



# **BUSINESS PAPER**

**Ordinary Council Meeting**

**17 May 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.

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

## COMMUNITY STRATEGIC PLAN

# Themes

### Agenda Section 16 ~ Our Community

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- 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

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- 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

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- 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

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- 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

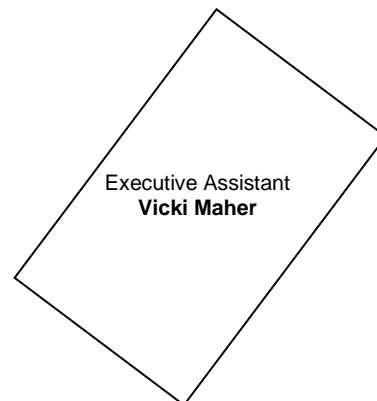
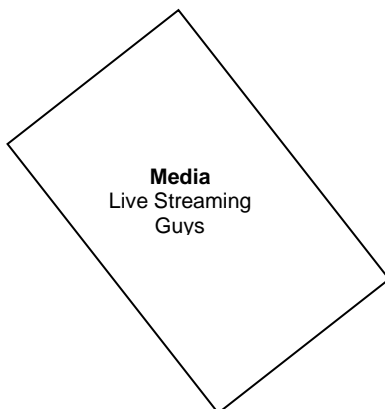
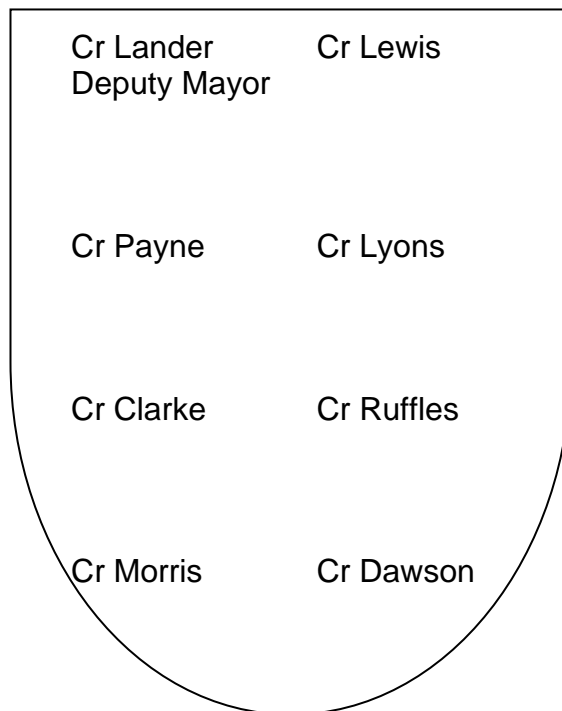
### Agenda Section 20 ~ Our Civic Leadership

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- 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 <b>George Cowan</b>	<b>MAYOR</b> <b>Cr</b> <b>Kschenka</b>	Deputy General Manager Infrastructure <b>Shane Wilson</b>	Deputy General Manager Corporate & Community <b>Martin Hiscox</b>
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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 17 May 2022 at 2pm**

**Order Of Business**

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	Nil	
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	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 - 19 April 2022



# **MINUTES**

**Ordinary Council Meeting**

**19 April 2022**

Unconfirmed



**MINUTES OF NARRANDERA SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 19 APRIL 2022 AT 2PM**

The Mayor declared the Public Forum opened at **1.30pm** and welcomed the Councillors, Staff, Media, Members of the Gallery and those following via Live Streaming.

## **PUBLIC FORUM**

### **Speakers**

The Mayor invited Mr Rex Evans to address the meeting after submitting an application to speak on behalf of the Lake Talbot Environment Committee and against Item 11.3 Notice of Motion – Sky Bridge and Lake Talbot Environs

The Mayor declared the Ordinary Council Meeting opened at **2pm**

### **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 was 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 Cameron Lander, Cr Narelle Payne, Cr Jenny Clarke OAM, Cr Peter Dawson, Cr Sue Ruffles, Cr Tracey Lewis, Cr Braden Lyons via Zoom

#### In Attendance

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

#### 5 APOLOGIES

##### RESOLUTION 22/089

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Apologies from Cr Kevin Morris be received and accepted and Leave of Absence granted.

**CARRIED**

#### 5.1 REQUEST TO ATTEND VIA VIRTUAL LINK

##### RESOLUTION 22/090

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council approve Cr Lyons to join the 19 April 2022 Ordinary Council meeting via Virtual Zoom link.

**CARRIED**

#### 6 DECLARATIONS OF INTEREST

Cr Peter Dawson declared a Non Pecuniary Significant Interest in this Item 22.1 under the Local Government Act as *Son acting on behalf of applicant* and will leave the meeting during discussion and voting

Cr Peter Dawson declared a Non Pecuniary Significant Interest in this Item 22.2 under the Local Government Act as *Adjoining property owner* and will leave the meeting during discussion and voting

**7 CONFIRMATION OF MINUTES**

**RESOLUTION 22/091**

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That the minutes of the Ordinary Council Meeting held on 15 March 2022 be confirmed.

**CARRIED**

**8 MAYORAL REPORT**

**8.1 MAYORAL REPORT MARCH / APRIL 2022**

**RESOLUTION 22/092**

Moved: Cr Neville Kschenka

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Mayoral Report for March / April 2022.

**CARRIED**

**9 QUESTION WITH NOTICE**

Nil

**10 NOTICES OF RESCISSION**

Nil

**11 NOTICES OF MOTION**

**11.1 NOTICE OF MOTION - TREATMENT OF RFS ASSETS**

**MOTION**

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That Council:

1. Removes any Rural Fire Service (RFS) assets from its accounts and does not report these assets in its 2021-22 financial reporting; and
2. Includes a statement in its 2021-22 financial reports consistent with the arguments

provided in this motion on why RFS assets have not been included.

**LOST**

## **11.2 NOTICE OF MOTION - HERITAGE BRIDGE**

### **MOTION**

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That Council:

1. drive the establishment of a working group representing all parties with an interest in and around the railway heritage bridge over the Murrumbidgee River.
2. engage this working group to seek and consider options for the ongoing use or application of this bridge with a view to agreeing on a proposal for potential future development and funding opportunities; and
3. earmark \$20,000.00 in its cash reserves to assist this group source all information necessary to reach such an agreement or decide that no agreement can be reached by the end of the 2022-23 financial year.

**LOST**

## **11.3 NOTICE OF MOTION - SKY BRIDGE AND LAKE TALBOT ENVIRONS**

### **MOTION**

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That Council:

1. Seek in-principle agreement from the State Government/Grants Management Office to vary the funding deed for the Playground on the Bidgee program of works to transfer the remaining funds to cover the re-development and upgrade of facilities at and around Lake Talbot; and
2. Include the State Government/Grants Management Office's response with the development application for the Lake Talbot Sky Bridge component of the program that is scheduled to be tabled at the May meeting of Council.

**LOST**

## **12 COUNCILLOR REPORTS**

Nil

**13 COMMITTEE REPORTS****13.1 NHAG NARRANDERA HEALTH ADVISORY GROUP - MINUTES - 4 MARCH 2022****RESOLUTION 22/093**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the NHAG Narrandera Health Advisory Group held on Friday 4 March 2022.

**CARRIED**

**13.2 NARRANDERA FLOODPLAIN RISK MANAGEMENT COMMITTEE - MINUTES - 21 MARCH 2022****RESOLUTION 22/094**

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Narrandera Floodplain Risk Management Committee meeting held 21 March 2022.
2. Submits a grant application for the detailed design of the North-East Narrandera Detention Basin system.
3. Endorses the future submission of a grant application to fund voluntary house purchasing.
4. Endorses the future submission of a grant application to fund voluntary house raising.

**CARRIED**

**13.3 YOUTH ADVISORY COUNCIL - MINUTES - 21 MARCH 2022****RESOLUTION 22/095**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes from the Youth Advisory Council meeting on 21 March 2022.

**CARRIED****13.4 ABORIGINAL ELDERS LIAISON - MINUTES - 28 MARCH 2022****RESOLUTION 22/096**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Aboriginal Elders Liaison held on Monday 28 March 2022.

**CARRIED****13.5 ECONOMIC TASKFORCE COMMITTEE (OPEN) - MINUTES - 4 APRIL 2022****RESOLUTION 22/097**

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Economic Taskforce Committee meeting held 4 April 2022.
2. Receives and notes the Tourism Stimulus Projects (non-confidential) as at March 2021.
3. Receives and notes the Economic Stimulus Projects (non-confidential) as at March 2021.
4. Receives and notes the Economic Development Strategy (non-confidential) as at March 2021.

**CARRIED****13.6 AUDIT, RISK AND IMPROVEMENT COMMITTEE - MINUTES - 6 APRIL 2022****RESOLUTION 22/098**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement Committee held

on Wednesday 6 April 2022.

## **6.2 AMENDED MEETING DATES FOR THE REMAINDER OF THE 2022 CALENDAR YEAR**

### **COMMITTEE RESOLUTION**

That the Audit, Risk and Improvement Committee:

1. Endorse the amended 2022 calendar year meeting dates as detailed below;  
Wednesday 6 April 2022 – Ordinary meeting  
Wednesday 6 July 2022 – Ordinary meeting  
Wednesday 31 August 2022 – Extra Ordinary meeting to discuss the draft financial statements  
Wednesday 6 October 2022 – Ordinary meeting, however the Engagement Closing Report will also be presented at this meeting  
Wednesday 23 November 2022 – Ordinary meeting.  
Note and receive the Audit Plan

## **6.3 RESPONSE FROM THE NSW RURAL FIRE SERVICE ABOUT ASSETS VESTED TO COUNCIL**

### **COMMITTEE RESOLUTION**

That the Audit, Risk and Improvement Committee:

1. Acknowledge that councils finance team will be limited to recognising the RFS Red Fleet at historic cost based on the annual equipment allocation value.
2. Confirm with the AO that the above recognition of the Red Fleet will satisfy the requirements of the AO directive from its 2021 management letter to record the fire-fighting equipment in council's assets register.
3. Committee support Council's methodology to calculate Red Fleet asset values on a historical basis as advised by the Audit Office at the December 2021 meeting of the committee.
4. All other assets such as equipment, uniforms, radios and hoses etc to be considered as consumables.

**CARRIED**

## **14 OUR COMMUNITY**

### **14.1 CORPORATE SERVICES 355 & ADVISORY COMMITTEE NOMINEES**

#### **RESOLUTION 22/099**

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

1. Endorses and appoints the following community representatives to Council Advisory Committees:
  - Arts & Culture Advisory Committee - Julie Briggs, Lindee Russell, Aanya Whitehead, Rita Wilkie, Barbara Bryon.
  - Bettering Barellan Advisory Committee - Nola Trembath, Heather White, Donna Robertson, Lesley Bandy.
  - Domestic Violence Advisory Committee - Leigh Mathieson, Tiffany Thornton, Rita Wilkie.
  - Grong Grong Community Advisory Committee - Jean Batchelor, Bob Manning, Len O'Reilly, Kerryn Cassidy, Gemma Purcell, Reiner Meier
  - Railway Station Facility Advisory Committee - Tony Andracchio, Bob Manning, Tony Taylor, Barbara Bryon, Josie Middleton.
2. Endorses and appoints the following community representatives to the Council Section 355 Parkside Museum Committee - Brigitte Stanton, Nerelle Daly, Barbara Bryon, Steve Wicker, Josie Middleton. Lesley Bailey and Lynette Burrell.

**CARRIED**

## **14.2 COMMUNITY TRANSPORT ELIGIBILITY**

### **RESOLUTION 22/100**

Moved: Cr Cameron Lander  
Seconded: Cr Narelle Payne

That Council:

1. Acknowledges that the Community Transport service cannot provide transport to permanent residents of Residential Aged Care Facilities as outlined in the eligibility criteria in the Community Transport Service Provider Contract.

**CARRIED**

## **15 OUR ENVIRONMENT**

### **15.1 EMPLOYMENT ZONES REFORM**

#### **RESOLUTION 22/101**

Moved: Cr Cameron Lander  
Seconded: Cr Sue Ruffles

That Council:



1. Endorses the Employment Zones Reform Translation of Narrandera LEP 2013 into the E4 General Industry land use table.
2. Acknowledges the public exhibition as required by the NSW Department of Planning and Environment's Employment Zone Reform Program.
3. Authorises the General Manager to approve and sign all required statutory documentations to make changes to the LEP.

**CARRIED**

## **15.2 MURRUMBIDGEE REGIONAL WATER STRATEGY**

### **RESOLUTION 22/102**

Moved: Cr Narelle Payne

Seconded: Cr Peter Dawson

That Council:

1. Notes the release of the draft Murrumbidgee Regional Water Strategy.
  - a. Councillors take the opportunity to review the documents and if appropriate attend the webinar and or seminars.

**CARRIED**

## **16 OUR ECONOMY**

Nil

## **17 OUR INFRASTRUCTURE**

Nil

## **18 OUR CIVIC LEADERSHIP**

### **18.1 2022-2023 FINANCIAL YEAR STRATEGIC DOCUMENTS**

#### **RESOLUTION 22/103**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Adopts the following for the purpose of public exhibition for a period of 28 days:
2. At the conclusion of the 28-day public exhibition period, further considers the strategic documents in conjunction with any community comments or submissions received at the proposed extraordinary meeting 31 May 2022.

**CARRIED**

**19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS**

**19.1 MARCH 2022 DEVELOPMENT SERVICES ACTIVITIES**

**RESOLUTION 22/104**

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Development Services Activities Report for March 2022.

**CARRIED**

**20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS**

**20.1 MARCH INCOME STATEMENT**

**RESOLUTION 22/105**

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 March 2022.

**CARRIED**

**20.2 MARCH STATEMENT OF INVESTMENTS**

**RESOLUTION 22/106**

Moved: Cr Cameron Lander

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the report indicating Council’s Fund Management position.
2. Notes the Certificate of the Responsible Accounting Officer and adopts the report as at 31 March 2022.

**CARRIED**

**20.3 MARCH STATEMENT OF BANK BALANCES****RESOLUTION 22/107**

Moved: Cr Narelle Payne

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 March 2022.

**CARRIED**

**20.4 MARCH STATEMENT OF RATES AND RECEIPTS****RESOLUTION 22/108**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 01 April 2022.

**CARRIED**

**20.5 MARCH CAPITAL WORKS PROGRAM****RESOLUTION 22/109**

Moved: Cr Sue Ruffles

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the information contained in the Capital Works report as of 31 March 2022.

**CARRIED**

**21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS**

Nil

**22 CONFIDENTIAL BUSINESS PAPER REPORTS****RESOLUTION 22/110**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Cameron Lander

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 Major Residual Land Sale - Red Hill Industrial Estate**

This matter is considered to be confidential under Section 10A(2) - di, dii and diii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it, information that would, if disclosed, confer a commercial advantage on a competitor of the council and information that would, if disclosed, reveal a trade secret.

**22.2 Sale of Land - Red Hill Industrial Estate**

This matter is considered to be confidential under Section 10A(2) - di, dii and diii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it, information that would, if disclosed, confer a commercial advantage on a competitor of the council and information that would, if disclosed, reveal a trade secret.

**CARRIED**

At 3.21pm, Cr Peter Dawson, after declaring an Interest in item 22.1 and 22.2 vacated the Chambers during discussions and voting on the Matters

**22.1 MAJOR RESIDUAL LAND SALE - RED HILL INDUSTRIAL ESTATE****RESOLUTION 22/111**

Moved: Cr Sue Ruffles

Seconded: Cr Cameron Lander

That Council:

1. Accepts the offer from Solar Switch Energy Renewables Pty Ltd to purchase 28 hectares of land on the Red Hill Industrial Estate (shown as the hatched area in the attached plan) for \$667,436 including GST.
2. Subdivides the required lot, together with separate lots to accommodate the truck wash (6.5 hectares), the retention dam (0.9 hectares) and remaining site (2 hectares) (as shown on the attached plan) at no cost to the purchaser.
3. Allocates \$350,000 from the Property Development Reserve for the required construction of sealed road, concrete kerb and gutter and provision of services to the subject lot being 28 hectares.

4. Transfers the proceeds of the sale of the subject lot into the Property Development Reserve upon completion of the sale.
5. Authorises the Mayor and General Manager to sign any documents on behalf of the Council in relation to this matter.
6. Authorises the placement of the Seal of Council on any documents relating to this matter.

**CARRIED**

## **22.2 SALE OF LAND - RED HILL INDUSTRIAL ESTATE**

### **RESOLUTION 22/112**

Moved: Cr Sue Ruffles

Seconded: Cr Cameron Lander

That Council:

1. Accepts the offer from Dharmasena Investment Pty Ltd to purchase two hectares on the Red Hill Industrial Estate at the location shown on the attached plan for \$7.50 per sq metre plus GST.
2. Notes that the purchaser's offer is conditional upon obtaining approval from Essential Energy to allow the solar facility to feed one megawatt of power into the grid.
3. Notes that Council's agents in this matter, QPL Real Estate of Narrandera, are entitled to receive a commission in the event that the sale proceeds to settlement.
4. Notes that the two-hectare parcel is proposed to be created as a separate lot when the larger 28 hectares lot on the Red Hill Industrial Estate is subdivided.
5. Transfers the proceeds of the sale of the subject lot into the Property Development Reserve upon completion.
6. Authorises the Mayor and General Manager to sign any documents on behalf of Council in relation to this matter.
7. Authorises the placement of the Seal of Council on any documents relating to this matter.

**CARRIED**

At 3.39pm, Cr Peter Dawson returned to the meeting.

**23 OPEN COUNCIL**

**RESOLUTION 22/113**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Cameron Lander

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 3.44pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 17 May 2022.**

.....  
**GENERAL MANAGER**

.....  
**CHAIRPERSON**

Unconfirmed

## 8 MAYORAL REPORT

### 8.1 MAYORAL REPORT APRIL/MAY 2022

**Document ID:** 608727  
**Author:** Mayor  
**Theme:** Our Civic Leadership  
**Attachments:** Nil

#### RECOMMENDATION

That Council:

1. Receives and notes the Mayoral Report for April/May 2022.

#### BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 19 April 2022, I have had the privilege to attend the following on behalf of our Council:

##### Meetings with General Manager

Attended regular daily, and unscheduled, meetings with the General Manager (GM) George Cowan to discuss various matters.

Together with Councillors, I attend a weekly catchup Tuesday Zoom meeting with the GM.

##### Media Interviews

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

#### APRIL 2022

##### Thursday 7

In my report last month, I advised that the GM George Cowan and I, had attended the 5<sup>th</sup> Annual Cootamundra Summit in Harden-Murrumburrah hosted by Local Member for Cootamundra Steph Cooke MP. Included now is extra detail from this very worthwhile event and I also took the opportunity bring up for discussion, various issues of concern to our community.

These included:

- Lack of dialysis services locally, meaning residents must constantly travel for treatment, and for residents in care unable to use Community Transport services available in Narrandera to be taken to their treatment.
- Ongoing water quality issues requiring major upgrades to aging infrastructure.
- Advising that Council needs extra funding to upgrade the stormwater system following extraordinary weather events this year.

- Fast-tracking the re-training of overseas doctors and nurses who wish to immigrate to Australia.
- Concerns about the availability of ambulances when they are also being used for patient transfer.
- Concern about our fuel reserves, which are minimal and stored in another country.

Joining the summit virtually on the day were several of Ms Cooke's Ministerial colleagues, including the Hon Dominic Perrottet, Premier of New South Wales; the Hon Rob Stokes, Minister for Infrastructure, Minister for Cities and the Minister for Active Transport; the Hon Sarah Mitchell, Minister for Education and Early Learning; the Hon Bronnie Taylor, Minister for Regional Health, Minister for Mental Health, Minister for Women; and the Hon Dugald Saunders, Minister for Agriculture and Minister for Western New South Wales.



### Monday 11

Along with GM George Cowan, I attended a Zoom meeting with General Manager Claudio Cavallini of Agri Australis, a subsidiary for Ferrero. The meeting took place to introduce the incoming General Manager, Gerhard Engelbrecht, who takes over the role from April 2022. Council has maintained a good relationship with the local hazelnut farm and will continue to work with Mr Engelbrecht in the future.

Council's Economic Development Manager (EDM) Peter Dale and I joined the Narrandera Business Group for their April meeting.

### Sunday 17

I had the privilege to meet with visiting Rodders and to officially Welcome the Rod Run to Narrandera at the Show-n-Shine. The Narrandera "Rod Run Weekend" has been a premier event in our Shire for an impressive 38 years.

Each year over the Easter weekend, residents, visitors and motor enthusiasts alike have the opportunity to celebrate and immerse themselves in early model autos custom built hot rods. The Earlies Rod and Custom Club descend on our town, sharing the spectacle that is the Hot Rodders.

The public event held on Easter Sunday 17 April at Narrandera Sportsground, was bigger and better than ever. With no attendance limitations and no tickets required, everyone was welcome to simply turn up on the day any time between 11am and 4pm.







The sportsground hosted over 350 registered Hot Rod entrants, accompanied by live music, food, and shopping stalls, plus amusement activities for the kids. All in all, the event was very successful, and I very much look forward to next year's. I congratulate the team on the great organising of the event and extend my thanks to all community members and organisations for their support.



**Tuesday 19**

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

**Wednesday 20**

Deputy Mayor Cr Lander and I attended the Riverina Local Land Services (RLLS) Board Stakeholder Dinner at the Ex-Servicemen's Club. The dinner provided an informal opportunity to share ideas and discuss opportunities for collaboration, areas of concern, as well as seek feedback on issues facing local landholders and stakeholders.

**Thursday 21**

Together with the GM I enjoyed our regular 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 April Council meeting as well as providing any updates on current projects. This informative segment is held at 8:30am, the Monday following the monthly Council meeting.

**Monday 25**

Along with the local community, I attended the Narrandera ANZAC Day Dawn Service where I laid a wreath on behalf of Council, followed by the War Graves Service.

GM George Cowan and I laid a wreath together on behalf of Council at the 11am Service.



Thank you to the Narrandera RSL for providing breakfast and lunch and an opportunity to share the day with the special guests. All services were well attended.

Together with Member for Farrer, the Hon. Sussan Ley and Member for Cootamundra, the Hon. Steph Cooke, GM George Cowan and I attended the Barellan Service to lay a wreath on behalf of Council.

The community participation was encouraging and very pleasing to see at all events. It was great to see children and adults participating, and beautiful wreaths being laid.

Students from all schools represented and contributed to the services. I thank all those involved, and this augurs well for the future of ANZAC Day commemoration. We also thank the Royal Australian Airforce Wagga for providing a catafalque party of young servicemen and women to all services.



**Wednesday 27**

I attended Council’s Sale of Land Auction in our Chambers which was held as required to recover unpaid rates.

**Saturday 30**

Along with Member for Farrer the Hon. Sussan Ley, Member for Cootamundra, the Hon. Steph Cooke, Narrandera Imperial Football Netball Club (NIFNC) President Patrick Dawson, members of the Narrandera community and sporting group representatives, and together with GM George Cowan, Councillors, Deputy General Manager Infrastructure (DGMI) Shane Wilson, Council staff, and project contractor Bill Arnold of Bill Arnold Pty Ltd, I attended the grand opening of the Narrandera Sportsground Clubhouse & Changerooms. I was delighted to see the new space open and being utilised.



This impressive facility will significantly increase our opportunity and viability in attracting regional sporting events, meeting state-level standards for many sporting codes.



It provides our local people - men, women, boys and girls, with the very best in terms of changerooms, spectator viewing and clubhouse facilities, adding high value to what is widely recognised as the best sportsground in the Riverina.



A passion project in the pipeline for many years, the clubhouse and change rooms have come to fruition through the hard work of several community members who lobbied and garnered support from both the Federal and State Governments, Council, and from local community business and residents who have supported this opportunity for growth in our sporting area.

Following the official ceremony, football matches from all grades were held. I received very favourable comments from people in attendance, including those from outside Narrandera.



## May 2022

### Monday 2

In my absence, Cr Lyons chaired the Extraordinary Aboriginal Elders Liaison Group meeting. Unconfirmed minutes of the meeting are further presented to Council.

### Tuesday 3

By virtual link, I joined the Murray and Murrumbidgee Regional Water Strategies overview. This session provided information about the regional water strategies program, the draft Murray and Murrumbidgee Strategy development and modelling, the draft list of options in the strategies, the public exhibition, including regional information sessions and submission opportunities, and also included a Q&A session to discuss concerns, thoughts, questions and ideas to further develop the strategies.

### Wednesday 4

Together with GM George Cowan and Deputy Mayor Cr Cameron Lander, I attended a meeting with a local resident for further discussions regarding the Lake Coolah/Mejum opportunities.

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

*Until next time, Mayor Kschenk*

## RECOMMENDATION

That Council:

1. Receives and notes the Mayoral Report for April/May 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 ABORIGINAL ELDERS LIAISON - MINUTES - 2 MAY 2022**

**Document ID: 611397**

**Author: Council Administration Assistant**

**Authoriser: General Manager**

**Attachments: 1. Aboriginal Elders Liaison Minutes - 2 May 2022**

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Extraordinary Aboriginal Elders Liaison held on Monday 2 May 2022.



# **MINUTES**

## **Aboriginal Elders Liaison Extraordinary Meeting**

**2 May 2022**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
ABORIGINAL ELDERS LIAISON EXTRAORDINARY MEETING  
HELD AT THE EMERGENCY OPERATIONS CENTRE  
ON MONDAY, 2 MAY 2022 AT 12PM FOR 12.30PM**

Meeting Commenced at 12.35pm

In the Mayor's absence, Cr Braden Lyons Chaired the meeting, with assistance by Cr Lewis

**WELCOME TO COUNTRY**

Welcome to Country by Elder Michael Lyons

**ACKNOWLEDGEMENT OF COUNTRY By Cr Braden Lyons**

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**

Cr Braden Lyons, Cr Tracey Lewis, GM George Cowan, Elder Dexter Briggs, Elder Hank Lyons, Elder Michael Lyons,

**2 APOLOGIES**

**COMMITTEE RESOLUTION**

Moved: Elder Dexter Briggs

Seconded: Elder Michael Lyons

That apologies from Chairperson Neville Kschenka, Elder Beverly Williams, Elder Brenda Poole, Elder Cherry Johnson, Elder Cindy Christian, Elder Clem Christian, Elder Colleen Ingram, Elder David Ivanoff, Elder Dean Ingram, Elder Jean Galluzzo, Elder Jennifer Johnson, Elder Joy Ingram, Elder Leo Williams, Elder Natalie Bright, Elder Nita Salafia, Elder Owen Lyons, Elder Raylene Williams, Elder Robert Carroll, Elder Ronny Williams, Elder Tommy Lyons, Elder Tracey Prior be received and accepted.

**CARRIED**

**Guests** - Rosie Powell of Prickly Lizard Events and Council's Tourism, Economic Development Coordinator; Toneale OConnell

**Observers** - Councillors Narelle Payne and Jenny Clarke, CLO Suzanne Litchfield

### **3 DECLARATIONS OF PECUNIARY INTEREST**

Nil

### **4 BUSINESS ARISING FROM PREVIOUS MINUTES**

N/A – Previous Ordinary meeting Minutes not submitted to Extraordinary meetings. Will be submitted to next AELG Ordinary meeting.

### **5 REPORTS**

Guest Rosie Powell joined for group and gave an update on the Narrungdera Earth Festival.

#### **5.1 NARRUNGDERA EARTH FEST 2022**

#### **COMMITTEE RESOLUTION**

Moved: Elder Michael Lyons

Seconded: Elder Hank Lyons

That the AELG:

1. Note that Rosie Powell provided a verbal update on the Program of Events, for the Narrungdera Earth Festival to be held 20 - 22 May 2022.
2. Note the request for Council to provide a load of red dirt that is required at the showground at the location for the Traditional Dance. After the Dance events, the dirt can be spread around the area as topsoil.
3. Note that a Formal Invitation will be provided to the Aboriginal Elders Liaison Group members, for the un-ticketed events throughout the festival program, as well as transport for the out-of-town events.

**CARRIED**



**Narrungdera Earth Fest 2022**  
**“Connecting to Country – Celebrating Culture!”**  
**May 20 to 22, 2022**

*The Narrungdera Earth Fest is a three-day festival honouring and celebrating the Wiradjuri peoples of the Narrungdera Clan (Narrandera), and their culture, traditions and practices.*

**PROGRAM OF EVENTS as at 3 May**

**Friday 20 May**

**Open community events**

- “GAWAYMBANHA” (Welcome in Wiradjuri language)  
Welcome Event @ Narrandera Fisheries - 10am to 1pm
- Storytelling through music & art  
@ Narrandera Showground 6:30pm to 9:30pm

**Ticketed cultural experiences**

- Aboriginal Art workshop with Wiradjuri Contemporary Artist Owen Lyons @ Narrandera Library Youth space  
– 1:30 to 3:30pm. (limited to 20 people)

**Saturday 21 May**

**Open community events**

- Cultural Day @ Narrandera Showground – 10am to 5pm

**Ticketed cultural experiences**

- 2 x Cultural tour – Sandhills Artefacts  
Departing from Narrandera Showground  
10am to 1pm (includes opening of the Cultural day)  
2:30pm to 4:30pm

**Sunday 22 May**

**Open community experiences**

- First Nations Fashion talk with Lillardia Briggs-Houston @ The Shack, Narrandera Showground - 10 to 11:30am

**Ticketed Cultural Experience**

- Lunch with Celebrity Aboriginal chef Black Olive & Bush Tucker talk with Uncle Michael Lyons - 12 to 4pm @ Location Narrandera Racecourse

**FRIDAY 20th MAY****WELCOME EVENT**

**Time:** Starting at 10am – 1pm

**Location:** Narrandera Fisheries

**Event overview:** The Welcome event is a community event opening the three-day festival and welcoming visitors to Narrandera.

The welcome event will include a welcome to country, a smoking ceremony, a traditional welcome dance, and a Mayoral Civic Welcome. Followed by a Storytelling and cultural talk by Uncle Michael Lyons.

Bus pick Visitor Information centre from 9am

**ABORIGINAL ART WITH OWEN LYONS**

**Time:** 1:30 to 3:30pm

**Location:** Narrandera Library – Youth Space

**Event overview:** Contemporary Wiradjuri Artist Owen Lyons to talk about Aboriginal art, use of symbols and different techniques. Participants will then paint a small canvas to take home. Open to children & adults

Ticketed – No cost, Limited to 20 people.

**STORYTELLING THROUGH MUSIC & ART**

**Time:** 6:30pm – 9:30pm

**Location:** Narrandera Showground

**Event overview:** Didgeridoo contest, live music, paintings and art installations, traditional food cooked by local Wiradjuri Elder Uncle Michael Lyons and the premier screening of Shared through yarning, Sandhills Stories (2021) created by Wiradjuri filmmaker Jessica Byrne in collaboration with her Elders.

**SATURDAY 21st MAY****WAYAPA WUURKSHOP**

**Time:** 8am to 9.30am

**Location:** Rocky Waterholes (meet at bridge)

**Event overview:** Former Narrandera resident and Wayapa Wuurrk practitioner Margaret Snowden is running a Wayapa Wuurrkshop. Wayapa Wuurrk is an earth connection practice for everyone and doesn't in any way share specific culture knowledge. It is designed for people to connect to the earth in their own ways and has earth, mind, body and spirit benefits.

It is a way for people to reconnect to nature, by caring for the earth and the planet, and therefore themselves.

Ticketed event – No cost, limited to 20 people

**CULTURAL DAY**

**Time:** 10am to 5pm

*OPENING CEREMONY – 10:15 to 12:00*

**Location:** Narrandera Showground

**Event overview:** This event is a day of knowledge sharing, celebrating, and showcasing Aboriginal culture. The event will include:

- Welcome to Country & Smoking Ceremony
- Traditional Dance Performance
- Kid's area – rock climbing, painting, storytelling, face painting, dancing, games and activities.
- Aboriginal Market stalls – giftware, Aboriginal art, and food – All Aboriginal businesses and community groups
- Live music – local Aboriginal musicians and visiting musicians
- Aboriginal art showcase
- Animal encounters
- Weaving workshop
- Black Olive cooking demo

**CULTURAL TOUR WITH SANDHILLS ARTEFACTS**

**Time:** 10am to 1pm and 2.30 to 4.30pm

**Location:** Starting at Narrandera Showground

**Event overview:** Cultural Tour of Narrandera significant Aboriginal sites, includes watching the Cultural day opening

Ticketed – No cost, Limited to 20 people per tour.

**SUNDAY 22nd MAY****CULTURAL TOUR**

**Time:** 9am to 11am

**Location:** Starting at Narrandera Sandhills

**Event overview:** Cultural Tour of Narrandera significant Aboriginal sites, includes watching the Cultural day opening

Ticketed – No cost, Limited to 20 people.

**FIRST NATIONS FASHION TALK**

**Time:** 10:00 to 11:30

**Location:** The Shack, Narrandera Showground

**Event overview:** First Nations fashion designer and artist Lillardia Briggs delivers talk on her experiences as a fashion designer and show some of her work. Includes a morning tea.

**LUNCH WITH CELEBRITY CHEF THE BLACK OLIVE**

**Time:** 12pm – 4pm

**Location:** Narrandera Racecourse

**Event overview:** Your ticket includes a two-course meal cooked by Celebrity Chef the Black Olive followed by dessert by local Wiradjuri Elder Uncle Michael Lyons. There will also be a Bush food talk by Uncle Michael Lyons and live music by Damien Kennedy.

Ticketed event – \$100 per ticket 35 guests.

Proceeds going towards Community Mental Health and Healing Day supported by Narrandera NAIDOC Committee and Narrandera Shire Council.

**End of Program**

Guest Toneale OConnell joined for group discussion on the Interpretive Fitout Content.

## 5.2 NARRANDERA DESTINATION & DISCOVERY HUB INTERPRETIVE FITOUT CONTENT FEEDBACK

### COMMITTEE RESOLUTION

Moved: Elder Dexter Briggs

Seconded: Elder Michael Lyons

That the AELG:

1. Note the changes on content as listed below, for the Narrandera Destination and Discovery Hub Interpretive Design, as provided by the group.
2. Note that the second Content Draft to be returned to the next AELG meeting for final approval.

**CARRIED**

### Amendments to Content

Narrandera Aboriginal Elders Liaison Committee yesterday on Monday 2 May 2022, and the following are some of the outcomes. Overall, the group was unhappy with the focus on the larger Wiradjuri area and not local culture/stories and information.

1. The local community do not identify with Baiame.
2. The map on page four that shows the native title area does not include Narrandera – could we use a map that shows the borders of the Wiradjuri area including Narrandera.
3. Currently working with the Elders to get some information on sacred sites including birthing trees, scar trees and other sites of importance. Information and images on these will be provided in coming weeks.
4. Page 7 – Update the “press a button to learn something more” list to the following:
  - i. Wawi – The River Spirit, Rainbow Serpent
  - ii. The Bunyip
  - iii. Wonamika
  - iv. How to catch a Kangaroo
5. On the Wiradjuri War – Massacre Island page the Elder Committee has requested the story of the single survivor be told. It has been told that he went underwater and used reid to breathe – this may be best told by local Elder Michael Lyons.
6. Can we remove all content regarding the Rufus Massacre.
7. There are images of descendants of the locals at Warangesda. I am working on sourcing these. Can we please remove the image from the Sydney New 1883 or use this in conjunction with the other images.
8. There is an original map of the Sandhills being developed by a local Wiradjuri woman can this please be used as the image instead of the image of the old Brewery – her name is Shelby Kschenka Lyons, I will follow up for more information.
9. Wiradjuri Wall – The Wiradjuri Honour Wall stands in the Marie Bashir Park to honour the people of the Narrungdera Clan who have passed, and the Wiradjuri people of Narrandera Shire. This wall is about to be replaced with a new wall can we please ensure the content and imagery is around the new wall and not the old one. Information around how the wall came to be would be helpful.

## 10. Ideas for any holes in content created by changes:

- i. Foods & Medicine – Wattle seed, Kabungi, Quandong, Old Man Weed & Emu Oil
- ii. Artefacts & Totems
- iii. Examples of Wiradjuri Language/Phrases
- iv. Sacred Sites

Attached are the stories of Wonamika and The Bunyip. The story of the Wawi will be included once received and the images from Warangesda.

**Wonamika****Wonamika**

(Plenty of Boomerangs)



*Wonamika was 12 years old. His Grandfather Walla Walla, was the most important elder in the tribe.*

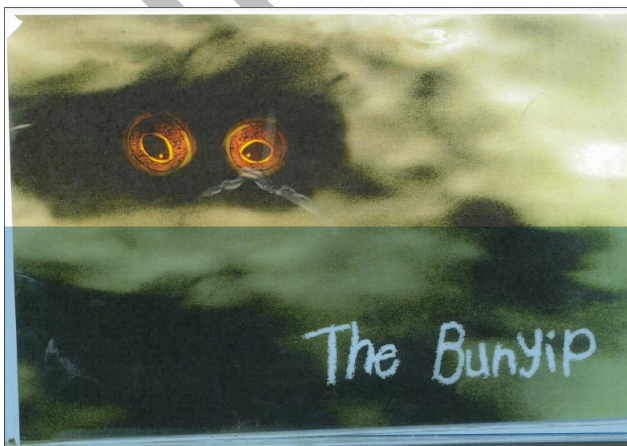
*Walla Walla told Wonamika that when the Kookaburra laughs in the morning you have to be up and ready to go hunting with the men.*

*So next morning when the Kookaburra laughed, Wonamika jumped out of bed and was ready with his spear and shield to go hunting.*

*As they walked through the bush, they spotted some Kangaroos hopping. So the men chased the Kangaroos and Wonamika threw his spear and hit one of them.*

*After they caught the Kangaroo they saw a group of emus walking out in the plains. The men chased the emus and Wonamika threw his killer boomerang and hit the emu. Then they carried the Kangaroo and the Emu back to the camp for a big celebration. Wonamika layed under the stars listening to the Mook-Mook telling him it was time for bed. As he went to sleep he was proud to be a strong Wiradjuri warrior.*

(C)copyright 1994

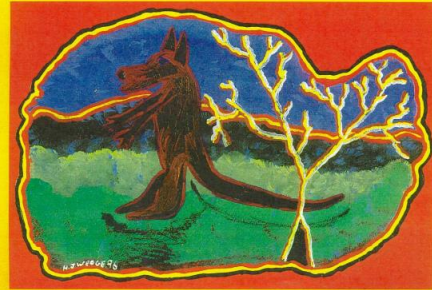
**The Bunyip**

The children were told by the Elders, 'Never, ever go to the river alone'.



'Why?' they asked.  
'Because a big, scary, hairy, hungry bunyip lives in the river and he likes to eat children.'

One hot day the children decided to disobey their Elders and go for a swim in the river.



On the way they met an old, dusty, jumping kangaroo.  
'Where are you going?' asked the kangaroo.

'We are going to the river for a swim', said the children.



'No, don't go!' said the old, dusty, jumping kangaroo.  
'A big, scary, hairy, hungry bunyip lives in the river and he will eat you.'

'Don't be silly! We don't believe in bunyips!' said the children.



Off they went on their way to the river.

Next they met a long-necked, long-legged, sharp-clawed emu.



'Where are you going?' asked the emu.  
'We are going to the river for a swim', said the children.

'No, don't go!' said the long-necked, long-legged, sharp-clawed emu.  
'A big, scary, hairy, hungry bunyip lives in the river and he will eat you.'



'Don't be silly! We don't believe in bunyips!' said the children.

At last they came to the river.

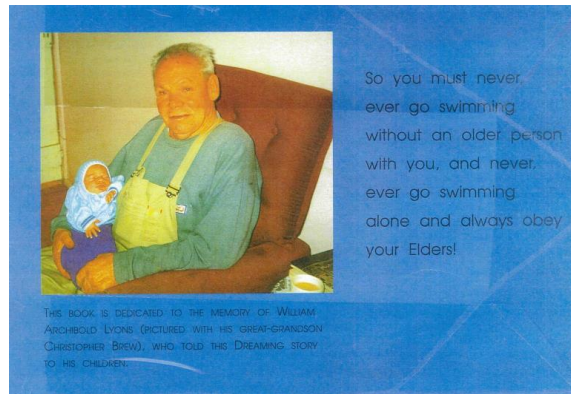
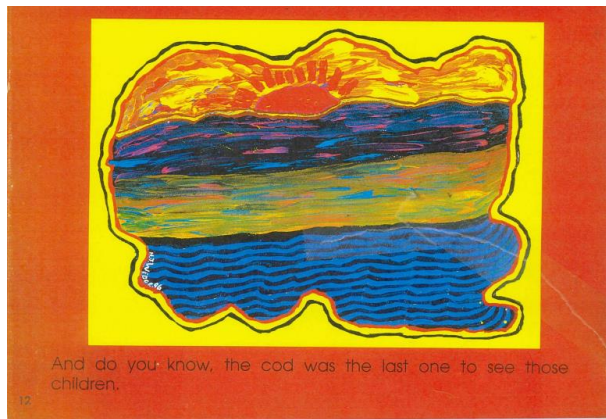
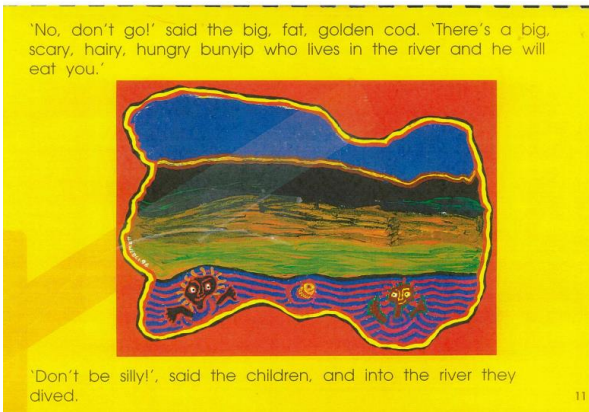


The children began taking off their clothes.

Suddenly a big, fat, golden cod poked his head out of the water and said, 'What are you doing?'



'We are going for a swim', said the children.



**End Amendments**

**6 GENERAL BUSINESS**

Elder Michael Lyons, joined by other elders and Cr Lewis, will visit some of the traditional sites and start listing them for registration as Heritage Sites.

**7 NEXT MEETING**

Monday 20 June 2022 – 12pm for 12.30pm – EOC

**9 MEETING CLOSE**

The Meeting closed at 1.45pm.

The minutes of this meeting were confirmed at the Aboriginal Elders Liaison Meeting held on 23 May 2022.

.....  
**CHAIRPERSON**



Unconfirmed

**14 OUR COMMUNITY****14.1 COMMITTEE REVIEW - TOR - AUSTRALIA DAY PLANNING AND KOALA REGENERATION COMMITTEES****Document ID:** 610595**Author:** Economic Development Manager**Authoriser:** General Manager**Theme:** Our Community**Attachments:** 1. [TOR Advisory - Australia Day Planning](#) ↓  
2. [TOR Advisory - Koala Regeneration Committee](#) ↓**RECOMMENDATION**

That Council:

1. Notes the successful prior operation of the Australia Day Planning Committee and Narrandera Koala Regeneration Committee.
2. Resolves to establish the Australia Day Planning Committee and Narrandera Koala Regeneration Committee as Advisory Committees within the committee structure for this term of Council.
3. Endorses the revised Terms of Reference for the Australia Day Planning Committee and Narrandera Koala Regeneration Committee.

**PURPOSE**

The purpose of this report is to provide details on the operations to date of the Narrandera Australia Day Planning S355 Committee and Narrandera Koala Regeneration S355 Committee. It is considered that these committees can now operate as Advisory Committees and the revised Terms of Reference (TOR) are attached. Consideration should now be given to determine whether Council wishes to retain the committees for this term of Council.

**BACKGROUND**

The Australia Day Planning S355 Committee was established to provide community consultation to help Council with arrangements for Australia Day each year and to help engage community resources and opinion.

The Koala Regeneration S355 Committee was formed in conjunction with National Parks and Wildlife Service to support the continued propagation and welfare of the koala colony at the Nature Reserve and the Narrandera Flora and Fauna Reserve.

Neither Committee has formal, delegated powers to act in place of Council. Committee recommendations need to be adopted by Council at a formal meeting to achieve legal standing. Therefore, it is considered that both committees can operate effectively as Advisory Committees.

The TORs for both Committees include a membership of six, including community and Councillor representatives. It is recommended that this number be retained to ensure that meeting quorums can be achieved. If there are additional volunteers who are interested in

attending Koala Regeneration Committee meetings from time-to-time, this can be accommodated by permitting volunteers to attend as meeting observers.

The TOR for the Australia Day Planning Committee has been amended to include references to Australia Day activities in Barellan and Grong Grong.

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

### **Theme**

Our Community

### **Strategy**

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

### **Action**

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

## **ISSUES AND IMPLICATIONS**

### **Policy**

- Advisory Committees guidelines

### **Financial**

- Note that the Koala Generation Committee has accumulated funds from donations and the like and these should be retained for use of the committee activities.

### **Legal / Statutory**

- N/A

### **Community Engagement / Communication**

- This matter will be presented in the ordinary business paper for discussion.
- The nomination process will be advertised using Council's website, the Narrandera Argus, Council's social media platforms and at Council's offices and the Narrandera Library.

### **Human Resources / Industrial Relations (if applicable)**

- N/A

### **RISKS**

Council can be exposed to liability issues by not having a committee structure that operates within the terms of the Local Government Act 1993.

**CONCLUSION**

It is recommended that Council receives and notes the information provided on the operation of restructured committees and retains the committees for this term of Council in an advisory capacity.

**RECOMMENDATION**

That Council:

1. Notes the successful prior operation of the Australia Day Planning Committee and Narrandera Koala Regeneration Committee.
2. Resolves to establish the Australia Day Planning Committee and Narrandera Koala Regeneration Committee as Advisory Committees within the committee structure for this term of Council.
3. Endorses the revised Terms of Reference for the Australia Day Planning Committee and Narrandera Koala Regeneration Committee.



