, Australia	2
Bahmain, NSW, Australia	2

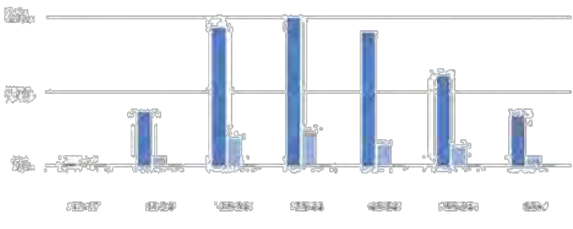
Age and Gender

7/20/2020 - 7/16/2020

75% Women

22% Men

0.0% Custom



83.1%
AGES

16.9%
AGES

0.0%
AGES

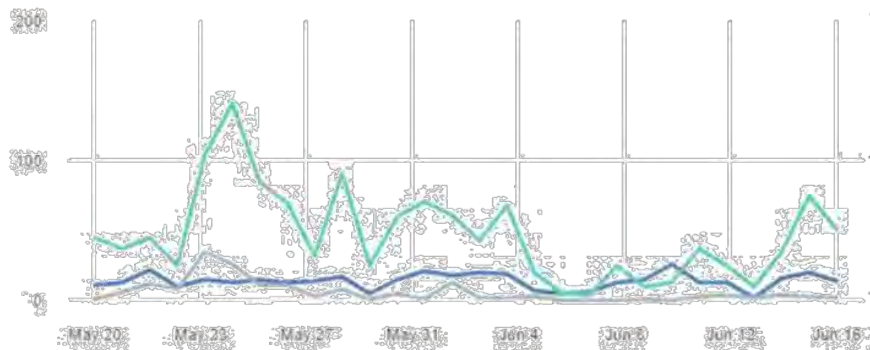
Posts Comments Reactions All

7/20/2020 - 7/16/2020

391 Posts

167 Comments

1.3K Reactions



391
POSTS
+18%

167
COMMENTS
+23%

1,313
REACTIONS
+17%

Economic Stimulus Projects: continuing work in progress

Project	Status
Yarrabee Solar Farm	Modification to Development consent approved Voluntary Planning Agreement signed. Construction scheduled for commencement late 2020. Average of 150 workers per month max of 450.
Avonlie Solar Farm	Assess updated employment and accommodation strategy. Siemens Gamesa confirmed as EPC. Engage Solar Farm Reference Group to review strategy by 8 May 2020. Construction scheduled for commencement late 2020. Average of 150 workers per month max of 283.
AAPA at Narrandera/Leeton Airport	Coordinate meeting between CEO of AAPA and user group at the airport. AAPA establish a briefing/debriefing facility at the airport for use by instructors and students.
Parallel taxiway at the airport	Invite quotations from suitably qualified consultants to indicate the cost of developing engineering designs for the taxiway and run-up bay
Energy Connect-High voltage interconnect between South Australia and Wagga Wagga NSW(passing through Narrandera Shire)	Engage with project engineer Secure Energy for briefing on the project. Significant transient workforce in the area commencing mid- 2021. Possible temporary administrative offices in Narrandera during construction in this region.
Development at Red Hill Industrial Estate- Road product manufacturer	Await visit by company director post Corona Virus emergency.
Independent living village concept cnr Elwin and Crescent Sts Narrandera	Engage consultants to report on Survey, Geotechnical and Environmental components and provide reports to appointed architect Noel Thomson.

<p>Playground on the Murrumbidgee fully funded multi-component project.</p> <p>Series of 9 components of a project fully funded and construction ready. This project will be a major contributor to an employment engagement and infrastructure enhancement development for the whole Shire generating real economic development for the Shire.</p>	<p>Timelines established for staged completion of each of the 9 components:</p> <ol style="list-style-type: none"> 1. Lake Talbot water park redevelopment 2. Narrandera Destination and Discovery Hub 3. Northbank walkway and bridge 4. Bike and hike extension 5. Railway Heritage Bridge 6. Amenity Block conversion to two family units at Lake Talbot Tourist Park 7. New amenity block and camp kitchen at Lake Talbot Tourist Park 8. Level sites 41-52 Lake Talbot Tourist Park 9. New Playground at Lake Talbot Tourist Park.
<p>Grant funded projects and projects in budget</p>	<p>Over \$30 million dollars in funded projects already commenced or with commencement imminent across Narrandera Shire. This will greatly assist recovery from the current health emergency through engagement of local businesses and contractors and employment of significant numbers of trades and others across the workforce.</p>

Tourism Stimulus Projects: continuing work in progress

Project	Status
Joint Marketing Initiative – Murrumbidgee Trails	Collaboration of Narrandera, Leeton, Lockhart and Murrumbidgee Councils. Graphic Designer/ Copy writer engaged Development of Booking form and advertising prospectus – Advertisers currently being sort Developing information for guide
Social Media	Facebook and Instagram Creation of posts using new imagery #lovenarrandera and #DreamNowVisitLater Free Webinar Series-A Digital Response to Covid 19. 3 sessions in June and July professionally hosted through Zoom.
Narrandera Business Group	Filtering information to businesses Supporting the groups initiatives Narrandera – Business as Usual page – in conjunction with Narrandera Business Group, supporting local and buy local initiatives Quick reference business directory
Survey	Development of business surveys to grasp impact of pandemic on local businesses
Water Tower	Postage stamp feature launched by Australia Post. Riverina Outdoor Art Trail component
Transport – Advertising	Investigating the opportunity to buy truck curtains for Hayllar’s transport to install on a truck travelling over 200,000kms. Report to be submitted to council.
Tourism Website	Developing and posting blog posts to interact with travellers Auditing website pages Developing information and product for pages
Tourism Newsletter	Currently monthly, communicate information and resources. Business NSW, Tourism Australia, Destination Networks (DRM, DNSW)
Thrive Riverina	Current board member Involvement in campaigns – Social Media, Newsletters, website Using #DreamNowVisitLater Riverina Outdoor Art Trail – social media platforms
Destination Riverina Murray	Supporting the campaigns developed by DRM #LoveNSW
Narrandera Destination and Discovery Hub	A multi- faceted project that will be the tourism showpiece in the region. Scheduled to commence construction in November 2021 for completion in October 2022. Significant employment during construction and continuing employment in the Visitor Information Centre component and in other active workspaces within the Hub.



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www.narrandera.nsw.gov.au



16.2 OFFER TO PURCHASE LOT 169 DRISCOLL ROAD**Document ID:** 514404**Author:** Economic Development Manager**Authoriser:** General Manager**Theme:** Our Economy**Attachments:** 1. [Lot 169 Driscoll Rd photo plan overlay.pdf](#) [↓](#)
2. [Lot 169 Driscoll Rd.pdf](#) [↓](#)**RECOMMENDATION**

That Council adopts the recommendation of ELT to accept the offer of \$25,000 plus GST to purchase lot 169 Driscoll Road.

OFFER TO PURCHASE LOT 169 DRISCOLL ROAD

The Economic Development Manager has been dealing with a prospective purchaser from Victoria who is interested in purchasing lot 169 D.P106908 number 5 Driscoll Rd comprising 2436 sq metres.

The prospective purchaser had a comprehensive inspection of the site on Tuesday 23 June at 3pm in company with the EDM and satisfied himself as to the location of the boundaries and location of services and proximity of the detention basin at the rear of the site.

The prospective purchaser already owns adjoining lots on the Western side of the subject lot being lots 168 and 167.

He is desirous of consolidating his holding thereby maximising opportunity for worthwhile development.

LOT 169 DRISCOLL ROAD

Lot 169 comprises 2,436 sq metres and two drainage easements traverse the property, one along the Eastern Boundary and another diagonally across the North East corner.

A large, banked detention basin is immediately at the rear of the property (see attached plan)

The subject block is listed for sale at \$15 per sq metre and therefore asking price is \$36,540 plus GST.

The Land in the Red Hill Industrial Estate is zoned IN1.

THE OFFER

The prospective purchaser originally proposed a purchase price of \$20,000 plus GST citing the price he had paid some time ago for lots 167 and 168 and in his view the inferior nature of the site, easements and proximity of the detention basin. However following negotiations, the purchaser proposed a final offer of \$25,000 plus GST and this has been confirmed in an email from the prospective purchaser. The prospective purchaser confirms that he will pay a 10 per cent deposit and settle 60 days after contracts are signed/exchanged.

RECOMMENDATION

That Council adopts the recommendation of ELT to accept the offer of \$25,000 plus GST to purchase lot 169 Driscoll Road.



DP 1069082

Registered Plan (15-6-2014)
 C.A.: SEE CERTIFICATE
 Title System: TORRENS
 Purpose: SUBDIVISION
 Ref Map: PARISH
 Last Plan: DP1069197, DP1069049

PLAN OF SUBDIVISION OF
 LOT 16 IN DP 1069197

L.G.A.: NARRANDERRA
 Locality: NARRANDERRA
 Parish: NARRANDERRA
 County: COOPER

GENERAL REGULATIONS
 1. GENERAL INFORMATION
 2. SUBDIVISION INFORMATION
 3. EASEMENTS
 4. RIGHTS OF WAY
 5. RIGHTS OF ACCESS
 6. RIGHTS OF EGRESS
 7. RIGHTS OF ENTRY
 8. RIGHTS OF EXIT
 9. RIGHTS OF UTILITIES
 10. RIGHTS OF INTERFERENCE
 11. RIGHTS OF SUPPORT
 12. RIGHTS OF PROTECTION
 13. RIGHTS OF REPAIR
 14. RIGHTS OF RESTRAINT
 15. RIGHTS OF RESERVATION
 16. RIGHTS OF RESUMPTION
 17. RIGHTS OF REDEMPTION
 18. RIGHTS OF REVERSION
 19. RIGHTS OF REVERSIONARY INTEREST
 20. RIGHTS OF REVERSIONARY INTEREST IN COMMON
 21. RIGHTS OF REVERSIONARY INTEREST IN COMMON IN FAVOR OF A PERSON OR PERSONS
 22. RIGHTS OF REVERSIONARY INTEREST IN COMMON IN FAVOR OF A PERSON OR PERSONS IN THE EVENT OF DEATH
 23. RIGHTS OF REVERSIONARY INTEREST IN COMMON IN FAVOR OF A PERSON OR PERSONS IN THE EVENT OF DEATH OF A PERSON OR PERSONS
 24. RIGHTS OF REVERSIONARY INTEREST IN COMMON IN FAVOR OF A PERSON OR PERSONS IN THE EVENT OF DEATH OF A PERSON OR PERSONS
 25. RIGHTS OF REVERSIONARY INTEREST IN COMMON IN FAVOR OF A PERSON OR PERSONS IN THE EVENT OF DEATH OF A PERSON OR PERSONS

PURSUANT TO SECTION 68B OF
 THE CONVEYANCING ACT 1919-84
 THIS INSTRUMENT IS MADE
 IN ORDER TO CREATE
 AN EASEMENT FOR DRAINAGE AND
 SERVICES & WIDE
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PLAN OF SUBDIVISION OF LOT 16 IN DP 1069197
 REGISTERED PLAN (15-6-2014)
 C.A.: SEE CERTIFICATE
 TITLE SYSTEM: TORRENS
 PURPOSE: SUBDIVISION
 REF MAP: PARISH
 LAST PLAN: DP1069197, DP1069049

PLAN OF SUBDIVISION OF LOT 16 IN DP 1069197
 REGISTERED PLAN (15-6-2014)
 C.A.: SEE CERTIFICATE
 TITLE SYSTEM: TORRENS
 PURPOSE: SUBDIVISION
 REF MAP: PARISH
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 REF MAP: PARISH
 LAST PLAN: DP1069197, DP1069049

16.3 HARDSHIP APPLICATION - NARRANDERA BOWLING AND RECREATION CLUB

Document ID: 514535
Author: General Manager
Authoriser: General Manager
Theme: Our Economy
Attachments: Nil

RECOMMENDATION

1. The Council make a donation of \$10,000 to the Narrandera Bowling and Recreation Club to offset the rates and charges due to the impact of the Covid-19.

PURPOSE

The purpose of this report is allow Council to consider a hardship application from the Narrandera Bowling and Recreation Club on the basis of the impact of the Covid-19

SUMMARY

Council has received an application from the Narrandera Bowling and Recreation Club for assistance with rates and charges on the basis that the club has been seriously affected by the closures and lack of trading as a result of the impact of the virus.

BACKGROUND

Narrandera Bowling Club provides an important venue for residents and visitors to play bowls and to socialise. As such it is a significant contributor to the local economy and social scene.

The club has been forced to close for a significant period and then re-open with limited patronage for many weeks seriously impacting its viability. The club has not been able to access the Federal assistance packages.

The Club has lodged an application for relief from rates and charges on that basis.

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

Policy

Community Strategic Plan

Narrandera Shire Hardship Policy

Financial

The Narrandera Bowling and Recreation Club have been a responsible business operating within the shire and have consistently paid rates and charges on an ongoing instalment basis.

Council is not able to abandon correctly raised rates and charges but does have the capacity to make a donation equivalent to any amount to offset those rates and charges if the circumstances warrant such action. Council has assisted the Narrandera Golf Club in a similar way with recent water charges

The 20/21 Rates and charges are expected to be \$7,000 and the water usage charges for 2020 is estimated to be \$3,000

A donation equivalent to these amounts could be funded from the Annual Mayors and General Managers budget for donations.

Legal / Statutory

The Local Government legislation makes provision for Council to assist specific businesses if Council so resolves

Community Engagement / Communication

During 2020 the Hardship Policy and impacts of the Covid-19 have been advertised and given considerable media coverage

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

N/A

OPTIONS

Council has three options.

1. It can decline the request
2. It can agree to the request and donate a sum of \$10,000 (equivalent to the expected rates, fees and charges)
3. It can agree to the request and donate a lesser amount

CONCLUSION

Given the importance of the Bowling Club to the local community and the outstanding record of payment of past rates and charges Council should consider this request favourably.

RECOMMENDATION

The Council:

1. The Council make a donation of \$10,000 to the Narrandera Bowling and Recreation Club to offset the rates and charges due to the impact of the Covid-19.

17 OUR INFRASTRUCTURE**17.1 LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROGRAM****Document ID: 513449****Author: Deputy General Manager Infrastructure****Authoriser: Deputy General Manager Infrastructure****Theme: Our Infrastructure****Attachments: Nil****RECOMMENDATION**

That Council:

- (a) Accept the \$997,363 grant through the Local Roads and Community Infrastructure Program,
- (b) Approve the community and roads projects identified within Tables 1 & 2 of the report,
- (c) Endorse the community projects within Table 3 of the report to be prepared to for any future funding opportunity.

PURPOSE

The purpose of this report is select the projects to be undertaken with the \$997,363 granted through the Local Roads and Community Infrastructure Program (LRCI Program).

SUMMARY

On 22 May 2020, the Australian Government announced a new \$500 million Local Roads and Community Infrastructure Program (LRCI Program).

This program will support local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic.

Narrandera Shire Council has been granted \$997,363 to undertake road and community infrastructure projects which stimulate the local economy, with Council expected to use local contractors where possible.

BACKGROUND

The objective of the LRCI Program is to stimulate additional infrastructure construction activity in local communities across Australia to assist communities to manage the economic impacts of COVID-19.

The intended outcomes of the LRCI Program are to:

- provide stimulus to protect and create local short-term employment opportunities through funded projects following the impacts of COVID-19; and
- deliver benefits to communities, such as improved road safety, accessibility, and visual amenity.

