



BUSINESS PAPER

Ordinary Council Meeting

18 January 2022

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

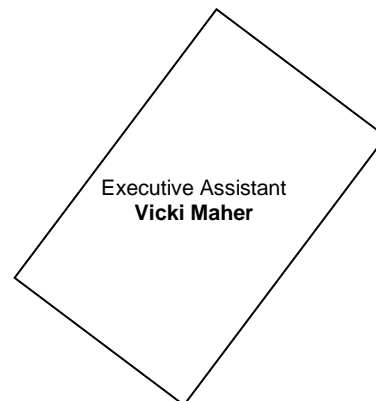
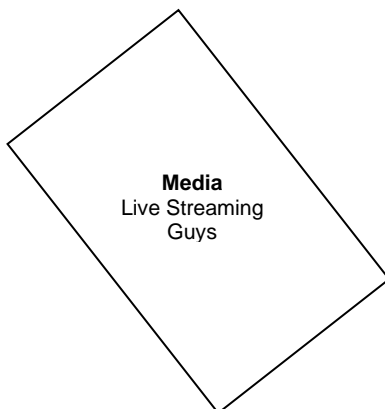
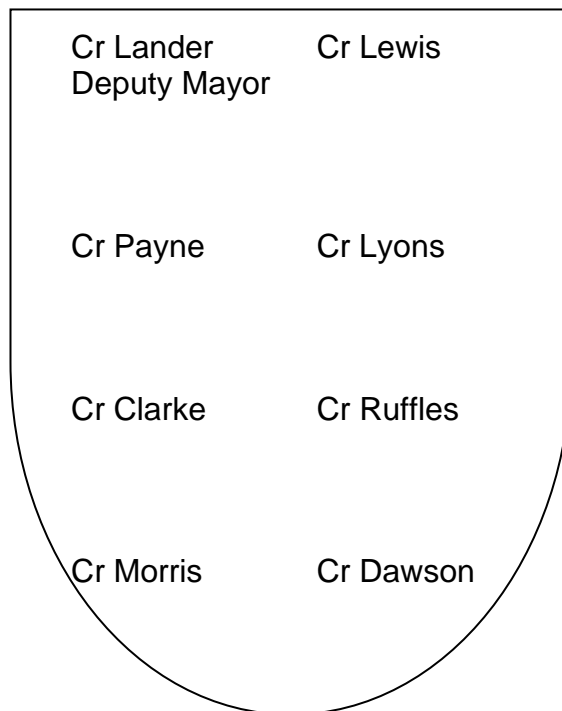
- 4.1 To have an improved and adequately maintained road network
- 4.2 To improve, maintain and value-add to our public and recreational infrastructure
- 4.3 To improve and enhance our water and sewer networks
- 4.4 To have a say when planning for new facilities or refurbishing existing facilities

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 18 January 2022 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 - 23 November 2021	
	Extraordinary Council Meeting - 5 January 2022	
8	Mayoral Report	34
8.1	Mayoral Report November, December 2021 / January 2022.....	34
9	Question with Notice	41
	Nil	
10	Notices of Rescission	41
	Nil	
11	Notices of Motion	41
	Nil	
12	Councillor Reports	41
	Nil	
13	Committee Reports	42
13.1	Audit, Risk and Improvement Committee - Minutes - 3 December 2021	42
13.2	Aboriginal Elders Liaison - Minutes - 30 November 2021	49
13.3	NHAG Narrandera Health Advisory Group - Minutes - 2 December 2021	55
13.4	Solar Farm Reference Group - Minutes - 18 November 2021	61
14	Our Community	65
14.1	Building Better Regions Fund 6	65
15	Our Environment	68
	Nil	
16	Our Economy	69
16.1	Narrungdera Earth Festival Match Funding	69
16.2	Narrandera Water Tower Art Project Match Funding	72
17	Our Infrastructure	74

17.1	COVID-19 Local Roads & Community Infrastructure – Phase 3.....	74
17.2	Tender T-21-22-02 Narrandera Destination & Discovery Hub	81
17.3	Tender T-21-22-03 Main Canal Pedestrian Bridge	85
18	Our Civic Leadership	89
18.1	Election of Delegates to External Organisations.....	89
19	Statutory and Compulsory Reporting – Development Services Reports	92
19.1	November & December 2021 Development Services Activities	92
20	Statutory and Compulsory Reporting – Financial / Audit Reports	97
20.1	December Statement of Bank Balances	97
20.2	November Statement of Rates and Receipts.....	99
20.3	November Statement of Investments.....	102
20.4	November Income Statement	106
20.5	November Capital Works Program	112
20.6	December Statement of Investments.....	136
20.7	December Income Statement	140
20.8	December Statement of Bank Balances	145
20.9	December Statement of Rates and Receipts.....	147
21	Statutory and Compulsory Reporting – Other Reports.....	150
21.1	Councillor Delegates to Section 355, Advisory and Management Committees.....	150
22	Confidential Business Paper Reports	159
	Nil	

- 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 - 23 November 2021

Extraordinary Council Meeting - 5 January 2022



MINUTES

Ordinary Council Meeting

23 November 2021

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 23 NOVEMBER 2021 AT 3PM**

The Mayor declared the Public Forum opened at 3pm and welcomed the Councillors, Staff, Members of the Gallery and those watching 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.

PUBLIC FORUM

Presentation

The Chair of the Garden Committee, Mr John Sullivan, presented the Narrandera Shire 2021 Garden Awards to those recipients who were able to attend. Award recipients not able to attend in person will receive certificates and prize vouchers via post. Mr Sullivan praised the high standard of the gardens in the Shire, and emphasised how important they are to help beautify our Shire's towns.

Speaker

One member of the community submitted an application to speak at the 23 November 2021 Public Forum on the items listed in the days Agenda:-

Mr Bob Manning – Spoke in person on Item 17.1 Playground on the Murrumbidgee - Change of Project Scope

The Mayor declared the Ordinary Council Meeting opened at **3.20pm**

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 Tracey Lewis, Cr Barbara Bryon

In Attendance

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

5 APOLOGIES

RESOLUTION 21/265

Moved: Cr David Fahey OAM

Seconded: Cr Tracey Lewis

That apologies from Cr Kevin Morris be received and accepted.

CARRIED

6 DECLARATIONS OF INTEREST

Cr Neville Kschenka declared a Pecuniary Non Significant Interest in this Item 16.2 under the Local Government Act as *Active Business Group Member - Business in East Street – Property in East Street* and will leave the meeting during discussion and voting.

Cr Neville Kschenka declared a Pecuniary Interest in this Item 18.5 under the Local Government Act as *Nominated as Delegate for Mayor* and will leave the meeting during discussion and voting.

Cr Neville Kschenka declared a Non Pecuniary Non Significant Interest in this Item 22.2.5 under the Local Government Act as *A close relationship with one of the Nominees* and will leave the meeting during discussion and voting.

7 CONFIRMATION OF MINUTES

RESOLUTION 21/266

Moved: Cr Narelle Payne
 Seconded: Cr Tracey Lewis

That the minutes of the Ordinary Council Meeting held on 19 October 2021 and the Extraordinary Council Meeting held on 3 November 2021 be confirmed.

CARRIED

8 MAYORAL REPORT

8.1 MAYORAL REPORT OCTOBER / NOVEMBER 2021

RESOLUTION 21/267

Moved: Cr Neville Kschenka
 Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Mayoral Report for October / November 2021.

CARRIED

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION

11.1 NOTICE OF MOTION - THANK YOU

RESOLUTION 21/268

Moved: Cr David Fahey OAM
 Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes Thank You by Deputy Mayor, Cr David Fahey.

CARRIED

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS**13.1 MINUTES - LOCAL EMERGENCY MANAGEMENT COMMITTEE - 12 OCTOBER 2021****RESOLUTION 21/269**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Receives and notes the Minutes of the Local Emergency Management Committee held on Tuesday 12 October 2021.

CARRIED**13.2 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) - 2 NOVEMBER 2021****RESOLUTION 21/270**

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council receives and notes the:

1. Minutes of the Economic Taskforce Committee meeting held **2 November** 2021.
2. Tourism Stimulus Projects (non-confidential) as at **November** 2021.
3. Economic Stimulus Projects (non-confidential) as at **November** 2021.
4. Economic Development Strategy (non-confidential) as at **November** 2021.

CARRIED**13.3 MINUTES - YOUTH ADVISORY COUNCIL - 8 NOVEMBER 2021****RESOLUTION 21/271**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 8 November 2021.

CARRIED

13.4 MINUTES - YOUTH ADVISORY COUNCIL - 11 OCTOBER 2021

RESOLUTION 21/272

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 11 October 2021.

CARRIED

13.5 MINUTES - RAILWAY STATION MANAGEMENT COMMITTEE - 9 NOVEMBER 2021

RESOLUTION 21/273

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Minutes of the Railway Station Management Committee held on Tuesday 9 November 2021.

CARRIED

13.6 MINUTES - PARKSIDE COTTAGE MUSEUM COMMITTEE - 4 NOVEMBER 2021

RESOLUTION 21/274

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Parkside Cottage Museum Committee held on Thursday 4 November 2021 with the amendment that Cr Lewis was not in attendance

at the meeting.

CARRIED

13.7 MINUTES - BETTERING BARELLAN COMMITTEE - 3 NOVEMBER 2021

RESOLUTION 21/275

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Minutes of the Bettering Barellan Committee held on Wednesday 3 November 2021.
2. Review of existing Terms of Reference and future direction of the Committee.
3. Resolve to change from their existing status as a 355 Committee to an Advisory Committee relinquishing all associated delegations.

CARRIED

13.8 MINUTES - GRONG GRONG COMMUNITY COMMITTEE - 10 NOVEMBER 2021

RESOLUTION 21/276

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Grong Grong Community Committee held on Wednesday 10 November 2021

CARRIED

13.9 MINUTES - AUSTRALIA DAY PLANNING COMMITTEE - 9 NOVEMBER 2021

RESOLUTION 21/277

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Committee held on Tuesday 9 November 2021.

CARRIED

Cr Lewis requested her vote be recorded as against the motion.

13.10 MINUTES - KOALA REGENERATION COMMITTEE - 3 NOVEMBER 2021

RESOLUTION 21/278

Moved: Cr Jenny Clarke OAM

Seconded: Cr Barbara Bryon

That Council:

1. Receives and notes the Minutes of the Koala Regeneration Committee held on Wednesday 3 November 2021.

CARRIED

13.11 MINUTES - KOALA REGENERATION COMMITTEE - 3 NOVEMBER 2021

RESOLUTION 21/279

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Minutes of the Koala Regeneration Committee held on Wednesday 3 November 2021.

CARRIED

14 OUR COMMUNITY

14.1 2021-2024 YOUTH STRATEGY ACTIONS QUARTERLY REVIEW - 30 SEPTEMBER 2021

RESOLUTION 21/280

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Endorses the 2021-2024 Youth Strategy Actions quarterly review dated 30 September 2021.

CARRIED

15 OUR ENVIRONMENT**15.1 NARRANDERA SHIRE COUNCIL 2020-2025 TREE AUDIT****RESOLUTION 21/281**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

1. Acknowledges the 2020-2025 Narrandera Shire Council Tree audit.
2. Adopts POL127 Tree Management Policy.
3. Formally adopts to purchase a digital based tree management program to assist with managing and documenting works in the field.
4. Ensures that appropriate resources, including budget, are allocated to address the tree maintenance requirements identified in the Narrandera Shire Council Tree Audit 2020-2025.

CARRIED

16 OUR ECONOMY**16.1 SALE OF LAND PROCEEDING WITH NEW BUYER****RESOLUTION 21/282**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Notes that the sale of part Lot 12 DP869904, proposed lot 71 Driscoll Road in the Red Hill Industrial Estate, is proceeding in accordance with Council's resolution 21/216 of 21 September 2021.

CARRIED

At 3.48pm, Cr Neville Kschenka, after earlier declaring an Interest in Item 16.2, vacated the Chambers and Deputy Mayor Cr David Fahey assumed the Mayoral Chair, during discussions and voting on the matter.

16.2 WAIVE FEES FOR STALLHOLDERS - CHRISTMAS PROMOTION**RESOLUTION 21/283**

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council:

1. Waives fees for stallholders on the occasion of the Special Christmas promotion on 4 December 2021.

CARRIED

At 3.49pm, Cr Neville Kschenka returned to the meeting, returning to the Mayoral Chair.

17 OUR INFRASTRUCTURE

17.1 PLAYGROUND ON THE MURRUMBIDGEE - CHANGE OF PROJECT SCOPE

RESOLUTION 21/284

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council:

1. Approves the reallocation of \$821,000 from the now cancelled Lattice Bridge Walk project to the alternate project, being Elevated Walk (Skywalk) and viewing platform, improved pedestrian access and lakeside deck.

CARRIED

Cr Bryon requested her vote be recorded as against the motion.

18 OUR CIVIC LEADERSHIP

18.1 PRESENTATION OF REDACTED 2020-2021 ANNUAL REPORT AND ATTACHMENTS

RESOLUTION 21/285

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Acknowledges that the attached 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, have been redacted to remove information that could be used as 'electoral matter' for the upcoming 4 December 2021 local government election – Circular 21-12 from the Office of Local Government makes the task of redacting some items of information a requirement.
2. Adopts the redacted version of the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, for the purpose of publishing the

reports to the community using Council's website and then provides the URL to the Office of Local Government.

3. Adopts the un-redacted version of the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, presented to Council during the briefing session.
4. Resolves to publish the documents in point three to the community following the 4 December 2021 local government election via council's website and provides the office of local government with an updated Url.

CARRIED

18.2 MODEL CODE OF CONDUCT COMPLAINTS STATISTICS - 1 SEPTEMBER 2020 TO 31 AUGUST 2021

RESOLUTION 21/286

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Notes the Model Code of Conduct complaints statistics for the reporting year 1 September 2020 to 31 August 2021.
2. Submits the statistical return as presented to the Office of Local Government by 31 December 2021.

CARRIED

18.3 2022-2023 BUDGET TIMELINE

RESOLUTION 21/287

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Receives and notes the information contained in the 2022-2023 Budget Timeline.

CARRIED

18.4 INTENTION TO ADVERTISE THE CLASSIFICATION OF LAND AS OPERATIONAL LAND

RESOLUTION 21/288

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Notes that the subdivision of part of the Landervale Road reserve has been registered with the 2,066 square metres of land now known as Lot 1 DP 1277925.
2. Notes the intention to remove the notation 'Public Road' from the Certificate of Title for Lot 1 DP 1277925.
3. Resolves to publicly advertise the intention of Council to classify Lot 1 DP 1277925 as Operational Land in accordance with Section 34 of the *Local Government Act* 1993 for no less than 28 days.
4. Notes that at the end of the 28-day exhibition period, a report will be prepared for consideration at the 18 January 2022 meeting.
5. Authorises the Mayor and the General Manager to sign any documentation relating to this matter.
6. Approves the placement of the Seal of Council on any documentation relating to this matter.

CARRIED

At 4.02pm, Cr Neville Kschenka, after earlier declaring an Interest in Item 18.5, vacated the Chambers and Deputy Mayor Cr David Fahey assumed the Mayoral Chair, during discussions and voting on the matter.

18.5 MAYORAL DELEGATIONS

RESOLUTION 21/289

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That Council:

1. Delegates to Mr Neville Kschenka the following roles during the period 4 December 2021 until 5 January 2022:
 - a. to be the leader of the Council and a leader in the local community.
 - b. to advance community cohesion and promote civic awareness.
 - c. to be the principal member and spokesperson of the governing body, including representing the views of the Council as to its local priorities.
 - d. to promote partnerships between the Council and key stakeholders.
 - e. to advise, consult with and provide strategic direction to the General Manager in relation to the implementation of the strategic plans and policies of the Council.

- f. in conjunction with the General Manager, to ensure adequate opportunities and mechanisms for engagement between the Council and the local community.
 - g. to carry out the civic and ceremonial functions of the Mayoral office, and
2. Continues to pay the equivalent of the Mayoral allowance to Mr Kschenka during this period.

CARRIED

At 4.03pm, Cr Neville Kschenka returned to the meeting, returning to the Mayoral Chair.

18.6 REVIEW OF YOUTH ADVISORY COUNCIL TERMS OF REFERENCE

RESOLUTION 21/290

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

The Council:

1. Receives and notes the recommended changes of the Narrandera Shire Youth Advisory Council Terms of Reference.
2. Progresses the recommended changes of the Narrandera Shire Youth Advisory Council Terms of Reference to the newly elected Council for consideration.

CARRIED

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 OCTOBER 2021 DEVELOPMENT SERVICES ACTIVITIES

RESOLUTION 21/291

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Development Services Activities Report for October 2021.

CARRIED

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS**20.1 OCTOBER INCOME STATEMENT****RESOLUTION 21/292**

Moved: Cr Narelle Payne
Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 October 2021.

CARRIED

20.2 OCTOBER STATEMENT OF INVESTMENTS**RESOLUTION 21/293**

Moved: Cr David Fahey OAM
Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the information contained in the Statement of Investments report as at 31 October 2021.
2. Approves the revised portfolio credit limits and amendment to Policy CS40 Investments.

CARRIED

20.3 OCTOBER STATEMENT OF BANK BALANCES**RESOLUTION 21/294**

Moved: Cr Narelle Payne
Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 October 2021.

CARRIED

20.4 OCTOBER STATEMENT OF RATES AND RECEIPTS**RESOLUTION 21/295**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 31 October 2021.

CARRIED

20.5 OCTOBER CAPITAL WORKS PROGRAM**RESOLUTION 21/296**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Capital Works report as of 31 October 2021.

CARRIED

20.6 SEPTEMBER 2021 QUARTERLY BUDGET REVIEW**RESOLUTION 21/297**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives, notes and adopts the information and variations contained in the September Quarterly Review.

CARRIED

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS**21.1 RESPONSE TO DRAFT GUIDELINES - RISK MANAGEMENT AND INTERNAL AUDIT FOR LOCAL COUNCILS IN NSW****RESOLUTION 21/298**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council

1. Adopts the attached response to Draft Guidelines – Risk Management and Internal Audit for Local Councils in NSW for submission to the Office of Local Government.

CARRIED

22 CONFIDENTIAL BUSINESS PAPER REPORTS**RESOLUTION 21/299**

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

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 Updates

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

22.2 Narrandera Shire Australia Day Awards 2022

This matter is considered to be confidential under Section 10A(2) - a 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 personnel matters concerning particular individuals (other than councillors).

CARRIED

22.1 ECONOMIC DEVELOPMENT UPDATES**RESOLUTION 21/300**

Moved: Cr David Fahey OAM

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Economic Development updates following the Economic Taskforce Committee meeting held **2 November** 2021:
 - a. Economic Stimulus Projects (confidential) as at **November** 2021.
 - b. Economic Development Strategy (confidential) as at **November** 2021.

CARRIED

At 4.31pm, Cr Neville Kschenka, after earlier declaring an Interest in Item 22.2 attachment 5, Resolution points 3 and 4, vacated the Chambers and Deputy Mayor Cr David Fahey assumed the Mayoral Chair, during discussions and voting on the matter.

22.2 NARRANDERA SHIRE AUSTRALIA DAY AWARDS 2022

RESOLUTION 21/301

Moved: Cr David Fahey OAM
Seconded: Cr Jenny Clarke OAM

That Council:

1. Receive and note the report for the 2022 Australia Day awards by the Australia Day Planning Committee.

CARRIED

RESOLUTION 21/302

Moved: Cr David Fahey OAM
Seconded: Cr Narelle Payne

2. Endorses the 2022 Australia Day award for Organisation of the Year.

CARRIED

RESOLUTION 21/303

Moved: Cr David Fahey OAM
Seconded: Cr Narelle Payne

3. Endorses the 2022 Australia Day award for Young Citizen of the Year.

CARRIED

RESOLUTION 21/304

Moved: Cr Barbara Bryon
Seconded: Cr Tracey Lewis

4. Endorses the 2022 Australia Day award for Senior Citizen of the Year.

CARRIED

RESOLUTION 21/305

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

5. Endorses the 2022 Australia Day award for joint Citizen of the Year.

CARRIED

RESOLUTION 21/306

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

6. Endorses the 2022 Australia Day award for joint Citizen of the Year.

CARRIED

At 4.32pm, Cr Neville Kschenka returned to the meeting, returning to the Mayoral Chair.

23 OPEN COUNCIL

RESOLUTION 21/307

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

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

CARRIED

The Meeting closed at 4.36pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 January 2022.

.....
GENERAL MANAGER

.....
CHAIRPERSON



MINUTES

Extraordinary Council Meeting

5 January 2022

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON WEDNESDAY, 5 JANUARY 2022 AT 2PM**

The Mayor declared the meeting opened at **2pm** and welcomed the Councillors, Staff, Members of the Gallery and those watching 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 Narelle Payne, Cr Jenny Clarke OAM, Cr Kevin Morris, Cr Tracey Lewis, Cr Sue Ruffles, Cr Braden Lyons, Cr Peter Dawson, Cr Cameron Lander

In Attendance

George Cowan (General Manager), Shane Wilson (Deputy General Manager Infrastructure), Vicki Maher (Executive Assistant), Amanda Collins (Minute Taker)

5 APOLOGIES

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC QUESTION TIME

No Public Question time

8 OUR CIVIC LEADERSHIP**8.1 COUNCILLOR OATH OR AFFIRMATION****RESOLUTION 22/001**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That:

1. Each Councillor in turn takes an Oath or makes an Affirmation of office before the General Manager in the prescribed form at this meeting.
2. A record be kept of the taking of an oath or the making of an affirmation

.CARRIED

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

At this point, time being 2.08pm, Mayor Neville Kschenka handed proceedings to the General Manager as Returning Officer and vacated the Mayoral Chair.

8.2 ELECTION OF MAYOR 2022

RESOLUTION 22/002

Moved: Cr Kevin Morris

Seconded: Cr Narelle Payne

That:

1. The election of Mayor be held for a term ending in September 2023.
2. Council chooses the method of voting, either Ordinary Ballot, Preferential Ballot, or by Open Voting.
 - Ordinary Ballot was chosen
3. The election be held in accordance with Schedule 7 Local Government (General) Regulation 2021.

CARRIED

The Returning Officer called for nominations for the position of Mayor.

After receiving, the Returning Officer declared Nominations Closed and advised that two (2) nominations were received from Cr Kschenka and Cr Clarke.

Names placed on Ballot Paper and nine (9) copies printed. The Returning Officer initialled the back of each paper before they were distributed to each Councillor for voting.

Councillors recorded their votes on the ballot papers which were then collected and tallied.

The Returning Officer declared Cr Kschenka elected to the position of Mayor 5/4.

Cr Kschenka assumed position in the Mayor Chair.

8.3 ELECTION OF DEPUTY MAYOR 2022

RESOLUTION 22/003

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

1. Determines that it will elect a Deputy Mayor for a term the same as the Mayoral term.

CARRIED

RESOLUTION 22/004

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

1. Chooses the method of voting, either Ordinary Ballot, Preferential Ballot, or by Open Voting.
 - Ordinary Ballot was chosen
2. Conducts the election in accordance with Schedule 7 Local Government General Regulation 2021.

CARRIED

The Returning Officer called for nominations for the position of Deputy Mayor.

After receiving, the Returning Officer declared Nominations Closed and advised that three (3) nomination were received from Cr Lewis, Cr Lander and Cr Clarke.

Round 1 - Names placed on Ballot Paper and nine (9) copies printed. The Returning Officer initialled the back of each paper before they were distributed to each Councillor for voting.

Councillors recorded their votes on the ballot papers which were then collected and tallied.

The Returning Officer disclosed the votes as Cr Lewis (4) Cr Lander (3) and Cr Clarke (2) consequently eliminating Cr Clarke and needing to conduct a revote for Cr Lewis and Cr Lander.

Round 2 - Names placed on Ballot Paper and nine (9) copies printed. The Returning Officer initialled the back of each paper before they were distributed to each Councillor for voting.

The Returning Officer declared Cr Lander elected to the position of Deputy Mayor 5/4.

Cr Lander assumed position in the Deputy Mayor Chair.

2022 Elected Mayor

Cr Neville Kschenka

2022 Elected Deputy Mayor

Cr Cameron Lander

At this point, time being 2.30pm, the Returning Officer handed proceedings to the Mayor to chair the remainder of the meeting.

8.4 DELEGATIONS TO THE MAYOR

RESOLUTION 22/005

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

1. In accordance with Section 377 of the NSW Local Government Act, 1993, approves the Delegations for the Mayor as contained in Attachment 1 – Draft Mayor Delegation of Authority.

CARRIED

8.5 DELEGATIONS TO THE GENERAL MANAGER

RESOLUTION 22/006

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. In accordance with Section 377 of the NSW Local Government Act, 1993 approves the Delegations for the General Manager, as contained in Attachment 1 – Instrument of Delegation,
2. Notes that in accordance with Section 378 of the NSW Local Government Act, 1993 the General Manager will subdelegate delegations to approved staff for the purposes of those staff carrying out Council's day to day responsibilities,
3. Delegates its functions as Local Control Authority under Sec 375 Biosecurity Act 2015, to the following:
 - a. Biosecurity Officer positions,
 - b. Manager Open Space and Recreation; and
 - c. All positions senior in the relevant Department, the Deputy General Manager Infrastructure and General Manager.

CARRIED

8.6 OPTION TO UNDERTAKE A COUNTBACK INSTEAD OF A BY-ELECTION TO FILL CASUAL VACANCIES

RESOLUTION 22/007

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

Council resolves that:

1. Any casual vacancy occurring during the eighteen (18) months following 4 December 2021 is to be filled by a countback of votes cast at the last election for that office utilising the provisions of Section 291A of the Local Government Act, 1993.
2. Should Council resolve (1) the General Manager is to notify the election manager of the ordinary election (NSW Electoral Commissioner) within seven (7) days of the resolution that a countback election is to be used to fill a casual vacancy.

CARRIED

8.7 ORGANISATION STRUCTURE

RESOLUTION 22/008

Moved: Cr Narelle Payne

Seconded: Cr Braden Lyons

That Council:

1. Redetermines the Organisation Structure as it is presently formatted.

CARRIED

8.8 POLICY REVIEW - COUNCILLOR EXPENSES & FACILITIES

RESOLUTION 22/009

Moved: Cr Tracey Lewis

Seconded: Cr Braden Lyons

That Council:

1. Adopts POL015 Councillor Expenses and Facilities Policy.

CARRIED

The Meeting closed at 2.38pm.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Narrandera Shire Council held on 18 January 2022.

.....
GENERAL MANAGER

.....
CHAIRPERSON

Unconfirmed

8 MAYORAL REPORT**8.1 MAYORAL REPORT NOVEMBER, DECEMBER 2021 / JANUARY 2022****Document ID:** 588628**Author:** Mayor**Theme:** Our Civic Leadership**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Receive and note the Mayoral Report for November, December 2021 / January 2022.

BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 23 November 2021, 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 (GM) George Cowan to discuss various matters.

Media Interviews

I have had numerous media interviews with Narrandera Argus, Triple M Wagga and Griffith, and ABC Radio over the past reporting period covering recent topics of interest, as well as our local Community Radio, 91.1 Spirit FM monthly segment.

NOVEMBER 2021**Thursday 18**

Together with GM George Cowan and Economic Development Manager Peter Dale, I joined the Solar Farm Reference Group meeting along with fellow group members. Unconfirmed minutes of the meeting are further presented to Council.

Friday 19

GM George Cowan and I joined the RAMJO Board meeting via Zoom. During the course of the meeting, the Board received presentations from David Farley on the Lake Mejum/Coolah proposal and dealt with end of year and term reports.