# Australia Day Planning Advisory Committee TERMS OF REFERENCE



**NARRANDERA SHIRE COUNCIL**

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

**Phone:** 02 6959 5510  
**Fax:** 02 6959 1884



<b>Committee Name</b>	<b>Australia Day Planning</b>
<b>Committee Type</b>	Advisory
<b>Responsible Section</b>	Economic Development
<b>Document ID</b>	53861
<b>Date Adopted</b>	DD Month 202Y (22/XXX)
<b>1. Purpose</b>	<p>Australia Day is for all Australians, no matter where our personal stories began. Reflect on being Australian, celebrate contemporary Australia and recognise our history.</p> <p>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.</p>
<b>2. Establishment</b>	<p>The Australia Day Planning Committee has been established to provide particular expertise to help the Council to make its decisions and/or help engage community resources and opinion. There are no formal, delegated powers to act in place of Council.</p> <p>Any decisions or recommendations from the Committee need to be adopted by Council at a formal meeting to achieve legal standing.</p> <p>The Australia Day Planning Committee as a Committee of Council is bound by practises established in Council's policies - in particular:</p> <ul style="list-style-type: none"> <li>• Council's Code of Conduct</li> </ul>
<b>3. Objectives</b>	<ul style="list-style-type: none"> <li>• Liaison with volunteer groups to ensure that the interests of their particular area are adequately represented</li> <li>• Committee formed to guide the event and operations for Australia Day <del>within the townships of</del> for Narrandera and oversees the events in Grong Grong and Barellan.</li> <li>• The responsibilities:             <ul style="list-style-type: none"> <li>○ Providing a forum for discussion to help guide the strategic direction of the event.</li> <li>○ Actively promote the events and award ceremony</li> <li>○ Determining and fulfilling a process for recommending to Council the winners of the various categories in the Citizen of the Year awards.</li> </ul> </li> </ul>
<b>4. Objectives from the Community Strategic Plan (CSP)</b>	<p>The objectives of the Australia Day Planning Committee align with the following objectives from the Community Strategic Plan:</p> <ul style="list-style-type: none"> <li>• To feel connected and safe:</li> </ul> <p>16. Encouraging the community to initiate the development of innovative and regular events.</p>

	<p>17. Support community groups where possible to remain functional into the future.</p> <p>18. Enhanced opportunities for community members to better connect with Council such as participating in one of Council's Committees.</p> <p>For more information refer to the 2017-2030 Community Strategic Plan available via Council website:</p>
<p><b>5. Membership</b></p>	<p>The Committee is to consist of a minimum of six (6) members:</p> <ul style="list-style-type: none"> <li>• Five (5) Community representatives             <ul style="list-style-type: none"> <li>○ Two (2) Narrandera community representatives</li> <li>○ One (1) Grong Grong community representative</li> <li>○ One (1) Barellan community representative</li> <li>○ One (1) Shire community representative</li> </ul> </li> <li>• Minimum of one (1) Councillor – appointed by resolution of Council at the commencement of each Council term</li> <li>• Committee members shall:             <ul style="list-style-type: none"> <li>○ Send an apology if unable to attend a meeting. (Councillor to contact Councillor Alternate)</li> <li>○ Read Business Papers in advance and undertake necessary research.</li> <li>○ Raise issues and concerns, and report on initiatives and issues which may be relevant to or of interest to other members.</li> <li>○ Participate in discussions and decision making.</li> <li>○ Follow through actions minuted and subsequently adopted by Council.</li> </ul> </li> </ul>
<p><b>6. Method of Determining Members</b></p>	<p>Recruitment and appointment to the Committee:</p> <ul style="list-style-type: none"> <li>• Nominations of interest advertised via social media, print media</li> <li>• Nomination form completed by interested parties</li> <li>• Submissions collected</li> <li>• Report submitted to General Manager</li> <li>• Recommendations to Council</li> <li>• Resolution of Council endorsing members of Committee</li> </ul> <p>The process to replace any vacant positions is:</p> <ul style="list-style-type: none"> <li>• Review previous nominations</li> <li>• Nominations of interest advertised via social media, print media</li> <li>• Submissions collected</li> <li>• Report submitted to General Manager</li> <li>• Recommendations to Council</li> <li>• Resolution of Council endorsing members of Committee</li> </ul>
<p><b>7. Office Bearers</b></p>	<p>The Committee will elect the following office bearers:</p> <ul style="list-style-type: none"> <li>• Chairperson – elected annually at AGM from the Community representatives             <ul style="list-style-type: none"> <li>○ Chair meetings and ensure agenda items are discussed, decisions are made and action to be taken, as appropriate.</li> <li>○ Ensure preparation of agenda before the meeting.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Approve meeting minutes prior to distribution.</li> <li>○ Represent the Committee as spokesperson.</li> <li>○ The Chairperson can cancel scheduled meetings if there are no scheduled Agenda items for consideration.</li> </ul>
<b>8. Term</b>	The Committee is established for the term of Council, plus three (3) months.
<b>9. Meetings</b>	<p>Meetings are held on a quarterly basis, in addition to an Annual General Meeting.</p> <p>The Committee may also call a special meeting in extraordinary circumstances where a majority of members believes this to be necessary.</p>
<b>10. Quorum and Voting</b>	<ul style="list-style-type: none"> <li>● A quorum for a meeting will be three (3) Community Representatives and one (1) Councillor.</li> <li>● A quorum is not required for meetings to take place however a quorum is needed for a decision to be made on a matter</li> <li>● For a vote to be carried a majority of members attending, ie: half the number plus one (1) is required</li> <li>● Committees are encouraged to make decisions by consensus</li> <li>● In the event of a tied vote, the Chair will have the casting vote</li> <li>● Council staff do not have the authority to vote on issues</li> </ul>
<b>11. Reporting Requirements</b>	<ul style="list-style-type: none"> <li>● Agenda</li> <li>● Recommendations for submission to Council Meeting</li> <li>● Minutes of meetings within two weeks from meeting</li> <li>● List of office bearers elected at the AGM by 30 August</li> <li>● List of suggested capital improvement works for consideration in the budget by February</li> <li>● List of suggested Fees and Charges by December</li> <li>● Updated Asset Register by May</li> <li>● Annual Report by 30 August</li> </ul>
<b>12. Termination of Membership</b>	<p>A person shall automatically cease to be a Committee member if the member:</p> <ul style="list-style-type: none"> <li>● resigns by notifying the Committee and Council in writing</li> <li>● fails to advise of an absence of up to three meetings in a calendar year</li> <li>● fails to comply with Council's Code of Conduct</li> <li>● holds any office of profit under the Committee</li> <li>● fails to disclose any pecuniary interest in any matter with which the Committee is concerned and takes part in the consideration, discussion or votes on any question relating to the matter</li> <li>● dies</li> <li>● or if Council passes a resolution to remove the member from the Committee.</li> </ul>
<b>13. Executive Support</b>	<p>Council's Economic Development team is responsible for providing support to the Committee and will undertake to:</p> <ul style="list-style-type: none"> <li>● Be the main conduit between the Committee and Council</li> <li>● Provide and/or collect reports for compilation of the agenda</li> </ul>



	<ul style="list-style-type: none"> <li>• Compile and circulate agendas, attend meetings, compile and distribute minutes</li> <li>• Monitor and follow-up Action Report</li> <li>• Manage Australia Day events</li> <li>• Compile the Annual Report of the Committee in conjunction with the Chair</li> <li>• Assist with referrals and information for resolution of matters within their authority</li> <li>• Facilitate a review process for the Committee and Terms of Reference prior to the end of each Committee term</li> </ul> <p>Council's Governance team will:</p> <ul style="list-style-type: none"> <li>• Oversee the recruitment, selection and appointment process for Committee membership</li> <li>• Provide information and education on good governance</li> </ul> <p>The WHS&amp;R Officer will:</p> <ul style="list-style-type: none"> <li>• Provide training and education on WH&amp;S</li> <li>• Undertake regular volunteer education and inductions</li> </ul>
<p><b>14. Committee Review</b></p>	<p>Annual review of Committee need and objectives.</p>
<p><b>15. Alteration of Terms of Reference</b></p>	<p>Amendment of the Terms of Reference can be by a majority vote of the Committee. The endorsement of Council is required before changes are enacted.</p>

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# Koala Regeneration Advisory Committee TERMS OF REFERENCE



**NARRANDERA SHIRE COUNCIL**

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

**Phone:** 02 6959 5510  
**Fax:** 02 6959 1884



<b>Committee Name</b>	<b>Koala Regeneration</b>
<b>Committee Type</b>	Advisory
<b>Responsible Section</b>	Economic Development
<b>Document ID</b>	50284
<b>Date Adopted</b>	DD Month 202Y (22/XXX)
<b>1. Purpose</b>	The Koala Regeneration Committee is formed to assist the National Parks and Wildlife Service in the continued propagation and welfare of the koala colony at the Nature Reserve and the Narrandera Flora and Fauna Reserve.
<b>2. Establishment</b>	<p>The Koala Regeneration Committee has been established to provide particular expertise to help the Council to make its decisions and/or help engage community resources and opinion. There are no formal, delegated powers to act in place of Council.</p> <p>Any decisions or recommendations from the Committee need to be adopted by Council at a formal meeting to achieve legal standing.</p> <p>The Koala Regeneration Committee as a Committee of Council is bound by practises established in Council's policies - in particular:</p> <ul style="list-style-type: none"> <li>• Council's Code of Conduct</li> </ul>
<b>3. Volunteer Groups</b>	<p>The Committee will be responsible for the coordination of the following Volunteer Group:</p> <ul style="list-style-type: none"> <li>• Koala Count</li> </ul>
<b>4. Objectives</b>	<p>The principal responsibilities of the Koala Regeneration Committee will be:</p> <ul style="list-style-type: none"> <li>• Support the National Parks and Wildlife Service annual Koala Count</li> <li>• Recommend to Council regarding the preservation of the koala colony on the Narrandera Flora and Fauna Reserve</li> <li>• Fundraise to facilitate the support to the Narrandera Koala colony</li> </ul>
<b>5. Objectives from the Community Strategic Plan (CSP)</b>	<p>The objectives of the Koala Regeneration Committee align with the following objectives from the Community Strategic Plan:</p> <ul style="list-style-type: none"> <li>• To feel connected and safe:                     <ul style="list-style-type: none"> <li>16. Encouraging the community to initiate the development of innovative and regular events.</li> <li>17. Support community groups where possible to remain functional into the future.</li> <li>18. Enhanced opportunities for community members to better connect with Council such as participating in one of Council's Committees</li> </ul> </li> <li>• To value, care for and protect our natural environment</li> </ul>

	<p>22. Preserve and manage our natural environment and native flora and fauna.</p> <p>25. Preserve and promote our local Koala population</p> <ul style="list-style-type: none"> <li>• To support local business and industry to grow and prosper</li> </ul> <p>39. Work with regional organisations, industry and local businesses to improve the economic environment for Narrandera Shire</p> <p>42. Promote the Shire and region through active participation in partnerships with other Councils, regional tourism and industry groups</p> <p>48. Support the development and maintenance of appropriate infrastructure within significant recreational destinations including river and forest areas.</p> <p>For more information refer to the 2017-2030 Community Strategic Plan available via Council website:</p>
<p><b>6. Membership</b></p>	<p>The Committee is to consist of a minimum of six (6) members:</p> <ul style="list-style-type: none"> <li>• Four (4) Community representatives</li> <li>• Minimum of one (1) Councillor – appointed by resolution of Council at the commencement of each Council term</li> <li>• One (1) National Parks and Wildlife Service representative</li> <li>• Committee members shall:             <ul style="list-style-type: none"> <li>○ Send an apology if unable to attend a meeting. (Councillor to contact Councillor Alternate)</li> <li>○ Read Business Papers in advance and undertake necessary research.</li> <li>○ Raise issues and concerns, and report on initiatives and issues which may be relevant to or of interest to other members.</li> <li>○ Participate in discussions and decision making.</li> <li>○ Follow through actions minuted and subsequently adopted by Council.</li> </ul> </li> </ul>
<p><b>7. Method of Determining Members</b></p>	<p>Recruitment and appointment to the Committee:</p> <ul style="list-style-type: none"> <li>• Nominations of interest advertised via social media, print media</li> <li>• Nomination form completed by interested parties</li> <li>• Submissions collected</li> <li>• Report submitted to General Manager</li> <li>• Recommendations to Council</li> <li>• Resolution of Council endorsing members of Committee</li> </ul> <p>The process to replace any vacant positions is:</p> <ul style="list-style-type: none"> <li>• Review previous nominations</li> <li>• Nominations of interest advertised via social media, print media</li> <li>• Submissions collected</li> <li>• Report submitted to General Manager</li> <li>• Recommendations to Council</li> <li>• Resolution of Council endorsing members of Committee</li> </ul>

<p><b>8. Office Bearers</b></p>	<p>The Committee will elect the following office bearers:</p> <ul style="list-style-type: none"> <li>• Chairperson – elected annually at AGM from the Community representatives             <ul style="list-style-type: none"> <li>○ Chair meetings and ensure agenda items are discussed, decisions are made and action to be taken, as appropriate.</li> <li>○ Ensure preparation of agenda before the meeting.</li> <li>○ Approve meeting minutes prior to distribution.</li> <li>○ Represent the Committee as spokesperson.</li> <li>○ The Chairperson can cancel scheduled meetings if there are no scheduled Agenda items for consideration.</li> </ul> </li> </ul>
<p><b>9. Term</b></p>	<p>The Committee is established for the term of Council, plus three (3) months.</p>
<p><b>10. Meetings</b></p>	<p>Meetings are held on a twice-yearly basis, in addition to an Annual General Meeting.</p> <p>The Committee may also call a special meeting in extraordinary circumstances where a majority of members believes this to be necessary.</p>
<p><b>11. Quorum and Voting</b></p>	<ul style="list-style-type: none"> <li>• A quorum for a meeting will be a majority of the members of the committee</li> <li>• A quorum is not required for meetings to take place however a quorum is needed for a decision to be made on a matter</li> <li>• For a vote to be carried a majority of members attending, ie: half the number plus one (1) is required</li> <li>• Committees are encouraged to make decisions by consensus</li> <li>• In the event of a tied vote, the Chair will have the casting vote</li> <li>• Council staff do not have the authority to vote on issues</li> </ul>
<p><b>12. Reporting Requirements</b></p>	<ul style="list-style-type: none"> <li>• Agenda</li> <li>• Recommendations for submission to Council Meeting</li> <li>• Minutes of meetings within two weeks from meeting</li> <li>• List of office bearers elected at the AGM by 30 August</li> <li>• List of suggested capital improvement works for consideration in the budget by February</li> <li>• List of suggested Fees and Charges by February</li> <li>• Updated Asset Register by May</li> <li>• Annual Report by 30 August</li> </ul>
<p><b>13. Termination of Membership</b></p>	<p>A person shall automatically cease to be a Committee member if the member:</p> <ul style="list-style-type: none"> <li>• resigns by notifying the Committee and Council in writing</li> <li>• fails to advise of an absence of up to three meetings in a calendar year</li> <li>• fails to comply with Council's Code of Conduct</li> <li>• holds any office of profit under the Committee</li> <li>• fails to disclose any pecuniary interest in any matter with which the Committee is concerned and takes part in the consideration, discussion or votes on any question relating to the matter</li> <li>• dies</li> </ul>

	<ul style="list-style-type: none"> <li>• or if Council passes a resolution to remove the member from the Committee.</li> </ul>
<b>14. Executive Support</b>	<p>Council's Economic Development team is responsible for providing support to the Committee and will undertake to:</p> <ul style="list-style-type: none"> <li>• Be the main conduit between the Committee and Council</li> <li>• Provide and/or collect reports for compilation of the agenda</li> <li>• Compile and circulate agendas, attend meetings, compile and distribute minutes</li> <li>• Monitor and follow-up Action Report</li> <li>• Compile the Annual Report of the Committee in conjunction with the Chair</li> <li>• Assist with referrals and information for resolution of matters within their authority</li> <li>• Facilitate a review process for the Committee and Terms of Reference prior to the end of each Committee term</li> </ul> <p>Council's Governance team will:</p> <ul style="list-style-type: none"> <li>• Oversee the recruitment, selection and appointment process for Committee membership</li> <li>• Provide information and education on good governance</li> </ul> <p>The WHS&amp;R Officer will:</p> <ul style="list-style-type: none"> <li>• Provide training and education on WH&amp;S</li> <li>• Undertake regular volunteer education and inductions</li> </ul>
<b>15. Committee Review</b>	<p>Within three months of the Ordinary election of Council.</p>
<b>16. Alteration of Terms of Reference</b>	<p>Amendment of the Terms of Reference can be by a majority vote of the Committee. The endorsement of Council is required before changes are enacted.</p>

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**14.2 BLUE TREE PROJECT - A MENTAL HEALTH INITIATIVE****Document ID:** 611412**Author:** Community Support Manager**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Our Community**Attachments:** 1. The Blue Tree Project [↓](#)**RECOMMENDATION**

That Council:

1. Endorses the Blue Tree Project, a proposed mental health initiative, as recommended by the Youth Advisory Council at its 21 March 2022 meeting.

**PURPOSE**

The purpose of this report is for Council to endorse the Blue Tree Project, a mental health initiative recommended by the Youth Advisory Council at its 21 March 2022 meeting.

**SUMMARY**

The Blue Tree Project is the process of painting a dead tree blue to raise awareness to mental health issues, to provide an opportunity for people to start difficult conversations, and to encourage people to speak up when battling mental health concerns.

**BACKGROUND**

The mission of the Blue Tree Project is to help spark difficult conversations and encourage people to speak up when battling mental health concerns. The organisers of the event select a dead tree within the community to paint blue to represent the message "it's OK to have a blue day".

By spreading the paint and spreading the message that "it's OK to not be OK", participants can help break down the stigma that is still largely attached to mental health.

Currently, there are 754 Blue Tree Project trees within communities including Leeton, Coleambally, Gundagai, Griffith, Albury, Goolgowi, Hillston, Lake Cargelligo, Wagga Wagga, West Wyalong and Temora.

If endorsed by Council, an appropriate tree location will need to be determined and planning for the event commenced.

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

Our Community

**Strategy**

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

**Action**

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

**ISSUES AND IMPLICATIONS****Policy**

- N/A

**Financial**

- The Youth Advisory Council has been offered funding through the Local Health Advisory Committee to host a mental health day. This funding would be used to cover all associated costs of the Blue Tree Project

**Legal / Statutory**

- Local Government Act 1993

**Community Engagement / Communication**

- The project will be promoted as an all-inclusive event to raise awareness for mental health

**Human Resources / Industrial Relations**

- N/A

**RISKS**

A Council-owned tree would be preferred; written permission from the landowner would be needed if the tree is on private land.

Recommendations provided by the Blue Tree Project before commencement should be followed to ensure the project is delivered safely.

**OPTIONS**

1. Endorse the Blue Tree Project as proposed by the Youth Advisory Council.
2. Endorse the Blue Tree Project but return to staff and the Youth Advisory Council with recommendations from Council.
3. Not endorse the Blue Tree Project and return to staff and the Youth Advisory Council.

**CONCLUSION**

It is recommended that Council endorses the Blue Tree Project, a mental health initiative recommended by the Youth Advisory Council at the 21 March 2022 meeting.



**RECOMMENDATION**

That Council:

1. Endorses the Blue Tree Project, a proposed mental health initiative, as recommended by the Youth Advisory Council at its 21 March 2022 meeting.



# FUNDRAISER KIT

OUR HOW TO GUIDE  
2020

HELP US CREATE A MENTALLY HEALTHY FUTURE

# ABOUT BLUE TREE PROJECT

Our mission is to help spark difficult conversations and encourage people to speak up when battling mental health concerns. By spreading the paint and spreading the message that "it's OK to have a blue day", we can help break down the stigma that's still largely attached to mental health.



**AFTER BEGINNING AS A GRASS  
ROOTS PROJECT WE HAVE  
FLOURISHED INTO A NOT-FOR-  
PROFIT MAKING A REAL IMPACT**

## I WANT TO HOST A FUNDRAISER, BUT WHERE DO I START?

Awesome to hear you want to make a difference to your community!

You can make your fundraiser as big or as small as you want. With every little bit making a difference in helping us change the face of mental health and kicking the stigma.

This guide will share with you some tips and tricks to get your community, group or company involved with our project, including some past successful events.

### INSPIRATION AND IDEAS

#### Host your own community painting day

A great way to bring people together is by organising a painting day and getting your hands dirty. It's an activity that can be done with a small or large group of people.



Add a little extra to the tree painting by including:

- BBQ
- Key Speaker/s
- Local support services
- Raffle
- Merch

Visit our 'how to paint a tree' guide [here](#).



**NOTE:**

There are many alternatives to painting a tree. Maybe your Men’s shed could help build a sculpture, or you could commission a local artist to paint a mural. You could also yarn bomb a tree or get creative in many other ways. Your only limitation is your imagination!

**SMALL-MEDIUM FUNDRAISER IDEAS:**

- Sausage Sizzle
- Baking sale
- Movie night
- Morning Tea event
- Tin coin collection
- Raffle or Auction
- Yoga session



**LARGER FUNDRAISER IDEAS:**

- Garden day
- Sporting day/ charity match.
- Host a lunch or dinner with a key speaker (ticketed event)
- Colour Fun Run
- Quiz night
- Concert



## COMMUNITY TREE PAINTING DAY

Rally the tribe and get your paintbrushes out!

### Who can get involved?

Sporting clubs, community groups, schools, nursing homes you name it! There are no limits for those who can get together to paint a tree.

### What's involved?

- Painted Tree
  - paint donated by local hardware store
  - we can also provide paint if needed
- Key speaker / inspirational speaker
- Local support services & larger campaign groups (RUOK & Lifeline etc)
- Kids activities
- BBQ
- Merchandise
  - ask us how you can sell our merch



## GARDEN DAY

Take some time to smell the roses.

### What's involved?

- Raffles (donated products)
- Catered meal
- Key speaker
- Tour around garden
- Cups of tea and plenty of chit chats



## COLOUR FUN RUN

### What's involved?

- Blue powder dye used to throw during fun run.
- Run length can be of varying distances for different abilities or age groups.
- Tree painting at the end of run
- BBQ meal



## CHARITY SPORT MATCH

### BLUE STUMPS' CRICKET MATCH & TENNIS OPEN DAY

### What's involved?

- Host a friendly match to help raise awareness of mental wellbeing while staying active.
- Food vans / BBQ meal
- Raffles
- Group tree painting
- Merch



Keeping physically active helps us stay mentally healthy

## HOW DO WE DONATE THE FUNDS?

We really appreciate all the time and efforts taken to help us spread our message and kick the stigma.

The easiest ways for you to donate to our cause are:

- [Go-Fund](#) me page (link can be found on our website)
- Direct bank transfer (details below)

Name: Blue Tree Project

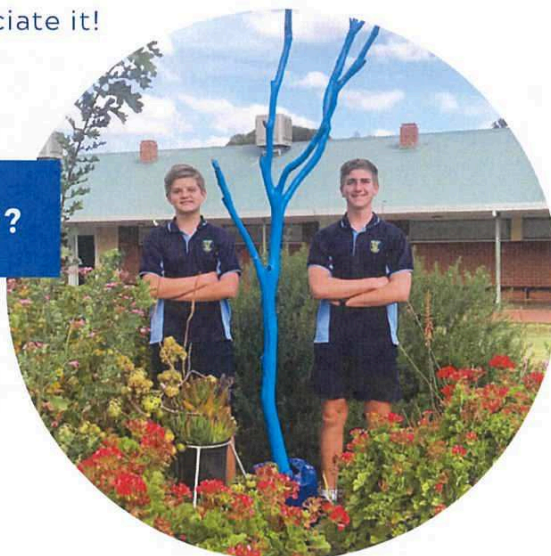
BSB: 036030

ACC: 205773

Alternatively, you can send a cheque (please email us for our address).  
If you require a receipt please let us know.

Thank you for your support - we really do appreciate it!

## WHERE DOES OUR MONEY GO?



Donating to our cause will help go towards organised community painting events and activations. Helping us spread more awareness (and blue trees) and kick the stigma of mental health.

It will also help us develop a school program educating our kids on how to look after ourselves (and others), equipping them with the tools to cope with life's challenges. Your donations will help us dream bigger and have a lasting impact on making our communities feel safer to speak up when struggling with mental health concerns.



## SHARING OUR STORY

### KEY SPEAKERS

Sharing the personal story behind the Blue Tree Project is important to us. We have spoken at schools, corporations and other events helping change the way we think and talk about mental health. Openly talking about our experiences helps empower others but also helps us raise funds for the project.

Please contact us to enquire about having one of our blue tree team members speak at your event.



### GET IN TOUCH

Please feel free to get in touch with our team - we're here to help!

E-mail: [bluetreeproject1@gmail.com](mailto:bluetreeproject1@gmail.com)





## Recommendations

### WANTING TO PAINT A TREE?

Here are some recommendations before you get started...

#### Do i need permission?

If the tree is on council or shire property you will need to request permission for a permit or written consent before painting. Use [this letter](#) to contact your local council.

If the tree is on private land (that is not yours) you will need permission from the land owner before painting.

Please do not paint trees in national or protected reserve parks.

#### What type of tree?

We are very cautious of the natural habitat and wildlife and therefore strongly advise against painting living trees.

We have chosen to paint dead trees in alignment with the story behind the [original blue tree](#), and not as a symbol of those lost.

#### What type of paint?

With our natural habitat and wildlife in mind we recommend you use non toxic paints.

There are a range of products online and in-store. Please consult your local hardware store for up to date recommendations and the best advice.

#### Can't Paint a tree?

If our project has touched you but you would rather not paint a tree, you can always donate to help us spread our message.

#### Safety when painting

Please ensure all safety measures and precautions are taken when painting.

We recommend only painting trees from ground level to reduce any risk of injury. If you use a ladder- please have one person for stabilisation and supervision of safety (spotter). We recommend using a paint roller stick extension to reach higher trees whilst feet remain on ground level.

If you plan on painting a large tree (above ground level) please consult a professional to ensure all equipment and machinery involved is being used correctly.

We advise against painting trees close to roads or on roadsides.

We believe very strongly in safe practices and do not urge individuals to paint trees if unsafe in any way.

#### What are the alternatives?

If you don't have a suitable tree and still want to be involved, you can get creative...

Spray paint some old branches and place them in a vase/pot. Paint a cushion to use as a 'talking tree'. Weld a metal sculpture and paint it or maybe frame a photo of someone else's blue tree.

The options are endless and we appreciate any way you choose to become involved with our project.

DONATE

[Find Support](#)

[Contact Us](#)

[FAQ's](#)

We acknowledge and pay respect to the past, present and future Traditional Custodians and Elders of the land and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander people.

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## Recommendations

### WANTING TO PAINT A TREE?

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We acknowledge and pay respect to the past, present and future Traditional Custodians and Elders of the land and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander people.

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**15 OUR ENVIRONMENT****15.1 DA-038-2021-2022 FOOD WASTE LAND APPLICATION - 1784 BARELLAN ROAD, NARRANDERA****Document ID:** 608989**Author:** Deputy General Manager Infrastructure**Authoriser:** Deputy General Manager Infrastructure**Theme:** Our Environment**Attachments:**

1. **Development Application 4.15 Assessment Report** [↓](#)
2. **EPA - The liquid food waste order 2014** [↓](#)
3. **EPA - The solid food waste exemption 2014** [↓](#)
4. **Statement of Environmental Effects** [↓](#)
5. **Redacted Submissions** [↓](#)
6. **Applicants response to submissions** [↓](#)

**RECOMMENDATION**

That Council:

1. Approves DA-038-2021-2022 for use of land for food waste application on Lots 1 and 2 DP1098846, 1784 Barellan Road, Narrandera subject to the Conditions of Consent in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 for the following reasons:
  - The development satisfies the provisions of the Narrandera LEP 2013, Narrandera DCP and the Environmental Planning and Assessment Act 1979.
  - Submissions raising potential impacts have been mitigated by the inclusion of appropriate conditions.
  - The activity is regulated as an exempt activity under the Environment Protection Authority (EPA) under clauses 91 and 92 of the Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation).
2. Conducts a Division to record the voting of Councillors.

**PURPOSE**

The purpose of this report is for the Council to consider and determine the above development application as submissions were received during the public exhibition period.

**SUMMARY**

The applicant has lodged a development application for the disposal of food waste upon Lots 1 & 2 DP1098846 being 1784 Barellan Road, Narrandera NSW 2700. The proposal is to apply food and liquid waste to the pastoral portion of the site as a soil amendment in accordance with the exemption orders under Environment Protection Authority (EPA) under clauses 91 and 92 of the Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation).

The development was notified in accordance with the Community Participation Plan. Two submissions were received and are attached to this report. These submissions are further considered in Section 4.15 (d) of the attached assessment report.

An assessment of the environmental planning requirements has been undertaken, in which the proposed development is considered suitable for approval subject to the inclusion of relevant conditions of consent.

## **BACKGROUND**

The development site is Lots 1 and 2 Deposited Plan 1098846 known as 1784 Barellan Road, Narrandera NSW. The site is 15 kilometres north of the Narrandera urban area and is zoned RU1 Primary Production in the Narrandera Local Environmental Plan 2013. The site has no infrastructure and is dominated by hills and rocky outcrops containing remnant native vegetation that peak at 250m AHD at the rear northern end of the site, descending west to about 155m AHD on the Barellan Road which borders the western side of the site. The site is irregular in shape and 439.43 hectares in area. The flatter northwest and southwest corners of the site have been historically used for primary production activities (cropping) and Barellan Road provides access to the site.

The attached 4.15 assessment report considers the environmental and planning factors required to be considered under the provisions of section 4.15 of the Environmental Planning & Assessment Act 1979, including the matters raised within the submissions objecting to the development.

It is noted that the proposed activity is generally permitted without any development consent from Council as it is described as being an ancillary component to the existing extensive agricultural use (cropping) which is permitted without consent under RU1 Primary Production land use table. The disposal of food waste is identified as a soil amendment for the cropping areas. However, the applicant had been requested to submit the development application for the proposed use of the land and the subsequent notification process and assessment has been undertaken.

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

### **Theme**

Our Environment

### **Strategy**

2.1 - To value, care for and protect our natural environment

### **Action**

5.1.8 - Development Applications received and assessed within statutory timeframes

## **ISSUES AND IMPLICATIONS**

### **Policy**

- Nil

### **Financial**

- Nil

### **Legal / Statutory**

- The application has been assessed in accordance with the statutory provisions of the Environmental Planning & Assessment Act 1979 and considered the Narrandera

Local Environmental Plan, Development Control Plan and Community Participation Plan.

- The assessment considered the concerns raised within the submission and conditions applied to mitigate any potential impacts where required.

### **Community Engagement / Communication**

- The application was notification for a period of 24 days (15/03/2022-08/04/2022) in accordance with the Community Participation Plan. At the close of that period, two objections/submissions were received by Council, in which a brief of the concerns are detailed below and fully considered within the development assessment report.

### **Submission 1**

1. Insufficient information has been provided about the proposal to enable the Council to properly consider the application.
2. There is no explanation as to how the application will support primary production in the area.
3. No details are provided in relation to traffic impacts of the proposal. An expert traffic report is required.
4. No details are provided about any necessary odour mitigation measures that are proposed.
5. No details are provided about the maximum amount of waste to be stored on the land and, for example, the height to which it may be left on the land. No details are provided on capping the amount of waste dumped on the land.
6. No details are provided about the potential impacts on neighbouring land.
7. No details are provided in relation to dust mitigation measures to be implemented.
8. There should be certainty that no native vegetation is removed or impacted on in any way.
9. A biodiversity assessment should be provided to assess any detrimental impacts on flora and fauna, including habitats.

### **Submission 2**

1. Effects of waste product into waterways of neighbouring properties.
2. Salt contents/levels and effects on cropping/grazing land.
3. Heavy rainfall year may result in waste products being washed onto neighbouring land.
4. How safe is this to our native vegetation.
5. Added heavy vehicle traffic on roads.

### **RISKS**

The risk for this report as it relates to a planning decision is the potential for the applicant to commence a Class 1 Development Appeal of the determination in the Land & Environment Court if they are dissatisfied, or a Class 4 - Judicial review should any party believe that the development application process has not been properly applied.

### **OPTIONS**

1. Council may grant unconditional consent to this development. This is not recommended as it will fail to ensure the relevant environmental protections.



2. Council may grant conditional consent to this development, in accordance with the recommendation detailed within the report.
3. Council may refuse this development. In the event that Council chose this option, it will need to provide planning grounds within the resolution detailing the reasoning for the determination for refusal.

## **CONCLUSION**

An assessment of the environmental planning requirements has been undertaken as detailed within this report and the associated assessment report, in which the proposed development is considered suitable for conditional approval as there are no substantive planning grounds as to why consent should not be conditionally granted.

## **RECOMMENDATION**

That Council:

1. Approves DA-038-2021-2022 for use of land for food waste application on Lots 1 and 2 DP1098846, 1784 Barellan Road, Narrandera subject to the Conditions of Consent in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 for the following reasons:
  - The development satisfies the provisions of the Narrandera LEP 2013, Narrandera DCP and the Environmental Planning and Assessment Act 1979.
  - Submissions raising potential impacts have been mitigated by the inclusion of appropriate conditions.
  - The activity is regulated as an exempt activity under the Environment Protection Authority (EPA) under clauses 91 and 92 of the Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation).
2. Conducts a Division to record the voting of Councillors.

## Development Application 4.15 Assessment Report

<b>PART ONE: GENERAL ADMINISTRATION</b>						
<b>DA No</b>	DA-038-2021-2022					
<b>Property Information</b>	Barellan Road NARRANDERA NSW 2700					
	Lot	1 & 2	Section	-	DP	1098846
<b>Applicant's Details</b>	CSKY Services Pty Ltd PO Box 8058 GRIFFITH NSW 2680					
<b>Land Owner's Details (if different)</b>	M Bullock 1745 Grevillia Street LEETON NSW 2705					
<b>Proposed Development</b>	Land application of food waste					
<b>Type of Development</b>	Local					
<b>BCA Class</b>	N/A					
<b>Other Approvals Section 68 - Local Government Act 1993</b>	N/A					
<b>Lodgement Date</b>	Received 14/03/2022 Lodged 16/03/2022					
<b>Statutory Timeframe</b>	40 days					
<b>Stop the Clock</b>	N/A					
<b>Value of Development</b>	\$ 1000.00					
<b>Report Author/s</b>	Shane Wilson					
<b>Report Date</b>	22/04/2022					

<b>PART TWO: SITE HISTORY &amp; CHARACTERISTICS</b>	
<b>Current land use</b>	The current site is a combination of no productive hills with rocky outcrops and agricultural farming (cropping) being undertaken on northwest and southwest corners of site.
<b>Previous approvals</b>	Nil

<p><b>Site inspection</b></p>	<p>24 April 2022</p>
<p><b>Characteristics</b></p>	<p>The development site is Lots 1 &amp; 2 Deposited Plan 1098846 known as 1784 Barellan Road, Narrandera NSW. The site is 15km north of the Narrandera CBD and is zoned RU1 Primary Production in the Narrandera Local Environmental Plan 2013. The site has no infrastructure and is dominated by hills and rocky outcrops containing remnant native vegetation that peak at 250m AHD at the rear northern end of the site and descends west to about 155m AHD on the Barellan Road which borders the western side of the site. The site is irregular in shape and 439.43 hectares in area. The flatter northwest and southwest corners of site have been historically used for primary production activities (cropping) and Barellan Road provides access to the site.</p>
<p><b>Images - Existing/Proposed</b></p>	<p>Site location (Source: LPI Six Maps)</p>

<b>PART THREE: MATTERS FOR CONSIDERATION</b>	
<b>SECTION 4.15 (1)(a)(i) any environmental planning instrument</b>	
<b>State Environmental Planning Policies</b>	<p><a href="#">List applicable to NSC</a></p> <p>The following SEPPS considered applicable to this development are indicated with a check box <input checked="" type="checkbox"/></p> <p><input type="checkbox"/> State Environmental Planning Policy (Biodiversity and Conservation)</p> <p><input type="checkbox"/> State Environmental Planning Policy (Building Sustainability Index: BASIX)</p> <p><input type="checkbox"/> State Environmental Planning Policy (Exempt and Complying Development Codes)</p> <p>The proposed development cannot be classed as exempt or complying development as it does not meet all of the relevant development requirements.</p> <p><input type="checkbox"/> State Environmental Planning Policy (Housing)</p> <p><input type="checkbox"/> State Environmental Planning Policy (Industry and Employment)</p> <p><input type="checkbox"/> State Environmental Planning Policy No 65 – Design Quality of Residential Apartment Development</p> <p><input type="checkbox"/> State Environmental Planning Policy (Planning Systems)</p> <p><input type="checkbox"/> State Environmental Planning Policy (Precincts – Regional)</p> <p><input type="checkbox"/> State Environmental Planning Policy (Primary Production)</p> <p><input type="checkbox"/> State Environmental Planning Policy (Resilience and Hazards)</p> <p><input type="checkbox"/> State Environmental Planning Policy (Resources and Energy)</p> <p><input type="checkbox"/> State Environmental Planning Policy (Transport and Infrastructure)</p>
<b>Narrandera Local Environmental Plan 2013</b>	<ul style="list-style-type: none"> <li>• The subject site is zoned RU1 Primary Production under the provisions of the Local Environmental Plan.</li> <li>• The proposed development being the disposal of food waste is considered to be an ancillary component to the existing extensive agricultural use of cropping which is permitted without consent under RU1 Primary Production land use table.</li> <li>• The proposed development meets both the plan and zone objectives</li> </ul> <p><b>Part 1 Preliminary</b></p> <p>Clause 1.2 - Aims of Plan</p> <p>The plan objectives:</p> <ol style="list-style-type: none"> <li>a. to protect, enhance and conserve agricultural land through the proper management, development and conservation of natural and man-made resources,</li> <li>b. to encourage a range of housing, employment, recreation and community facilities to meet the needs of existing and future residents of Narrandera,</li> <li>c. to promote the efficient and equitable provision of public services, infrastructure and amenities,</li> <li>d. to conserve environmental heritage</li> </ol> <p>Generally, the development complies with the above Plan objectives as it will enhance the agricultural use of land in accordance with dot point a.</p>


	<p><b>Part 2 Permitted or prohibited development</b></p> <p>The subject land is zoned RU1 Primary Production under NLEP 2013. The proposed development could be defined as “<i>waste &amp; resource management facility</i>” of which a Waste disposal facility under the LEP and is permissible in the zone with consent. <i>Waste disposal facility</i> means a building or place used for the disposal of waste by landfill, incineration or other means, including such works or activities as recycling, resource recovery and other resource management activities, energy generation from gases, leachate management, odour control and the winning of extractive material to generate a void for disposal of waste or to cover waste after its disposal.</p> <p>However, in this situation and the restrictive nature of the waste which is a controlled exempted activity under the Environment Protection Authority (EPA) under clauses 91 and 92 of the Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation), it is better described as being an ancillary component to the existing extensive agricultural use of cropping which is permitted without consent under RU1 Primary Production land use table, as the disposal of food waste is identified as a soil amendment for the cropping areas.</p> <p><b>Part 3 Exempt or complying development</b></p> <p>The proposed development does not satisfy the required provisions to be defined as Exempt and/or Complying Development, and therefore development consent has been sought.</p> <p><b>Part 4 Principal development standards</b></p> <p>No Principal Development Standards are applicable to the proposed development.</p> <p><b>Part 5 Miscellaneous provisions</b></p> <p>No Miscellaneous Provisions are applicable to the proposed development.</p> <p><b>Part 6 Additional local provisions</b></p> <p><b>Comment:</b> Relevant to the proposed development:</p> <ul style="list-style-type: none"> <li>• <b>Clause 6.1 – Earthworks:</b> There are no earthworks associated with the development.</li> <li>• <b>Clause 6.2 - Flood Planning:</b> The subject land is not included within land identified as “Flood planning area” on the Flood Planning Map.</li> <li>• <b>Clause 6.3 – Stormwater:</b> Not relevant to the RU1 Primary production land.</li> <li>• <b>Clause 6.5 – Groundwater Vulnerability:</b> The subject land is not affected by the Groundwater Vulnerability mapping.</li> <li>• <b>Clause 6.13 – Essential Services:</b></li> </ul> <p>No Additional Local Provisions are applicable to the proposed development.</p>
<p><b>SECTION 4.15 (1)(a)(ii) any proposed instrument</b></p>	<p>There are no draft amendments NLEP 2013 that have been identified changing the planning the provisions affecting the subject land.</p>
<p><b>SECTION 4.15(1)(a)(iii) any development control plan</b></p>	<p>The following parts of the DCP have been considered in the assessment of the proposed development:</p>

	<p><b>Part A - Introduction</b></p> <ul style="list-style-type: none"> <li>Noted, the DCP is / is not relevant to this application.</li> </ul> <p><b>Part B - Strategic Land Use Plans for Shire</b></p> <ul style="list-style-type: none"> <li>Noted, no relevant impact to this application</li> </ul> <p><b>Part C - Controls Applying to All Development</b></p> <p>5.1 Not relevant to this application</p> <p>5.2 Not relevant to this application</p> <p><b>Part D - Land Use Based Controls</b></p> <p>Chapter 6 - Rural Residential / Large Lot Residential Development</p> <p>Chapter 7 - Residential Development</p> <p>Chapter 8 - Narrandera Business Centre</p> <p>Chapter 9 - Industrial Development</p> <ul style="list-style-type: none"> <li>None of the above relate to this development.</li> </ul> <p><b>Part E - Planning for Natural Hazards</b></p> <p>Chapter 10 - Flood Liable Land</p> <ul style="list-style-type: none"> <li>The lot is not identified as flood liable.</li> </ul> <p>Chapter 11 - Bushfire Prone Land</p> <ul style="list-style-type: none"> <li>The lot is identified as bushfire prone</li> </ul> <p><b>Part F - Natural Resources</b></p> <p>Chapter 12 - Sensitive Land</p> <p>Both of the development lots are identified as a potential biodiversity area, however the area is limited to the rocky outcrops and shrubland and doesn't extend into the existing cropping areas that are subject to the development application.</p> <p>Chapter 13 - Sensitive Water</p> <ul style="list-style-type: none"> <li>The site is not identified as being a sensitive riparian area.</li> </ul> <p><b>Part G - Heritage Controls</b></p> <p>Chapter 14 - Heritage Items</p> <ul style="list-style-type: none"> <li>Not applicable to this land.</li> </ul> <p><b>Part H - Notification of Development</b></p> <p>Chapter 15 - Notification</p> <p>The development was notified in accordance with the Community Participation Plan. Two (2) submissions (objections) were received and are attached to this report. These submissions are further considered in Section 4.15 (d) of this report.</p>
<p><b>SECTION 4.15 (1)(a)(iiia) any planning agreement</b></p>	<p>No planning agreement relates to the site or to the proposed development.</p>
<p><b>SECTION 4.15(1)(a) (iv) the regulations</b></p>	<p>There are no matters prescribed by the Regulations applicable to this development.</p>

	<p>Section 4.15(1)(a)(iv) requires Council to take into consideration the provisions of clauses 92-94 of the Environmental Planning and Assessment Regulations, 2000.</p> <p>Clause 92(1)(b) of the Environmental Planning &amp; Assessment Regulations, 2000 requires the consent authority to consider the provisions of Australian Standard AS 2601-1991: The demolition of Structures.</p>
<p><b>SECTION 4.15(1)(b) the likely impacts of the development</b></p>	<p>See attached Table 1.</p>
<p><b>SECTION 4.15(1)(c) the suitability of the site</b></p>	<p>The subject land is considered suitable for the proposed development having regard to the site attributes, area of the proposed activities and the site requirements for the exempt activity prescribed in the Environment Protection Authority (EPA) under clauses 91 and 92 of the Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation)</p>
<p><b>SECTION 4.15 (d) any submissions made in accordance with the Act or the Regulations</b></p>	<p>The application was placed on notification for a period of 24 days (15/03/2022 – 08/04/2022) in accordance with the Community Participation Plan. Two (2) submissions (objections) were received and are attached to this report. At the close of that period 2 objections/submissions were received by Council, in which a brief of the concerns are detailed below.</p> <p><u>Submission 1</u></p> <ol style="list-style-type: none"> <li>1. Insufficient information has been provided about the proposal to enable the Council to properly consider the application.</li> <li>2. There is no explanation as to how the application will support primary production in the area.</li> <li>3. No details are provided in relation to traffic impacts of the proposal. An expert traffic report is required.</li> <li>4. No details are provided about any necessary odour mitigation measures that are proposed.</li> <li>5. No details are provided about the maximum amount of waste to be stored on the land and, for example, the height to which it may be left on the land. No details are provided on capping the amount of waste dumped on the land.</li> <li>6. No details are provided about the potential impacts on neighbouring land.</li> <li>7. No details are provided in relation to dust mitigation measures to be implemented.</li> <li>8. There should be certainty that no native vegetation is removed or impacted on in any Way.</li> <li>9. A biodiversity assessment should be provided to assess any detrimental impacts on flora and fauna, including habitats.</li> </ol> <p><u>Submission 2</u></p> <ol style="list-style-type: none"> <li>1. Effects of waste product into waterways of neighbouring properties.</li> <li>2. Salt contents/levels and effects on cropping/grazing land.</li> <li>3. Heavy rainfall year may result in waste products being washed onto neighbouring land.</li> <li>4. How safe is this to our native vegetation.</li> </ol>

	<p>5. Added heavy vehicle traffic on roads.</p> <p><b>Response to submissions</b></p> <p>At the end of the notification period the applicant was provided with an opportunity to address the concerns raised which is attached to the council report.</p> <p>The majority of issues raised have been addressed within the assessment report, however the following are noted.</p> <p>The Environment Protection Authority (EPA) under clauses 91 and 92 of the Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation) (copies attached to this report) have determined that food and liquid waste is exempt from any provisions under the Protection of the Environment Operations Act 1997 (POEO Act) and the Waste Regulation in relation to the application of that waste to land, provided the consumer complies with the conditions of this exemption.</p> <p>The EPA has taken the position that the conditions set out in this exemption are designed to minimise the risk of potential harm to the environment, human health or agriculture and this consent would reflect the need for compliance with the exemptions.</p> <p>The potential impacts from environmental functions such as dust and odour are mitigated by the exemption conditions and the requirement to ensure that relevant investigations prevention of leachate and other impacts are monitored and mitigated.</p> <p>The proposed activity will only be permitted to be undertaken on the existing development agricultural (cropping) land thus reducing any potential impacts on the native flora and fauna in the area.</p>
<p><b>SECTION 4.15(1) (e) the public interest</b></p>	<p>The public interest is a broad consideration relating to many issues and is not limited to effect upon the streetscape. Taking into account the full range of matters for consideration under Section 4.15 of the Environmental Planning and Assessment 1979 (as discussed within this report) it is considered that approval of the application is consistent with the public interest.</p>
<p><b>Part 7 Biodiversity Conservation Act 2016 – Clause 7.3 Test for determining proposed development likely to significantly affect threatened species.</b></p>	<p>1. The following is to be taken into account for the purposes of determining whether a proposed development or activity is likely to significantly affect threatened species or ecological communities, or their habitats:</p> <p>a. in the case of a threatened species, whether the proposed development or activity is likely to have an adverse effect on the life cycle of the species such that a viable local population of the species is likely to be placed at risk of extinction,</p> <p><i>The proposed development will not have any effect upon threatened species. The site is within a developed residential area and the development is an approved use in this zone.</i></p> <p>b. in the case of an endangered ecological community or critically endangered ecological community, whether the proposed development or activity:</p> <p>i. is likely to have an adverse effect on the extent of the ecological community such that its local occurrence is likely to be placed at risk of extinction</p>



	<p><i>No endangered ecological community or critically endangered ecological community is identified within the site of the development.</i></p> <p>ii. is likely to substantially and adversely modify the composition of the ecological community such that its local occurrence is likely to be placed at risk of extinction,</p> <p><i>The site of the proposed development is within an existing residential area and will not lead to any modification of habitat.</i></p> <p>c. in relation to the habitat of a threatened species or ecological community:</p> <p>i. the extent to which habitat is likely to be removed or modified as a result of the proposed development or activity</p> <p><i>No endangered ecological community or critically endangered ecological community is identified within the site of the development.</i></p> <p>ii. whether an area of habitat is likely to become fragmented or isolated from other areas of habitat as a result of the proposed development or activity.</p> <p><i>No. The site of the proposed development is within an existing residential area and will not lead to any modification or fragmentation of habitat.</i></p> <p>iii. the importance of the habitat to be removed, modified, fragmented or isolated to the long-term survival of the species or ecological community in the locality</p> <p><i>No endangered ecological community or critically endangered ecological community is identified within the site of the development.</i></p> <p>d. whether the proposed development or activity is likely to have an adverse effect on any declared area of outstanding biodiversity value (either directly or indirectly)</p> <p><i>No declared area of outstanding biodiversity value was identified within the study area.</i></p> <p>e. whether the proposed development or activity is or is part of a key threatening process or is likely to increase the impact of a key threatening process.</p> <p><i>The development is an approved use of the land and as such is not considered as part of a key threatening process.</i></p> <div style="display: flex; align-items: flex-start;">  <div style="margin-left: 20px;"> <p>The subject land is identified a potential biodiversity area; however, the area is limited to the rocky outcrops and shrubland and doesn't extend into the existing cropping areas that are subject to the development application.</p> </div> </div>
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<p><b>Part 7 Biodiversity Conservation Act 2016</b>  <b>7.7 Biodiversity assessment for Part 4 development (other than State significant development or complying development)</b></p>	<p>2. If the proposed development is likely to significantly affect threatened species, the application for development consent is to be accompanied by a biodiversity development assessment report.</p> <p><i>The development will not affect any threatened species, as the activities are only to be undertaken on existing cropping lands.</i></p>
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**PART FOUR: STATUTORY REFERRALS**