The LRCI Program is administered by the Department of Infrastructure, Transport, Regional Development and Communications.

There is an extensive list of eligibility criteria that needs to be met by each project, with separate work schedules being required for each project. If approved the construction activity on the eligible projects must be undertaken between 1 July 2020 and 30 June 2021.

Upon the announcement of the grant funding Council considered an extensive potential project list which identified nearly one hundred community infrastructure projects with the list below being identified as the current priorities for this and future grant funding opportunities.

It was agreed upon receiving advice of the funding that it would be equally shared between road improvements and community infrastructure projects, being nearly \$500,000 for each of the themes. Council previously discussed the possible road projects however, those road projects have now been funded via different grant sources which has resulted in the proposed road related works being identified in Table 2 below.

Below are the list of community (Table 1) and road (Table 2) projects that are recommended to be selected for the LRCI Program. Should any of the projects are ineligible then the next suitable project will be elevated from the future projects list in table 3.

Table 1.

LRCI Nominated Community Project List				
Priority Score	Title	Description/Comments	Estimated cost	Eligible
2.8	Narrandera Stadium	Stadium Heating	\$35,000	Y
1.9	Narrandera Stadium	Upgrade toilet amenities at Narrandera Stadium	\$80,000	Y
1.9	Brewery Flat improvements	Fire pits, seating, shelters	\$60,000	Y
1.6	Art Centre storage	Deck and storage at the rear of the Art centre	\$50,000	Y
1.2	Narrandera Water Tower	Final art of water tower	\$25,000	Y
1	Water tower surrounds	Tidy up and make usable (gardens, paths, seating)	\$50,000	Y
0.9	Tree planting	All towns (subject to consultation)	\$120,000	Y
0.8	Henry Mathieson Oval	Henry Mathieson Oval levelling slope and fencing	\$80,000	Y

Table 2.

LRCI Nominated Road Works			
Road	Description/Comments	Estimated cost	Eligible

Buckingbong Road	Safety upgrade (guard railing and associated road correction works)	\$60,000	Y
Glenmoor Road	Gravel sheeting of 2.6km	\$87,000	Y
Melbourne Street	Kerb and Gutter works, 390 metre to co-inside with new footpath works on the southern side.	\$99,000	Y
Laneway upgrade	Drain and seal a selected laneway.	\$41,363	Y
Drainage Works (Various)	New culverts and causeways (Brobenah Road and Ridgeview Rd) and complete works to Causeways constructed under flood recovery	\$100,000	Y
Weir Park Road	1200m gravel resheet and otta seal	\$110,000	Y

Table 3.

Future Community Project List			
Priority Score	Title	Description/Comments	Estimated cost
1	Narrandera Airport	construction of a parallel taxiway and associated warning equipment	\$450,000
0.8	Public Art	Narrandera, Barellan, Grong Grong (sculptures only- no more murals, not as much ongoing upkeep or replacement cost for sculptures)	\$300,000
0.8	Kiesling Lane	Beautification and stories	\$30,000
0.7	Town signage	Reverse signage on orange town signs	\$25,000
0.7	Grong Grong	Purchase of small mower/tractor/slasher/water cart for Grong Grong residents to look after trees and public areas	\$120,000
0.6	Narrandera Tourism	Tourism Signage (large signs)	\$25,000
0.6	Lake Talbot WP	Landscape north side of pool entrance & driveway	\$50,000
0.6	Barellan toilets	Expand toilets in main street to meet demand from bus groups	\$250,000
0.5	Pocket park upgrades	complete the pocket park upgrade	\$150,000
0.5	Parkside Museum	Upgrades and maintenance	\$50,000
0.4	Barellan Hall	Hall toilet upgrade	\$50,000

0.4	Barellan Sportsground	Sportsground spectator shelter	\$120,000
0.3	Tree Planting	SW corner sportsground/Elizabeth St near stadium/Red Hill	\$20,000
0.3	LTWP	Entrance upgrade (remove turnstile)	\$60,000
0.3	Narrandera Sports Ground	Disabled spectator access areas	\$40,000
0.2	Air League facility	Upgrade and maintenance	\$60,000
Lane Ways (Various)		Drainage and sealing works to the remaining town lanes.	\$400,000
Reas Lane		Raise the road surface and gravel overlay 3300m	\$155,000
Beaumont Road		Raise the road surface and gravel overlay 3300m. The road is lower than the surrounding terrain and acts as a drain.	\$155,000

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

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

Action

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

ISSUES AND IMPLICATIONS

Policy

Nil applicable.

Financial

Proposed projects are fully funded through the Local Roads and Community Infrastructure Program, with minimal ongoing operational expenditure required.

Legal / Statutory

Projects must be undertaken in accordance with the funding deed and Council's procurement requirements.

Community Engagement / Communication

Community engagement will be undertaken as require, with the projects to be actively communicated to the community throughout the progression of the projects.

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

The risk associated with acceptance of the grant funds are the ability to deliver the nominated projects on time and budget. This has been considered for all the identified projects with all being able to be delivered in accordance with the program.

OPTIONS

- The only feasible option is to accept the identified projects and submit works schedules for each of the project in accordance with the funding deed.
- Commence the project nominations again and sign the funding deed, which will delay the planning and commencement of the projects and impact on the ability to meet the requirements of the deed.
- Refuse to accept the fund offer and advise the Government of such decision.

CONCLUSION

The \$997,363 granted through the Local Roads and Community Infrastructure Program, provides a great opportunity for a variety of road and community projects to be undertaken. The community projects listed in Table 1 are considered to be eligible and deliverable in accordance with the funding requirements, as per the road projects in Table 2. The projects identified within Table 3, should be indorsed for any future funding opportunity, thus allowing staff to prepare the projects to as shovel ready state.

RECOMMENDATION

That Council:

- (a) Accept the \$997,363 grant through the Local Roads and Community Infrastructure Program,
- (b) Approve the community and roads projects identified within Tables 1 & 2 of the report,
- (c) Endorse the community projects within Table 3 of the report to be prepared to for any future funding opportunity.

17.2 MAJOR GRANT PROJECT UPDATE

Document ID: 513589
Author: Deputy General Manager Infrastructure
Authoriser: Deputy General Manager Infrastructure
Theme: Our Infrastructure
Attachments: Nil

RECOMMENDATION

That Council:

1. Note and receive report.

PURPOSE

The purpose of this report is update Council on major projects that are currently being undertaken by Council.

SUMMARY

Council has a large number of major capital works projects being planned or underway at the present time. This report provides details on the deliverables and high-level timelines for some of the projects within the current capital works program.

Further information and updates on the major projects being undertaken within the Narrandera Shire are available on Council's website at:

[HTTPS://WWW.NARRANDERA.NSW.GOV.AU/COMMUNITY/COMMUNITY-SERVICES/PROJECTS-COMMUNITY-CONSULTATION](https://www.narrandera.nsw.gov.au/community/community-services/projects-community-consultation)

BACKGROUND**Lake Talbot Water Park Redevelopment**

The Lake Talbot Water Park Stage 1 & 2 Redevelopment project will provide a modern and enhanced attraction to meet the expectations of both the community and the many annual visitors that enjoy the unique facility. The project is designed to replace the existing outdated pool infrastructure and filtration system that had reached a point that it required increased maintenance and struggled to water of a suitable standard. The total project cost is estimated at \$5.85million with NSW Government through the Drought Stimulus package (Playground on the Murrumbidgee project) contributing \$2,371,271.

The project involves the demolition and redevelopment of the pool and filtration facilities. The construction activities include separation of filtration for the Olympic and Rampage pools which include replacement of the gutters with wet decks, Olympic pool will also have a raised floor at shallow end, new disabled ramp access and solar heating, Rampage pool floor replacement to include zero entry. Further enhancements include replacing the island pool area with a splash park, toddler pool and Plant room. The site will also benefit with the introduction of additional shading, BBQ facilities and improved disability access to the pool level. This project will overcome the associated risk to public health and the environment by replacing the outdated filtration system with a modern integrated plant to address water quality standards

Total Creations Solutions were engaged to deliver the design and construct phases of project, with the contractor well on their way working through the construction activities.

The timeline below details the phases and planning dates for this project. These dates are subject to change due to several factors, including logistic delays and environmental factors. Any changes will be advised as the project is progressed.

Lake Talbot Water Park redevelopment Timeline



Fixing Local Roads Program

Narrandera Shire is set to receive funding totalling \$1.22 million through the recently announced Fixing Local Roads Program. This program is a joint venture between the Australian and NSW Governments to improve local roads across regional NSW and create many local jobs.

This announcement will see \$1.22 million in funding and a \$300,000 Council contribution to complete three major road infrastructure projects:

- Sealing the remaining six kilometres of road along Old Wagga Road to the Council boundary, commencing late 2020.

1.

- Repair works to the Brewarrana Bridge along Buckingbong Road, which will begin in early 2021 and will take approximately four months to complete.

2.

- Sealing the remaining eight kilometres along Paintings Bridge Road, to begin late 2020.

This program will see a second round of funding, with applications to open later this year.

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

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

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

N/A

Legal / Statutory

These projects required Council to enter into legal agreements with the funding bodies, which are being complied with and any variations to timings and alike approved.

Community Engagement / Communication

Communication and stakeholder engagement is being undertaken as required for each of the specific projects.

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

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

CONCLUSION

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

RECOMMENDATION

That Council:

1. Note and receive report.

17.3 APPLICATION TO WAIVER FEES - GOLDEN BOOT TOUCH FOOTBALL CARNIVAL**Document ID:** 514180**Author:** Open Space and Recreation Manager**Authoriser:** Deputy General Manager Infrastructure**Theme:** Our Community**Attachments:** 1. 2020 Golden Boot Ground hire fees waive request [↓](#)**RECOMMENDATION**

That Council:

1. Approve the request to fund the ground hire charge of \$461.00 for use of the Narrandera Sportsground for the 2020 Police Charity Golden Boot Touch Football Carnival from the Mayor and General Manager Financial Assistance funding.

PURPOSE

The purpose of this report is for Council to consider a request from NSW Police Force for Council to waiver the ground hire fees for the 2020 Annual Police Charity Boot Touch Football Carnival.

SUMMARY

That Council approve the request to fund the ground hire charge of \$461, for use of the Narrandera Sportsground for the 2020 Police Charity Golden Boot Touch Football Carnival from the Mayor and General Manager Financial Assistance funding. This event attracts approximately 350 participants from NSW and Victoria.

BACKGROUND

The Police Charity Golden Boot Touch Football Carnival has traditionally been hosted by the Narrandera Police Station and held at Narrandera Sportsground. The 2019 event hosted approximately 350 participants with representatives from across emergency services both in NSW and Victoria.

Council has previously financially supported this event:

- 2019 - \$461
- 2018 - \$461 (CR 18/167)
- 2017 - \$450 (CR 17/274)
- 2016 - \$500 (CR 16/138)
- 2015 - \$489.70 (CR 15/228)
- 2014 - \$420 plus \$56.70 per hour for lights if needed (CR 15/278)

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

Our Community

Strategy

1.3 - To feel connected and safe

Action

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

ISSUES AND IMPLICATIONS**Policy**

CS20 Financial Assistance Policy

Financial

Ground fees for the event would be \$461.00. Following this donation, the General Manager Mayor & Donations fund would have a balance of \$4131.36

Legal / Statutory

Section 356 of the Local Government Act, 1993

Community Engagement / Communication

By discussing this matter in an open forum of Council

Human Resources / Industrial Relations (if applicable)

Nil

RISKS

An event risk assessment has been submitted by NSW Police for the 2020 Carnival.

OPTIONS

The options available to Council are:

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

CONCLUSION

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

RECOMMENDATION

That Council:

1. Approve the request to fund the ground hire charge of \$461.00 for use of the Narrandera Sportsground for the 2020 Police Charity Golden Boot Touch Football Carnival from the Mayor and General Manager Financial Assistance funding.



The General Manager
 Narrandera Shire Council
 141 East St, Narrandera

RE: Assistance to waive ground hire fees for the 2020 Golden Boot Touch Football Carnival

The Golden Boot Touch Football Carnival will once again be held in Narrandera, this year on Wednesday 11 November, 2020. The event has been run on and off since the late 1980's but in recent times, has been conducted as a fundraising event for the previous eleven years.

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

Over the years, in excess of \$90,000 has been raised with many local organisations and individuals benefitting. Last year \$15,000 was presented to NSW Police Legacy, National Institute of Integrative Medicine and Ellen Leadbitter, a local Police officer currently battling breast cancer.

Money raised this year will again be divided between a charity close to the hearts of all Police and emergency service workers, a local group and a colleague requiring assistance..

The day grows bigger each year with close to 350 participants attending last year providing a great economic boost to the town. The day also gives out city colleagues the chance to enjoy a bit of time in regional NSW, which after what we are all experiencing at present, will be a welcome boost.

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

Regards,

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

**Riverina Police District
 Criminal Investigation**
 217 – 219 Tarcutta St, Wagga Wagga
 T 02 6922 2589 F 02 6922 2511 W www.police.nsw.gov.au
 TTY 02 9211 3776 for the hearing and speech impaired ASX 43 433 000 100

TRIPLE ZERO (000)

Emergency only

POLICE ASSISTANCE LINE (131 444)

For non-emergencies

CRIME STOPPERS (1800 333 000)

Report crime anonymously

18 OUR CIVIC LEADERSHIP**18.1 POLICY REVIEW - CS90 STREET STALLS AND RAFFLE TICKET SALES****Document ID: 513088****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: 1. Amended Policy CS90 - Street Stalls and Raffle Ticket Sales.pdf** [↓](#)**RECOMMENDATION**

That Council:

- (a) Endorse the amended policy CS90 Street Stalls and Raffle Ticket sales as presented for the purpose of public exhibition for a period of 28 days seeking community comment.
- (b) At the end of the exhibition period, provided that no submissions are received from the community, that the amended policy as presented be adopted.

PURPOSE

The purpose of this report is for Council to consider the proposed changes to policy CS90 Street Stalls and Raffle Ticket Sales that make the policy more contemporary to the environment that Council now finds itself operating.

SUMMARY

As part of the review process of existing policies the Street Stalls and Raffle Ticket Sales policy has been amended to provide clarity on organisations that are able to host these activities also better defines the preferred locations where these activities can be held. The amended policy also contains details on public liability insurance which is essential requirement when booking for a street stall or raffle ticket sales activity.

BACKGROUND

The current policy CS90 Street Stalls and Raffles was adopted by Council in December 2013 with the 2020 review making the policy more contemporary and also removes the contentious requirement that only applications for organisations located with the Shire are permitted to hold this activity.

The amended policy is attached to this report with the existing policy content crossed out and the new content in red text.

In summary the amendments are:

- a) The value of community roadways (footpaths) and other venues for the conducting of street stalls or the selling of raffle tickets or to provide a venue for the exchange of information with members of the community is better reflected in the policy.
- b) Bookings are restricted to community focussed and not-for-profit organisations.

- c) There are now specified locations in both Narrandera and Barellan where these activities should be conducted, however there is the flexibility for alternate locations to be considered which will be assessed on a case by case basis.
- d) Applications are welcomed from organisations located outside of Narrandera Shire provided that the organisation has representation and service provision within the Narrandera Shire community.
- e) There is a statement that 1 portable table and 2 folding chairs are available for use upon request to the management and staff at the Narrandera Newsagency.
- f) Minimum public liability of \$20,000,000 is required and a copy of the Certificate of Currency is required at the time of submitting the booking application.
NOTE: Most organisations hosting activities have public liability insurance, however if an organisation requesting to hold a street stall or raffle ticket sales activity does not hold its own insurance then there is scope to access Council's Local Community Insurance Scheme (LCIS) – a more detailed explanation of this policy is provided at the end of this section;
- g) The policy includes a statement encouraging participants managing the street stall or raffle ticket sales to park vehicles in a location other than East Street so to maximise traffic flow to and from the businesses located in the vicinity.
- h) There is now a requirement that any Order issued by the NSW Government about limits on social gathering and social distancing that the Order must be adhered to.