Friday 19

Our Federal Member for Farrer, Sussan Ley MP, visited Narrandera and inspected the new Clubhouse at the Sportsground. Joined by GM George Cowan and DGMI Shane Wilson, we then showed Ms Ley the plans for the upgrade of East Street, starting with Bolton Street.



Thursday 23

We hosted a visit by the NSW Grants Commission, represented by Chair Allan Baptist OAM, Deputy Chair Grant Gleeson, Commissioner Aileen MacDonald OAM and Commissioner Bruce Notley-Smith. while on their Regional Council tour. Together with Councillors Fahey, Lewis, Bryon, Clarke and Payne, GM George Cowan, DGMI Shane Wilson and DGMCC Martin Hiscox, we had an interesting meeting to discuss government grants and processes.



In the Public Forum held prior to the Council Meeting, winning recipients of the 2021 Garden Awards were presented with certificates and prizes from the NSC Parks & Gardens Committee Chair, John Sullivan, and myself. I would like to again congratulate the winners of the awards, and also all of the people in our Shire who take the time to beautify their gardens and surroundings.





Left to Right – Committee Chair John Sullivan; Mayor, John Sullivan with Sally Hyde; Shannon Cregan-Osbourne (on behalf of Friedrich & Michelle Scheffler); John Sullivan with Alisha Davies, John Sullivan with John Ryan; Mayor, John Sullivan with Marilyn Davies

I chaired the last Councillors’ Briefing Session and Ordinary Council Meeting for the 2016/21 Council Term. Unconfirmed minutes of the Council meeting are submitted for Council’s endorsement.

Following the conclusion of the meeting, Councillors, senior staff, and partners enjoyed the annual Christmas Dinner gathering.

Accompanied by GM George Cowan, I attended the Clontarf Awards held at the CRC Theatre. It is very pleasing to see the achievements of these young men and we are fortunate to have a strong Clontarf Foundation at Narrandera. I would like to offer my best wishes to John Ingram, who was a founding member of the Narrandera group and who has moved on and taken up a new position within the Clontarf Organisation. My congratulations also to Neville Bamblett, who takes over as the Academy Director, and to Gary Ingram, who commences in the Operations Officer role.

Friday 26

Together with GM George Cowan, DGMI Shane Wilson, and Works Manager Barry Heins, I joined a Zoom meeting with representatives from Transport for NSW (TfNSW) for continued discussion regarding the canal bridge and other locations of concern on Irrigation Way, Narrandera.

The opportunity was taken to fully explain Council’s concerns and expectations in relation to both the canal bridge and Karawatha Drive intersections to the relatively new TfNSW staff.

I have asked the GM to seek a meeting with the relevant Minister via the local member to allow us to pursue this issue.

Monday 29

Together with GM George Cowan, I joined the LGNSW Annual Conference online.

I attended the monthly Narrandera Business Group meeting. Council’s Economic Development Manager, Peter Dale, also attends these meetings.

Monday 29

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

DECEMBER 2021

Tuesday 7

After accepting the invitation from the Narrandera Public School, I was pleased to attend the students’ annual Award Presentations event and present an award from Council.

Steph Cooke MP was also in attendance to present some awards. It is great to see so many of our Shire’s youth doing very well in their schooling activities and reaching high standards.



Tuesday 7

I joined GM George Cowan, DGMI Shane Wilson, and Local Member for Cootamundra, Steph Cooke MP, for the announcement of successful grant applications for five Council projects. Successful projects in this round of the Stronger Country Communities Round 4 Grants were:

- Barellan Sportsground netball courts – finish off three courts
- Lake Talbot Pool – entrance to pool area
- Narrandera Walking Track – active hydration stations
- Narrandera Sports Stadium – lining of walls
- Narrandera Sportsground changeroom facility – women’s changerooms



Representatives from Narrandera Sports Stadium, Narrandera Basketball and Netball Associations, Barellan United Football & Netball Club, Narrandera walking group.

Wednesday 8

Together with Cr Kevin Morris and GM George Cowan, I enjoyed an evening at Barellan with local residents for the Turning on the Lights on the Community Christmas Tree. A BBQ was enjoyed by all and it was great to see the children having a fun time.

Thursday 9

Council's Economic Development Manager, Peter Dale, and I attended an Economic Development Networking event held in the Arts & Community Centre. This was a very interesting event and great to see so many local businesses involved. The networking event was sponsored by Riverina Murray Business (BEC) and supported by Narrandera Shire Council and the Narrandera Business Group.

Tuesday 14

After accepting an invitation from the Narrandera High School, I was pleased to attend the students' annual Award Presentations event and to present an award from Council. It is encouraging to see so many of our Shire's young people achieving well in their chosen subjects. I was pleased to hear that enrolments for Year 7 in 2022 have increased substantially.

**Thursday 16**

The General Manager and 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, usually on the Thursday following the monthly Council meeting.

JANUARY 2022



Wednesday 5

I chaired the first Councillors’ Briefing Session and Extraordinary Council Meeting for the 2021/24 Council Term. Unconfirmed minutes of the Council meeting are further submitted for Council’s endorsement.

Following the conclusion of the meeting, Councillors, senior staff, and partners, enjoyed the Election Dinner gathering.



Left to Right - Deputy Mayor Cameron Lander and Mayor Neville Kschenka



Left to Right - Councillors Kevin Morris, Jenny Clarke, Deputy Mayor Cameron Lander, Narelle Payne, Mayor Neville Kschenka, Tracey Lewis, Sue Ruffles, Braden Lyons and Peter Dawson

It is an honour to be re-elected as a Councillor and to be returned as Mayor for the next two years. I look forward to the many projects that are currently in progress being completed.

I extend my congratulations to returning and newly elected Councillors and to Cr Cameron Lander on being elected as Deputy Mayor.

Until next time, Mayor Kschenkva

RECOMMENDATION

That Council:

1. Receive and note the Mayoral Report for November, December 2021 / January 2022.

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION

Nil

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS**13.1 AUDIT, RISK AND IMPROVEMENT COMMITTEE - MINUTES - 3 DECEMBER 2021****Document ID: 591232****Author: Senior Customer Service Administration Officer****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Audit, Risk and Improvement Committee Minutes - 3 December 2021****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement Committee held on Friday 3 December 2021.

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON FRIDAY, 3 DECEMBER 2021 AT 9:30AM**

1 PRESENT

Chairperson John Batchelor, Cameron Lander, Gayle Murphy, Cr Narelle Payne, GM George Cowan, Observers GEM Craig Taylor, DGMCC Martin Hiscox, Minute Taker Mel Gilmour

Phil Swaffield of National Audit Group

Zooming in Danielle MacKenzie of Crowe Australasia, Michael Kharzoo of NSW Audit Office also Damian Ison of NSW Audit Office

2 APOLOGIES

Nil

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the minutes of the Audit, Risk and Improvement Committee held on 3 September 2021 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS

6.1 INVITATIONS TO EXTERNAL PARTIES ALSO PRESENTATION OF FINAL MANAGEMENT LETTER FROM NSW AUDIT OFFICE

COMMITTEE RESOLUTION

Moved: Chairperson John Batchelor

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Note that invitations have been extended to the NSW Audit Office, Crowe Australasia also the National Audits Group to contribute to the meeting for the purpose of providing updates, guidance, support and explanation of items contained within this agenda; and
2. Acknowledge the contents and recommendation from the Final Management Letter from the NSW Audit Office and if considered appropriate to do so by the Committee, that the single recommendation be placed into the Actions and Recommendations schedule for monitoring.
3. Seek written details of the full listing of assets currently recorded by the NSW Rural Fire Service as being under the control of Council including details of the following for each asset -
 - Purchase date
 - Purchase price
 - Written Down Value (WDV) as at 30th June 2021
 - Such listing of assets to include details of Red Fleet, pumps and fittings, and all other firefighting equipment including uniforms.

CARRIED

Danielle, Michael and Damian left the meeting at 10:14am.

6.2 INTERNAL AUDIT REPORT - BUDGET PROCESS

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Cr Narelle Payne

That the Audit, Risk and Improvement Committee:

1. Receive the Internal Audit report from the National Audits Group titled Budget Process; and
2. Acknowledge the recommendations within the report also the management responses to the recommendations; and
3. Enter recommendations 1A and 1C into the Monitoring of Internal Audit Recommendations and Actions document to monitor progress.

CARRIED

6.3 RESPONSE TO DRAFT GUIDELINES - RISK MANAGEMENT AND INTERNAL AUDIT FOR LOCAL COUNCILS IN NSW

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Cr Narelle Payne

That the Audit, Risk and Improvement Committee:

1. Supports the attached Council response to the Draft Guidelines – Risk Management and Internal Audit for Local Councils in NSW which was submitted to the Office of Local Government 26 November 2021; and
2. Supports the attached Audit, Risk and Improvement Committee response to the Draft Guidelines – Risk Management and Internal Audit for Local Councils in NSW which was submitted to the Office of Local Government 26 November 2021.

CARRIED

6.4 GENERAL MANAGERS REPORT TO THE AUDIT, RISK AND IMPROVEMENT COMMITTEE

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Mr Cameron Lander

That the Audit, Risk and Improvement Committee:

1. Note the contents of the report from the General Manager.

CARRIED

6.5 MONITORING OF AUDIT RECOMMENDATIONS AND ACTIONS

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Mr Cameron Lander

That the Audit, Risk and Improvement Committee:

1. Review and support the comments against each line item in the attached Audit Recommendations and Actions document; and
2. Where the line item has been completed or no further action is required the line item be removed from the document.

CARRIED

6.6 ENTERPRISE RISK REGISTER

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Mr Cameron Lander

That the Audit, Risk and Improvement Committee:

1. Acknowledge the single new risk listed within Council's Enterprise Risk Register as presented.

CARRIED

6.7 LEGISLATIVE COMPLIANCE REGISTER

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Cr Narelle Payne

That the Audit, Risk and Improvement Committee:

1. Acknowledge the contents of the Legislative Compliance Register as presented.

CARRIED

6.8 FINANCIAL BALANCE OF INTERNAL AUDIT FUNCTION

COMMITTEE RESOLUTION

Moved: Cr Narelle Payne

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Acknowledge that on 10 November 2021 the Internal Audit function has an unexpended financial balance of \$39,993.69.

CARRIED

6.9 MEETING DATES FOR THE 2022 CALENDAR YEAR

COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Cr Narelle Payne

That the Audit, Risk and Improvement Committee:

1. Endorse the 2022 calendar year meeting dates as detailed below;
Wednesday 2 March 2022 – Ordinary meeting,
Wednesday 6 July 2022 – Ordinary meeting,
Wednesday 3 August 2022 – Extra Ordinary meeting (however this will be determined by the 2021-2022 Audit Schedule),
Wednesday 7 September 2022 – Ordinary meeting (however this will be determined by the 2021-2022 Audit Schedule),
Wednesday 23 November 2022 – Ordinary meeting.

CARRIED

7 NEXT MEETING

Wednesday 2 March 2022, 10am Council Chambers

8 MEETING CLOSE

The Meeting closed at 11:33am.

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

.....
CHAIRPERSON

13.2 ABORIGINAL ELDERS LIAISON - MINUTES - 30 NOVEMBER 2021

Document ID: 590245

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Aboriginal Elders Liaison Minutes - 30 November 2021

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Aboriginal Elders Liaison held on Tuesday 30 November 2021.



MINUTES

Aboriginal Elders Liaison Meeting

30 November 2021

UNCONFIRMED

**MINUTES OF NARRANDERA SHIRE COUNCIL
ABORIGINAL ELDERS LIAISON MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 30 NOVEMBER 2021 AT 12PM FOR 12.30PM**

Meeting commenced at 12.46pm

MINUTE OF SILENCE

Elder Hank Lyons led the group in a minutes silence to respect members of the indigenous community who had passed since the last meeting.

WELCOME TO COUNTRY

Welcome to Country by Elder Joy Ingram

ACKNOWLEDGEMENT OF COUNTRY BY CR TRACEY LEWIS

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.

1 PRESENT

Mayor Neville Kschenka (Via Zoom), Cr Tracey Lewis, Elder Cherry Johnson, Elder Colleen Ingram, Elder Joy Ingram, Elder Hank Lyons, Elder Jean Galluzzo

In Attendance

GM George Cowan, DGMI Shane Wilson, MCS Stacie Mohr, CLO Suz Litchfield

Observers

Rosie Powell, Vivian Christian

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Elder Hank Lyons

Seconded: Elder Colleen Ingram

That apologies from Elder Beverly Williams, Elder Brenda Poole, Elder Clem Christian, Elder David Ivanoff, Elder Dean Ingram, Elder Dexter Briggs, Elder Jennifer Johnson, Elder Marion Lyons, Elder Michael Lyons, Elder Natalie Bright, Elder Phillip Higgins, Elder Raylene Williams, Elder Robert Carroll, Elder Ronny Williams, Elder Tommy Lyons and Elder Tracey Prior be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

CONFIRMED

That the minutes of the Aboriginal Elders Liaison Meeting held on 10 May 2021 be confirmed.

5 REPORTS

5.1 UPDATES ON PREVIOUS MATTERS

COMMITTEE RESOLUTION

Moved: Elder Cherry Johnson

Seconded: Elder Colleen Ingram

That the AEL Group:

1. Receive and discuss the Updates on Previous Matters listing.
2. Request Narrandera Shire Council to make representation to the State Lands Council regarding the lack of a response from NALC.

CARRIED

Corroboree

Event to be re-assessed after COVID restrictions are lifted

Aboriginal Logo (Lizard) for Town Signs within the Shire

At the next AELC meeting present the exact image of the lizard wished to be placed on town signs. To be presented to Council.

NAIDOC Week July 2021

Plans of any variations to the event need to be provided before 31st of December to Suz Litchfield. Event to occur before 31st March to secure funding available.

Narrungdera Earth Festival

Update to follow with item 5.2

5.2 NARRUNGDERA EARTH FESTIVAL EVENT COORDINATOR

COMMITTEE RESOLUTION

Moved: Elder Joy Ingram

Seconded: Elder Hank Lyons

That the AEL Group note:

1. Narrandera Shire Council has engaged a local Wiradjuri event coordinator for the Narrungdera Earth Festival project. The event coordinator will liaise with the local Wiradjuri community, organise workshops and will be responsible for planning the festival in conjunction with Council's Tourism and Economic Development Coordinator and Event and Visitor Services Team Leader.
2. Prickly Lizard Events owned by Rosie Powell and Angela Galluzzo submitted the successful expression of interest.
3. Rosie will be attending the November AELM to discuss the Earth Festival with the Elders.
4. In the event that someone from community isn't available for an event/workshop during the event that someone from Wiradjuri able to assist.

CARRIED

5.3 COMMUNITY CONSULTATION FOR COMMUNITY STRATEGIC PLAN

COMMITTEE RESOLUTION

Moved: Elder Hank Lyons

Seconded: Elder Jean Galluzzo

The AEL Group:

1. Complete the survey and provide recommendations to Council to be included in the community consultation for the review of Council's strategic documents, including the Community Strategic Plan and the Disability Inclusion Action Plan.

CARRIED

5.4 WIRADJURI HONOUR WALL PLAN AND WORDING

COMMITTEE RESOLUTION

Moved: Elder Hank Lyons

Seconded: Elder Colleen Ingram

That the AEL Group:

1. Endorse the layout provided of Wiradjuri Wall plans and wording and,
2. Support the public consultation of the proposed project

DGMI Shane Wilson sought clarification on placement of etched photos –

- Etching of photos to be placed above the text.
- Proof to be provided before work completed.
- Three plaques. Images to be provided to Council to have works started following the broader community consultation.

GM George Cowan requested a photo of Tiger's (Thomas Lyons SNR) medals to ensure the wording is correct to be placed on the wall

DGMI Shane Wilson confirmed with Elders that the existing wall has no significance and is okay to be demolished in preparation for works to commence early in the new year.

CARRIED

Additional Proposed Items to be Included

Plants - grass trees, kangaroo paw

6 GENERAL BUSINESS

Nil

7 NEXT MEETING

TBC - Monday 31 January 2022 – 12pm for 12.30pm – EOC or Chambers

8 MEETING CLOSE

Meeting Closed at 2.28pm

**13.3 NHAG NARRANDERA HEALTH ADVISORY GROUP - MINUTES - 2
DECEMBER 2021**

Document ID: 590244

Author: Executive Assistant

Authoriser: General Manager

**Attachments: 1. NHAG Narrandera Health Advisory Group Minutes - 2
December 2021**

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the NHAG Narrandera Health Advisory Group held on Thursday 2 December 2021.



MINUTES

NHAG Narrandera Health Advisory Group Meeting

2 December 2021

**MINUTES OF NARRANDERA SHIRE COUNCIL
NHAG NARRANDERA HEALTH ADVISORY GROUP MEETING
HELD VIA ZOOM
ON THURSDAY, 2 DECEMBER 2021 AT 3.30PM**

At the request of the Mayor, EDM Peter Dale assumed the Chair

1 PRESENT

Chairperson EDM Peter Dale, Mayor Neville Kschenka, Steph Cooke MP, Cr Jenny Clarke OAM, GM George Cowan, CSM Stacie Mohr, Ms Karen Absolom, Mr John Reid, Ms Julie Redway, Ms Vicki Hopper, Briannah Griffin (Office of Steph Cooke MP)

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mayor Neville Kschenka

Seconded: Ms Julie Redway

That apologies from Cr Tracey Lewis, CDM Sue Killham, Dr Jonathon Ho, Ms Amanda Simpson, Ms Jill Ludford, Ms Vivian Christian and Mr Lindel Carey be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Item 5.2 - Note that the correct name for the Program is Murrumbidgee Rural Generalist Training Pathway.

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Ms Julie Redway

Seconded: Mayor Neville Kschenka

That the minutes of the NHAG Narrandera Health Advisory Group Meeting held on 5 March 2020 be confirmed.

CARRIED

5 REPORTS

5.1 NARRANDERA HEALTH ADVISORY GROUP REPORT-UPDATE

DISCUSSION

That the Health Advisory Group considers the various matters raised in this report.

The Chairman invited members to discuss the various matters identified in the report as follows:

1. Availability of Vaccines and Testing in Narrandera

Satisfactory vaccination outcomes have been achieved in Narrandera Shire despite early difficulties with supply of the Pfizer Vaccine and this is consistent with other rural areas.

COMMITTEE RESOLUTION

Moved: GM George Cowan

Seconded: CSM Stacie Mohr

That:

1. Murrumbidgee Local Health District, the PHN, Member for Cootamundra Stephanie Cooke MP and the Mayor be thanked for their efforts in achieving satisfactory vaccination outcomes in Narrandera Shire, and
2. The advices of Karen Absolom, Julie Redway and John Reid about the vaccination program be received and noted.

CARRIED

At 4pm, Cr Jenny Clarke OAM left the meeting.

5.2 DIALYSIS SERVICES FOR NARRANDERA PATIENTS

DISCUSSION

Problems were outlined relating to the transportation to Wagga Wagga and Griffith of elderly patients several times a week for dialysis treatment as no service is available in Narrandera. The feasibility of establishing a service in Narrandera needs to be investigated.

COMMITTEE RESOLUTION

Moved: Mr John Reid

Seconded: GM George Cowan

That:

1. The General Manager Mr George Cowan and Mayor of the Day, together with Local Member Stephanie Cooke MP, make representation to the Minister for Health for provision of a Dialysis Service in Narrandera.

2. Alternative solutions for better transportation of patients, including funding, be researched and further considered at next meeting of NHAG.

CARRIED

At this point, CSM Stacie Mohr left the meeting.

5.3 MLHD DECISION TO APPOINT AN ABORIGINAL MALE HEALTH WORKER FOR NARRANDERA

DISCUSSION

Karen Absolom advised the meeting that an Aboriginal male health worker had been appointed some time ago but had only remained in the position for a short time. Adverts are currently being placed for a replacement. However there is a current liaison officer and a female Aboriginal Health Worker currently in place.

COMMITTEE RESOLUTION

Moved: Ms Karen Absolom
Seconded: Mr John Reid

That the advice from Karen Absolom be received and noted.

CARRIED

5.4 ACCOMMODATION FOR ALLIED HEALTH PROFESSIONALS IN NARRANDERA

DISCUSSION

Karen Absolom advised that a grant of \$300,000 had been received to upgrade bathroom facilities at staff accommodation adjacent to Narrandera Hospital. Work is expected to commence in the new year. Accommodation at the staff facility is fully occupied with 10 rooms downstairs and 3 upstairs,

COMMITTEE RESOLUTION

Moved: Ms Karen Absolom
Seconded: Mayor Neville Kschenka

That the advice from Karen Absolom on improvements to the staff accommodation be received and noted.

CARRIED

4.5 STATUS AND ACHIEVEMENTS IN THE MURRUMBIDGEE RURAL GENERALIST TRAINING PATHWAY

DISCUSSION

Karen Absolom undertook to provide members with an update on any appointments made under this training pathway. She further advised of a continuing GP shortage at the local practice also at the hospital with locums being constantly sought. Also a shortage of nurses across the MLHD.

COMMITTEE RESOLUTION

Moved: Mayor Neville Kschenka

Seconded: Ms Julie Redway

The advice from Karen Absolom be received and noted.

CARRIED

6 GENERAL BUSINESS

There were no additional items of General Business

7 NEXT MEETING

Friday 4 March 2022 - 3.30pm - ZOOM

8 MEETING CLOSE

There being no further business, the Chairman thanked those attending and closed the meeting.

Meeting Closed at 4.50pm

13.4 SOLAR FARM REFERENCE GROUP - MINUTES - 18 NOVEMBER 2021

Document ID: 593396

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Solar Farm Reference Group Minutes - 18 November 2021

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Solar Farm Reference Group held on Thursday 18 November 2021.



MINUTES

Solar Farm Reference Group Meeting

18 November 2021

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
SOLAR FARM REFERENCE GROUP MEETING
HELD AT THE COUNCIL CHAMBERS
ON THURSDAY, 18 NOVEMBER 2021 AT 4.30PM**

The Mayor opened the meeting and welcomed the project team from BEON Energy Solutions, the EPC building the Avonlie Solar farm.

1 PRESENT

Chairperson - Mayor Neville Kschenka, Cr Tracey Lewis, GM George Cowan, EDM Peter Dale, Mr Andrew Pellow, Mr Cameron Lander, Ms Gabrielle Walsh, Mr Geoff Reardon, Ms Jacqui Walsh, Mr John Foster, Ms Josie Marks, Mr Geoff Reardon, Shane Wilson

In Attendance

Representatives from Beon Energy:- Gregory Benvenuti - Senior Project Manager, Kirsten Lee - Compliance and Sustainability Lead, Oana Cochrane - Employment and Training, Justin Coburn - Community and Stakeholder Engagement Manager, Mark Whitehouse - Construction Manager

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Ms Josie Marks

Seconded: EDM Peter Dale

That apologies from Ms Bianca Barnes and Mr Michael Douglass be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

N/A

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

HELD OVER FOR NEXT MEETING

That the minutes of the Solar Farm Reference Group Meeting held on 6 May 2020 be held over to confirm at the next meeting.

5 REPORTS

The Mayor invited Justin Coburn to commence his PowerPoint presentation.

The presentation outlined the experience of Beon in building solar farms and explained the various stages of construction and various workforce needs for the Avonlie Solar farm.

At the conclusion of the presentation there was a short question and answer session.

A copy of the presentation will be forwarded to all members of the Solar Farm Reference Group.

5.1 MEETING WITH BEON ENERGY REPRESENTATIVE(S)

COMMITTEE RESOLUTION

Moved: Chairperson - Mayor Neville Kschenka

Seconded: EDM Peter Dale

That:

1. The Solar Farm Reference Group consider a presentation by representative(s) from Beon Energy, the EPC for Iberdrola, new owners of the Avonlie Solar Farm Project.

CARRIED

6 GENERAL BUSINESS

Nil

7 NEXT MEETING

To be decided

8 MEETING CLOSE

Meeting Closed at 5.30pm

14 OUR COMMUNITY

14.1 BUILDING BETTER REGIONS FUND 6

Document ID: 592027

Author: Deputy General Manager Infrastructure

Authoriser: Deputy General Manager Infrastructure

Theme: Our Community

Attachments: Nil

RECOMMENDATION

That Council:

1. Submits grant applications for the Lake Talbot Tourist Park Powered Sites Upgrades and Narrandera - Power to Save project under the Building Better Regions Fund Round 6 programme.
2. Supports the preparation and lodgement of applications relating to the AAPA project and the upgrade of the Narrandera Business Centre and the deepening of Lake Talbot, to be submitted in a future eligible grant programme.

PURPOSE

The purpose of this report is to allow Council to consider appropriate projects for inclusion in submissions for the BBR grant program.

SUMMARY

The Federal Government has announced the establishment of a further round of the Building Better Regions Grant program. The Round 6 has two streams being the:

- Infrastructure Projects Stream: supports projects that involve construction of new infrastructure, or the upgrade or extension of existing infrastructure, and
- The Community Investments Stream: funds community development activities including, but not limited to, new or expanded local events, strategic regional plans, leadership and capability building activities.

The grant opened on 13 December 2021 and closes on 10 February 2022. This grant program will cover up to 50 per cent of total eligible project costs.

It is recommended that Council submits the two previous applications, being the Lake Talbot Tourist Park Powered Sites Upgrades \$637,806 (50% Grant) and Narrandera Shire Council Climate Action Strategy Infrastructure \$1,200,000 (50% Grant).

BACKGROUND

Over recent years, Council has lodged a number of applications for funding under the Building Better Regions grant program with mixed results.

Two applications were submitted in Round 5 of the program: further redevelopment of the Lake Talbot Caravan Park and installation of energy cost saving upgrades of Council facilities; with both being unsuccessful. Council sought feedback about the unsuccessful

application: being detailed alignment with the program's expected outcomes, independent analysis/support wherever possible; identifying the specific regional benefits in detail; and, third-party support letters rather than generic letters.

Council resolved at the May 2021 Ordinary meeting to:

Supports the preparation and lodgement of applications relating to the AAPA project, the upgrade of the Narrandera Business Centre and the deepening of Lake Talbot, for the Building Better Regions Fund 6.

Due to the impacts of COVID-19 and the lack of resources, the projects previously identified have not been able to be progressed to shovel ready or adequate works completed to allow for an application.

Consideration has also been given to further enhancing the previous Round 5 application for the further redevelopment of the Lake Talbot Caravan Park and installation of energy cost saving upgrades of Council facilities and these projects are considered to be eligible for the program and able to be enhanced to include the items resolved in the feedback.

It is proposed that the AAPA project, the upgrade of the Narrandera Business Centre and the deepening of Lake Talbot continue to be scoped and developed to allow for these to be submitted under other future grant opportunities as they arise.

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

Theme

Our Infrastructure

Strategy

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

Action

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

ISSUES AND IMPLICATIONS

Policy

- Narrandera Shire Economic Development Strategy
- Narrandera Shire Community Strategic Plan

Financial

- This grant program will only fund up to 50% of the project cost with the other 50% contribution to be made by Council. Council's required contribution for each of the nominated projects will be identified in the 2022/23 capital works program.

Legal / Statutory

- If the grant is successful, Council will be required to enter into a legally binding funding arrangement with the Federal government.

Community Engagement / Communication

- There has been limited community consultation in relation to the above projects and all would require more formal consultation.

RISKS

There are numerous risks associated with each of the projects identified above and these should be discussed in any feasibility work commissioned.

OPTIONS

1. Apply for the identified projects under BBRF Round 6 as detailed in the recommendation.
2. Identify other suitable projects for submission under BBRF Round 6, acknowledging the limited time in which these can be prepared.
3. Resolve not submit any applications under BBRF Round 6.