<p><b>Referrals</b></p>	<p>The application has been considered with regard to Section 91 of the Environmental Planning and Assessment Act, 1979 and whether or not the proposal was integrated development. The following table identifies whether or not there were any other statutory referrals required in terms of relevant State Environmental Planning Polices.</p> <table border="1" data-bbox="336 786 1382 1406"> <thead> <tr> <th data-bbox="336 786 587 853">AGENCY</th> <th data-bbox="587 786 1185 853">LEGISLATION</th> <th data-bbox="1185 786 1382 853">APPLIES</th> </tr> </thead> <tbody> <tr> <td data-bbox="336 853 587 1081">DPI</td> <td data-bbox="587 853 1185 1081">                     Fisheries Management Act, 1994                      Mines Subsidence Compensation Act, 1961                      Mining Act, 1992                      Petroleum (Onshore) Act, 1991                      National Parks, &amp; Wildlife Act, 1974                 </td> <td data-bbox="1185 853 1382 1081">                     No                      No                      No                      No                      No                 </td> </tr> <tr> <td data-bbox="336 1081 587 1211">OEH</td> <td data-bbox="587 1081 1185 1211">                     Protection of the Environment Operations Act, 1997                      Water Management Act, 2000                 </td> <td data-bbox="1185 1081 1382 1211">                     No                      No                 </td> </tr> <tr> <td data-bbox="336 1211 587 1279">NSW Heritage</td> <td data-bbox="587 1211 1185 1279">Heritage Act, 1977</td> <td data-bbox="1185 1211 1382 1279">No</td> </tr> <tr> <td data-bbox="336 1279 587 1346">TfNSW (RMS)</td> <td data-bbox="587 1279 1185 1346">Roads Act, 1993</td> <td data-bbox="1185 1279 1382 1346">No</td> </tr> <tr> <td data-bbox="336 1346 587 1406">RFS</td> <td data-bbox="587 1346 1185 1406">Rural Fires Act, 1997</td> <td data-bbox="1185 1346 1382 1406">No</td> </tr> </tbody> </table> <p>The application is local development as defined Section 91 of the Environmental Planning and Assessment Act, 1979.</p>	AGENCY	LEGISLATION	APPLIES	DPI	Fisheries Management Act, 1994 Mines Subsidence Compensation Act, 1961 Mining Act, 1992 Petroleum (Onshore) Act, 1991 National Parks, & Wildlife Act, 1974	No No No No No	OEH	Protection of the Environment Operations Act, 1997 Water Management Act, 2000	No No	NSW Heritage	Heritage Act, 1977	No	TfNSW (RMS)	Roads Act, 1993	No	RFS	Rural Fires Act, 1997	No
AGENCY	LEGISLATION	APPLIES																	
DPI	Fisheries Management Act, 1994 Mines Subsidence Compensation Act, 1961 Mining Act, 1992 Petroleum (Onshore) Act, 1991 National Parks, & Wildlife Act, 1974	No No No No No																	
OEH	Protection of the Environment Operations Act, 1997 Water Management Act, 2000	No No																	
NSW Heritage	Heritage Act, 1977	No																	
TfNSW (RMS)	Roads Act, 1993	No																	
RFS	Rural Fires Act, 1997	No																	

**PART FIVE: CONTRIBUTIONS**

<p><b>Section 94 &amp; Section 94A Contributions (Environmental Planning &amp; Assessment Act, 1979)</b></p>	<ul style="list-style-type: none"> <li>▪ Section 7.12 Fixed Development Consent Levy is not applicable.</li> </ul>
<p><b>Section 64 Contributions (Local Government Act, 1993)</b></p>	<ul style="list-style-type: none"> <li>• Section 64 contributions are not applicable.</li> </ul>

**PART SIX: DETERMINATION**

<p>The development application has been analysed and evaluated as per Section 4.15 of the Environmental Planning and Assessment Act, 1979.</p>	<p>The assessment has identified that:</p> <ul style="list-style-type: none"> <li>▪ the proposed development is permissible within the zone under NLEP 2013 and is consistent with the aims, objectives and special provisions of that environmental planning instrument</li> <li>▪ the proposed development is unlikely to have any unreasonable impact on the environment, and where an adverse impact has been identified appropriate conditions have been imposed to mitigate the effects</li> <li>▪ the subject site is suitable for the proposed development</li> <li>▪ the proposed development does not raise any matter contrary to the public interest</li> <li>▪ the activity is regulated as an exempt activity under the Environment Protection Authority (EPA) under clauses 91 and 92 of the Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation).</li> </ul> <p>Having regard to NLEP 2013, NDCP 2013 and the matters discussed within this report and the relevant matters for consideration listed under Section 4.15 of the Environmental Planning &amp; Assessment Act 1979, this assessment considers the development should be supported, as there are no substantive planning grounds as to why consent should not be conditionally granted.</p>
<p>Recommendation</p>	<p>That consent be granted to Development Application DA-038-2021-2022 for food waste land application at 1784 Barellan Road Narrandera subject to conditions set out in attachment A.</p>

<p><b>Table 1:</b></p>					
<p><b>Section 4.15(1)(b) – Any likely impacts of that development</b></p>					
<p><b>Attributes</b></p>	<p><b>Satisfactory</b></p>	<p><b>Satisfactory if conditioned</b></p>	<p><b>Not Satisfactory</b></p>	<p><b>Not Relevant</b></p>	<p><b>Comment</b></p>
<p>Context &amp; setting</p>	<p><input checked="" type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p>The site is currently actively farmed as agricultural cropping land and accessible via a regional road.</p>
<p>Streetscape</p>	<p><input checked="" type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p>The existing streetscape will not be impacted by the proposed activity.</p>
<p>Traffic, access and parking</p>	<p><input type="checkbox"/></p>	<p><input checked="" type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p>The SEE identifies that the truck movements will be a maximum of 30 rigid trucks per week. This is not a substantial number or inconsistent with many agricultural properties. The Barellan Road can safely cater for the additional movements.</p> <p>The existing gravel access is adequate for the development, with a condition to be applied to the consent requiring that an appropriate wheel shacking/clearing is provided to ensure there is no potential transfer of dirt or waste materials onto the roadway.</p>
<p>Public domain</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input checked="" type="checkbox"/></p>	
<p>Utilities</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input checked="" type="checkbox"/></p>	
<p>Environmental heritage</p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input checked="" type="checkbox"/></p>	
<p>Aboriginal cultural heritage</p>	<p><input checked="" type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p>There are no identified items located upon the farmed land.</p>
<p>Other land resources</p>	<p><input checked="" type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	

<b>Table 1:</b>					
<b>Section 4.15(1)(b) – Any likely impacts of that development</b>					
<b>Attributes</b>	<b>Satisfactory</b>	<b>Satisfactory if conditioned</b>	<b>Not Satisfactory</b>	<b>Not Relevant</b>	<b>Comment</b>
Water quality & stormwater	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The exemption conditions ensure that any potential issues are mitigated by limiting the application amounts and duration between applications. In addition, the SEE proposes a 10m buffer from any boundary for the disposal of the waste product.
Soils, soil erosion	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The proposed activity is considered to be the application of a soil amendment, with the EPA exemptions detailing the permitted waste source and suitability. Soil erosion and dust are expected to be no greater than that of the predevelopment condition, as the land will still be actively farmed.
Air and microclimate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The waste if disposed of in accordance with the EPA exemptions will have limited odour as they detail the requirement for the type of waste and its characteristics to ensure the potential for odour is limited. The spreading of odour generating soil amendments is common practice for any operating farm, and given the nearest receptor is over 700m from the subject land the potential impact is minimised. There is to be no storage of any material onsite, this will also reduce the potential for accumulated odour.
Flora and fauna	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The activity is to only be undertaken on the existing works agricultural land and will not be any more impact than the existing agricultural activities permitted on the site.
Biodiversity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The subject land is identified a potential biodiversity area; however, the area is limited to the rocky outcrops and shrubland and doesn't extend into the existing cropping areas that are subject to the development application.
Waste	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The food waste will be applied to the land in accordance with the 'the solid food waste order 2014' and 'the liquid food waste exemption 2014' under the Environment Protection Authority (EPA) under clauses 91 and 92 of the Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation). A condition will be applied to the consent to ensure that these orders are also enforceable by Council.
Energy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Noise & vibration	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The activity of waste disposal and spreading will only be undertaken during daylight hours and is expected to be no more noise generating than normal agricultural activity.
Hours of operation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The applicant has advised that the delivery and disposal will only occur during daylight hours. Agricultural activity especially around the peak sowing and harvest session is undertaken 24 hours per day, thus this is a lesser impact than the potential normal agricultural use of the land.
Natural hazards - Flooding - Bushfire	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The proposed development site is not identified as being impacted by floods. The activity has little to no impact of the bushfire risk within the site or surrounding area.
Technological hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Safety, security and crime prevention	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Social impact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The EPA controls and distance from any receptors in the area will ensure that the potential social impacts or loss of amenity to any person will be unidentifiable.

<b>Table 1:</b>					
<b>Section 4.15(1)(b) – Any likely impacts of that development</b>					
<b>Attributes</b>	<b>Satisfactory</b>	<b>Satisfactory if conditioned</b>	<b>Not Satisfactory</b>	<b>Not Relevant</b>	<b>Comment</b>
Economic impact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No adverse impacts have been identified.
Site design and internal design	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Overlooking - overshadowing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Landscaping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Construction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Private open space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Cumulative Impacts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The required EPA exemption conditions ensure that the potential for cumulative impacts are minimised.
Disabled access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Signage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Setbacks, building envelopes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Easements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**CONDITIONS OF CONSENT DA-038-2021-2022**

Cond #	Details	Met															
<b>GENERAL</b>																	
1.	<p><b>Consent</b></p> <p>This Consent is for use of land for food waste application at lots 1 &amp; 2 DP1098846, 1784 Barellan Road, Narrandera.</p>																
2.	<p><b>Approved Plans and Documentation</b></p> <p>The development shall be undertaken in accordance with the stamped approved plans detailed as follows, the application form, Statement of Environmental Effects and other approved documentation except where modified in red or by any of the following conditions:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Ref No</th> <th style="text-align: center;">Drawing/Document Title</th> <th style="text-align: center;">Prepared by</th> <th style="text-align: center;">Version</th> <th style="text-align: center;">Date</th> </tr> </thead> <tbody> <tr> <td></td> <td>Site Plan Proposed land application for food waste 1784 Barellan Road NARRANDERA NSW 2700</td> <td>Sherene Blumer</td> <td style="text-align: center;">01</td> <td style="text-align: center;">12/03/22</td> </tr> <tr> <td></td> <td>Statement of Environmental Effects Land application of food waste 1784 Barellan Road NARRANDERA NSW 2700 11 pages</td> <td>CSKY Services Pty Ltd</td> <td></td> <td style="text-align: center;">Undated</td> </tr> </tbody> </table> <p><b>Note 1:</b> Modifications to the approved plans and/or documents will require the lodgement and consideration by Council of a modification pursuant to section 4.55 of the Environmental Planning and Assessment Act, as amended.</p> <p><b>REASON:</b> To enable the construction of the buildings to be in accordance with the development approval. (Section 4.15 of the Environmental Planning and Assessment Act, 1979, as amended).</p>	Ref No	Drawing/Document Title	Prepared by	Version	Date		Site Plan Proposed land application for food waste 1784 Barellan Road NARRANDERA NSW 2700	Sherene Blumer	01	12/03/22		Statement of Environmental Effects Land application of food waste 1784 Barellan Road NARRANDERA NSW 2700 11 pages	CSKY Services Pty Ltd		Undated	
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3.	<p><b>Lapsing of Consent</b></p> <p>This Consent is valid for a period of five years from the date of consent. It will lapse if the approved use of any land or construction work has not commenced prior to that date. No further extensions will be granted.</p> <p><b>REASON:</b> To comply with Section 4.53(1) of the Environmental Planning and Assessment Act, 1979, as amended.</p>																
4.	<p><b>Amenity - General</b></p> <p>The development is to be conducted in a manner that will not interfere with the amenity of the locality by Reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil, by causing interference to television or radio reception or otherwise.</p> <p><b>REASON:</b> So that the development does not reduce the amenity of the area. Section 4.15 of the Environmental Planning and Assessment Act, 1979, as amended.</p>																

5.	<p><b>Aboriginal Heritage</b></p> <p>Should any Aboriginal relics be encountered during any works for this development, then all excavation or disturbance to the area is to cease immediately and the Office of Environment and Heritage is to be informed in accordance with Section 91 of the National Parks and Wildlife Act, 1974.</p> <p><i>REASON: OEH requirement under the National Parks and Wildlife Act 1974 and Threatened Species Conservation Act 1995.</i></p>	
<b>ONGOING</b>		
6.	<p><b>Application of food waste</b></p> <p>The application of any food (liquid or solid) must be undertaken in accordance with the relevant exemption order and associated conditions as issued by the Environment Protection Authority (EPA) under clauses 91 and 92 of the Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation). In the event that either order ceases or is amended those provisions must be followed or the activity ceased.</p> <p><i>REASON: To protect the amenity of the area.</i></p>	
7.	<p><b>Hours of Operation</b></p> <p>The delivery and application of the food waste may only be undertaken during daylight hours.</p> <p><i>REASON: To protect the amenity of the area.</i></p>	
8.	<p><b>Dirt removal</b></p> <p>Prior to the commencement of food waste deliveries and application the property access is to be fitted with a wheel shaker screen to remove any potential dirt and waste material prior to leaving the property.</p> <p><i>REASON: To protect the amenity of the area and road network.</i></p>	
<b>ADVISORY AND ANCILLARY MATTERS</b>		
9.	<p><b>Compliance</b></p> <p>It is the responsibility of the applicant to check, understand and seek assistance where needed so as to ensure full compliance with the conditions of this Development Consent. Please contact the Narrandera Shire Council on 02 6959 5510 if there is any difficulty in understanding or complying with any of the above conditions.</p>	
10.	<p><b>Process for Modification</b></p> <p>The plans and/or conditions of the consent are binding and may only be modified upon written request to Council under section 4.55 of the Environmental Planning and Assessment Act, 1979 (as amended). The request shall be accompanied by the appropriate fee and application form. You are not to commence any action, works, contractual negotiations, or the like on the requested modification unless and until the written authorisation of Council is received by way of an amended consent.</p>	



## **Resource Recovery Order under Part 9, Clause 93 of the Protection of the Environment Operations (Waste) Regulation 2014**

### **The liquid food waste order 2014**

#### **Introduction**

This order, issued by the Environment Protection Authority (EPA) under clause 93 of the Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation), imposes the requirements that must be met by suppliers of liquid food waste to which the 'liquid food waste exemption 2014' applies. The requirements in this order apply in relation to the supply of liquid food waste for application to land as a soil amendment.

#### **1. Waste to which this order applies**

- 1.1. This order applies to liquid food waste. In this order, liquid food waste means liquid food waste from the manufacture, preparation, sale or consumption of food.

#### **2. Persons to whom this order applies**

- 2.1. The requirements in this order apply, as relevant, to any person who supplies liquid food waste that has been generated, processed or recovered by the person.
- 2.2. This order does not apply to the supply of liquid food waste to a consumer for land application at a premises for which the consumer holds a licence under the POEO Act that authorises the carrying out of the scheduled activities on the premises under clause 39 'waste disposal (application to land)' or clause 40 'waste disposal (thermal treatment)' of Schedule 1 of the POEO Act.

#### **3. Duration**

- 3.1. This order commences on 24 November 2014 and is valid until revoked by the EPA by notice published in the Government Gazette.

#### **4. Generator requirements**

The EPA imposes the following requirements on any generator who supplies liquid food waste.

##### **General conditions**

- 4.1. On or before supplying liquid food waste, the generator must ensure that the liquid food waste:
  - 4.1.1. does not include post-consumer food waste, grease trap waste or animal waste.



- 4.1.2. is not corrosive, and does not contain any physical contaminants, including but not limited to glass, metal, rigid plastics, flexible plastics, or polystyrene.
- 4.1.3. is in a form and condition that is suitable for land application.

### Notification

- 4.2. On or before each transaction, the generator must provide the following to each person to whom the generator supplies the liquid food waste:
- a written statement of compliance certifying that all the requirements set out in this order have been met;
  - a copy of the liquid food waste exemption, or a link to the EPA website where the liquid food waste exemption can be found; and
  - a copy of the liquid food waste order, or a link to the EPA website where the liquid food waste order can be found.

### Record keeping and reporting

- 4.3. The generator must keep a written record of the following for a period of six years:
- the quantity of any liquid food waste supplied; and
  - the name and address of each person to whom the generator supplied the liquid food waste.
- 4.4. The generator must notify the EPA within seven days of becoming aware that it has not complied with any requirement in clause 4.1.

## 5. Definitions

In this order:

**animal waste** means dead animals and animal parts and any mixture of dead animals and animal parts.

**application or apply to land** means applying to land by:

- spraying, spreading or depositing on the land; or
- ploughing, injecting or mixing into the land; or
- filling, raising, reclaiming or contouring the land.

**consumer** means a person who applies, or intends to apply, liquid food waste to land.

**corrosive** means a substance having properties that may damage or destroy living organisms and components of the soil, including soil organic matter. Commonly this includes strong acids and strong bases, or weak acids and weak bases occurring in concentrated form.

**generator** means a person who generates liquid food waste.

**liquid waste** means any waste (other than special waste) that exhibits any of the following:

- (a) has an angle of repose of less than 5 degrees above horizontal, or
- (b) becomes free-flowing at or below 60°C or when it is transported, or
- (c) is generally not capable of being picked up by a spade or shovel.

As defined in the POEO Act.

**post-consumer food waste** means food waste generated by the end consumer of

food and collected from kerbside collections either as a single stream or co-collected with garden waste.

**transaction** means:

- in the case of a one-off supply, the supply of a batch, truckload or stockpile of liquid food waste that is not repeated.
- in the case where the supplier has an arrangement with the recipient for more than one supply of liquid food waste the first supply of liquid food waste as required under the arrangement.

**Manager Waste Strategy and Innovation**

**Environment Protection Authority**

**(by delegation)**

## Notes

The EPA may amend or revoke this order at any time. It is the responsibility of each of the generator and processor to ensure it complies with all relevant requirements of the most current order. The current version of this order will be available on [www.epa.nsw.gov.au](http://www.epa.nsw.gov.au)

In gazetting or otherwise issuing this order, the EPA is not in any way endorsing the supply or use of this substance or guaranteeing that the substance will confer benefit.

The conditions set out in this order are designed to minimise the risk of potential harm to the environment, human health or agriculture, although neither this order nor the accompanying exemption guarantee that the environment, human health or agriculture will not be harmed.

Any person or entity which supplies liquid food waste should assess whether the material is fit for the purpose the material is proposed to be used for, and whether this use may cause harm. The supplier may need to seek expert engineering or technical advice.

Regardless of any exemption or order provided by the EPA, the person who causes or permits the application of the substance to land must ensure that the action is lawful and consistent with any other legislative requirements including, if applicable, any development consent(s) for managing operations on the site(s).

The supply of liquid food waste remains subject to other relevant environmental regulations in the POEO Act and Waste Regulation. For example, a person who pollutes land (s. 142A) or water (s. 120), or causes air pollution through the emission of odours (s. 126), or does not meet the special requirements for asbestos waste (Part 7 of the Waste Regulation), regardless of this order, is guilty of an offence and subject to prosecution.

This order does not alter the requirements of any other relevant legislation that must be met in supplying this material, including for example, the need to prepare a Safety Data Sheet.

Failure to comply with the conditions of this order constitutes an offence under clause 93 of the Waste Regulation.



## Resource Recovery Exemption under Part 9, Clauses 91 and 92 of the Protection of the Environment Operations (Waste) Regulation 2014

### The solid food waste exemption 2014

#### Introduction

This exemption:

- is issued by the Environment Protection Authority (EPA) under clauses 91 and 92 of the Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation); and
- exempts a consumer of solid food waste from certain requirements under the *Protection of the Environment Operations Act 1997* (POEO Act) and the Waste Regulation in relation to the application of that waste to land, provided the consumer complies with the conditions of this exemption.

This exemption should be read in conjunction with 'the solid food waste order 2014'.

#### 1. Waste to which this exemption applies

- 1.1. This exemption applies to solid food waste that is, or is intended to be, applied to land as a soil amendment.
- 1.2. Solid food waste means solid food waste from the manufacture, preparation, sale or consumption of food but does not include post-consumer food waste, grease trap waste, animal waste or liquid waste.

#### 2. Persons to whom this exemption applies

- 2.1. This exemption applies to any person who applies, or intends to apply, solid food waste to land as set out in 1.1.

#### 3. Duration

- 3.1. This exemption commences on 24 November 2014 and is valid until revoked by the EPA by notice published in the Government Gazette.

#### 4. Premises to which this exemption applies

- 4.1. This exemption applies to premises at which the consumer's actual or intended application of solid food waste is carried out.

## 5. Revocation

- 5.1. 'The solid food waste exemption' which commenced on 6 June 2014, is revoked from 24 November 2014.

## 6. Exemption

- 6.1. Subject to the conditions of this exemption, the EPA exempts each consumer from the following provisions of the POEO Act and the Waste Regulation in relation to the consumer's actual or intended application of solid food waste to land as a soil amendment at the premises:
  - section 48 of the POEO Act in respect of the scheduled activities described in clauses 39 and 42 of Schedule 1 of the POEO Act;
  - Part 4 of the Waste Regulation;
  - section 88 of the POEO Act; and
  - clause 109 and 110 of the Waste Regulation.
- 6.2. The exemption does not apply in circumstances where solid food waste is received at the premises for which the consumer holds a licence under the POEO Act that authorises the carrying out of the scheduled activities on the premises under clause 39 'waste disposal (application to land)' or clause 40 'waste disposal (thermal treatment)' of Schedule 1 of the POEO Act.

## 7. Conditions of exemption

The exemption is subject to the following conditions:

- 7.1. At the time the solid food waste is received at the premises, the material must meet all material characteristics for solid food waste which are required on or before the supply of solid food waste under 'the solid food waste order 2014'.
- 7.2. Where solid food waste has decomposed or changed characteristics such that it meets the definition of liquid food waste prior to land application, 'the liquid food waste exemption 2014' must apply.
- 7.3. The solid food waste can only be applied to land as a soil amendment.
- 7.4. The solid food waste can only be ploughed or mixed into the land and must be incorporated into the topsoil at the time of application. Incorporation means that the solid food waste is completely covered by soil following land application.
- 7.5. The consumer must ensure that the solid food waste is appropriately contained on receipt at the land application site, such that leaching or runoff of waste is prevented prior to land application. The containment must also ensure minimal risk of exposure to and transfer of pathogenic materials from the site by vectors (animals, birds and insects).
- 7.6. The consumer must calculate application rates prior to the solid food waste being land applied. The application rates must be equal to or less than the agronomic rate for the most limiting factor.
- 7.7. The consumer must ensure that they do not cause or permit the migration of leachate from the premises from solid food waste following receipt at the land application site, but prior to land application, and when applying solid food waste to land.

- 7.8. The consumer must apply a livestock-withholding period of 30 days (90 days for lactating and newborn animals) following the land application of solid food waste.
- 7.9. Where solid food waste is intended to be land applied within 4 weeks of any other exempted waste, an investigation to determine the suitability of the proposed application must be undertaken prior to the waste being received at the application site. A report must be prepared including, but not necessarily limited to, information detailing how the receiving site will benefit from multiple wastes being applied, how the matrices and constituents of the different wastes will interact, and what application rates will be appropriate to minimise the potential for environmental harm. The investigation should determine whether the land application will deliver a net benefit. Where a net benefit is not demonstrated the land application of solid food waste must not proceed. A written record of the report must be kept for a minimum period of three years.
- 7.10. The consumer must keep a written record of the following for a period of six years:
- the quantity of any solid food waste received; and
  - the name and address of the supplier of the solid food waste received.
- 7.11. The consumer must make any records required to be kept under this exemption available to authorised officers of the EPA on request.
- 7.12. The consumer must ensure that any application of solid food waste to land must occur within a reasonable period of time after its receipt.

## 8. Definitions

In this exemption:

**animal waste** means dead animals and animal parts and any mixture of dead animals and animal parts.

**application or apply to land** means applying to land by:

- spraying, spreading or depositing on the land; or
- ploughing, injecting or mixing into the land; or
- filling, raising, reclaiming or contouring the land.

**consumer** means a person who applies, or intends to apply, solid food waste to land.

**corrosive** means a substance having properties that may damage or destroy living organisms and components of the soil, including soil organic matter. Commonly this includes strong acids and strong bases, or weak acids and weak bases occurring in concentrated form.

**liquid food waste** means liquid food waste from the manufacture, preparation, sale or consumption of food.

**liquid waste** means any waste (other than special waste) that exhibits any of the following:

- a) has an angle of repose of less than 5 degrees above horizontal, or
- b) becomes free-flowing at or below 60°C or when it is transported, or
- c) is generally not capable of being picked up by a spade or shovel.

As defined in the POEO Act.

**post-consumer food waste** means food waste generated by the end consumer of food and collected from kerbside collections either as a single stream or co-collected with garden waste.

**Manager Waste Strategy and Innovation  
Environment Protection Authority  
(by delegation)**

## Notes

The EPA may amend or revoke this exemption at any time. It is the responsibility of the consumer to ensure they comply with all relevant requirements of the most current exemption. The current version of this exemption will be available on [www.epa.nsw.gov.au](http://www.epa.nsw.gov.au)

In gazetting or otherwise issuing this exemption, the EPA is not in any way endorsing the use of this substance or guaranteeing that the substance will confer benefit.

The conditions set out in this exemption are designed to minimise the risk of potential harm to the environment, human health or agriculture, although neither this exemption nor the accompanying order guarantee that the environment, human health or agriculture will not be harmed.

The consumer should assess whether or not the solid food waste is fit for the purpose the material is proposed to be used for, and whether this use will cause harm. The consumer may need to seek expert engineering or technical advice.

Regardless of any exemption provided by the EPA, the person who causes or permits the application of the substance to land must ensure that the action is lawful and consistent with any other legislative requirements including, if applicable, any development consent(s) for managing operations on the site(s).

The receipt of solid food waste remains subject to other relevant environmental regulations in the POEO Act and the Waste Regulation. For example, a person who pollutes land (s. 142A) or water (s. 120), or causes air pollution through the emission of odours (s. 126), or does not meet the special requirements for asbestos waste (Part 7 of the Waste Regulation), regardless of having an exemption, is guilty of an offence and subject to prosecution.

This exemption does not alter the requirements of any other relevant legislation that must be met in utilising this material, including for example, the need to prepare a Safety Data Sheet (SDS).

Failure to comply with the conditions of this exemption constitutes an offence under clause 91 of the Waste Regulation.



# CSKY Services Pty Ltd

ACN: 641370498

# Statement of Environmental Effects



**Land application of food waste  
1784 Barellan Road  
Narrandera NSW 2700**

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## 1. INTRODUCTION

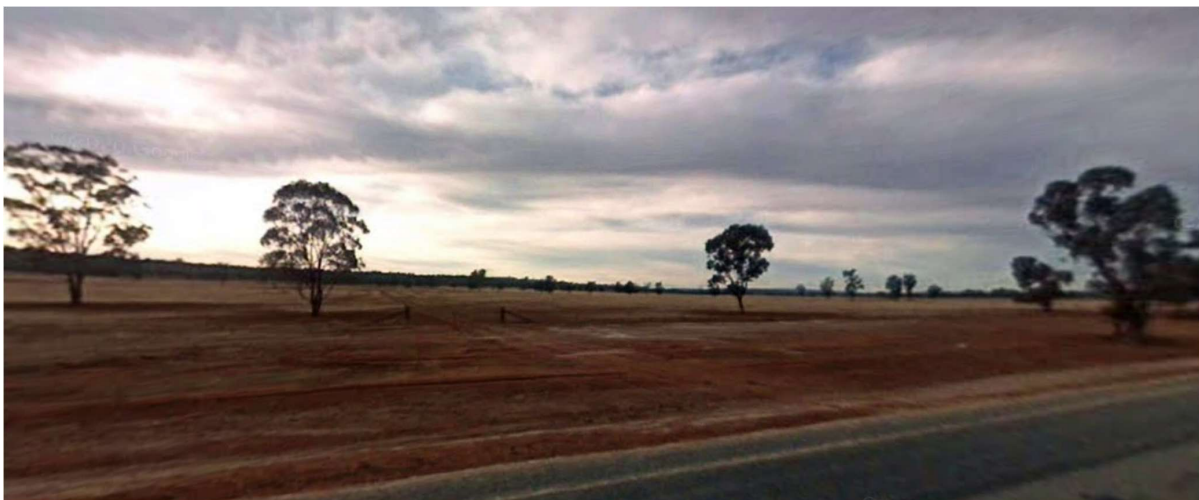
2

This statement of environmental effects has been prepared to support a development application for the land application of food waste at 1784 Barellan Road Narrandera NSW.

This application is unusual in that the use of the NSW's governments gazetted 'Resource Recovery Orders and Exemptions' to beneficially re-use wastes as a soil amendment material (fertilizer) on agricultural land does not usually attract the requirement of development consent. Whilst the orders & exemptions extinguish potential land pollution offences under the *Protection of the Environment Operations Act 1997* we acknowledge that requirements under the *Environmental Planning and Assessment Act 1979* are not necessarily addressed and that Narrandera Shire Council are exercising their option to require a development application for this proposed activity.

The proposal has been designed to achieve the relevant provisions of Section 4.15 of the Environmental Planning and Assessment Act 1979 and the Narrandera Local Environment Plan 2013.

The statement has been prepared based on drawings by Sherene Blumer and information provided by the land owner.



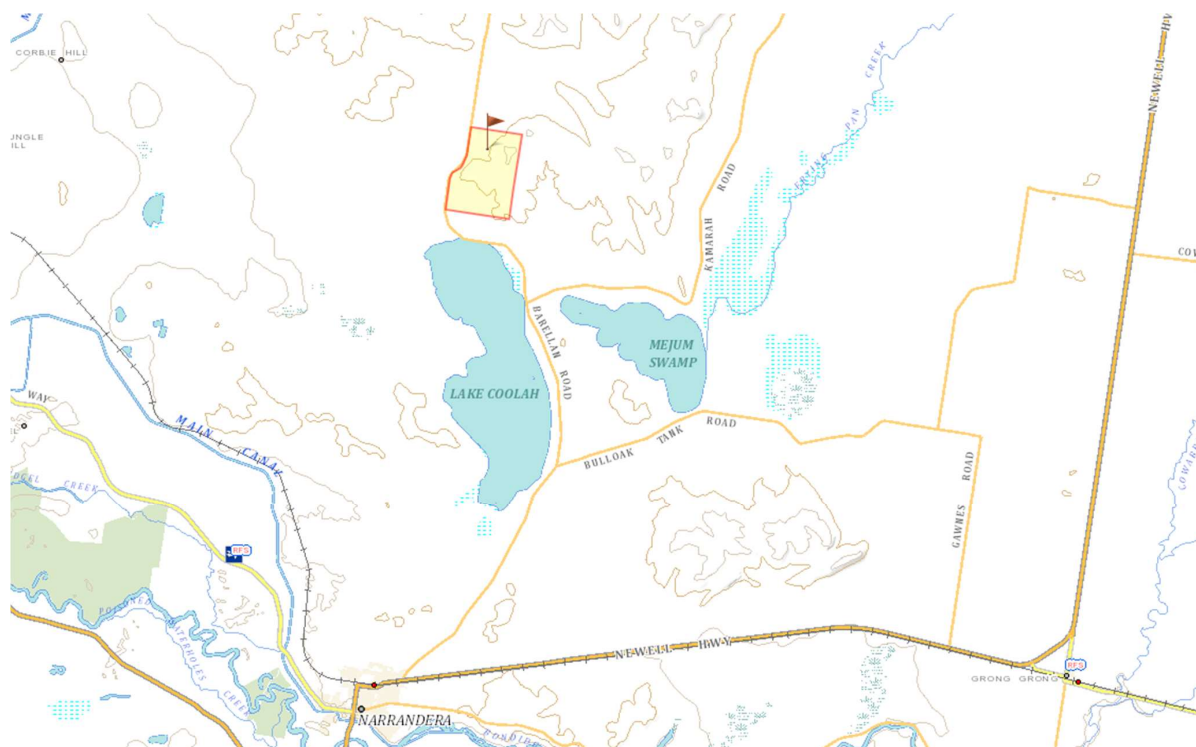
Street view Image of proposal site (south cultivation area) at 1784 Barellan Road Narrandera (Source: Google Maps)

## 2. SITE DESCRIPTION AND ANALYSIS

3

### 2.1 Location and property description

The development site is Lots 1 & 2 Deposited Plan 1098846 known as 1784 Barellan Road Narrandera New South Wales. The site is 15km north of the Narrandera CBD and is zoned RU1 Primary Production in the Narrandera Local Environmental Plan 2013.



Site location (Source: LPI Six Maps)

### 2.2 Site characteristics

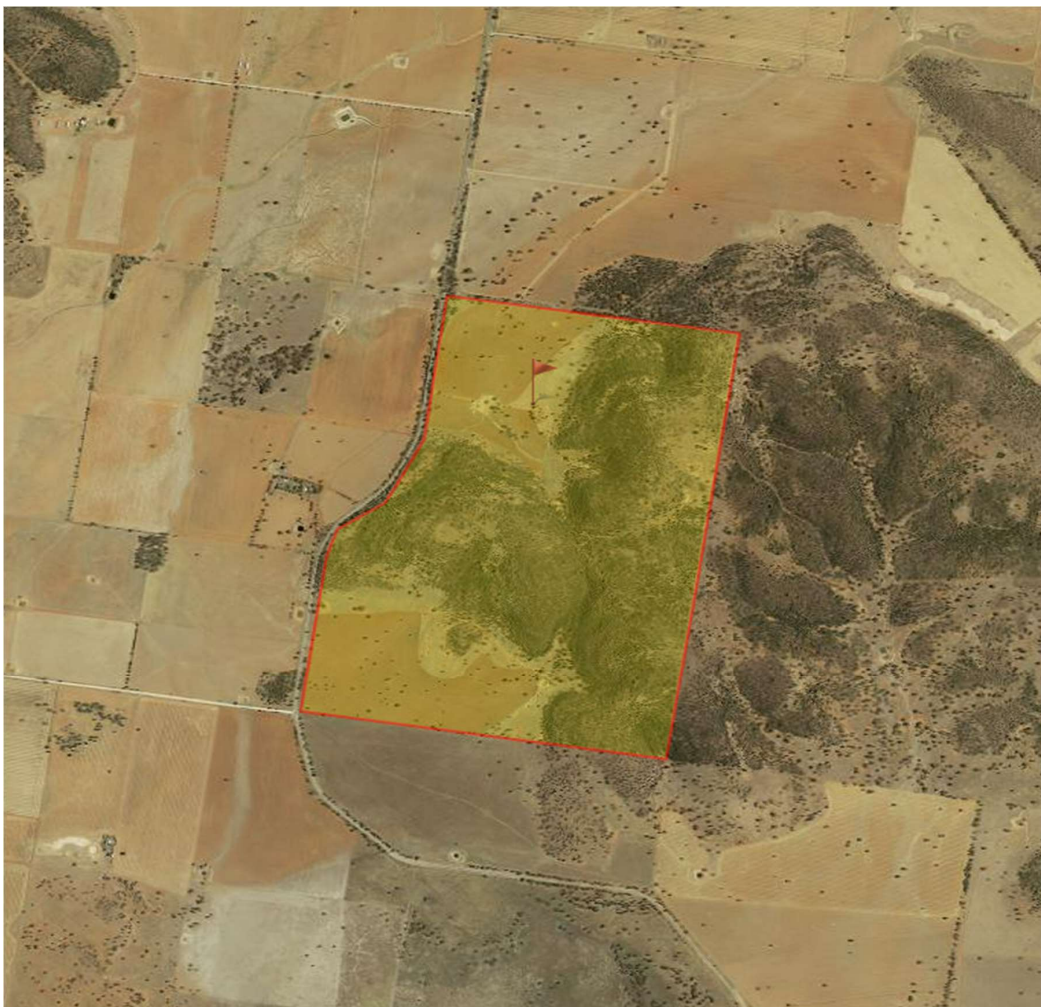
The site has no infrastructure and is dominated by hills and rocky outcrops containing remnant native vegetation that peak at 250m AHD at the rear northern end of the site and descends west to about 155m AHD on the Barellan Road which borders the western side of the site. The site is irregular in shape and 439.43 hectares in area. The flatter north west and south west corners of site have been historically used for primary production activities (cropping) and Barellan Road provides access to the site.

## 2. SITE DESCRIPTION AND ANALYSIS

4

### 2.3 Surrounding development

The development immediately surrounding the site is undeveloped land, primary production lots and Lake Coolah to the south.



Development surrounding 1784 Borellan Road Narrandera (Source: LPI Six Maps)

## 3. DETAILS OF PROPOSAL

5

### 3.1 Proposed works and ongoing use

The development is the resource recovery of food waste which is proposed to be applied to land in the north west and south west corners (over 104 hectares) of 1784 Barellan Road Narrandera.

The food waste is sourced from the Leeton & Coprice rice mills and Bega Dairy and Drinks in Leeton and are derived from grain and fruit processing for consumption and contain all natural food material. The food waste acts as a soil amendment material (fertilizer) and promotes the growth of pasture and supports cropping activities by improving the moisture and nutrient content of the soil.

The application of food waste to land has been formally recognised as a beneficial re-use of the waste by the NSW government (Environment Protection Authority - EPA) through legislation and publishing 'Resource Recovery Orders & Exemptions' in the Government Gazette, including 'The food waste (liquid & solid) order/exemption 2014' which permits the land application of solid and liquid food waste. There are conditions in the 'food waste order & exemption' that apply to the land application of the food waste and these conditions are regulated by the EPA. The food waste (liquid) exemption also includes site requirements including <math><10^{\circ}</math> slope of the land and buffer zones to creeks (100m), drinking water bores (250m), native forests (10m) and occupied dwellings (100m) which are all comfortably met by the proposed cultivation areas identified in the site plan. A 10m exclusion zone will be implemented inside all boundaries of the application areas.

The typical volumes applied are about 50% of the maximum potential volumes but if each food supplier was at their peak processing rates for a month, the maximum volumes of food waste proposed to be applied to the land would be 7.5 tonnes per hectare each month<sup>1</sup>, which is 65 tanker truck loads per month<sup>1</sup> and would total 778.6 tonnes of liquid food waste and 1.4 tonnes of solid waste per month<sup>1</sup>. The liquid waste is essentially 99% potable water from the food production process. Only 1 run is made by the tanker truck over any parcel of land in the application areas in each month.

Both the solid and liquid waste is directly applied to land immediately on arrival and it is applied similar to a water tanker with a rear sprinkler undertaking dust suppression. The waste is then incorporated into, and covered by, topsoil.

1. Assumes that each load is the maximum 12 tonne payload, which is rarely achieved.

## 4. MATTERS FOR CONSIDERATION

6

The following provides an assessment of the proposal against the provisions of Clause 4.15 of the Environmental Planning and Assessment Act 1979 (as amended).

### 4.1 State Environmental Planning Policies (SEPP's)

SEPP	Title	Compliance	Comment
SEPP 19	Bushland in urban areas	Not applicable	
SEPP 21	Caravan parks	Not applicable	
SEPP 33	Hazardous and offensive development	Not applicable	
SEPP 36	Manufactured home estates	Not applicable	
SEPP 47	Moore park showground	Not applicable	
SEPP 50	Canal estate development	Not applicable	
SEPP 55	Remediation of land	Not applicable	
SEPP 64	Advertising and signage	Not applicable	
SEPP 65	Design quality of residential apartment development	Not applicable	
SEPP 70	Affordable housing (revised schemes)	Not applicable	
SEPP	(Aboriginal land) 2019	Not applicable	
SEPP	(Affordable rental housing) 2009	Not applicable	
SEPP	Building sustainability index: (BASIX) 2004	Not applicable	
SEPP	(Coastal management) 2018	Not applicable	
SEPP	(Concurrences and consent) 2018	Not applicable	
SEPP	(Educational establishments and child care facilities) 2017	Not applicable	
SEPP	(Exempt and complying development codes) 2008	Not applicable	
SEPP	(Gosford city centre) 2018	Not applicable	
SEPP	(Housing for seniors or people with a disability) 2004	Not applicable	
SEPP	(Infrastructure) 2007	Not applicable	
SEPP	(Koala habitat protection) 2019	Not applicable	

**4. MATTERS FOR CONSIDERATION**

7

SEPP	Title	Compliance	Comment
SEPP	(Kosciuszko national park – alpine resorts) 2007	Not applicable	
SEPP	(Kurnell peninsula) 1989	Not applicable	
SEPP	(Mining, petroleum production and extractive industries) 2007	Not applicable	
SEPP	(Penrith lakes scheme) 1989	Not applicable	
SEPP	(Primary production and rural development) 2019	Not applicable	Site is not captured in this SEPP.
SEPP	(State and regional development) 2011	Not applicable	
SEPP	(State significant precincts) 2005	Not applicable	
SEPP	(Sydney drinking water catchment) 2011	Not applicable	
SEPP	(Sydney region growth centres) 2006	Not applicable	
SEPP	(Three ports) 2013	Not applicable	
SEPP	(Urban renewal) 2010	Not applicable	
SEPP	(Vegetation in non-rural areas) 2017	Not applicable	
SEPP	(Western Sydney employment area) 2009	Not applicable	
SEPP	(Western Sydney parklands) 2009	Not applicable	
SEPP	(Activation precincts) 2020	Not applicable	
SEPP	(Major Infrastructure corridors) 2020	Not applicable	
SEPP	(Koala Habitat Protection) 2020	Not applicable	
SEPP	(Western Sydney Aerotropolis) 2020	Not applicable	



## 4. MATTERS FOR CONSIDERATION

8

### 4.2 Local Environmental Plan

#### Narrandera Local Environmental Plan 2013

The subject site is zoned RU1 – Primary Production under the provisions of the Narrandera Local Environmental Plan 2013. Waste or resource management facilities are permitted with development consent on land zoned RU1 and the development is consistent with the zone objectives being a sustainable circular primary production activity.

### 4.3 Development control plans (DCP's)

#### **Table A – Compliance with the Narrandera DCP 2013**

Criteria	Compliance	Comment
<b>Part A &amp; B</b> Chapter 1, 2, 3 & 4	Not applicable	
<b>Part C</b> Chapter 5	Not applicable	On-site sewage and parking not required.
<b>Part D</b> Chapter 6	Not applicable	
Chapter 7	Not applicable	
Chapter 8	Not applicable	
Chapter 9	Not applicable	
Chapter 10	Not applicable	Not on flood liable land.
Chapter 11	Not applicable	The site is in the RFS's bushfire prone mapping and councils Figure 4 of Chapter 11 however the development is not constructing any infrastructure and is not captured in the RFS 'Planning for Bush Fire Protection'. Fire breaks will be established in accordance with the 'Rural Boundary Clearing Code'.
<b>Part E</b> Chapter 12	Not applicable	
<b>Part F</b> Chapter 13	Not applicable	A large portion of the site is in Figure 1 of Chapter 13 however there is no proposed removal of any trees or potential impacts on any flora or fauna.
<b>Part G</b> Chapter 14	Not applicable	
<b>Part H</b> Chapter 15	Superseded	Community participation plan noted.

## 5. OTHER CONSIDERATIONS

9

### 5.1 Air quality

The proposed development could potentially generate odour. The waste does have a slight 'food' odour which is not unpleasant. The management strategies to keep the loads fresh, apply the food waste from the tankers sprinkler system over a large area immediately upon arrival and incorporation of the material into the topsoil minimises any potential off-site odour impacts. The two nearest dwellings are 757m and 1.3km west of the nearest boundary of the application areas which are significant buffers.

### 5.2 Noise impacts

The proposed activity is to be undertaken in the daytime hours only and will be consistent with surrounding agricultural activities. With the buffer distance the activities will be inaudible to the nearest neighbours.

### 5.3 Waste

The food waste will be applied in accordance with 'The food waste (liquid) exemption 2014' and will not leave the site. There is no generation of waste by the proposal.

<https://www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/waste/rre14-liquid-food.pdf?la=en&hash=FFFB41C8AEF6D812066C6FC74643ECED21377B28>

### 5.4 Water quality & stormwater

There is only 1 run in any month over any parcel of land in the application areas and the food waste is then incorporated into the soil. The nutrients will be taken up by plants (pasture or crops) and a 10m exclusion zone will be implemented inside the boundary of all application areas. These factors ensure and there is no potential for any impact on ground or surface waters.

### 5.5 Traffic

There will be a maximum of 30 rigid truck movements at the site per week. The proposed ongoing use of the development is not traffic generating.

## 6. CONCLUSION

10

The proposed development meets the requirements of all the matters for consideration at Section 4.15 of the Environmental Planning and Assessment Act 1979 including the obligations of all the relevant environmental planning instruments that apply to the land. Waste or resource management facilities are permitted development at the location and we seek approval from Narrandera Shire Council as the consent authority for the proposed development.

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5 April 2022

General Manager  
Narrandera Shire Council  
141 East Street  
Narrandera NSW 2700

To Whom It May Concern

**RE: APPLICATION FOR DEVELOPMENT – 038-2021-2022**

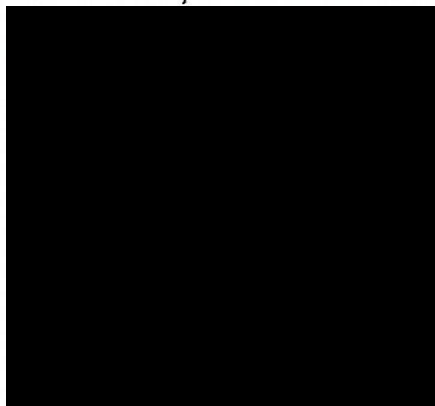
**Proposed Development – Land application of food waste  
Applicant – M Bullock, Barellan Rd Narrandera**

We refer to recent correspondence received of the above mentioned development proposal and would like to submit our objection for this development. We have recently purchased land in the area for cropping and grazing and are unsure of what the short/long term effects on soil may be for neighbouring properties.

- Effects of waste product leaking into waterways of neighbouring properties.
- Salt contents/levels and effects on cropping/grazing land.
- Heavy rainfall year may result in waste products being washed onto neighbouring land.
- How safe is this for our native vegetation.
- Added heavy vehicle traffic on roads.

We look forward to your consideration on this matter.

Yours faithfully





8 April 2022

Ms. B. Hugo,  
Narrandera Shire Council  
141 East Street  
NARRANDERA NSW 2700

Dear Ms Hugo,

**NOTIFICATION OF APPLICATION FOR DEVELOPMENT CONSENT  
YOUR REF: 38-2021-2022**

We have sought preliminary legal advice about your 15 March letter.

We say :-

1. Insufficient information has been provided about the proposal to enable the Council to properly consider the application.
2. There is no explanation as to how the application will support primary production in the area.
3. No details are provided in relation to traffic impacts of the proposal. An expert traffic report is required.
4. No details are provided about any necessary odour mitigation measures that are proposed.
5. No details are provided about the maximum amount of waste to be stored on the land and, for example, the height to which it may be left on the land. No details are provided on capping the amount of waste dumped on the land.
6. No details are provided about the potential impacts on neighbouring land.
7. No details are provided in relation to dust mitigation measures to be implemented.
8. There should be certainty that no native vegetation is removed or impacted on in any way.
9. A biodiversity assessment should be provided to assess any detrimental impacts on flora and fauna, including habitats.

The information provided is insufficient for the application to be assessed.

Please address each issue in this letter and respond following our sequence of numbering.

Yours faithfully





**CSKY**  
Services PTY LTD

**CSKY Pty Ltd**  
PO BOX 8058  
Griffith East NSW 2680  
ABN: 30 641 370 498  
Phone: 0418 484 545

**Date: 15/04/2022**

The Deputy General Manager - Infrastructure  
Narrandera Shire Council

### **Objections - DA 38-2021-2022 – 1784 Barellan Road Narrandera**

This letter is responding to a request from Narrandera Shire Council for a response to two objections for the proposed land application of food waste at 1784 Barellan Road Narrandera (DA 38-2021-2022).

#### Submission 1

1. Insufficient information has been provided about the proposal to enable the Council to properly consider the application.
2. There is no explanation as to how the application will support primary production in the area.
3. No details are provided in relation to traffic impacts of the proposal. An expert traffic report is required.
4. No details are provided about any necessary odour mitigation measures that are proposed.
5. No details are provided about the maximum amount of waste to be stored on the land and, for example, the height to which it may be left on the land. No details are provided on capping the amount of waste dumped on the land.
6. No details are provided about the potential impacts on neighbouring land.
7. No details are provided in relation to dust mitigation measures to be implemented.
8. There should be certainty that no native vegetation is removed or impacted on in any Way.
9. A biodiversity assessment should be provided to assess any detrimental impacts on flora and fauna, including habitats.