The LCIS policy is a product purchased by Council that reduces Council's exposure risk through certain activities such as market stallholders or hobbyists trading at a Council managed event, uninsured street stall holders, performers such as a choir and some music bands comprising up to 30 persons also buskers. Artists leasing space from Council or who have been commissioned by Council, tutors or instructors of leisure courses and community garden on footpaths are also covered. Local businesses that have overflow trade from an adjoining business premises onto a footpath of Council such as merchandise for sale or the placement of an A-frame advertising or the placement of tables and chairs on the footpath are also able to access this cover.

All activities under the LCIS policy must be approved by the Council through the issuing of a permit.

There are exclusions to the LCIS policy but relevant to the proposed Street Stalls and Raffle Ticket Sales Policy the LCIS policy excludes commercial businesses that request a booking for the purpose of making a profit.

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

Review process of policy CS90 – Street Stalls

Financial

The review of this policy is not expected to generate additional income, the review makes the policy more contemporary and clarifies what organisations are able to access the locations to hold street stalls and raffle ticket sales

Legal / Statutory

Local Government Act, 1993

Roads Act, 1993

Community Engagement / Communication

Following endorsement by Council the amended policy will be placed on public exhibition for 28 days seeking comment from the community

Human Resources / Industrial Relations (if applicable)

There are no perceived risks relating to human resources or industrial relations

RISKS

There are not perceived risks with the endorsement to place the revised policy on public exhibition.

OPTIONS

The options available are:

1. Endorse the amended policy as presented and place the policy on public exhibition for 28 days: or
2. Not endorse the amended policy as presented and require additional amendments to be made before placing the policy on public exhibition seeking community comment.

CONCLUSION

The revised policy CS90 Street Stalls and Raffle Ticket Sales contains amendments that makes the policy more contemporary and relevant to the environment within which Council finds itself operating.

The recommendation will be for Council to adopt the amended policy as presented and advertise the amended policy for a period of 28 days seeking community comment; if at the end of the exhibition period no community comment is received that the amended policy as presented be adopted.

RECOMMENDATION

That Council:

- (a) Endorse the amended policy CS90 Street Stalls and Raffle Ticket sales as presented for the purpose of public exhibition for a period of 28 days seeking community comment.
- (b) At the end of the exhibition period, provided that no submissions are received from the community, that the amended policy as presented be adopted.

**STREET STALLS &
RAFFLE TICKET SALES**

CS90



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

STREET STALLS & RAFFLE TICKET SALES



Policy No: CS90
Policy Title: Street Stalls & Raffle **Ticket Sales**
Section Responsible: Corporate **and Community Services**
Minute No:
MAGIQ No: 8345
Next Review Date: **May 2024**

Purpose

This policy recognises the value to community focussed and not-for-profit organisations of the opportunity to use Council footpaths and other public land to finance projects and/or to exchange information with members of the community.

This policy aims to establish the circumstances under which approvals may be granted for certain activities on public roads (including footpaths) within Narrandera Shire.

This policy does not include bookings for events or festivals which are managed by policy ES230 – Events.

Objective

The objective of this policy is to provide the community with a uniform and equitable booking, assessment and approval process.

Scope

Bookings are restricted to community focussed and not-for-profit organisations. Individuals and businesses are excluded from conducting street stalls or selling raffle tickets on Council footpaths.

The conduct of street stalls and raffle ticket sales is restricted to organisations that have representation and service provision within the Narrandera Shire community

Street stalls and raffle ticket sales in Narrandera will normally be conducted in East Street and shall occupy a designated space along the eastern pedestrian footpath between the intersection of Bolton Street and Kiesling Lane.

Street stalls and raffle ticket sales in Barellan will normally operate from the street stall structure located at 102 Yapunyah Street.

Street stalls and raffle locations in other villages will be assessed for appropriateness once a completed application has been received and a nominated location identified.

An application for the use of an alternate locations within Narrandera and Barellan will need to be assessed on a case-by-case basis by the Deputy General Manager Corporate and Community Services or a delegate.

All applications for street stalls and raffle ticket sales must be submitted using the approved application for being MAGIQ Doc ID 18543.

Street stalls and raffle ticket sales will normally be conducted in East Street, between the Commonwealth Bank and Kiesling's Lane.

Conduct of street stalls is restricted to local (Shire) organisations or other organisations represented by a local committee. Applications to be lodged by the local committee.

Definitions

Street stalls and raffle tickets sales -

Are activities conducted by community focussed and not-for-profit organisations to finance projects and/or to exchange information with members of the community.

A street stall and the selling of raffle tickets are not long-term activities rather they are limited to temporary occupations of a designated area for the purpose of attracting pedestrian traffic.

Where fundraising for a community purpose is proposed by an individual or a business, they should align with a community focussed and not-for-profit organisation.

Criteria

Each organisation is limited to three bookings per six-month block period with the first block period being 1 January to 30 June and the second block period being 1 July to 31 December.

This booking restriction does not apply where bookings are made in conjunction with community events or festivals.

Additional bookings may be accepted from a particular organisation within a six month block period where the application for the additional booking is made within seven days of the proposed date and there is no other organisation allocated for the same date.

Roving raffle ticket sales may be permitted along East Street where sellers move at a steady pace and do not interrupt pedestrians or vehicular traffic flow.

All bookings are to be made at Council's Administration Office not more than twelve months in advance. Allocation of a booking confers an exclusive right to an

organisation to conduct a street stall and raffle ticket sales within the defined area on a particular day (however where there is conflict such as a Council approved event being hosted in East Street requiring such space then a suitable alternate location will be negotiated for the applicant). It is possible that an organisation with a confirmed booking may be asked if a subsequent organisation can also hold a street stall or conduct raffle ticket sales on the same day if necessary. It is hoped that the organisation with a confirmed booking will carefully consider such a request if received.

Organisations may conduct a street stall and sell raffle tickets from one table only (unless more selling space is approved). If the location is at the front of the Narrandera Newsagency, Council will supply a fold up table measuring approximately 1m x 1m and two fold up chairs which are stored within the Narrandera Newsagency. The Narrandera Newsagency staff will carry the table and chairs from within the Narrandera Newsagency to the front of the Narrandera Newsagency and install the table and chairs on the footpath in front of the premises.

Organisations are to abide by the terms and conditions stated within the application form which includes but not limited to:

- a) Minimum public liability coverage as recommended by Council's insurer (as at the 2020 review it is currently \$20,000,000) – if self-funded public liability insurance has not been obtained then there is scope to access Council's Local Community Insurance Scheme (LCIS) at a cost to be determined on an annual basis;
- b) Food items must meet food safety standards;
- c) Any Order issued by the NSW Government regarding social gathering is adhered to;
- d) The organisation must conduct themselves in an appropriate and responsible manner and that persons do not leave themselves or any other persons sharing the public space at risk of injury or ill health;
- e) Be aware that the parking of vehicles in East Street is not encouraged and vehicles should be parked at an alternate location;
- f) Ensure that no interruption to the access or the normal operations of the adjoining businesses;
- g) That normal pedestrian traffic flow is not hindered and that there is no over-zealous selling by persons participating in the planned activity;
- h) Adhere to any Order issued by the NSW Government about limits on social gathering and social distancing.

Booking fee

A nominal amount is adopted by Council in its schedule of annual fees and charges, this fee is a contribution for the eventual replacement of the supplied table and chairs also the administration of the booking system to ensure an equitable process for all users.

~~Each organisation is limited to three bookings in a six month period. All bookings are made at the Shire office and no more than twelve months in advance. This limit does not apply where bookings are made in conjunction with regular community events or festivals.~~

~~Allocation of a booking confers an exclusive right to an organisation to conduct a street stall, raffle or competition within the CBD on that day. An organisation with a booking may approve a subsequent organisation conducting a raffle on the same day.~~

~~More than three bookings may be accepted within a six month period where application for the additional booking is made within seven days of the proposed date.~~

~~Organisations may sell raffle tickets from one table only. Council will supply a fold up table approximately 1m x 1m and two fold up chairs which shall be available from the news agency.~~

~~Organisations shall ensure that there is no interruption to the access or normal operations of adjoining businesses and that normal pedestrian traffic flow is not hindered.~~

~~Roving raffles may be permitted where sellers move at a steady pace and do not interrupt pedestrians and traffic.~~

~~Hire fee as per annual fees and charges.~~

~~When making a booking, the organisations undertake to meet the requirements of Council's risk management practices as set out on the application form.~~

Variation

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

Policy History

Adopted	12 August 1997
Reviewed	21 November 2006
Amended	17 February 2009
Reviewed and Amended	11 December 2013
Reviewed by ELT	1 June 2020
Reviewed by Council	??
Adopted by Council	??

Signed: **General Manager**

Date: ??

18.2 RESCHEDULING OF ORDINARY ELECTION**Document ID:** 513162**Author:** Deputy General Manager Corporate and Community**Authoriser:** General Manager**Theme:** Our Civic Leadership**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Note the postponement of ordinary elections for 12 months until 4 September 2021.

PURPOSE

The purpose of this report is to advise Council that the Ordinary election of Councillors will take place on Saturday 4 September 2021.

SUMMARY

On 12 June 2020 the Minister for Local Government made an order under section 318B(1)(a1) of the Local Government Act 1993 (NSW) that the local government ordinary elections scheduled for 12 September 2020 will be postponed for twelve months.

The Minister has now made a further order setting the date for the postponed local government ordinary elections as Saturday 4 September 2021.

The effect of the order postponing the ordinary elections is that all councillor elections have been postponed for the duration of the order, including by-elections. Current Councillors will continue to hold their offices until the rescheduled elections are held in 2021.

The making of the orders did not affect the requirement to hold mayoral elections. Mayoral elections must be held for mayors elected in September 2018 when their two-year terms expire in September 2020.

The postponement of the next ordinary local government elections will not affect the timing of future council elections, and the subsequent ordinary local government elections will still proceed in September 2024.

Council has entered into a service agreement with the NSW Electoral Commission for the conduct of the ordinary election in 2020. The new arrangements for the 2021 ordinary elections, and any measures necessary to address public health risks associated with COVID-19 at that time, will be likely to require changes to the service agreement.

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

Councils financial plan has been amended to make provision to fund the ordinary election in 2021-2022.

Legal / Statutory

Compliance with the Local Government Act and Ministers orders.

Community Engagement / Communication

The ordinary election will have a communication plan to engage the community.

Human Resources / Industrial Relations

Conduct of the election will be contracted to the NSW Electoral Commission.

RISKS

Casual vacancies on Council will remain until September 2021

CONCLUSION

Council note the postponement of ordinary elections for 12 months until 4 September 2021.

RECOMMENDATION

That Council:

1. Note the postponement of ordinary elections for 12 months until 4 September 2021.

18.3 COUNCILLOR RESIGNATION

Document ID: 514133
Author: Executive Assistant
Authoriser: General Manager
Theme: Our Civic Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Note the resignation of Councillor Tammy Galvin effective following the 15 September 2020 Ordinary Council meeting.
2. Write and thank her for her service to the council and the community.

PURPOSE

The purpose of this report is to advise Council of the resignation of Councillor Tammy Galvin.

SUMMARY

Councillor Tammy Galvin has tendered her formal resignation from Council effective following the 15 September 2020 Council meeting.

Since her election in September 2016, Cr Galvin has served as a councillor delegate and/or alternate delegate to the following committees.

- Arts and Culture
- Local Emergency Management Committee
- Murray Darling Association (Group 9)
- Narrandera Library Committee
- Noxious Weeds Advisory Committee
- Public Libraries NSW Western Riverina Community Library Committee

Councillor delegate elections to 355 and Council committees are held each two years. With these elections scheduled for 15 September 2020, there is no change required to the committee's Cr Galvin is the appointed delegate.

BACKGROUND

Although the resignation creates a casual vacancy, recent amendments to the Local Government Regulation mean that a bi-election is not necessary. The next election for Local Government in NSW is currently set for September 2021.

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

Financial

There are no financial implications from this report.

Legal / Statutory

Referred to above

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

N/A

OPTIONS

CONCLUSION

It is appropriate for the Council to note the resignation of Councillor Galvin and recognise her service to the Council and the community.

RECOMMENDATION

That Council:

1. Note the resignation of Councillor Tammy Galvin effective following the 15 September 2020 Ordinary Council meeting.
2. Write and thank her for her service to the council and the community.

18.4 COOTAMUNDRA ELECTORAL BOUNDARIES**Document ID:** 514160**Author:** General Manager**Authoriser:** General Manager**Theme:** Our Civic Leadership**Attachments:** 1. 2020-07-13 Letter to Electoral Districts Redistribution Panel.pdf [↓](#)**RECOMMENDATION**

That Council:

1. Receive and note the report and the General Managers submission on suggested Cootamundra electorate boundary changes.

PURPOSE

The purpose of this report is to advise Council about the suggestions for changes to the boundaries of the Cootamundra electorate being considered by the NSW Electoral Commission.

SUMMARY

The NSW Electoral Commission reviews the electoral boundaries in the lead up to State elections to ensure population balance. Suggestions for changes to the boundaries of the Cootamundra electorate have been received by the commission and are currently on display.

Submissions on the suggestions closed on 15 July and the General Manager made the attached submission on behalf of the Council.

BACKGROUND

The NSW electoral Commission is undergoing a process of review of the boundaries of NSW electorates. The first stage of that process is to publish population predictions and to call for suggestions on changes. Suggestions have been received and can be viewed on www.elections.nsw.gov.au/redistribution/Make-a-suggestion/Suggestions A number of suggestions relate to the Cootamundra electorate.

The population predictions for Cootamundra electorate suggest that it will require additional area to be added to ensure that it complies. The General Manager made a submission in relation to the suggestions received and is attached for Councils information.

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

Our Civic Leadership

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

Narrandera Shire Community Strategic Plan

Financial

No financial implications

Legal / Statutory

No legal implications

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

N/A

CONCLUSION

The General Managers submission identified the opportunity to make minor adjustments to the boundaries of the Cootamundra electorate whilst retaining and strengthening the existing communities of interest.

RECOMMENDATION

That Council:

1. Receive and note the report and the General Managers submission on suggested Cootamundra electorate boundary changes.

Our ref: GC/kr: D-514137 & F-1878

13 July 2020



Electoral Districts Redistribution Panel
c/- NSW Electoral Commission
GPO Box 832
Sydney NSW 2001

redistribution@elections.nsw.gov.au

Dear Commissioners,

RE: Suggestions proposing boundary changes to Electorate of Cootamundra

I write in relation to the suggestions for change to the electoral boundary for the seat of Cootamundra on behalf of Narrandera Shire Council, currently on exhibition.

I note and support the suggestions made by B Bushell (NSWR200605/1), B Mahaghan Bland Shire (NSWR200630/24), K and G Murphy (NSWR200630/28), G Lavelle Temora Shire (NSWR200701/37) and M Mulcair (NSWR200701/36).