CONCLUSION

It is appropriate for the Council to discuss and determine a suitable response to the Building Better Regions Funding opportunity.

RECOMMENDATION

That Council:

1. Submits grant applications for the Lake Talbot Tourist Park Powered Sites Upgrades and Narrandera - Power to Save project under the Building Better Regions Fund Round 6 programme.
2. Supports the preparation and lodgement of applications relating to the AAPA project and the upgrade of the Narrandera Business Centre and the deepening of Lake Talbot, to be submitted in a future eligible grant programme.

15 OUR ENVIRONMENT

Nil

16 OUR ECONOMY**16.1 NARRUNGDERA EARTH FESTIVAL MATCH FUNDING****Document ID: 593158****Author: Tourism and Economic Development Coordinator****Authoriser: General Manager****Theme: Our Economy****Attachments: Nil****RECOMMENDATION**

That Council:

1. Resolves to reallocate \$49,378 from the Marketing and Event Reserve to match funding for the Building Better Regions Round 4 funded Creative Economy Narrungdera Earth Festival Project.

PURPOSE

To seek Council's endorsement to divert funds from the Marketing and Event Reserve to provide the 'match funding amount' for the Building Better Regions Round 4 funded Creative Economy Narrungdera Earth Festival Project.

SUMMARY

The Creative Economy Narrungdera Earth Festival Project is a three-day Wiradjuri cultural festival focused on knowledge sharing and immersive cultural experiences. It is planned for the festival to feature a lightshow, workshops, performances, market day, and the official opening of the new Wiradjuri Wall in Marie Bashir Park. Narrandera Shire Council has contracted a local Indigenous event company to coordinate the event in conjunction with Council.

BACKGROUND

Narrandera Shire Council received dollar-for-dollar Building Better Regions grant funding of \$132,675 for the "Narrungdera Earth Fest Creative" Economy Project. The estimated cost of this project is \$260,000, including sponsorship, in-kind, grant and Council contribution.

The aim of this project is to create an event to celebrate Wiradjuri culture, people, history, and environment.

- It is proposed that the event be free, but to make it possible for people to donate if they wish.
- Wiradjuri artists would have the opportunity to sell their art and craft works.
- The festival will be held mostly outdoors. The event will be child friendly with a focus on youth development.
- The event would be alcohol and drug free and aim to be carbon neutral, eg: use of solar powered lighting and sound systems.

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

Our Economy

Strategy

1.2 - To advocate for quality educational and cultural opportunities

Action

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

ISSUES AND IMPLICATIONS**Policy**

- ES230 Events Policy 2014

Financial

- Council needs to identify and allocate funds to match the funding provided by the Building Better Regions grant.
- If the project is not match funded by Council, the funds received from the grant will need to be returned and the project will not proceed.
- Council undertook an open Expression of Interest process for the organisation of the event.

Legal / Statutory

- Nil

Community Engagement / Communication

- Promotion of the event planning has been shared on Council's website and social media.

Human Resources / Industrial Relations (if applicable)

- Nil

RISKS

- Without co-funding by Council, the project will not be viable, and the grant funds will need to be returned to the funding body.

OPTIONS

1. Resolve to reallocate \$49,372 from the Marketing and Event Reserve to match the grant funding.
2. Resolve to reallocate an alternate amount and seek approval for the variation from the funding body.
3. Resolve not to allocate funds; meaning the project will not be viable and funds will need to be returned.

CONCLUSION

RECOMMENDATION

That Council:

1. Resolves to reallocate \$49,378 from the Marketing and Event Reserve to match funding for the Building Better Regions Round 4 funded Creative Economy Narrungdera Earth Festival Project.

16.2 NARRANDERA WATER TOWER ART PROJECT MATCH FUNDING

Document ID: 593164
Author: Tourism and Economic Development Coordinator
Authoriser: General Manager
Theme: Our Economy
Attachments: Nil

RECOMMENDATION

That Council:

1. Approves matching funding of \$20,000 from the Public Art & Festive Maintenance Reserve to enable completion the Narrandera Water Tower Art Project.

PURPOSE

To confirm that Council will match funding for the Community Building Partnership grant for the third artwork on the Narrandera Water Tower Art Project with funding from Council's Public Art & Festive Maintenance Reserve.

SUMMARY

Council successfully obtained \$28,620 in funding from the Community Building Partnership Grant in 2020 to create the third artwork on the Narrandera Water Tower Art Project. This artwork has been approved and is ready to be executed by Apparition Media

BACKGROUND

This project will complete the Narrandera Water Tower Art Project and add to the existing koala and lizard artworks. The first stage of the Narrandera Water Tower Art project was awarded the Best Mega Mural prize at the 2019 Australia Street Art Awards. The Mural has featured on an Australian postage stamp and is prominent in the regional art trail. This third artwork will complete the murals on the water tower at Narrandera.

Completion of this final stage has been delayed as a result of the COVID-19 pandemic, as the artists are located interstate and have been restricted by successive lockdowns.

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

Our Economy

Strategy

2.2 - To effectively manage and beautify our public spaces

Action

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

ISSUES AND IMPLICATIONS

If matching funding is not approved the project cannot be completed and the grant funding already received will have to be returned to the funding body.

Policy

- N/A

Financial

- Funds are available for use on this project from Council's Public Art and Festive Maintenance Reserve.

Legal / Statutory

- Nil

Community Engagement / Communication

- Nil

Human Resources / Industrial Relations (if applicable)

- Nil

RISKS

- Nil

OPTIONS

1. Council approves matching funding of \$20,000 from the Public Art & Festive Maintenance Reserve to enable completion of the Narrandera Water Tower Art Project.
2. Council identifies and approves an alternative matching funding amount which would need to be approved by the funding body.
3. Council declines to provide matching funding that will result in the project not progressing and will require return of funds to the funding body.

CONCLUSION

The success of the Narrandera Water Tower Mega Mural in providing excellent recognition for Narrandera has been widespread with photographs and stories on the mural being widely circulated. The completion of the final third phase of the artwork will ensure that the water tower Best Mega Mural status continues to bring extensive recognition for Narrandera.

RECOMMENDATION

That Council:

1. Approves matching funding of \$20,000 from the Public Art & Festive Maintenance Reserve to enable completion the Narrandera Water Tower Art Project.

17 OUR INFRASTRUCTURE**17.1 COVID-19 LOCAL ROADS & COMMUNITY INFRASTRUCTURE – PHASE 3****Document ID: 590509****Author: Deputy General Manager Infrastructure****Authoriser: Deputy General Manager Infrastructure****Theme: Our Infrastructure****Attachments: 1. Future Projects Report - March 2021 [↓](#)****RECOMMENDATION**

That Council:

1. Approves the projects listed in Table 1 of the report, to be nominated as the project program under Phase 3 of the COVID-19 Local Roads & Community Infrastructure program.

PURPOSE

The purpose of this report is to advise Council of the funding available under Phase 3 of the COVID-19 Local Roads & Community Infrastructure (LRCI) program and to select the projects to be nominated for the program.

SUMMARY

Council has received advice that the funding allocation for projects in the Narrandera Shire Local Government Area (LGA) is \$1,994,726 under Phase 3 of the LRCI.

BACKGROUND

The grant is being provided as part of Phase 3 of the LRCI program. 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 Phase 3 extension of the LRCI program is a temporary, targeted stimulus measure responding to the serious, ongoing economic impacts of COVID-19. The LRCI program assists a community-led recovery from COVID-19 by supporting local jobs, firms and procurement.

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.

1.

The funding available for projects in the Narrandera Shire Local Government Area (LGA) is \$1,994,726.

LRCI Phase 3 opened for project nominations 20 October 2021 and requires all projects completed by 31 December 2023.

Having reviewed the guidelines and future project nominations previously approved by Council at the March 2021 Ordinary meeting (copy of report attached), the following projects are recommended to be included in the LRCI Phase 3 program.

Table 1 – suggested project nominations

LRCI Phase 3 - Project Nominations		
Project	Description	Cost
North Narrandera footpaths	Construction of a footpath network north of the railway, 1930m to create a loop Racecourse Rd, Watermain St and Adams St.	\$290,000
Narrandera Sportsground spectator pavilion	Construction of a spectator pavilion and tiered seating in the location of the soon-to-be demolished clubrooms.	\$200,000
Formal off-leash dog park	Construction of a dog off-leash area (western side of Henry Mathieson Oval), including perimeter fencing, shade, seating and water.	\$60,000
Narrandera - pump track	Installation of a pump track (north of skate park in Marie Bashir Park).	\$200,000
Barellan Hall toilet upgrade	Upgrade of the toilets within Barellan Hall, including retiling, partitions and renewal of fixtures.	\$60,000
Barellan Sportsground spectator pavilion	Construction of a spectator pavilion and seating on the western side of the Barellan Sportsground.	\$130,000
Grong Grong improvements	Undertake an improvement project within Grong Grong, with the scope to be determined in consultation with the Community Committee.	\$60,000
Narrandera Business Centre upgrade	Undertake Stage 1B of the Narrandera Business Centre Masterplan on East Street from Bolton to Twynam Streets.	\$994,726
Total		\$1,994,726

The projects nominated above are considered to provide a balance of projects which meet the guidelines, whilst not providing long-term operational or economic burden to Council.

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

Theme

Our Infrastructure

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Policy**

- Nil.

Financial

- The projects nominated within the report will be fully grants funded if successful, thus no financial impacts will be borne by Council.

Legal / Statutory

- Nil

Community Engagement / Communication

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

RISKS

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

OPTIONS

1. Resolve to approve the projects detailed within the report.
2. Resolve to approve other projects either listed in the approved future projects report as resolved in the March 2021 Ordinary meeting, or other projects that Council determines suitable.
3. Resolve not to nominate projects for LRCI Program Phase 3.

CONCLUSION

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

RECOMMENDATION

That Council:

Approves the projects listed in Table 1 of the report, to be nominated as the project program under Phase 3 of the COVID-19 Local Roads & Community Infrastructure program.

17.1 FUTURE PROJECT NOMINATIONS**Document ID:** 546695**Author:** Deputy General Manager Infrastructure**Authoriser:** Deputy General Manager Infrastructure**Theme:** Our Infrastructure**Attachments:** Nil**RECOMMENDATION**

That Council reviews the community projects within Tables 1 and 2 of the report and, following endorsement, authorises staff to include those in any future funding opportunities.

PURPOSE

The purpose of this report is to identify future community infrastructure to be included in any future funding opportunities.

SUMMARY

Over the past 18 months, Council has been fortunate enough to fund a substantial number of community projects with the assistance of State and Federal Government grants.

This has resulted in the majority of identified projects having now been completed or funded, with the future projects list needing to be reviewed and additional projects nominated for future funding opportunities.

The tables below detail the community and Councillor projects that, if endorsed, will be adequate for the foreseeable future.

BACKGROUND

At the July 2020 ordinary Council meeting, it was resolved to adopt the projects on table 1 below (only remaining unfunded projects shown) to be prepared for any future funding opportunity.

In addition to these, Councillors were asked to consider a further list which contained some 80 projects and to nominate their top ten priorities. These projects are additional to table 1 and are shown in table 2 below. Some of the nominated projects that were provided have either already been funded or grants have been applied for, thus these have not been included in the lists below.

The projects identified within the tables below, provide ample direction and variety for staff to seek funding and to prepare where possible to shovel ready.

Table 1

Future Community Project List (previously adopted)		
Title	Description/Comments	Estimated cost
Public art	Narrandera, Barellan, Grong Grong (sculptures only - no more murals; not as much ongoing upkeep or replacement cost for sculptures).	\$300,000
Town signage	Reverse signage on orange town signs.	\$25,000
Narrandera Tourism	Tourism signage (large signs).	\$25,000
Barellan toilets	Expand toilets in main street to meet demand from bus groups.	\$250,000
Pocket park upgrades	Complete the pocket park upgrade.	\$150,000
Parkside Museum	Upgrades and maintenance.	\$60,000
Barellan Hall	Hall toilet upgrade.	\$50,000
Barellan Sportsground	Sportsground spectator shelter.	\$120,000
LTWP	Entrance upgrade (remove turnstile).	\$60,000
Air League facility	Upgrade and maintenance.	\$60,000
Laneways (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

Table 2.

New Future Community Project List		
Title	Description/Comments	Estimated cost
Water Tower area	Adventure playground and associated facilities.	\$500,000
Community notice boards	Electronic notice boards (park, main street, etc).	\$55,000 per sign
Grong Grong footpaths	Replace existing failed footpaths throughout the village.	\$150,000
Koori Beach	Restoration and beautification and accessibility of Second Beach and Koori Beach, including toilets, seating areas and accessibility for anyone with a disability. Also access to clean water (access and ALC issues to be resolved).	\$600,000
Lake Talbot	Water deepening - designs and studies. Objective is to have the project shovel ready for tendering.	\$400,000

Narrandera North - footpaths	Construct footpath network north of the railway. 1930m to create a loop Racecourse Rd, Watermain St and Adams St.	\$289,500
Changing places facility	Adult change facility with hoist and change table (Narrandera and Barellan).	\$140,000 Per unit
Narrandera footpaths	High School – Dundas St to King St (725m).	\$108,750
Bike track - Narrandera	Trail/mountain bike track north of Lake Talbot (subject to ALC and sacred sites issue to be resolved).	\$150,000
Narrandera cemetery chapel	Construction of a chapel at the cemetery (will require development of a business case).	\$700,000
Walking tracks	Upgrade existing Lake Talbot tracks.	\$50,000
Pocket parks	Water refilling stations at pocket parks (5 parks).	\$40,000
Water refill stations	Installation of water refill stations along walk/cycle paths (5 locations).	\$50,000
Wiradjuri Memorial Wall - stage 2	Completion of the memorial, including placement of the two brass warriors.	\$180,000
Maree Bashir Park	Erection of a permanent stage.	\$150,000
Adult/all ability playground	Erection of an adult/all ability playground within Narrandera (not in Maree Bashir Park).	\$355,000
Walkway – Lake Talbot	Walkway from ski area at the Lake to the Pool with an entrance gate. <i>(Consultation with pool operators needed prior to this progressing.)</i>	
Light at Karawatha Dr entrance	Placement of street lighting at the intersection of Irrigation Way and Karawatha Dr. (No power available at the site, so solar lighting will be the most feasible option.)	\$12,000
LTWP	Stage 3 – upgrade of top amenities, kiosk and extend decking.	\$550,000
Lake Talbot	Trees in the parking area at the boat ramp at the lake.	\$50,000

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

- There are currently no financial implications as the proposed projects are only identified for the purpose of seeking future funding.

Legal / Statutory

- Nil.

Community Engagement / Communication

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

Human Resources / Industrial Relations (if applicable)

- Nil

RISKS

- There are no negative risks associated with the planning for future projects.

OPTIONS

1. The most feasible option is to accept the identified projects and allow for staff to seek funding as opportunities present.
2. Amend the list of identified projects.
3. Refuse to accept any of the projects listed and only identify projects once funding has been offered.

CONCLUSION

The projects identified within Tables 1 and 2 should be indorsed for any future funding opportunity, thus allowing staff to prepare the projects to a shovel ready state.

RECOMMENDATION

That Council reviews the community projects within Tables 1 and 2 of the report and, following endorsement, authorises staff to include those in any future funding opportunities.

17.2 TENDER T-21-22-02 NARRANDERA DESTINATION & DISCOVERY HUB**Document ID:** 591917**Author:** Deputy General Manager Infrastructure**Authoriser:** Deputy General Manager Infrastructure**Theme:** Our Infrastructure

Attachments:

1. T-21-22-02 NDDH Tender Assessment Spreadsheet Combined - Confidential (under separate cover)
2. T-21-22-02 NDDH Tender Assessment Report - Confidential (under separate cover)

RECOMMENDATION

That Council:

1. Accepts the tender by Burton Constructions Pty Ltd of \$2,593,66 ex GST, to construct the new Narrandera Destination & Discovery Hub at the Marie Bashir Park, in accordance with Section 55 of the Local Government Act 1993.

PURPOSE

The purpose of this report is to determine the outcome of the open tender for the construction of the new Narrandera Destination & Discovery Hub which closed at 5pm on Friday 10 December 2021.

SUMMARY

The tender assessment panel determined that Burton Constructions Pty Ltd is the preferred tenderer, scoring the highest in the evaluation process and tendering the construction cost that was deemed best value for money (refer to confidential attachment for evaluated scores). They performed strongly in all criteria except for benefit to local community, however being a Wagga Wagga based company, there is still a strong regional benefit which aligns with the funding requirements. Contacted referees indicated that the company was good to deal with, kept to schedules and had no safety issues.

BACKGROUND

Council has undertaken an open tender process for the construction of a Narrandera Destination & Discovery Hub at the Marie Bashir Park as part of funding allocation under Playground on the Murrumbidgee NSW Drought Stimulus.

The total budget for this project was set at \$3,025,000 which included the design, demolition of the existing building, \$250,000 for internal fit out of the exhibition space and construction of the new build, this resulted in an available budget for this tender to construct the new building of \$2,600,000.

Table 1 – Total Project Revenue

Revenue Funding	Price (Ex GST)
Playground on the Murrumbidgee NSW Drought Stimulus	\$2,781,296
Lake Talbot Tourist Park Reserve	\$243,704
New NDDH (including interruptive displays) - Total	\$3,025,000

Tender Process

The evaluation of the tender involved the assessment of aspects such as pricing, benefit to our local community, relevant experience in similar work, availability, work health and safety, and project documents and systems.

The evaluation team used the criteria schedule and weighting outlined in Table 2 to assess and select the preferred tender.

Table 2 – Evaluation Criteria and Weighting

Evaluation Criteria Elements	Weighting
Price	50%
Safety record and testimonials from previous clients	20%
Capability and experience in relevant works	20%
Benefit to local community	10%

Tender Assessment

There were six tenders received, of which all except one were assessed as being conforming. Table 3 below lists the tenders and the tendered price ex GST.

Table 3 – Tenders received

Tenders Received	Fixed Price – ex GST
Burton Constructions Pty Ltd (Wagga)	\$2,593,660
Colin Joss & Co t/a Joss Facility Management (Albury)	\$3,423,761
Gundagai Construction Services Pty Ltd (Gundagai)	\$3,055,950
Momentum Built P/L (Caringbah)	\$3,409,620
Southern Cross Developers Pty Ltd (Albury)	\$3,041,390
Dalski Pty Ltd (Smithfield) – Non conforming	\$2,394,957

Submitted tendered prices are provided in Attachment 1 – Narrandera Destination & Discovery Hub Tender Assessment Report.

The respondents were assessed using the criteria and weighting in Table 2. The schedule on pricing was completed and a check made as to the validity of calculations made within the offers.

The final tender evaluation combined weighted scores are listed in Table 4. (Please note the higher the score the more compliant (Value for Money) to the specifications and evaluation criteria).

Table 4 – Final evaluation scores

Conforming Tenders				
Burton Constructions Pty	Colin Joss & Co	Gundagai Construction	Momentum Built P/L	Southern Cross Developers Pty

Ltd		Services Pty Ltd		Ltd
3.79	2.75	2.81	2.70	2.62

Attachment 2 - Tender Evacuation Matrix report, provides additional information on each submission.

The staff recommendation is to accept Burton Constructions Pty Ltd's tendered offer which scored the highest overall and had the lowest conforming price. The referee comments confirm that they were good to work with, worked within the timeframes, there were no unwarranted variations and they had good site supervision.

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

Theme

Our Infrastructure

Goal

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

Strategy

48 - Support the development and maintenance of appropriate infrastructure within significant recreational destinations including river and forest areas

Action

6.1 - Funding for 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

- Council Procurement Policy and Tendering Guidelines

Financial

- The total construction costs are:
Tendered offer and Council project activities is \$2,596,660 excluding GST, which is within the approved project budget.

Legal / Statutory

- Local Government Act 1993
- Local Government (General) Regulations 2005

Community Engagement / Communication

- The Narrandera Destination & Discovery Hub has been previously exhibited and generally supported by the community and Council.

RISKS

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

OPTIONS

1. Accept the tendered offer by Burton Constructions Pty Ltd for the construction of the new Narrandera Destination & Discovery Hub.
2. Resolve to not accept any tenders. This will result in the project being delayed beyond the allowable timeline for the grant.
3. Resolve to select another tender and determine where the additional funds would be allocated from.

RECOMMENDATION

That Council:

1. Accepts the tender by Burton Constructions Pty Ltd of \$2,593,66 ex GST, to construct the new Narrandera Destination & Discovery Hub at the Marie Bashir Park, in accordance with Section 55 of the Local Government Act 1993.

17.3 TENDER T-21-22-03 MAIN CANAL PEDESTRIAN BRIDGE**Document ID:** 593297**Author:** Deputy General Manager Infrastructure**Authoriser:** Deputy General Manager Infrastructure**Theme:** Our Infrastructure**Attachments:**

1. T-21-22-03 Tender Assessment Report - Confidential (under separate cover)
2. T-21-22-03 Tender Assessment Spreadsheet - Confidential (under separate cover)

RECOMMENDATION

That Council:

1. Accepts the tender by Nelmac Pty Ltd of \$328,250 ex GST, to construct the new Main Canal Pedestrian Bridge between Melbourne Street and Oakbank Street (Brewery Flats) in accordance with Section 55 of the Local Government Act 1993.

PURPOSE

The purpose of this report is to determine the outcome of the open tender for construction of the new Main Canal Pedestrian Bridge, which closed at 4pm on Friday 3 December 2021.

SUMMARY

The tender assessment panel determined that Nelmac Pty Ltd is the preferred tenderer, scoring the highest in the evaluation process and tendering the construction cost that was deemed best value for money (refer to confidential attachment for evaluated scores). They performed strongly in all criteria and demonstrated a high degree of bridge building experience. Contacted referees indicated that the company was highly professional, kept to schedules and had no safety issues.

BACKGROUND

Council has undertaken an open tender process for the construction of a new Main Canal Pedestrian Bridge between Melbourne Street and Oakbank Street (Brewery Flat) as part of funding allocation under Playground on the Murrumbidgee NSW Drought Stimulus.

The total budget for this project was set at \$430,000 which included the design, new bridge and required approach works.

Tender Process

Evaluation of the tender involved the assessment of aspects such as pricing, benefit to our local community, relevant experience in similar work, availability, work health and safety, and project documents and systems.

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

Table 1 – Evaluation Criteria and Weighting

Evaluation Criteria Elements	Weighting
Price	50%
Safety record and testimonials from previous clients	20%
Capability and experience in relevant works	20%
Benefit to local community	10%

Tender Assessment

There were nine tenders received, of which all except one were assessed as being conforming. Table 2 below lists the tenders and the tendered price ex GST.

Table 2 – Tenders received

Tenders Received	Fixed Price – ex GST
Aitken Civil Engineering (Five Dock)	\$ 1,480,849
Civil and Earth Australia Pty Ltd (Echuca)	\$ 404,669 *
Ezibuild Pty Ltd (Lavington)	\$ 512,300
	\$ 478,600 *
Jirgens Civil Pty Ltd (Bomaderry)	\$ 1,477,695
MDE Projects Pty Ltd (Canobolas)	\$ 596,004
Nelmac Pty Ltd (Yackandandah)	\$ 328,250
Quay Civil Pty Ltd (North Ryde)	\$ 1,081,114
Tatra Built Vic (Campbellfield VIC)	\$ 223,170 *
Teleo Design Pty Ltd (Pymble)	\$ 534,857

*Alternate design price

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

The tender panel made the decision to exclude all submissions which were more the double the available budget and there were also two tenders which were considered non-conforming, as detailed within the attached tender assessment report.

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

Table 3 – Final evaluation scores

Conforming Tenders			
MDE Projects Ltd Pty	Nelmac Pty Ltd	Tatra Built Vic	Teleo Design Pty Ltd
2.07	4.43	2.53	3.30

Attachment 2 - Tender Evacuation Matrix report, provides additional information on each submission.

The tender panel recommendation is to accept Nelmac Pty Ltd's tendered offer which scored the highest overall. Nelmac Pty Ltd is a highly experienced bridge building company; prequalification with RMS, VicRoads and Qld Roads; ISO-9001 quality systems. It was the only company to provide a completely conforming tender based on the tender document design. Tender price is on budget for the project. The referee comments confirm they were good to work with, worked within the timeframes, there were no unwarranted variations and they had good site supervision.

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

Theme

Our Infrastructure

Goal

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

Strategy

48 - Support the development and maintenance of appropriate infrastructure within significant recreational destinations including river and forest areas

Action

6.1 - Funding for 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

- Council Procurement Policy and Tendering Guidelines

Financial

- The total construction costs are:
Tendered offer and Council project activities is \$328,250 excluding GST, which is within the approved project budget.

Legal / Statutory

- Local Government Act 1993

- Local Government (General) Regulations 2005

Community Engagement / Communication

- The new Main Canal Pedestrian Bridge between Melbourne and Oakbank Streets has been previously exhibited and generally supported by the community and Council.

RISKS

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

OPTIONS

1. Accept the tendered offer by Nelmac Pty Ltd for the construction of the new Main Canal Pedestrian Bridge between Melbourne Street and Oakbank Street (Brewery Flat).
2. Resolve to not accept any tenders. This will result in the project being delayed beyond the allowable timeline for the grant.
3. Resolve to select another tender and determine from where the additional funds would be allocated.

RECOMMENDATION

That Council:

1. Accepts the tender by Nelmac Pty Ltd of \$328,250 ex GST, to construct the new Main Canal Pedestrian Bridge between Melbourne Street and Oakbank Street (Brewery Flats) in accordance with Section 55 of the Local Government Act 1993.

18 OUR CIVIC LEADERSHIP

18.1 ELECTION OF DELEGATES TO EXTERNAL ORGANISATIONS

Document ID: 592543

Author: General Manager

Authoriser: General Manager

Theme: Our Civic Leadership

Attachments: Nil

RECOMMENDATION

That Council:

1. Appoints a delegate to the Newell Highway Task Force
2. Appoints a delegate to the Western Riverina Community Library Committee
3. Appoints a delegate to the Murray Darling Association Group 9
4. Appoints a delegate to the Western Regional Planning Committee
5. Elects a delegate to Goldenfields Water County Council

PURPOSE

The purpose of this report is to allow Council to appoint delegates to external organisations

SUMMARY

Narrandera Shire Council is a member of a number of external organisations, and at the commencement of this new term of office, it is necessary to appoint delegates for the term of the Council.

BACKGROUND

The organisations that require delegates are as follows:

Organisation	Details	Delegates	Meeting Frequency
Newell Highway Task Force	Committee established to promote and lobby for improvements to the highway	One	Quarterly, usually in person at Parkes
Western Riverina Community Library Committee	Management of the Western Riverina Cooperative Committee	One	6 monthly, usually in Griffith
Murray Darling Association Group 9	One of a number of regional committees that comprise the Murray Darling Association	One	Quarterly, usually in Griffith

Western Regional Planning Committee	One of the NSW planning committees established to consider applications that meet the regional development threshold.	One (subject to approval by Minister)	As required
Goldenfields Water County Council	Water Supply Authority	One	Every second month in Temora

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

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

ISSUES AND IMPLICATIONS

Policy

- Strong regional representation is an objective embedded in the Community Strategic Plan and the Delivery Program.

Financial

- Council has budgeted to cover the cost of delegates' attendance at regional meetings in accordance with the relevant policies.

Legal / Statutory

- N/A

Community Engagement / Communication

- In accordance with the consultation associated with the development of Council's planning documents.

Human Resources / Industrial Relations (if applicable)

- N/A

RISKS

The main risk to Council and this community is via ineffective representation.