#### Submission 2

1. Effects of waste product into waterways of neighbouring properties.
2. Salt contents/levels and effects on cropping/grazing land.
3. Heavy rainfall year may result in waste products being washed onto neighbouring land.
4. How safe is this to our native vegetation.
5. Added heavy vehicle traffic on roads.

#### Response

A statement of environmental effects was submitted with the development application that addressed all the information requirements of the *Environmental Planning and Assessment Act 1979* for the development and council has not asked for additional information to assess the proposed development.

The site will continue to be used for primary production cropping activities, the food waste acts as a soil amendment material and increases soil moisture to improve yield without adding manufactured chemical fertilisers. Only a portion of the site will be used in each year, the remainder is cropped or fallow depending on farming rotations.

The vehicle movements were nominated at a maximum of 30 per week but are likely to be much less. The development is not considered significantly traffic generating (Guide to Traffic Generating Developments, RMS 2002) and the access to the site is existing, with a rigid truck. The proposed use is consistent with agricultural activities and on this basis a traffic report is not required.

No waste is proposed to be stored on-site and the application of food waste is required to be incorporated into the soil after application. In wet weather no application will occur.

The land application of food waste has been thoroughly reviewed by the Environment Protection Authority to the point where a general exemption to apply food waste to land has been gazetted by the NSW government, because the government understands from a technical perspective that the application of food waste to land is safe and beneficial. It is a much more common practice than most people are aware of and is utilised by large food manufacturers to participate in the circular waste economy. Food waste is commonly applied to land at vineyards, citrus farms and various dryland cropping operations.

The exemption means any person, on any residential or agricultural property can land apply food waste to their land at any time (in accordance with 'The food waste exemption 2014'), and usually, without being required to make a development application to the local council.

When food waste is applied in accordance with the exemption, there is no risk of harm to land, air (odour or dust) or to surface waters. The conditions of the exemption can be found here:

<https://www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/waste/rre14-liquid-food.pdf?la=en&hash=FFFB41C8AEF6D812066C6FC74643ECED21377B28>

The proposal has clearly stated that no vegetation is proposed to be removed as part of this development and only land that has been historically cropped on the site will be used.

Regards  
Deb Fitzgerald



Director  
CSKY Services Pty Ltd

**15.2 POLICY REVIEW - POL062 MOBILE FOOD TRADING**

**Document ID:** 611196

**Author:** Deputy General Manager Infrastructure

**Authoriser:** Deputy General Manager Infrastructure

**Theme:** Our Environment

**Attachments:** 1. [Submission](#) ↓  
 2. [POL062 - Mobile Foodtrading \(Amended\)](#) ↓

**RECOMMENDATION**

That Council:

1. Acknowledges and considers the submission made during the public exhibition period.
2. Adopts POL062 Mobile Food Trading Policy as amended.

**PURPOSE**

The purpose of this report is to allow Council to consider the submission and adopt Mobile Food Trading POL062 Policy including amendments.

**SUMMARY**

The intent of this draft policy is to identify suitable Council controlled land on which commercial mobile food traders may be permitted to operate with consent.

**BACKGROUND**

The draft policy was presented to the March 2022 Council meeting, in which Council resolved to *Endorses POL062 Mobile Food Trading Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.*

During the exhibition period, one submission was received and another letter supported that submission.

The submission is attached, with the main points discussed below.

Submission points	Discussion
<i>Insert a sentence that this policy does not apply to community focused and not-for-profit organisations.</i>	This is already detailed within Scope 2(iv).
<i>Insert a new paragraph titled Booking or Permit Fee.</i>	Added under 7.3 with fee already established for s68 Mobile Food Vendors – approval and annual renewal in Council’s Fees & Charges.
<i>Insert new points:</i> <ul style="list-style-type: none"> <li>• <i>a permit is to be obtained ? days before trading begins.</i></li> <li>• <i>each permit is valid for ? months.</i></li> <li>• <i>NSC will issue the permit within ? business</i></li> </ul>	Added within 5.1  Added within 7.3



<i>days</i>	
<i>Insert a new paragraph titled 'Paperwork Required When Applying for Permit'</i>	<p>Not needed within this policy, as the application required is a Section 68 approval regulated and prescribed under the Local Government Act 1993.</p> <p>The application process is where specific detail of the required information needs to be included, to which the application form will be amended to ensure all relevant information is provided.</p>
<i>Insert a new paragraph headed 'Permit Holder Requirements'</i>	<p>Not needed within this policy, as all Section 68 approvals will be appropriately conditioned to ensure that legislative and Council requirements are adequately and lawfully protected.</p>

The policy has been amended with all changes highlighted in red. These changes and the policy as drafted are now considered to adequately address the needs of the Council and the community and can now be formally adopted.

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

**Theme**

Our Environment

**Strategy**

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

**Action**

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

**ISSUES AND IMPLICATIONS**

**Policy**

- The draft POL062 Mobile Food Trading Policy will be a new policy.

**Financial**

- N/A

**Legal / Statutory**

- To consider an application to use Council controlled land for the purpose of commercial mobile food trading, Council should adopt a policy that creates an approved structure outlining Council's requirements to anyone wishing to operate as a commercial mobile food trader.

**Community Engagement / Communication**

- The community consultation has now been completed and all submissions considered. No further consultation is required as the changes to the policy are not considered material.

**RISKS**

Compliance with an adopted policy is required to reduce risks from commercial mobile food traders operating on Council controlled land.

**OPTIONS**

1. Resolve to adopt the amended policy to permit commercial mobile food trading to occur on all areas of Council controlled land subject to approval under Section 68 of the Local Government Act, as per the recommendation.
2. Resolve to further amend the policy prior to adoption.
3. Not adopt the policy, thus prohibiting commercial mobile food trading on all areas of Council controlled land.

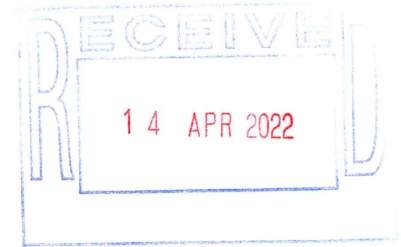
**CONCLUSION**

That Council adopts the amended POL062 Mobile Food Trading Policy as it addresses the community needs and also the matters raised in submissions.

**RECOMMENDATION**

That Council:

1. Acknowledges and considers the submission made during the public exhibition period.
2. Adopts POL062 Mobile Food Trading Policy as amended.



Stephen Targett  
 PO Box 325  
 Narrandera NSW 2700

0428649321

Policy Review – POL062 MOBILE FOOD TRADING - **SUBMISSION**

The following recommendations are made:

In Para 1. INTENT insert a sentence: This policy does not apply to community focused and not-for-profit organisations.

Rationale: This removes any confusion between local not for profit organisations such as Lions, Rotary etc and commercial mobile food traders.

Insert a new Paragraph titled Booking or Permit Fee

A nominal amount is adopted by Council in its schedule of annual fees and charges. This fee is to cover administrative costs associated with issuing the permit.

Rationale: Not for profit community organisations pay a fee for street stalls and raffle ticket sales – so should Mobile Food Trading vendors pay a fee – even if it as a cost recovery for council staff time to prepare and issue the permit.

Para 7.3 Insert a new dot point – a permit is to be obtained ? days before trading begins.

Para 7.3 Insert a new dot point – each permit is valid for ? months.

Para 7.3 Insert a new dot point – NSC will issue the permit within ? business days

Rationale: this permit section is very loose. This document will be on the website and should be informative of permit costs (link to relative section of council website), requirements and permit valid length for potential applicants.

Insert a new Paragraph titled ‘Paperwork Required When Applying for Permit’

Evidence of: public liability insurance (currently \$20 million cover);

registered business;

ABN;

food van compliant with the Food Act 2003; and

food handling certificate.

Rationale: commercial mobile food vendors may be from anywhere. Evidence of an address and insurance is required in case there is an incidence where NSC need to contact the vendor.

Insert a new paragraph headed 'Permit Holder Requirements'

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

- a) Minimum public liability coverage as recommended by Council's insurer (as at the 2020 review it is currently \$20,000,000
- b) Food items must meet food safety standards;
- c) Any Order issued by the NSW Government regarding social gathering is adhered to;
- d) The trader must conduct themselves in an appropriate and responsible manner and that persons do not leave themselves or any other persons sharing the public space at risk of injury or ill health;
- e) Ensure that no interruption to the access or the normal operations of any nearby businesses (this includes other mobile food traders);
- f) That normal pedestrian traffic flow is not hindered and that there is no over zealous selling by persons participating in the trading;
- g) Adhere to any Order issued by the NSW Government about limits on social gathering and social distancing.

Rationale: Local not for profit and community organisations have to have insurance cover – even if under NSC policy – commercial should also have to have evidence of insurance and compliance with the Food Act.

I am aware that this submission is a day late however items I have raised help make this a more fair and equitable document for council to adopt. Last part is an adaption from the Street Stalls and Raffle Ticket Sales Policy which should be included.

  
Stephen Targett

0428 649321

14 Apr 22



# Mobile Food Trading Policy 2022

## POL062



**NARRANDERA SHIRE COUNCIL**

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

**Phone:** 02 6959 5510  
**Fax:** 02 6959 1884



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**Policy No:** POL062  
**Policy Title:** Mobile Food Trading Policy  
**Section Responsible:** Development & Environment  
**Minute No/Ref:** XXXXXXX  
**Doc ID:** 572080

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## 1. INTENT

The purpose of this policy is to identify Council controlled land where commercial mobile food trading may be approved to operate and to provide a functional framework for managing the approval and operation of commercial mobile food traders on these sites.

## 2. SCOPE

This policy applies to all commercial mobile food trading on Council controlled land where that trading is at:

- anytime or day, regardless of the frequency or duration
- a single location only
- multiple locations at different times, or simultaneously.

This policy identifies approved Council controlled land, listed in Appendix 1 to this Policy, on which commercial mobile food trading will be permitted.

This policy does not apply to mobile food trading, where that trading:

- i. meets the following development standards specified by the NSW State Environmental Planning Policy (Exempt and Complying Development Codes - Subdivision 27A Mobile food and drink outlets), where the trading:
  - a. has the consent of the owner of the land, being land that is not Council controlled land, on which the development is carried out, and
  - b. does not restrict any vehicular or pedestrian access to or from the land or entry to any building on the land, and
  - c. does not obstruct the operation of, or access to, any utility services on the land or on adjacent land, and
  - d. is not located within the canopy of, or result in damage to, any tree growing on the land or on adjacent land, and
  - e. does not result in any damage to public property on the land or on adjacent land, and

- f. if carried out on land within or immediately adjacent to a residential zone—is only carried out between 7.00 am and 7.00 pm on any day, and
  - g. if located on a public place—has any approval required under section 68 of the *Local Government Act 1993*, and
  - h. if located on private land—be limited to 1 development on that land and not contravene any conditions of a development consent for any other use carried out on the land.
- ii. is conducted on Council controlled land, but controlled by others under a lease, licence or agreement, and that mobile food trading is sanctioned by the lessee, sub-lease, licensee or other
  - iii. is part of an event, where that mobile food trading is sanctioned by the event organiser and covered by the event organiser's public liability and professional indemnity insurance
  - iv. is undertaken by a locally based, not for profit, volunteer-based group.

### 3. OBJECTIVE

This policy seeks to:

- Provide a fair and balanced approach to the use of public space
- Ensure safe, orderly and appropriate activation of public space
- Provide clarity and certainty for the community
- Formalise roles and responsibilities
- Manage the public risk

### 4. POLICY STATEMENT

The use of public land for commercial purposes is a privilege not a right. Council seeks to strike a balance between supporting mobile food trading for the benefits of public space activation and preserving those spaces for use by all. This policy seeks to provide assurance to the community that Council will manage mobile food trading on public land transparently, fairly and for the benefit of all.

### 5. PROVISIONS

#### 5.1 GENERAL

Narrandera Shire Council's general position regarding mobile food trading will:

- support activation of public spaces
- ensure community safety is not compromised
- encourage diversity
- facilitate equitable access
- balance potential competitive and complementary impacts on other traders
- have regard to the social and economic impacts on Narrandera Shire

- require the prior approval from Council **seven (7) days** before engaging in mobile food trading on any approved Council controlled land in accordance with the requirements of Section 68 of the Local Government Act 1993.
- **Any Section 68 approval will be limited to 12 months with a maximum of 52 trading days per year.**

## 5.2 LAND TO WHICH THIS POLICY APPLIES

Commercial mobile food trading will only be permitted on the Council controlled land identified on the Map of Approved Locations, as amended from time to time by NSC (Attachment 1 to this policy).

## 6. DEFINITIONS

- **Authorised officer:** any person appointed by Council for the purposes of the administration and enforcement of any Act, regulations or local laws which relate to the functions and powers of the Council.
- **Commercial Mobile Food Trading:** means a business based commercial operation that sells or offers for sale any food or drink for human consumption from a vehicle, caravan, table, stall or other similar structure on a not for profit basis.
- **Council:** means Narrandera Shire Council.
- **Council controlled land:** means any of the following
  - Land under the ownership of Narrandera Shire Council**
    - Community land:** being land that has been classified by Council as 'Community Land'.
    - Public land:** being land that is any of the following
      - a public road
      - Crown Land under the management and control of NSC
      - A Common under the management and control of NSC
    - Public place:** being land that is any of the following
      - a public reserve
      - public swimming pool
      - a public road or bridge
      - a Crown reserve under the control and management of NSC
  - **Locally based, not for profit, volunteer-based group:** includes but is not limited to a local school, community group, service club, Council committee, Church or emergency service organisation undertaking a fund raising event for community purposes.
  - **Mobile food trader:** any person or persons who sell or offers to sell any food or drink for human consumption from a vehicle, caravan, table, stall or other similar structure.



- **Mobile food trading:** the sale or offering for sale of any food or drinks from a vehicle, caravan, trailer, table, stall or similar structure.
- **Suitably authorised person:** a person in a position with delegated authority to represent an organisation or agency.

## 7. ROLES AND RESPONSIBILITIES

### 7.1 COUNCILLORS

- Adoption of the policy.
- Identifying highly desirable and sustainable sites.

### 7.2 COUNCIL STAFF

- Administrative review of the policy and all associated reporting to Council
- Applying the policy
- Assessing and determining applications for mobile food trading under Section 68 of the Local Government Act 1993
- Ensuring permit holders comply with all conditions of approval
- Providing administrative support and oversight of tender processes
- Providing administrative support and oversight of leases, licences agreements

### 7.3 PERMIT HOLDERS

- **Section 68 application is to be submitted to council not less than Twenty-One (21) days prior to the first trading date, with all prescribed fees to be paid in accordance with the NSC fees & charges for Mobile Food Vendors s68 – approval and annual renewal.**
- Ensuring that approved mobile food trading is always conducted in accordance with all conditions specified in the approval by NSC
- Ensuring that a copy of the permit or agreement is always available at the location the itinerant trading is occurring.

## 8. RELATED LEGISLATION

- Environmental Planning & Assessment Act 1979
- Environmental Planning & Assessment Regulations 2000
- Food Act 2003
- Local Government Act 1993
- Privacy Act 1988

## 9. RELATED POLICIES AND DOCUMENTS

- Economic Development Strategy 2017 – 2020

- Product Development and Destination Marketing Strategy 2011

**10. VARIATION**

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

**11. PREVIOUS VERSIONS**

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

- Not applicable.

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**POLICY HISTORY**

<b>Responsible Officer</b>	<b>Deputy General Manager Infrastructure</b>		
<b>Approved by</b>	<b>General Manager</b>		
<b>Approval Date</b>	<b>DD Month 202Y</b>		
<b>GM Signature</b> <i>(Authorised staff to insert signature)</i>			
<b>Next Review</b>	<b>March 2025</b>		
<b>Version Number</b>	<b>Endorsed by ELT</b>	<b>Endorsed Council</b>	<b>by Date signed by GM</b>
<b>1 Adopted</b>	26/10/2021	DD/MM/YYYY	DD/MM/YYYY
<b>2 Reviewed</b>	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY

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

**Attachment 1: Mobile Food Trading Map of Approved Locations**



 <p><b>NARRANDERA SHIRE COUNCIL</b> 141 East Street Narrandera NSW 2700 Ph: 02 6959 5510</p>	<p><b>MOBILE FOOD TRADING NARRANDERA LOCATIONS</b></p> <p><small>This map is a representation of the information currently held by Narrandera Shire Council. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions.</small></p>	<p>Date: 01/03/2022 Compiled by: GIS Ndra Co-ordinate System: MGA 94 Zone 55 Ref: 2022-009</p>
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**16 OUR ECONOMY****16.1 NARRANDERA ROD RUN EVENTS 2022 OUTCOME AND 2023 PLANNING****Document ID: 610928****Author: Economic Development Manager****Authoriser: General Manager****Theme: Our Economy****Attachments: Nil****RECOMMENDATION**

That Council:

1. Receives and notes the report and the success of the 2022 Rod Run events.
2. Notes that a further report will be submitted in due course addressing event improvements for 2023 and future years and including an appropriate budget provision.

**PURPOSE**

The purpose of this report is to inform Council of the outcome of the Easter 2022 Rod Run events. It is also to request the Council to consider a recommendation that next year's hot rod street parade of cars be a controlled event, noting that a future report will address the added costs of doing this to ensure all activities during the Rod Run street parade are conducted in a safer and better managed way.

**SUMMARY**

Overall, the 2022 events were a great success. Many thousands of people attended the Saturday evening hot rod parade in East Street and very large crowds gathered at Narrandera Sportsground throughout Easter Sunday to view the spectacle of up to 500 hot rod vehicles on display.

However, better management of the Saturday procession of the hot rod event could be achieved with appropriate crowd control measures and some added control measures for drivers and passengers. Further improvements to arrangements at the sportsground for the Sunday Show and Shine are also envisaged. While this will establish the need for an increased overall budget for the rod run events, it is believed that the outcomes will be greatly improved through crowd participation and hot rod on-road participation in a much safer and better managed way.

**BACKGROUND**

The Narrandera Rod Run is an extremely successful event, drawing crowds of thousands of people locally and from across the region and beyond. Key activities are the exciting East Street procession of hot rods on Easter Saturday evening, and the Show and Shine on Easter Sunday where up to 500 vehicles muster for all to inspect and enjoy.

The impact of COVID-19 resulted in a change in the Rod Run events scheduling, to the extent that all the Easter events were cancelled in 2020. It then functioned in 2021 with a street parade of cars not managed by Council, as management under COVID-19 rules would have been impossible. Rather, the visiting hot rods were involved in an informal

progressive street parade as legally registered motor vehicles. This still attracted big crowds, as was the situation this year. However, various unacceptable behaviours were noted amongst the crowd during the Easter Saturday East Street parade of cars, and with a small number of drivers and some passengers. The uncontrolled event also failed to meet the expectation of some local residents and community groups.

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

### **Theme**

Our Economy

### **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**

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

## **ISSUES AND IMPLICATIONS**

### **Policy**

- Nil

### **Financial**

- The need to improve safety of the Easter Saturday Street parade of hot rods will necessitate the closing of East Street early in the evening and the provision of a delineating barricade to discourage the crowds observing the event from venturing into the roadway. Closure of East Street and Bolton Street to the east and west of East Street will enable amusements and musical entertainment to be provided in the central town precinct. Also, street stalls and food vans will be able to set up in the central town precinct subject to Council policy requirements. The location of food and beverage vendors is seen as important as once again there was very strong demand for food during the events.
- Additional services are also required on the Sunday at the Show and Shine across such areas as toilet cleaning and removal of rubbish.
- A further report on a required budget to cover this will be prepared for the June Council meeting.

### **Legal / Statutory**

- Need to satisfy risk management guidelines for all events

### **Community Engagement / Communication**

- Contact with the community though online communications and other media announcements.

**Human Resources / Industrial Relations (if applicable)**

- Suitable teams engaged to manage crowds observing the hot rods parading in East Street on Easter Saturday evening and to keep the town precinct clean and free of rubbish. Suitable teams engaged to manage all requirements for the Show and Shine on Easter Sunday.

**RISKS**

Unmanaged events increase the risk of Council’s liability in the event of any type of accident.

**OPTIONS**

1. That Council does not agree with the need for the Saturday Hot Rod parade to be a managed event.

Benefit: The hot rod Easter Saturday parade continues as an unmanaged event thereby avoiding extra costs of crowd and stall management.

Risks: Council staff and event convenors acknowledge that a managed event will greatly add to the safety of the event and provide greater protection from injury for participants and members of the public observing the event. It will also reduce Council’s liability.

2. That Council supports the recommendation for a budgeted increase for Easter Rod Run events in 2023 and beyond.

Benefit: Council will be able to better manage the Easter Saturday Rod Run Event in East Street and provide a better venue and opportunity for stallholders, amusements and the like for the added attraction and enjoyment of the crowd.

Risks: Increased budget request will place some pressure on Council’s future budget priorities.

**CONCLUSION**

That the continuing success and growth of the Easter Hot Rod events will be maximised though better controlled and managed activities requiring funding for implementation of initiatives

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**RECOMMENDATION**

That Council:

1. Receives and notes the report and the success of the 2022 Rod Run events.
2. Notes that a further report will be submitted in due course addressing event improvements for 2023 and future years and including an appropriate budget provision.

**17 OUR INFRASTRUCTURE****17.1 LAKE TALBOT SKYWALK****Document ID: 610767****Author: General Manager****Authoriser: General Manager****Theme: Our Infrastructure****Attachments:**

1. Skywalk Submissions - Support (under separate cover)
2. Skywalk Submissions - Objections (under separate cover)
3. Skywalk Submissions - Other (under separate cover)
4. Skywalk Petition (under separate cover)

**RECOMMENDATION**

That Council:

1. Considers and notes the submissions received and thanks the residents for taking the time and trouble to prepare and lodge their views
2. Proceeds with the project with the following amendments
  - a. The use of appropriate materials and colours designed to minimise the visual impact of the Skywalk
  - b. The inclusion of interpretive signage at the entrance to the walkway and on the Skywalk designed to inform users of the features of the area and the history of Lake Talbot and its environs
  - c. The installation of lighting and security cameras on the walkway and in the area

**PURPOSE**

The purpose of this report is to present to Council the results of the public exhibition of the proposed Lake Talbot Skywalk and to elicit a resolution to proceed with construction of the proposed works.

**SUMMARY**

In 2019 Council received approval and funding for the Playground on the Murrumbidgee Project (PoMP). The goal of the PoMP is to heighten Narrandera's capacity to entice and delight visitors to Narrandera and the Riverina and, in doing so, grow the visitor economy and the liveability of the Narrandera Shire and the region.

The project has the following key objectives:

- Provide Narrandera and the Riverina with a new state-of-the-art Destination and Discovery Hub
- Refurbish, upgrade and extend existing recreational and accommodation facilities gathered along and around the Murrumbidgee River and Lake Talbot
- Provide opportunities for the Narrandera Shire community to share its connections with the broader Australian history, its Wiradjuri heritage, its special relationship with the iconic koala colony, the Murrumbidgee River and its waterways.

The PoMP included five key projects:

- Construction of a new Destination and Discovery Hub
- Reconstruction of the Lake Talbot Water Park
- Improvements to accommodation and sites at Lake Talbot Tourist Park
- Construction of a walkway and pedestrian bridge linking Brewery Flat camping area and the main business centre
- Extension of the Bike and Hike trail to include a walkway over the heritage Rail Bridge

Following resolutions by Council in 2021, approval was sought and obtained for inclusion of the Lake Talbot Skywalk in the PoMP and the deletion of the Rail Bridge project.

Concept designs were prepared and placed on public exhibition and the results of that consultation are presented in this report. The community is divided on the project with strong support and objection to the plan being expressed by numbers of residents.

**BACKGROUND**

In November 2021 Council resolved on the basis of a preliminary design to authorise staff to seek the transfer of funding under the PoMP grant program to enable the construction of a skywalk on the western edge of Lake Talbot.

An application was subsequently lodged and approval to transfer the funds was granted. The approved project comprises the construction of a skywalk extending over the water at Lake Talbot, which will allow for a view between the trees and along the length of the lake, over the pool complex and across to the Narrandera Flora and Fauna Reserve and koala reserve. This project is proposed to include the following:

- 40-50m steel-framed elevated walkway that would be around 15m above the lake, with full all-abilities access available from the Lake Talbot Water Park complex carpark.
- Upgrade of the existing walking path and steps from the carpark down to the lake and boat ramp area.
- Installation of a deck and pontoon wharf on the edge of Lake Talbot that is accessible to visitors and boats.

The project meets the key objectives of the PoMP stated above.

A detailed design of the elevated walkway was developed and placed on public exhibition during the month of April. A number of submissions, including a petition were received and are attached separately to this report for the information of Council and the public. There has also been considerable debate on mainstream and social media.

Issues raised in the submissions included the following:

No	Issue	Opinion
1	Unattractive, negative impact on the natural beauty of the area and not effective in attracting additional tourists	Against
2	Ongoing operating costs a burden on future councils	Against
3	Safety concerns, insurance costs	Against
4	Low standing of the Council leadership in the community	Against
5	Failure to provide adequate reasons for not proceeding with the Lattice Bridge proposal	Against



6	Waste of money	Against
7	Ill-conceived	Against
8	Divisive – lack of leadership	Against
9	The “worst” public project the Council has ever proposed	Against
10	Project fits the grant guidelines	For
11	Positive tourism idea – good for business	For
12	Creates added interest for visitors	For
13	Wonderful asset and great drawcard	For
14	Incorporate aboriginal art in the design	For
15	The project will establish Lake Talbot as a mainstay of regional tourism	For
16	Councillors should champion the project as they are trusted by the community	For
17	Great for the youth of the town	For
18	Allows better viewing of the natural scenery, particularly for the disabled	For

Objections to the skywalk project include the following:

- Impact on the natural beauty of the area

There is no doubt that, even though Lake Talbot itself is man-made and is bounded on the south and west by a number of very visible structures, the vista to the east is quite attractive. Rather than detract from that vista, the skywalk will actually make that view more accessible and is the primary drawcard from a tourism perspective. The impact of the physical structure of the skywalk will be lessened through the use of sympathetic colour and design. The associated works of fencing and upgrades to the stairs, and the facilities at the water’s edge will also improve the general amenity of the area.
- Lack of effectiveness as a tourism project

The tourism value of a project of this nature is significant, as the view provided by the platform is iconic and unique in this part of the state. The experience of walking out over the water is breathtaking and will appeal to the broad demographic of visitors. The fact that the facility can be accessed without climbing up stairways or hillsides is a real advantage, particularly to older and/or less mobile visitors and locals. Interpretive signage installed adjacent to the walkway can, through the use of aerial photography, direct views towards Rocky Waterholes, the Flora and Fauna Reserve and koala habitat. The main outcome of the PoMP is to build on the breadth of tourism products on offer in Narrandera and the skywalk will undoubtedly achieve that.
- Operational and ongoing costs

Similar to any capital project the finished structure will generate depreciation and require ongoing maintenance. It is considered that the operational costs of these structures will be minimal.

A number of the submissions include suggestions for associated or alternate projects that could be considered by Council:

No	Proposal	Comment
1	Upgrade cycle paths and walking tracks around Lake Talbot and in the Flora and Fauna reserve.	The upgrade of the walking tracks is a worthwhile project and could be achieved under future grant funding programs given the level of community support. Such a project would have to deal with issues including safeguarding the native flora and aboriginal heritage, shared use of such a facility, and ongoing maintenance costs
2	Walkway over the Lattice Rail Bridge.	This is one of the original projects funded under the program. Issues around access, Aboriginal land claims, heritage, ongoing responsibility for maintenance of the bridge and the viaduct remain unresolved. One of the issues informing the Council decision to refuse the DA was the impact on the private properties on the southern side of the bridge.
3	Upgrade stairs, carpark, pontoon and boardwalk.	The Lake Talbot Skywalk project includes an upgrade to the stairway access down to the water, and construction of a deck and pontoon.
4	Use the money to demolish the timber viaduct.	Council has no ownership or responsibility for the timber rail viaduct and has had little success in engaging with the authorities who do. Such a project would not meet the criteria for the PoMP grant.
5	Build a “proper” skywalk in the common.	A project of this nature has never been considered.
6	Final design should enhance the natural environment and showcase the view.	The environmental impact of the skywalk could be reduced by the use of sympathetic design, materials and colours.
7	Installation of street art.	Street art is included as an action in the Narrandera Shire Cultural Plan.

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

**Theme**

Our Infrastructure

**Strategy**

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

**Action**

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

**ISSUES AND IMPLICATIONS****Policy**

The Narrandera Community Strategic Plan currently on display and developed following considerable consultation with residents obliges the Council to.

2.1 To value, care for and protect our natural environment

2.2 Enhance our public spaces to enrich our community

3.1.3 Promotion of Narrandera Shire using our heritage buildings, culture, location, waterways, ecotourism also business and sporting facilities

**Financial**

- The budget allocation for this project is \$821,000 with expenditure to date sitting at \$10,545. If approved by Council, staff will move to have the necessary assessments carried out and prepare and call tenders for the various components of the works.

**Legal / Statutory**

- The review of all plans of management for Crown Reserves under the control of Council is underway and this project fits the purpose of public recreation for the reserve upon which it sits and will be included in the plan of management once complete.

**Community Engagement / Communication**

- There has been considerable community engagement in relation to this project and the result of that consultation is attached

**Human Resources / Industrial Relations (if applicable)**

- N/A

**RISKS**

There are a number of risks associated with the project including:

- Financial  
The funds for the project are a part of the PoMP grant program and as such are currently subject to expenditure by 30 June 2023. The budget is based on firm estimates, but will be tested when tenders for works are called and further assessments on the site are carried out. The project will be the subject of a fully developed Project Management Plan which will address all project risks and inform the construction process
- Reputational risks  
A number of submissions have called on Council to abandon the project and return the grant funds. This would cause considerable damage to the Council's reputation within the State Government and should be avoided.

**OPTIONS**

1. Adopt the recommendation and authorise the project to proceed, either as is or with minor amendments.
2. Not adopt the recommendation and direct staff to return the grant funds.
3. Not adopt the recommendation and direct staff to develop an alternate project that could achieve the program outcomes within the timeline established.

**CONCLUSION**

The recommendation in this report is for Council to proceed with the project.

**RECOMMENDATION**

That Council:

1. Considers and notes the submissions received and thanks the residents for taking the time and trouble to prepare and lodge their views
2. Proceeds with the project with the following amendments
  - a. The use of appropriate materials and colours designed to minimise the visual impact of the Skywalk
  - b. The inclusion of interpretive signage at the entrance to the walkway and on the Skywalk designed to inform users of the features of the area and the history of Lake Talbot and its environs
  - c. The installation of lighting and security cameras on the walkway and in the area

**17.2 NARRANDERA URBAN STORMWATER DRAINAGE UPGRADE****Document ID:** 610913**Author:** Deputy General Manager Infrastructure**Authoriser:** Deputy General Manager Infrastructure**Theme:** Our Infrastructure**Attachments:** 1. [Narrandera CBD Flood Mitigation Scheme Drawings](#) **RECOMMENDATION**

That Council:

1. Endorses the Narrandera urban stormwater upgrade design and places it on public exhibition.
2. Acknowledges that a detailed report considering the complexity of funding a project of this scale will be presented to a future Council meeting.

**PURPOSE**

The purpose of this report is for Council to consider the recommended design solution to remediate the urbanised flash flooding as experienced in January 2022, and to resolve support for the project and the required funding allocation.

**SUMMARY**

During the January 2022 storm events the Narrandera urban stormwater system was unable to cope with the volumes of water emanating from the intense storms, resulting in the flood inundation of several properties.

The week after the last storm event, Council staff engaged the services of consultant hydrologists and engineers with the intent of designing solutions to mitigate the impacts of these types of local flash flood storm events on the urban areas of Narrandera. Proposed works have to be designed to consider the future usability of the road networks and public places, and at the same time be financially achievable.

The proposed design solution proposes three drainage line improvements that will provide flood mitigation to cater for a 1% storm event, such as those experienced in early 2022. The combined construction cost to achieve the ultimate upgrade outcome is estimated at \$5,9000,000.

While the ultimate design will include all three sections of upgrade, it is recommended that the minimum works should include the two-drainage line 1 and 2A works as detailed below and on the attached plan and has an estimated combined construction cost of \$5,350,000.

**BACKGROUND**

As reported to the 15 February 2022 Ordinary Council meeting, the Narrandera LGA experienced several storm events in January 2022, which culminated in major events on 6, 28 and 29 January 2022. These events resulted in the inundation of several properties and the evacuations of many buildings including private homes, businesses and the Teloca Aged Care facility.

Since these events, Council has undertaken works to ensure the damage is rectified and assessed, including but not limited to:

- Inspection and assessment of all urban roads and lanes
- Inspection and cleaning of all major drainage pits
- Street cleaning and debris removal
- Additional opening of the waste facility
- Temporary protection of the main drainage channel
- Meetings with consultant hydrologists and engineers about designing solutions to mitigate the impacts of these types of local storm events
- Preparation of Natural Disaster submissions to Resilience NSW.

Council engaged the services of Spiire (consulting engineers) and Lyall & Associates (stormwater and flood hydraulic engineers) to undertake hydraulic modelling and design of a stormwater drainage system for the urban area of Narrandera to cater for the flash flooding events of recent times. Council has worked for several years to develop design solutions for overland and riverine flooding. However, the changing weather in more recent times has seen an increased importance on catering for localised urban storm events that result in flash flooding.

The hydraulic modelling and design are now complete, with new drainage lines proposed to run from Bolton Street to the canal system south of Larmer Street in a combination of open and closed drainage cells. The proposed works have been broken up into components with the breakdown below. The works for Proposed Lines 1 and 2A need to be undertaken to ensure a continued and completed drainage system is available, whilst Proposed Line 3 is additional and can be undertaken as a separate project. Figure five of the Narrandera CBD Flood Mitigation Scheme design identifies the stages of works and the locations as detailed below.

Drainage Line	Description	Estimated Cost
Proposed Line 1	Bolton Street & Cadell Street Concrete lined inlet channel between Charles & Arthur Streets, through to Marie Bashir Park	\$2,500,000
Proposed Line 2A	Marie Bashir Park at Twynam and Adams Streets 3.6 x 1.2 box culvert	\$2,850,000
Proposed Line 3	Cadell & Larmer Streets 1.2m concrete pipe	\$550,000

These estimated costs are detailed, expected actual costs and do not contain any notable contingency or allowance for inflation over time. They are based on the actual locally acquired rates and charges for these types of works. In addition to the above, there will be a detailed design cost, which will be funded through existing operational projects.

The modelling for the upgrades identifies that the design will be able to cater for a near 1-in-100 rain event such as experienced in early 2022, with all the buildings within the central urban areas being free from flooding whilst the outer areas will have a substantial reduction as per Figure 6 of the Narrandera CBD Flood Mitigation Scheme. Further stormwater detention on the outer areas as identified within the Narrandera Flood Plain Study will provide further protection for these properties. Such works are not included in these cost estimates.

**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****Financial**

- The estimated cost of the drainage improvements works has been identified as \$5,900,000 of which Council has already allocated \$4,000,000 in the 2022/23 budget. This is made up of 50% grant funding and the remaining funds from Council allocation that would be derived from external loan funding.
- The ultimate solution is \$1,900,000 over the original predesign estimate, which was never thought to be able to achieve such a substantial mitigation of the urbanised flooding. Consideration will need to be given to the desire to source additional funds to complete the ultimate solution, or the scope be varied, or project deferred until funding becomes available.
- The required loan funds would need to be further considered, as the loan repayment liability would need to be identified and included within the operational budgets moving forward. The loan payments would be around \$125,000 per year based on a \$2,000,000 loan, with one of the funding options being the introduction of a special rate on all the affected properties. Given the complexity and timing of the loan repayment options, a further report specifically considering the funding will be presented to Council at the June meeting.

**Community Engagement / Communication**

- It is proposed that the draft design as presented to Council be endorsed and placed on public exhibition for 28 days, in which time the community can review the design and funding options and make submissions to Council. A further report would be prepared for Council to consider the matters raised if substantial objections are received.

**RISKS**

As can be seen from the storm events in January 2022, the impacts on infrastructure and the community are substantial. There is a high likelihood that these types of events will occur more frequently, putting Council infrastructure and the community at risk of further damage and loss.

Given that Council is aware of the issues and does not have a design to mitigate any of the events, failure to act could result in insurance claims against Council.

**OPTIONS**

1. Resolve to accept the drainage design and place on public exhibition, as detailed within the recommendation.
2. Reject the proposal and seek alternate designs for the drainage.
3. Resolve not to pursue the drainage improvement options and accept the current arrangements.

**CONCLUSION**

The current Narrandera urban stormwater design has been undertaken to mitigate the impacts of flash flood storm events and the extended overland flow events with the design able to cater for a 1-in-100 rain event. The design will mitigate the current drainage and flooding issues of the areas from Bolton Street through to the southern end of the system where the waters will discharge. Improvements in this area will also help to alleviate the current problems around Argyle Street, as it will ensure that the stormwater will be able to travel through the system without the current backing up due to available drainage capacity.

This design is considered the most suitable long-term option to mitigate the localised flooding of the urban areas of Narrandera.

**RECOMMENDATION**

That Council:

1. Endorses the Narrandera urban stormwater upgrade design and places it on public exhibition.
2. Acknowledges that a detailed report considering the complexity of funding a project of this scale will be presented to a future Council meeting.





- EXISTING STORMWATER DRAINAGE ELEMENTS**
- 1 off 300 mm RCP
  - 1 off 375 mm RCP
  - 1 off 450 mm RCP
  - 2 off 450 mm RCPs
  - 1 off 525 mm RCP
  - 1 off 600 mm RCP
  - 1 off 750 mm RCP
  - 2 off 750 mm RCPs
  - 3 off 750 mm RCPs
  - 1 off 900 mm RCP
  - 1 off 1800 mm RCP
  - 1 off 300 mm wide by 100 mm high RCBC
  - 1 off 450 mm wide by 300 mm high RCBC
  - 1 off 600 mm wide by 450 mm high RCBC
  - 2 off 600 mm wide by 450 mm high RCBCs
  - 1 off 750 mm wide by 600 mm high RCBC
  - 1 off 1200 mm wide by 600 mm high RCBC
  - 1 off 1500 mm wide by 1200 mm high RCBC
  - 1 off 1600 mm wide by 1500 mm high RCBC
  - 1 off 1800 mm wide by 1200 mm high RCBC
  - 1 off 2000 mm wide by 1300 mm high RCBC
  - Inlet Pit
  - Junction Pit
  - Headwall
  - Concrete Lined Channel

**LEGEND**  
 Extent of Detailed Ground Survey Data

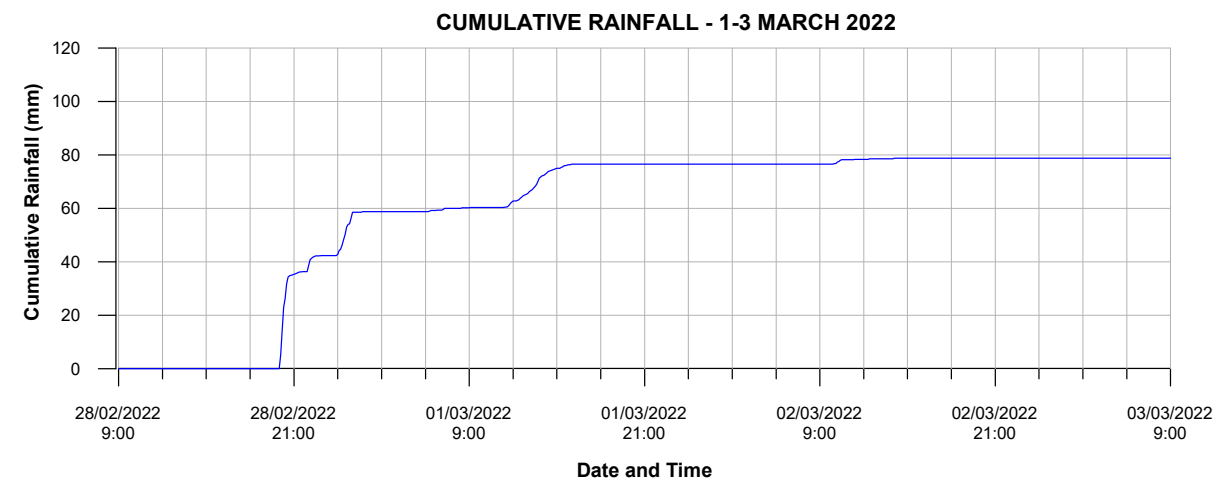
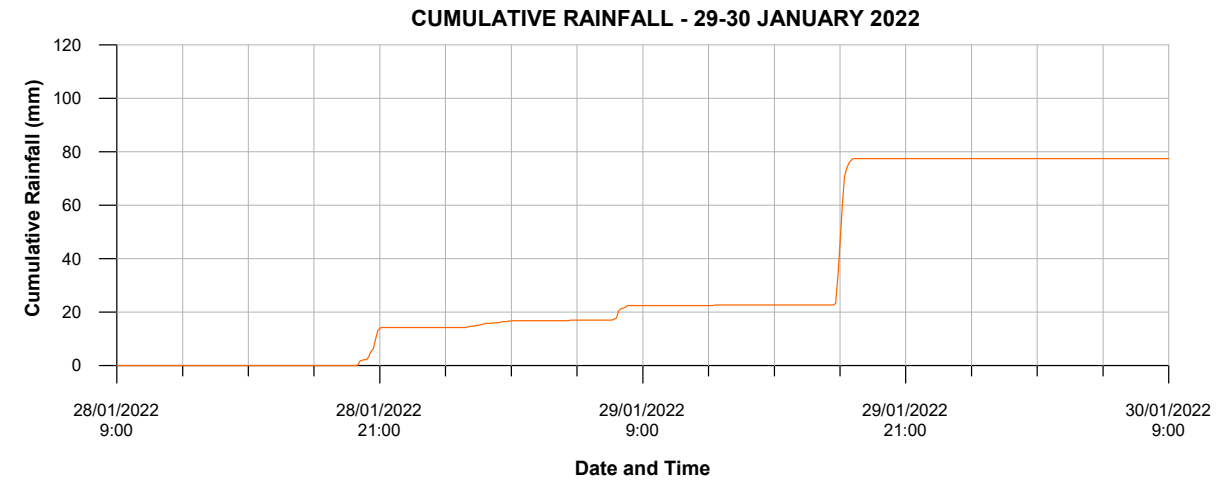
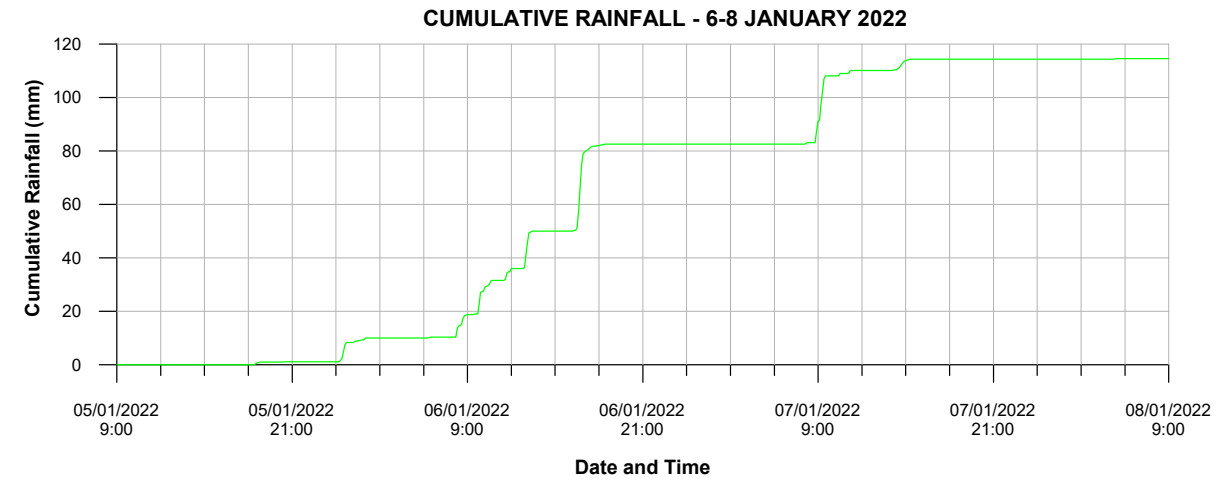
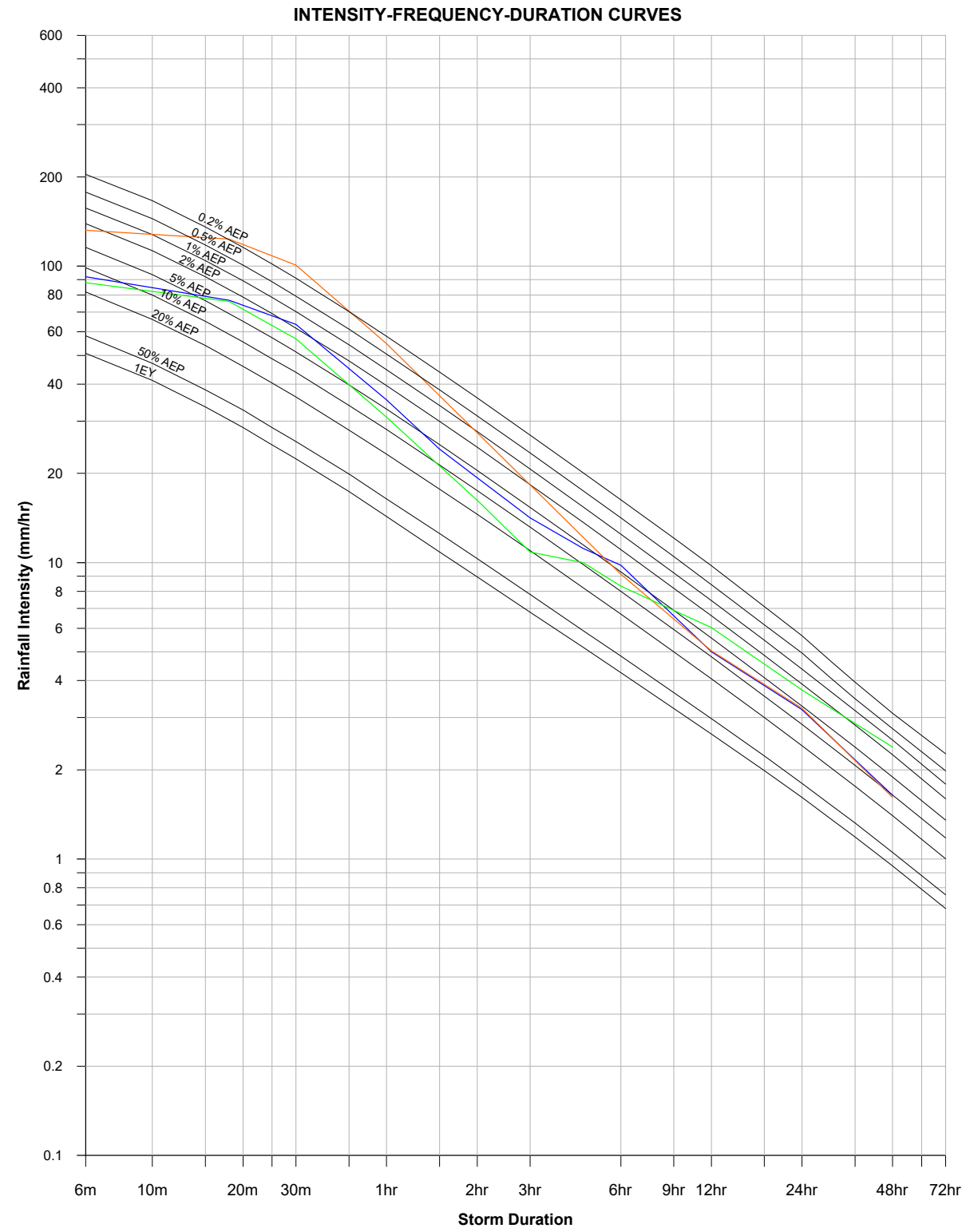
Scale: 4,000  
 0 40 80 120 m