The submission made by Waddell (NSWR200618/4) which is very comprehensive and proposes a relatively minor exchange of electors between Albury and Wagga Wagga electorates, the re-uniting of electors of Murrumbidgee Shire in the Murray electorate and the inclusion of the whole of Hilltops Council area and part of Yass Valley Council area in Cootamundra is **fully supported**. Importantly it recognises that the existing electoral boundaries in the region when established were based strongly on the communities of interest and have served the residents of the area well.

The Greens suggestion (NSWR200701/30) also recognises the opportunity to increase the electors in the seat of Cootamundra by extending the electorate to the east and north.

An important characteristic of the Cootamundra electorate is the lack of a regional centre. The electorate comprises of several similar sized towns allowing the sitting member to spread attention, effort, and representation evenly across the electorate. Smaller communities are not competing with a large regional centre for attention and representation.

I note and lodge objection to the suggestions made by The Liberal Party of Australia, NSW Division (NSWR200701/34) as it exhibits a complete lack of understanding of the intricacies of the community of interest that exists in the Riverina.

Address all correspondence to: The CEO 141 East Street NARRANDERA NSW 2700

Page 2

The suggestions made by The National Party (NSWR200701/35) P19 to create a reformed Murray-Darling Electoral District in which Narrandera Shire would be included with Broken Hill, Hay, Balranald, Wentworth, and the unincorporated Far West are rejected outright. There is absolutely no community of interest or connection between Narrandera Shire residents and those far western communities. It is 754 Kilometres between Narrandera and Broken Hill. Similarly, its 755 kilometres between Griffith and Walgett. A sitting member in such an electorate would find representation impossible. The situation referred to by A Donoghue in his submission would be exacerbated.

The Shooters, Fishers and Farmers Party (NSW) Incorporated suggest (NSWR200701/38) including Narrandera in Murray on the false premise that its main community of interest is with the MIA towns but makes no suggestions as to overcoming the population deficiency then created in Cootamundra. The Australian Labour Party (NSW Branch) (NSWR200701/39) suggestion of including Narrandera Shire in Murray is also deficient in that it fails to reunite the Murrumbidgee Shire residents in Murray and increases the area of Cootamundra enormously.

Narrandera Shire Council understands that the predicted future population of Murray and Cootamundra suggest that change is required. We believe the deficiencies can easily be overcome by minor adjustments to Murray by reuniting the residents of Murrumbidgee Council area in that electorate and including the Borrova area and part of Yass Valley Council area in Cootamundra. This would allow the Commission to retain Narrandera Shire in Cootamundra and assist in stabilising representation across the region.

Several submissions have argued that Narrandera should be included in Murray based on community of interest. In fact, Narrandera Shire is dominated by dryland farmers and residents typically look to the east for higher order services.

I can be contacted on T 02-6959-5500, M 0427-498-391 or E george.cowan@narrandera.nsw.gov.au. Should you wish to discuss any matters I have raised.

Yours sincerely



Mr George Cowan
General Manager

Enc: Nil

18.5 RAMJO WATER POSITION PAPER

Document ID: 514230
Author: General Manager
Authoriser: General Manager
Theme: Our Civic Leadership
Attachments: Nil

RECOMMENDATION

1. That Council endorses the RAMJO Position paper on water and
2. Writes to congratulate RAMJO on the development and release of the position paper on an issue as critical to the future prosperity of the region as water.

PURPOSE

The purpose of this report is to allow Council to consider and if appropriate endorse the RAMJO Position Paper on Water in the region

SUMMARY

Following its inception, the Riverina and Murray Joint Organisation established working parties to assist in the development of a strategic direction. Water was identified as one of the most important assets in the region and one that RAMJO should establish a position on. The working party has developed the position paper (attached under separate cover) which has been released for comment

BACKGROUND

The position paper has addressed a range of issues to establish a sustainable apolitical ethical evidenced based suite of solutions to ensure the optimal use of water across the Murray darling Basin.

It provides recommendations on water market, impact of water prices on agricultural diversity, environmental flows, infrastructure, conveyance, drought, climate change and agricultural adaptation.

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

Our Civic Leadership

Strategy

2.3 - To live in a community where there are sustainable practices

Action

2.3.1 - Consider and where possible implement sustainable environmental practices

ISSUES AND IMPLICATIONS**Policy**

Narrandera Shire Community Strategic Plan

Financial

N/A

Legal / Statutory

N/A

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

N/A

OPTIONS

[Type here](#)

CONCLUSION

Council should endorse the position paper which has been developed with the long term sustainability of the Shire and the region in mind

RECOMMENDATION

1. That Council endorses the RAMJO Position paper on water and
2. Writes to congratulate RAMJO on the development and release of the position paper on an issue as critical to the future prosperity of the region as water.

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 JUNE DEVELOPMENT SERVICES ACTIVITIES

Document ID: 513161
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 June 2020.

PURPOSE

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

BACKGROUND

Development & Complying Development Applications

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

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

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

Development Type	2019/2020			
	June 2020		Year to Date	
	Number	Value \$	Number	Value \$
Residential	3	\$ 53,000	29	\$ 2,587,050
Industrial			1	\$ 1,000
Commercial			5	\$ 131,700
Rural Residential			1	\$ 120,000
Subdivisions	1	-	4	\$ 1,200
Other			2	\$ 180,000
TOTAL	4	\$ 53,000	42	\$ 3,020,950

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 June 2020.

No	Lot	Sec	DP/SP	Address	Development Type	Class	Type	STC	ACTIVE Business Days
DA-028-19-20	79 & 29	-	751673	4484 Barellan Rd BARELLAN	Boundary Adjustment	-	L	-	40
DA-033-19-20	10	12	758757	18-20 Argus St NARRANDERA	Carport	10a	L	-	31
DA-039-19-20	Y	-	391101	102 Audley St NARRANDERA	Shed	10a	L	-	27
DA-039-19-20	12	-	1248215	Old School Rd NARRANDERA	Shed	10a	L	-	12

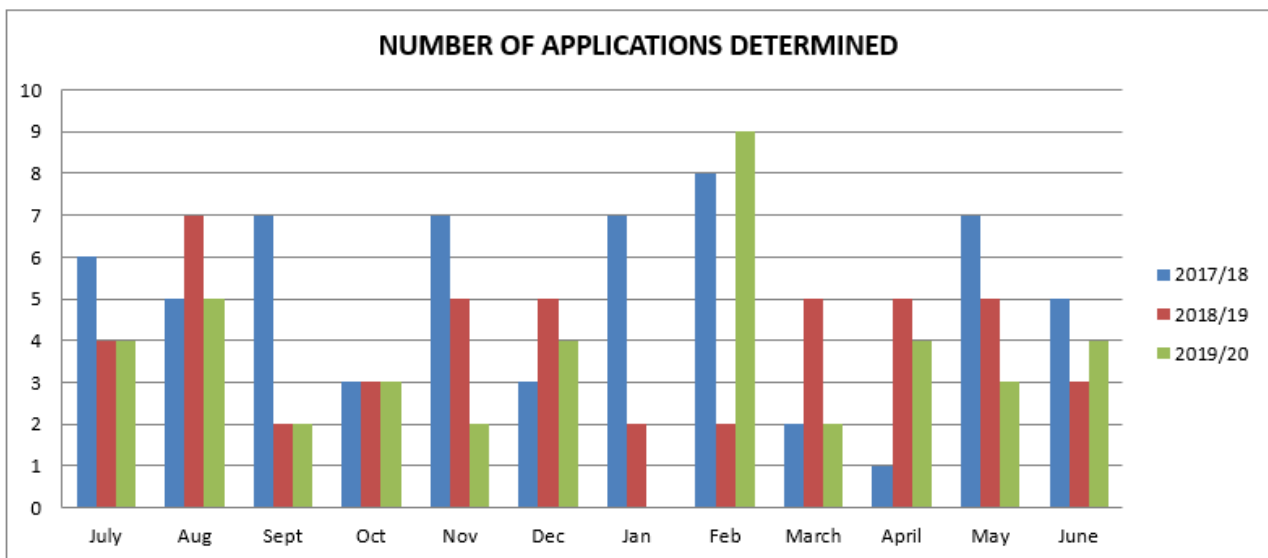
Type explanation

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.

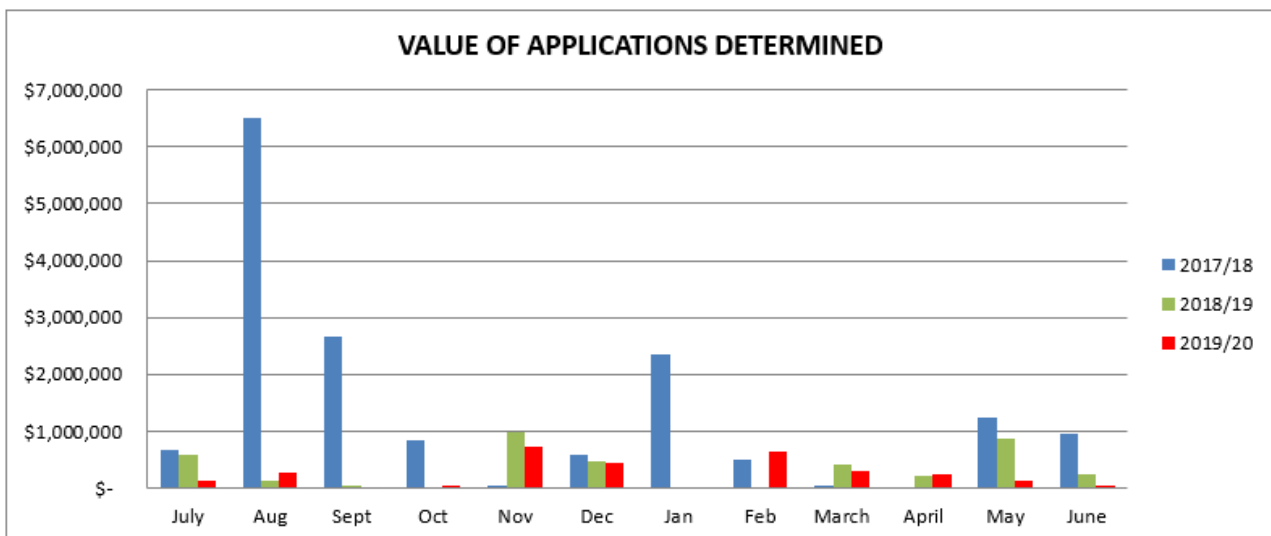
Comparison determination times

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	32 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 June 2020 is detailed in the following table:

Certificate Type	Number Issued
Construction Certificates	2
Building Certificates	-
Subdivision Certificates	-
Occupation Certificates	3
Compliance Certificates	-
Section 10.7 (previously 149) Certificates	20
Swimming Pool Compliance Certificates	-
On-Site Septic Management System Certificates	-

RECOMMENDATION

That Council:

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

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 JUNE INCOME STATEMENT

Document ID: 512896

Author: Costing Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

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

RECOMMENDATION

That Council:

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

PURPOSE

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

Major variations to budget

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

RECOMMENDATION

That Council:

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

Narrandera Shire Council

General Fund Income Statement

for the period ending 30 June 2020

	Original Budget	Mar Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	5,748	5,746	5,881
User Charges and Fees	1,849	1,764	1,638
Interest and Investment Revenues	414	287	332
Other Revenues	659	2,049	1,980
Grants & Contributions provided for Operating Purposes	6,898	5,743	9,041
Grants & Contributions provided for Capital Purposes	1,132	6,730	2,718
<i>Other Income:</i>			
Net gains from the disposal of assets	92	878	880
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	16,792	23,197	22,470
Expenses from Continuing Operations			
Employee Benefits & On-Costs	6,242	6,251	6,493
Borrowing Costs	7	7	9
Materials & Contracts	3,627	4,971	4,378
Depreciation & Amortisation	4,098	4,098	4,098
Legal Costs	54	57	21
Other Expenses	1,423	1,508	1,676
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	15,451	16,892	16,675
Operating Result from Continuing Operations	1,341	6,305	5,795
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,341	6,305	5,795
Net Operating Result attributable to Council	1,341	6,305	5,795
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	209	(425)	3,077

Narrandera Shire Council

Water Fund Income Statement
for the period ending 30 June 2020

	Original Budget	Mar Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	728	736	776
User Charges and Fees	1,339	1,478	1,471
Interest and Investment Revenues	204	119	166
Other Revenues	-	-	-
Grants & Contributions provided for Operating Purposes	23	23	22
Grants & Contributions provided for Capital Purposes	770	770	9
<i>Other Income:</i>			
Net gains from the disposal of assets	-	-	-
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	3,064	3,126	2,444
Expenses from Continuing Operations			
Employee Benefits & On-Costs	795	796	759
Borrowing Costs	-	-	-
Materials & Contracts	253	362	485
Depreciation & Amortisation	511	511	511
Legal Costs	-	-	-
Other Expenses	255	255	196
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	1,814	1,924	1,951
Operating Result from Continuing Operations	1,250	1,202	493
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,250	1,202	493
Net Operating Result attributable to Council	1,250	1,202	493
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	480	432	484

Narrandera Shire Council

Sewer Fund Income Statement
for the period ending 30 June 2020

	Original Budget	Mar Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	1,239	1,238	1,274
User Charges and Fees	158	142	157
Interest and Investment Revenues	15	22	29
Other Revenues	-	-	-
Grants & Contributions provided for Operating Purposes	20	20	20
Grants & Contributions provided for Capital Purposes	758	807	9
<i>Other Income:</i>			
Net gains from the disposal of assets	-	-	-
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	2,190	2,229	1,489
Expenses from Continuing Operations			
Employee Benefits & On-Costs	505	508	503
Borrowing Costs	-	-	-
Materials & Contracts	234	231	261
Depreciation & Amortisation	308	308	308
Legal Costs	-	-	-
Other Expenses	105	105	216
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	1,288
Operating Result from Continuing Operations	1,038	1,077	201
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	1,038	1,077	201
Net Operating Result attributable to Council	1,038	1,077	201
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	280	270	192

Narrandera Shire Council

Consolidated Income Statement
for the period ending 30 June 2020

	Original Budget	Mar Revised Budget	Actual YTD
Income from Continuing Operations			
<i>Revenue:</i>			
Rates and Annual Charges	7,715	7,720	7,931
User Charges and Fees	3,346	3,384	3,266
Interest and Investment Revenues	633	428	527
Other Revenues	659	2,049	1,980
Grants & Contributions provided for Operating Purposes	6,941	5,786	9,083
Grants & Contributions provided for Capital Purposes	2,660	8,307	2,736
<i>Other Income:</i>			
Net gains from the disposal of assets	92	878	880
Net Share of interests in Joint Ventures & Associated Entities using the Equity Method	-	-	-
Total Income from Continuing Operations	22,046	28,552	26,403
Expenses from Continuing Operations			
Employee Benefits & On-Costs	7,542	7,555	7,755
Borrowing Costs	7	7	9
Materials & Contracts	4,114	5,564	5,124
Depreciation & Amortisation	4,917	4,917	4,917
Legal Costs	54	57	21
Other Expenses	1,783	1,868	2,088
Interest & Investment Losses	-	-	-
Net Losses from the Disposal of Assets	-	-	-
Net Share of interests in Joint Ventures & Associated	-	-	-
Total Expenses from Continuing Operations	18,417	19,968	19,914
Operating Result from Continuing Operations	3,629	8,584	6,489
Discontinued Operations			
Net Profit/(Loss) from Discontinued Operations	-	-	-
Net Operating Result for the Year	3,629	8,584	6,489
Net Operating Result attributable to Council	3,629	8,584	6,489
Net Operating Result attributable to Minority Interests	-	-	-
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	969	277	3,753

20.2 JUNE CAPITAL WORKS PROGRAM

Document ID:	512897
Author:	Costing Officer
Authoriser:	Deputy General Manager Corporate and Community
Theme:	Statutory and Compulsory Reporting – Financial / Audit
Attachments:	1. Capital Works Program June 2020.pdf ↓ 2. June 2020 Capital Expenditure.pdf ↓ 3. June 2020 Operational Expenditre.pdf ↓

RECOMMENDATION

That Council:

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

PURPOSE

The purpose of this report is to enable Council to track the progress of the capital work programs. This report is for the period ending 30 June 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 Website revamp has been completed and is currently in test stage.