OPTIONS

1. To adopt the recommendation.
2. To not elect delegates to one or more of the organisations listed and re-consider membership of those organisations

CONCLUSION

Council should maintain effective representation and involvement at a regional level by maintaining membership of these organisations and appointing delegates as recommended.

RECOMMENDATION

That Council:

1. Appoints a delegate to the Newell Highway Task Force
2. Appoints a delegate to the Western Riverina Community Library Committee
3. Appoints a delegate to the Murray Darling Association Group 9
4. Appoints a delegate to the Western Regional Planning Committee
5. Elects a delegate to Goldenfields Water County Council

19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

19.1 NOVEMBER & DECEMBER 2021 DEVELOPMENT SERVICES ACTIVITIES

Document ID: 589928

Author: Administration Assistant

Authoriser: Deputy General Manager Infrastructure

Theme: Statutory and Compulsory Reporting – Development Services

Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Development Services Activities Report for November and December 2021.

PURPOSE

The purpose of this report is to inform Council of Development Applications and other development services provided during November and December 2021 as of 31 December 2021.

BACKGROUND

Development & Complying Development Applications

A summary of Development & Complying Development Applications processed during November & December 2021 detailed in the following table:

Stage Reached	Number
Lodged	11
Stop-the-Clock / Under Referral / Awaiting Information	2
Under Assessment	0
Determined	14
Withdrawn	1

The value of Development & Complying Development Applications approved by Council during November & December 2021 is detailed in the following table:

Development Type	2021/2022					
	November		December		Year to Date	
	Number	Value \$	Number	Value \$	Number	Value \$
Residential	5	\$ 714,616	3	\$ 624,380	25	\$ 3,008,038.00
Industrial					0	\$ -
Commercial *	4	\$ 349,000	1	\$ 557,500	13	\$ 18,000,709.00
Rural Residential					2	\$ 817,000.00
Subdivisions			1	\$ -	2	\$ -
Other					0	\$ -
TOTAL	9	\$ 1,063,616	5	\$ 1,181,880	42	\$ 21,825,747

Commercial includes 2 x micro solar valued at approximately \$7M each

Under the provisions of section 4.59 of the Environmental Planning and Assessment Act Narrandera Shire Council determined the following development applications, applications for modification of development consents and complying development certificate applications during November & December 2021.

No	Lot	DP/SP	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
010-21-22	4	10667	7 Francis St BINYA	Additions to existing church	Conditionally Approved	-	10
011-21-22	1	734073	89-91 Douglas St NARRANDERA	Dwelling	Conditionally Approved	-	24
012-21-22	2	16812	42 Victoria Ave NARRANDERA	Addition to garage	Conditionally Approved	-	14
013-21-22	71	751672	48 Tubbs Lane BARELLAN	Relocatable dwelling	Conditionally Approved	-	25
014-21-22	15	260110	4 Dangar Dr NARRANDERA	Home business (commercial waste bin delivery and disposal business)	Conditionally Approved	-	11
018-21-22	3	225432	3 Elizabeth St NARRANDERA	Shed	Conditionally Approved	-	21
015-21-22	5	750889	2354 Back Morundah Rd MORUNDAH	Hay shed (farm shed)	Conditionally Approved	-	32
017-21-22	28	260110	4 Bells Rd NARRANDERA	Shed	Conditionally Approved	-	29

019-21-22	X	397295	4 Peters St NARRANDERA	Alterations and additions to dwelling	Conditionally Approved	-	10
020-21-22	4	833476	21 Red Gum St NARRANDERA	Additions to industrial shed	Conditionally Approved	-	22
021-21-22	1	758477	27 Narrandera St GRONG GRONG	Renovations and additions to existing hotel	Conditionally Approved	-	14
022-21-22	2	1274823	71 Sawmill Rd NARRANDERA	Dwelling	Conditionally Approved	-	16
023-21-22	1	1156038	944 Old Wagga Rd NARRANDERA	1 into 2 lot Subdivision	Conditionally Approved	-	15
026-21-22	19	260110	4 Garner Rd NARRANDERA	Carport	Conditionally Approved	-	3

*Application was re-advertised & re-referred due to the length of time passed since original notification period

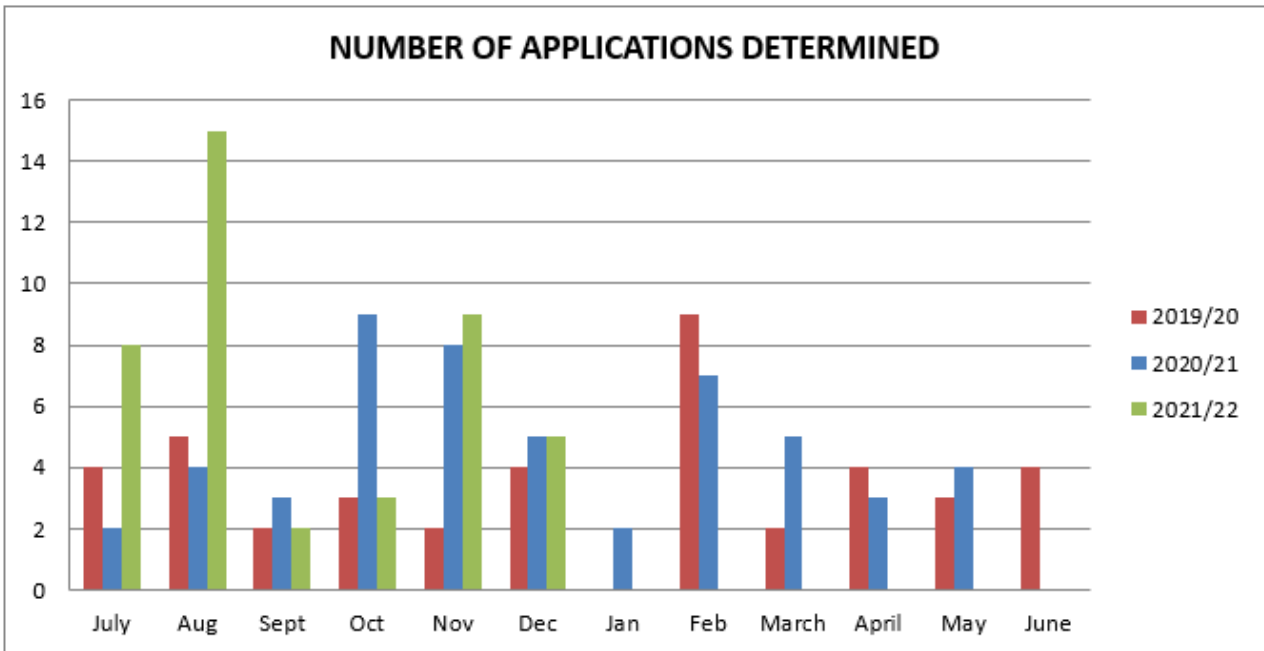
Type explanation

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.

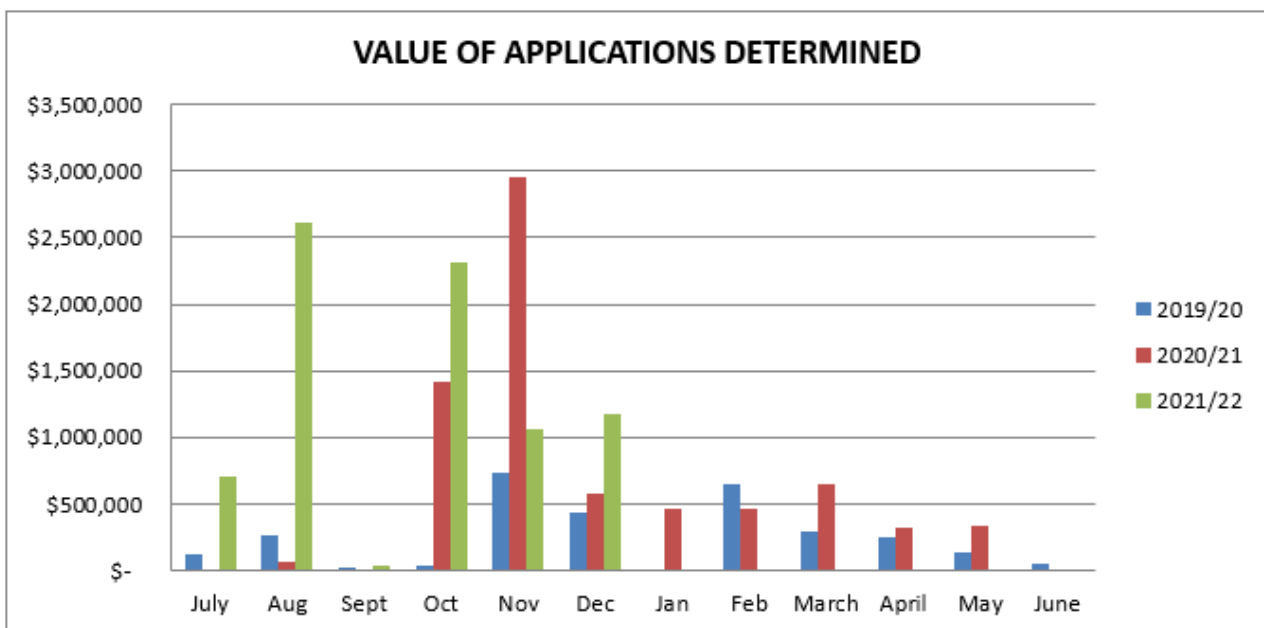
Comparison determination times

2019/20	Narrandera Shire Council average	32 days
2020/21	Narrandera Shire Council average	30 days
2021/22	Narrandera Shire Council average YTD	31.9 days

This graph details the comparative number of Development & Complying Development Applications determined by month since 2019/20.



This graph details the comparative value of Development & Complying Development Applications determined by month since 2019/20.



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

Certificates Issued

A summary of other development services activities undertaken during November and December is detailed in the following table:

Certificate Type	Number Issued
Construction Certificates	9
Building Certificates	1
Subdivision Certificates	-
Occupation Certificates	4
Compliance Certificates	-
Section 10.7 (previously 149) Certificates	48
Swimming Pool Compliance Certificates	4
On-Site Septic Management System Certificates	1

RECOMMENDATION

That Council:

1. Receives and notes the Development Services Activities Report for November and December 2021.

20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

20.1 DECEMBER STATEMENT OF BANK BALANCES

Document ID: 589614
Author: Costing Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 30 November 2021.

PURPOSE

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

BACKGROUND

Opening Cashbook Balance	351,475.27
Plus Receipt	6,821,544.46
Less Payments	4,711,095.17
Current Cashbook Balance	<u>2,461,924.56</u>
Statement Summary	
Opening Statement Balance	282,083.75
Plus Receipts	7,095,706.63
Less Payments	5,331,881.66
Current Statement Balance	<u>2,045,908.72</u>
Plus Unpresented Receipts	416,135.63
Less Unpresented Payments	119.79
Reconciliation Balance	<u>2,461,924.56</u>
GL BALANCE	<u>857,748.73</u>
Unpaid Creditors	857,748.73
Overdraft Limit arranged with Bank 01/01/1989	350,000.00

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 30 November 2021.

20.2 NOVEMBER STATEMENT OF RATES AND RECEIPTS

Document ID: 589744
Author: Revenue Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 30 November 2021.

RATES & CHARGES

Arrears as at 01.07.2021	864,910.14
21/22 Rate levies & supplementary levies (excl. postponed amounts)	<u>8,485,924.19</u>
	9,350,834.33
Less Pensioner rebates	<u>207,875.15</u>
NET BALANCE	9,142,959.18
Less receipts to 30.11.2021	<u>4,839,218.51</u>
	<u><u>4,303,740.67</u></u>

Actual % Rate Collection to Net Balance as at 30.11.2021 = 52.93%

Comparative % Collection to Net Balance as at 30.11.2020 = 50.76%

Comparative % Collection to Net Balance as at 30.11.2019 = 50.77%

Anticipated % Collection Rate as at 30.06.2022 = 94.00%

WATER CONSUMPTION / SEWER USAGE CHARGES

Arrears as at 01.07.2021	256,707.64
21/22 Water / Sewer usage charges, supplementary levies & interest	<u>463,502.25</u>
NET BALANCE	720,209.89
Less receipts to 30.11.2021	<u>461,423.47</u>
	<u><u>258,786.42</u></u>

PURPOSE

The purpose of this report is to present the Statement of Rates and Receipts as at 30 November 2021.

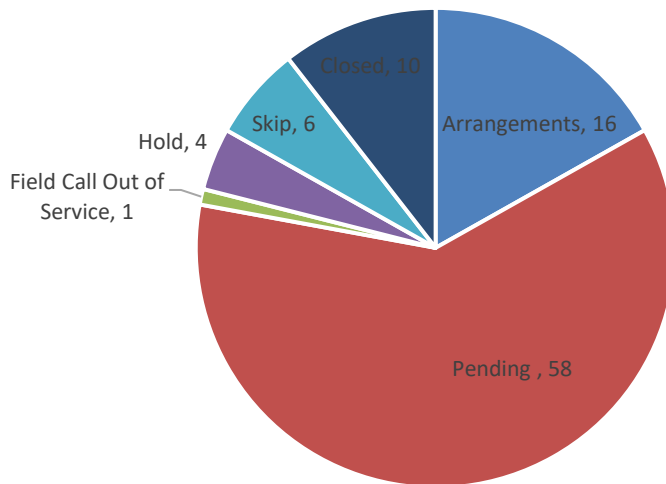
SUMMARY

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

OVERDUE RATES AND CHARGES

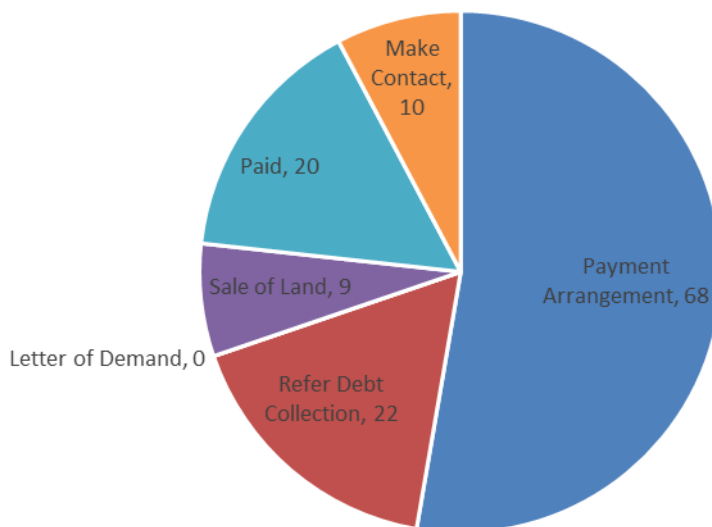
The table below provides information on the status of outstanding accounts under the management of Council's debt recovery agency.

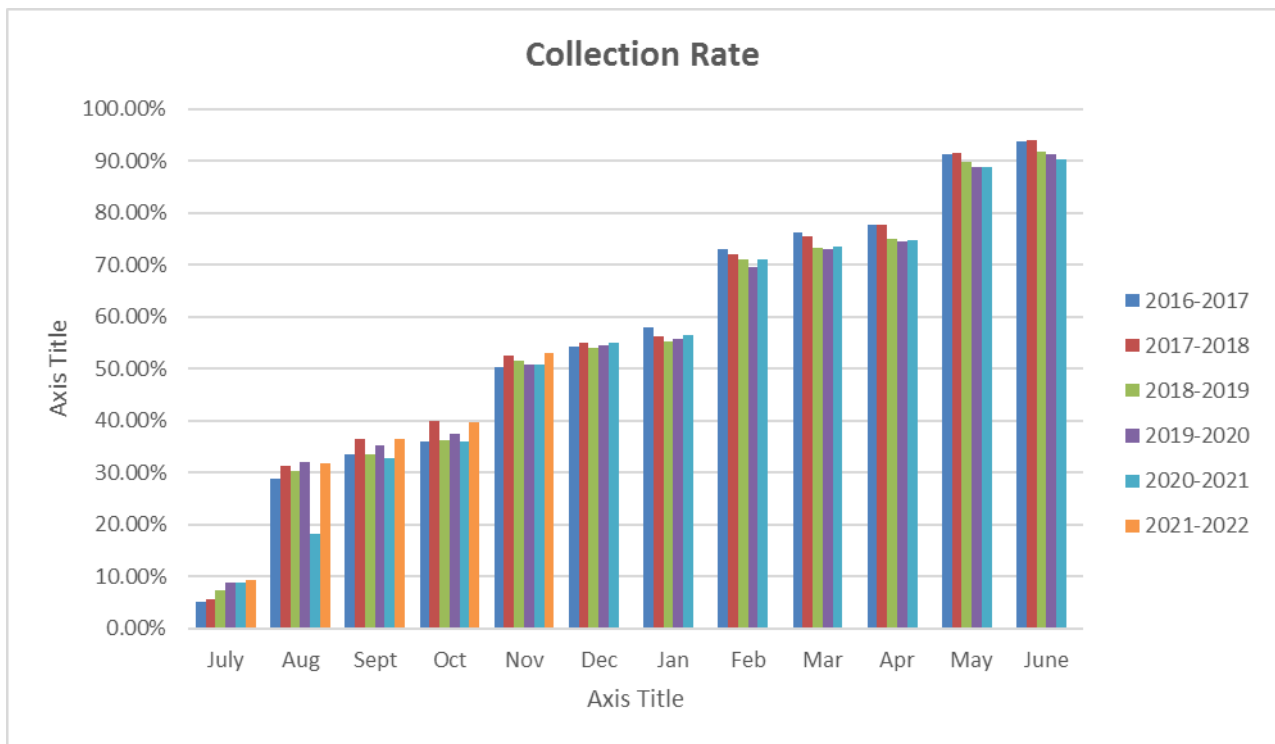
Debt Recovery Agency



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

Narrandera Shire Council





RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 30 November 2021.

20.3 NOVEMBER STATEMENT OF INVESTMENTS

Document ID: 590260
Author: Senior Finance Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Investments report as at 30 November 2021.

PURPOSE

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

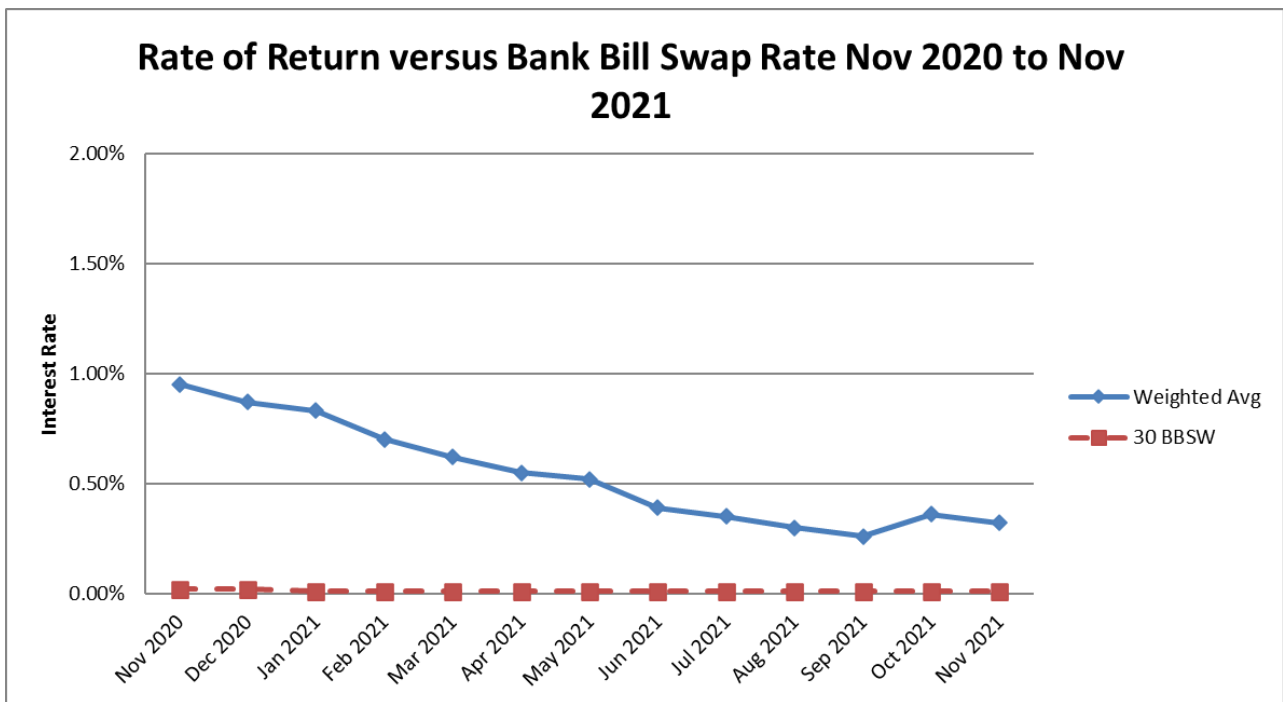
SUMMARY

<u>Fund Balance (GL)</u>	
General	15,423,144.69
Water	6,596,524.43
Sewerage	884,366.32
Trust	85,725.48
	22,989,760.92

BACKGROUND

Council Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments A to BBB-				
Elders Rural Bank	1,000,000.00	4.37%	0.30%	3 Dec 2021
Bendigo Bank	1,000,000.00	4.37%	0.50%	3 Dec 2021
Bendigo Bank	1,000,000.00	4.37%	0.30%	16 May 2022
Bendigo Bank	750,000.00	3.27%	0.30%	11 Aug 2022
Direct Investments AA- to A	3,750,000.00	16.38%		

Direct Investments AAA to AA-				
NAB Cashmaximiser	1,154,035.44	5.04%	0.10%	30 Nov 2021
NAB	1,000,000.00	4.37%	0.30%	4 Jan 2022
NAB	1,000,000.00	4.37%	0.32%	24 Jan 2022
NAB	1,000,000.00	4.37%	0.35%	19 Apr 2022
NAB	1,000,000.00	4.37%	0.35%	9 Aug 2022
NAB	1,000,000.00	4.37%	0.35%	30 Sep 2022
St George	1,000,000.00	4.37%	0.37%	18 Jun 2022
St George	1,000,000.00	4.37%	0.37%	14 Jul 2022
St George	1,000,000.00	4.37%	0.37%	10 Sep 2022
CBA	1,000,000.00	4.37%	0.42%	24 Feb 2022
CBA	1,000,000.00	4.37%	0.42%	24 Feb 2022
CBA	1,000,000.00	4.37%	0.38%	14 Mar 2022
CBA	1,000,000.00	4.37%	0.42%	16 Mar 2022
CBA	1,000,000.00	4.37%	0.38%	14 Apr 2022
CBA	1,000,000.00	4.37%	0.40%	8 Jun 2022
Westpac	1,000,000.00	4.37%	0.34%	26 May 2022
Westpac	1,000,000.00	4.37%	0.31%	1 Sep 2022
Westpac	1,000,000.00	4.37%	0.56%	22 Nov 2022
Westpac	1,000,000.00	4.37%	0.60%	25 Nov 2022
	19,154,035.44	83.70%		
Council Funds	22,904,035.44	100%		
Monthly Investment Performance				
Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
Nov 2020	27,209,684.39	0.95%	0.020%	0.93%
Dec 2020	26,009,696.10	0.87%	0.020%	0.85%
Jan 2021	24,259,702.13	0.83%	0.010%	0.82%
Feb 2021	24,659,709.71	0.70%	0.010%	0.69%
Mar 2021	23,659,720.19	0.62%	0.010%	0.61%
Apr 2021	23,668,951.65	0.55%	0.010%	0.54%
May 2021	22,418,960.75	0.52%	0.010%	0.51%
Jun 2021	25,718,971.87	0.39%	0.010%	0.38%
Jul 2021	22,904,035.44	0.35%	0.010%	0.34%
Aug 2021	24,159,715.34	0.30%	0.010%	0.29%
Sep 2021	25,189,731.21	0.26%	0.010%	0.25%
Oct 2021	24,539,746.09	0.36%	0.010%	0.35%
Nov 2021	22,989,760.92	0.32%	0.010%	0.31%
Trust Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments AAA to AA-				
National Australia Bank (Art Trust)	53,323.12	67.62%	0.35%	2 Aug 2022
Bendigo Bank (Tourist Trust)	32,402.36	32.38%	0.30%	21 Mar 2022
Trust Funds	85,725.48			



Individual Limits					
Institution	Rating		Amount Invested	Council %	
Bendigo Bank	BBB+	A2	\$ 2,782,402.36	12.1%	Max 20%
Elders Rural Bank	BBB+	A2	\$ 1,000,000.00	4.4%	Max 20%
IMB	BBB	A3	\$ -	0.0%	Max 10%
NAB	AA-	A1+	\$ 6,207,358.56	27.0%	Max 35%
Suncorp	A+	A1	\$ -	0.0%	Max 25%
StGeorge	AA	A1+	\$ 3,000,000.00	13.1%	Max 35%
Macquarie Bank	A+	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 6,000,000.00	26.1%	Max 35%
Westpac	AA-	A1+	\$ 4,000,000.00	17.4%	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 had announced interest rates are anticipated to remain low for two years. Central banks and the market are at odds regarding projected interest rates. It appears the cash rate may be increased throughout 2022. Increasing rates will have a positive impact on returns from Council's portfolio. Changes in the market are based on predictions of continuation of increases in the core inflation rate.

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Investments report as at 30 November 2021.

20.4 NOVEMBER INCOME STATEMENT

Document ID: 590284
Author: Senior Finance Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: 1. **November 2021 Income Statement.pdf** [↓](#)

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 30 November 2021.

PURPOSE

The purpose of this report is to present Council with the Statement of Income for the period ending 30 November 2021.

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 27 May 2021. 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 2021/2022 were issued on 2 July 2021.

Depreciation

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

Major Variations to Budget

There are no major variations to budget evident.

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 30 November 2021.

Narrandera Shire Council

Consolidated Income Statement

for the period ending 30 November 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	8,371	8,367	8,579
User charges and fees	3,429	3,435	1,401
Other revenues	509	886	442
Grants and contributions provided for operating purposes	6,966	4,600	1,747
Grants and contributions provided for capital purposes	7,199	12,626	1,015
Interest and investment revenue	214	214	23
Rental income	228	231	85
Net gain from the disposal of assets	91	91	26
Total income from continuing operations	27,007	30,450	13,318
Expenses from continuing operations			
Employee benefits and on-costs	8,278	8,332	3,242
Materials and services	5,214	5,594	2,966
Borrowing costs	9	9	2
Depreciation and amortisation	5,704	5,704	1,426
Impairment of receivables	6	6	2
Other expenses	326	326	120
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	19,537	19,971	7,758
Operating result from continuing operations	7,470	10,479	5,560
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	7,470	10,479	5,560
Net operating result for the year before grants and contributions provided for capital purposes	271	(2,147)	4,545

Narrandera Shire Council

General Fund Income Statement

for the period ending 30 November 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	6,119	6,111	6,249
User charges and fees	1,803	1,809	921
Other revenues	509	886	442
Grants and contributions provided for operating purposes	6,966	4,600	1,747
Grants and contributions provided for capital purposes	5,516	10,649	1,039
Interest and investment revenue	139	139	13
Rental Income	228	231	85
Net gain from the disposal of assets	91	91	26
Total income from continuing operations	21,371	24,516	10,522
Expenses from continuing operations			
Employee benefits and on-costs	7,641	7,678	2,967
Materials and services	3,260	3,597	2,253
Borrowing costs	9	9	2
Depreciation and amortisation	4,868	4,868	1,217
Impairment of receivables	6	6	2
Other expenses	326	326	120
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	16,110	16,484	6,561
Operating result from continuing operations	5,261	8,032	3,961
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	5,261	8,032	3,961
Net operating result for the year before grants and contributions provided for capital purposes	(255)	(2,617)	2,922

Narrandera Shire Council

Water Fund Income Statement

for the period ending 30 November 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	794	796	834
User charges and fees	1,464	1,464	425
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	10	221	16
Interest and investment revenue	65	65	7
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	2,333	2,546	1,282
Expenses from continuing operations			
Employee benefits and on-costs	342	339	141
Materials and services	1,261	1,294	473
Borrowing costs	-	-	-
Depreciation and amortisation	521	521	130
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	2,124	2,154	744
Operating result from continuing operations	209	392	538
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	209	392	538
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	199	171	522

Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 30 November 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	1,458	1,460	1,496
User charges and fees	162	162	55
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	1,673	1,756	(40)
Interest and investment revenue	10	10	3
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	3,303	3,388	1,514
Expenses from continuing operations			
Employee benefits and on-costs	295	315	134
Materials and services	693	703	240
Borrowing costs	-	-	-
Depreciation and amortisation	315	315	79
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	1,303	1,333	453
Operating result from continuing operations	2,000	2,055	1,061
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	2,000	2,055	1,061
Net operating result for the year before grants and contributions provided for capital purposes	327	299	1,101

20.5 NOVEMBER CAPITAL WORKS PROGRAM

Document ID:	590563
Author:	Senior Finance Officer
Authoriser:	Deputy General Manager Corporate and Community
Theme:	Statutory and Compulsory Reporting – Financial / Audit
Attachments:	1. November 2021 Capital Program ↓ 2. November 2021 Capital Expenditure ↓ 3. November 2021 Operating Expenditure ↓

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Capital Works report as of 30 November 2021.