**NARRANDERA CBD FLOOD MITIGATION SCHEME**

Figure 1

LAYOUT OF EXISTING DRAINAGE SYSTEM IN VICINITY OF NARRANDERA CBD





**LEGEND**

- 6-8 January 2022
- 29-30 January 2022
- 1-3 March 2022

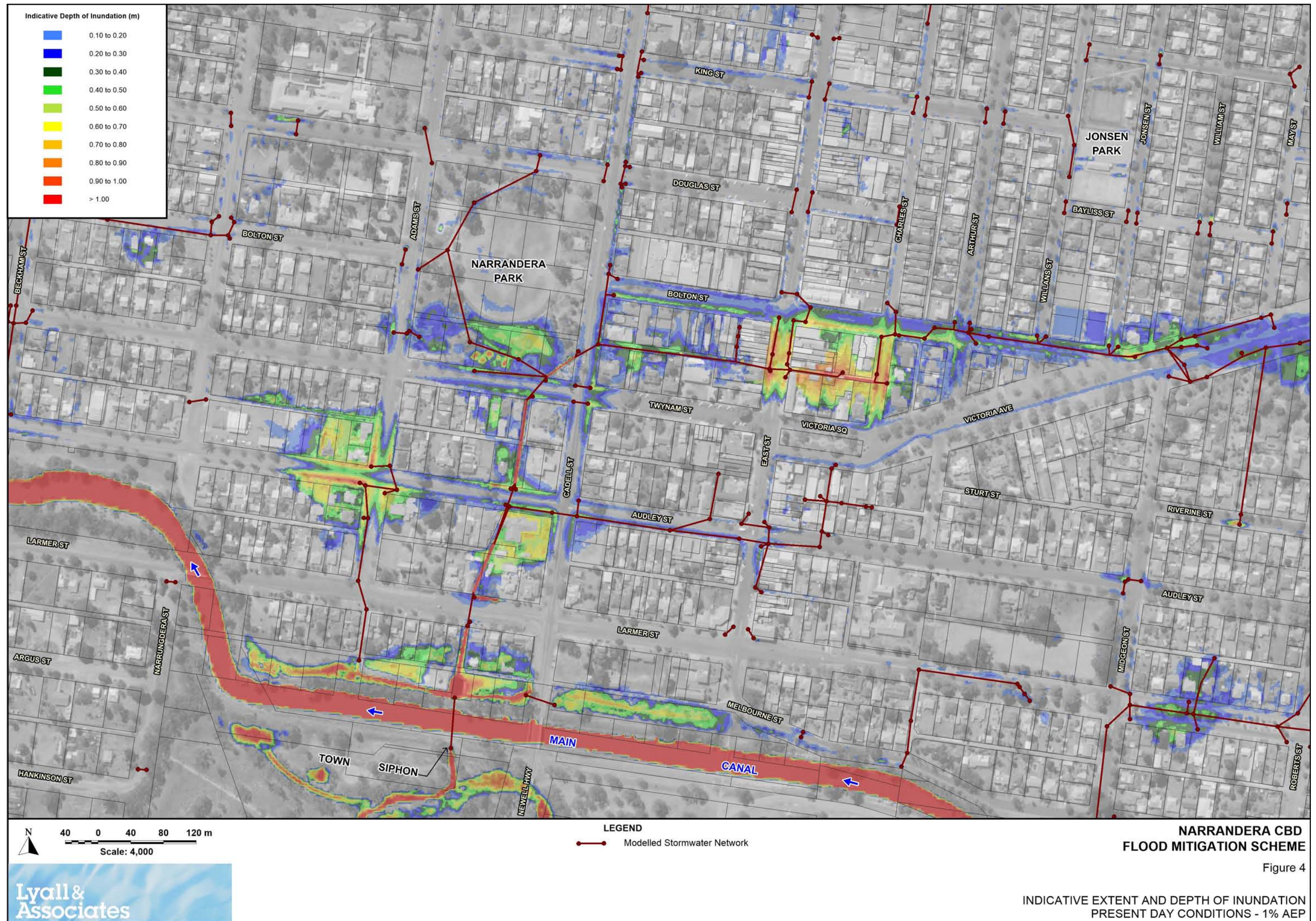
**NARRANDERA CBD FLOOD MITIGATION SCHEME**

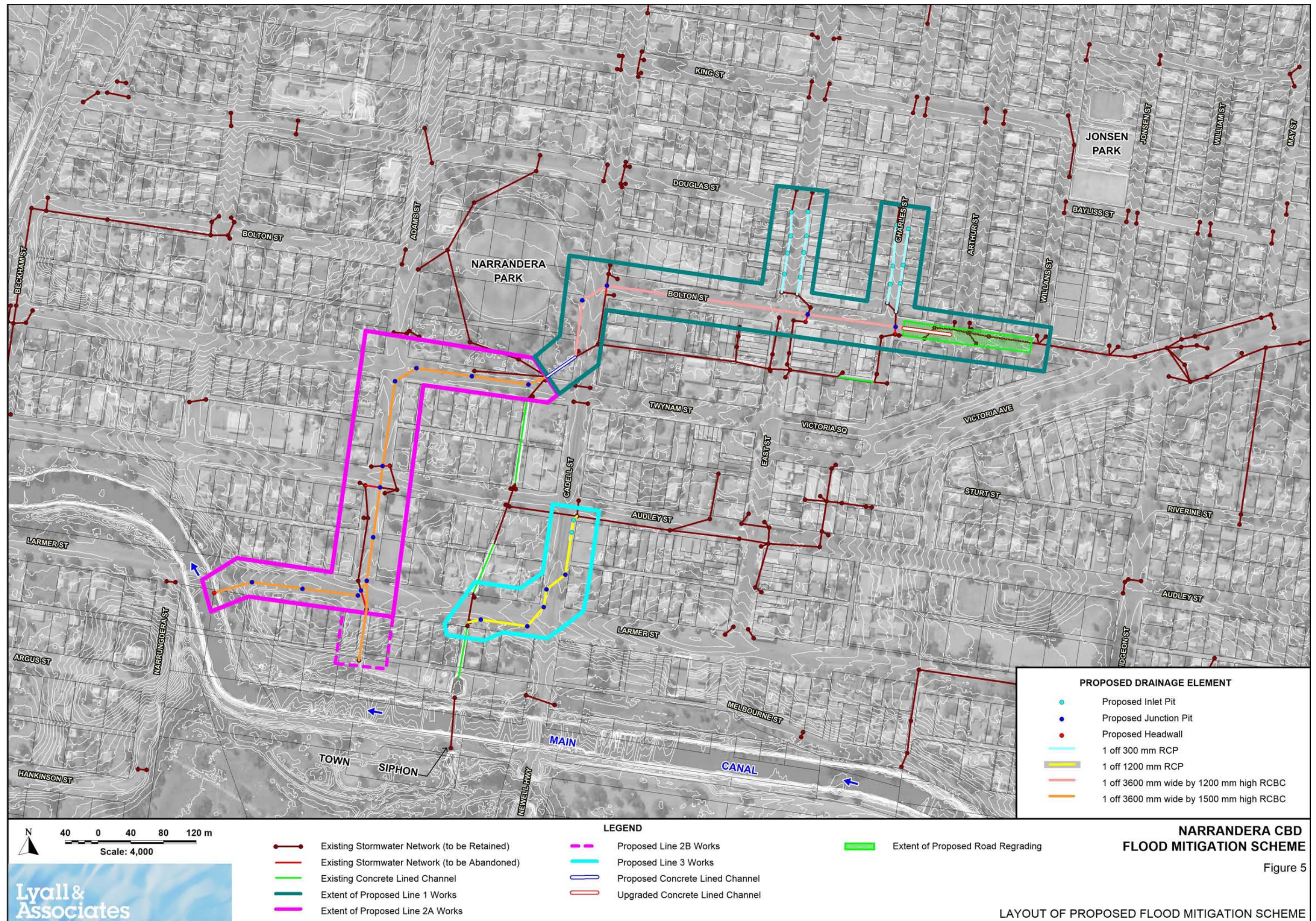
Figure 2

CUMULATIVE RAINFALL AND INTENSITY-FREQUENCY-DURATION CURVES - HISTORIC STORM EVENTS NARRANDERA AIRPORT AWS RAIN GAUGE (GS 074148)









**PROPOSED DRAINAGE ELEMENT**

- Proposed Inlet Pit
- Proposed Junction Pit
- Proposed Headwall
- 1 off 300 mm RCP
- 1 off 1200 mm RCP
- 1 off 3600 mm wide by 1200 mm high RCBC
- 1 off 3600 mm wide by 1500 mm high RCBC

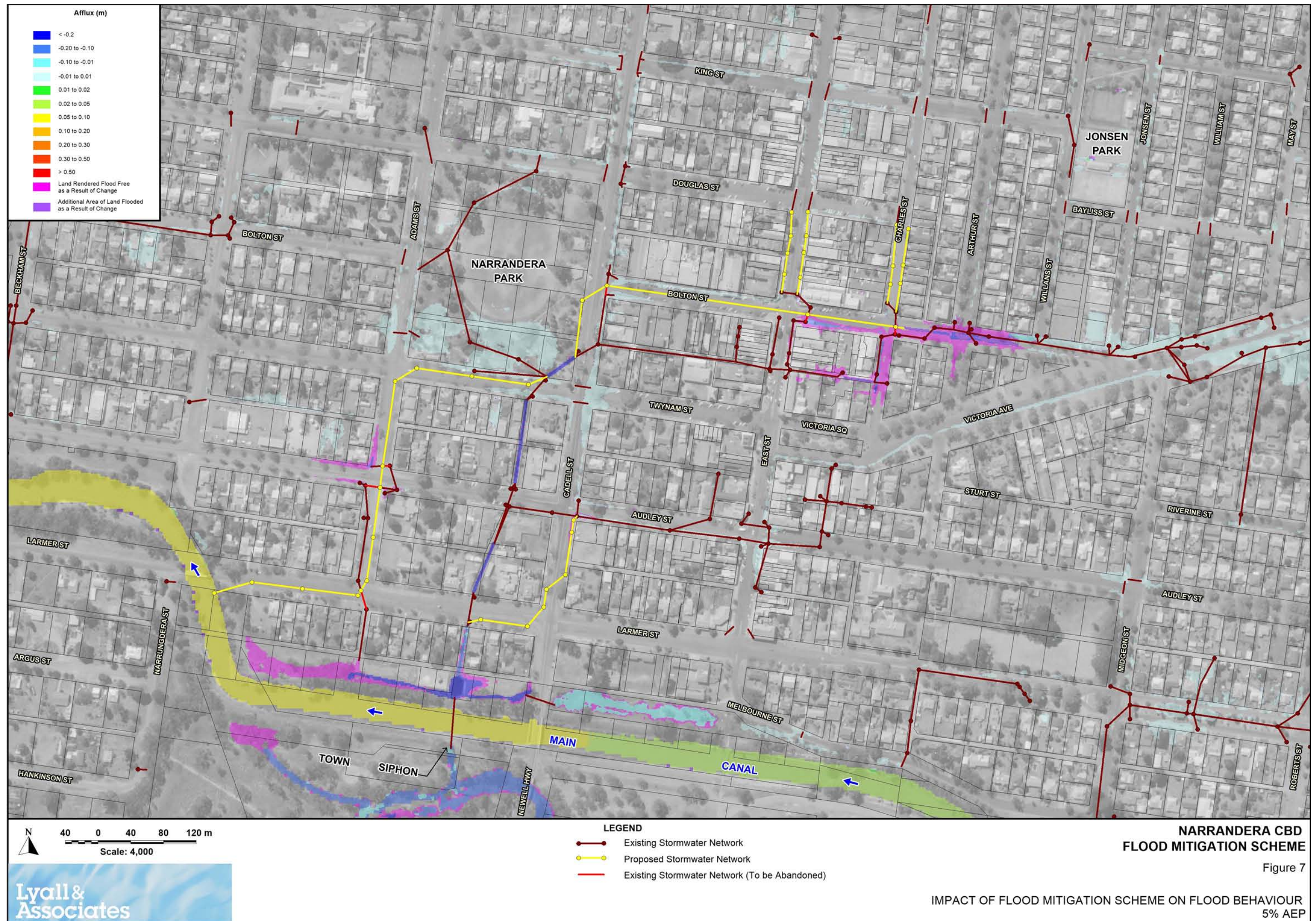
**LEGEND**

- Existing Stormwater Network (to be Retained)
- Existing Stormwater Network (to be Abandoned)
- Existing Concrete Lined Channel
- Extent of Proposed Line 1 Works
- Extent of Proposed Line 2A Works
- Proposed Line 2B Works
- Proposed Line 3 Works
- Proposed Concrete Lined Channel
- Upgraded Concrete Lined Channel
- Extent of Proposed Road Regrading

**NARRANDERA CBD  
FLOOD MITIGATION SCHEME**  
Figure 5

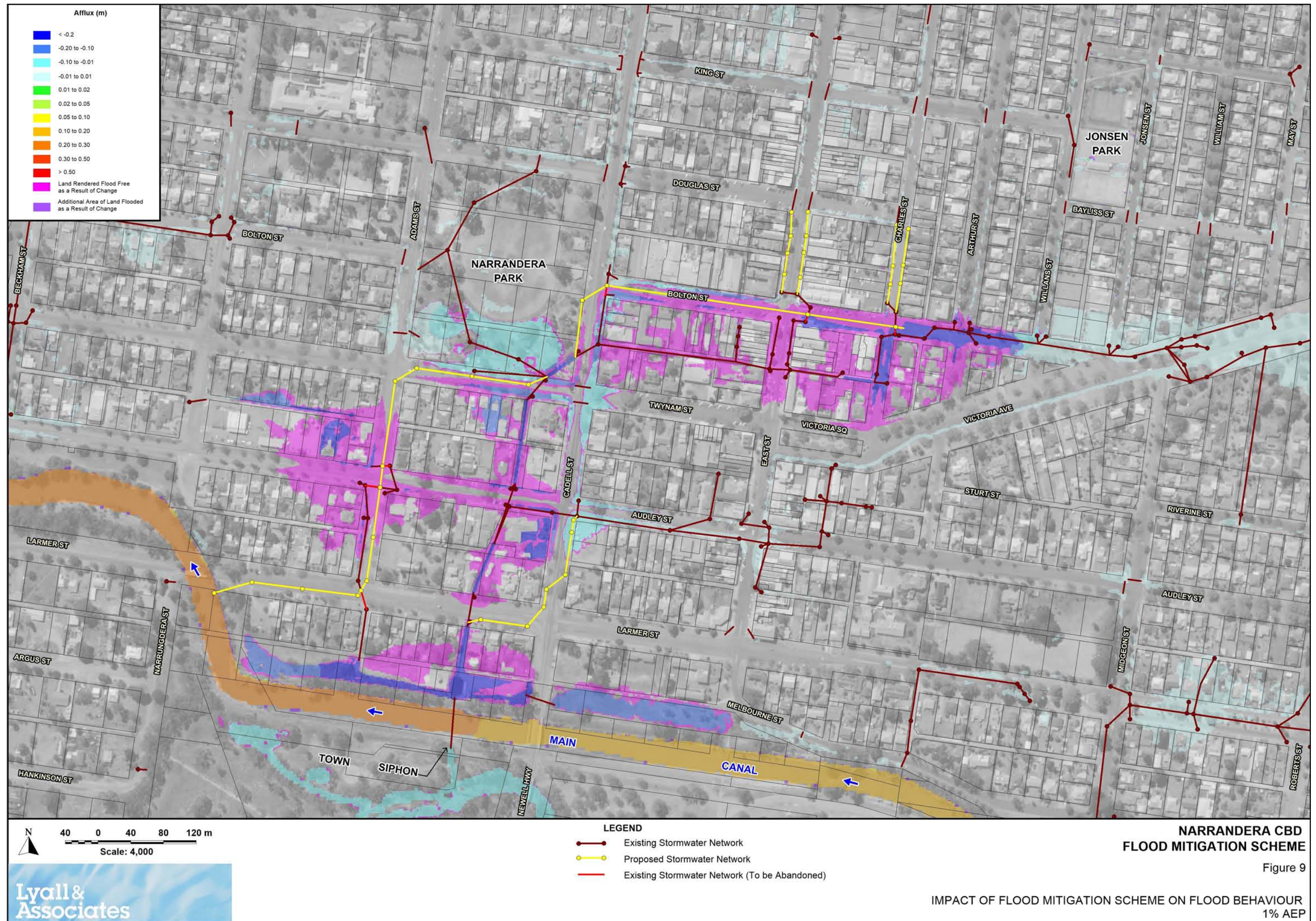
LAYOUT OF PROPOSED FLOOD MITIGATION SCHEME











**18 OUR CIVIC LEADERSHIP****18.1 REQUEST TO EXTINGUISH RIGHT OF WAY - 53 EAST STREET, NARRANDERA****Document ID:** 611195**Author:** Governance and Engagement Manager**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Our Civic Leadership**Attachments:** 1. Deposited Plan 22205 [↓](#)**RECOMMENDATION**

That Council:

1. Agrees to the extinguishment of the Right of Way burdening Lots 3 to 8 DP 22205 in the ownership of Narrandera Shire Council and Lot 7 DP 16080.
2. Notes that the solicitor acting for the owner of Lot 7 DP 16080 has advised Council that the owner has agreed to pay the costs associated with the extinguishment of the Right of Way.
3. Provides delegated authority to the Mayor and the General Manager to sign any documentation relating to this matter and for the Seal of Council to be placed on any documentation relating to this matter.

**PURPOSE**

Council was contacted in December 2021 by a solicitor acting for the owner of 53 East Street, Narrandera seeking the extinguishment of both a Right of Way (RoW) and an easement for essential services that favours Council.

**SUMMARY**

The property at 53 East Street immediately adjoins the southern boundary of the Narrandera Shire Library at 39-51 East Street comprising Lots 1 to 8 DP 22205.

This request was considered by the Executive Leadership Team (ELT) on 8 March 2022 with ELT supporting extinguishment the RoW, but not the easement.

**BACKGROUND**

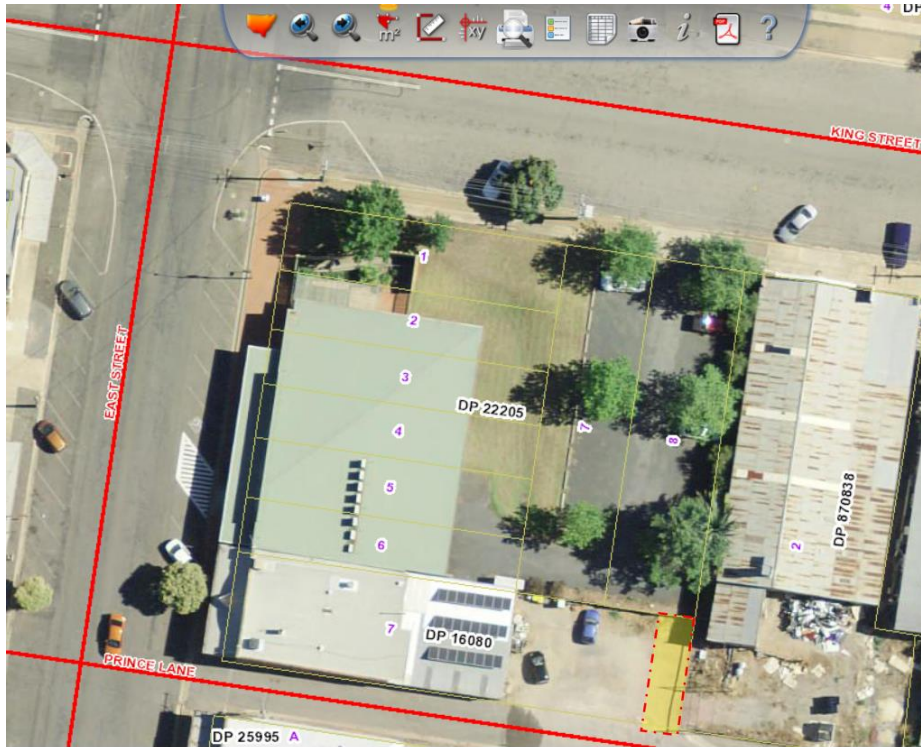
The current owner purchased the property in May 2021 and is seeking to extend the existing building toward the rear of the property. The request to extinguish the RoW means that the property owner is effectively isolating the property so that no persons have a legal right to traverse the property. Similarly, extinguishment of the easement would further isolate the rear of the property.

**RIGHT OF WAY****History**

To gain an understanding of the origin of the RoW it is necessary to go back to 1929 when Lots 1 to 7 DP 16080 were registered as a new subdivision and certificates of title issued. In 1950 Lots 1 to 6 DP 16080 became Lots 1 to 8 DP 22205, with the 3.66 metre RoW created burdening Lots 3 to 8 DP 22205 also Lot 7 DP 16080 (see attachment 1).

**Present**

The Narrandera Shire Library building and associated infrastructure such as the carpark and landscaping were built across Lots 1 to 8 DP 22205 with access available from both East Street and King Street.



Locality map of 39-53 East Street, Narrandera with the Right of Way and easement for essential services at the rear of 53 East Street, Narrandera highlighted in yellow

**Easement**

The easement for essential services including water, sewer and drainage is also 3.66 metres wide and was created in January 1999 when the library was in the planning stage.

The library was flooded during the 29 January 2022 storm event. A possible solution to lessen the likelihood of a similar occurrence in the future is to install drainage from King Street, south to Prince Lane using the rear carpark of the library and the easement at the rear of 53 East Street, Narrandera.

**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**

- Not applicable

**Financial**

- Any legal costs incurred through the extinguishment process will be borne by the applicant. This was confirmed by the solicitor acting for the applicant in an email of 26 April 2022

**Legal / Statutory**

- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- *Real Property Act 1900*

**Community Engagement / Communication**

- Presentation of this report in the ordinary section of the 17 May 2022 business paper

**Human Resources / Industrial Relations**

- There are no perceived implications with this matter

**RISKS**

Should Council not agree to extinguish the RoW there are no risks to Council as the status quo would remain. Similarly, there does not appear to be any perceived risks to Council should Council agree to extinguish the RoW as the property owned by Council has access points from other street frontages.

**OPTIONS**

The options available are for Council to either:

1. Not support the extinguishment of the RoW; or
2. Support the extinguishment of the RoW with the owner of 53 East Street to pay all costs associated with the request.

**CONCLUSION**

Given the use of Lots 1 to 8 DP 22205 as the Narrandera Shire Library and associated infrastructure, it is very unlikely that the Right of Way will ever be required. It is therefore considered reasonable to support the extinguishment of the Right of Way with the agreement that the property owner of 53 East Street pay all costs incurred.

The recommendation will be for Council to resolve to agree to the extinguishment of the Right of Way burdening Lots 3 to 8 DP 22205 owned by Narrandera Shire Council and Lot 1 DP 16080 owned by the applicant.

**RECOMMENDATION**

That Council:

1. Agrees to the extinguishment of the Right of Way burdening Lots 3 to 8 DP 22205 in the ownership of Narrandera Shire Council and Lot 7 DP 16080.
2. Notes that the solicitor acting for the owner of Lot 7 DP 16080 has advised Council that the owner has agreed to pay the costs associated with the extinguishment of the Right of Way.
3. Provides delegated authority to the Mayor and the General Manager to sign any documentation relating to this matter and for the Seal of Council to be placed on any documentation relating to this matter.

35311 30.6.49

# PLAN

Lots 1 to 6 inclusive DP 16080  
of Subdivision of ~~Lots 1 to 9 Section 58, DP 16080~~

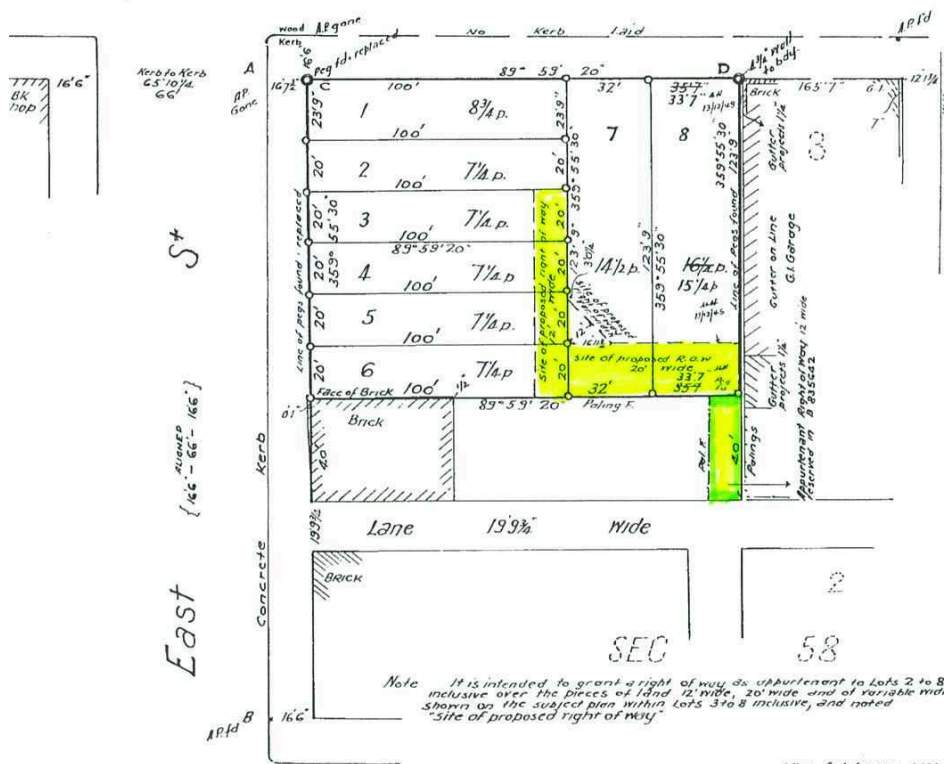
TOWN OF NARRANDERA  
MUNICIPALITY OF NARRANDERA  
Parish of Narrandera County of Cooper

SCALE 40 FEET TO AN INCH

This is the plan numbered & recorded as  
DEPOSITED PLAN No 22205 (E)  
on the 23rd day of January 1950



King St (Aligned 166'-66'-166')



CONVERSION TABLE ADDED IN REGISTRAR GENERAL'S DEPARTMENT

DP 22205

FEET INCHES	METRES
- 0 1/2	0.013
- 1	0.025
- 1 1/4	0.032
- 4 3/4	0.121
3 0 1/4	0.921
6 7 1/4	2.013
12 -	3.658
12 1 3/4	3.702
16 6	5.029
16 7 3/4	5.074
16 11 3/4	5.175
19 9 3/4	6.039
20 -	6.096
23 9	7.239
32 -	9.754
33 7	10.236
40 -	12.192
65 10 1/4	20.072
66 -	20.117
100 -	30.480
123 9	37.719
165 7	50.470

AC RD P	SO M
- 7 1/4	183.4
- 8 3/4	221.3
- 14 1/2	366.7
- 15 1/4	385.7

Right of Way  
 Easement for Services

Douglas St

Aligned 166'-66'-166'

Plan approved by Council covered by Council Clerk's Certificate N° 241 of 21st June 1948

Town Clerk

*W. J. O'Connell*  
TOWN CLERK

REFERENCE MARKS

CONING BEARING	FROM	LINKS
C	119 55 30 G.1 Ppc	2.27
D	119 55 30 G.1 Ppc	2.27

DATUM LINE OF AZIMUTH A.B.

I, Martin Hogan, of LEETON a Surveyor registered under the Surveyors Act 1929, do hereby solemnly and sincerely declare (a) that all boundaries and measurements shown on this plan are correct, (b) that all survey marks found and relevant physical objects on or adjacent to the boundaries are correctly represented (c) that all physical objects indicated actually exist in the positions shown (d) that the whole of the material facts in relation to the land are correctly represented (e) that the survey represented in this plan has been made in accordance with the Survey Practice Regulations 1938 by me and was completed on 23rd May 1948 and the reference marks have been placed as shown hereon

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Oaths Act 1900

Signature Martin Hogan

Subscribed and declared before me at Leeton this 2nd day of June 1949  
Justice of the Peace

**18.2 POLICY REVIEW - POL061 STATEMENT OF BUSINESS ETHICS****Document ID:** 611347**Author:** Executive Assistant**Authoriser:** General Manager**Theme:** Our Civic Leadership**Attachments:** 1. **UNDER REVIEW POL061 Statement of Business Ethics Policy**  
[↓](#)**RECOMMENDATION**

That Council:

1. Endorses POL061 Statement of Business Ethics Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL061 Statement of Business Ethics Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

**PURPOSE**

The purpose of this report is review of POL061 (previously ES90) Statement of Business Ethics Policy.

**SUMMARY**

Council's Statement of Business Ethics Policy was last reviewed in February 2014.

Although the next review date is set for 1 July 2024, the policy has been transitioned to Council's new template format, reviewed, and is now attached with changes plus additions highlighted in red.

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

Our Civic Leadership

**Strategy**

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

**Action**

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

## ISSUES AND IMPLICATIONS

### Policy

- Review of Statement of Business Ethics Policy

### Financial

Council is committed to ethical business practices based on public duty principles. Council's business principles are as follows:

- All procurement is conducted on the basis of value for money
- All business relationships with external parties will be transparent
- Procurement and appointment decisions will be based on merit and will be impartial and will not take extraneous issues into account
- Council procurement decision-making processes will be open (where practicable) and accountable

### Legal / Statutory

- N/A

### Community Engagement / Communication

- Policy to be submitted to May Council meeting for endorsement to place on 28-day public exhibition. Should no objections be received at the conclusion of the public exhibition period, POL061 be deemed as adopted.

### Human Resources / Industrial Relations

- N/A

## RISKS

Council's Statement of Business Ethics Policy will not be up to date.

## OPTIONS

1. Endorse the revised policy for public exhibition
2. Refer the policy with amendments to the June Council meeting for endorsement for public exhibition
3. Return the policy to staff for further review

## CONCLUSION

Endorse the policy for public exhibition and, should no objections be received at the conclusion of the public exhibition period, POL061 Statement of Business Ethics Policy be deemed as adopted.



**RECOMMENDATION**

That Council:

1. Endorses POL061 Statement of Business Ethics Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL061 Statement of Business Ethics Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.



# Statement of Business Ethics Policy 202X POL061



**NARRANDERA SHIRE COUNCIL**

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

**Phone:** 02 6959 5510  
**Fax:** 02 6959 1884



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**Policy No:** POL061  
**Policy Title:** Statement of Business Ethics Policy  
**Section Responsible:** Executive Services  
**Minute No/Ref:** XXXX  
**Doc ID:** 8368

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### 1. INTENT

The purpose of this Statement of Business Ethics is to raise private sector awareness of public sector values. It is critical that Council and its private sector contractors, suppliers, consultants, tenderers or business partners have mutual expectations of the relationship. This Statement defines the principles of conduct that are expected of both parties in order to ensure the integrity and professionalism of both organisations is enhanced and is a statement of Council's values and systems of accountability.

### 2. SCOPE

This policy applies to all activities being undertaken with Narrandera Shire.

### 3. OBJECTIVE

Council is committed to ethical business practices based on public duty principles. Council's business principles are as follows:

- All procurement is conducted on the basis of value for money
- All business relationships with external parties will be transparent
- Procurement and appointment decisions will be based on merit and will be impartial and will not take extraneous issues into account
- Council procurement decision making processes will be open (where practicable) and accountable.

### 4. POLICY STATEMENT

Narrandera Shire Council requires Councillors and staff to conduct their roles and responsibilities in the highest ethical manner consistent with the position of trust they hold on behalf of the community. Both Councillors and staff work to a written Code of Conduct.

The Council also expects private industry and its representatives to maintain similar standards of ethical conduct in their dealing with Council. It is essential that all Council officials, contractors, suppliers and their staff and other business associates work together to maintain Council's reputation.

The standards contained in this statement reflect those which are contained in Council's Management Plan and Code of Conduct.

## **5. PROVISIONS**

### **5.1 GENERAL PRINCIPLES**

Council is guided by three key principles when considering a business agreement. These principles are:

- Value for money to the ratepayer
- Impartiality through the assessment stages
- Fairness and integrity.

All potential providers of goods and services are subject to the same ethical operating environment and must comply with these guidelines.

#### **5.1.1 Value for money**

Value for money is determined by considering the impact of factors such as quality, reliability, timeliness, service and initial and ongoing costs. It does not mean 'lowest price'. However, the lowest price might offer the best value if it meets other essential criteria such as quality and reliability.

Part of obtaining best value for money also includes ensuring all of our business relationships are honest, ethical, fair and honest. Council's business dealings will be transparent and open to public scrutiny wherever possible. Given the nature of some of Council's work, there will be times when the details of some business relationships will not be made publicly available.

Council is committed to the purchase of all goods, equipment and services through established NSW Government contract systems, where possible and reasonably practical.

#### **5.1.2 Impartiality**

The objective is to be impartial and deal with suppliers fairly and even-handedly to achieve reasonable results for all participants. An impartial person will try objectively to establish criteria for determining best value for money and will objectively assess each submission against criteria.

Impartiality means trying to be objective, evenhanded and reasonable. As an example, an impartial person will try to objectively establish the criteria for determining best value for money and then assess each bid against these criteria.

Being impartial includes taking account of practicalities of a given circumstance and situation. For example, the principle of impartiality does not entail publicly advertising for bids for items of low monetary value or inviting bids from firms that have performed poorly in the past.

### **5.1.3 Fairness**

Council works within an environment where it seeks to be fair with all its dealings and endeavours to minimise any adverse effects from the decision-making process, however it must be understood that fairness does not mean pleasing everyone. If people are adversely affected by a decision, it can be considered unfortunate but not necessarily unfair.

## **5.2 EXPECTATIONS**

Council will ensure that all its policies, procedures and practices relating to tendering, contracting and the procurement of goods and services are consistent with best practice and the highest standards of ethical conduct.

### **5.2.1 Staff**

All Council procurement activities are guided by the following core business principles:

- Compliance with Council policies and procedures
- Provide fairness to all individuals and or organisations who quote or tender for the provision of goods and services
- Encourage fair and open competition while at the same time seeking value for money
- Protect commercial in confidence information
- Comply with public interest and accountability standards
- Deal honestly and equitably with suppliers
- Avoid personal conflicts of interest with public duty
- Not to solicit or accept financial or other benefits from a supplier for performing official duties
- Promptly respond to reasonable requests for advice and information
- Be accountable and act in the public interest
- Assess applications objectively, considering all relevant and material factors
- Use public resources effectively and efficiently

### **5.2.2 Tenderers, suppliers, consultants and contractors**

Council, in return, has similar expectations of its business clients, contractors, lessees, suppliers and sponsors and asks the business community to:

- Act ethically, fairly and honestly in all dealings with the Council
- Declare actual or perceived conflicts of interest as soon as possible

- Refrain from lobbying or canvassing Councillors or members of staff during the tender process
- Assist Council to prevent unethical and fraudulent behaviour in our business relationships
- Deliver value for money
- Ensure that your company representatives do not 'cold call', but rather request in advance an appointment to meet with a Council officer
- Respect the conditions and requirements stated in documents supplied by Council
- Present information concisely
- Comply with Council's tendering and practice requirements
- Respect the obligation of Council staff to comply with Council's procurement policies
- Abstain from collusive practices and not act secretly or fraudulently
- Prevent the unauthorised release of privileged or confidential information, such as commercial in confidence information
- Respond to reasonable requests for advice and information
- Do not discuss Council dealings with the media without Council's consent
- Refrain from offering Council employees or Councillors any financial or other inducement, which may lead to a position of unfair advantage in dealings with Council.

### **5.3 CONFIDENTIALITY**

All Council information should be treated as confidential unless otherwise indicated. Council is obliged by the NSW Local Government Act 1993 criteria.

- Section 10A through to 10D describes matters that can be discussed in closed committee.
- Tenders, quotations and business dealings generally fit into the criteria described in sections 10A (2) (c) and (d).

Staff must take care to maintain the security of any confidential or personal information they become aware of in their work with Council:

- Abide by the privacy legislation governing the collection holding, use correction, disclosure or transfer of personal information obtained through dealings with Council.
- Report any breach of the security or misuse of Council's confidential or personal information to the General Manager.

### **5.4 CONFLICTS OF INTEREST**

Councillors and staff conduct their activities through a Code of Conduct and, in the case of meetings, through a Code of Meeting Practice. Both codes require a declaration and non-involvement on a matter if a staff member or Councillor believes they may have either a

pecuniary or non-pecuniary interest. The Local Government Act 1993 within Chapter 12 provides the requirements for both staff and Councillors with respect to conflicts of interest. Among other matters, Councillors and designated persons within the organisation are also required to submit an annual disclosure of interest return. Sections 442 and 443 provide a definition of pecuniary and non-pecuniary interest. Conflicts of interest can involve spouses, family members and friends.

- A pecuniary interest is described where an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated (Sections 442 and 443 of the Local Government Act).
- A non-pecuniary interest is described in the Local Government Act as a private or personal interest the councillor, staff member or delegate has that does not amount to a pecuniary interest as defined but for example, a friendship, membership of an association, society or trade union or involvement or interest in an activity.

Any complaints or alleged breaches of conflict of interest can be investigated by the General Manager who can refer such matters to the Pecuniary Interest Tribunal, which has the authority to hand down severe penalties.

## **5.5 PRACTICAL GUIDELINES**

### **5.5.1 Communication**

All communication should be clear, direct and accountable to minimise the risk of perception of inappropriate influence being brought to bear on the business relationship.

### **5.5.2 Council resources**

Council resources, including materials, equipment, vehicles, documents, records, data and information, may only be used to do work for the Council with Council's approval.

### **5.5.3 Intellectual property rights**

These rights are subject to negotiation. No individual or organisation is entitled to acquire any intellectual property rights because they are employed by or have a contract with Council.

### **5.5.4 Incentives, gifts, benefits, hospitality, meals, travel, accommodation and entertainment**

Gifts should not be given to Council staff or Councillors and there should be no expectation that any gifts will be provided. Council has a gift register where Councillors and staff are required to register any incidental and unrelated gifts, as example through a sister city relationship, etc.

Councillors and staff are expected to pay for their own meals. Council discourages external parties from providing Councillors and staff with benefits such as social lunches. Councillors and staff participation is allowed only if a clear underlying business purpose exists, and the value and frequency of such functions are not excessive.

Council policies meet all approved business travel and accommodation for Councillors and staff. Council or the General Manager must agree to any variation to this policy, rather than the individual who is involved. Public liability and insurance requirements must also be considered.

Councillors and staff are generally not entitled to use Council funds to pay for entertainment. Likewise, suppliers should not pay any form of entertainment for Councillors or staff.

**Councillors and staff should refer to Council's Gifts Benefits and Hospitality Policy for more information.**

#### **5.5.5 Public comment**

Council officials, contractors, suppliers and their staff and other business associates must not make any public comment or statement that would lead anyone to believe that they are the views or policies of Council. This includes public meetings or via **the any form of mainstream or social** media.

#### **5.5.6 Secondary employment and post-separation employment**

Council has a requirement for any staff member who seeks secondary employment to obtain approval from the General Manager. Secondary employment will not be approved if it has the potential of either perceived or real to conflict with their Council employment.

**Staff should refer to Council's Secondary Employment Policy for more information.**

Post-separation, staff must not:

- **disclose confidential information obtained in the course of their employment.**
- **convert any property of the Council to their own use unless properly authorised.**

#### **5.5.7 Sponsorship**

Council will not enter into any form of sponsorship that is not open or transparent or if such sponsorship creates a perception that it could be seen as an attempt to improperly influence the decision-making process.

#### **5.5.8 Alcohol and drugs**

No person should come to work for Council or return to work under the influence of alcohol or other drugs that could impair their ability to carry out their job or cause danger to the safety of themselves or others.

### **5.6 REPORTING CORRUPTION MALADMINISTRATION AND WASTAGE**

Contractors to Council are considered to be public officials for the purposes of the Independent Commission Against Corruption (ICAC) Act and subject to the ICAC's jurisdiction.

When doing work for Council, contractors have a responsibility to report any suspected instances of corruption, maladministration, or serious and substantial waste to the Council. Alternatively, any suspected instances of corruption can be reported to the ICAC or maladministration to the Ombudsman.



## 5.7 BREACHES

Failure to comply with this policy may cause penalty clauses in a contract with Council to be invoked and or civil or criminal proceedings to be brought or other action considered by the Council.

Any person or organisation wishing to report any alleged breach of ethics need to bring the matter to the attention of the General Manager in writing to 141 East Street Narrandera NSW 2700 or by telephone (02) 6959 5510.

## 6. DEFINITIONS

- **ICAC:** Independent Commission Against Corruption
- **NSC:** Narrandera Shire Council

## 7. ROLES AND RESPONSIBILITIES

### 7.1 STAFF

Council's staff are bound by Council's Code of Conduct. When doing business, staff are accountable for their actions and are expected to use public resources effectively and efficiently, avoid conflict of interest and deal fairly, honestly and ethically with all individuals and organisations.

### 7.2 CONTRACTORS AND SUB-CONTRACTORS

Contractors are expected to advise any sub-contractor employed on their behalf of Council's business ethics as outlined within this policy.

## 8. RELATED LEGISLATION

- Independent Commission Against Corruption Act 1988
- Local Government Act 1993

## 9. RELATED POLICIES AND DOCUMENTS

- **POL058 Gifts Benefits and Hospitality Policy**
- **POL091 Secondary Employment Policy**

## 10. VARIATION

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

## 11. PREVIOUS VERSIONS

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

- S5001 Statement of Business Ethics
- ES90 Statement of Business Ethics Policy

**POLICY HISTORY**

<b>Responsible Officer</b>	<b>Executive Assistant</b>		
<b>Approved by</b>	<b>General Manager</b>		
<b>Approval Date</b>	<b>DD Month 202Y</b>		
<b>GM Signature</b> <i>(Authorised staff to insert signature)</i>			
<b>Next Review</b>	<b>1 July 2024</b>		
<b>Version Number</b>	<b>Endorsed by ELT</b>	<b>Endorsed by Council</b>	<b>Date signed by GM</b>
<b>1 Adopted</b>	-	15/02/2005	15/02/2005
<b>2 Reviewed</b>	-	17/02/2009	17/02/2009
<b>3 Reviewed</b>	-	18/02/2014	19/02/2014
<b>4 Reviewed</b>	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY
<b>5 Reviewed</b>	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY

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

**12. Acknowledgement of Training Received (if required)**

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

**19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS**

**19.1 APRIL 2022 DEVELOPMENT SERVICES ACTIVITIES**

**Document ID:** 610076  
**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 April 2022.

**PURPOSE**

The purpose of this report is to inform Council of Development Applications and other development services provided during April 2022.

**BACKGROUND**

**Development & Complying Development Applications**

A summary of Development & Complying Development Applications processed during April 2022 detailed in the following table:

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

The value of Development and Complying Development Applications approved by Council during April 2022 is detailed in the following table:

Development Type	2021/2022			
	April		Year to Date	
	Number	Value \$	Number	Value \$
Residential	2	\$ 627,645	32	\$ 5,009,258.00
Industrial			0	\$ -
Commercial *	1	\$ 1,390,000	17	\$ 19,555,709.00
Rural Residential			2	\$ 817,000.00
Subdivisions			4	\$ -
Other			0	\$ -
<b>TOTAL</b>	<b>3</b>	<b>\$ 2,017,645</b>	<b>55</b>	<b>\$ 25,381,967</b>

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 April 2022.

No	Type	Lot	DP/SP	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
031-21-22	(L)	7	16080	53-55 East St NARRANDERA	Change of use, dwelling and demolition	Conditionally Approved	46	14
037-21-22	(L)	6	748411	43 Boundary Rd NARRANDERA	Dwelling	Conditionally Approved	-	12
018-20-21 Mod 1	(L)(M)	15	750851	Gawnes Road GRONG GRONG	Solar Garden	Conditionally Approved	-	17

Type explanation

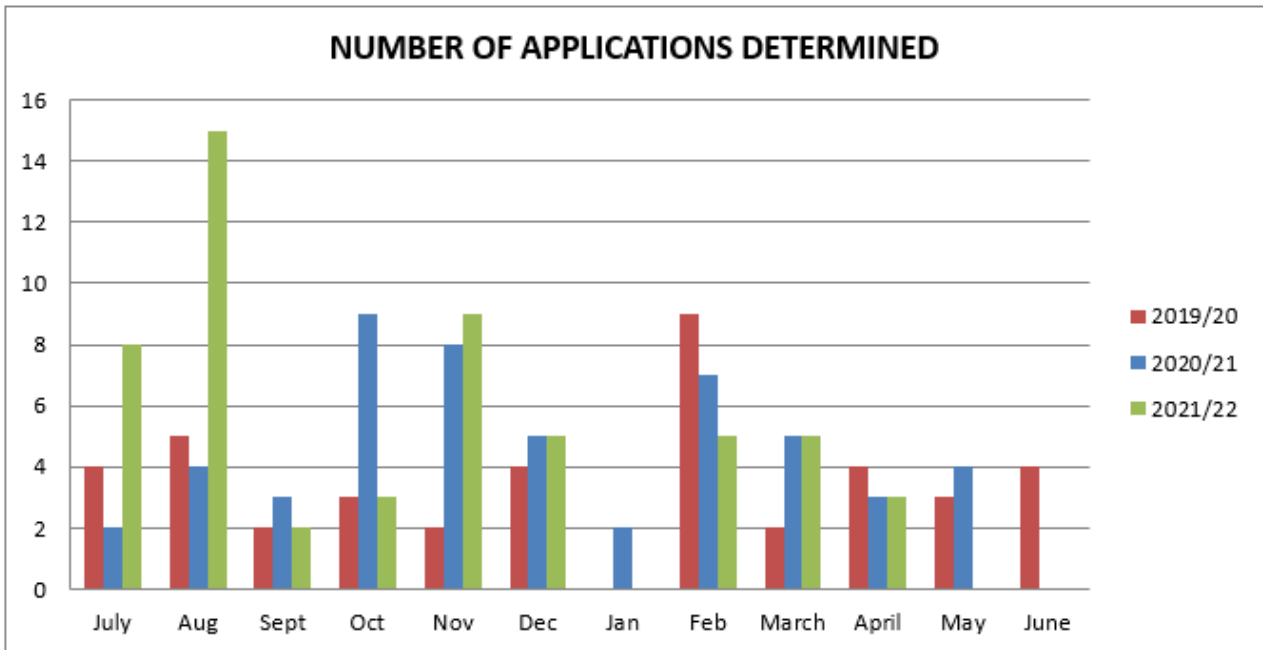
Local (L)	Merit based assessment where development consent is required. Target determination time of 40 business days.
Integrated (I)	Merit based assessment where approval from other authorities, such as RMS, RFS, DPI, is required in addition to development consent. The referral process extends the target 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

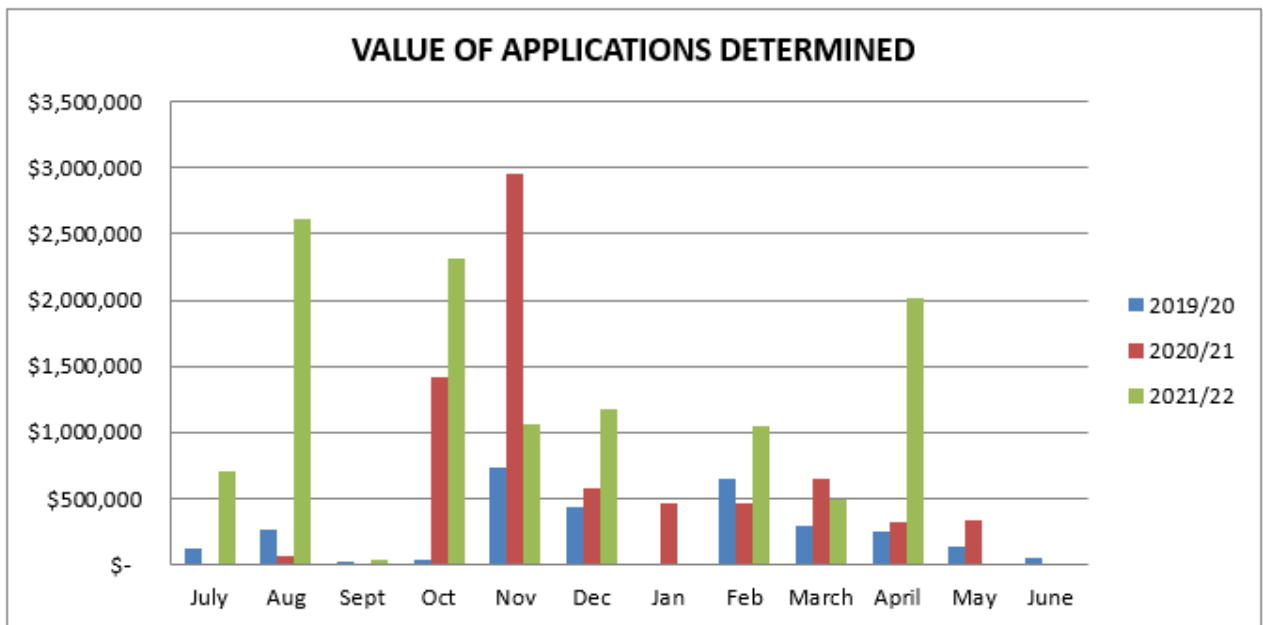
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2019/20	Narrandera Shire Council average	32 days
2020/21	Narrandera Shire Council average	30 days
2021/22	Narrandera Shire Council average YTD	28 days

This graph details the comparative number of Development and 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 April 2022 is detailed in the following table:

<b>Certificate Type</b>	<b>Number Issued</b>
Construction Certificates	4
Building Certificates	-
Subdivision Certificates	-
Occupation Certificates	1
Compliance Certificates	-
Section 10.7 (previously 149) Certificates	15
Swimming Pool Compliance Certificates	-
On-Site Septic Management System Certificates	-

**RECOMMENDATION**

That Council:

1. Receives and notes the Development Services Activities Report for April 2022.



**20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS**

**20.1 MARCH 2022 QUARTERLY BUDGET REVIEW**

**Document ID:** 609801  
**Author:** Finance Manager  
**Authoriser:** Deputy General Manager Corporate and Community  
**Theme:** Statutory and Compulsory Reporting – Financial / Audit  
**Attachments:** 1. Quarterly Budget Review Statement March 2022 [↓](#)

**RECOMMENDATION**

That Council:

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

**PURPOSE**

The purpose of this report is to present to Council the March Quarterly Budget Review Statement.