Software Licenses are currently being reviewed and will be purchased if required.

Quotes have been received and are being reviewed for the Network penetration Testing, which will be organised for August.

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

The IT Review has been delayed due to other priorities.

The Photocopier Replacements have been ordered and awaiting delivery from the supplier.

The upgrade to the phone system and the TRIM EDMS has been completed. Projects are also complete for the MS Exchange replacements, MS Office replacement and Council email archiving. Final payments are being organised.

Housing & Community Amenities

The CCTV network is being reviewed for options to upgrade or replace the entire network. Project scope includes cameras positioned outside Betta Electrical store and the Post Office in East Street, the wireless links for the main street CCTV system and the CCTV Review.

Quotations have been received and orders placed for the Barellan and Grong Grong Cemetery furniture replacement.

The Barellan Cemetery entrance project is to be carried over to 20/21 as there are insufficient funds to complete the project.

Planning of the Barellan Rural Fire Service Station amenities upgrade is underway, waiting on advice from RFS for progress.

The Narrandera Cemetery improvements work and minor upgrades to the toilets at the Airport Terminal Building have been completed.

Drought Community Funding (Round 2)

Application approval has been received for the Narrandera Stadium Upgrade and Henry Mathieson Oval Facilities improvement project. Project planning commenced.

Council is working with RAMJO to do a joint Adverse Event Plan.

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

Procurement has commenced for the Sun safe playgrounds, Barellan Improvements project, and Lake Talbot Water Park Road Beautification.

Vermin proofing and kitchen are complete for the Sandigo Village halls improvement. Flooring is underway.

Heating and cooling have been completed for the Binya Hall. Shelving for shed still to be completed.

Contractor has been engaged to build compliant disabled ramp at entrance of the Barellan hall as part of the Barellan Village Hall Improvements Project, starting in July 2020.

Banners have been completed and installed for the Grong Grong Improvements project, with street trees to be planted.

A Contractor has been booked in to paint the exterior of the Kamarah Hall in August 2020.

Airconditioning project has been completed for the Grong Grong Village Hall Improvements.

Stronger Country Communities (Round 3)

Projects that have commenced include Barellan Footpath and Youth Food Van. Parkside Cottage Museum internal painting has commenced.

Procurement is complete for Binya community Hall. Investigating and design of disability ramp has been completed for Barellan Halls.

Contractor has been engaged to build compliant ramp at the Grong Grong Hall.

Contractor has commenced on the toilet refurbishment at Barellan Hall.

External painting has been scheduled for August at the Sandigo Hall.

Repairs to Kamarah Hall have been completed.

Playground on the Murrumbidgee

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

The funding deed has been finalised for the Bike and Hike trail extension and LTTP playground which is scheduled for late 20/21.

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

Design and specification are being finalised for the LTTP Family unit conversion. Procurement to commence in July.

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

Design and specification are being finalised for the LTTP sites to be levelled. Procurement to commence in July.

Stakeholder engagement has commenced for the Northbank pedestrian bridge and walkway from Brewery Flat to East Street. Site survey and soil testing has been completed. Developing Memorandum of Understanding with Murrumbidgee Irrigation.

Environment

The Cattery holding system project has been varied to repair the heating pads in the dog pens at the pound.

Design and planning have commenced for the external fence at the Narrandera waste facility.

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

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

Pump installation is complete for the Larmer Street flood mitigation works. Order has been issued to the successful quote to repair the failed penstock and motorise sluice gate.

Soil investigation has been received for the Narrandera west drainage improvements project. Consultation with Crown Lands and Narrandera Local Aboriginal Land Council is underway. The watermain needs to be lowered.

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 transferred into reserves.

Works have been completed for the siphon retaining wall renewal, the Recycle Vending Machine project and the Narrandera Truck Wash facility.

Recreation & Culture

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

The contractor has commenced for the Lake Talbot Water Park Masterplan redevelopment. Works are on track.

The Lake Talbot Pool slides are now operational. Work for the security monitoring is to be completed mid-July 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 has been reviewed by the Lake Talbot committee. The purchase of an Aquatic Weed Harvester has been deferred until the deepening project is finalised.

Works have commenced for the upgrade of the filtration system and wastewater irrigation at the Barellan pool. Works are on track.

Barellan Sportsground Playground upgrades are complete, edging to be completed in July.

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

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

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

The project scope is being determined for the Narrandera Sportsground building upgrades (old kiosk etc.) A design and construct tender is to be developed for the new clubrooms.

80% of the foam guards have been installed at Narrandera Stadium. Contractors are unable to install the remaining guards until Covid-19 restrictions are lifted.

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

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

Quotations have been received for one drinking station to be located at the Adventure Playground.

Marie Bashir Park Up Lighting adventure playground has been deferred until 20/21.

The Marie Bashir Park Basketball pit emergency works have commenced.

Modifications are complete for the Marie Bashir Park Mobile Stage, 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.

The Narrandera Business centre Masterplan project (NBCMP) Bolton Street upgrade is on hold while focussing on grant funded projects.

The project scope is being revised for the Arts Centre building works.

Clean up works are to be scheduled for the upgrade of the storage facility at Council Chambers. Works to be carried over to 20/21.

The provision for off street staff/fleet parking at Council Chambers project has been deferred.

16 Kiesling Drive irrigation has been completed with the pergola deferred to 2020/2021.

Council Chambers building upgrade works program is on track.

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

The shade structure on the south side of the infant's pool at Barellan Pool, Barellan Pool Marine Carpet replacement, Purchase of land at 130-132 Larmer Street, 6 Victoria Square, Festive Mega Tree (star) and the Lake Talbot pool pedestrian path, landscaping and irrigation, Hankinson Park development, Narrandera Sportsground Playground upgrades, and the building of the Youth Room at the Narrandera Library, and 4 Victoria Square building works are complete.

Transport & Communication

Urban Roads Construction

Intersection Upgrade Local and Regional roads – funds were reallocated to Kamarah Road to match Grant funding.

Decking has been ordered for the Culvert/ Bridge assessment works, awaiting invoice.

Surveying of Urban Laneways to commence in 20/21.

Urban Pavement Rehabilitation

Urban Kerb and gutter footpath works have commenced.

Urban Footpath replacement, Laneway upgrades and Innovation for Rural infrastructure management commence in 20/21.

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

Rural Sealed Roads Construction

Projects to commence in 20/21 include Manderlay Road culvert, Brookong Street culvert, Yalgogorin Road culvert, and Centenary Road.

Roads Resheeting (unsealed rural roads resheeting)

Works to commence in July 2020 –Dows Road.

Brewarrina Bridge retrofitting Grant funding approved, works to commence 20/21.

HVSPK Kamarah Road work will be carried over until 20/21.

Roads to Recovery

Works to commence in 20/21 for McKenzies Road culvert and Hulmes Road.

Regional Roads Capital Works Component of block grant contributes to Cowabbie Creek culvert. Works have been carried over to 20/21.

Urban road reseals, Lockhart Road, Landervale Road, Lismoyle Road, Males Road, Boree Road, Weir Road, Old Wagga Road, Strontian Road widening, Paintings Bridge Road, Settlers Road, Paynters Siding Road, Cypress Road, Bulloak Tank Road 11-12km, McGilvray Road, Cove Road, Devlins Bridge Road and Pamandi Road is complete.

Fixing Country Roads

The road condition assessment is complete for Stage 2 of the AMS Implementation. Revaluation and validation of Transport and Stormwater assets is being undertaken to allow updating of the data base. End of Financial year reporting template is being scoped with the 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.

Design is being undertaken at Canola Way. Works have been deferred until 20/21

Detailed design currently being undertaken Drone to be purchased in July 2020 for survey and inspections.

Design has been approved for PAMP (100% Funding) Cadell and Twynam Street, works have commenced.

Additional grant funds have been applied for the Airport runway resealing. The crack sealing has been repaired, with the remaining funds to be carried over into 20/21.

Plant Vehicle replacements have commenced with purchasing to resume after COVID-19.

Elwin Street Footpath, flood damage restoration works, and causeway works, and the Airport airside improvements including flood gate repairs, PAMP (Active transport - 50% RMS Funding) for Douglas and Cadell Street, Audley Street footpath works, and the Colinroobie Road joint project have been completed.

Economic Affairs

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

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

Red Hill landscape signage to be completed early 2020.

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

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

Water Supplies

Water main replacements are underway at Dalgetty Street, completion is scheduled for early July.

Service replacements will be completed as required.

Budget is for the purchase of software upgrades for the SCADA and Instrumentation upgrades (online chlorine analysers), to be completed in the second half of the financial year.

Awaiting finalisation of the issues paper for the IWCM options assessment and grant funding approval for the water treatment plant (WTP) filter upgrade including energy efficiency.

The high- and low-level reservoir fencing project has been deferred.

Flow meters on inlet and outlet reservoirs have been purchased and installed, awaiting completion of electrical work.

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

Quotations for the Pine Hill Reservoir Upgrade design closed on 11 May 2020.

Clean water strategy is being developed and the reservoir cleaning and structural assessment project will be scheduled following the adoption of the strategy.

Preliminary investigations are complete for the aerator gas scrubbing, works to be scheduled.

Network design and planning review (reservoir and zoning) commenced in October and will be ongoing for the remainder of the year.

Non return valve Bore 4 project is to be completed in July.

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

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

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

Sewerage Supplies

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

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

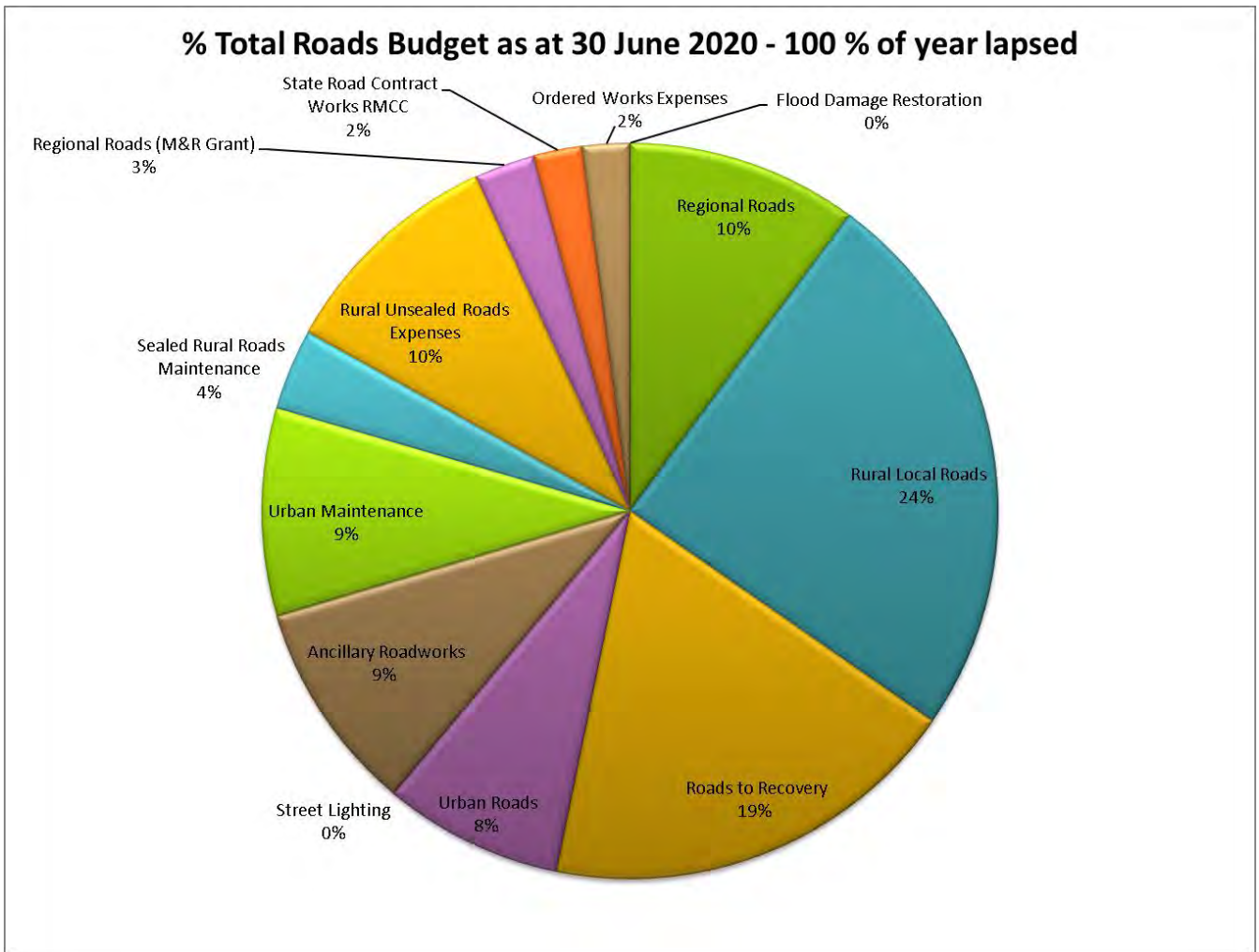
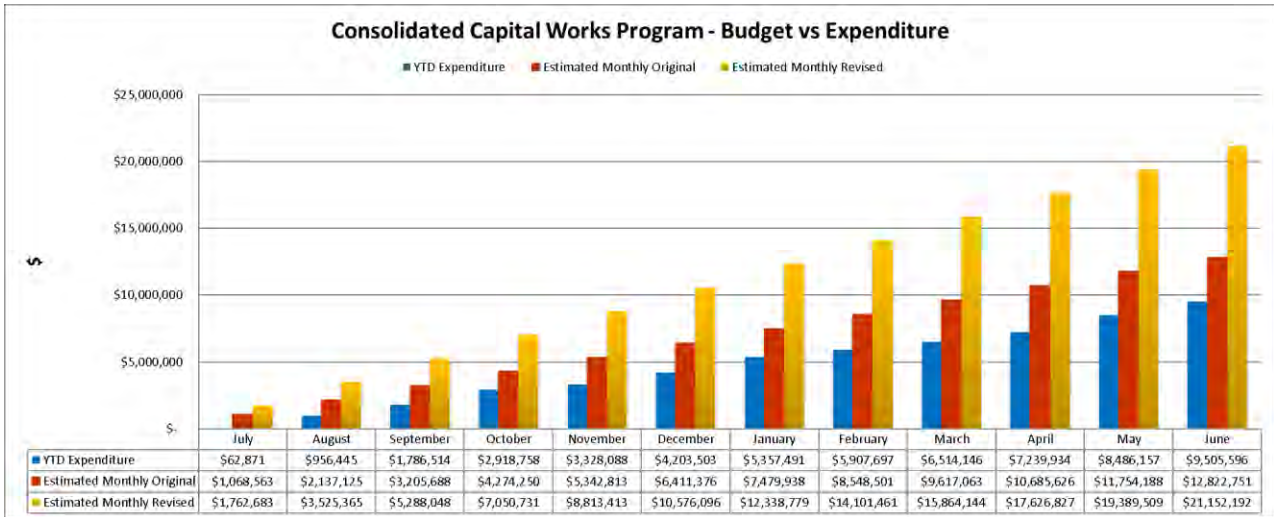
Sewer main replacements and sewer service replacements will be conducted as required.