PURPOSE

The purpose of this report is to enable Council to track the progress of capital works programs. This report is for the period ending 30 November 2021.

BACKGROUND

Works listed in the attachment are for works against new budgeted projects for the 2021/2022 year. Key operational expenses are also included in this report and have been highlighted separately.

PROGRESS TO DATE IN EACH AREA

Administration

Administration projects are scheduled as follows:

- IT Review and Software Licencing will be reviewed throughout the year.
- IT are migrating software to the new SQL 2019 server for the SQL Server Software Licenses project.
- Staff are being migrated to Multi-Factor Authentication for the Azure Premium P1 Implementation.
- The implementation is complete for the SSA implementation project.
- Software Licencing will be reviewed throughout the year.
- iPads for selected staff and ELT have been ordered as part of the Councillor iPad Project.
- The grant submission for the main street CCTV system has been reviewed; awaiting outcome prior to project commencement.
- Current plans are being reviewed for the Disaster Recovery Plan before organising the consultant.
- Mobile Device Management and MagiQ Publishing Portal are currently being implemented.

- Investigation into an Integrated Software System has commenced and will continue through the financial year.
- Quotes are being organised for the Replacement of Firewall project and Secure Wireless Network.
- GIS Imagery acquisition will commence in February 2022.
- Replacement of Network Switches will commence in January 2022.
- Replacement of Desktops and Laptops will commence in May 2022.

Public Order & Safety

- Quotations for the purchase and installation of a gatekeeper's shelter for the Waste Depot Improvement Works at Barellan Landfill are currently being sought.
- Construction is complete for the Pound Cattery Holding system; works on the cat cages are underway.
- Rural Fire Service are arranging works for the Barellan RFS Station Amenities.

Environment

- Narrandera West Drainage Improvements are subject to an easement over the existing basin; currently awaiting Land Council's approval.
- The Gabion Mattresses have been ordered for the Larmer Street Flood Mitigation Works - Stage 2. Works are to provide erosion protection for Padman Stop and are to commence in January.
- The design for an internal road is nearly complete for the Narrandera Landfill Masterplan improvement works. Awaiting on the design of the retaining wall to be completed prior to completing the roadworks.
- Design has been finalised for Drainage Improvements at Driscoll Road. Pipes have been ordered and construction of detention basin is to be scheduled.
- Scope and quotation specifications are currently being developed for the Cemetery Management Plans and Mapping software, as per the cemetery service review. Quotations are to commence in January.

Housing & Community Amenities

- Additional furniture to be ordered in January 2022 for the Narrandera and Grong Grong Cemetery.
- Quotes are being sought again due to contractor unavailability for the Barellan Cemetery entrance gate.

Recreation & Culture

- Project scope is being defined for the removal of pipes and plant room as part of the Lake Talbot Pool Remediation works. A meeting is scheduled with Murrumbidgee Irrigation to discuss bank rehabilitation requirements.
- Suitability and engineering limitations are being determined for the Lake Talbot Pool installation of shade structures and seating located at the Plant Room.
- The scope and timeframe for delivery is being determined for the Narrandera Park Oval Grandstand upgrade. An external contractor is being engaged.

- The contractor has completed works for the Narrandera Sportsground Clubrooms. External works are to be undertaken by Council.
- The Outdoor Court Furniture and shelters are expected to be completed in March 2022.
- The Narrandera Sportsground drainages and soak works are scheduled for February 2022.
- Awaiting on grants submission for additional funds for the Barellan Netball Courts.
- OSR New Shed design is under review and ready for procurement.
- Signs have been installed at Grong Grong Earth Park and Henry Mathieson Oval for the Remote Signage Project. A sign will be made for Brewery Flats.
- A meeting has taken place with representatives for the Marie Bashir Park Irrigation Management System. Quotation specifications to be developed in December.
- Marie Bashir Park drinking fountains/bottle fillers will be ordered in January 2022.
- Procurement is expected in December for the Narrandera Playgrounds Upgrades.
- Additional seating and soft fall upgrades will be ordered in December for the Narrandera Adventure Playground Upgrades.
- Other Town Park upgrades landscaping is scheduled for January 2022.
- Procurement issues were experienced for the Barellan Playground Upgrades and festive decorations project.
- The Tree Audit is 98% complete; all data is being reviewed. Any savings will be contributed towards the irrigation management system.
- IT is ensuring the Biosecurity Mapping Systems are compatible with Council's document management system.
- The purchase of the Boat is expected to take place in January 2022.
- Scope of works are currently being developed for the Lake Talbot Recreation toilet block landscaping; works are planned to commence in January.
- The scope of works is to be developed for the Lake Talbot seating and shelter revamp project.
- Book & Resources annual replacement purchasing is on target.
- Replacement Computer Seating for the library was purchased in 2020-2021 financial year, funds to be reallocated.
- Parkside Museum renewal works have commenced. kitchen cabinets are now complete. Procurement of external painting is underway and is scheduled to be completed by Mid-January.
- Lake talbot Tourist Park repairs of damaged units is complete.

Drought Community Funding (Round 2)

- Narrandera Stadium Upgrade works are complete.

Stronger Country Communities (Round 3)

- The Creating Future Farmers project has been delayed due to COVID-19. It is anticipated that the workshops will commence in Term 1 2022, pending the availability of Tocal Agricultural College.
- The Youth Food Van project is complete.

Playground on the Murrumbidgee

- Tender is to close mid-December for the build of the Destination and Discovery Hub. Demolition of existing building commenced late November.
- The footpath is to be completed mid-December for the Extension of the Bike and Hike Trails.
- Construction of the new building is underway at the Lake Talbot Tourist Park Amenity Block and Camp Kitchen. Works are scheduled to be completed in January 2022.
- Melbourne Street kerb and gutter is complete for the Northbank Walking Track project, with the footpath to be installed prior to January 2022.
- Detailed design is being completed for the Northbank Pedestrian Bridge. Tender is to close mid-December.
- Materials have been ordered for the Lake Talbot Tourist Park playground; construction commenced in late October. Over expenditure is to be funded from amenities upgrade savings.
- Development Application has been refused for the Lattice Railway Bridge. Reallocation of funding reported at the November Council Meeting. Project now transferred to Skywalk project. Scope and approvals are now being prepared.
- Lake Talbot deepening works are grant dependent.

Local Roads and Community Infrastructure Round 1

- Planter boxes and painting are now complete for the Kiesling Lane Beautification project; planting is finalised with decorative screen to be procured.
- Melbourne Street kerb and gutter works are nearing completion. Overspend to be covered from Urban kerb and gutter footpath work.
- Audit requirement costs to be covered by LRCI program.
- Completed Projects include Weir Park Road 1200m gravel Resheet and Otta Seal works, Ridgeview Road, Weir Park Road, Brewery Flat Improvements, Art Centre Storage, Water Tower Surrounds, and Tree planting – all towns.

Local Roads and Community Infrastructure Round 2

- Pump track modular units have been ordered for the Barellan Pump Track; delivery is expected in April 2022.
- The shed has been ordered for the Grong Grong Village storage facility and toilet with works to commence mid-December. Quotes for the electrical, plumbing, and internal room have been committed.
- Revised plans have been developed for the Wiradjuri Memorial Wall stage 1 with detailed engineering being finalised prior to tender.

- Works are well underway for the Barellan Cemetery installation of unisex toilet and sewerage management system. The procurement of modular toilet structure has been committed, due to be delivered mid-January. Water and septic contracted works have commenced with slab to be poured by mid-December.
- Designs are now complete for the Narrandera Sportsground disabled spectator access areas and installation of a digital scoreboard with video capability, with the installation to occur in January 2022.
- Design options are being considered for the Narrandera Flora and Fauna Reserve.

Community Building Partnership

- Artwork is scheduled for 31 January 2022 for the Stage 2 Art on the Water Tower project.

Crown Lands Infrastructure

- Works have commenced to construct drainage and seal the remaining access road at Rocky Water Hole.

Fixing Local Roads Round 1

- Design is complete for the Brewarrana Bridge Retrofitting. Works are to be scheduled when water levels drop. Necessary approvals are currently being obtained.

Fixing Local Roads Round 2

- Works are nearing completion for the FCR - Sandigo Kywong School Bus Route.

Fixing Local Roads Round 3

- Roads Resheeting (Unsealed Rural Roads Resheeting) is co-contribution to match Fixing Local Roads Round 3 grant application. Boree Road sealing has commenced.
- Rural Road reseals; grant was unsuccessful for Kamarah Road Heavy Vehicle and Erigolia Road Heavy Vehicle. Projects have been cancelled. Grant was successful for Cowabbie Road Northern Bus Route.

Fixing Country Bridges

- The tender has been awarded for Mollys Bridge and Somerset Bridge. Survey, geotech and review of environmental factors have been completed. The design has now commenced.

Transport & Communication

- Works to be scheduled are: Urban Laneways Upgrade – Additional, Culvert/Bridge assessment works and Urban reseals including Bendee, Bolton, Boundary, Dalgetty, Douglas, Mallee, Shady, Wilga Streets and Victoria Avenue. Innovation for Rural Infrastructure Management, Urban Laneway Upgrade – Arthur and Willans Lanes, Urban Kerb and Gutter Replacement, Urban Footpath Replacement, Active transport – Walking, and PAMP – Urban Footpath Cadell Street (Twynam and Audley Streets).
- Urban Pavement Rehabilitation works have commenced for Anzac/Kiesling Drive intersection, East/Larmer Streets Intersection, Red Gum and Adams Streets heavy patching.
- Urban Roads Construction: Still awaiting sealing works to extend to the kerb for Arthur Street (Victoria to Audley) and Baylis Street (Jonsen to May).

- Urban Roads Construction – Laneways: Peters and Arthur Lanes - King to Whitton Street projects have been deferred due to lack of funding. Works are to be scheduled for Arthur Lane – Victoria to Bolton Streets.
- Procurement has commenced for the Improvement of Water Haulage project.
- The Urban Footpath to railway overpass project is awaiting the grant funding announcement.
- Rural Sealed Roads Construction works have commenced for Driscoll Road.
- Roads to Recovery resheeting projects works to be scheduled include Holloway, Birrego, Baldwins and The Gap Roads. Galore Park, Galore Forest, Merribee, Rosedale, Donaldsons and Jackson Roads works have commenced. McDonalds Road project has been cancelled.
- Reseal Works to be scheduled include Strontian, Federal Park and Sandy Creek Roads.
- Regional Roads Capital component of block grant include MR243, MR370, MR596 and MR7608, which will be completed as required. Barellan Road works to be completed in the second quarter.
- School Zone Infrastructure Program (SZI) – Larmer, Adams and Douglas Streets are in design phase.
- Completed works include: FLR Round 1 - Paintings Bridge, HVSPK Kamarah, Red Hill, Bassetts Roads, Box Street, Druces, Pethers, Bogolong, Pinehope Roads and Banner Poles Leeton Road. Roads to Recovery projects; culvert Manderlay Road 7.78km, culvert McKenzies Road and LED Street Lighting replacement project.

Economic Affairs

- Red Hill Signage and Gateway Entrance Signs are under review.
- Council Chambers cleanout of storage facility works activities have been delayed due to COVID-19 restrictions.
- Building Renewal and Upgrades annual program has been identified and scoped. Barellan Street Stall replacement is underway. Various building fixtures and renewal activities have been committed or purchased.
- Scope is now being prepared for the Solar Panels.
- Works are underway and on track for the Workshop Vehicle Wash Bay. Shed and concrete procurement has commenced.
- Works are nearing completion for the Runway, Taxiway and Apron resealing and re-mark project and the Installation (3) of the Apron Flood lights.
- Quotes are currently being sought to undertake works for the Security and Wildlife Perimeter fencing.
- Scope is being developed for Light Vehicles, Trucks and Trailers, Heavy Plant Sales and Other Plant Capital.

Water Supplies

- Hydrant and Valve replacements program is being developed. Works are to begin early 2022.

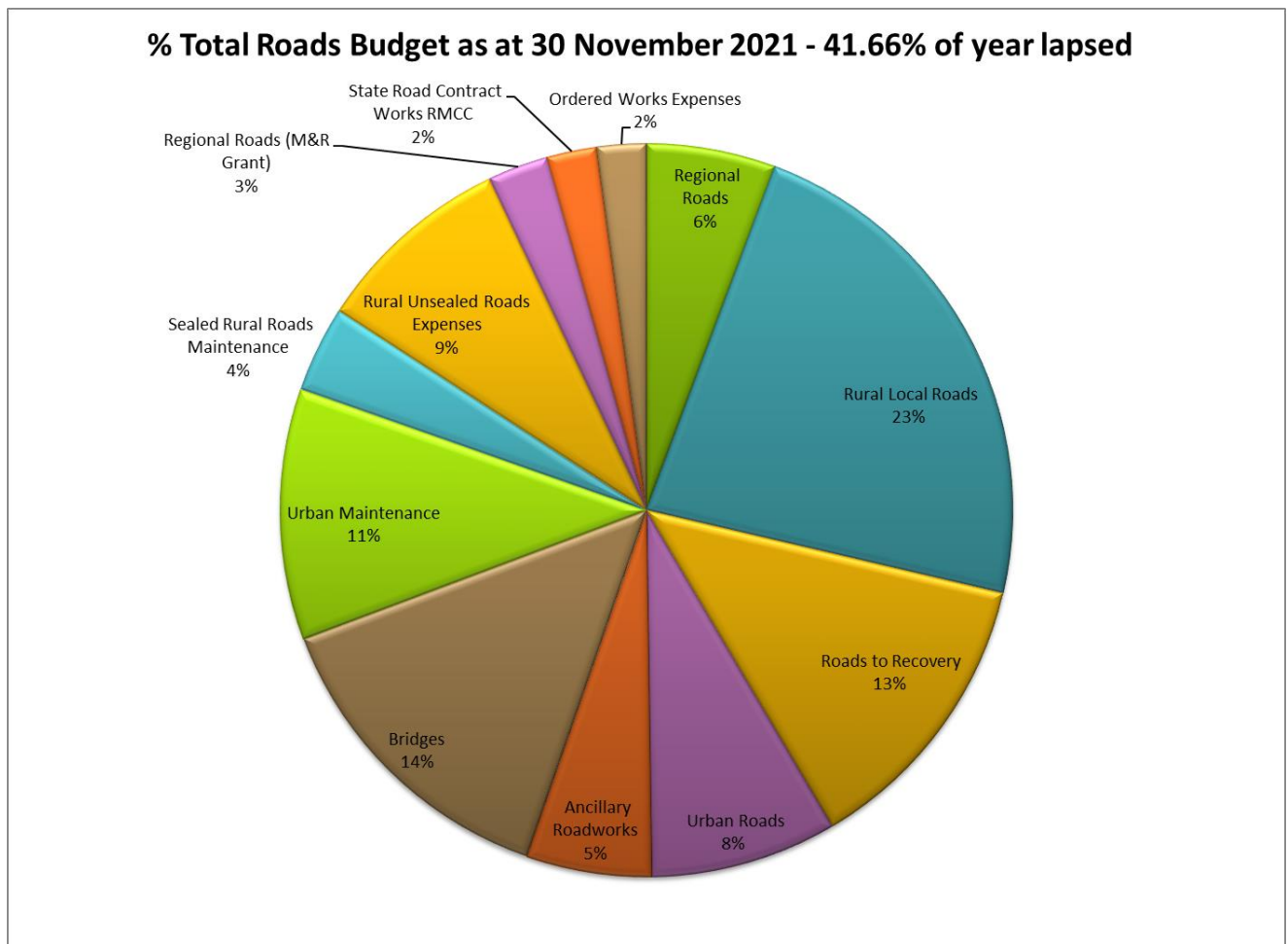
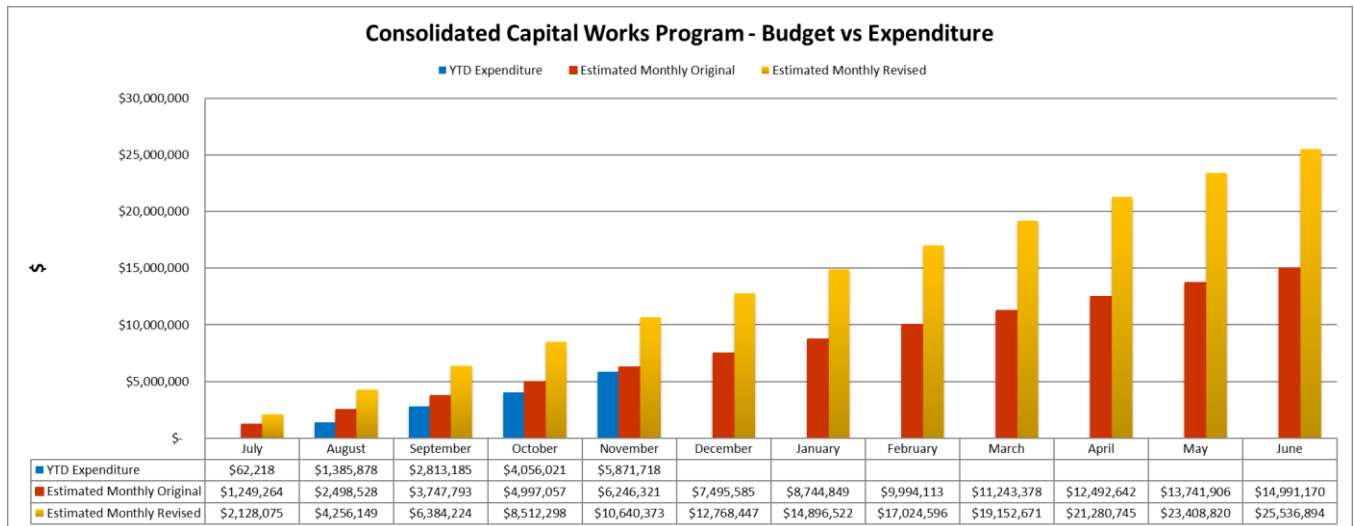
- Service replacements will commence as required.
- Hydraulic model is complete for the North Zone Pressure Pump low pressure issues. Specifications are being developed.
- Grosvenor, Adams, and King Streets Water Main replacements have commenced.
- Awaiting the draft deed from Restart prior to commencement of the WTP Scoping Study for the Water Treatment Plant (WTP) filter/Upgrade design.
- Pine Hill Reservoir Upgrade construction is underway. Completion is expected early 2022.
- Pine Hill Reservoir fencing project to commence upon completion of the new Reservoir.
- The Pine Hill Pumps Replacement to be programmed after the Reservoir construction is complete.
- Program for the 2021/22 cul-de-sac ring mains is being developed, works to commence upon completion of the watermain replacements.
- Gordon Street fencing procurement has commenced.
- Department of Planning Industry and Environment (DPIE) concurrence for Groundwater Study has been provided for the Integrated Water Cycle Management (IWCM) Additional works; consultant has been engaged and study is underway. Expected completion in early 2022.
- Taggle Software and implementation is underway. Expected to be operational for the next billing cycle.
- The third batch of filter installations is underway for the Household Filter Project. Installation is underway: 68 filters have been installed with 30 pending.
- Telemetry Software Upgrade and Hardware Upgrade specifications are complete; works to be programmed end 2021.
- Quotes have been received for the Valve Exerciser; review is being undertaken.
- Solar Panel scope is being prepared.
- Lake Talbot Tourist Park Fire Service Water Main is underway and is expected to be completed in December.
- Completed projects: Reservoir cleaning and structural assessments and Water Main replacement at Sawmill Road Extension.

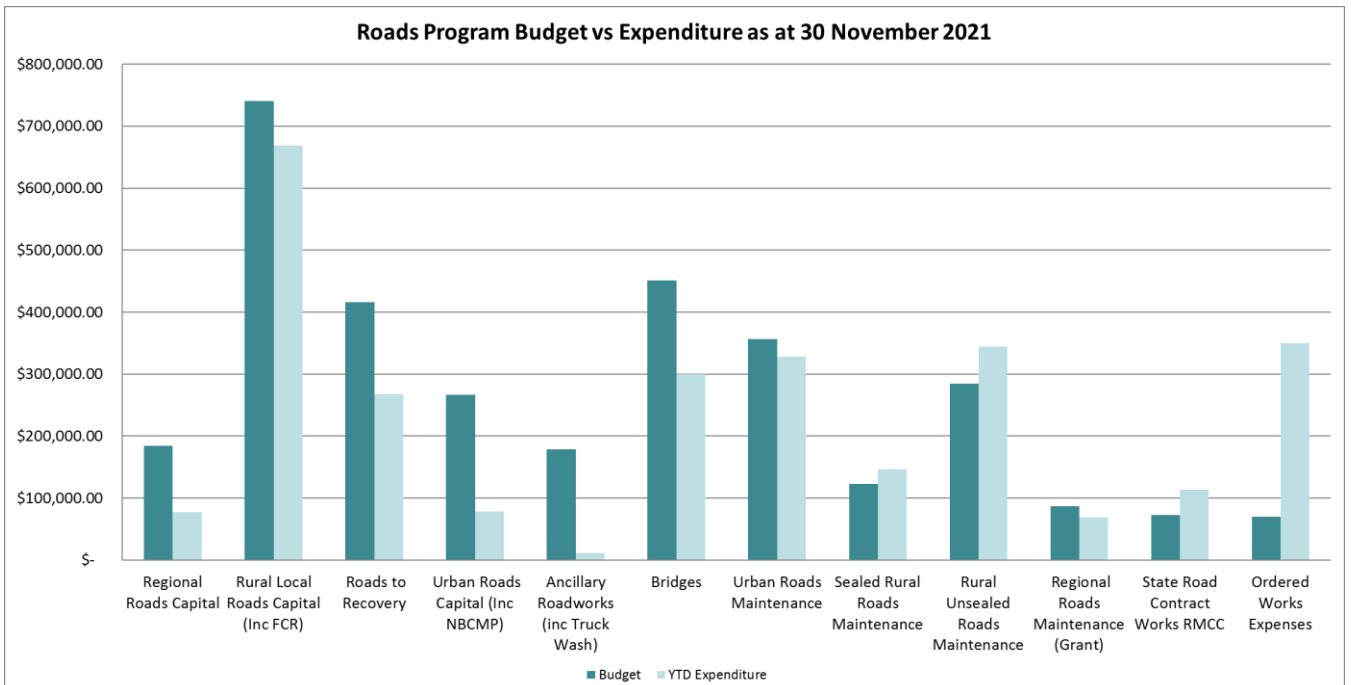
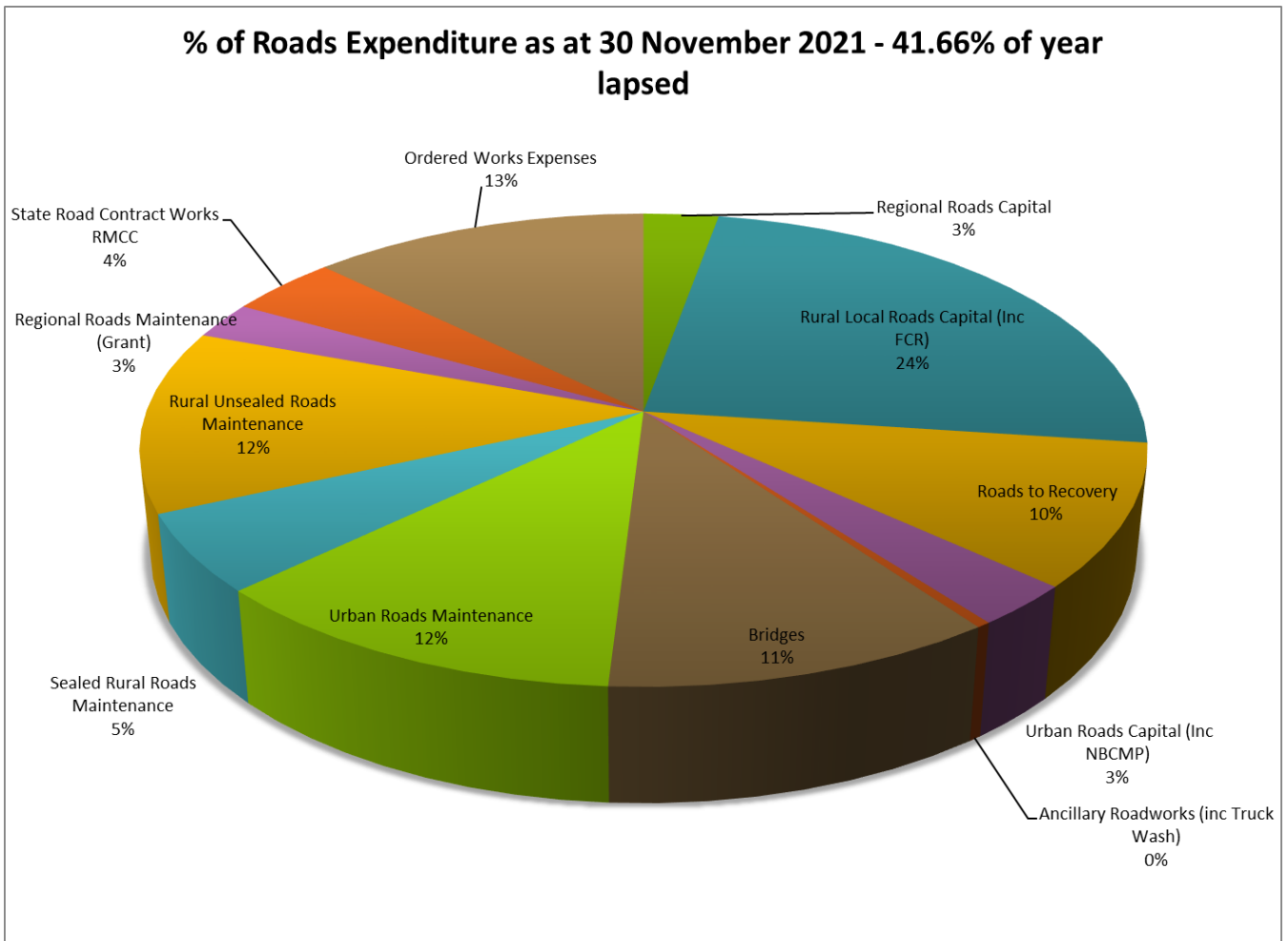
Sewerage Supplies

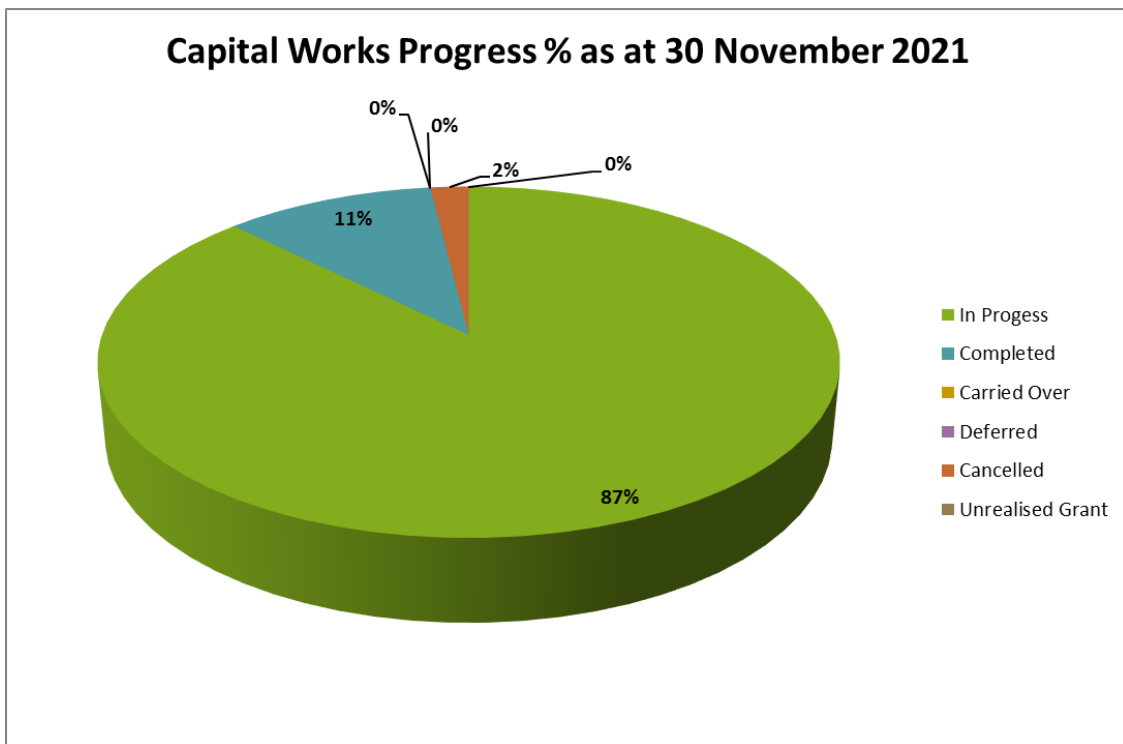
- The Barellan Sewer design tender has been awarded and is underway with anticipated completion early 2022.
- The design has been updated for the Primary Filter EPA (Environment Protection Authority) with procurement to begin in December.
- Manhole and Sewer Service Replacements will be performed as required.
- Quotes have been received for the Flow Meters for Sewer Pump Stations 2, 3 and 4 with a review to be undertaken.