**SUMMARY**

The General Fund forecast net operating result from continuing operations after the quarter is a surplus \$9,947,000 compared to the original budget forecast result of a surplus of \$5,261,000.

The General Fund forecast net operating result before grants and contributions provided for capital after the quarter is a deficit of \$2,549,000 compared to original budget forecast deficit of \$255,000. This is as a result of transferring out \$2,629,336 for the Financial Assistance Grant (FAG) that was received in advance last financial year. Subsequently, April has seen 75% of the FAG paid in advance (\$4,124,547) resulting in a budget surplus of \$1,575,547.

Below is a table that outlines each of Council Fund’s operating positions before capital grants.

Operating Position before Capital Grants				
Fund	Original (000's)	Sept (000's)	Dec (000's)	Mar (000's)
General	-255	-2,617	-2,694	-2,549
Water	199	171	171	-210
Sewer	327	299	299	281
Consolidated	271	-2,147	-2,224	-2,478

**BACKGROUND**

Council, in accordance with the Local Government Financial Regulations, is required to prepare a Quarterly Budget Review Statement (QBRs).

The Financial Regulations mandate a minimum of six statements that must be produced. These are a Statement by the Responsible Accounting Officer, Income & Expenses Statement, Capital Budget Statement, Cash & Investments Position Statement, Key Performance Indicators and a Statement of Contracts and Other Expenses.

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

Nil

**ISSUES AND IMPLICATIONS**

**Policy**

- Nil

**Financial**

- Council's short-term financial position (the level of working capital) is satisfactory as at 31 March 2022.

**Legal / Statutory**

- To comply with Local Government Regulations 2021 Part 9 Division 3 Clause 203.

**Community Engagement / Communication**

- N/A

**Human Resources / Industrial Relations (if applicable)**

- N/A

**RISKS**

N/A

**VARIATIONS**

Significant variations during the March quarter are detailed below by Fund and Activity.

**General Fund**

Budget Variation	Amount	Funding Source	Net Impact Favourable / (Unfavourable)
<b><i>User charges and fees - \$576k fav</i></b>			\$576,000
Private Works Revenues	\$620,000	Revenue	
RMS Ordered works	\$45,512	Revenue	
Vehicle Lease Payment – Post Tax	\$11,865	Revenue	
<b><i>Higher than anticipated income received</i></b>			
Passenger Landing Fees	(\$60,000)	Revenue	
<b><i>Decreased landing fees due to covid-19</i></b>			
CT vehicle Sales	(\$40,000)	Reserve	

<i>Vehicle replacement has been delayed until 2022-2023</i>			
<b>Other revenues - \$21k (unfav)</b>			
Legal Costs Rates Revenue	\$25,000	Revenue	
<i>Additional Income offset by increased materials and services expenses</i>			
Statewide Mutual Rebate	(\$20,000)	Revenue	
<i>Budget decreased as the rebate has been discontinued</i>			
Income from Insurance	\$27,410	Revenue	(\$21,000)
<i>Income received offset by insurance expenses</i>			
Motor Vehicle Insurance discount	\$8,000	Revenue	
<i>Insurance discount received, unknown at the time of budgeting</i>			
Dividend Paid from Water Fund	(\$60,000)	Revenue	
<i>Dividend is dependent upon the Integrated Water Cycle Management strategy</i>			
<b>Operating grants and contributions - \$37k fav</b>			
Australia Day Community Grant	\$20,000	Grant	
Summer Fund Grant Movie Night Program	\$13,700	Grant	\$37,000
Youth Week Grant	\$3,313	Grant	
<i>Successful grant funding received</i>			
<b>Capital grants and contributions - \$785k fav</b>			
SCCF Round 4 Funding	\$505,000	Grant	
Regional Roads Repair Grant	\$15,000	Grant	
School Zone Infrastructure Grant	\$15,800	Grant	
<i>Successful grant funding received</i>			\$785,000
Building Better Regions Round 6	\$418,903	Grant	
<i>Grant application, awaiting outcome</i>			
Active Transport Partnership	(\$170,000)	Grant	
<i>Unsuccessful grant funding application</i>			
<b>Interest and investments - \$19k (unfav)</b>			
Interest on Investments	(\$20,000)	Revenue	(\$19,000)
<i>Decrease in interest rate of return due to COVID-19 impact</i>			
Investment Dividends	\$500	Revenue	

<i>Inclusion of dividend for shares in Bendigo Bank</i>			
<b>Net gain from disposal of assets - \$147k fav</b>			
Industrial Sub Sales	\$147,000	Revenue	\$147,000
<i>Income received from the Sale of Industrial Land</i>			
<b>Rental income - \$8k – (unfav)</b>			
Argyle Street Rent	(\$6,375)	Revenue	(\$8,000)
Manderlay Road Rent	(\$2,559)	Revenue	
<i>Lower than anticipated income received</i>			
<b>Employee benefits and oncosts - \$175k fav</b>			
HMMS wages and salaries	(\$2,681)	Grant	\$175,000
Public toilet wages and salaries	\$22,000	Revenue	
Cemetery wages and salaries	\$6,000	Revenue	
Aerodrome Expenses wages and salaries	(\$20,000)	Revenue	
Urban roads wages and salaries	\$80,000	Revenue	
Sealed Rural Roads wages and salaries	\$60,000	Revenue	
Rural Unsealed wages and salaries	\$50,000	Revenue	
Economic Development wages	(\$6,642)	Revenue	
<i>Budget transfer offset with materials and services</i>			
Development and compliance wages and salaries	\$60,000	Revenue	
<i>Vacant position, funds transferred to Infrastructure Renewal reserve</i>			
Private Works wages and salaries	(\$75,000)	Revenue	
<i>Increased expenses offset by increased revenues</i>			
<b>Materials and services - \$769k (unfav)</b>			
Project Expenses	\$18,000	Revenue	(\$769,000)
<i>Budget cancelled funds no longer required</i>			
Christmas Promotion material and contract	\$2,183	Revenue	
Cemetery Material and Contracts	(\$8,500)	Revenue	
Parks expenses	(\$22,000)	Revenue	
Aerodrome Expenses materials and contracts	\$27,500	Revenue	
Urban Roads Materials and contracts	(\$80,000)	Revenue	

Sealed Rural Roads materials & Contracts	(\$60,000)	Revenue	
Rural Unsealed materials and contracts	(\$50,000)	Revenue	
<i>Budget transfer offset from employee benefits and oncosts</i>			
Marketing & Tourism Grant	(\$63,078)	Grant	
<i>Increased expense for successful Grant funding received</i>			
Workshop Expenses materials and contracts	(\$40,000)	Reserve	
Fuel Expenses	(\$30,000)	Reserve	
Tyres Expenses	(\$30,000)	Reserve	
<i>Increased expenses for plant running costs</i>			
Private works	(\$433,227)	Revenue	
<i>Increased expenses offset by increased revenues</i>			
<b>Impairment of Receivables - \$1k (unfav)</b>			
CT - Bad Debt Write Off	(\$1,000)	Revenue	(\$1,000)
<i>Increased expenses for Community Transport expenses bad debts</i>			
<b>Legal costs - \$40k (unfav)</b>			
Rates and Debtors legal costs	(\$25,000)	Revenue	
<i>Increased expenses offset by increased income received</i>			(\$40,000)
Industrial Development Legal Exp.	(\$15,454)	Revenue	
<i>Increased legal expenses for sale of land, Redhill industrial estate</i>			
<b>Total Favourable</b>			<b>\$865,000</b>
<b>Capital Expenditure – \$378 (unfav)</b>			
Plant Replacement	\$979,000	Reserve	
<i>Funds transferred to reserve, delayed ability to obtain plant items</i>			
Narrandera West Drainage Improvements	\$27,483	Reserve	
Drainage Improvements Driscoll Road	(\$27,483)	Reserve	
SQL Server Software Licenses	\$11,615	Reserve	
Azure Premium P1 Implementation	\$3,516	Reserve	
GDA and SSA Implementation	\$263	Reserve	
Replace Desktops/Laptops	(\$6,155)	Reserve	
Councillor iPad Project	(\$193)	Reserve	
			<b>(\$378,000)</b>

Replace Firewall	(\$3,516)	Reserve
Replace Network Switches	(\$5,000)	Reserve
Disaster Recovery Planning	(\$460)	Reserve
MagiQ Publishing Portal	(\$70)	Reserve
Narrandera Adventure Playground Upgrades	\$25,000	Revenue
Adventure Playground inclusive spaces (ECP)	(\$25,000)	Revenue
LRCI Brewery Flat Improvements	\$1,500	Grant
LRCI Art Centre Storage	\$2,500	Grant
LRCI Audit Requirements	(\$4,000)	Grant
LRCI Melbourne Street	(\$59,920)	Revenue
LRCI Laneway Upgrade	(\$28,000)	Revenue
Urban Road Construction Laneways	(\$11,564)	Revenue
Urban Reseals	\$66,612	Revenue
Urban Pavement Rehabilitation	\$39,564	Revenue
Urban Kerb and Gutter replacement	\$51,322	Revenue
Urban Footpath replacement	\$8,598	Revenue
Narrandera Bus Route (FLR RD3)	(\$220,607)	Revenue
Rural Roads Reseals	\$153,995	Revenue
<i>Unspent funds reallocated to overspent projects, nil variance</i>		
IT Review	\$2,453	Revenue
Improvement of water haulage	\$15,000	Revenue
Innovation Rural infrastructure Mgmt	\$11,995	Revenue
<i>Funds transferred to Reserve, project cancelled</i>		
CCTV system for the Main Street	\$54,866	Reserve
Narrandera Playgrounds Upgrades	\$10,000	Reserve
Brln Playground Upgrades and festive decorations	\$10,000	Revenue
Biosecurity Mapping System	\$23,060	Revenue
Furniture - Narrandera Cemetery	\$5,000	Revenue
Cemetery management plans, master planning, management and mapping software	\$70,000	Reserve/ Revenue

<i>Project deferred to 2022-23, funds transferred to reserve</i>			
Art on the Water Tower Stage 2	(\$20,000)	Reserve	
Emergency Drainage Works	(\$150,000)	Reserve	
NBCMP Bolton Street	(\$100,000)	Reserve	
<i>Projects funded from reserves</i>			
New Building at Depot	(\$150,000)	Revenue	
<i>Project funded by increased private works revenues</i>			
Active Transport – Walking	\$170,000	Grant	
<i>Unsuccessful grant application</i>			
BBR6 Solar Panels	(\$100,000)	Grant	
BBR6 LTTP Power Sites	(\$637,806)	Grant/ Reserve	
<i>Budget inclusion pending grant application</i>			
SCCF4 Ndra Sptsgrnd Changeroom	(\$200,000)	Grant	
SCCF4 Barellan Netball Courts	(\$170,000)	Grant	
SCCF4 Narrandera Sports Stadium	(\$65,000)	Grant	
SCCF4 LT Water Park Entrance	(\$60,000)	Grant	
SCCF4 Water Refill Stations	(\$50,000)	Grant	
Repair Grant - Barellan Road	(\$15,000)	Grant	
School Zone Infrastructure Program	(\$15,800)	Grant	
<i>Successful grant funding projects</i>			
<b>Reserve Transfers - \$162 (fav)</b>			
Plant & Vehicle Replacement	\$739,034	Reserve	
Street Camera Replacement	\$1,000	Reserve	
Computer Replacement	\$2,453	Revenue	
Ndra Cemetery Perpetual Maint	\$20,000	Reserve	
Infrastructure Replace & Renewal	\$98,060	Reserve	<b>\$162,188</b>
Section 7.11	\$53,866	Reserve	
<i>Transfer to Reserve, unspent capital</i>			
Public Art & Festive Tree Maint.	(\$20,000)	Reserve	
Infrastructure Replace & Renewal	(\$208,903)	Reserve	
Ndra Business Centre Master Plan	(\$100,000)	Reserve	

Lake Talbot Tourist Park	(\$150,000)	Reserve	
Narrandera Stormwater Reserve	(\$150,387)	Reserve	
<i>Funds allocated to capital projects</i>			
Promotion, Marketing & Events	(\$49,378)	Reserve	
<i>Funds allocated to Narrungderra Earth Festival</i>			
Waste Reserve	(\$22,800)	Reserve	
Unspent Grants & Contributions	(\$36,000)	Reserve	
Infrastructure Replace & Renewal	(\$20,000)	Reserve	
<i>Transfer from reserve, operating expenses</i>			
Slide Replacement Retention	(\$114,619)	Reserve	
Barellan Pool Retention	(\$3,492)	Reserve	
<i>Transfer from reserve, retention paid to contractor</i>			
Property Development	\$123,354	Reserve	
<i>Transfer to reserve, sale of land at Redhill estate</i>			

**Water Fund**

Budget Variation	Amount	Funding Source	Net Impact Favourable / (Unfavourable)
<b><i>User charges and fees - \$310k (unfav)</i></b>			
User Charges - Res. Properties	(\$310,000)	Reserves	(\$310,000)
<i>Lower water consumption accounts due to increased rainfall</i>			
<b><i>Capital grants and contributions - \$250k fav</i></b>			
Building Better Regions 6	\$250,000	Grant	\$250,000
<i>Grant funding, awaiting outcome</i>			
<b><i>Interest and investments - \$10k (unfav)</i></b>			
Interest Earned on Investments	(\$10,000)	Reserves	(\$10,000)
<i>Decrease in interest rate of return due to covid-19 impact</i>			
<b><i>Employee benefits and oncosts - \$18k (unfav)</i></b>			
Bores Expenses	(\$10,000)	Reserves	
Reservoir Expenses	(\$3,000)	Reserves	(\$18,000)
Meter Reading	(\$5,000)	Reserves	
<i>Higher than anticipated employee expenses</i>			



<b>Materials and services - \$38k (unfav)</b>			
Bores Expenses	(\$30,000)	Reserves	
Telemetry	(\$17,000)	Reserves	
<i>Higher than anticipated maintenance expenses</i>			
<b>Total Unfavourable</b>			<b>(\$126,000)</b>
<b>Capital Expenditure – \$296 (unfav)</b>			
BBR6 Solar Panels	(\$400,000)	Grant/ Reserve	
<i>Budget inclusion pending grant application</i>			
Valve Exerciser & Non-destructive digger	\$135,000	Reserve	
<i>Project cancelled, funds transferred to reserve</i>			
LTPP Fire Service Watermain	(\$5,956)	Reserve	
Bulk Water Filling Station	(\$25,000)	Reserve	
<i>Transfer from reserve for project funding</i>			
<b>Reserve Transfers - \$425 (unfav)</b>			
Asset Replacement	(\$462,899)	Reserve	
<i>Transfer from reserve, operational and capital expenses</i>			
Pine Hill Retention	\$37,640	Reserve	
<i>Transfer to Reserve, retention for Pine Hill Reservoir</i>			

**Sewer Fund**

Budget Variation	Amount	Funding Source	Net Impact Favourable / (Unfavourable)
<b>Capital grants and contributions - \$250k fav</b>			
Building Better Regions 6	\$250,000	Grant	
<i>Grant funding, awaiting outcome</i>			
<b>Interest and investments - \$2k fav</b>			
Interest on Investments	\$2,000	Reserve	
<i>Higher than anticipated reserve balance, increased income</i>			
<b>Borrowing costs - \$20k (unfav)</b>			
Interest Expense Barellan Sewer	(\$20,000)	Reserve	
<i>Loan brought forward from 2022/23</i>			

<b>Total Favourable</b>			<b>\$232,000</b>
<b>Capital Expenditure - \$470k (unfav)</b>			
BBR6 Solar Panels	(\$400,000)	Grant/ Reserve	(\$470,000)
<i>Budget inclusion pending grant application</i>			
Sewer Service Replacements	(\$70,000)	Reserve	
<i>Transfer from reserve for project funding</i>			
<b>Reserve Transfers - \$283k (unfav)</b>			
Asset Replacement	(\$283,262)	Reserve	(\$283,262)
<i>Transfer from reserve, operational and capital expenses</i>			

**Key Performance Indicators**



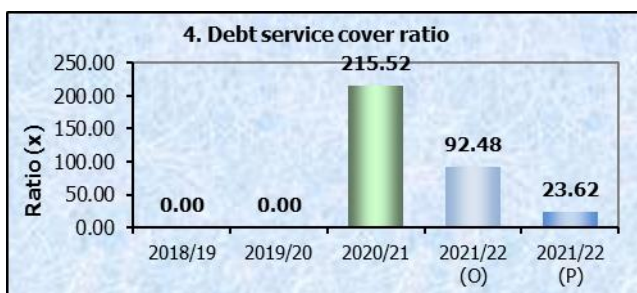
This ratio measures Council's achievement of containing operating expenditure within operating revenue.



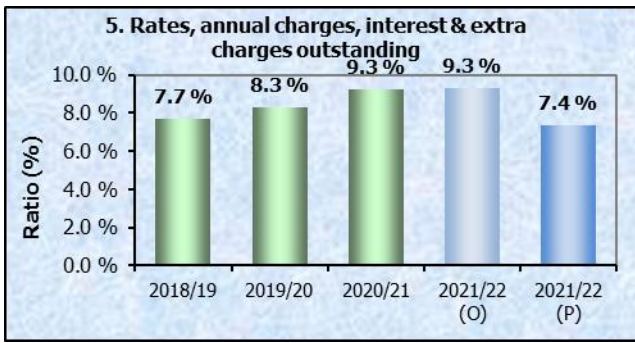
This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.



To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.



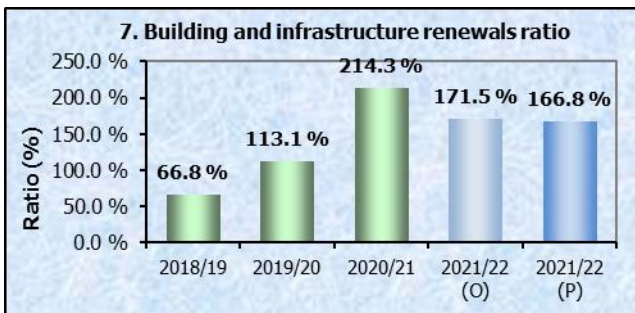
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.



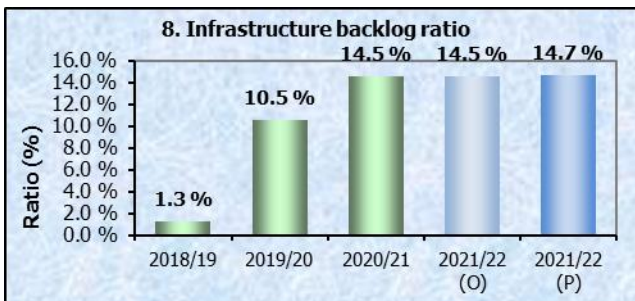
To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.



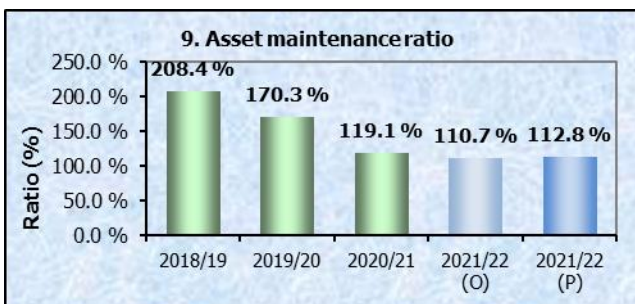
This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.



To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.



This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.



Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the Infrastructure Backlog growing.

### CONCLUSION

That Council receives, notes and adopts the March Quarterly review in accordance with the Local Government Financial Regulations.

**RECOMMENDATION**

That Council:

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

Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/22 to 31/03/22

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Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/22 to 31/03/22

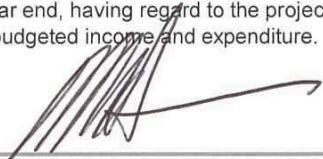
**Report by responsible accounting officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

**31 March 2022**

It is my opinion that the Quarterly Budget Review Statement for Narrandera Shire Council for the quarter ended 31/03/22 indicates that Council's projected financial position at 30/6/22 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: \_\_\_\_\_



date: \_\_\_\_\_

21/04/2022.

Martin Hiscox  
Responsible accounting officer

Narrandera Shire Council

**Quarterly Budget Review Statement**

for the period 01/01/22 to 31/03/22

**Income & expenses budget review statement**

Budget review for the quarter ended 31 March 2022

**Income & expenses - Council Consolidated**

(\$000's)	Original budget 2021/22	Approved Changes				Revised budget 2021/22	Variations for this Mar Qtr		Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS	Dec QBRS						
<b>Income</b>											
Rates and annual charges	8,371	-	-	(4)	-	8,367	-		8,367	8,371	
User charges and fees	3,362	-	-	6	217	3,585	266		3,851	2,920	
Other revenues	509	-	-	348	1	858	(21)		837	681	
Grants and contributions - operating	6,966	(2,625)	224	35	20	4,620	37		4,657	3,355	
Grants and contributions - capital	7,199	5,676	-	(220)	1,033	13,688	1,285		14,973	5,024	
Interest and investment revenue	209	-	-	-	-	209	(27)		182	70	
Net gain from disposal of assets	91	-	-	-	65	156	147		303	296	
Fair value increment on investment properties	-	-	-	-	-	-	-		-	-	
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-		-	-	
Reversal of impairment losses on receivables	-	-	-	-	-	-	-		-	-	
Rental income	228	-	-	3	-	231	(8)		223	153	
Share of interests in joint ventures	-	-	-	-	-	-	-		-	-	
<b>Total income from continuing operations</b>	<b>26,935</b>	<b>3,051</b>	<b>224</b>	<b>168</b>	<b>1,336</b>	<b>31,714</b>	<b>1,679</b>		<b>33,393</b>	<b>20,870</b>	
<b>Expenses</b>											
Employee benefits and on-costs	8,278	23	-	31	(63)	8,269	(157)		8,112	6,016	
Borrowing costs	9	-	-	-	-	9	20		29	16	
Materials and services	5,078	261	74	14	345	5,772	807		6,579	4,935	
Depreciation and amortisation	5,704	-	-	-	-	5,704	-		5,704	4,278	
Impairment of receivables	6	-	-	-	-	6	1		7	3	
Legal costs	35	-	-	20	3	58	40		98	81	
Consultants	34	6	6	-	-	46	-		46	16	
Other expenses	326	-	-	-	-	326	(3)		323	186	
Interest & investment losses	-	-	-	-	-	-	-		-	-	
Net Loss from disposal of assets	-	-	-	-	-	-	-		-	-	
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-		-	-	
Fair value decrement on investment properties	-	-	-	-	-	-	-		-	-	
Share of interests in joint ventures	-	-	-	-	-	-	-		-	-	
<b>Total expenses from continuing operations</b>	<b>19,470</b>	<b>290</b>	<b>80</b>	<b>65</b>	<b>285</b>	<b>20,190</b>	<b>708</b>		<b>20,898</b>	<b>15,531</b>	
<b>Net operating result from continuing operations</b>	<b>7,465</b>	<b>2,761</b>	<b>144</b>	<b>103</b>	<b>1,051</b>	<b>11,524</b>	<b>971</b>		<b>12,495</b>	<b>5,339</b>	
Discontinued operations - surplus/(deficit)						-			-		
<b>Net operating result from all operations</b>	<b>7,465</b>	<b>2,761</b>	<b>144</b>	<b>103</b>	<b>1,051</b>	<b>11,524</b>	<b>971</b>		<b>12,495</b>	<b>5,339</b>	
<b>Net Operating Result before Capital Items</b>	<b>266</b>	<b>(2,915)</b>	<b>144</b>	<b>323</b>	<b>18</b>	<b>(2,164)</b>	<b>(314)</b>		<b>(2,478)</b>	<b>315</b>	

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/03/22 and should be read in conjunction with the total QBRS report

**Narrandera Shire Council**

**Consolidated Income Statement**

for the period ending 31 March 2022

	Original Budget	Mar Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	8,371	8,367	8,371
User charges and fees	3,362	3,851	2,920
Other revenues	509	837	681
Grants and contributions provided for operating purposes	6,966	4,657	3,355
Grants and contributions provided for capital purposes	7,199	14,973	5,024
Interest and investment revenue	209	182	70
Rental income	228	223	153
Net gain from the disposal of assets	91	303	296
<b>Total income from continuing operations</b>	<b>26,935</b>	<b>33,393</b>	<b>20,870</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	8,278	8,112	6,016
Materials and services	5,147	6,723	5,032
Borrowing costs	9	29	16
Depreciation and amortisation	5,704	5,704	4,278
Impairment of receivables	6	7	3
Other expenses	326	323	186
Net loss from the disposal of assets	-	-	-
<b>Total expenses from continuing operations</b>	<b>19,470</b>	<b>20,898</b>	<b>15,531</b>
<b>Operating result from continuing operations</b>	<b>7,465</b>	<b>12,495</b>	<b>5,339</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>7,465</b>	<b>12,495</b>	<b>5,339</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>266</b>	<b>(2,478)</b>	<b>315</b>



Narrandera Shire Council												
10 Year Financial Plan for the Years ending 30 June 2032												
INCOME STATEMENT - CONSOLIDATED												
Scenario: Budget 2021-2031 - Recommended												
	Actuals	Current Year	Projected Years									
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Income from Continuing Operations</b>												
<b>Revenue:</b>												
Rates & Annual Charges	8,154,000	8,366,540	8,597,789	8,855,788	9,219,132	9,251,363	9,506,800	9,834,156	10,064,242	10,299,934	10,541,368	10,788,686
User Charges & Fees	3,248,000	3,852,129	3,213,308	3,299,867	3,382,173	4,244,127	4,430,056	4,540,637	4,653,996	4,770,192	4,889,301	5,011,391
Other Revenues	964,000	836,455	721,265	721,496	442,734	442,977	443,226	443,481	443,743	444,012	444,287	444,569
Grants & Contributions provided for Operating Purposes	8,052,000	4,656,965	7,565,541	7,292,811	7,379,927	7,493,123	7,608,580	7,726,345	7,846,463	7,968,984	8,093,951	8,221,733
Grants & Contributions provided for Capital Purposes	8,007,000	14,972,321	5,739,000	538,000	823,000	6,670,500	6,619,250	250,500	245,500	263,000	425,500	188,000
Interest & Investment Revenue	278,000	181,450	226,480	328,710	441,290	486,450	439,225	439,226	435,225	438,925	434,425	434,925
<b>Other Income:</b>												
Net Gains from the Disposal of Assets	11,000	303,643	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Rental Income	209,000	222,677	225,004	227,931	230,930	234,003	237,152	240,378	243,684	247,070	250,538	254,092
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Income from Continuing Operations</b>	<b>28,923,000</b>	<b>33,392,180</b>	<b>26,379,886</b>	<b>21,356,104</b>	<b>22,010,686</b>	<b>28,914,042</b>	<b>29,375,788</b>	<b>23,566,224</b>	<b>24,024,353</b>	<b>24,523,616</b>	<b>25,170,870</b>	<b>25,434,896</b>
<b>Expenses from Continuing Operations</b>												
Employee Benefits & On-Costs	8,066,000	8,111,821	8,367,425	8,428,577	8,585,108	8,758,900	8,922,027	9,102,561	9,272,568	9,453,120	9,637,276	9,825,117
Borrowing Costs	4,000	27,877	45,744	142,080	137,385	132,540	127,539	122,378	117,049	111,545	105,917	100,768
Materials & Contracts	6,175,000	6,721,832	5,727,100	5,421,407	5,590,360	5,599,084	5,726,947	6,416,964	6,645,648	6,693,762	6,837,380	6,984,602
Depreciation & Amortisation	4,958,000	5,705,096	6,117,411	6,248,767	6,340,767	6,394,367	6,448,979	6,750,620	6,812,233	6,875,013	6,938,983	7,004,167
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	6,000	7,156	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120
Other Expenses	414,000	323,332	325,938	333,612	341,477	349,539	357,802	366,272	374,954	383,853	392,975	402,325
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses from Continuing Operations</b>	<b>19,623,000</b>	<b>20,897,114</b>	<b>20,589,738</b>	<b>20,580,562</b>	<b>21,001,217</b>	<b>21,240,551</b>	<b>21,589,414</b>	<b>22,764,916</b>	<b>23,228,572</b>	<b>23,523,414</b>	<b>23,918,652</b>	<b>24,323,098</b>
<b>Operating Result from Continuing Operations</b>	<b>9,300,000</b>	<b>12,495,066</b>	<b>5,790,148</b>	<b>775,541</b>	<b>1,009,469</b>	<b>7,673,491</b>	<b>7,786,374</b>	<b>801,308</b>	<b>795,781</b>	<b>1,000,203</b>	<b>1,252,219</b>	<b>1,111,798</b>
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net Profit/(Loss) from Discontinued Operations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Operating Result for the Year</b>	<b>9,300,000</b>	<b>12,495,066</b>	<b>5,790,148</b>	<b>775,541</b>	<b>1,009,469</b>	<b>7,673,491</b>	<b>7,786,374</b>	<b>801,308</b>	<b>795,781</b>	<b>1,000,203</b>	<b>1,252,219</b>	<b>1,111,798</b>
Net Operating Result before Grants and Contributions provided for Capital Purposes	1,293,000	(2,477,255)	51,148	237,541	186,469	1,002,991	1,167,124	550,808	550,281	737,203	826,719	923,798

Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/22 to 31/03/22

**Income & expenses budget review statement**

Budget review for the quarter ended 31 March 2022

**Income & expenses - General Fund**

(\$000's)	Original budget 2021/22	Approved Changes				Revised budget 2021/22	Variations for this Mar Qtr		Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS	Dec QBRS		Mar	Qtr			
<b>Income</b>											
Rates and annual charges	6,119	-	-	(8)	-	6,111	-		6,111	6,117	
User charges and fees	1,736	-	-	6	217	1,959	576		2,535	2,079	
Other revenues	509	-	-	348	1	858	(21)		837	681	
Grants and contributions - operating	6,966	(2,625)	224	35	20	4,620	37		4,657	3,355	
Grants and contributions - capital	5,516	5,495	-	(333)	1,033	11,711	785		12,496	4,865	
Interest and investment revenue	139	-	-	-	-	139	(19)		120	43	
Net gain from disposal of assets	91	-	-	-	65	156	147		303	296	
Fair value increment on investment properties	-	-	-	-	-	-	-		-	-	
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-		-	-	
Reversal of impairment losses on receivables	-	-	-	-	-	-	-		-	-	
Rental income	228	-	-	3	-	231	(8)		223	153	
Share of interests in joint ventures	-	-	-	-	-	-	-		-	-	
<b>Total income from continuing operations</b>	<b>21,304</b>	<b>2,870</b>	<b>224</b>	<b>51</b>	<b>1,336</b>	<b>25,785</b>	<b>1,497</b>		<b>27,282</b>	<b>17,589</b>	
<b>Expenses</b>											
Employee benefits and on-costs	7,641	23	-	14	(68)	7,610	(175)		7,435	5,506	
Borrowing costs	9	-	-	-	-	9	-		9	6	
Materials and services	3,124	261	74	(29)	350	3,780	769		4,549	3,484	
Depreciation and amortisation	4,868	-	-	-	-	4,868	-		4,868	3,651	
Impairment of receivables	6	-	-	-	-	6	1		7	3	
Legal costs	35	-	-	20	3	58	40		98	81	
Consultants	34	6	6	-	-	46	-		46	16	
Other expenses	326	-	-	-	-	326	(3)		323	186	
Interest & investment losses	-	-	-	-	-	-	-		-	-	
Net Loss from disposal of assets	-	-	-	-	-	-	-		-	-	
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-		-	-	
Fair value decrement on investment properties	-	-	-	-	-	-	-		-	-	
Share of interests in joint ventures	-	-	-	-	-	-	-		-	-	
<b>Total expenses from continuing operations</b>	<b>16,043</b>	<b>290</b>	<b>80</b>	<b>5</b>	<b>285</b>	<b>16,703</b>	<b>632</b>		<b>17,335</b>	<b>12,933</b>	
<b>Net operating result from continuing operation:</b>	<b>5,261</b>	<b>2,580</b>	<b>144</b>	<b>46</b>	<b>1,051</b>	<b>9,082</b>	<b>865</b>		<b>9,947</b>	<b>4,656</b>	
Discontinued operations - surplus/(deficit)						-			-		
<b>Net operating result from all operations</b>	<b>5,261</b>	<b>2,580</b>	<b>144</b>	<b>46</b>	<b>1,051</b>	<b>9,082</b>	<b>865</b>		<b>9,947</b>	<b>4,656</b>	
<b>Net Operating Result before Capital Items</b>	<b>(255)</b>	<b>(2,915)</b>	<b>144</b>	<b>379</b>	<b>18</b>	<b>(2,629)</b>	<b>80</b>		<b>(2,549)</b>	<b>(209)</b>	

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/03/22 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

General Fund Income Statement

for the period ending 31 March 2022

	Original Budget	Mar Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	6,119	6,111	6,117
User charges and fees	1,736	2,535	2,079
Other revenues	509	837	681
Grants and contributions provided for operating purposes	6,966	4,657	3,355
Grants and contributions provided for capital purposes	5,516	12,496	4,865
Interest and investment revenue	139	120	43
Rental Income	228	223	153
Net gain from the disposal of assets	91	303	296
<b>Total income from continuing operations</b>	<b>21,304</b>	<b>27,282</b>	<b>17,589</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	7,641	7,435	5,506
Materials and services	3,193	4,693	3,581
Borrowing costs	9	9	6
Depreciation and amortisation	4,868	4,868	3,651
Impairment of receivables	6	7	3
Other expenses	326	323	186
Net loss from the disposal of assets	-	-	-
<b>Total expenses from continuing operations</b>	<b>16,043</b>	<b>17,335</b>	<b>12,933</b>
<b>Operating result from continuing operations</b>	<b>5,261</b>	<b>9,947</b>	<b>4,656</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>5,261</b>	<b>9,947</b>	<b>4,656</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>(255)</b>	<b>(2,549)</b>	<b>(209)</b>

Narrandera Shire Council												
10 Year Financial Plan for the Years ending 30 June 2032												
INCOME STATEMENT - GENERAL FUND												
Scenario: Budget 2021-2031 - Recommended												
	Actuals	Current Year	Projected Years									
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Income from Continuing Operations</b>												
<b>Revenue:</b>												
Rates & Annual Charges	5,991,000	6,110,622	6,254,556	6,452,807	6,597,761	6,746,198	6,898,195	7,053,846	7,213,237	7,376,464	7,543,618	7,714,795
User Charges & Fees	1,828,000	2,535,604	1,615,056	1,661,710	1,703,111	1,745,556	1,789,071	1,833,678	1,879,413	1,926,293	1,974,354	2,023,620
Other Revenues	964,000	836,455	721,265	721,496	442,734	442,977	443,226	443,481	443,743	444,012	444,287	444,569
Grants & Contributions provided for Operating Purposes	8,052,000	4,656,965	7,565,541	7,292,811	7,379,927	7,493,123	7,608,580	7,726,345	7,846,463	7,968,984	8,093,951	8,221,733
Grants & Contributions provided for Capital Purposes	7,954,000	12,496,074	2,671,000	520,000	430,000	277,500	226,250	232,500	227,500	245,000	407,500	170,000
Interest & Investment Revenue	175,000	119,450	136,250	196,150	270,350	347,750	359,750	354,750	350,750	346,250	341,750	337,250
<b>Other Income:</b>												
Net Gains from the Disposal of Assets	59,000	303,643	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Rental Income	209,000	222,677	225,004	227,931	230,930	234,003	237,152	240,378	243,684	247,070	250,538	254,092
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Income from Continuing Operations</b>	<b>25,232,000</b>	<b>27,281,490</b>	<b>19,280,172</b>	<b>17,164,405</b>	<b>17,146,313</b>	<b>17,378,607</b>	<b>17,653,724</b>	<b>17,976,478</b>	<b>18,296,290</b>	<b>18,645,573</b>	<b>19,147,498</b>	<b>19,257,559</b>
<b>Expenses from Continuing Operations</b>												
Employee Benefits & On-Costs	7,389,000	7,435,151	7,685,435	7,733,047	7,875,767	8,035,474	8,184,233	8,350,112	8,505,169	8,670,473	8,839,076	9,011,052
Borrowing Costs	4,000	8,868	8,439	107,233	105,402	102,628	99,158	95,814	92,942	90,146	87,295	84,993
Materials & Contracts	4,350,000	4,691,845	3,748,601	3,372,223	3,468,389	3,425,132	3,499,729	3,552,608	3,710,786	3,686,643	3,756,210	3,827,537
Depreciation & Amortisation	4,147,000	4,868,650	5,097,242	5,167,669	5,198,342	5,229,568	5,261,358	5,293,721	5,326,670	5,360,213	5,394,361	5,429,126
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	6,000	7,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120
Other Expenses	414,000	323,332	325,938	333,612	341,477	349,539	357,802	366,272	374,954	383,853	392,975	402,325
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Loss	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses from Continuing Operations</b>	<b>16,310,000</b>	<b>17,334,966</b>	<b>16,871,775</b>	<b>16,719,904</b>	<b>16,995,497</b>	<b>17,148,461</b>	<b>17,408,400</b>	<b>17,664,647</b>	<b>18,016,641</b>	<b>18,197,448</b>	<b>18,476,037</b>	<b>18,761,153</b>
<b>Operating Result from Continuing Operations</b>	<b>8,922,000</b>	<b>9,946,524</b>	<b>2,408,397</b>	<b>444,501</b>	<b>150,816</b>	<b>230,146</b>	<b>245,324</b>	<b>311,831</b>	<b>279,649</b>	<b>448,125</b>	<b>671,461</b>	<b>496,406</b>
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net Profit/(Loss) from Discontinued Operations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Operating Result for the Year</b>	<b>8,922,000</b>	<b>9,946,524</b>	<b>2,408,397</b>	<b>444,501</b>	<b>150,816</b>	<b>230,146</b>	<b>245,324</b>	<b>311,831</b>	<b>279,649</b>	<b>448,125</b>	<b>671,461</b>	<b>496,406</b>
Net Operating Result before Grants and Contributions provided for Capital Purposes	968,000	(2,549,650)	(262,603)	(75,499)	(279,184)	(47,354)	19,074	79,331	52,149	203,125	263,961	326,406

Narrandera Shire Council

**Quarterly Budget Review Statement**

for the period 01/01/22 to 31/03/22

**Income & expenses budget review statement**

Budget review for the quarter ended 31 March 2022

**Income & expenses - Water Fund**

(\$000's)	Original budget 2021/22	Approved Changes				Revised budget 2021/22	Variations for this Mar Qtr		Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs	Sep QBRs	Dec QBRs		Mar	Qtr			
<b>Income</b>											
Rates and annual charges	794	-	-	2	-	796	-		796	793	
User charges and fees	1,464	-	-	-	-	1,464	(310)		1,154	738	
Other revenues	-	-	-	-	-	-	-		-	-	
Grants and contributions - operating	-	-	-	-	-	-	-		-	-	
Grants and contributions - capital	10	98	-	113	-	221	250		471	16	
Interest and investment revenue	60	-	-	-	-	60	(10)		50	18	
Net gain from disposal of assets	-	-	-	-	-	-	-		-	-	
Fair value increment on investment properties	-	-	-	-	-	-	-		-	-	
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-		-	-	
Reversal of impairment losses on receivables	-	-	-	-	-	-	-		-	-	
Rental income	-	-	-	-	-	-	-		-	-	
Share of interests in joint ventures	-	-	-	-	-	-	-		-	-	
<b>Total income from continuing operations</b>	<b>2,328</b>	<b>98</b>	<b>-</b>	<b>115</b>	<b>-</b>	<b>2,541</b>	<b>(70)</b>		<b>2,471</b>	<b>1,565</b>	
<b>Expenses</b>											
Employee benefits and on-costs	342	-	-	(3)	5	344	18		362	263	
Borrowing costs	-	-	-	-	-	-	-		-	-	
Materials and services	1,261	-	-	33	(5)	1,289	38		1,327	965	
Depreciation and amortisation	521	-	-	-	-	521	-		521	391	
Impairment of receivables	-	-	-	-	-	-	-		-	-	
Legal costs	-	-	-	-	-	-	-		-	-	
Consultants	-	-	-	-	-	-	-		-	-	
Other expenses	-	-	-	-	-	-	-		-	-	
Interest & investment losses	-	-	-	-	-	-	-		-	-	
Net Loss from disposal of assets	-	-	-	-	-	-	-		-	-	
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-		-	-	
Fair value decrement on investment properties	-	-	-	-	-	-	-		-	-	
Share of interests in joint ventures	-	-	-	-	-	-	-		-	-	
<b>Total expenses from continuing operations</b>	<b>2,124</b>	<b>-</b>	<b>-</b>	<b>30</b>	<b>-</b>	<b>2,154</b>	<b>56</b>		<b>2,210</b>	<b>1,619</b>	
<b>Net operating result from continuing operation:</b>	<b>204</b>	<b>98</b>	<b>-</b>	<b>85</b>	<b>-</b>	<b>387</b>	<b>(126)</b>		<b>261</b>	<b>(54)</b>	
Discontinued operations - surplus/(deficit)											
<b>Net operating result from all operations</b>	<b>204</b>	<b>98</b>	<b>-</b>	<b>85</b>	<b>-</b>	<b>387</b>	<b>(126)</b>		<b>261</b>	<b>(54)</b>	
<b>Net Operating Result before Capital Items</b>	<b>194</b>	<b>-</b>	<b>-</b>	<b>(28)</b>	<b>-</b>	<b>166</b>	<b>(376)</b>		<b>(210)</b>	<b>(70)</b>	

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/03/22 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

Water Fund Income Statement

for the period ending 31 March 2022

	Original Budget	Mar Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	794	796	793
User charges and fees	1,464	1,154	738
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	10	471	16
Interest and investment revenue	60	50	18
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
<b>Total income from continuing operations</b>	<b>2,328</b>	<b>2,471</b>	<b>1,565</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	342	362	263
Materials and services	1,261	1,327	965
Borrowing costs	-	-	-
Depreciation and amortisation	521	521	391
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
<b>Total expenses from continuing operations</b>	<b>2,124</b>	<b>2,210</b>	<b>1,619</b>
<b>Operating result from continuing operations</b>	<b>204</b>	<b>261</b>	<b>(54)</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>204</b>	<b>261</b>	<b>(54)</b>
<b>Net Operating Result for the year before Grants and Contributions provided for Capital Purposes</b>	<b>194</b>	<b>(210)</b>	<b>(70)</b>

Narrandera Shire Council												
10 Year Financial Plan for the Years ending 30 June 2032												
INCOME STATEMENT - WATER FUND												
Scenario: Budget 2021-2031 - Recommended												
	Actuals	Current Year	Projected Years				Projected Years					
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Income from Continuing Operations</b>												
<b>Revenue:</b>												
Rates & Annual Charges	774,000	795,806	846,005	867,599	934,002	774,881	834,330	855,632	877,468	899,849	922,789	946,303
User Charges & Fees	1,257,000	1,154,500	1,421,400	1,456,934	1,493,358	2,308,274	2,445,981	2,507,130	2,569,808	2,634,054	2,699,905	2,767,403
Other Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Grants & Contributions provided for Operating Purposes	-	-	-	-	-	-	-	-	-	-	-	-
Grants & Contributions provided for Capital Purposes	4,000	470,580	10,000	10,000	10,000	5,635,000	5,635,000	10,000	10,000	10,000	10,000	10,000
Interest & Investment Revenue	87,000	51,343	76,190	111,906	147,018	113,621	47,641	51,885	51,700	56,700	56,700	61,700
<b>Other Income:</b>												
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Rental Income	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Income from Continuing Operations</b>	<b>2,122,000</b>	<b>2,472,229</b>	<b>2,353,594</b>	<b>2,446,440</b>	<b>2,584,378</b>	<b>8,831,775</b>	<b>8,962,951</b>	<b>3,424,648</b>	<b>3,508,976</b>	<b>3,600,602</b>	<b>3,689,394</b>	<b>3,785,406</b>
<b>Expenses from Continuing Operations</b>												
Employee Benefits & On-Costs	379,000	361,670	343,280	350,046	356,947	363,985	371,165	378,488	385,958	393,577	401,349	409,276
Borrowing Costs	-	-	-	-	-	-	-	-	-	-	-	-
Materials & Contracts	1,142,000	1,327,303	1,263,767	1,294,311	1,325,608	1,357,677	1,390,538	1,972,758	2,020,974	2,070,384	2,121,017	2,172,906
Depreciation & Amortisation	503,000	520,919	667,369	680,338	693,566	707,059	720,822	947,360	965,929	984,869	1,004,188	1,023,894
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	-	36	-	-	-	-	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	46,000	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Loss	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses from Continuing Operations</b>	<b>2,070,000</b>	<b>2,209,928</b>	<b>2,274,416</b>	<b>2,324,695</b>	<b>2,376,121</b>	<b>2,428,722</b>	<b>2,482,525</b>	<b>3,298,607</b>	<b>3,372,861</b>	<b>3,448,830</b>	<b>3,526,555</b>	<b>3,606,075</b>
<b>Operating Result from Continuing Operations</b>	<b>52,000</b>	<b>262,301</b>	<b>79,178</b>	<b>121,745</b>	<b>208,257</b>	<b>6,403,053</b>	<b>6,480,427</b>	<b>126,041</b>	<b>136,115</b>	<b>151,772</b>	<b>162,840</b>	<b>179,331</b>
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net Profit/(Loss) from Discontinued Operations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Operating Result for the Year</b>	<b>52,000</b>	<b>262,301</b>	<b>79,178</b>	<b>121,745</b>	<b>208,257</b>	<b>6,403,053</b>	<b>6,480,427</b>	<b>126,041</b>	<b>136,115</b>	<b>151,772</b>	<b>162,840</b>	<b>179,331</b>
Net Operating Result before Grants and Contributions provided for Capital Purposes	48,000	(208,279)	69,178	111,745	198,257	768,053	845,427	116,041	126,115	141,772	152,840	169,331