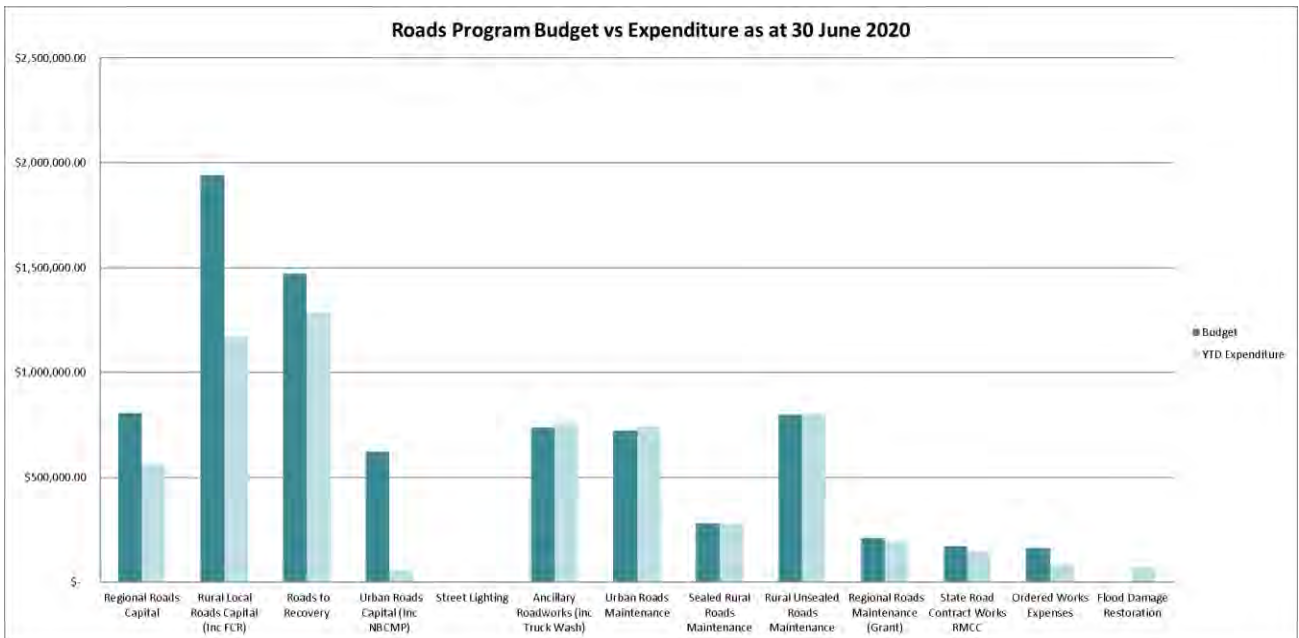
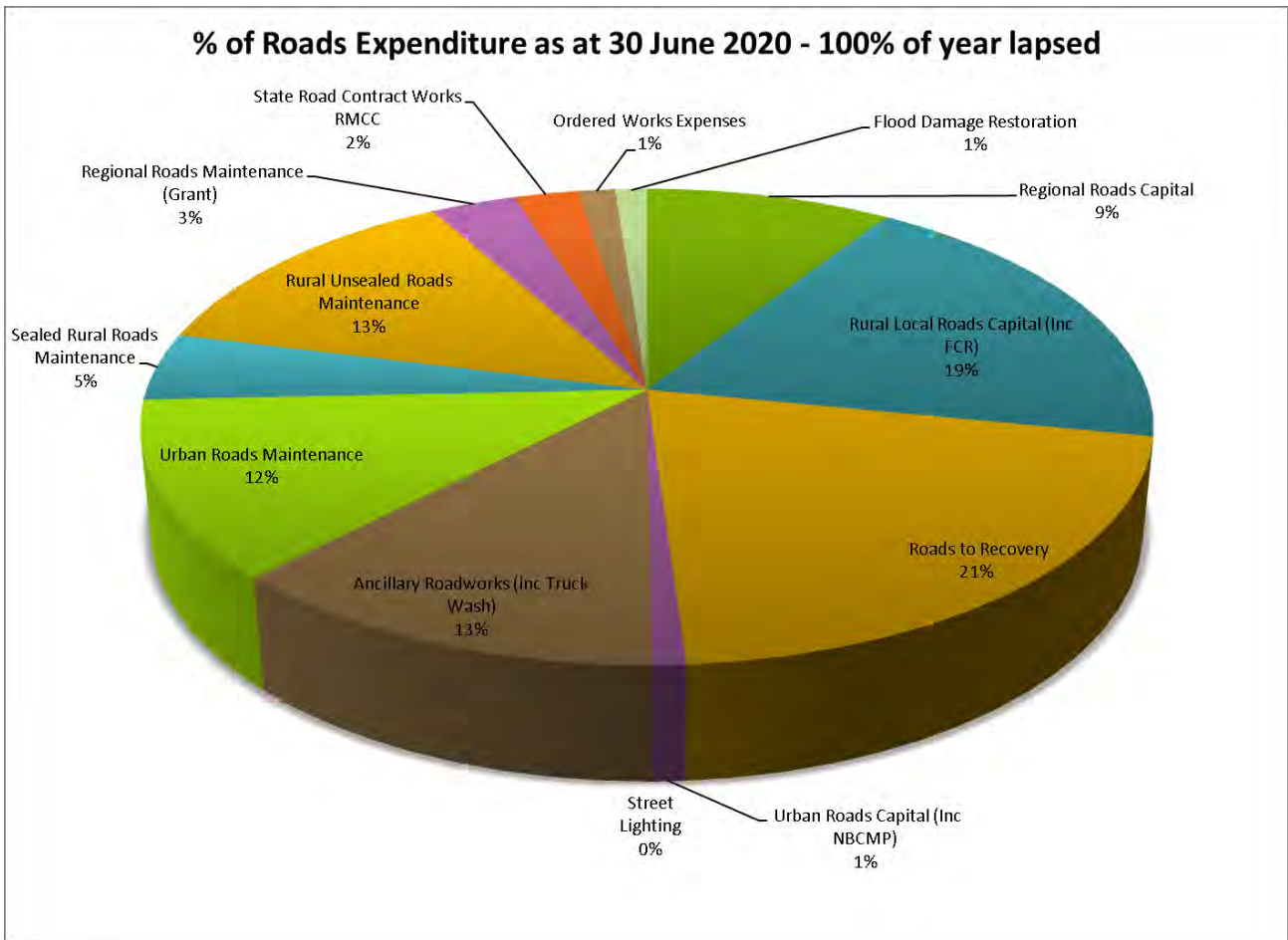
The Sewer Pump station 3 (SPS3) has been inspected with the replacement to be deferred.

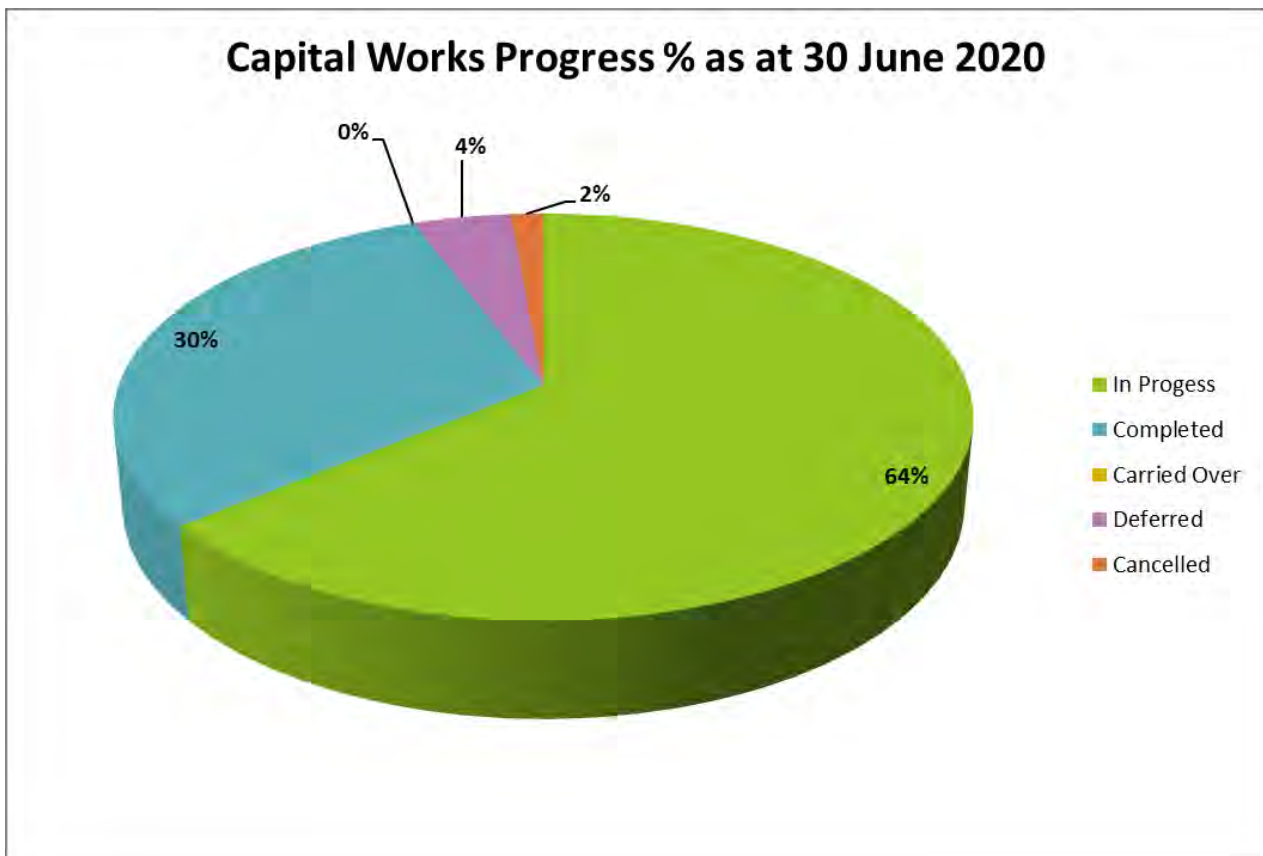
Flow meters for pump stations 2, 3 and 4 have been purchased with installation date to be confirmed.

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

Quotes have been received for Narrandera West Sewer Extension and are being 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 30 June 2020.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 30/06/2020

Capital Projects
Projects Not Capitalised
Cancelled
Deferred
Complete
Carryover
Unrealised Grants
Key Operational

100.00%

Project	Resp	Job Number	Status	Proposed Budget	Carryover	Other	Sept	Dec	Mar	Commitment	Budget	YTD Expenditure	Balance	%	Comments
1 TRIM EDMS	IT	4200-1001-0000	F	-	\$17,395.00						\$17,395.00	\$16,500.00	\$895.00	95%	Completed
2 Website revamp	CO	4400-1007-0000	CO	-	\$70,000.00						\$70,000.00	\$73,080.25	-\$3,080.25	104%	New website currently in test stage
3 Email Archiving, MS Office & Exchange Replacement	IT	4400-1015-0000	CO	-	\$62,595.00			\$17,000.00		\$10,825.00	\$79,595.00	\$60,217.50	\$19,377.50	76%	Completed- organising final payments
4 Council email archiving	IT	4400-1017-0000	C	-	\$17,000.00			-\$17,000.00			\$0.00	\$0.00	\$0.00	0%	Incorporated into above
5 Software Licencing	IT	4400-1019-0000	CO	10,000							\$10,000.00	\$3,280.00	\$6,720.00	33%	Reviewing Licenses and will purchase if required
6 Network Penetration Testing	IT	4400-1020-0000	CO	10,000							\$10,000.00	\$0.00	\$10,000.00	0%	Reviewed Quote and will organise for August
7 Replace Virtualising Hardware & Software	IT	4400-1021-0000	D	95,000					-\$95,000.00		\$0.00	\$0.00	\$0.00	#DIV/0!	Project transferred to next financial year due to supplier shortages and drop in Australian dollar.
8 Upgrade Phone System	IT	4400-1022-0000	F	60,000							\$60,000.00	\$54,300.15	\$5,699.85	91%	Project completed
9 Business Continuity Site	IT	4400-1023-0000	D	30,000					-\$30,000.00		\$0.00	\$0.00	\$0.00	#DIV/0!	Will be reviewed as part of the Virtualising upgrade
10 IT Review	IT	4400-1024-0000	CO	5,000							\$5,000.00	\$0.00	\$5,000.00	0%	Delayed due to other priorities
11 Photocopier Replacement	IT	4400-1025-0000	CO	15,000						\$5,518.00	\$15,000.00	\$0.00	\$15,000.00	0%	Replacement copiers ordered and awaiting delivery.
12 Pound - funds relocated for the heating of the dog pens.	MDE	5100-1001-0000	CO	6,000					\$3,000.00	\$422.90	\$9,000.00	\$8,386.51	\$613.49	90%	Project varied to repair heating pads in dog pens.
13 CCTV camera positioned outside Beta Electrical Store in East Street	IT	5200-1004-0000	CO	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	CO	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	CO	5,000							\$5,000.00	\$0.00	\$5,000.00	0%	Looking at upgrade/replacing entire system
16 Barellan RFS Station Amenities	MPA	5300-1005-0000	CO	60,000					\$37,750.00	\$56,009.09	\$97,750.00	\$9,799.66	\$87,950.34	10%	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		\$118,151.00				\$170,000.00	\$169,495.21	\$504.79	100%	RVM now operating on mains power. Operating hours change to enable longer access to the facility. Project completed
19 Narrandera Landfill New Cell	MDE	5600-1009-0000	F	40,000						\$24,438.91	\$40,000.00	\$106,173.12	-\$66,173.12	265%	Construction of Cell is complete. Fencing of new cell commenced.
20 Ndra Landfill Masterplan improvement works - possibility of grant funding in future	MDE	5600-1010-0000	CO	330,000							\$330,000.00	\$3,021.42	\$326,978.58	1%	Project scope being determined
21 Ndra 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	CO	-	\$3,639.00				\$38,000.00		\$41,639.00	\$19,766.63	\$21,872.37	47%	Order issued to succesful proposal to replaced broken penstock.
23 Narrandera West Drainage Improvements Construction for retention basin adjacent to Cemetery	MPA	5700-1005-0000	CO	-	\$41,753.00						\$41,753.00	\$11,785.85	\$29,967.15	28%	Soil investigation received. Currently working with the NABLC and crown lands. Need to lower watermain.
24 Siphon Retaining Wall Renewal	MPA	5700-1006-0000	F	28,560							\$28,560.00	\$17,879.80	\$10,680.20	100%	Retaining wall completed. Transfer balance to Larmer St flood mitigation works in March QBR.
25 Drainage Improvement Driscoll Rd Extension of existing stormwater opposite Patersons Road in Red Hill Industrial Estate.	MPA	5700-1007-0000	CO	75,000							\$75,000.00	\$8,823.00	\$66,177.00	12%	Site survey carried out to confirm earthworks and pipe sizes. Costs to be finalised
26 Narrandera Cemetery Improvements	OSR	0800-1004-0000	F	-	\$71,532.00						\$71,532.00	\$39,217.75	\$32,314.25	55%	Works completed.
27 Barellan Cemetery Entrance gate	OSR	0800-1005-0000	CO	-	\$8,000.00						\$8,000.00	\$0.00	\$8,000.00	0%	project to be carried over to 20/21 as there are insufficient funds to complete the project
28 Barellan Cemetery Furniture	OSR	0800-1008-0000	CO	2,800							\$2,800.00	\$2,671.00	\$129.00	95%	quotes received, furniture on order
29 GG Cemetery Furniture	OSR	0800-1009-0000	CO	5,000							\$5,000.00	\$1,166.00	\$3,834.00	23%	quotes received, furniture on order
30 Narrandera Library - Building of Youth Room	CDM	7700-1003-0000	F	-	\$223,779.00		-\$34,984.00				\$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	CO	29,696						\$1,273.76	\$29,696.00	\$15,701.57	\$13,994.43	53%	Purchasing is on track. Resource orders in process and supplier visit booked
32 Lake Talbot Pool Masterplan - Water Park Upgrade	MPA	7800-1005-0000	CO	1,898,500	\$30,007.00				\$350,000.00	\$3,625,839.45	\$2,278,507.00	\$779,548.86	\$1,498,958.14	34%	Contractor has commenced works on redevelopment - Works on Track
33 Lake Talbot Pool Replacement of Slides	MPA	7800-1010-0000	F	-	\$1,147,504.00						\$1,147,504.00	\$1,139,180.77	\$8,323.23	99%	Slides operational. Additional work to be undertaken - security monitoring work to be completed by mid June 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						\$455,338.00	\$438,871.55	\$16,466.45	96%	Change room completed, contractor to repair identified defects commencing 16 March. Remaining funds to be transferred to LT pool reserve
36 Barellan 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						\$41,898.00	\$155,000.00	\$99,807.06	\$55,192.94	64%	Contractor has commenced works - Works on Track
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				\$4,585.00		\$29,185.00	\$31,956.45	-\$2,771.45	109%	complete - overspend to be covered by Barellan playground savings and Ndra sportsground old kiosk.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 30/06/2020