- Public consultation to be undertaken in January for the Narrandera West Sewer Extension with draft report reviewed by DPIE (Department of Planning Industry and Environment) in January.
- Scope is being prepared for the Solar Panel project.
- Telemetry Software Upgrade and Hardware Upgrade specifications are complete, works are to be programmed in early 2022.
- Completed works: Sewer Main Relines.

1.







TERMINOLOGY

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

Ledger Number - This is a reference number for staff to link the report to Council’s accounting records.

Capital works are funded from several sources. Codes that denote revenue sources are:

- **Revenue** – Projects funded from revenue raised from Rates & Annual charges, User Fees and Other Revenue.
- **Reserve** – Jobs funded from Council’s reserves and unspent grants.
- **Grant & Contributions** - Funding from other Government departments, Councils or organisations.

Budget – This is the total allocation to complete the project.

YTD Exp – Total expenditure allocated to project as of report date, 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**

- N/A

Financial

- Advises Council of the 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. Receives and notes the information contained in the Capital Works report as of 30 November 2021.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at 30 November 2021

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

41.66%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
1	IT Review	-		\$2,453.00	\$0.00	\$2,453.00	0%	Will review throughout the year.
2	SQL Server Software Licenses	-		\$17,530.00	\$5,915.00	\$11,615.00	34%	Migrating software to new SQL 2019 server as time allows.
3	Azure Premium P1 Implementation	-	\$41.18	\$12,220.00	\$7,881.00	\$4,297.82	64%	James is migrating staff to MFA when they are available.
4	GDA and SSA Implementation	-		\$16,053.64	\$15,681.00	\$372.64	98%	SSA Implementation completed.
5	Replace Desktops/Laptops	20,000	\$208.00	\$30,410.00	\$15,576.50	\$14,625.50	51%	Will commence in May.
6	Software Licencing	20,000		\$20,000.00	\$2,700.00	\$17,300.00	14%	Will review throughout the year.
7	Councillor iPad Project	5,000	\$1,845.00	\$5,000.00	\$3,307.00	-\$152.00	66%	New iPads for ELT and selected staff have been ordered.
8	Replace Firewall	35,000		\$35,000.00	\$0.00	\$35,000.00	0%	Organising Quotes.
9	Secure Wireless Network	15,000	\$4,970.00	\$15,000.00	\$0.00	\$10,030.00	0%	Organising Quotes.
10	Replace Network Switches	25,000		\$25,000.00	\$0.00	\$25,000.00	0%	Will commence in January.
11	Disaster Recovery Planning	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	James is reviewing the current plans before organising consulting.
12	Mobile Device Management	10,000	\$6,960.00	\$10,000.00	\$0.00	\$3,040.00	0%	Currently implementing.
13	Integrated Software System	20,000		\$20,000.00	\$0.00	\$20,000.00	0%	Have commenced and continue through the financial year.
14	GIS Imagery	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Will commence in December.
15	MagiQ Publishing Portal	-		\$12,500.00	\$12,570.00	-\$70.00	101%	Currently implementing.
16	Pound: Cattery Holding System	-	\$1,929.18	\$3,120.07	\$292.39	\$898.50	9%	Construction of the cattery structure is complete. Works on the cat cages is underway.
17	CCTV system for the Main Street	60,000		\$60,000.00	\$5,134.00	\$54,866.00	9%	Completed a review of the public CCTV systems for Grant submission. Now awaiting outcome of Grant submission before starting.
18	Barellan RFS Station Amenities	-		\$28,739.54	\$0.00	\$28,739.54	0%	RFS arranging works.
19	Ndra Landfill Masterplan improvement works	-	\$6,900.00	\$149,963.91	\$6,760.00	\$136,303.91	5%	Design for internal road nearly complete. Waiting for design of retaining wall to be completed prior to completing road works.
20	Waste Depot Improvement Works Barellan	87,000		\$87,000.00	\$0.00	\$87,000.00	0%	Quotations for the purchase and installation of a gatekeepers shelter are currently being sought for the Barellan Landfill.
21	Larmer St Flood Mitigation Works - Stage 2	-	\$3,575.45	\$5,309.75	\$1,185.44	\$548.86	22%	Gabion Mattresses Ordered - Works to provide Erosion Protection for Padman Stop to commence in January .
22	Narrandera West Drainage Improvements	28,000		\$28,000.00	\$517.00	\$27,483.00	2%	Subject to an easement over existing basin awaiting Land Councils approval.
23	Drainage Improvements Driscoll Road	60,000	\$344.91	\$65,627.24	\$29,106.77	\$36,175.56	44%	Design finalised - Pipes have been ordered and construction of detention basin to be scheduled
24	Book & Resources annual replacement	30,896		\$34,613.91	\$5,723.37	\$28,890.54	17%	Purchasing on target. November purchases not yet allocated to JC.
25	Replacement of Computer Seating	3,000		\$3,000.00	\$0.00	\$3,000.00	0%	Funds to be reallocated.
26	LT Pool Remediation Works	136,000		\$136,000.00	\$37,705.65	\$98,294.35	28%	Project scope is being defined for the removal of pipes and plant room. A meeting is sheduled with M.I discuss bank rehabilitation requirements
27	LT Pool Install shade structures and seating located on Plant Room	60,000		\$60,000.00	\$0.00	\$60,000.00	0%	Project investigation to commenced - Currently determining suitability and engineering limitations of Shade Structure to be fitted to Plant Room building.
28	Narrandera Sportsground Drainages & Soak	95,000		\$100,000.00	\$0.00	\$100,000.00	0%	Works schedules for February 2022.
29	Ndra Sportsground Clubrooms	-	\$36,398.64	\$939,925.02	\$863,123.62	\$40,402.76	99%	Contract complete. External works to be undertaken by Council.
30	Outdoor Courts Furniture/Shelters	-		\$15,000.00	\$0.00	\$15,000.00	0%	expected completion March 2022.
31	Barellan Netball Courts	-		\$103,500.00	\$0.00	\$103,500.00	0%	Waiting on grants submission for additional funds.
32	Ndra Park Oval Grandstand upgrade	20,000		\$20,000.00	\$1,062.58	\$18,937.42	5%	Councils Carpenter is providing a scope and timeframe for delivery. Engaging external contractor.
33	MBP Irrigation management system	125,000		\$125,000.00	\$0.00	\$125,000.00	0%	Meeting has taken place with representatives, quotation spec to be developed December.
34	OSR New Shed	125,000	\$81,053.64	\$125,000.00	\$27,265.63	\$16,680.73	22%	Design under review and ready for procurement.
35	Narrandera Playgrounds Upgrades	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Procurement expected December.
36	Narrandera Adventure Playground Upgrades	25,000		\$25,000.00	\$0.00	\$25,000.00	0%	Additional seating, and softfall to be ordered December.
37	Brln Playground Upgrades and festive decorations	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Procurement issues being experienced.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at 30 November 2021

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

41.66%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
38	MBP Drinking fountains/ bottle fillers	-		\$8,000.00	\$0.00	\$8,000.00	0%	Drink station to be ordered January 2022.
39	DCF/LRCI - Narrandera Stadium Upgrade	-		\$56,289.50	\$52,469.08	\$3,820.42	93%	Completed
40	SCCF - Youth Food Van Project	-		\$9,161.78	\$10,053.28	-\$891.50	110%	Completed
41	SCCF3A - 0009- Creating Future Farmer	-		\$19,950.00	\$0.00	\$19,950.00	0%	Creating future farmers has been delayed due to COVID. It is anticipated that the workshops will commence in Term 1, 2022 pending availability of Tocal.
42	POM - Destination & Discovery Hub	-	\$39,173.00	\$3,061,303.30	\$201,124.77	\$2,821,005.53	7%	Tender to close mid-December. Demolition existing to commence late November.
43	POM - Extension of Bike & Hike Trails	61,967		\$61,967.00	\$156.64	\$61,810.36	0%	Footpath to be completed Mid-December.
44	POM - Lattice Railway Bridge	822,000		\$10,545.16	\$9,779.17	\$765.99	93%	Project now transferred to Skywalk project. Scope and approvals now being prepared.
45	POM - LTPP Upgrades to Amenity block & Camp Kitchen	-	\$304,502.23	\$833,690.72	\$444,438.68	\$84,749.81	53%	Construction underway. Scheduled completion January 2022.
46	POM - LTPP New Playground	60,741		\$60,741.00	\$53,877.86	\$6,863.14	89%	Materials ordered, construction commenced late October. Over expenditure to be funded from amenities upgrade savings.
47	POM - Northbank Walking Track		\$122,435.70	\$382,648.58	\$53,941.27	\$206,271.61	14%	Melbourne St kerb and gutter, completed with footpath to be installed prior to January 2022.
48	POM - Northbank Pedestrian Bridge	283,639	\$22,318.18	\$302,181.07	\$8,530.37	\$271,332.52	3%	Detailed design being completed. Tender to close mid-December.
49	Other Town Park upgrades	-		\$20,000.00	\$800.00	\$19,200.00	4%	Landscaping scheduled for January 2022.
50	2020-25 Tree Audit	-	\$12,075.75	\$38,000.00	\$18,000.00	\$7,924.25	47%	98% complete, reviewing all data. Any savings to contribute towards management system.
51	Biosecurity Mapping System	-		\$23,060.00	\$0.00	\$23,060.00	0%	IT review systems to ensure they are compatible with Councils document management system
52	Remote Signage	7,500		\$15,000.00	\$12,000.00	\$3,000.00	80%	Signs have been installed at Grong Grong Earth Park and Henry Mathieson Oval. A sign will be made for Brewery Flats.
53	POM - Elevated Walk, Platform deck			\$821,000.00	\$0.00	\$821,000.00	0%	
54	LRCI - Brewery Flat Improvements - Fire Pits, Seating, Shelters.	-		\$3,147.55	\$1,295.07	\$1,852.48	41%	Complete
55	LRCI - Art Centre Storage - Deck and Storage at the rear of the Art centre	-		\$5,012.22	\$2,256.61	\$2,755.61	45%	Complete, funds to be used for other LRCI projects.
56	LRCI - Kiesling Lane Beautification	-	\$115.00	\$19,620.00	\$11,761.35	\$7,743.65	60%	Planter boxes complete, painting complete. Planting finalised. Decorative Screen to be procured.
57	LRCI - Water Tower Surrounds - Tidy up and make usable (Gardens, paths, seating)	-		\$7,926.46	\$4,731.09	\$3,195.37	60%	Complete - Awaiting invoice.
58	LRCI - Tree planting - All towns (Subject to consultation)	-		\$856.01	\$11,086.58	-\$10,230.57	1295%	Complete
59	LRCI - Melbourne Street - Kerb & Gutter works,	-		\$54,587.88	\$99,220.54	-\$44,632.66	182%	Works nearing completion. Overspend to be covered from carryover from 8-1018-0
60	LRCI - Laneway Upgrade - Drain and seal a selected laneway.	-		\$7,974.66		\$7,974.66	0%	
61	LRCI - Arthur Lane	-			\$0.00			Works to be scheduled
62	LRCI - Willans Lane	-			\$0.00			Works to be scheduled
63	LRCI - Drainage Works (Various) - New Culverts and causeways	-		\$12,058.35		\$9,540.38	21%	
64	LRCI - Ridgeview Road	-			\$2,517.97			Complete
65	LRCI - Weir Park Road - 1200m gravel Resheet and Otta seal	-		\$2,982.51	\$1,350.00	\$1,632.51	45%	Complete
66	Art on the Water Tower Stage 2	-		\$25,859.90	\$0.00	\$25,859.90	0%	scheduled artwork 31 Jan 2022
67	LRCI R2 - Barellan Pump Track	-	\$49,700.00	\$160,000.00	\$52,529.53	\$57,770.47	33%	Pump Track modular units order committed expected to arrive April 2022.
68	LRCI R2 - Grong Grong Village - Storage facility, toilet, and associated equipment	-	\$75,942.73	\$108,200.00	\$26,688.91	\$5,568.36	25%	Procurement of Shed completed and works to commence mid-December. Quotes for electrical, plumbing and internal room have been committed.
69	LRCI R2 - Wiradjuri Memorial Wall Stage 1	-	\$55,500.00	\$279,964.00	\$9,116.29	\$215,347.71	3%	Revised plan developed with detailed engineering being finalised prior to tender.
70	LRCI R2 - Ndra Sportsground - Disabled spectator access areas.	-	\$58,267.27	\$39,440.18	\$1,695.58	-\$20,522.67	4%	Design and procurement complete, installation to occur.

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41.66%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
71	LRCI R2 - Ndra Sportsground - Installation of a digital scoreboard, with video capability.	-	\$47,550.00	\$120,000.00	\$47,550.00	\$24,900.00	40%	Design and procuremnt complete, installation to occur in January 2022.
72	LRCI R2 - Brln Cemetery - Install unisex toilet & sewerage management system.	-	\$29,750.98	\$75,000.00	\$9,451.54	\$35,797.48	13%	Works well underway - Procurement of modular Toilet structure committed due to be delivered mid-January. Water and Septic contracted works have commenced. Slab to be poured by Mid-December.
73	LRCI R2 - Ndra Flora and Fauna reserve - Upgrade carpark & entrance	-		\$54,975.00	\$0.00	\$54,975.00	0%	Design options being considered
74	LRCI Audit Requirements	-		\$0.00	\$4,000.00	-\$4,000.00	#DIV/0!	Costs to be covered by LRCI program.
75	CRIF - Construct drainage and seal the remaining access road at Rocky Water Hole	-	\$33,095.45	\$86,435.90	\$46,960.50	\$6,379.95	54%	Works commenced
76	LT Rec Seating and Shelter Revamp	-		\$10,000.00	\$0.00	\$10,000.00	0%	Scope of works to be developed
77	LT Deepening Works	2,000,000		\$2,000,000.00	\$0.00	\$2,000,000.00	0%	Grant dependent
78	LT Rec Toilet block landscaping	20,000		\$20,000.00	\$0.00	\$20,000.00	0%	Developing scope of works landscaping planned for January.
79	Boat Purchase	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Purchase expected January.
80	LED Street Lighting Replacement	350,000	\$398,868.36	\$350,000.00	\$0.00	-\$48,868.36	0%	Complete - invoice pending.
81	Barellan Cemetery Entrance gate	-		\$8,000.00	\$0.00	\$8,000.00	0%	Seeking quotes again due to contractor unavailability
82	GG Cemetery Furniture	-		\$3,834.00	\$0.00	\$3,834.00	0%	Additional furniture to be ordered January 2022.
83	Furniture - Narrandera Cemetery	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	Furniture will be ordered January 2022.
84	Cemetery management plans, master planning, management and mapping software - as per cemetery service review	70,000		\$70,000.00	\$0.00	\$70,000.00	0%	Scope and quotation specification currently being developed. Specification developed October. Quotations to commence January 2022.
85	Barellan Stormwater Design	-		\$0.00	\$386.53	-\$386.53	#DIV/0!	
86	Narrandera Business Centre Master Plan	-		\$0.00	\$6,359.14	-\$6,359.14		
87	Bolton Street	-		\$0.00	\$6,359.14	-\$6,359.14		
88	East St between Twynam & Bolton	-		\$0.00	\$0.00	\$0.00		
89	Urban Roads Construction	131,381		\$141,709.37		\$132,958.25	6%	
90	Arthur St (Victoria to Audley) Extend to kerb				\$1,317.56			awaiting seal
91	Baylis St (Jonsen St to May St) Extend to kerb				\$4,936.06			awaiting seal
92	Box Street (Barellan)				\$0.00			Completed
93	Intersections Upgrade Local & Reg. Rds				\$2,497.50			
94	Culvert/bridge assessment works	-		\$15,683.00	\$0.00	\$15,683.00	0%	Works to be scheduled
95	Urban Roads Construction - Laneways	40,922		\$40,922.00		-\$3,906.65	110%	
96	Audley Lane				\$0.00			
97	Peters Lane				\$0.00			project deferred due to lack of funding
98	Jonsen Lane				\$44,828.65			
99	Arthur Ln - Victoria to Bolton				\$0.00			Works to be scheduled
100	Arthur Lane - King to Whitton Street				\$0.00			project deferred due to lack of funding
101	Urban Reseals	120,612		\$120,612.00		\$120,612.00	0%	
102	Bendee Street				\$0.00			Works to be scheduled
103	Bolton Street				\$0.00			Works to be scheduled
104	Boundary Road				\$0.00			Works to be scheduled
105	Dalgety Street				\$0.00			Works to be scheduled
106	Douglas Street				\$0.00			Works to be scheduled
107	Mallee Street				\$0.00			Works to be scheduled
108	Shady Street				\$0.00			Works to be scheduled
109	Victoria Avenue				\$0.00			Works to be scheduled
110	Wilga Street				\$0.00			Works to be scheduled
111	Urban Pavement Rehabilitation	132,458		\$132,458.00		\$121,027.64	9%	
112	Anzac/ Keisling intersection Heavy Patch				\$2,696.41			Works commenced

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	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
113	East/ Larmer Intersection Heavy Patch				\$3,234.48			Works commenced
114	Red Gum Street Heavy Patch				\$3,198.07			Works commenced
115	Adams Street Heavy Patch				\$2,301.40			Works commenced
116	Urban Laneways Upgrade - additional				\$0.00			Works to be scheduled
117	Urban K&G Replacement	15,759		\$51,593.11	\$270.61	\$51,322.50	1%	Works to be scheduled
118	Improvement of water haulage	-		\$15,000.00	\$0.00	\$15,000.00	0%	Procurement commenced.
119	Innovation for Rural infrastructure Mgmnt	-		\$11,995.00	\$0.00	\$11,995.00	0%	Works to be scheduled
120	Urban Footpath Replacement	10,506	\$25.27	\$10,506.00	\$53.41	\$10,427.32	1%	Works to be scheduled
121	Urban Footpath Add. Funds requested - To railway overpass	100,000		\$100,000.00	\$0.00	\$100,000.00	0%	Awaiting Grant Funding announcement
122	Roads to Recovery	997,362		\$997,362.00		\$711,571.49	27%	
123	Merribee Rd				\$10,622.05			works commenced
124	Rosedale				\$14,788.80			works commenced
125	Strontian Road - Reseal				\$408.24			Works to be scheduled
126	Federal Park Road - Reseal				\$0.00			Works to be scheduled
127	Sandy Creek Road - Reseal				\$0.00			Works to be scheduled
128	Druces Road (4.35 to 5.35) Resheeting				\$22,185.13			completed
129	Pethers Road (0.0 to 0.3) Resheeting				\$7,890.59			completed
130	Galore Park Road (0.0 to 1.3) Resheeting				\$34,349.96			works commenced
131	Mcdonalds Road (0.0 to 1.97) Resheeting				\$0.00			project cancelled
132	Bogolong Road (6.94 to 9.8) Resheeting		\$18,181.82		\$44,486.74			completed
133	Pinehope Road (1.69 to 2.69) Resheeting				\$25,310.79			completed
134	Baldwins Road (0.0 to 0.75) Resheeting				\$2,927.06			Works to be scheduled
135	Holloway Road (2.5 to 4.0) Resheeting				\$2,836.88			Works to be scheduled
136	Galore Forest Rd (0.0 to 1.97) Resheeting				\$23,908.08			works commenced
137	Birrego Rd (7.7 to 9.7) Resheeting				\$0.00			
138	Jackson Rd (1.0 to 1.67) Resheeting				\$17,655.90			works commenced
139	The Gap Rd (6.55 to 9.55) Resheeting				\$0.00			
140	Donaldsons Rd (0.5 to 2.6) Resheeting				\$60,238.47			works commenced
141	Rural Sealed Roads Construction	206,620		\$206,620.00		\$188,359.60	9%	
142	Euratha Road				\$18,260.40			
143	Culvert Manderlay Road 7.78 km	-		\$8,440.00	\$1,914.26	\$6,525.74	23%	completed
144	Culvert McKenzies	-		\$6,255.00	\$0.00	\$6,255.00	0%	completed
145	FLR R1 - Paintings Bridge	-		\$29,387.34	\$0.00	\$29,387.34	0%	Completed
146	Driscoll Road	-		\$175,000.00	\$139,393.30	\$35,606.70	80%	Works commenced
147	Roads Resheeting - (Unsealed rural roads resheeting)	297,368		\$297,368.00		\$241,896.55	19%	Co contribution to match Fixing Local Roads Road 3 grant application
148	HVSPK Kamarah Road				\$23,593.00			Completed
149	Red Hill Road				\$15,808.95			Completed
150	Bassetts Road				\$16,069.50			Completed
151	FLR R1 - Brewarrana Bridge Retrofitting	-	\$20,096.29	\$415,586.23	\$12,644.21	\$382,845.73	3%	design complete works to be scheduled when water levels drop. Current in process to obtain necessary approvals.
152	FCR - Sandigo Kywong school bus route	454,440	\$5,660.91	\$446,907.03	\$433,534.01	\$7,712.11	97%	Works nearly completed
153	Boree Road	-	\$210,846.13	\$37,395.81	\$7,812.21	-\$181,262.53	21%	sealing commenced
154	Rural Roads Reseals	153,995		\$153,995.00		\$153,995.00	0%	
155	FLR 3 - Kamarah Road Heavy vehicle				\$0.00			Grant Unsuccessful. Project cancelled.
156	FLR 3 - Erigolia Road Heavy Vehicle				\$0.00			Grant Unsuccessful. Project cancelled.
157	FLR 3 - Cowabbie Road Northern bus route				\$0.00			Grant successful.
158	Fixing Country Bridges	1,083,532		\$1,083,532.00		\$492,272.80	28%	

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159	FCB - Molly's Bridge		\$153,185.00		\$157,973.47			Tender awarded. Survey completed, Geotech completed, REF completed, design commenced
160	FCB - Somerset Bridge		\$138,335.00		\$141,765.73			Tender awarded. Survey completed, Geotech completed, REF completed, design commenced
161	Regional Roads Capital Works	441,400		\$441,400.00		\$363,967.15	18%	
162	MR243 - Canola Way to (GG, Gainain, Matong & Coolamon)				\$18,653.85			As required.
163	MR370 - To Lockhart				\$20,031.99			As required.
164	MR596 - Back Yamma Road (south-west of Morundah)				\$0.00			As required.
165	MR7608 - Barellan Road				\$38,747.01			Barellan Road works to be completed second quarter
166	Active Transport - Walking	270,000		\$273,727.79	\$452.51	\$273,275.28	0%	Works to be scheduled
167	Banner Poles Leeton Road	-		\$8,276.04	\$1,657.39	\$6,618.65	20%	Complete
168	PAMP - Urban Footpath Cadell st (Tywnam and Audley Sts)	25,000		\$25,000.00	\$0.00	\$25,000.00	0%	Works to be scheduled
169	School Zone Infrastructure Program (SZI) - Larmer Street	-		\$6,400.00	\$0.00	\$6,400.00	0%	Design phase
170	School Zone Infrastructure Program (SZI) - Adams and Douglas Street	-		\$115,000.00	\$8,640.00	\$106,360.00	8%	Design phase
171	Red Hill Signage	-		\$3,700.00	\$0.00	\$3,700.00	0%	under review
172	Gateway/Entrance signs	-	\$2,000.00	\$4,183.52	\$0.00	\$2,183.52	0%	under review
173	LTPP Unit 5 & 6 Damage Repairs	-		\$69,176.00	\$67,809.65	\$1,366.35	98%	Contractor has completed repairs.
174	Light Vehicles	462,509		\$462,509.00	\$45,454.54	\$417,054.46	10%	Scope being developed
175	Trucks & Trailers	517,600		\$517,600.00	\$0.00	\$517,600.00	0%	Scope being developed
176	Heavy Plant Sales	492,963		\$492,963.00	\$0.00	\$492,963.00	0%	Scope being developed
177	Other Plant Capital	20,000		\$20,000.00	\$3,510.00	\$16,490.00	18%	Scope being developed
178	Building renewal and upgrades in portfolio of Manager of Works	146,000	\$21,099.41	\$157,354.84	\$69,174.52	\$67,080.91	44%	Annual program has been identified scoped and procurement underway. Barellan Street stall replacement underway, Various building fixture and renewal procurement activities have been committed.
179	Museum - Ext. paint, disabled ramp, public toilets	-	\$6,909.09	\$25,939.83	\$14,396.17	\$4,634.57	55%	Replacement of kitchen cabinets has been completed. Procurement of external painting and is scheduled to be completed by Mid-January.
180	Council Chambers Cleanout of Storage Facility	-		\$5,709.14	\$0.00	\$5,709.14	0%	Works activities delayed due to Covid restrictions.
181	Solar Panels	100,000		\$100,000.00	\$0.00	\$100,000.00	0%	Scope is now being prepared.
182	Workshop vehicle washbay	100,000	\$38,312.45	\$121,000.00	\$83,481.92	-\$794.37	69%	Shed and concrete procurement committed - Works are under way and on track
183	Runway, Taxiway & Apron resealing & re-mark	-	\$79.40	\$210,932.55	\$209,041.48	\$1,811.67	99%	Works nearing completion
184	Installation (3) Apron Flood Lights	-	\$2,327.85	\$27,479.29	\$24,199.15	\$952.29	88%	Works nearing completion
185	Security & Wildlife Perimeter fencing	-	\$5,500.00	\$409,657.73	\$10,237.39	\$393,920.34	2%	currently seeking quotes to undertake works.
186	Airport Taxiway	-		\$0.00	\$35,316.00	-\$35,316.00	#DIV/0!	
187	Services Replacements	20,000	\$4,370.65	\$20,000.00	\$10,921.98	\$4,707.37	55%	As required.
188	Reservoir cleaning and structural assessment	-		\$11,559.60	\$25,696.33	-\$14,136.73	222%	Complete
189	WTP filter/Upgrade design	-	\$2,272.73	\$41,912.00	\$0.00	\$39,639.27	0%	Scoping study being prepared.
190	North Zone Pressure Pump - low pressure issues	40,000		\$40,000.00	\$408.96	\$39,591.04	1%	Hydraulic model complete, specification being developed.
191	Water Main Replacements	300,000	\$15,302.02	\$300,000.00		\$129,095.48	57%	
192	Sawmill Road Extension	-			\$2,551.75			Complete
193	Adams St watermain replacement	-			\$36,598.22			Works commenced
194	King St Watermain Replacement	-			\$84,520.85			Works commenced
195	Grosvenor St Watermain Replace	-			\$47,233.70			Works commenced
196	Hydrant and Valve replacements	65,000		\$65,000.00	\$7,848.01	\$57,151.99	12%	Program for 2021/22 being developed. Works to begin early 2022.
197	Pine Hill reservoir upgrade	-	\$215,911.19	\$1,145,576.88	\$861,015.84	\$68,649.85	75%	Construction underway. Completion expected early 2022.
198	Pine Hill reservoir fencing/ demolition	50,000		\$50,000.00	\$0.00	\$50,000.00	0%	Project will start once new reservoirs are complete.
199	Solar	95,000		\$100,000.00	\$0.00	\$100,000.00	0%	Scope being prepared.