Narrandera Shire Council

**Quarterly Budget Review Statement**

for the period 01/01/22 to 31/03/22

**Income & expenses budget review statement**

Budget review for the quarter ended 31 March 2022

**Income & expenses - Sewer Fund**

(\$000's)	Original budget 2021/22	Approved Changes				Revised budget 2021/22	Variations for this Mar Qtr		Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs	Sep QBRs	Dec QBRs		Mar	Qtr			
<b>Income</b>											
Rates and annual charges	1,458	-	-	2	-	1,460	-		1,460	1,461	
User charges and fees	162	-	-	-	-	162	-		162	103	
Other revenues	-	-	-	-	-	-	-		-	-	
Grants and contributions - operating	-	-	-	-	-	-	-		-	-	
Grants and contributions - capital	1,673	83	-	-	-	1,756	250		2,006	143	
Interest and investment revenue	10	-	-	-	-	10	2		12	9	
Net gain from disposal of assets	-	-	-	-	-	-	-		-	-	
Fair value increment on investment properties	-	-	-	-	-	-	-		-	-	
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-		-	-	
Reversal of impairment losses on receivables	-	-	-	-	-	-	-		-	-	
Rental income	-	-	-	-	-	-	-		-	-	
Share of interests in joint ventures	-	-	-	-	-	-	-		-	-	
<b>Total income from continuing operations</b>	<b>3,303</b>	<b>83</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>3,388</b>	<b>252</b>		<b>3,640</b>	<b>1,716</b>	
<b>Expenses</b>											
Employee benefits and on-costs	295	-	-	20	-	315	-		315	247	
Borrowing costs	-	-	-	-	-	-	20		20	10	
Materials and services	693	-	-	10	-	703	-		703	486	
Depreciation and amortisation	315	-	-	-	-	315	-		315	236	
Impairment of receivables	-	-	-	-	-	-	-		-	-	
Legal costs	-	-	-	-	-	-	-		-	-	
Consultants	-	-	-	-	-	-	-		-	-	
Other expenses	-	-	-	-	-	-	-		-	-	
Interest & investment losses	-	-	-	-	-	-	-		-	-	
Net Loss from disposal of assets	-	-	-	-	-	-	-		-	-	
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-		-	-	
Fair value decrement on investment properties	-	-	-	-	-	-	-		-	-	
Share of interests in joint ventures	-	-	-	-	-	-	-		-	-	
<b>Total expenses from continuing operations</b>	<b>1,303</b>	<b>-</b>	<b>-</b>	<b>30</b>	<b>-</b>	<b>1,333</b>	<b>20</b>		<b>1,353</b>	<b>979</b>	
<b>Net operating result from continuing operation:</b>	<b>2,000</b>	<b>83</b>	<b>-</b>	<b>(28)</b>	<b>-</b>	<b>2,055</b>	<b>232</b>		<b>2,287</b>	<b>737</b>	
Discontinued operations - surplus/(deficit)											
<b>Net operating result from all operations</b>	<b>2,000</b>	<b>83</b>	<b>-</b>	<b>(28)</b>	<b>-</b>	<b>2,055</b>	<b>232</b>		<b>2,287</b>	<b>737</b>	
<b>Net Operating Result before Capital Items</b>	<b>327</b>	<b>-</b>	<b>-</b>	<b>(28)</b>	<b>-</b>	<b>299</b>	<b>(18)</b>		<b>281</b>	<b>594</b>	

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/03/22 and should be read in conjunction with the total QBRs report



Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 31 March 2022

	Original Budget	Mar Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	1,458	1,460	1,461
User charges and fees	162	162	103
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	1,673	2,006	143
Interest and investment revenue	10	12	9
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
<b>Total income from continuing operations</b>	<b>3,303</b>	<b>3,640</b>	<b>1,716</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	295	315	247
Materials and services	693	703	486
Borrowing costs	-	20	10
Depreciation and amortisation	315	315	236
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
<b>Total expenses from continuing operations</b>	<b>1,303</b>	<b>1,353</b>	<b>979</b>
<b>Operating result from continuing operations</b>	<b>2,000</b>	<b>2,287</b>	<b>737</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>2,000</b>	<b>2,287</b>	<b>737</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>327</b>	<b>281</b>	<b>594</b>

Narrandera Shire Council																						
10 Year Financial Plan for the Years ending 30 June 2032																						
INCOME STATEMENT - SEWER FUND																						
Scenario: Budget 2021-2031 - Recommended																						
	Actuals	Current Year	2022/23				2023/24				2024/25				2025/26				Projected Years			
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32										
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$										
<b>Income from Continuing Operations</b>																						
<b>Revenue:</b>																						
Rates & Annual Charges	1,389,000	1,460,112	1,497,228	1,535,382	1,687,369	1,730,284	1,774,275	1,924,678	1,973,537	2,023,621	2,074,961	2,127,588										
User Charges & Fees	163,000	162,025	176,852	181,223	185,704	190,297	195,004	199,829	204,775	209,845	215,042	220,368										
Other Revenues	-	-	-	-	-	-	-	-	-	-	-	-										
Grants & Contributions provided for Operating Purposes	-	-	-	-	-	-	-	-	-	-	-	-										
Grants & Contributions provided for Capital Purposes	49,000	2,005,667	3,058,000	8,000	383,000	758,000	758,000	8,000	8,000	8,000	8,000	8,000										
Interest & Investment Revenue	16,000	12,000	15,730	22,475	26,220	27,000	32,775	32,775	32,775	35,975	35,975	35,975										
<b>Other Income:</b>																						
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-										
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-										
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-										
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-										
Rental Income	-	-	-	-	-	-	-	-	-	-	-	-										
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-										
<b>Total Income from Continuing Operations</b>	<b>1,617,000</b>	<b>3,639,804</b>	<b>4,747,810</b>	<b>1,747,080</b>	<b>2,282,293</b>	<b>2,705,581</b>	<b>2,760,054</b>	<b>2,165,282</b>	<b>2,219,087</b>	<b>2,277,441</b>	<b>2,333,978</b>	<b>2,391,931</b>										
<b>Expenses from Continuing Operations</b>																						
Employee Benefits & On-Costs	298,000	315,000	338,710	345,484	352,394	359,441	366,629	373,961	381,441	389,070	396,851	404,789										
Borrowing Costs	-	20,352	38,995	36,667	34,280	31,832	29,322	26,747	24,107	21,399	18,622	15,775										
Materials & Contracts	683,000	702,684	714,732	754,873	796,363	816,275	836,680	891,598	913,888	936,735	960,153	984,159										
Depreciation & Amortisation	308,000	315,527	352,800	400,760	448,859	457,740	466,799	509,539	519,634	529,931	540,434	551,147										
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-										
Impairment of receivables	-	-	-	-	-	-	-	-	-	-	-	-										
Other Expenses	-	-	-	-	-	-	-	-	-	-	-	-										
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-										
Net Losses from the Disposal of Assets	2,000	-	-	-	-	-	-	-	-	-	-	-										
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-										
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-										
Joint Ventures & Associated Entities - Loss	-	-	-	-	-	-	-	-	-	-	-	-										
<b>Total Expenses from Continuing Operations</b>	<b>1,291,000</b>	<b>1,353,563</b>	<b>1,445,237</b>	<b>1,537,784</b>	<b>1,631,896</b>	<b>1,665,288</b>	<b>1,699,430</b>	<b>1,801,845</b>	<b>1,839,070</b>	<b>1,877,135</b>	<b>1,916,060</b>	<b>1,955,870</b>										
<b>Operating Result from Continuing Operations</b>	<b>326,000</b>	<b>2,286,241</b>	<b>3,302,573</b>	<b>209,296</b>	<b>650,397</b>	<b>1,040,293</b>	<b>1,060,624</b>	<b>363,437</b>	<b>380,017</b>	<b>400,306</b>	<b>417,918</b>	<b>436,061</b>										
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-										
<b>Net Profit/(Loss) from Discontinued Operations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>										
<b>Net Operating Result for the Year</b>	<b>326,000</b>	<b>2,286,241</b>	<b>3,302,573</b>	<b>209,296</b>	<b>650,397</b>	<b>1,040,293</b>	<b>1,060,624</b>	<b>363,437</b>	<b>380,017</b>	<b>400,306</b>	<b>417,918</b>	<b>436,061</b>										
Net Operating Result before Grants and Contributions provided for Capital Purposes	277,000	280,574	244,573	201,296	267,397	282,293	302,624	355,437	372,017	392,306	409,918	428,061										

Narrandera Shire Council

**Quarterly Budget Review Statement**

for the period 01/01/22 to 31/03/22

**Capital budget review statement**

Budget review for the quarter ended 31 March 2022

**Capital budget - Council Consolidated**

(\$000's)	Original budget 2021/22	Approved changes				Revised budget 2021/22	Variations for this Mar Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS	Dec QBRS					
<b>Capital expenditure</b>										
New assets										
- Plant & Equipment	1,503	-	-	-	-	1,503	(979)		524	204
- Land & Buildings	100	4,104	-	21	-	4,225	150		4,375	1,226
- Office Equipment	25	54	-	-	-	79	(29)		50	24
- Other Structures	1,966	1,012	-	-	75	3,053	289		3,342	457
- Roads Bridges & Footpaths	336	98	-	121	-	555	(142)		413	153
- Recreational	2,082	421	-	-	-	2,503	(170)		2,333	212
- Drainage	60	11	-	-	-	71	27		98	33
- Water	420	284	-	248	-	952	296		1,248	241
- Sewer	2,315	268	-	-	1,065	3,648	400		4,048	245
- Pool	60	-	-	-	-	60			60	5
Renewal assets (replacement)										
- Land & Buildings	166	1,024	-	(6)	-	1,184	263		1,447	1,115
- Roads, Bridges, Footpaths	4,145	1,340	-	(454)	941	5,972	226		6,198	2,261
- Office Equipment	143	18	-	23	-	184	3		187	53
- Other Structures	175	695	-	69	-	939	768		1,707	551
- Library Books	31	4	-	-	-	35			35	6
- Recreational	95	5	-	-	-	100			100	-
- Drainage	28	-	-	-	-	28	(28)		-	1
- Water	715	404	753	-	-	1,872			1,872	1,351
- Sewer	490	8	-	-	-	498	70		568	338
- Pool	136	-	-	-	-	136			136	54
Loan repayments (principal)	52	-	-	-	-	52			52	-
<b>Total capital expenditure</b>	<b>15,043</b>	<b>9,750</b>	<b>753</b>	<b>22</b>	<b>2,081</b>	<b>27,649</b>	<b>1,144</b>		<b>28,793</b>	<b>8,530</b>
<b>Capital funding</b>										
Rates & other untied funding	3,187	460	-	86	-	3,733	336		4,069	1,161
Capital grants & contributions	6,711	7,257	-	(220)	1,016	14,764	1,203		15,967	4,280
Reserves:										
- External restrictions/reserves	1,915	1,075	753	135	-	3,878	695		4,573	2,022
- Internal restrictions/reserves	2,675	935	-	21	-	3,631	(1,090)		2,541	1,067
New loans	555	23	-	-	1,065	1,643			1,643	-
Receipts from sale of assets										
- Plant & equipment	-	-	-	-	-	-			-	-
- Land & buildings	-	-	-	-	-	-			-	-
<b>Total capital funding</b>	<b>15,043</b>	<b>9,750</b>	<b>753</b>	<b>22</b>	<b>2,081</b>	<b>27,649</b>	<b>1,144</b>		<b>28,793</b>	<b>8,530</b>
<b>Net capital funding - surplus/(deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/10/22 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

**Quarterly Budget Review Statement**

for the period 01/01/22 to 31/03/22

**Cash & investments budget review statement**

Budget review for the quarter ended 31 March 2022

**Cash & investments - Council Consolidated**

(\$000's)	Original Balance 30-Jun-21	Original budget 2021/22	Approved changes				Revised budget 2021/22	Variations for this Mar Qtr	Notes	Projected year end result	Actual YTD figures
			Carry forwards	Other than by QBRS	Sep QBRS	Dec QBRS					
<b>Externally restricted <sup>(1)</sup></b>											
Developer Contributions	183	391	-	-	-	-	574	54		628	428
Specific Purpose Unexpended Grants	2,658	84	(1,816)	-	3	-	929	(36)		893	2,837
Water Supplies	7,667	(370)	(590)	(753)	(163)	-	5,791	(425)		5,366	6,297
Sewerage Service	835	65	(193)	-	(28)	-	679	(283)		396	3,011
Domestic Waste Management	1,276	94	(150)	-	-	(30)	1,190	(23)		1,167	1,483
Stormwater Management	566	(16)	(11)	-	-	-	539	(150)		389	493
Crown Lands	263	62	(155)	-	-	(3)	167	(150)		17	256
Unspent Internal Loans	-	-	-	-	-	-	-	-		-	-
<b>Total externally restricted</b>	<b>13,448</b>	<b>310</b>	<b>(2,915)</b>	<b>(753)</b>	<b>(188)</b>	<b>(33)</b>	<b>9,869</b>	<b>(1,013)</b>		<b>8,856</b>	<b>14,805</b>
<sup>(1)</sup> Funds that must be spent for a specific purpose											
<b>Internally restricted <sup>(2)</sup></b>											
Employee Leave Entitlements	1,230	-	-	-	-	-	1,230	-		1,230	1,230
Replacement - Plant & Vehicles	1,564	(365)	-	-	(21)	-	1,178	739		1,917	2,031
Carried Over Works	510	-	(510)	-	-	-	-	-		-	354
Information Technology Replacement	376	89	(46)	151	-	-	570	3		573	346
Cemetery Perpetual	372	(20)	-	-	-	-	352	20		372	372
Other	172	(122)	-	-	-	-	50	(49)		1	120
Council Committees	56	-	-	-	-	-	56	-		56	56
Property Development	200	-	(175)	-	-	62	87	123		210	47
Organisational Service Assets & Projects	5,639	(847)	(714)	-	278	-	4,356	(251)		4,105	5,169
Quarry Rehabilitation	4	15	-	-	-	-	19	-		19	17
Financial Assistance Grant	2,629	-	(2,629)	-	-	-	-	-		-	-
Bonds, Retentions & Trusts	242	-	-	-	-	-	242	(118)		124	124
<b>Total internally restricted</b>	<b>12,994</b>	<b>(1,250)</b>	<b>(4,074)</b>	<b>151</b>	<b>257</b>	<b>62</b>	<b>8,140</b>	<b>467</b>		<b>8,607</b>	<b>9,866</b>
<sup>(2)</sup> Funds that Council has earmarked for a specific purpose											
<b>Unrestricted (ie. available after the above Restricti</b>	<b>254</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>254</b>	<b>-</b>		<b>7,104</b>	<b>(106)</b>
<b>Total Cash &amp; investments</b>	<b>26,696</b>	<b>(940)</b>	<b>(6,989)</b>	<b>(602)</b>	<b>69</b>	<b>29</b>	<b>18,263</b>	<b>(546)</b>		<b>24,567</b>	<b>24,565</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/03/22 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/22 to 31/03/22

**Cash & investments budget review statement**

**Comment on cash & investments position**

Not applicable

**Investments**

Investments have been invested in accordance with Council's Investment Policy.

**Cash**

The Cash at Bank figure included in the Cash & Investment Statement totals \$24,564,820

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.

The date of completion of this bank reconciliation is 31/03/22

**Reconciliation status**

The YTD cash & investment figure reconciles to the actual balances held as follows:

		<b>\$ 000's</b>
Cash at bank (as per bank statements)		307
Investments on hand		24,231
less: unpresented cheques	(Timing Difference)	-
add: undeposited funds	(Timing Difference)	27
less: identified deposits (not yet accounted in ledger)	(Require Actioning)	-
add: identified outflows (not yet accounted in ledger)	(Require Actioning)	-
less: unidentified deposits (not yet actioned)	(Require Investigation)	-
add: unidentified outflows (not yet actioned)	(Require Investigation)	-
<b>Reconciled cash at bank &amp; investments</b>		<b>24,565</b>
<b>Balance as per QBRs review statement:</b>		<b>24,565</b>
Difference:		-

Narrandera Shire Council

**Quarterly Budget Review Statement**

for the period 01/01/22 to 31/03/22

**Contracts budget review statement**

Budget review for the quarter ended 31 March 2022

**Part A - Contracts listing** - contracts entered into during the quarter

Contractor	Contract detail & purpose	Contract value (GST inc.)	Start date	Duration of contract	Budgeted (Y/N)	Notes
Todd Murry	Upgrade of Facilities at the sportsground changerooms	225,931	14/04/22	9months	Y	

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or \$50,000 - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.
3. Contracts for employment are not required to be included.

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/21 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/01/22 to 31/03/22

**Consultancy & legal expenses budget review statement**

Consultancy & legal expenses overview

Expense	YTD expenditure (actual dollars)	Budgeted (Y/N)
Consultancies	126,472	Y
Legal Fees	81,283	Y

**Definition of a consultant:**

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

**Comments**

Expenditure included in the above YTD figure includes:

**Details**

<b>Legal Fees</b>			
Debt Recovery Legal Fees		\$	40,441.00
General Legal Expenses		\$	40,842.00
Lease & License Agreements		\$	-
Other Legal Expenses		\$	-
<b>Consultancies</b>			
Local Government NSW	GM Performance Review	\$	3,000.00
John Stuart & Associates	Finance Consultant	\$	15,639.50
Noel Thomson Architecture P/L	Heritage Advisor Services	\$	15,470.00
National Audits Group	Internal Audit	\$	13,195.00
Kim Biggs Consulting	Museum Advisor	\$	5,638.36
Peter Meredith	Survey and Design	\$	8,250.00
Xeros Piccolo Consulting Engineers	Design	\$	41,948.00
Mr Maskell & Associates	Plant Inspections	\$	1,074.00
TJ Hinchcliffe & Associates Pty Ltd	Surveying	\$	10,165.55





**BUDGETED RESERVE BALANCES**

RESERVE DETAILS	Balance 30 Jun 2021	Budget Movement 21/22	Other	Carry over	Sept	Dec	March	Interest	Net Transfer 21/22	Balance 30 Jun 2022	Grant Commitments	22/23 Budget Movement	Balance 30 Jun 2023	23/24 Budget Movement	Balance 30 Jun 2024
<b>GENERAL FUND - DETAILS</b>															
<b>Employee's Leave Entitlement</b>															
Employee's Leave Entitlement	\$ 1,229,888.00								\$ -	\$ 1,229,888.00			\$ 1,229,888.00		\$ 1,229,888.00
<b>Plant &amp; Vehicle Replacement</b>															
Plant & Vehicle Replacement	\$ 1,563,767.68	-\$ 364,875.00		-\$ 21,000.00			\$ 739,034.00		\$ 353,159.00	\$ 1,916,926.68		-\$ 182,577.00	\$ 1,734,349.68	\$ 63,272.00	\$ 1,797,621.68
<b>Information Technology Replacement</b>															
Office Furniture & Equipment	\$ 56,746.00	-\$ 56,746.00							-\$ 56,746.00	\$ -			\$ -		\$ -
Street Camera Replacement	\$ 1,000.00	-\$ 1,000.00					\$ 1,000.00		\$ -	\$ 1,000.00		-\$ 1,000.00	\$ -		\$ -
Computer Replacement	\$ 319,103.04	\$ 146,471.00	\$ 150,554.00	-\$ 45,803.64			\$ 2,453.00		\$ 253,674.36	\$ 572,777.40		-\$ 340,000.00	\$ 232,777.40	-\$ 230,000.00	\$ 2,777.40
<b>Carry Over Works</b>															
Carry Over Operating Program	\$ 50,623.81			-\$ 50,623.81					-\$ 50,623.81	\$ -			\$ -		\$ -
Carry Over Capital Program	\$ 459,524.43			-\$ 459,524.43					-\$ 459,524.43	\$ -			\$ -		\$ -
<b>Organisational service assets and projects</b>															
Contribution Narrandera Sportsground clubrooms	\$ 263,000.00			-\$ 263,000.00					-\$ 263,000.00	\$ -			\$ -		\$ -
Public Art & Festive Tree Maintenance	\$ 20,000.00	\$ 20,000.00					-\$ 20,000.00		\$ -	\$ 20,000.00		\$ 5,800.00	\$ 25,800.00	\$ 20,000.00	\$ 45,800.00
Infrastructure Replacement & Renewal	\$ 1,984,327.22	-\$ 575,000.00	-\$ 162,017.39	\$ 278,166.00			-\$ 130,843.00		-\$ 589,694.39	\$ 1,394,632.83	-\$ 650,000.00	\$ 31,940.00	\$ 776,572.83	\$ 255,000.00	\$ 1,031,572.83
Narrandera Business Centre Master Plan	\$ 2,005,287.03						-\$ 100,000.00		-\$ 100,000.00	\$ 1,905,287.03			\$ 1,905,287.03		\$ 1,905,287.03
Delivery of Aged strategies	\$ 368,896.45	-\$ 136,000.00	-\$ 52,000.00						-\$ 188,000.00	\$ 180,896.45			\$ 180,896.45		\$ 180,896.45
Shire Property Renewal & Cyclical Maintenance	\$ 737,710.00	-\$ 134,187.00							-\$ 134,187.00	\$ 603,523.00		-\$ 96,412.00	\$ 507,111.00	-\$ 30,000.00	\$ 477,111.00
Visitor Centre Building Replacement	\$ 237,379.00		-\$ 237,379.00						-\$ 237,379.00	\$ -			\$ -		\$ -
Renewable Energy	\$ -								\$ -	\$ -		\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Narrandera Park Landscape	\$ 21,804.00	-\$ 21,804.00							-\$ 21,804.00	\$ -			\$ -		\$ -
<b>Other Internal Reserves</b>															
Promotion, Marketing & Events	\$ 49,378.00						-\$ 49,378.00		-\$ 49,378.00	\$ -			\$ -		\$ -
Election & Integrated Planning Exp	\$ 122,500.00	-\$ 122,500.00							-\$ 122,500.00	\$ -			\$ -		\$ -
<b>Financial Assistance Grant</b>															
Financial Assistance Grant	\$ 2,629,336.00			-\$ 2,629,336.00					-\$ 2,629,336.00	\$ -			\$ -		\$ -
<b>Council Committees</b>															
Committee - Barellan Museum	\$ 3,616.87								\$ -	\$ 3,616.87			\$ 3,616.87		\$ 3,616.87
Committee - Koala Committee	\$ 17,667.21								\$ -	\$ 17,667.21			\$ 17,667.21		\$ 17,667.21
Committee - Railway Station Commitment	\$ 9,074.38								\$ -	\$ 9,074.38			\$ 9,074.38		\$ 9,074.38
355 Committee - Parkside Museum	\$ 3,133.00								\$ -	\$ 3,133.00			\$ 3,133.00		\$ 3,133.00
Committee - Barellan Hall	\$ 21,252.69								\$ -	\$ 21,252.69			\$ 21,252.69		\$ 21,252.69
Committee - Grong Grong Community Hall	\$ 1,023.65								\$ -	\$ 1,023.65			\$ 1,023.65		\$ 1,023.65
Committee - Domestic Violence	\$ 186.90								\$ -	\$ 186.90			\$ 186.90		\$ 186.90
<b>Cemetery Perpetual</b>															
N'dra Cemetery - Perpetual mtnce all	\$ 372,143.28	-\$ 20,000.00					\$ 20,000.00		\$ -	\$ 372,143.28		\$ 3,472.00	\$ 375,615.28	\$ 23,472.00	\$ 399,087.28
<b>Property Development</b>															
Property Development (Red Hill)	\$ 200,169.00		-\$ 175,000.00			\$ 61,653.00	\$ 123,354.00		\$ 10,007.00	\$ 210,176.00			\$ 210,176.00		\$ 210,176.00
<b>Quarry Rehabilitation</b>															
Quarry Rehabilitation	\$ 4,002.45	\$ 15,000.00							\$ 15,000.00	\$ 19,002.45		\$ 15,000.00	\$ 34,002.45	\$ 15,000.00	\$ 49,002.45
<b>Domestic Waste Management</b>															
Narrandera Waste Depot	\$ 469,805.82	\$ 180,658.00	-\$ 149,963.91		-\$ 29,908.00	-\$ 22,800.00			-\$ 22,013.91	\$ 447,791.91		-\$ 135,875.00	\$ 311,916.91	-\$ 258,126.00	\$ 53,790.91
Narrandera Waste Depot - Excavation	\$ 104,704.00								\$ -	\$ 104,704.00			\$ 104,704.00		\$ 104,704.00
Narrandera Waste Depot - Rehabilitation	\$ 368,644.00								\$ -	\$ 368,644.00			\$ 368,644.00		\$ 368,644.00
Barellan Waste Depot	\$ 120,278.00	-\$ 87,000.00							-\$ 87,000.00	\$ 33,278.00			\$ 33,278.00		\$ 33,278.00
Barellan Waste Depot - Excavation	\$ 36,592.00								\$ -	\$ 36,592.00			\$ 36,592.00		\$ 36,592.00
Barellan Waste Depot - Rehabilitation	\$ 53,429.00								\$ -	\$ 53,429.00			\$ 53,429.00		\$ 53,429.00
Narrandera Depot Compactor Expenses	\$ 48,379.00								\$ -	\$ 48,379.00			\$ 48,379.00		\$ 48,379.00
Grong Grong Waste Depot Rehabilitation	\$ 73,876.00								\$ -	\$ 73,876.00			\$ 73,876.00		\$ 73,876.00

**BUDGETED RESERVE BALANCES**

RESERVE DETAILS	Balance 30 Jun 2021	Budget Movement 21/22	Other	Carry over	Sept	Dec	March	Interest	Net Transfer 21/22	Balance 30 Jun 2022	Grant Commitments	22/23 Budget Movement	Balance 30 Jun 2023	23/24 Budget Movement	Balance 30 Jun 2024
<b>Crown Reserves</b>															
Lake Talbot Tourist Park	\$ 263,346.20	\$ 61,760.00		-\$ 154,861.00	-\$ 83.00	-\$ 3,050.00	-\$ 150,000.00		-\$ 246,234.00	\$ 17,112.20		\$ 84,027.00	\$ 101,139.20	\$ 83,861.00	\$ 185,000.20
<b>Stormwater</b>															
Narrandera Stormwater Reserve	\$ 558,407.90	-\$ 24,475.00		-\$ 10,936.99	-\$ 450.00		-\$ 150,387.00		-\$ 186,248.99	\$ 372,158.91		-\$ 81,475.00	\$ 290,683.91		\$ 290,683.91
Barellan Stormwater Reserve	\$ 8,071.64	\$ 8,850.00							\$ 8,850.00	\$ 16,921.64		-\$ 16,150.00	\$ 771.64		\$ 771.64
<b>Unspent Internal Loans</b>															
<b>Developer Contributions</b>															
Section 7.11	\$ 183,499.30	\$ 391,000.00					\$ 53,866.00		\$ 444,866.00	\$ 628,365.30		\$ 261,134.00	\$ 889,499.30	\$ 65,000.00	\$ 954,499.30
<b>Bonds, Retentions &amp; Trusts</b>															
Kaniva Quarry	\$ 30,000.00								\$ -	\$ 30,000.00			\$ 30,000.00		\$ 30,000.00
Tourist Trust	\$ 32,402.36								\$ -	\$ 32,402.36			\$ 32,402.36		\$ 32,402.36
Arts Centre Trust	\$ 53,153.58								\$ -	\$ 53,153.58			\$ 53,153.58		\$ 53,153.58
Sale of Land	\$ 4,778.15								\$ -	\$ 4,778.15			\$ 4,778.15		\$ 4,778.15
Slide Replacement Retention	\$ 114,619.41						-\$ 114,619.41		-\$ 114,619.41	\$ -			\$ -		\$ -
Funds held in Trust	\$ 3,181.06								\$ -	\$ 3,181.06			\$ 3,181.06		\$ 3,181.06
Brln Pool Retention	\$ 3,491.50						-\$ 3,491.50		-\$ 3,491.50	\$ 0.00			\$ 0.00		\$ 0.00
<b>External Restrictions (Note 6 order)</b>															
<b>Water Fund</b>															
Asset Replacement	\$ 6,751,937.68	-\$ 379,699.00	-\$ 753,000.00	\$ -	-\$ 163,082.00	\$ -	-\$ 462,899.00		-\$ 1,758,680.00	\$ 4,993,257.68		\$ 387,532.00	\$ 5,380,789.68	\$ 443,520.00	\$ 5,824,309.68
Carry Over Works	\$ 589,858.74	\$ -	\$ -	-\$ 589,858.74	\$ -	\$ -	\$ -		-\$ 589,858.74	\$ -		\$ -	\$ -	\$ -	\$ -
Retention - Pine Hill Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,639.83		\$ 37,639.83	\$ 37,639.83		\$ -	\$ 37,639.83	\$ -	\$ 37,639.83
Section 64	\$ 325,542.37	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 10,000.00	\$ 335,542.37		\$ 10,000.00	\$ 345,542.37	\$ 10,000.00	\$ 355,542.37
<b>Sewer Fund</b>															
Asset Replacement	\$ 563,567.63	\$ 57,241.00	\$ -	\$ -	-\$ 27,588.00	\$ -	-\$ 283,262.00		-\$ 253,609.00	\$ 309,958.63		\$ 156,245.00	\$ 466,203.63	\$ 158,600.00	\$ 624,803.63
Carry Over Works	\$ 193,574.29	\$ -	\$ -	-\$ 193,574.29	\$ -	\$ -	\$ -		-\$ 193,574.29	-\$ 0.00		\$ -	-\$ 0.00	-\$ 0.00	\$ 0.00
Section 64	\$ 77,771.90	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 8,000.00	\$ 85,771.90		\$ 8,000.00	\$ 93,771.90	\$ 8,000.00	\$ 101,771.90
<b>General Fund - External Restrictions</b>															
Specific Purpose Unexpended Grants (from separate sheet)	\$ 949,024.31	\$ 84,398.00	\$ -	-\$ 107,635.09	\$ 2,615.00	\$ -	-\$ 36,447.00		-\$ 57,069.09	\$ 891,955.22		\$ 76,356.00	\$ 968,311.22	\$ 79,978.00	\$ 1,048,289.22
Other Contributions	\$ 111,145.00	\$ -	\$ -	-\$ 111,145.00	\$ -	\$ -	\$ -		-\$ 111,145.00	\$ -		\$ -	\$ -	\$ -	\$ -
Unspent grant & contributions Liability	\$ 1,596,961.10	\$ -	\$ -	-\$ 1,596,961.10	\$ -	\$ -	\$ -		-\$ 1,596,961.10	\$ -		\$ -	\$ -	\$ -	\$ -
Developer Contributions	\$ 183,499.30	\$ 391,000.00	\$ -	\$ -	\$ -	\$ -	\$ 53,866.00		\$ 444,866.00	\$ 628,365.30		\$ 261,134.00	\$ 889,499.30	\$ 65,000.00	\$ 954,499.30
Domestic Waste Management	\$ 1,275,707.82	\$ 93,658.00	\$ -	-\$ 149,963.91	\$ -	-\$ 29,908.00	-\$ 22,800.00		-\$ 109,013.91	\$ 1,166,693.91		-\$ 135,875.00	\$ 1,030,818.91	-\$ 258,126.00	\$ 772,692.91
Stormwater	\$ 566,479.54	-\$ 15,625.00	\$ -	-\$ 10,936.99	-\$ 450.00	\$ -	-\$ 150,387.00		-\$ 177,398.99	\$ 389,080.55		-\$ 97,625.00	\$ 291,455.55	\$ -	\$ 291,455.55
Crown Reserves	\$ 263,346.20	\$ 61,760.00	\$ -	-\$ 154,861.00	-\$ 83.00	-\$ 3,050.00	-\$ 150,000.00		-\$ 246,234.00	\$ 17,112.20		\$ 84,027.00	\$ 101,139.20	\$ 83,861.00	\$ 185,000.20
<b>Total External Restrictions</b>	<b>\$ 13,448,415.88</b>	<b>\$ 310,733.00</b>	<b>-\$ 753,000.00</b>	<b>-\$ 2,914,936.12</b>	<b>-\$ 188,588.00</b>	<b>-\$ 32,958.00</b>	<b>-\$ 1,014,289.17</b>		<b>-\$ 4,593,038.29</b>	<b>\$ 8,855,377.59</b>	<b>\$ -</b>	<b>\$ 749,794.00</b>	<b>\$ 9,605,171.59</b>	<b>\$ 590,833.00</b>	<b>\$ 10,196,004.59</b>
<b>Internal Restrictions (Note 6 order)</b>															
Plant & vehicle replacement	\$ 1,563,767.68	-\$ 364,875.00	\$ -	\$ -	-\$ 21,000.00	\$ -	\$ 739,034.00		\$ 353,159.00	\$ 1,916,926.68		-\$ 182,577.00	\$ 1,734,349.68	\$ 63,272.00	\$ 1,797,621.68
Employee Leave Entitlements	\$ 1,229,888.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 1,229,888.00		\$ -	\$ 1,229,888.00	\$ -	\$ 1,229,888.00
Carry over works	\$ 510,148.24	\$ -	\$ -	-\$ 510,148.24	\$ -	\$ -	\$ -		-\$ 510,148.24	\$ -		\$ -	\$ -	\$ -	\$ -
Other Internal	\$ 171,878.00	-\$ 122,500.00	\$ -	\$ -	\$ -	\$ -	-\$ 49,378.00		-\$ 171,878.00	\$ -		\$ -	\$ -	\$ -	\$ -
Cemetery Perpetual	\$ 372,143.28	-\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00		\$ -	\$ 372,143.28		\$ 3,472.00	\$ 375,615.28	\$ 23,472.00	\$ 399,087.28
Council Committees	\$ 55,954.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 55,954.70		\$ -	\$ 55,954.70	\$ -	\$ 55,954.70
Information Technology Replacement	\$ 376,849.04	\$ 88,725.00	\$ 150,554.00	-\$ 45,803.64	\$ -	\$ -	\$ 3,453.00		\$ 196,928.36	\$ 573,777.40		-\$ 341,000.00	\$ 232,777.40	-\$ 230,000.00	\$ 2,777.40
Property Development	\$ 200,169.00	\$ -	\$ -	-\$ 175,000.00	\$ -	\$ 61,653.00	\$ 123,354.00		\$ 10,007.00	\$ 210,176.00		\$ -	\$ 210,176.00	\$ -	\$ 210,176.00
Organisational service assets and projects	\$ 5,638,403.70	-\$ 846,991.00	\$ -	-\$ 714,396.39	\$ 278,166.00	\$ -	-\$ 250,843.00		-\$ 1,534,064.39	\$ 4,104,339.31		-\$ 8,672.00	\$ 4,095,667.31	\$ 295,000.00	\$ 4,390,667.31
Quarry Rehabilitation	\$ 4,002.45	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,000.00	\$ 19,002.45		\$ 15,000.00	\$ 34,002.45	\$ 15,000.00	\$ 49,002.45
Financial Assistance Grant	\$ 2,629,336.00	\$ -	\$ -	-\$ 2,629,336.00	\$ -	\$ -	\$ -		-\$ 2,629,336.00	\$ -		\$ -	\$ -	\$ -	\$ -
Bonds, Retentions & Trusts	\$ 241,626.06	\$ -	\$ -	\$ -	\$ -	\$ -	-\$ 118,110.91		-\$ 118,110.91	\$ 123,515.15		\$ -	\$ 123,515.15	\$ -	\$ 123,515.15
<b>Total Internal Restrictions</b>	<b>\$ 12,994,166.15</b>	<b>-\$ 1,250,641.00</b>	<b>\$ 150,554.00</b>	<b>-\$ 4,074,684.27</b>	<b>\$ 257,166.00</b>	<b>\$ 61,653.00</b>	<b>\$ 467,509.09</b>	<b>\$ -</b>	<b>-\$ 4,388,443.18</b>	<b>\$ 8,605,722.97</b>	<b>\$ -</b>	<b>-\$ 513,777.00</b>	<b>\$ 8,091,945.97</b>	<b>\$ 166,744.00</b>	<b>\$ 8,258,689.97</b>
<b>Total Restrictions</b>	<b>\$ 26,442,582.03</b>	<b>-\$ 939,908.00</b>	<b>-\$ 602,446.00</b>	<b>-\$ 6,989,620.39</b>	<b>\$ 68,578.00</b>	<b>\$ 28,695.00</b>	<b>-\$ 546,780.08</b>	<b>\$ -</b>	<b>-\$ 8,981,481.47</b>	<b>\$ 17,461,100.56</b>	<b>\$ -</b>	<b>\$ 236,017.00</b>	<b>\$ 17,697,117.56</b>	<b>\$ 757,577.00</b>	<b>\$ 18,454,694.56</b>

**20.2 APRIL CAPITAL WORKS PROGRAM**

<b>Document ID:</b>	<b>609834</b>
<b>Author:</b>	<b>Senior Finance Officer</b>
<b>Authoriser:</b>	<b>Deputy General Manager Corporate and Community</b>
<b>Theme:</b>	<b>Statutory and Compulsory Reporting – Financial / Audit</b>
<b>Attachments:</b>	<b>1. April 2022 Capital Program.pdf</b> <a href="#">↓</a> <b>2. April 2022 Capital Expenditure.pdf</b> <a href="#">↓</a> <b>3. April 2022 Operational Expenditure.pdf</b> <a href="#">↓</a>

**RECOMMENDATION**

That Council:

1. Receives and notes the information contained in the Capital Works report as of 30 April 2022.

**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 April 2022.

**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:

- The grant submission for the main street CCTV system was unsuccessful. Project has been deferred to 2022-2023.
- The order has been placed for the Replacement of Firewall project, awaiting installation.
- A consultant has been organised for the Disaster Recovery planning. Awaiting installation of the firewalls.
- Mobile Device Management is currently being implemented.
- The Integrated Software System has commenced and will continue throughout the financial year.
- Awaiting installation of the Secure Wireless Network.
- Quotes are being sought for the GIS Imagery project.
- Replacement of Network Switches have been procured, awaiting delivery.
- Software licencing will be reviewed throughout the year.
- Quotes are being organised for the replacement of Desktops and Laptops.

- Completed projects: MagiQ Publishing Portal implementation, Councillor iPad project, Azure Premium P1 Implementation, GDA and SSA Implementation and the SQL Server Software Licenses.

### **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 of the cattery structure is complete for the Pound Cattery Holding system.
- Rural Fire Service is arranging works for the Barellan RFS Station Amenities.

### **Environment**

- Narrandera West Drainage Improvements projects has been deferred due to land ownership issues; funds reallocated to Driscoll Road Drainage improvements in March QBR.
- Waiting on the design for the retaining wall to be considered for the Narrandera Landfill Masterplan improvement works.
- Construction of the Drainage Improvements at Driscoll Road to commence in May.
- The Cemetery Management Plans and Mapping software, as per the cemetery service review project has been deferred to 2022-2023.
- The insurance claim has been submitted for the Building Flood Damage works. Quotes are being finalised and are waiting for approval from the Insurance Company.
- All make safe activities are complete for the Library Flood damage works. Carpet and joinery replacement has commenced.
- All make safe activities have been completed for the Sports Stadium flood damage works. Renewal quotations have been committed.
- All make safe activities have been completed for the Changerooms under the Grandstand. Renewal quotations have been committed with replacement activities to commence in May.
- Completed projects: Larmer Street Flood Mitigation Works - Stage 2 and Chambers electrical cable damage.

### **Housing & Community Amenities**

- Additional furniture has been ordered for the Grong Grong Cemetery.
- Narrandera Cemetery furniture purchase has been deferred until 2022-2023.
- Quotes are being sought again due to contractor unavailability for the Barellan Cemetery entrance gate.

### **Recreation & Culture**

- Works to be carried over for the Lake Talbot Pool Remediation works and will be completed in conjunction with demolition of the old clubrooms.
- The Contractor has been engaged for the Lake Talbot Pool installation of shade structures, the design and engineering activities have commenced.
- A Contract has been awarded for the Narrandera Park Oval Grandstand upgrade.
- The new Narrandera Sportsground Clubrooms external works are to be finalised by May.
- The design is being undertaken for the Narrandera Sportsground drainages and soak, with works to be completed in June.

- OSR New Shed has been ordered with construction underway.
- Signs have been installed at Grong Grong Earth Park and Henry Mathieson Oval for the Remote Signage Project. Sign upgrades are in progress for Brewery Flats.
- The Marie Bashir Park Irrigation Management System project has been deferred to seek an integrated solution with Water and Sewer.
- Marie Bashir Park drinking fountains/bottle fillers works to be undertaken with Stronger Country Communities Round 4 (SCCF4).
- Narrandera Playgrounds Upgrades project has been deferred to allow for a more substantive upgrade in 2022-2023.
- The Narrandera Adventure Playground Upgrades project has been cancelled and funds reallocated to the 2022-2023 Inclusive spaces budget.
- Other Town Park upgrades landscaping is scheduled for May.
- The Barellan Playground Upgrades and festive decorations project has been deferred, with scope being revised.
- The Biosecurity Mapping Systems project has been deferred to 2022-2023.
- Purchase options for a boat are being explored.
- Procurement is underway for the Lake Talbot Recreation toilet block landscaping.
- The scope of works is to be developed for the Lake Talbot seating and shelter revamp project.
- Book and Resources annual replacement purchasing is on target.
- Funds to be reallocated for the replacement of the computer seating at the Library.
- Parkside Museum renewal works have commenced. Kitchen cabinets are now complete. Procurement of external painting is underway and is scheduled to be completed in May.
- Concepts are being prepared for the Adventure Playground inclusive Spaces with ordering to occur early in next financial year.
- Completed projects: Lake Talbot Tourist Park repairs of damaged units, Tree Audit and Outdoor Court Furniture and shelters.

### **Drought Community Funding (Round 2)**

- Narrandera Stadium Upgrade works are complete.

### **Stronger Country Communities (Round 3)**

- The Creating Future Farmers workshop is complete, with final project to be done.
- The Youth Food Van project is complete.

### **Stronger Country Communities (Round 4)**

- A Contractor has been engaged for the Narrandera Sportsground changeroom facilities to upgrade the existing amenities to meet women in sport requirements. Construction commencement time is to be finalised.
- Procurement is being finalised for the Barellan Netball Courts upgrade.
- Quotations are being evaluated for the Narrandera Sports Stadium for approved acoustics and thermal comfort.
- Construction is to commence in early May for the Lake Talbot Water Park Entrance upgrade and fencing.

- Project is being scoped for the Water Refill Stations along the walk/cycle paths in five locations, plus additional station at Marie Bashir Park.

### **Playground on the Murrumbidgee**

- The Destination and Discovery Hub construction has commenced.
- The project is being scoped for the Extension of the Bike and Hike Trails, anticipated completion May.
- The footpath has been completed for the Northbank Walking Track project, with minor works to be undertaken. The remaining funds are to be used for the access to the canal bridge.
- Tender has been awarded for the Northbank Pedestrian Bridge, with construction to start in May.
- A detailed design has been received for the Elevated Walk and Platform Deck, with a report to be presented to the May Council meeting.
- Lake Talbot deepening works are grant dependent.
- The Lattice Railway bridge project has been cancelled.
- Lake Talbot Tourist Park Amenity Block and Camp Kitchen and Playground with shade structure has been completed.

### **Local Roads and Community Infrastructure Round 1**

- A decorative screen is to be procured for the Kiesling Lane Beautification project.
- Shoulder widening works are currently being completed for Barellan Golf Course Road.
- Completed projects: Weir Park and Ridgeview Roads, Brewery Flat Improvements, Art Centre Storage, Water Tower Surrounds, Tree planting – all towns, Audit requirement and Melbourne Street kerb and gutter works.

### **Local Roads and Community Infrastructure Round 2**

- Pump track modular units have been ordered for the Barellan Pump Track; installation to commence in May.
- The construction of the shed is complete for the Grong Grong Village storage facility and toilet; the final fit out to commence in May.
- Final plans have been received for the Wiradjuri Memorial Wall stage 1. No quotes were received, further procurement to be undertaken.
- Works are well underway for the Barellan Cemetery installation of unisex toilet and sewerage management system, with the construction of the toilet structure to commence in May.
- The ramp has been completed for the Narrandera Sportsground disabled spectator access areas, with access path and concrete commenced.
- Design options are being considered for the Narrandera Flora and Fauna Reserve improvements.
- The Digital Scoreboard project has been installed.

### **Local Roads and Community Infrastructure Round 3**

- A detailed storm water design and analysis is being undertaken, prior to final design and construction for the improvements at East Street between Twynam and Bolton Street, as part of the Narrandera Business Centre Master Plan.

**Community Building Partnership**

- Art on the Water Tower project has been completed.

**Crown Lands Infrastructure**

- The construction of drainage and sealing of the remaining access road at Rocky Water Hole project is now complete.

**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.
- Completed works are Paintings Bridge Road.

**Fixing Local Roads Round 2**

- Signs are still to be received for the FCR - Sandigo Kywong School Bus Route.

**Fixing Local Roads Round 3**

- Rural Road Reseals – Grants were unsuccessful, and projects have been cancelled for Kamarah Road Heavy vehicle, Erigolia Road Heavy Vehicle and Cowabbie Road Northern bus route.
- Narrandera Bus route rural road reseals; works have commenced for Pamandi, Mejum Park and Cowabbie Roads; works scheduled for Brookong Street.
- Completed projects: HSVPP Kamarah, Boree, Red Hill and Bassetts Roads.

**Fixing Country Bridges**

- Molly's Bridge unit has been delivered and installation is being planned.
- The tender has been awarded for Somerset Bridge. Survey, Geotech, review of environmental factors and design have been completed. The bridge unit is being delivered in May.

**Building Better Regions Round 6**

- Construction of Solar Panels and LTTP Power sites have been deferred, pending outcome of Building Better Regions Round 6 (BBR6).

**Transport & Communication**

- Works to be scheduled: Culvert/Bridge assessment works, Urban Laneway Upgrade – Arthur and Willans Lanes, Urban Laneways Upgrade – Additional, Urban Footpath Replacement.
- PAMP – Urban Footpath Cadell Street (Twynam and Audley Streets) design is being undertaken.
- Active transport – Walking grant was unsuccessful. Project has been cancelled.
- Urban Reseals – Racecourse Road and East Street (Audley to Larmer) projects have been deferred due to weather.
- Barellan Stormwater Design project has been cancelled.
- Design is being undertaken for the new road at Red Hill Industrial Estate.
- A detailed storm water design and analysis is being undertaken prior to final design and construction at Bolton Street as part of the Narrandera Business Centre Masterplan.
- Urban Roads Construction – Laneways: Audley, 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.

- Urban Kerb and Gutter Replacement project has been cancelled. Funds to be reallocated to Melbourne Street Kerb & Gutter works
- Procurement has commenced for the Improvement of Water Haulage project, which is to be purchased under the plant program.
- Innovation for Rural Infrastructure Management will also be purchased under the plant program.
- The Urban Footpath to railway overpass project is to be undertaken with the North Narrandera Footpath project under Local Roads Community Infrastructure Round 3 (LRCI R3)
- Rural Sealed Roads Construction works at Euratha Road has been deferred to 2022-2023.
- Roads to Recovery resheeting projects: The Gap Road and Stradbroke Road to be scheduled in the start of the last quarter. Brewarrana, Holloway, Baldwins, Ellis and Merribee Road works have commenced. McDonalds Road project has been cancelled. Reseal Works projects have been cancelled for 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 have commenced.
- School Zone Infrastructure Program (SZI) – Larmer, Adams and Douglas Streets are in design phase.
- Poles have been installed for the Banner Poles Leeton Road project, with the banners to be ordered.
- Design is being undertaken for Flood Damage repairs to Holloway Road culvert and Grong Grong River road Culvert.
- Emergency Drainage works are continuing with a claim being prepared.
- Cemetery storm damage emergency works have commenced.
- Completed projects: Arthur, Baylis, Box Streets; Intersection upgrade Local & Regional Roads; Driscoll Road. Roads to Recovery projects; Bogolong, Birrego, Road, Rehabilitation Sandigo, Druces, Pethers, Galore Park, Pinehope, Galore Forest, Donaldsons, Jackson, Jonsen and Square Knob Roads, Culvert Manderlay Road 7.78km, culvert McKenzies Road, Anzac/Kiesling Drive intersection, East/Larmer Streets Intersection, Red Gum and Adams Streets heavy patching and LED Street Lighting replacement project.

### **Economic Affairs**

- The site map is to be upgraded on the estate for Red Hill Signage after current developments are confirmed and established.
- Gateway Entrance Signs project is under review, funds are to be reallocated.
- Council Chambers cleanout of storage facility works activities have been delayed due to COVID-19 restrictions.
- Building Renewal and Upgrades annual program have been identified, scoped and procurement underway. Barellan Street Stall is now complete. Various building fixtures and renewal activities have been committed.
- Procurement is underway for the New Building at depot.
- Quotes are being considered for the Security and Wildlife Perimeter fencing at airport.