Capital Projects
Projects Not Capitalised
Cancelled
Deferred
Complete
Carryover
Unrealised Grants
Key Operational

100.00%

Project	Resp	Job Number	Status	Proposed Budget	Carryover	Other	Sept	Dec	Mar	Commitment	Budget	YTD Expenditure	Balance	%	Comments
169 Community Hall Barellan	MPA	8301-1001-0000	CO	-	\$21,455.00				-\$13,305.00		\$3,150.00	\$4,409.86	-\$1,259.86	140%	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 reallocated in March QTR
170 Community Hall Grong Grong	MPA	9300-1019-0000	F	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 - B Twynam Street	MPA	9300-1020-0000	F	2,700					-\$2,600.00		\$100.00	\$28.37	\$71.63	28%	Property sold, works completed, funds to be reallocated in March QTR.
172 6 Victoria Square	MPA	9300-1021-0000	F	4,500					-\$4,500.00		\$0.00	\$0.00	\$0.00	#DIV/0!	Paint work completed. Booked to wrong account in error, journal to be created for March QTR.
173 4 Victoria Square	MPA	9300-1022-0000	F	6,000					\$10,000.00		\$16,000.00	\$12,904.21	\$3,095.79	81%	completed
174 Council Chambers upgrade of storage facility	MPA	9300-1010-0000	CO	9,000							\$9,000.00	\$879.80	\$8,120.20	10%	Clean up works are to be scheduled by Works Manager - works to be carried over
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%	Project deferred - remaining funding to be carried over.
176 Narrandera Museum	MPA	9300-1013-0000	CO	57,000							\$57,000.00	\$6,568.90	\$50,431.10	12%	Ext. painting and external stair works, Funds to be carried over. Funding received under Round 3 SCCF.
177 Upgrade Airport Cottage / Office	TAE	9300-1023-0000	CO								\$0.00	\$0.00			
178 Airport Design	TAE	9300-1024-0000	CO								\$0.00	\$0.00			
179 Airport Runway resealing & re-marking	TAE	9400-1010-0000	CO	410,000						\$79.40	\$410,000.00	\$7,994.55	\$402,005.45	2%	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 re	TAE	9400-1011-0000	F	10,000							\$10,000.00	\$9,264.96	\$735.04	93%	Project complete February 2020.
181 Light Vehicles	PWM	9500-1000-0000	CO	352,680							\$352,680.00	\$290,793.91	\$61,886.09	82%	7 vehicles delivered, 6 yet to order
182 Trucks & Trailers	PWM	9500-1001-0000	CO	722,000							\$722,000.00	\$294,721.75	\$427,278.25	41%	4 Vehicles delivered, 2 currently seeking quotes/tenders
183 Heavy Plant	PWM	9500-1002-0000	CO	373,700						\$10,269.00	\$373,700.00	\$220,770.54	\$152,929.46	59%	2 vehicle delivered, 1 seeking quotes and 3 yet to order
184 Other Plant Capital	PWM	9500-1003-0000	CO	20,000			\$15,801.00				\$35,801.00	\$25,859.17	\$9,941.83	72%	Ongoing
185 Water Main Replacements - Argyle, Riverine, Watermain, Mitchell Rising main valve pits	WSE	2900-1001-0000	F	-	\$128,503.00	-\$8,000.00					\$120,503.00	\$212,135.64	-\$91,632.64	176%	Completed
186 SCADA and Instrumentation upgrades (online chlorine analysers)	WSE	2900-1005-0000	CO	50,000	\$49,451.00						\$99,451.00	\$207.79	\$99,243.21	0%	Budget for purchase of software, purchase to be completed second half of year
187 Network Hydraulic Modelling Software	WSE	2900-1007-0000	F	-	\$38,510.00						\$38,510.00	\$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	-	\$55,204.00						\$55,204.00	\$36,217.47	\$18,986.53	66%	Works completed minor maintenance required
189 Flow meters on all inlet and outlets Reservoirs	WSE	2900-1022-0000	CO	-	\$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	F	-	\$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	CO	-	\$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	CO	-	\$20,000.00						\$20,000.00	\$865.36	\$19,134.64	4%	Preliminary investigations completed. Works to be scheduled.
194 Network Design and Planning review (reservoirs and zoning)	WSE	2900-1028-0000	CO	-	\$23,127.00						\$23,127.00	\$3,550.00	\$19,577.00	15%	Commenced in October and ongoing for remainder of the year
195 WTP filter/Upgrade design	WSE	2900-1038-0000	CO	-	\$76,625.00						\$76,625.00	\$27,007.27	\$49,617.73	35%	Finalisation of issues paper through IWCM
196 Non Return Valve Bore 4	WSE	2900-1042-0000	CO	-	\$2,500.00						\$2,500.00	\$9,823.31	-\$7,323.31	393%	To be completed in June 2020
197 North Zone Pressure Pump - low pressure issues	WSE	2900-1051-0000	CO	-	\$43,924.00						\$43,924.00	\$1,265.06	\$42,658.94	3%	Project quotes being considered for additional pump and control
198 Low Level Chlorinator	WSE	2900-1052-0000	CO	-	\$17,372.00					\$136.42	\$17,372.00	\$22,396.97	-\$5,024.97	129%	Project will be completed by Mid June 2020. Analysers have been bought, awaiting contractor availability to complete installation. Dalgetty St main replacement underway. Completion scheduled early July.
199 Water Main Replacements - Dalgetty & Audley	WSE	2900-1056-0000	CO	250,000						\$24,061.39	\$250,000.00	\$187,070.08	\$62,929.92	75%	
200 Hydrant and Valve replacements	WSE	2900-1057-0000	F	50,000							\$50,000.00	\$66,002.24	-\$16,002.24	132%	Complete
201 Bore 1 Motor Replacement	WSE	2900-1063-0000	CO								\$0.00				
202 Services Replacements	WSE	2900-1011-0000	CO	50,000							\$50,000.00	\$109,023.19	-\$59,023.19	218%	As required.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2019-20 - as at 30/06/2020

 Capital Projects	 Cancelled	 Complete	 Unrealised Grants	100.00%
 Projects Not Capitalised	 Deferred	 Carryover	 Key Operational	

Project	Resp	Job Number	Status	Proposed Budget	Carryover	Other	Sept	Dec	Mar	Commitment	Budget	YTD Expenditure	Balance	%	Comments
249 Treatment Works Expenses	WSE	3400-0006-0000	O	\$200,000.00						\$11,258.78	\$200,000.00	\$184,474.45	\$15,525.55	92%	On-going Operating Costs
250 Sewer Heating & Electricity	WSE	3300-0023-0000	O	\$90,000.00							\$90,000.00	\$197,810.88	-\$107,810.88	220%	On-going Operating Costs. Internal investigation to be undertaken.
251 Telemetry System Maintenance	WSE	3000-0040-0000	O	\$7,500.00							\$7,500.00	\$81.82	\$7,418.18	1%	On-going Operating Costs

Capital Expenditure as at 30 June 2020

	Sum of Proposed Budget	Sum of Other	Sum of Carryover	Sum of Sept	Sum of Dec	Sum of Mar	Sum of Budget	Sum of YTD Expenditure	Sum of Balance
Administration									
Information Technology	\$ 225,000.00		\$ 166,990.00		\$ -	\$ 125,000.00	\$ 266,990.00	\$ 207,377.90	\$ 59,612.10
Public Order & Safety									
Pound	\$ 6,000.00					\$ 3,000.00	\$ 9,000.00	\$ 8,386.51	\$ 613.49
Security Cameras	\$ 18,000.00		\$ 5,000.00				\$ 23,000.00	\$ -	\$ 23,000.00
Rural Fire Service	\$ 60,000.00					\$ 37,750.00	\$ 97,750.00	\$ 9,799.66	\$ 87,950.34
Environment									
Narrandera Landfill	\$ 390,000.00		\$ 66,146.00	\$ 113,151.00			\$ 569,297.00	\$ 278,689.75	\$ 290,607.25
Stormwater	\$ 103,560.00		\$ 45,392.00			\$ 38,000.00	\$ 186,952.00	\$ 58,255.28	\$ 128,696.72
Housing & Community Amenities									
Barellan Cemetery	\$ 2,800.00		\$ 8,000.00				\$ 10,800.00	\$ 2,671.00	\$ 8,129.00
Grong Grong Cemetery	\$ 5,000.00						\$ 5,000.00	\$ 1,166.00	\$ 3,834.00
Narrandera Cemetery	\$ -		\$ 71,532.00				\$ 71,532.00	\$ 39,217.75	\$ 32,314.25
Recreation & Culture									
Barellan Pool	\$ 159,000.00		\$ 4,200.00				\$ 163,200.00	\$ 106,307.87	\$ 56,892.13
Lake Talbot Pool	\$ 1,898,500.00		\$ 1,644,520.00			\$ 350,000.00	\$ 3,893,020.00	\$ 2,362,667.12	\$ 1,530,352.88
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	\$ 159,464.36	\$ 59,616.64
Marie Bashir Park	\$ 83,000.00		\$ 115,710.00				\$ 198,710.00	\$ 150,749.83	\$ 47,960.17
Narrandera Memorial Park	\$ 83,500.00		\$ 66,680.00				\$ 150,180.00	\$ 134,325.29	\$ 15,854.71
Narrandera Sports Stadium	\$ 5,000.00						\$ 5,000.00	\$ 4,354.00	\$ 646.00
Narrandera Sportsground	\$ 170,000.00		\$ 24,600.00		\$ 1,888,360.00	\$ 104,585.00	\$ 2,187,545.00	\$ 107,245.14	\$ 2,080,299.86
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			\$ 4,585.00	\$ 27,321.00	\$ 26,099.17	\$ 1,221.83
Economic Development					\$ 19,343.98		\$ 19,343.98	\$ 19,343.98	\$ -
Drought Community Funding	\$ -					\$ 1,000,000.00	\$ 1,000,000.00	\$ 44,982.13	\$ 955,017.87
Stronger Country Community Funding	\$ -					\$ 320,000.00	\$ 320,000.00	\$ 13,303.33	\$ 306,696.67
Playground on the Murrumbidgee	\$ -						\$ -	\$ 9,711.62	\$ 9,711.62
Transport & Communication									
Ancillary Roadworks	\$ 195,719.00		\$ 587,304.00	\$ 44,694.00		\$ -	\$ 738,329.00	\$ 763,453.45	\$ 25,124.45
Regional Roads	\$ 430,600.00		\$ 375,218.00				\$ 805,818.00	\$ 560,378.22	\$ 29,778.22
Roads to Recovery	\$ 997,362.00					\$ 472,682.00	\$ 1,470,044.00	\$ 1,282,091.92	\$ 28,758.80
Rural Roads	\$ 769,050.00		\$ 1,173,462.00				\$ 1,942,512.00	\$ 1,171,129.41	\$ 933,869.11
Urban Roads	\$ 2,113,984.00		\$ 196,669.00	\$ 1,668,109.00	\$ 19,343.98		\$ 623,200.02	\$ 56,255.39	\$ 750,833.86
Flood Damage	\$ -						\$ -	\$ 72,141.82	\$ 72,141.82
Playground on the Murrumbidgee	\$ 18,000.00						\$ 18,000.00	\$ 1,730.55	\$ 16,269.45
Economic Affairs									
Airport	\$ 420,000.00						\$ 420,000.00	\$ 17,259.51	\$ 402,740.49
Buildings	\$ 238,400.00		\$ 33,725.00		\$ 2,000.00	\$ 28,405.00	\$ 241,720.00	\$ 69,884.44	\$ 171,835.56
Plant	\$ 1,468,380.00			\$ 15,801.00			\$ 1,484,181.00	\$ 832,145.37	\$ 652,035.63
Tourist Park	\$ 20,000.00		\$ 18,209.00		\$ 20,000.00		\$ 18,209.00	\$ 2,685.44	\$ 15,523.56
Economic Development	\$ -		\$ 34,661.00				\$ 34,661.00	\$ 34,175.11	\$ 485.89
Water Supplies									
Water	\$ 1,475,000.00	\$ 80,000.00	\$ 542,298.00				\$ 2,097,298.00	\$ 725,104.15	\$ 1,372,193.85
Sewer Supplies									
Sewer	\$ 1,400,000.00	\$ 64,000.00	\$ 178,698.00				\$ 1,642,698.00	\$ 144,143.55	\$ 1,498,554.45
Grand Total	\$ 12,825,551.00	\$ 144,000.00	\$ 5,769,295.00	\$ 1,618,245.00	\$ 1,866,360.00	\$ 2,168,027.00	\$ 21,154,992.00	\$ 9,505,596.02	\$ 11,503,842.85

Key Operational as at 30 June 2020

Row Labels	Sum of Proposed Budget	Sum of Other	Sum of Carryover	Sum of Budget	Sum of Sept	Sum of Dec	Sum of Mar	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				\$ 147,147.83	\$ 14,406.17
Public Toilets	\$ 62,274.00			\$ 62,274.00				\$ 101,061.84	-\$ 38,787.84
Cemetery Expenses	\$ 114,603.00			\$ 114,603.00				\$ 139,652.01	-\$ 25,049.01
Recreation & Culture									
Sports Ground Expenses	\$ 230,943.00			\$ 230,943.00				\$ 166,694.21	\$ 64,248.79
Parks Expenses	\$ 554,270.00			\$ 554,270.00				\$ 451,864.28	\$ 102,405.72
Lawn Areas	\$ 22,750.00			\$ 22,750.00				\$ 44,634.05	-\$ 21,884.05
Lake Talbot Expenses	\$ 24,000.00			\$ 24,000.00				\$ 8,081.72	\$ 15,918.28
Sports Stadium Expenses	\$ 119,122.00			\$ 119,122.00				\$ 76,966.99	\$ 42,155.01
Street Scaping	\$ 17,000.00			\$ 17,000.00				\$ 14,887.10	\$ 2,112.90
Street Trees	\$ 196,500.00			\$ 196,500.00				\$ 214,461.66	-\$ 17,961.66
Transport & Communication									
Ordered Works	\$ 164,000.00			\$ 164,000.00				\$ 84,455.11	\$ 79,544.89
Regional Roads	\$ 210,000.00			\$ 210,000.00				\$ 195,218.32	\$ 14,781.68
State Roads	\$ 170,500.00			\$ 170,500.00				\$ 146,777.75	\$ 23,722.25
Urban Roads	\$ 723,500.00			\$ 723,500.00				\$ 743,815.95	-\$ 20,315.95
Sealed Rural Roads	\$ 281,700.00			\$ 281,700.00				\$ 281,937.97	-\$ 237.97
Unsealed Rural Roads	\$ 797,880.00			\$ 797,880.00				\$ 800,131.88	-\$ 2,251.88
Water Supplies									
Water	\$ 876,500.00			\$ 876,500.00				\$ 907,827.64	-\$ 31,327.64
Sewer Supplies									
Sewer	\$ 566,500.00			\$ 566,500.00				\$ 633,179.57	-\$ 66,679.57
Grand Total	\$ 5,293,596.00		\$ 2,350.00	\$ 5,295,946.00				\$ 5,158,795.88	\$ 137,150.12

20.3 JUNE STATEMENT OF INVESTMENTS

Document ID: 512927
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 of 30 June 2020.