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200	IWCM additional works	-		\$130,774.00	\$0.00	\$130,774.00	0%	DPIE concurrence for Groundwater Study provided, consultants engaged. Study completion early 2022.
201	Taggle Software and implementation	-	\$3,600.00	\$59,217.91	\$41,361.84	\$14,256.07	70%	Project well underway - Operational for next billing cycle.
202	Household Filter Project	-	\$3,045.45	\$46,898.85	\$22,619.59	\$21,233.81	48%	Third batch of filter installations underway. 68 filters already installed, 30 pending.
203	Gordon St fencing	50,000		\$50,000.00	\$10,412.15	\$39,587.85	21%	Procurement underway
204	Cul-de-sac ring mains	140,000		\$140,000.00	\$0.00	\$140,000.00	0%	Program for 2021/22 being developed. To start once watermain replacements are complete.
205	Valve Exerciser + Non destructive digger	135,000	\$3,239.39	\$135,000.00	\$5,066.54	\$126,694.07	4%	Quotes received, review being undertaken.
206	Telemetry software upgrade	40,000		\$40,000.00	\$0.00	\$40,000.00	0%	Specifications complete, procurement to be programmed end 2021.
207	Telemetry hardware upgrade	150,000		\$150,000.00	\$0.00	\$150,000.00	0%	Specifications complete, procurement to be programmed end 2021.
208	Pine Hill Pumps Replacement	50,000		\$50,000.00	\$0.00	\$50,000.00	0%	Still to be programmed after reservoir construction is complete.
209	LTP Fire Service Watermain	-		\$98,000.00	\$76,667.60	\$21,332.40	78%	Fire service watermain is underway - completion December.
210	WTP Scoping Study	-		\$150,000.00	\$0.00	\$150,000.00	0%	Awaiting the draft deed from Restart prior to commencement.
211	Primary Filter EPA	-	\$725.09	\$117,459.12	\$4,220.24	\$112,513.79	4%	Design updated with procurement to begin in December.
212	Manhole replacements	-		\$8,103.95	\$914.03	\$7,189.92	11%	As required.
213	Flowmeters for sewer pump stations 2,3 and 4	-		\$35,455.78	\$0.00	\$35,455.78	0%	Quotes received, review being undertaken.
214	Sewer Service Replacements	-	\$1,347.23	\$0.00	\$54,864.70	-\$56,211.93	#DIV/0!	As required.
215	Barellan Sewer	2,220,000	\$111,962.28	\$2,313,710.02	\$138,997.97	\$2,062,749.77	6%	Design tender awarded and design underway. Design to be complete by early 2022.
216	Narrandera West Sewer Extension	-		\$16,511.74	\$290.83	\$16,220.91	2%	Public consultation to be undertaken in January, with draft report reviewed by DPIE in November.
217	Sewer Main Relines	350,000	\$120,472.65	\$350,000.00	\$234,830.25	-\$5,302.90	67%	Completed - awaiting final invoice.
218	Solar	95,000		\$100,000.00	\$166.38	\$99,833.62	0%	Scope being prepared.
219	Telemetry hardware upgrade	100,000		\$100,000.00	\$0.00	\$100,000.00	0%	Specifications complete, procurement to be programmed end 2021.
220	Telemetry software upgrade	40,000		\$40,000.00	\$0.00	\$40,000.00	0%	Specifications complete, procurement to be programmed end 2021.
221	Mountain Bike Park Rocky Water	-		\$7,000.00	\$7,000.00	\$0.00	100%	Ongoing operational costs
222	Grong Grong Earth Park - RMS	-		\$10,095.10	\$1,563.64	\$8,531.46	15%	Ongoing operational costs
223	Newell Hwy Contribution Grong Grong Reseal	-		\$93,050.00	\$0.00	\$93,050.00	0%	Ongoing operational costs
224	Newell Hwy Contribution Grong Grong town entrance signs	-		\$8,000.00	\$0.00	\$8,000.00	0%	Ongoing operational costs
225	Urban Roads Maintenance	\$755,502.00	\$7,905.77	\$755,502.00	\$327,664.07	\$419,932.16	43%	Ongoing operational costs
226	Sealed Rural Roads Maintenance	\$294,020.00	\$2,307.75	\$294,020.00	\$146,713.93	\$144,998.32	50%	Ongoing operational costs to be rectified with the introduction of the taggle software.
227	Rural Unsealed Roads Expenses	\$682,002.00	\$7,402.37	\$682,002.00	\$344,243.60	\$330,356.03	50%	Ongoing operational costs
228	Regional Roads (M&R Grant)	\$207,600.00		\$207,600.00	\$69,158.82	\$138,441.18	33%	Ongoing operational costs
229	State Road Contract Works RMCC	\$174,763.00	\$7,842.33	\$174,763.00	\$113,036.13	\$53,884.54	65%	Ongoing operational costs
230	Ordered Works - MR80 Irrigation Way & MR84 Burley Griffin Way	\$168,100.00		\$168,100.00	\$349,486.75	-\$181,386.75	208%	Ongoing operational costs
231	Noxious Weeds Expenses	\$172,120.00		\$168,650.00	\$85,295.38	\$83,354.62	51%	Ongoing operational costs
232	Public Toilets Expenses	\$109,439.00		\$109,439.00	\$49,674.31	\$59,764.69	45%	Ongoing operational costs
233	Cemetery Expenses	\$137,645.00		\$135,910.00	\$69,619.71	\$66,290.29	51%	Ongoing operational costs
234	Sports Ground Expenses	\$249,118.00		\$247,383.00	\$84,610.44	\$162,772.56	34%	Ongoing operational costs
235	Parks Expenses	\$459,175.00		\$459,175.00	\$328,386.05	\$130,788.95	72%	Ongoing operational costs
236	Lawn Areas	\$36,550.00		\$36,550.00	\$31,522.60	\$5,027.40	86%	Ongoing operational costs
237	East Street - Street Scaping	\$17,255.00		\$17,255.00	\$5,486.31	\$11,768.69	32%	Ongoing operational costs
238	Street Trees	\$228,120.00	\$37,384.09	\$224,650.00	\$155,989.08	\$31,276.83	69%	Ongoing operational costs
239	Lake Talbot Expenses	\$24,360.00		\$24,360.00	\$516.00	\$23,844.00	2%	Ongoing operational costs
240	Sports Stadium Expenses	\$118,520.00		\$118,520.00	\$36,970.28	\$81,549.72	31%	Ongoing operational costs

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at 30 November 2021

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

41.66%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
241	Bores Expenses	\$44,410.00	\$57,176.38	\$44,410.00	\$58,833.97	-\$71,600.35	132%	Ongoing operational costs
242	Pump Station Expenses	\$130,000.00	\$957.95	\$127,500.00	\$48,687.87	\$77,854.18	38%	Ongoing operational costs
243	Mains Expenses	\$350,000.00	\$4,380.85	\$337,500.00	\$135,494.41	\$197,624.74	40%	Ongoing operational costs
244	Recycled Water	\$49,800.00	\$70.00	\$49,800.00	\$43,962.18	\$5,767.82	88%	Ongoing operational costs
245	Reservoirs Expenses	\$30,000.00	\$909.09	\$30,000.00	\$11,702.34	\$17,388.57	39%	Ongoing operational costs
246	Water Supply Licence	\$31,750.00		\$31,750.00	\$18,119.94	\$13,630.06	57%	Ongoing operational costs
247	Chlorine & Chemicals Expenses	\$25,000.00	\$8,214.99	\$25,000.00	\$6,729.50	\$10,055.51	27%	Ongoing operational costs
248	Meter Reading Expenses	\$30,500.00		\$30,500.00	\$12,303.64	\$18,196.36	40%	Ongoing operational costs to be rectified with the introduction of the taggle software.
249	Telemetry System Maintenance	\$9,000.00	\$181.82	\$9,000.00	\$7,015.41	\$1,802.77	78%	Ongoing operational costs
250	Hydrant Flushing Program	\$75,000.00		\$88,370.00	\$88,639.95	-\$269.95	100%	Ongoing operational costs
251	Pump Stations Electricity Expenses	\$215,000.00		\$215,000.00	\$84,060.85	\$130,939.15	39%	Ongoing operational costs
252	Pump Station Expenses	\$92,000.00	\$4,188.30	\$89,500.00	\$41,727.88	\$43,583.82	47%	Ongoing operational costs
253	Mains Expenses	\$182,000.00	\$6,370.02	\$204,500.00	\$102,632.26	\$95,497.72	50%	Ongoing operational costs
254	Treatment Works Expenses	\$212,000.00	\$20,814.84	\$217,000.00	\$110,390.80	\$85,794.36	51%	Ongoing operational costs
255	Sewer Heating & Electricity	\$143,100.00		\$127,484.00	\$35,174.34	\$92,309.66	28%	Ongoing operational costs
256	Telemetry System Maintenance	\$2,000.00		\$2,000.00	\$0.00	\$2,000.00	0%	Ongoing operational costs

Capital Expenditure as at 30 November 2021

	Sum of Adopted Budget	Sum of Revised Budget	Sum of YTD Expenditure	Sum of Balance
Administration				
Information Technology	\$ 225,000.00	\$ 296,166.64	\$ 68,764.50	\$ 213,377.96
Environment				
Stormwater	\$ 88,000.00	\$ 98,936.99	\$ 30,809.21	\$ 64,207.42
Barellan Waste	\$ 87,000.00	\$ 87,000.00	\$ -	\$ 87,000.00
Narrandera Landfill	\$ -	\$ 149,963.91	\$ 6,760.00	\$ 136,303.91
Housing & Community Amenities				
Narrandera Cemetery	\$ 75,000.00	\$ 75,000.00	\$ -	\$ 75,000.00
Street Lighting	\$ 350,000.00	\$ 350,000.00	\$ -	-\$ 48,868.36
Barellan Cemetery	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
Grong Grong Cemetery	\$ -	\$ 3,834.00	\$ -	\$ 3,834.00
Local Roads Comm. & Infrastructure R2	\$ -	\$ 183,200.00	\$ 36,140.45	\$ 41,365.84
Transport & Communication				
Ancillary Roadworks	\$ 295,000.00	\$ 428,403.83	\$ 10,749.90	\$ 417,653.93
Regional Roads	\$ 441,400.00	\$ 441,400.00	\$ 77,432.85	\$ 363,967.15
Rural Roads	\$ 1,112,423.00	\$ 1,776,954.41	\$ 669,029.84	\$ 871,321.24
Urban Roads	\$ 551,638.00	\$ 640,478.48	\$ 78,438.96	\$ 562,014.25
Roads to Recovery	\$ 997,362.00	\$ 997,362.00	\$ 267,608.69	\$ 711,571.49
Bridges	\$ 1,083,532.00	\$ 1,083,532.00	\$ 299,739.20	\$ 492,272.80
Local Roads Comm. & Infrastructure	\$ -	\$ 77,603.40	\$ 103,088.51	-\$ 25,485.11
Crown Reserves Improvement Fund Program	\$ -	\$ 86,435.90	\$ 46,960.50	\$ 6,379.95
Economic Affairs				
Airport	\$ -	\$ 648,069.57	\$ 278,794.02	\$ 361,368.30
Buildings	\$ 346,000.00	\$ 384,063.98	\$ 152,656.44	\$ 171,995.68
Plant	\$ 1,493,072.00	\$ 1,493,072.00	\$ 48,964.54	\$ 1,444,107.46
Local Roads Comm. & Infrastructure R2	\$ -	\$ 54,975.00	\$ 4,000.00	\$ 50,975.00
Economic Development	\$ -	\$ 7,883.52	\$ -	\$ 5,883.52
Tourist Park	\$ -	\$ 69,176.00	\$ 67,809.65	\$ 1,366.35
Recreation and Culture				
Buildings	\$ -	\$ 25,939.83	\$ 14,396.17	\$ 4,634.57
Lake Talbot Pool	\$ 196,000.00	\$ 196,000.00	\$ 37,705.65	\$ 158,294.35
Lake Talbot Recreation Area	\$ 2,030,000.00	\$ 2,040,000.00	\$ -	\$ 2,040,000.00
Library	\$ 33,896.00	\$ 37,613.91	\$ 5,723.37	\$ 31,890.54
Marie Bashir Park	\$ 285,000.00	\$ 293,000.00	\$ 27,265.63	\$ 184,680.73
Narrandera Sportsground	\$ 115,000.00	\$ 1,074,925.02	\$ 864,186.20	\$ 174,340.18
Barellan Park	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00
Playground on the Murrumbidgee	\$ 1,167,606.00	\$ 5,473,335.83	\$ 717,970.90	\$ 4,266,935.82
Narrandera Parks	\$ 7,500.00	\$ 73,000.00	\$ 30,800.00	\$ 30,124.25
Lake Talbot Tourist Park	\$ 60,741.00	\$ 60,741.00	\$ 53,877.86	\$ 6,863.14
Outdoor Courts	\$ -	\$ 103,500.00	\$ -	\$ 103,500.00
Stronger Country Community Funding	\$ -	\$ 29,111.78	\$ 10,053.28	\$ 19,058.50
Noxious Weeds	\$ -	\$ 23,060.00	\$ -	\$ 23,060.00
Drought Community Funding	\$ -	\$ 56,289.50	\$ 52,469.08	\$ 3,820.42
Local Roads Comm. & Infrastructure	\$ -	\$ 36,562.24	\$ 31,130.70	\$ 5,316.54
Community Building Partnership	\$ -	\$ 25,859.90	\$ -	\$ 25,859.90
Local Roads Comm. & Infrastructure R2	\$ -	\$ 599,404.18	\$ 110,891.40	\$ 277,495.51
Water Supply Network				
Water	\$ 1,135,000.00	\$ 2,823,939.24	\$ 1,232,923.36	\$ 1,358,576.47

Capital Expenditure as at 30 November 2021

Sewerage Network				
Sewer	\$ 2,805,000.00	\$ 3,081,240.61	\$ 434,284.40	\$ 2,412,448.96
Public Order and Safety				
Pound	\$ -	\$ 3,120.07	\$ 292.39	\$ 898.50
Rural Fire Service	\$ -	\$ 28,739.54	\$ -	\$ 28,739.54
Grand Total	\$ 14,991,170.00	\$ 25,536,894.28	\$ 5,871,717.65	\$ 17,182,150.70

Key Operational as at 30 November 2021

Row Labels	Sum of Adopted Budget	Sum of Revised Budget	Sum of YTD Expenditure	Sum of Balance
Economic Affairs				
Economic Development	\$ -	\$ 7,000.00	\$ 7,000.00	\$ -
Housing & Community Amenities				
Noxious Weeds	\$ 172,120.00	\$ 168,650.00	\$ 85,295.38	\$ 83,354.62
Public Toilets	\$ 109,439.00	\$ 109,439.00	\$ 49,674.31	\$ 59,764.69
Cemetery Expenses	\$ 137,645.00	\$ 135,910.00	\$ 69,619.71	\$ 66,290.29
Transport & Communication				
Ordered Works	\$ 168,100.00	\$ 168,100.00	\$ 349,486.75	-\$ 181,386.75
Regional Roads	\$ 207,600.00	\$ 207,600.00	\$ 69,158.82	\$ 138,441.18
State Roads	\$ 174,763.00	\$ 174,763.00	\$ 113,036.13	\$ 53,884.54
Urban Roads	\$ 755,502.00	\$ 856,552.00	\$ 327,664.07	\$ 520,982.16
Sealed Rural Roads	\$ 294,020.00	\$ 294,020.00	\$ 146,713.93	\$ 144,998.32
Unsealed Rural Roads	\$ 682,002.00	\$ 682,002.00	\$ 344,243.60	\$ 330,356.03
Water Supplies				
Water	\$ 990,460.00	\$ 988,830.00	\$ 515,550.06	\$ 401,388.86
Sewer Supplies				
Sewer	\$ 631,100.00	\$ 640,484.00	\$ 289,925.28	\$ 319,185.56
Recreation and Culture				
Sports Ground Expenses	\$ 249,118.00	\$ 247,383.00	\$ 84,610.44	\$ 162,772.56
Parks Expenses	\$ 459,175.00	\$ 469,270.10	\$ 329,949.69	\$ 139,320.41
Lawn Areas	\$ 36,550.00	\$ 36,550.00	\$ 31,522.60	\$ 5,027.40
Lake Talbot Expenses	\$ 24,360.00	\$ 24,360.00	\$ 516.00	\$ 23,844.00
Sports Stadium Expenses	\$ 118,520.00	\$ 118,520.00	\$ 36,970.28	\$ 81,549.72
Street Scaping	\$ 17,255.00	\$ 17,255.00	\$ 5,486.31	\$ 11,768.69
Street Trees	\$ 228,120.00	\$ 224,650.00	\$ 155,989.08	\$ 31,276.83
Grand Total	\$ 5,455,849.00	\$ 5,571,338.10	\$ 3,012,412.44	\$ 2,392,819.11

20.6 DECEMBER STATEMENT OF INVESTMENTS

Document ID: 593009
Author: Senior Finance Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Investments report as at 31 December 2021.

PURPOSE

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

SUMMARY

<u>Fund Balance (GL)</u>	
General	16,075,235.31
Water	6,401,305.86
Sewerage	2,387,503.18
Trust	85,725.48
	24,949,769.83

BACKGROUND

Council Funds				
Banking Authority	Amount	%	Yield	Due Date
Direct Investments A to BBB-				
Elders	1,000,000.00	4.02%	0.40%	1 Jul 2022
Bendigo Bank	1,000,000.00	4.02%	0.30%	16 May 2022
Bendigo Bank	750,000.00	3.02%	0.30%	11 Aug 2022
Bendigo Bank	1,000,000.00	4.02%	0.55%	2 Dec 2022
Direct Investments AA- to A	3,750,000.00	15.08%		

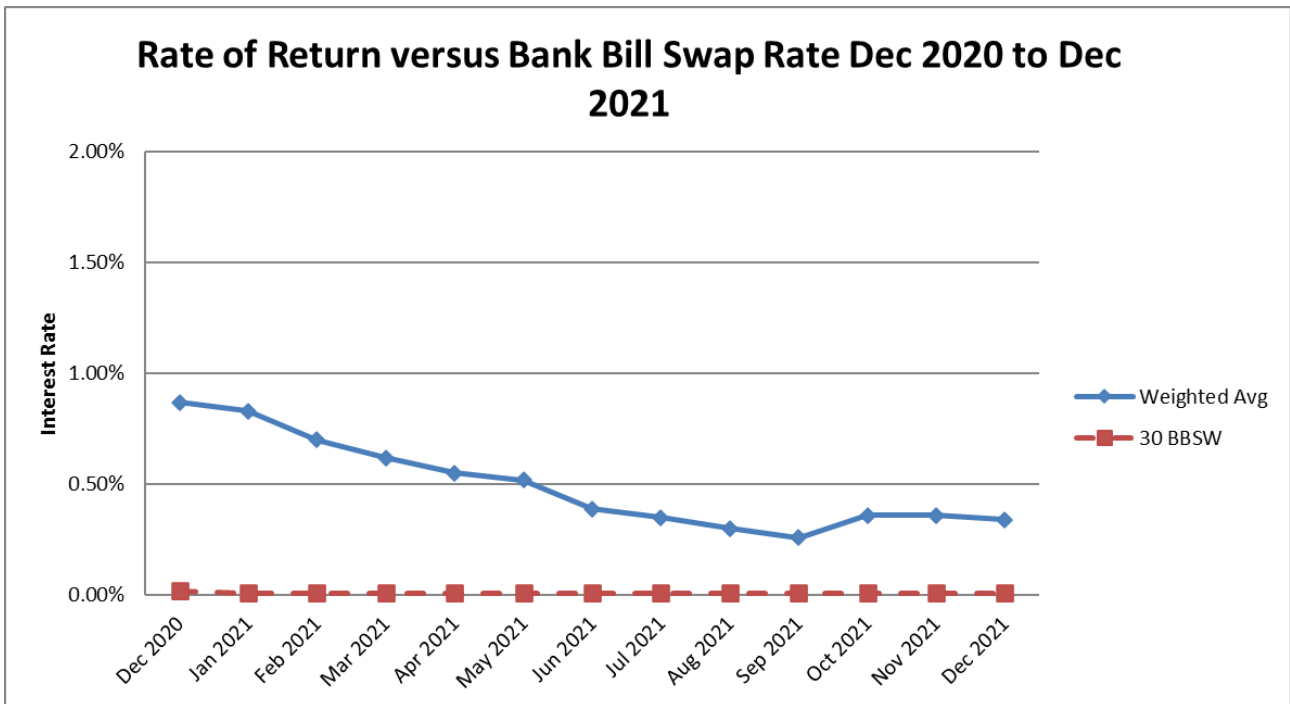
Direct Investments AAA to AA-				
NAB Cashmaximiser	364,044.35	1.46%	0.10%	31 Dec 2021
NAB	1,000,000.00	4.02%	0.30%	4 Jan 2022
NAB	1,000,000.00	4.02%	0.32%	24 Jan 2022
NAB	1,000,000.00	4.02%	0.35%	19 Apr 2022
NAB	1,000,000.00	4.02%	0.35%	9 Aug 2022
NAB	1,000,000.00	4.02%	0.35%	30 Sep 2022
NAB	1,000,000.00	4.02%	0.62%	5 Oct 2022
NAB	1,000,000.00	4.02%	0.65%	5 Dec 2022
St George	1,000,000.00	4.02%	0.37%	18 Jun 2022
St George	1,000,000.00	4.02%	0.37%	14 Jul 2022
St George	1,000,000.00	4.02%	0.37%	10 Sep 2022
CBA	1,000,000.00	4.02%	0.42%	24 Feb 2022
CBA	1,000,000.00	4.02%	0.42%	24 Feb 2022
CBA	1,000,000.00	4.02%	0.38%	14 Mar 2022
CBA	1,000,000.00	4.02%	0.42%	16 Mar 2022
CBA	1,000,000.00	4.02%	0.38%	14 Apr 2022
CBA	1,000,000.00	4.02%	0.40%	8 Jun 2022
Westpac	1,000,000.00	4.02%	0.34%	26 May 2022
Westpac	1,000,000.00	4.02%	0.31%	1 Sep 2022
Westpac	750,000.00	3.02%	0.48%	10 Oct 2022
Westpac	1,000,000.00	4.02%	0.56%	22 Nov 2022
Westpac	1,000,000.00	4.02%	0.60%	25 Nov 2022
	21,114,044.35	84.88%		
Council Funds	24,864,044.35	100%		

Monthly Investment Performance

Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
Dec 2020	26,009,696.10	0.87%	0.020%	0.85%
Jan 2021	24,259,702.13	0.83%	0.010%	0.82%
Feb 2021	24,659,709.71	0.70%	0.010%	0.69%
Mar 2021	23,659,720.19	0.62%	0.010%	0.61%
Apr 2021	23,668,951.65	0.55%	0.010%	0.54%
May 2021	22,418,960.75	0.52%	0.010%	0.51%
Jun 2021	25,718,971.87	0.39%	0.010%	0.38%
Jul 2021	24,864,044.35	0.35%	0.010%	0.34%
Aug 2021	24,159,715.34	0.30%	0.010%	0.29%
Sep 2021	25,189,731.21	0.26%	0.010%	0.25%
Oct 2021	24,539,746.09	0.36%	0.010%	0.35%
Nov 2021	22,989,760.92	0.36%	0.010%	0.35%
Dec 2021	24,949,769.83	0.34%	0.010%	0.33%

Trust Funds

Banking Authority	Amount	%	Yield	Due Date
Direct Investments AAA to AA-				
National Australia Bank (Art Trust)	53,323.12	67.62%	0.35%	2 Aug 2022
Bendigo Bank (Tourist Trust)	32,402.36	32.38%	0.30%	21 Mar 2022
Trust Funds	85,725.48			



Individual Limits					
Institution	Rating		Amount Invested	Council %	
Bendigo Bank	BBB+	A2	\$ 2,782,402.36	11.2%	Max 20%
Elders Rural Bank	BBB+	A2	\$ 1,000,000.00	4.0%	Max 20%
IMB	BBB	A3	\$ -	0.0%	Max 10%
NAB	AA-	A1+	\$ 7,417,367.47	29.7%	Max 35%
Suncorp	A+	A1	\$ -	0.0%	Max 25%
StGeorge	AA	A1+	\$ 3,000,000.00	12.0%	Max 35%
Macquarie Bank	A+	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 6,000,000.00	24.1%	Max 35%
Westpac	AA-	A1+	\$ 4,750,000.00	19.0%	Max 35%

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

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

ISSUES AND IMPLICATIONS

Policy

- N/A

Financial

- N/A

Legal / Statutory

- Compliance with Clause 212 Local Government Regulation 2005

Community Engagement / Communication

- N/A

Human Resources / Industrial Relations (if applicable)

- N/A

RISKS

The Reserve Bank had announced interest rates are anticipated to remain low for two years. Central banks and the market are at odds regarding projected interest rates. It appears the cash rate may be increased throughout 2022. Increasing rates will have a positive impact on returns from Council's portfolio. Changes in the market are based on predictions of continuation of increases in the core inflation rate.