PURPOSE

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

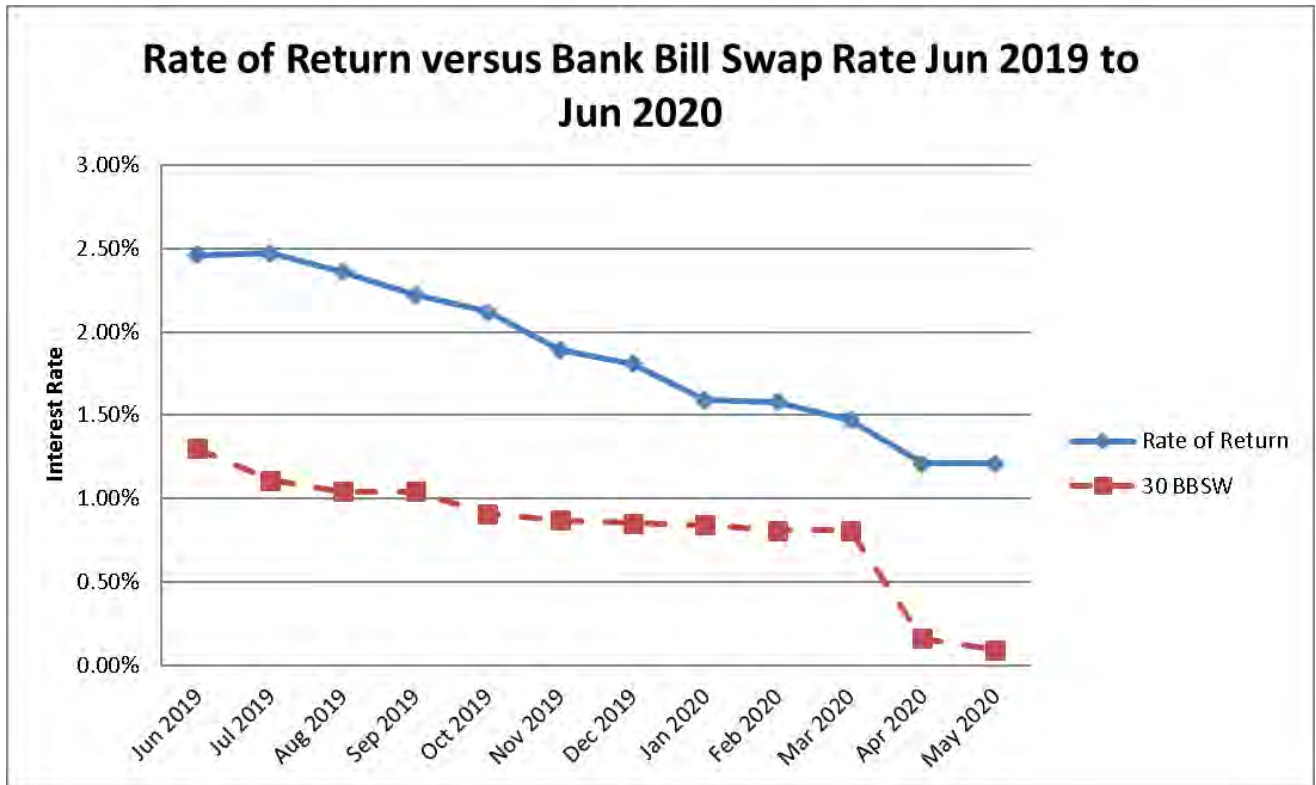
SUMMARY

Fund Balance (GL)	
GENERAL	19,517,136.68
WATER	8,008,038.49
SEWERAGE	944,224.31
TRUST	99,541.62
	<u>28,568,941.10</u>

BACKGROUND

Council Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments A to BBB-				
Elders Rural Bank	1,000,000.00	3.51%	1.45%	18 Nov 2020
Elders Rural Bank	1,000,000.00	3.51%	1.51%	18 Apr 2021
Elders Rural Bank	1,000,000.00	3.51%	1.25%	3 May 2021
Elders Rural Bank	1,000,000.00	3.51%	1.40%	26 May 2021
Bendigo Bank	1,000,000.00	3.51%	1.50%	24 Jul 2020
Bendigo Bank	750,000.00	2.63%	1.50%	11 Aug 2020
Bendigo Bank	1,000,000.00	3.51%	1.50%	19 Nov 2020
Bendigo Bank	1,000,000.00	3.51%	1.50%	3 Dec 2020
Direct Investments AA- to A	7,750,000.00	27.20%		

Direct Investments AAA to AA-				
NAB Cashmaximiser	1,969,399.48	6.92%	0.10%	30 Jun 2020
NAB	1,000,000.00	3.51%	1.53%	7 Aug 2020
NAB	750,000.00	2.63%	1.50%	14 Oct 2020
NAB	1,000,000.00	3.51%	1.41%	26 Oct 2020
NAB	1,000,000.00	3.51%	1.51%	4 Dec 2020
NAB	1,000,000.00	3.51%	1.33%	28 Dec 2020
NAB	1,000,000.00	3.51%	1.02%	23 Apr 2021
NAB	1,000,000.00	3.51%	1.00%	8 Jun 2021
St George	1,000,000.00	3.51%	1.63%	10 Jul 2020
St George	1,000,000.00	3.51%	1.70%	10 Sep 2020
St George	1,000,000.00	3.51%	1.40%	23 Nov 2020
St George	750,000.00	2.63%	1.25%	20 Jan 2021
St George	1,000,000.00	3.51%	1.48%	22 Feb 2021
St George	1,000,000.00	3.51%	1.48%	22 Feb 2021
St George	1,000,000.00	3.51%	1.27%	12 Mar 2021
St George	1,000,000.00	3.51%	1.15%	28 Mar 2021
St George	750,000.00	2.63%	1.12%	4 Jun 2021
Suncorp	500,000.00	1.76%	1.63%	13 Jul 2020
Suncorp	1,000,000.00	3.51%	1.47%	15 Sep 2020
Suncorp	1,000,000.00	3.51%	1.55%	18 Jan 2021
Westpac	1,000,000.00	3.51%	0.95%	26 May 2021
	20,719,399.48	72.73%		
Council Funds	28,469,399.48	100%		
Monthly Investment Performance				
Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
Jun 2019	24,673,011.70	2.46%	1.300%	1.16%
Jul 2019	24,573,234.96	2.47%	1.110%	1.36%
Aug 2019	24,373,396.59	2.36%	1.040%	1.32%
Sep 2019	23,803,509.00	2.22%	1.040%	1.18%
Oct 2019	22,803,634.26	2.12%	0.910%	1.21%
Nov 2019	23,303,764.93	1.89%	0.870%	1.02%
Dec 2019	23,553,884.71	1.81%	0.850%	0.96%
Jan 2020	23,553,974.21	1.59%	0.840%	0.75%
Feb 2020	23,954,044.65	1.58%	0.810%	0.77%
Mar 2020	25,204,172.57	1.47%	0.810%	0.66%
Apr 2020	25,204,242.60	1.21%	0.160%	1.05%
May 2020	27,549,312.61	1.21%	0.090%	1.12%
Jun 2020	28,469,399.48	1.21%	0.090%	1.12%
Trust Funds				
Banking Authority	Amount	%	Yield	Due Date
<i>Direct Investments AAA to AA-</i> 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	13.2%	Max 20%
Elders Rural Bank	BBB+	A2	\$ 4,000,000.00	14.0%	Max 20%
IMB	BBB	A2	\$ -	0.0%	Max 20%
NAB	AA-	A1+	\$ 8,786,890.54	30.8%	Max 35%
Suncorp	A+	A1	\$ 2,500,000.00	8.8%	Max 25%
StGeorge	AA	A1+	\$ 8,500,000.00	29.8%	Max 35%
Macquarie Bank	A-	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ -	0.0%	Max 35%
Westpac	AA	A1+	\$ 1,000,000.00	3.5%	Max 35%

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

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

ISSUES AND IMPLICATIONS

Policy

N/A

Financial

N/A

Legal / Statutory

Compliance with Clause 212 Local Government Regulation 2005

Community Engagement / Communication

N/A

Human Resources / Industrial Relations (if applicable)

N/A

RISKS

The Reserve bank has announced a further 0.25% reduction to the reference rate, reducing this from 0.75% to 0.50%. Potential exists for further reductions in the rate during 2020. This presents a risk to the return received on investments placed in 2019/20, an adjustment was made in the December 2019 budget review with no further changes required in the March budget review.

RECOMMENDATION

That Council:

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

20.4 JUNE STATEMENT OF RATES AND RECEIPTS

Document ID: 513341
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 30 June 2020.

RATES & CHARGES

Arrears as at 01.07.2019	657,495.63
19/20 Rate levies & supplementary levies (excl. postponed amounts)	7,971,925.91
	<u>8,629,421.54</u>
Less Pensioner rebates	208,581.26
NET BALANCE	<u>8,420,840.28</u>
Less receipts to 30.06.2020	7,679,239.96
	<u><u>741,600.32</u></u>

Actual % Rate Collection to Net Balance as at 30.06.2020 = 91.19%

Comparative % Collection to Net Balance as at 30.06.2019 = 91.74%

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	1,569,771.13
NET BALANCE	<u>1,797,150.24</u>
Less receipts to 30.06.20	1,573,634.65
	<u><u>223,515.59</u></u>

PURPOSE

The purpose of this report is to present the Statement of Rates and Receipts as at 30 June 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 30 June 2020.

20.5 JUNE STATEMENT OF BANK BALANCES

Document ID: 513518
Author: Costing Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the information contained in the Statement of Bank Balances report as at 30 June 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	1,625,328.23
Plus Receipt	2,437,228.95
Less Payments	3,479,761.28
Current Cashbook Balance	<u>582,796.50</u>
Statement Summary	
Opening Statement Balance	2,238,928.43
Plus Receipts	2,821,666.97
Less Payments	4,483,188.75
Current Statement Balance	<u>577,406.65</u>
Plus Unpresented Receipts	5,505.00
Less Unpresented Payments	115.15
Reconciliation Balance	<u>582,796.50</u>
GL BALANCE	<u>582,796.50</u>
Unpaid Creditors	74,723.26
Overdraft Limit arranged with Bank 01/01/1989	350,000.00

RECOMMENDATION

That Council:

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

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS**21.1 DETERMINATIONS - LOCAL GOVERNMENT REMUNERATION TRIBUNAL****Document ID: 514199****Author: Deputy General Manager Corporate and Community****Authoriser: General Manager****Theme: Statutory and Compulsory Reporting - Other****Attachments: Nil****RECOMMENDATION**

That Council:

1. Note the determinations of the Local Government Remuneration Tribunal effective 1 July 2020.
 - (a) Council's categorisation remains as General Purpose/Non-metropolitan/Rural
 - (b) Fees for Councillors & Mayors be unchanged for the year commencing 1 July 2020.

PURPOSE

The purpose of this report is to inform Council of the determinations made by the Local Government Remuneration Tribunal (the Tribunal) for the year commencing 1 July 2020.

SUMMARY

The Tribunal has made two determinations that will set the fees paid to the Mayor and Councillors for the year commencing 1 July 2020.

- Council's category for the purpose of setting fees will remain General Purpose – Non-Metropolitan – Rural.
- Fees for Councillors and Mayor will have no increase over the previous year.

BACKGROUND

The Tribunal makes an annual determination as to the minimum and maximum annual fee to be paid to Councillors and Mayor in each category of council. The Tribunal are also required to determine the categories of councils and mayoral offices at least once every three (3) years.

The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2017. In accordance with the Local Government Act 1993 (the Act) the Tribunal undertook a review of the categories and allocation of councils into each of those categories as part of its 2020 review. In determining categories the Tribunal is required to have regard for the matters prescribed in Section 240 of the Act.

In making its determination the Tribunal amended the criteria for categories and created new categories. Narrandera Shire Council was not impacted by these changes and remained categorised as General Purpose – Non-Metropolitan – Rural.

Councils categorised as Rural will typically have a residential population of less than 20,000. Other features may include: -

- One or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- A limited range of services, facilities and employment opportunities compared to Regional Rural councils
- Local economies based on agriculture/resource industries.

Fees for Narrandera Shire from 1 July 2020 were determined by the Tribunal as follows: -

Councillor Annual Fee		Mayor Additional Fee*	
Minimum	Maximum	Minimum	Maximum
\$9,190	\$12,160	\$9,780	\$26,530

*The fee paid to the Mayor is in addition to the fee paid as a Councillor.

Council had previously set it's fees as the maximum determined for the year commencing 1 July 2019. Therefore, there will be no increase for the coming year commencing 1 July 2020.

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

Council's budget provided for an incremental increase in Councillors fees for the coming year. This estimate will be revised at the first quarterly budget review.

Legal / Statutory

Compliance with the Local Government Act Section 241

Community Engagement / Communication

The Tribunals annual report and it's determinations are published on the Office of Local Government website.

Human Resources / Industrial Relations

N.A.

RISKS

Payment of fees within the parameters determined by the Tribunal is mandated by the Act. Non compliance is a breach of the legislation.

OPTIONS

- Council note the fee determined by the Tribunal resulting in the retention of the current fee for the coming year.
- Council resolve to adopt a new fee between the minimum and maximum range determined by the Tribunal.

CONCLUSION

Council note the fee determined by the Tribunal resulting in the retention of the current fee for the coming year.

RECOMMENDATION

That Council:

1. Note the determinations of the Local Government Remuneration Tribunal effective 1 July 2020.
 - (a) Council's categorisation remains as General Purpose/Non-metropolitan/Rural
 - (b) Fees for Councillors & Mayors be unchanged for the year commencing 1 July 2020.

PUBLIC MEETING CLOSES

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

22 CONFIDENTIAL BUSINESS PAPER REPORTS**RECOMMENDATION**

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

22.1 Economic Development Strategy at 7 July 2020

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

RETURN TO PUBLIC MEETING

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