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Investments report as at 31 December 2021.

20.7 DECEMBER INCOME STATEMENT**Document ID:** 593111**Author:** Senior Finance Officer**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:** 1. [December 2021 Income Statement.pdf](#) **RECOMMENDATION**

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 December 2021.

PURPOSE

The purpose of this report is to present Council with the Statement of Income for the period ending 31 December 2021.

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 27 May 2021. 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 2021/2022 were issued on 2 July 2021.

Depreciation

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

Major Variations to Budget

There are no major variations to budget evident.

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 December 2021.

Narrandera Shire Council

Consolidated Income Statement

for the period ending 31 December 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	8,371	8,367	8,373
User charges and fees	3,429	3,435	1,516
Other revenues	509	886	586
Grants and contributions provided for operating purposes	6,966	4,600	1,872
Grants and contributions provided for capital purposes	7,199	12,626	1,176
Interest and investment revenue	214	214	34
Rental income	228	231	91
Net gain from the disposal of assets	91	91	85
Total income from continuing operations	27,007	30,450	13,733
Expenses from continuing operations			
Employee benefits and on-costs	8,278	8,332	3,830
Materials and services	5,214	5,594	3,132
Borrowing costs	9	9	4
Depreciation and amortisation	5,704	5,704	2,852
Impairment of receivables	6	6	2
Other expenses	326	326	185
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	19,537	19,971	10,005
Operating result from continuing operations	7,470	10,479	3,728
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	7,470	10,479	3,728
Net operating result for the year before grants and contributions provided for capital purposes	271	(2,147)	2,552

Narrandera Shire Council

General Fund Income Statement

for the period ending 31 December 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	6,119	6,111	6,118
User charges and fees	1,803	1,809	1,022
Other revenues	509	886	586
Grants and contributions provided for operating purposes	6,966	4,600	1,872
Grants and contributions provided for capital purposes	5,516	10,649	1,200
Interest and investment revenue	139	139	20
Rental Income	228	231	91
Net gain from the disposal of assets	91	91	85
Total income from continuing operations	21,371	24,516	10,994
Expenses from continuing operations			
Employee benefits and on-costs	7,641	7,678	3,505
Materials and services	3,260	3,597	2,180
Borrowing costs	9	9	4
Depreciation and amortisation	4,868	4,868	2,434
Impairment of receivables	6	6	2
Other expenses	326	326	185
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	16,110	16,484	8,310
Operating result from continuing operations	5,261	8,032	2,684
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	5,261	8,032	2,684
Net operating result for the year before grants and contributions provided for capital purposes	(255)	(2,617)	1,484

Narrandera Shire Council

Water Fund Income Statement

for the period ending 31 December 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	794	796	794
User charges and fees	1,464	1,464	428
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	10	221	16
Interest and investment revenue	65	65	10
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	2,333	2,546	1,248
Expenses from continuing operations			
Employee benefits and on-costs	342	339	168
Materials and services	1,261	1,294	639
Borrowing costs	-	-	-
Depreciation and amortisation	521	521	261
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	2,124	2,154	1,068
Operating result from continuing operations	209	392	181
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	209	392	181
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	199	171	165

Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 31 December 2021

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	1,458	1,460	1,461
User charges and fees	162	162	66
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	1,673	1,756	(40)
Interest and investment revenue	10	10	4
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	3,303	3,388	1,491
Expenses from continuing operations			
Employee benefits and on-costs	295	315	157
Materials and services	693	703	313
Borrowing costs	-	-	-
Depreciation and amortisation	315	315	158
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	1,303	1,333	628
Operating result from continuing operations	2,000	2,055	864
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	2,000	2,055	864
Net operating result for the year before grants and contributions provided for capital purposes	327	299	904

20.8 DECEMBER STATEMENT OF BANK BALANCES

Document ID: 593184
Author: Costing Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 December 2021.

PURPOSE

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

BACKGROUND

Opening Cashbook Balance	2,461,924.56
Plus Receipt	4,519,810.89
Less Payments	6,477,803.79
Current Cashbook Balance	<u>503,931.66</u>
Statement Summary	
Opening Statement Balance	2,045,908.72
Plus Receipts	4,888,203.59
Less Payments	6,478,700.64
Current Statement Balance	<u>455,411.67</u>
Plus Unpresented Receipts	48,675.65
Less Unpresented Payments	155.66
Reconciliation Balance	<u>503,931.66</u>
GL BALANCE	<u>503,931.66</u>
Unpaid Creditors	209,363.18
Overdraft Limit arranged with Bank 01/01/1989	350,000.00

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 December 2021.

20.9 DECEMBER STATEMENT OF RATES AND RECEIPTS

Document ID: 593196
Author: Revenue Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 04 January 2022.

RATES & CHARGES

Arrears as at 01.07.2021	864,910.14
21/22 Rate levies & supplementary levies (excl. postponed amounts)	<u>8,495,516.32</u>
	9,360,426.46
Less Pensioner rebates	<u>207,459.15</u>
NET BALANCE	9,152,967.31
Less receipts to 04.01.2022	<u>5,139,819.89</u>
	<u><u>4,013,147.42</u></u>

Actual % Rate Collection to Net Balance as at 04-01-2022 = 56.15%

Comparative % Collection to Net Balance as at 05.01.2021 = 54.95%

Comparative % Collection to Net Balance as at 31.12.2019 = 54.43%

Anticipated % Collection Rate as at 30.06.2022 = 94.00%

WATER CONSUMPTION / SEWER USAGE CHARGES

Arrears as at 01.07.2021	256,707.64
21/22 Water / Sewer usage charges, supplementary levies & interest	<u>464,995.64</u>
NET BALANCE	721,703.28
Less receipts to 04.01.2022	<u>529,669.38</u>
	<u><u>192,033.90</u></u>

PURPOSE

The purpose of this report is to present the Statement of Rates and Receipts as at 04 January 2022.

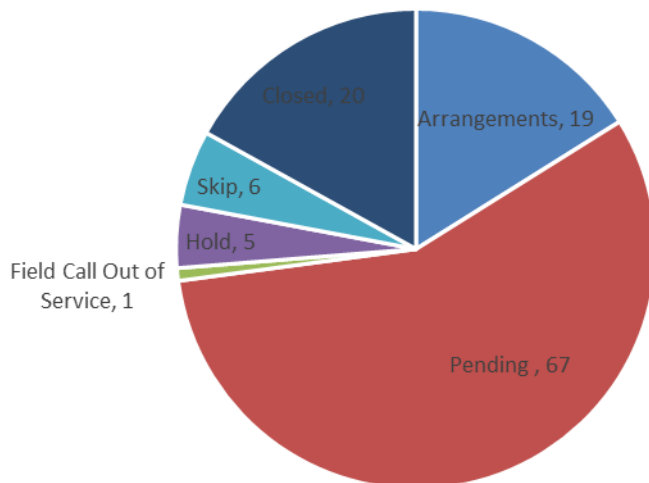
SUMMARY

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

OVERDUE RATES AND CHARGES

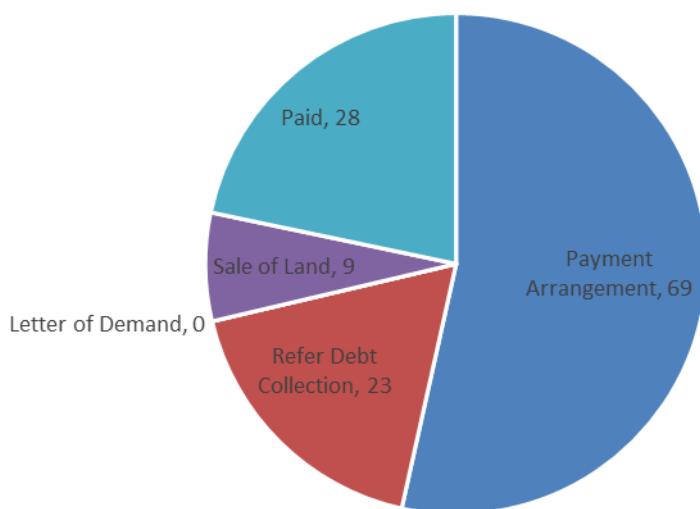
The table below provides information on the status of outstanding accounts under the management of Council’s debt recovery agency.

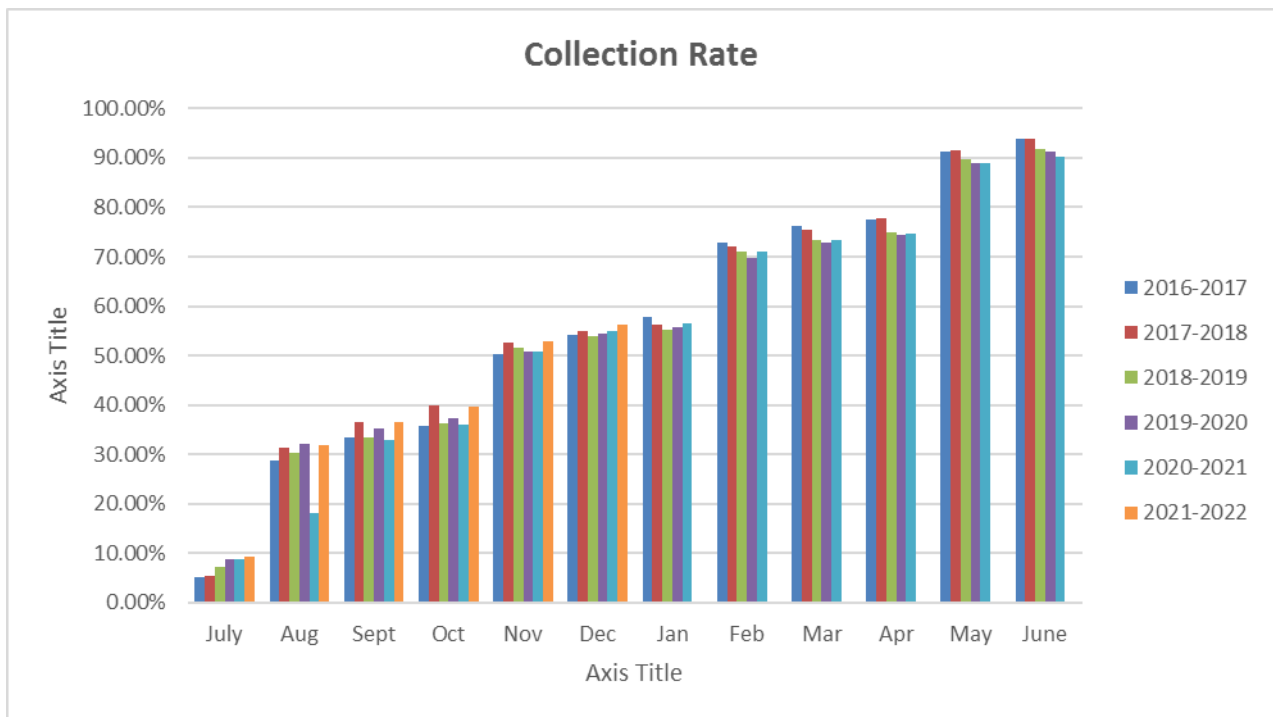
Debt Recovery Agency



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

Narrandera Shire Council





RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 04 January 2022.

21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS**21.1 COUNCILLOR DELEGATES TO SECTION 355, ADVISORY AND MANAGEMENT COMMITTEES****Document ID: 590275****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Statutory and Compulsory Reporting - Other****Attachments: 1. REGISTER - Committee Matrix [↓](#)****RECOMMENDATION**

That Council:

1. Elects Councillor delegates through the nomination process, and if more nominations are received than available for each delegate position then election is by show of hands:
 - a. One Councillor delegate to the Audit Risk & Improvement Committee.
 - b. One Councillor delegate to the Australia Day Committee.
 - c. One Councillor delegate to the Bettering Barellan Committee.
 - d. Two Councillor delegates to the Economic Taskforce Committee.
 - e. One Councillor delegate to the Grong Grong Community Committee.
 - f. One Councillor delegate to the Koala Regeneration Committee.
 - g. One Councillor delegate to the Parkside Museum Committee.
 - h. One Councillor delegate to the Railway Station Facility Committee.
 - i. One Councillor delegate to the Aboriginal Elders Liaison Group.
 - j. One Councillor delegate to the Arts & Culture Committee.
 - k. One Councillor delegate to the Domestic Violence Awareness Committee.
 - l. Two Councillor delegates to the General Manager Performance Review Committee.
 - m. One Councillor delegate to the Lake Talbot Environs Committee.
 - n. Two Councillor delegates to the Narrandera Shire Health Advisory Group.
 - o. One Councillor delegate to the Parks & Gardens Committee.
 - p. One Councillor delegate to the Sports Facility Committee.
 - q. One Councillor delegate to the Stadium Committee.
 - r. Two Councillor delegates to the Barellan Floodplain Risk Management Committee.
 - s. Two Councillor delegates to the Narrandera Floodplain Risk Management Committee.
 - t. One Councillor delegate to the Narrandera-Leeton Joint Airport Management Committee.

PURPOSE

The purpose of this report is to elect Councillors as delegates to Section 355 and advisory committees of Council, and also to internal management committees of Council.

SUMMARY

A matrix of committees was supplied to Councillors prior to the Extraordinary Council Meeting on 5 January 2022. This report now seeks the nomination and election of delegates to both S.355 committees and advisory committees, in addition to several internal management committees.

- Section 355 of the *Local Government Act* 1993 provides for a council to delegate some of its functions: one way is to provide delegation to a committee, referred to as a Section 355 committee. Narrandera Shire Council has several proactive community committees that assist with management and provide advice on Council facilities, events and operational matters.
- Advisory committees, as the name suggests, are consultative groups that provide feedback on the operation of a facility or conduct of an event
- Management committees provide comment and feedback to Council on several important matters.

BACKGROUND

Section 355 committees and advisory committees are initiated by Council through the adoption of a Terms of Reference (TOR) document. The TOR provides the purpose of the committee and direct how it will function. Early in its term, the previous Council consulted with the community to undertake a review of the committee structure. The review was recommended in advice from the NSW Audit Office and Office of Local Government, as Section 355 committees across the State had been acting outside the delegation from councils and failing to meet basic governance and accounting standards.

Several amendments have been made since implementation of the revised structure as the structure matured. An example is the Arts and Culture Committee, where the initial TOR provided delegation to manage both the Arts and Community Centre and the Parkside Cottage Museum. The Committee later requested separate committees for each facility. Council then adopted a Section 355 structure to manage the Parkside Cottage Museum and an advisory committee for the Arts and Community Centre. Council also implemented a new advisory committee with the purpose of raising awareness of domestic and family violence. Several of the committees have provided feedback for the revision of TOR's to be considered by this Council.

The TORs provide for the committees to operate for the term of the Council plus three months. The three months allows the incoming Council an opportunity to consider the committees it requires and delegations to those committees. In the coming months, staff will provide reports with an overview of the operations of committees and recommendations for amendments to TORs where required. After TORs have been adopted, Council will call for nominations from the community to fill the community representative positions for the term of this Council.

Councillors will be elected as Council's delegates to each of the committees. The election of delegates allows the committees to function under the current TORs until the review of committees is complete. Council delegates remain in place for the term of the Council, unless a committee TOR review requires a restructure of committees and realignment of delegates.

The table attached sets out the current committee structure, including the committee purpose and the number of Councillor representatives.

Council will elect Councillor delegates through nomination. If more nominations are received than required for each position, then election is by show of hands.

It is Council's practice to also elect an alternate Councillor delegate to represent Council should the delegated Councillor be unable to attend a committee meeting. Alternate delegates may attend meetings in the capacity of an observer on other occasions.

Audit Risk & Improvement Committee

Council's Audit Risk and Improvement Committee (ARIC) currently operates as a Section 355 committee under a charter last reviewed in September 2019.

The Office of Local Government issued a discussion paper and draft guidelines for the operation of this committee in September 2021. Submissions on the draft guidelines closed in November 2021 and it is anticipated that the final guidelines will be issued in the first few months of 2022, with a staged implementation commencing 1 July 2022.

The current charter provides for up to five community members and one Councillor delegate. Prior to the December 2021 Council election, ARIC comprised four community members and one Councillor delegate. The draft guidelines for ARIC include a minimum of three community members and the option of one non-voting Councillor delegate. Following issue of the final guidelines, Council will need to determine if it intends to have a non-voting delegate to ARIC.

Of the four current community ARIC members: one member has not responded to several meeting invitations and has not provided an apology on each occasion; one member has been elected to the current Council; the other two community members were appointed for a three-year term which concludes in September 2022.

It is recommended that Council elects one Councillor delegate to ARIC. The status of the Councillor delegate will require revision following the issue of final guidelines by the Office of Local Government.

The draft guidelines, if implemented, may exclude the current community members and require the chairperson be appointed from a panel of persons who have been pre-qualified as an ARIC chairperson through a NSW Treasury selection process.

It is proposed that recruitment of community members to ARIC be delayed until release of the final guidelines.

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**

- Committees are required to operate in accordance with Council's Section 355 Committee Management Guidelines.

Financial

- Some 355 committees will have financial delegations.
- There is a financial overhead for staff to provide technical, governance and secretarial support to committees.

Legal / Statutory

- Committee establishment is undertaken in accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2021*.

Community Engagement / Communication

- Community engagement is achieved through operation of these community committees.

Human Resources / Industrial Relations

- Where appropriate, Council staff are allocated to committees to provide technical, governance and secretarial support.

RISKS

Council is to ensure that committees operate within the delegations issued by Council and conform to Council's Code of Conduct and Code of Meeting Practice.

OPTIONS

1. Resolve to elect delegates in accordance with the Terms of Reference for its Section 355 Committees and Advisory committees, or
2. Review the Terms of Reference for one or more committees prior to electing delegates.

CONCLUSION

Council resolves to elect delegates in accordance with the Terms of Reference for its 355 Committees and Advisory Committees

RECOMMENDATION

That Council:

1. Elects Councillor delegates through the nomination process, and if more nominations are received than available for each delegate position then election is by show of hands:
 - a. One Councillor delegate to the Audit Risk & Improvement Committee.
 - b. One Councillor delegate to the Australia Day Committee.
 - c. One Councillor delegate to the Bettering Barellan Committee.
 - d. Two Councillor delegates to the Economic Taskforce Committee.
 - e. One Councillor delegate to the Grong Grong Community Committee.
 - f. One Councillor delegate to the Koala Regeneration Committee.
 - g. One Councillor delegate to the Parkside Museum Committee.
 - h. One Councillor delegate to the Railway Station Facility Committee.
 - i. One Councillor delegate to the Aboriginal Elders Liaison Group.
 - j. One Councillor delegate to the Arts & Culture Committee.
 - k. One Councillor delegate to the Domestic Violence Awareness Committee.
 - l. Two Councillor delegates to the General Manager Performance Review Committee.
 - m. One Councillor delegate to the Lake Talbot Environs Committee.
 - n. Two Councillor delegates to the Narrandera Shire Health Advisory Group.
 - o. One Councillor delegate to the Parks & Gardens Committee.
 - p. One Councillor delegate to the Sports Facility Committee.
 - q. One Councillor delegate to the Stadium Committee.
 - r. Two Councillor delegates to the Barellan Floodplain Risk Management Committee.
 - s. Two Councillor delegates to the Narrandera Floodplain Risk Management Committee.
 - t. One Councillor delegate to the Narrandera-Leeton Joint Airport Management Committee.

Committee Name	Purpose	Councillor Reps	Community Reps	Term	Meeting Frequency	TOR #Doc	2022-2024 Councillor Representatives
Audit Risk and Improvement	The objective of the Committee is to provide independent assurance and assistance to the Council on risk management, control, governance, internal audits, organisational performance and external accountability responsibilities. The Committee's objectives are supported by obligations under s428A of the Act, for keeping under review the following aspects of the Council's operations: • compliance, • risk management, • fraud control, • financial management, • governance, • implementation of the strategic plan, delivery program and strategies, • service reviews, • collection of performance measurement data by the council, and • any other matters prescribed by the regulations. Under the Act the Committee is also to provide information to the Council for the purpose of improving the Council's performance of its functions.	1	3	3 Years	Quarterly	508056	
Australia Day	The Australia Day Planning Committee assists Council in delivering safe and enjoyable community events on Australia Day in the townships of Narrandera, Barellan and Grong Grong within available budget resources.	1	5	Council term + 3 months	Quarterly	592471	
Bettering Barellan	The Bettering Barellan Committee is formed to manage the operations of the following facilities: • Building known Barellan Hall located 79 Bendee Street, Barellan • Building known as Barellan Museum located 72 Yapunyah Street, Barellan.	1	5	Council term + 3 months	Quarterly	590588	
Economic Development Taskforce	Council taskforce designed to keep up to date with economic activity in the shire and lead the organisation in stimulus programs. The group meet bi-monthly to receive reports from the Economic Development Manager.	2 + Mayor & Deputy Mayor	N/A	Council term	Every second month remotely	592370	
Grong Grong	The Grong Grong Community Committee is formed to: • Manage the operations of the facility known Grong Grong Hall located in Balero Street, Grong Grong • Undertake activities and operation of the Grong Grong Earth Park located Junee Street, Grong Grong. • Manage the Grong Grong Sports Ground performing the role of trustee in accordance with the Crown Lands Manual for the Grong Grong Sports Ground located Willandra Street, Grong Grong. • Undertake Grong Grong promotional activities and functions (outlined in objectives).	1	5	Council term + 3 months	Quarterly	590591	

Koala Regeneration	The Koala Regeneration Committee is formed to oversee in conjunction with National Parks and Wildlife Service the continued propagation and welfare of the koala colony at the Nature Reserve and the Narrandera Flora and Fauna Reserve.	1	4 +1 NPWS	Council term + 3 months	2/year	590592	
Parkside Cottage Museum	The Narrandera Parkside Cottage Museum Committee is formed to manage the operation of the facility known as the: • Narrandera Parkside Cottage Museum located Corner Cadell Street and Twynam Street The Narrandera Parkside Cottage Museum Committee is also formed to participate in the development of arts and cultural outcomes for the Narrandera Shire.	1	5	Council term + 3 months	Quarterly	590593	
Railway Station Facility	The Railway Station Facility Committee is formed to manage the operations of the Railway Station Facility located Whitton Street, Narrandera. The Committee is to manage the facility subject to the directions of the Narrandera Shire Council and for the benefit of the residents of the Narrandera Shire.	1	5	Council term + 3 months	3/year	590609	
Aboriginal Elders Liaison Group	Meets quarterly convened by the Council to enable discussions on issues and projects relevant to the Aboriginal community.	Mayor +1	N/A	Council term	Quarterly		
Arts and Culture	The Arts and Culture Committee is formed to manage the operation of the facilities known as the: • Arts and Community Centre located at 31 Cadell Street. The Committee is to manage this facility subject to the directions of the Narrandera Shire Council and for the benefit of the residents of the Narrandera District. The Arts and Culture Committee is also formed to develop arts and cultural outcomes for the Narrandera Shire.	1	5	Council term + 3 months	Quarterly	590587	
Domestic Violence	The Committee aims to raise awareness of domestic and family violence issues within the Narrandera Shire	1	4	Council term + 3 months	Quarterly	590594	
General Manager's Performance Review	Councillor appointed to conduct the twice yearly assessment of the general manager's performance	2 + Mayor & Deputy Mayor	N/A	Council term	6 monthly		
Lake Talbot Environs	The committee is formed to provide assistance to Council in managing Lake Talbot and the Environs through the coordination and input from all users of Lake Talbot and its surrounds.	1	4	Council term + 3 months	2/year	590596	
Narrandera Shire Health Advisory Group	Monitor the provision of the ongoing quality and consistency of healthcare within the shire. Meetings are convened by Council and held quarterly unless required at chambers or remotely.	Mayor + 2	Group includes reps from all health providers	Council term	Quarterly	592371	

Parks and Gardens	The committee is formed to provide assistance to Council in strategic management of passive Parks and Gardens with a focus on: <ul style="list-style-type: none"> • Passive parks and gardens • Cemetery • Street trees • Promotion and events relating to this area. 	1	4	Council term + 3 months	Quarterly	590597	
Sports Facility	The committee is formed to provide assistance to Council in managing the Sporting Facilities through the coordination and input from all users of Narrandera Sporting Facilities.	1	4	Council term + 3 months	Quarterly	590599	
Stadium	The committee is formed to provide assistance to Council in managing the Narrandera Stadium and outdoor courts through the coordination and input from all users of the Narrandera Stadium.	1	4	Council term + 3 months	2/year	590600	
Goldenfields Water County Council	Water supply authority providing potable water to the Grong Grong, Barellan areas. Attended by Councillor delegates from member Councils meetings held in Temora bi-monthly	1	N/A	Council Term	Every second month, currently on Thursday morning at Temora		
Joint Regional Planning Panel	Western Region Joint Planning panel meets to consider regionally significant development applications as required. Council is represented by the DGMI and one Councillor who has to nominate and be approved by the Minister for Planning	1	N/A	Council term	as required		
Murray Darling Association Group Nine	NSC is a member of the Murray Darling Association and is in Group 9 which comprises Councils from around this region. The chair is Griffith City Council, meetings are held quarterly and travel is required.	1	N/A	Council term + 3 months	Quarterly	592599	
Newell Highway Taskforce	The task force comprises delegates from Councils fronting the full length of the highway, typically one Councillor and a staff member and pursues improvements to the highway through promotion and lobbying. Meetings are usually attended by Transport for NSW representatives and the occasional politician. Currently the group is led by the chair, the Mayor of Parkes which council also provides the secretariate. Meetings are normally held in person quarterly. Travel is required.	1	N/A	Council term + 3 months	Quarterly	592568	
Public Libraries NSW Western Riverina Community Library Committee	The overarching committee is responsible for the administration of the Western Riverina Libraries Co-operative Agreement. Meetings are held in person and travel is required	1	N/A	Council Term + 3 months	6 monthly	592589	

Rural Fire Service MIA Bush Fire Management Committee	Overarching management committee responsible for fire management in the district including the service level agreement. The committee meets 6 monthly and is attended by agency reps at a staff level	NIL	N/A	As per delegation by GM	6 monthly	592602	
Floodplain Risk Management - Barellan	As defined the NSW Floodplain Development Manual "The principle objective of the management committee is to assist council in the development and implication of the one or more floodplain risk management plans for the area under its jurisdiction. The committee is both the focus of, and a forum for, the discussion of technical, social, economic and ecological issues for the distillation of possibly differing viewpoints on these issues." The committee is expected to work with the Council and community during the development of the plan and policies and then assist Council in the administration of the resultant policies.	2				591627	
Floodplain Risk Management - Narrandera	As defined the NSW Floodplain Development Manual "The principle objective of the management committee is to assist council in the development and implication of the one or more floodplain risk management plans for the area under its jurisdiction. The committee is both the focus of, and a forum for, the discussion of technical, social, economic and ecological issues for the distillation of possibly differing viewpoints on these issues." The committee is expected to work with the Council and community during the development of the plan and policies and then assist Council in the administration of the resultant policies.	2				591627	
Narrandera-Leeton Joint Airport Management	The Joint Airport Management Committee operates under a Memorandum of Understanding (MOU) between Narrandera Shire Council and Leeton Shire Council. It sets out the objectives, operating framework and principles for cooperation of both parties in the shared operation of the Narrandera-Leeton Airport with an emphasis on the operation of regular passenger services.	Mayor + 1				19010	

22 CONFIDENTIAL BUSINESS PAPER REPORTS

Nil