- Designs have been received from the consultant for the Airport taxiway; tender phase is planned for second half of 2022.
- Replacement program is nearing completion for the Light Vehicles, Trucks and Trailers, Heavy Plant Sales and Other Plant Capital.
- Completed projects: Runway, Taxiway and Apron resealing and re-mark project, Installation (3) of the Apron Flood lights and Workshop Vehicle Wash Bay Shed.

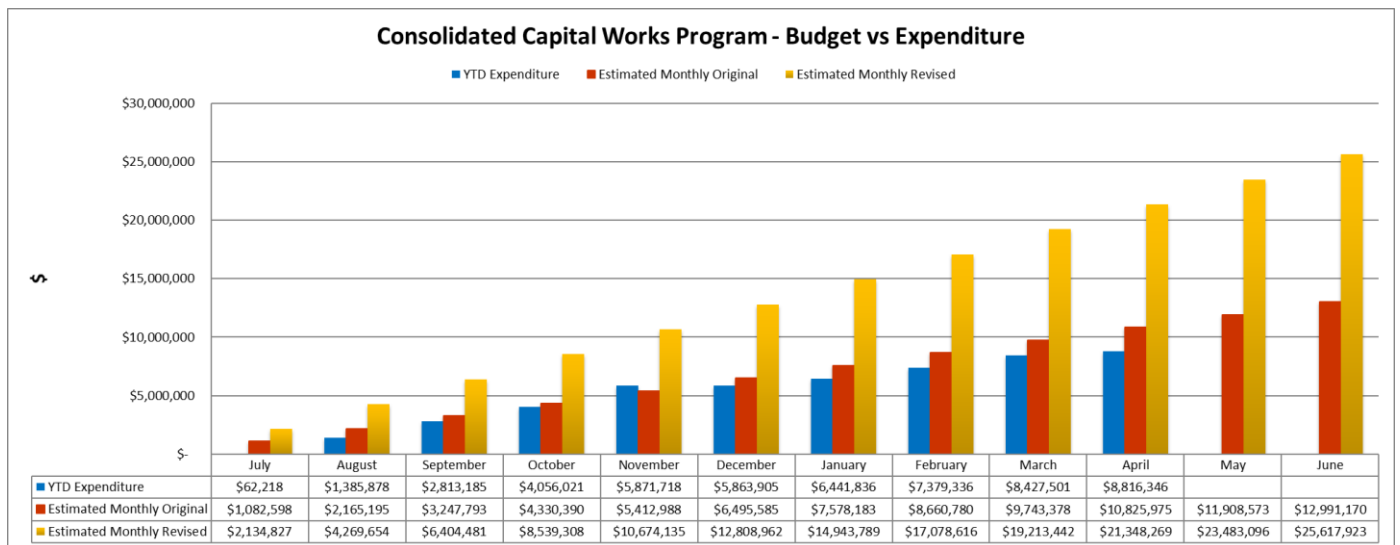
### **Water Supplies**

- Hydrant and Valve replacements program is being developed; works are to commence.
- Service replacements will be undertaken 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.
- Water Treatment Plant (WTP) scoping study funding deed has been accepted. The upgrade design for the WTP will commence after the study has been completed.
- Pine Hill Reservoir Upgrade tank construction is complete. Final commissioning is underway. Internal civil works are complete. The fencing and demolition project will start once new reservoirs are commissioned.
- Pine Hill Pump replacement is still to be programmed after the reservoir construction is complete.
- Program has been developed for the cul-de-sac ring mains; cost estimates are being prepared.
- Survey and procurement is underway for the Gordon Street fencing site.
- Department of Planning and Environment (DPE) 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 mid-2022.
- Taggle Software and implementation is underway. Expected to be operational for the next billing cycle.
- Procurement is underway for the Bulk Water filling station with installation to be completed in May.
- The third batch of filter installations is underway for the Household Filter Project. 80 filters have been installed, with 20 pending.
- Telemetry Software Upgrade and Hardware Upgrade specifications are complete; procurement is underway.
- The Valve Exerciser and Non-destructive digger project has been cancelled.
- Solar Panel scope is being prepared with additional grant funding being sought.
- Completed projects: Reservoir cleaning and structural assessments, Water Main replacement at Sawmill Road Extension and Lake Talbot Tourist Park Fire Service Water Main.

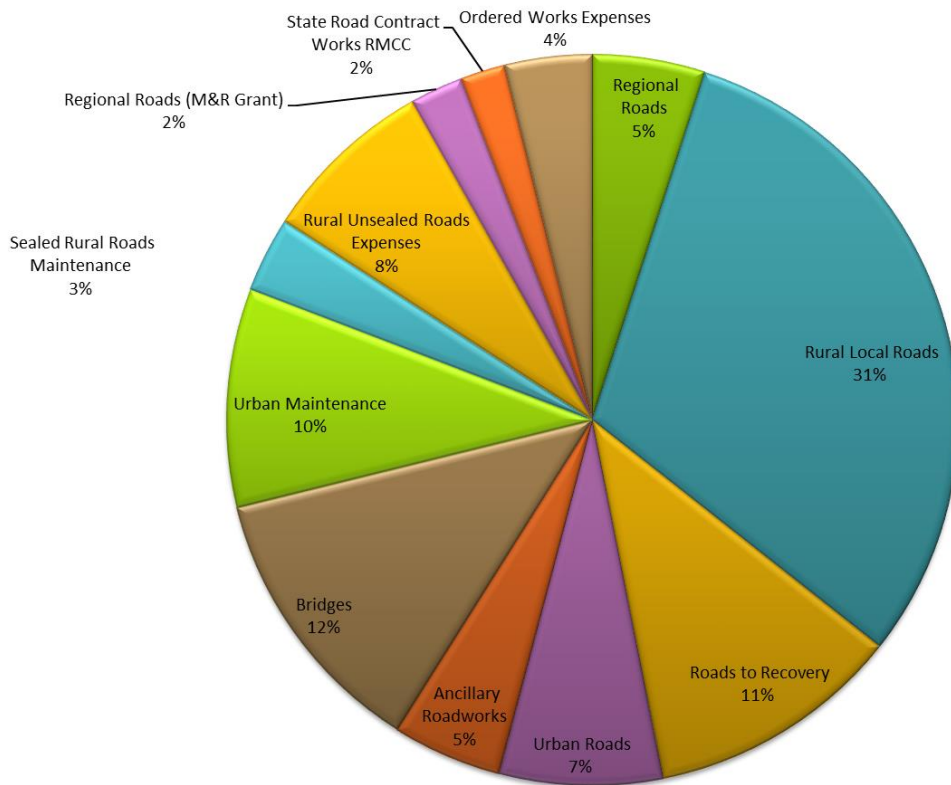
### **Sewerage Supplies**

- The Barellan Sewer design tender has been awarded and design is underway. Construction documentation is being prepared with tenders to be called in the last quarter of 2022.

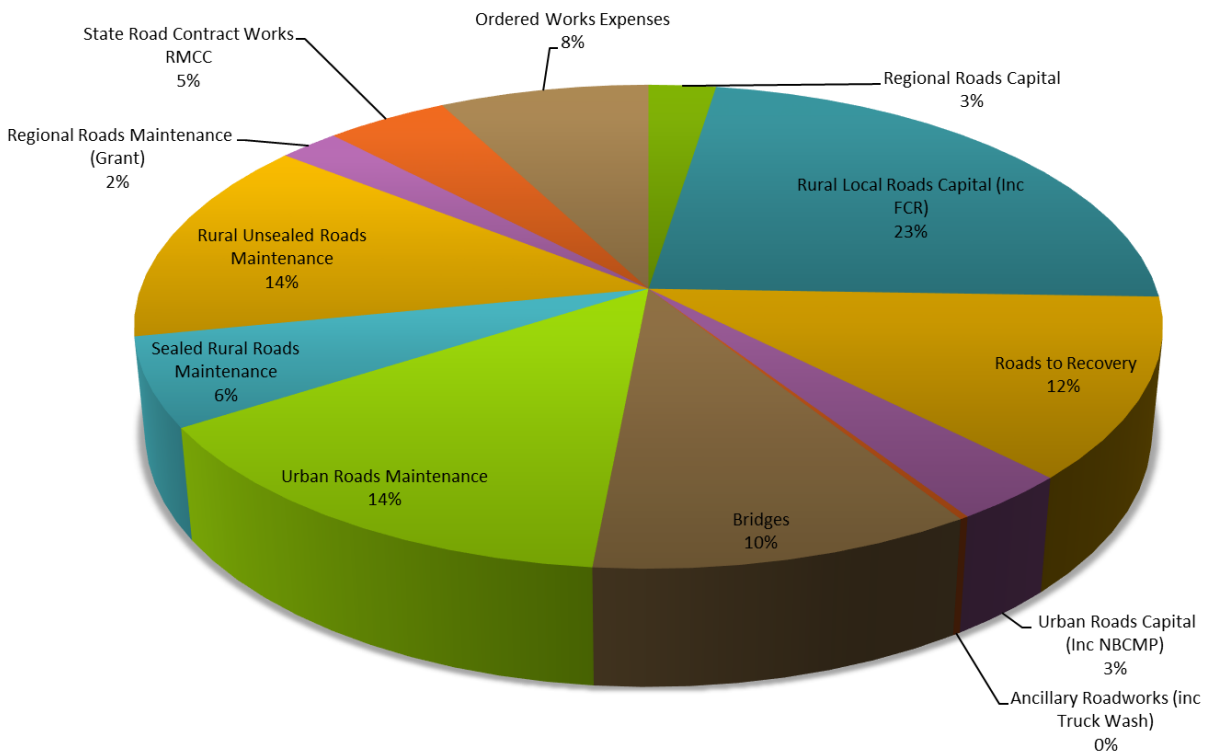
- The design has been updated for the Primary Filter EPA (Environment Protection Authority) with procurement underway.
- Manhole and Sewer Service Replacements will be performed as required.
- Quotes have been received for the Flow Meters for Sewer Pump Stations 2, 3 and 4 which were outside of the budget, review of the scope is being undertaken.
- Public consultation to be undertaken during May for the Narrandera West Sewer Extension.
- Scope is being prepared for the Solar Panel project; additional grant funding is being sought.
- Telemetry Software Upgrade and Hardware Upgrade specifications are complete, Procurement to be programmed in mid-2022.
- Completed projects: Sewer Main Relines.

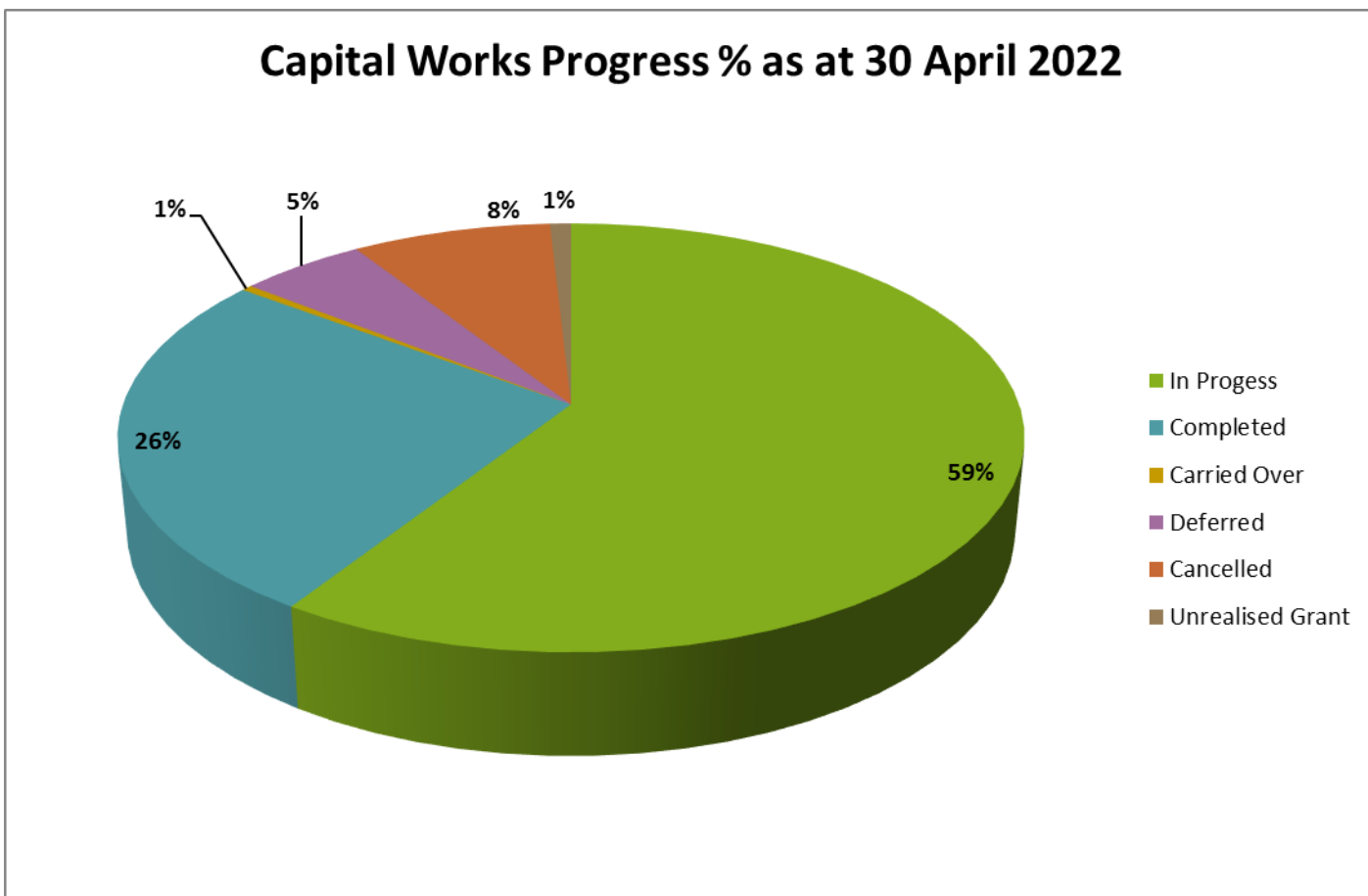
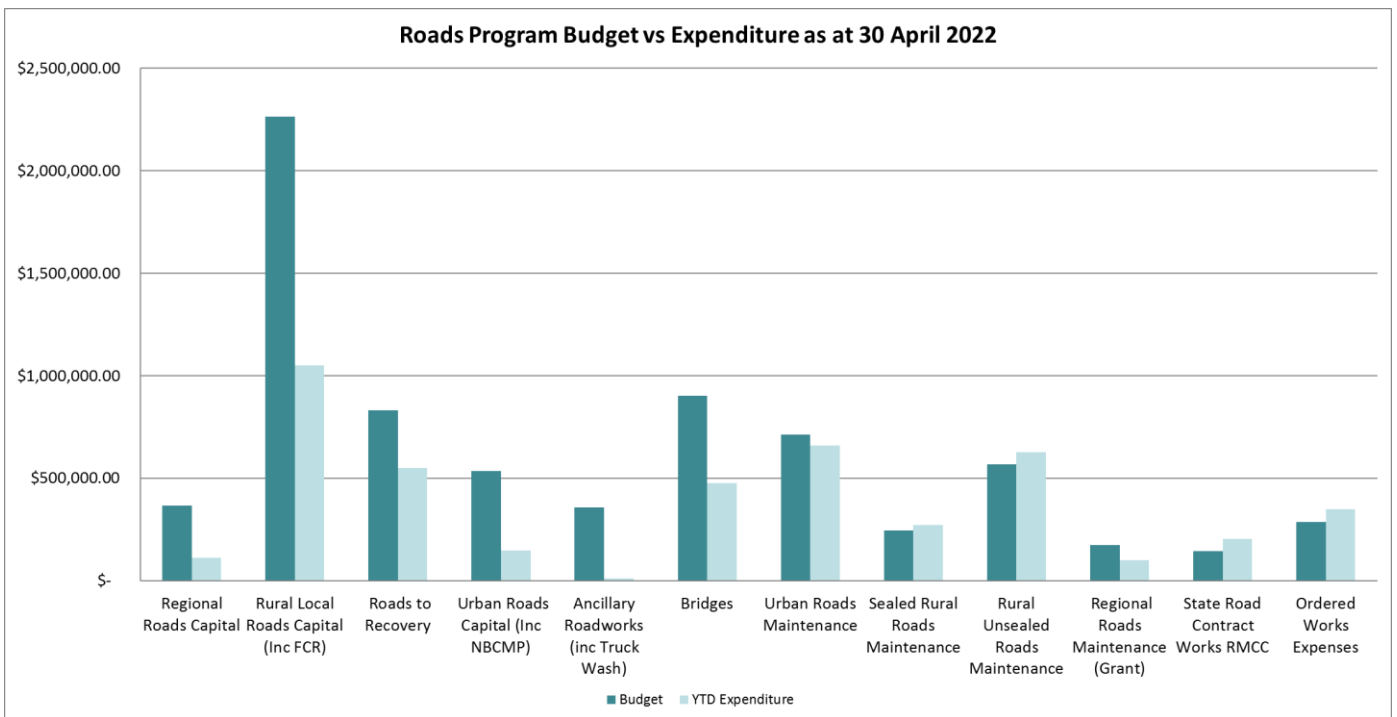


**% Total Roads Budget as at 30 April 2022 - 83.33% of year lapsed**



**% of Roads Expenditure as at 30 April 2022 - 83.33% of year lapsed**





**TERMINOLOGY**

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

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

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

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

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

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

**Balance** – Amount of unspent funds including commitments for each program at reporting date.

**Graph** – The graph at the top of the report displays the original budget adopted by Council, the revised budget and year to date expenditure, including commitments.

## **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 April 2022.

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at April 2022**

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

83.33%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
1	IT Review	-		\$2,453.00	\$0.00	\$2,453.00	0%	Project cancelled
2	SQL Server Software Licenses	-		\$17,530.00	\$5,915.00	\$11,615.00	34%	Completed
3	Azure Premium P1 Implementation	-		\$12,220.00	\$7,881.00	\$4,339.00	64%	Completed.
4	GDA and SSA Implementation	-		\$16,053.64	\$15,681.00	\$372.64	98%	Completed.
5	Replace Desktops/Laptops	20,000	\$891.00	\$30,410.00	\$15,784.50	\$13,734.50	52%	Organising Quotes
6	Software Licencing	20,000		\$20,000.00	\$9,950.00	\$10,050.00	50%	Will review throughout the year.
7	Councillor iPad Project	5,000		\$5,000.00	\$5,192.47	-\$192.47	104%	Completed
8	Replace Firewall	35,000	\$38,516.00	\$35,000.00	\$0.00	-\$3,516.00	0%	Ordered and awaiting installation
9	Secure Wireless Network	15,000	\$7,060.00	\$15,000.00	\$4,970.00	\$2,970.00	33%	Ordered and awaiting installation
10	Replace Network Switches	25,000	\$23,030.00	\$25,000.00	\$0.00	\$1,970.00	0%	Ordered and awaiting delivery.
11	Disaster Recovery Planning	5,000	\$5,460.00	\$5,000.00	\$0.00	-\$460.00	0%	Consulting organised awaiting installation of firewalls.
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%	Quotes being organised.
15	MagiQ Publishing Portal	-		\$12,500.00	\$12,570.00	-\$70.00	101%	Completed.
16	Pound: Cattery Holding System	-		\$3,120.07	\$728.30	\$2,391.77	23%	Construction of the cattery structure is complete.
17	CCTV system for the Main Street	60,000		\$60,000.00	\$5,454.45	\$54,545.55	9%	Grant Unsuccessful. Project deferred to 22/23.
18	Barellan RFS Station Amenities	-		\$28,739.54	\$0.00	\$28,739.54	0%	RFS arranging works.
19	Ndra Landfill Masterplan improvement works	-		\$149,963.91	\$15,160.00	\$134,803.91	10%	Waiting for design of retaining wall to be considered.
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	-		\$5,309.75	\$1,185.44	\$4,124.31	22%	Completed.
22	Narrandera West Drainage Improvements	28,000		\$28,000.00	\$517.00	\$27,483.00	2%	Deferred due to land ownership issues, funds to be reallocated to Driscoll Road drainage improvements.
23	Drainage Improvements Driscoll Road	60,000	\$18,181.82	\$65,627.24	\$31,216.26	\$16,229.16	48%	Construction to start may.
24	Book & Resources annual replacement	30,896		\$34,613.91	\$6,737.04	\$27,876.87	19%	Purchasing on target.
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	\$53,861.09	\$82,138.91	40%	Carryover - Works to be bundled with Demolition of old Clubrooms
27	LT Pool Install shade structures and seating located on Plant Room	60,000	\$53,059.00	\$60,000.00	\$4,540.00	\$2,401.00	8%	Contractor engaged.- Design and Engineering activities commenced.
28	Narrandera Sportsground Drainages & Soak	95,000		\$100,000.00	\$0.00	\$100,000.00	0%	Designs being undertaken, works to be completed June.
29	Ndra Sportsground Clubrooms	-	\$37,228.64	\$939,925.02	\$901,110.42	\$1,585.96	99%	External works being finalised by May.
30	Outdoor Courts Furniture/Shelters	-		\$15,000.00	\$5,871.53	\$9,128.47	39%	Works Complete
31	Ndra Park Oval Grandstand upgrade	20,000	\$30,425.00	\$20,000.00	\$1,122.92	-\$11,547.92	6%	Contractor awarded.
32	MBP Irrigation management system	125,000		\$125,000.00	\$0.00	\$125,000.00	0%	Deferred to seek integrated solution with water and sewer
33	OSR New Shed	125,000	\$15,530.00	\$125,000.00	\$85,949.32	\$23,520.68	69%	Shed ordered, construction underway.
34	Narrandera Playgrounds Upgrades	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	money reserve to allow for a substantive upgrade in 22-23
35	Narrandera Adventure Playground Upgrades	25,000		\$25,000.00	\$0.00	\$25,000.00	0%	Cancelled funds reallocated to 22-23 budget Inclusive Spaces
36	BrIn Playground Upgrades and festive decorations	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Deferred with scope being revised.
37	MBP Drinking fountains/ bottle fillers	-		\$8,000.00	\$0.00	\$8,000.00	0%	Transferred to SCCF4
38	DCF/LRCI - Narrandera Stadium Upgrade	-		\$56,289.50	\$53,528.35	\$2,761.15	95%	Completed

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at April 2022**

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

83.33%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
39	SCCF - Youth Food Van Project	-		\$9,161.78	\$10,053.28	-\$891.50	110%	Completed
40	SCCF3A - 0009- Creating Future Farmer	-		\$19,950.00	\$10,607.56	\$9,342.44	53%	Workshop completed final project to be done.
41	SCCF4 - Narrandera Sportsground - Changeroom Facilities (Upgrade existing changerroom amenities to meet women in sport requirements)	-		\$0.00	\$1,263.04	-\$1,263.04	#DIV/0!	Contractor engaged.- Construction commencement time to be finalised - Carry Over
42	SCCF4 - Barellan Netball Courts	-		\$103,500.00	\$0.00	\$103,500.00	0%	Procurement being finalised.
43	SCCF4 - Narrandera Sports Stadium - Line internal walls of Stadium with insulated lining panels for improved acoustics and thermal comfort.	-		\$0.00	\$0.00	\$0.00	#DIV/0!	Quotation offer being evaluated. (Carryover commencement of works still to be determined)
44	SCCF4 - Lake Talbot Water Park - Entrance upgrade / Fencing	-		\$0.00	\$31,622.72	-\$31,622.72	#DIV/0!	Construction to commence early May.
45	SCCF4 - Water Refill Stations along walk/cycle paths (5 locations)	-		\$0.00	\$0.00	\$0.00	#DIV/0!	Project being scoped.
46	BBR6 - Solar Panels	100,000		\$100,000.00	\$0.00	\$100,000.00	0%	Construction deferred, pending outcome of BBR6.
47	BBR6 - LTTP Power sites			\$0.00	\$0.00	\$0.00	#DIV/0!	Construction deferred, pending outcome of BBR6.
48	POM - Destination & Discovery Hub	-	\$2,487,262.05	\$3,061,303.30	\$351,483.76	\$222,557.49	11%	Construction commenced.
49	POM - Extension of Bike & Hike Trails	61,967		\$61,967.00	\$156.64	\$61,810.36	0%	Project being scoped, to complete by May.
50	POM - Lattice Railway Bridge	822,000		\$10,545.16	\$9,784.57	\$760.59	93%	Cancelled
51	POM - LTTP Upgrades to Amenity block & Camp Kitchen	-	\$15,333.65	\$833,690.72	\$665,133.96	\$153,223.11	80%	Completed
52	POM - LTTP New Playground	60,741		\$60,741.00	\$79,297.42	-\$18,556.42	131%	Works Complete
53	POM - Northbank Walking Track			\$382,648.58	\$181,164.76	\$201,483.82	47%	Footpath complete. Minor works to be undertaken , remaining funds to be used for access to canal bridge.
54	POM - Northbank Pedestrian Bridge	283,639	\$328,250.00	\$302,181.07	\$33,080.37	-\$59,149.30	11%	Construction commenced site works to be undertaken in May.
55	POM - Elevated Walk, Platform deck			\$821,000.00	\$10,545.00	\$810,455.00	1%	Detailed design received, report to be presented to May Council meeting.
56	Other Town Park upgrades	-		\$20,000.00	\$800.00	\$19,200.00	4%	Landscaping scheduled for May.
57	2020-25 Tree Audit	-		\$38,000.00	\$31,000.00	\$7,000.00	82%	Completed -final invoice to be processed - Tree management system to be committed
58	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 - project has been deferred
59	Remote Signage	7,500		\$15,000.00	\$12,000.00	\$3,000.00	80%	Sign upgades in progress for Brewery flats
60	LRCI - Brewery Flat Improvements - Fire Pits, Seating, Shelters.	-		\$3,147.55	\$1,295.07	\$1,852.48	41%	Completed
61	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.
62	LRCI - Kiesling Lane Beautification	-		\$19,620.00	\$11,761.35	\$7,858.65	60%	Decorative Screen to be procured.
63	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.
64	LRCI - Tree planting - All towns (Subject to consultation)	-		\$856.01	\$11,086.58	-\$10,230.57	1295%	Completed
65	LRCI - Melbourne Street - Kerb & Gutter works,	-	\$1,570.00	\$54,587.88	\$115,832.49	-\$62,814.61	212%	Works complete



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83.33%

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66	LRCI - Laneway Upgrade - Drain and seal a selected laneway.	-		\$7,974.66		\$7,974.66	0%	
67	LRCI - Arthur Lane	-			\$0.00			Works to be scheduled
68	LRCI - Willans Lane	-			\$0.00			Works to be scheduled
69	LRCI - Drainage Works (Various) - New Culverts and causeways	-		\$12,058.35		\$24.38	21%	
70	LRCI - Ridgeview Road	-			\$2,517.97			Completed
71	LRCI - Barellan Golf course road	-			\$9,516.00			Completed
72	LRCI - Weir Park Road - 1200m gravel Resheet and Otta seal	-		\$2,982.51	\$1,350.00	\$1,632.51	45%	Completed
73	LRCI Audit Requirements	-		\$0.00	\$4,000.00	-\$4,000.00	#DIV/0!	Completed
74	Art on the Water Tower Stage 2	-		\$25,859.90	\$51,899.44	-\$26,039.54	201%	Artwork completed 3rd February 2022
75	LRCI R2 - Barellan Pump Track	-		\$160,000.00	\$102,229.53	\$57,770.47	64%	Pump Track modular units order, expected to install May.
76	LRCI R2 - Grong Grong Village - Storage facility, toilet, and associated equipment	-	\$39,557.73	\$108,200.00	\$66,798.41	\$1,843.86	62%	Construction of Shed is complete. Final fit out to commence in May.
77	LRCI R2 - Wiradjuri Memorial Wall Stage 1	-	\$55,500.00	\$279,964.00	\$17,066.29	\$207,397.71	6%	Final plans received, No RFQ's received, further procurement to be undertaken.
78	LRCI R2 - Ndra Sportsground - Disabled spectator access areas.	-		\$39,440.18	\$72,386.35	-\$32,946.17	184%	Ramp Completed. Access path and concrete works commenced
79	LRCI R2 - Ndra Sportsground - Installation of a digital scoreboard, with video capability.	-		\$120,000.00	\$123,938.43	-\$3,938.43	103%	Complete
80	LRCI R2 - BrIn Cemetery - Install unisex toilet & sewerage management system.	-	\$27,845.07	\$75,000.00	\$13,477.56	\$33,677.37	18%	Works well underway - Construction of toilet structure to commence in late April.
81	LRCI R2 - Ndra Flora and Fauna reserve - Upgrade carpark & entrance	-		\$54,975.00	\$0.00	\$54,975.00	0%	Design options being considered
82	LRCI R3 -East St between Twynam & Bolton	-		\$0.00	\$0.00	\$0.00	#DIV/0!	Detailed storm water design and analysis being undertaken prior to final design and construction.
83	CRIF - Construct drainage and seal the remaining access road at Rocky Water Hole	-		\$86,435.90	\$88,865.97	-\$2,430.07	103%	Completed
84	Adventure Playground inclusive spaces (ECP)	-		\$75,000.00	\$0.00	\$75,000.00	0%	Concepts being prepared for ordering in early next year
85	LT Rec Seating and Shelter Revamp	-		\$10,000.00	\$0.00	\$10,000.00	0%	Scope of works to be developed
86	LT Rec Toilet block landscaping	20,000		\$20,000.00	\$0.00	\$20,000.00	0%	Procurement underway.
87	Boat Purchase	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	Purchase options being explored.
88	LED Street Lighting Replacement	350,000	\$398,868.36	\$350,000.00	\$0.00	-\$48,868.36	0%	Completed - Invoice recieved payment pending
89	Barellan Cemetery Entrance gate	-		\$8,000.00	\$0.00	\$8,000.00	0%	Seeking quotes again due to contractor unavailability
90	GG Cemetery Furniture	-		\$3,834.00	\$0.00	\$3,834.00	0%	Additional furniture ordered.
91	Furniture - Narrandera Cemetery	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	Deferred
92	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%	deferred to 22-23
93	Cemetery Storm Damage	-		\$0.00	\$8,438.55	-\$8,438.55	#DIV/0!	Emergency works commenced 29/3/22
94	Emergency Drainage Works	-	\$3,700.00	\$0.00	\$40,007.32	-\$43,707.32	#DIV/0!	Works continuing with claim being prepared.
95	Barellan Stormwater Design	-		\$0.00	\$386.53	-\$386.53	#DIV/0!	Cancel

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at April 2022**

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96	New Road - Red Hill Industrial Estate	-	\$2,500.00	\$0.00	\$0.00	-\$2,500.00	#DIV/0!	Design being undertaken.
97	NBCMP Bolton Street	-		\$0.00	\$12,781.64	-\$12,781.64	#DIV/0!	Detailed storm water design and analysis being undertaken prior to final design and construction.
98	<b>Urban Roads Construction</b>	131,381		\$141,709.37		\$116,751.70	18%	
99	Arthur St (Victoria to Audley) Extend to kerb				\$8,113.71			Completed
100	Baylis St (Jonsen St to May St) Extend to kerb				\$14,346.46			Completed
101	Box Street (Barellan)				\$0.00			Completed
102	Intersections Upgrade Local & Reg. Rds				\$2,497.50			Completed
103	Culvert/bridge assessment works	-		\$15,683.00	\$0.00	\$15,683.00	0%	Works to be scheduled
104	<b>Urban Roads Construction - Laneways</b>	40,922		\$40,922.00		-\$11,563.96	128%	
105	Audley Lane				\$0.00			
106	Peters Lane				\$0.00			project deferred due to lack of funding
107	Jonsen Lane				\$52,485.96			Completed
108	Arthur Ln - Victoria to Bolton				\$0.00			Works to be scheduled
109	Arthur Lane - King to Whitton Street				\$0.00			project deferred due to lack of funding
110	<b>Urban Reseals</b>	120,612		\$120,612.00		\$86,555.60	0%	
111	Racecourse Rd		\$15,640.36		\$0.00			Project deferred due to weather.
112	East Street (Audley to Larmer)		\$18,416.04		\$0.00			Project deferred due to weather.
113	<b>Urban Pavement Rehabilitation</b>	132,458		\$132,458.00		\$116,761.57	12%	
114	Anzac/ Keisling intersection Heavy Patch				\$3,468.17			Completed
115	East/ Larmer Intersection Heavy Patch				\$4,399.25			Completed
116	Red Gum Street Heavy Patch				\$4,362.84			Completed
117	Adams Street Heavy Patch				\$3,466.17			Completed
118	Urban Laneways Upgrade - additional				\$0.00			Works to be scheduled
119	Urban K&G Replacement	15,759		\$51,593.11	\$270.61	\$51,322.50	1%	Cancelled. Funds reallocated to 300-1084-0
120	Improvement of water haulage	-		\$15,000.00	\$0.00	\$15,000.00	0%	To be purchased under plant program
121	Innovation for Rural infrastructure Mgmt	-		\$11,995.00	\$0.00	\$11,995.00	0%	To be purchased under plant program
122	Urban Footpath Replacement	10,506	\$25.27	\$10,506.00	\$53.41	\$10,427.32	1%	Works to be scheduled
123	Urban Footpath Add. Funds requested - To railway overpass	100,000		\$100,000.00	\$0.00	\$100,000.00	0%	to be undertaken with the North Narrandera footpath project under LRCI R3
124	<b>Roads to Recovery</b>	997,362		\$997,362.00		\$440,591.41	37%	
125	Merribee Rd				\$10,622.05			works commenced
126	Federal Park Road - Reseal				\$0.00			Project cancelled
127	Sandy Creek Road - Reseal				\$0.00			Project cancelled
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				\$35,768.40			Completed
131	Mcdonalds Road (0.0 to 1.97) Resheeting				\$0.00			project cancelled
132	Bogolong Road (6.94 to 9.8) Resheeting				\$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				\$13,485.31			works commenced
135	Holloway Road (2.5 to 4.0) Resheeting				\$51,334.70			works commenced

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136	Galore Forest Rd (0.0 to 1.97) Resheeting				\$25,326.52			Completed
137	Birrego Rd (7.7 to 9.7) Resheeting				\$50,591.17			Completed
138	Jackson Rd (1.0 to 1.67) Resheeting				\$17,655.90			Completed
139	The Gap Rd (6.55 to 9.55) Resheeting				\$0.00			scheduled to start last quarter
140	Donaldsons Rd (0.5 to 2.6) Resheeting				\$60,238.47			Completed
141	Rehab Sandigo Road				\$82,533.91			Completed
142	Square Knob Road		\$508.73		\$94,705.96			Completed
143	Brewarrana Road		\$4,090.91		\$8,225.65			Works Commenced
144	Stradbroke Road				\$323.84			Works to be scheduled
145	Ellis Road		\$1,485.82		\$0.00			Works commenced
146	<b>Rural Sealed Roads Construction</b>	206,620		\$150,946.81		\$132,686.41	12%	
147	Euratha Road				\$18,260.40			Deferred 22/23
148	Culvert Manderlay Road 7.78 km	-		\$8,440.00	\$1,914.26	\$6,525.74	23%	Completed
149	Culvert McKenzies	-		\$6,255.00	\$0.00	\$6,255.00	0%	Completed
150	FLR R1 - Paintings Bridge	-		\$29,387.34	\$0.00	\$29,387.34	0%	Completed
151	Driscoll Road	-	\$1,680.00	\$175,000.00	\$153,174.83	\$20,145.17	88%	Completed
152	Flood Damage repairs	-		\$0.00		\$0.00	#DIV/0!	
153	Holloway Rd Culvert	-			\$0.00			Design being undertaken
154	Grng Grng River Rd Culvert	-			\$0.00			Design being undertaken
155	FLR R3 - Narrandera Bus Route	-	\$233,834.76	\$1,034,098.00		\$449,707.80	43%	
156	Pamandi Rd	-			\$114,168.87			Works commenced
157	Cowabbie Rd	-			\$349.50			Works commenced
158	Brookong St	-			\$8,173.18			Works scheduled
159	Mejum Park Rd	-			\$8,452.79			Works commenced
160	Boree Rd	-			\$219,411.10			Completed
161	<b>Roads Resheeting - (Unsealed rural roads resheeting)</b>	297,368		\$297,368.00		\$241,896.55	19%	
162	HVSPP Kamarah Road				\$23,593.00			Completed
163	Red Hill Road				\$15,808.95			Completed
164	Bassetts Road				\$16,069.50			Completed
165	FLR R1 - Brewarrana Bridge Retrofitting	-	\$3,818.79	\$415,586.23	\$25,573.73	\$386,193.71	6%	design complete works to be scheduled when water levels drop. Current in process to obtain necessary approvals.
166	FCR - Sandigo Kywong school bus route	454,440		\$446,907.03	\$446,573.56	\$333.47	100%	Completed
167	<b>Rural Roads Reseals</b>	153,995		\$153,995.00		\$153,995.00	0%	
168	FLR 3 - Kamarah Road Heavy vehicle				\$0.00			Grant Unsuccessful. Project cancelled.
169	FLR 3 - Erigolia Road Heavy Vehicle				\$0.00			Grant Unsuccessful. Project cancelled.
170	FLR 3 - Cowabbie Road Northern bus route				\$0.00			Grant Unsuccessful. Project cancelled.
171	<b>Fixing Country Bridges</b>	1,083,532		\$1,083,532.00		\$443,626.13	44%	
172	FCB - Molly's Bridge		\$34,469.40		\$302,963.81			Bridge unit delivered, installation being planned.
173	FCB - Somerset Bridge		\$130,071.00		\$172,401.66			Tender awarded. Survey completed, Geotech completed, REF completed, design complete. Bridge unit to be delivered May.
174	<b>Regional Roads Capital Works</b>	441,400		\$441,400.00		\$343,417.15	22%	

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175	MR243 - Canola Way to (GG, Gainain, Matong & Coolamon)				\$27,653.85			As required.
176	MR370 - To Lockhart				\$20,031.99			As required.
177	MR596 - Back Yamma Road (south-west of Morundah)				\$0.00			As required.
178	MR7608 - Barellan Road				\$50,297.01			Works commenced
179	Repair Grant - Barellan Road			\$0.00	\$14,245.95	-\$14,245.95	#DIV/0!	
180	Active Transport - Walking	270,000		\$273,727.79	\$452.51	\$273,275.28	0%	Grant Unsuccessful. Project cancelled.
181	Banner Poles Leeton Road	-		\$8,276.04	\$1,657.39	\$6,618.65	20%	Poles complete, banners to be ordered
182	PAMP - Urban Footpath Cadell st (Tywnam and Audley Sts)	25,000		\$25,000.00	\$0.00	\$25,000.00	0%	Design being undertaken.
183	School Zone Infrastructure Program (SZI) - Larmer Street	-		\$6,400.00	\$0.00	\$6,400.00	0%	Design phase
184	School Zone Infrastructure Program (SZI) - Adams and Douglas Street	-	\$925.00	\$115,000.00	\$8,640.00	\$105,435.00	8%	Design phase
185	School Zone Infrastructure Program (SZI) - Mulga St Barellan Refuge	-		\$0.00	\$0.00	\$0.00	#DIV/0!	Design phase
186	Red Hill Signage	-		\$3,700.00	\$0.00	\$3,700.00	0%	Site map to be upgraded on estate allow \$2000
187	Gateway/Entrance signs	-	\$1,772.73	\$4,183.52	\$360.00	\$2,050.79	9%	Under review, funds to be reallocated
188	LTP Unit 5 & 6 Damage Repairs	-		\$69,176.00	\$67,809.65	\$1,366.35	98%	Completed
189	Light Vehicles	462,509		\$462,509.00	\$45,454.54	\$417,054.46	10%	Scope being developed
190	Trucks & Trailers	517,600		\$517,600.00	\$0.00	\$517,600.00	0%	Scope being developed
191	Heavy Plant Sales	492,963		\$492,963.00	\$146,694.09	\$346,268.91	30%	Scope being developed
192	Other Plant Capital	20,000		\$20,000.00	\$11,448.18	\$8,551.82	57%	Scope being developed
193	Building renewal and upgrades in portfolio of Manager of Works	146,000	\$41,565.67	\$157,354.84	\$95,020.61	\$20,768.56	60%	Annual program has been identified scoped and procurement underway. Building fixture and renewal procurement activities have been committed.
194	Museum - Ext. paint, disabled ramp, public toilets	-	\$6,860.60	\$25,939.83	\$16,484.53	\$2,594.70	64%	Replacement of kitchen cabinets has been completed. External painting and renewal of large display door / gate is scheduled to be completed by mid May.
195	Council Chambers Cleanout of Storage Facility	-		\$5,709.14	\$0.00	\$5,709.14	0%	Works activities delayed due to Covid restrictions.
196	Workshop vehicle washbay	100,000	\$9,000.00	\$121,000.00	\$127,144.93	-\$15,144.93	105%	Completed
197	New Building at Depot			\$0.00	\$0.00	\$0.00	#DIV/0!	Procurement underway.
198	Building Flood Damage works	-	\$72,766.92	\$0.00	\$66,939.71	-\$139,706.63	#DIV/0!	Insurance claim submitted. Quotes finalised and are waiting for approval from Insurance complany.
199	Library	-		\$0.00				All Make Safe activities completed - Joinery replacement and carpet replacement commenced.
200	Sports Stadium	-		\$0.00				All Make Safe activities completed - Renewal quotations committed
201	Changerooms under Grandstand	-		\$0.00				All Make Safe activities completed - Renewal quotations committed with replacement activities to commence in May.

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at April 2022**

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202	Chambers - Electrical Cable Damage	-		\$0.00				Make Safe electrical works completed
203	Runway, Taxiway & Apron resealing & re-mark	-	\$79.40	\$210,932.55	\$209,041.48	\$1,811.67	99%	Completed
204	Installation (3) Apron Flood Lights	-		\$27,479.29	\$24,199.15	\$3,280.14	88%	Completed
205	Security & Wildlife Perimeter fencing	-	\$400,020.95	\$409,657.73	\$41,494.12	-\$31,857.34	10%	currently seeking quotes to undertake works.
206	Airport Taxiway	-		\$0.00	\$44,988.00	-\$44,988.00	#DIV/0!	Designs received from consultant, tender phase planned for second half of 2022.
207	Services Replacements	20,000	\$127.27	\$20,000.00	\$27,039.70	-\$7,166.97	135%	As required.
208	Reservoir cleaning and structural assessment	-		\$11,559.60	\$13,352.47	-\$1,792.87	116%	Completed
209	WTP filter/Upgrade design	-		\$41,912.00	\$0.00	\$41,912.00	0%	Works to be completed post scoping study.
210	North Zone Pressure Pump - low pressure issues	40,000		\$40,000.00	\$805.12	\$39,194.88	2%	Hydraulic model complete, specification being developed.
211	<b>Water Main Replacements</b>	300,000		\$300,000.00		\$116,701.95	61%	
212	Sawmill Road Extension	-			\$2,636.91			Completed
213	Adams St watermain replacement	-	\$335.78		\$37,724.94			Works commenced
214	King St Watermain Replacement	-			\$87,869.02			Works commenced
215	Grosvenor St Watermain Replace	-			\$55,067.18			Works commenced
216	Hydrant and Valve replacements	65,000		\$65,000.00	\$8,062.45	\$56,937.55	12%	Program for 2021/22 being developed. Works to begin early 2022.
217	Pine Hill reservoir upgrade	-	\$5,259.82	\$1,145,576.88	\$1,101,846.52	\$38,470.54	96%	Tank construction complete. Final commissioning underway. Internal civil works are complete.
218	Pine Hill reservoir fencing/ demolition	50,000		\$50,000.00	\$0.00	\$50,000.00	0%	Project will start once new reservoirs are commissioned.
219	Solar	95,000		\$100,000.00	\$0.00	\$100,000.00	0%	Scope being prepared, additional grant funding being sought.
220	IWCM additional works	-		\$130,774.00	\$0.00	\$130,774.00	0%	DIPE concurrence for Groundwater Study provided, consultants engaged. Study completion mid 2022.
221	Taggle Software and implementation	-	\$3,500.00	\$59,217.91	\$44,922.72	\$10,795.19	76%	Project well underway - Operational for next billing cycle.
222	Household Filter Project	-		\$46,898.85	\$40,554.29	\$6,344.56	86%	Third batch of filter installations underway. 80 filters already installed, 20 pending.
223	Gordon St fencing	50,000	\$2,272.73	\$50,000.00	\$16,718.74	\$31,008.53	33%	Site survey complete, procurement underway.
224	Cul-de-sac ring mains	140,000	\$45.45	\$140,000.00	\$14,525.68	\$125,428.87	10%	Program complete and cost estimates prepared.
225	Valve Exerciser + Non destructive digger	135,000		\$135,000.00	\$0.00	\$135,000.00	0%	Project has been cancelled for the 2021-2022 year.
226	Telemetry software upgrade	40,000		\$40,000.00	\$5,969.13	\$34,030.87	15%	Specifications complete, procurement underway.
227	Telemetry hardware upgrade	150,000		\$150,000.00	\$354.35	\$149,645.65	0%	Specifications complete, procurement underway.
228	Pine Hill Pumps Replacement	50,000		\$50,000.00	\$15,870.36	\$34,129.64	32%	Still to be programmed after reservoir construction is complete.
229	LTP Fire Service Watermain	-	\$225.64	\$98,000.00	\$109,132.23	-\$11,357.87	111%	Completed
230	WTP Scoping Study	-		\$150,000.00	\$0.00	\$150,000.00	0%	Scoping study funding deed accepted, project commencing.
231	Bulk Water filling station	-	\$3,680.00	\$0.00	\$22,340.52	-\$26,020.52	#DIV/0!	Procurement underway, installation to be done in May.
232	Primary Filter EPA	-		\$117,459.12	\$8,527.20	\$108,931.92	7%	Design updated with procurement underway.
233	Manhole replacements	-		\$8,103.95	\$914.03	\$7,189.92	11%	As required.
234	Flowmeters for sewer pump stations 2,3 and 4	-		\$35,455.78	\$0.00	\$35,455.78	0%	Quotes received outside of budget review of scope being undertaken.
235	Sewer Service Replacements	-		\$0.00	\$56,009.82	-\$56,009.82	#DIV/0!	As required.
236	Barellan Sewer	2,220,000	\$7,000.00	\$3,378,710.02	\$233,255.85	\$3,138,454.17	7%	Design tender awarded and design underway. Construction documentation being prepared, tenders to be called last quarter 2022.
237	Narrandera West Sewer Extension	-		\$16,511.74	\$4,986.03	\$11,525.71	30%	Public consultation to be undertaken during May.
238	Sewer Main Relines	350,000		\$350,000.00	\$281,055.77	\$68,944.23	80%	Completed.
239	Solar	95,000		\$100,000.00	\$166.38	\$99,833.62	0%	Scope being prepared, additional grant funding being sought.

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at April 2022**

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

83.33%

Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
240 Telemetry hardware upgrade	100,000		\$100,000.00	\$0.00	\$100,000.00	0%	Specifications complete, procurement to be programmed mid 2022.
241 Telemetry software upgrade	40,000		\$40,000.00	\$0.00	\$40,000.00	0%	Specifications complete, procurement to be programmed mid 2022.
<b>Grant Dependant - Capital</b>							
242 LT Deepening Works	2,000,000		\$2,000,000.00	\$0.00	\$2,000,000.00	0%	Grant dependent
243 BBR5 - LTTP Powered sites upgrade	-		\$0.00	\$0.00	\$0.00	#DIV/0!	Grant dependent
<b>Operational</b>							
244 Mountain Bike Park Rocky Water	-		\$7,000.00	\$7,000.00	\$0.00	100%	Awaiting outcome of funding application March 2022
245 Grong Grong Earth Park - RMS	-		\$10,095.10	\$1,563.64	\$8,531.46	15%	Ongoing operational costs
246 Newell Hwy Contribution Grong Grong Reseal	-		\$93,050.00	\$0.00	\$93,050.00	0%	Ongoing operational costs
247 Newell Hwy Contribution Grong Grong town entrance signs	-		\$8,000.00	\$0.00	\$8,000.00	0%	Ongoing operational costs
248 Urban Roads Maintenance	\$755,502.00	\$9,478.83	\$755,502.00	\$658,165.19	\$87,857.98	87%	Ongoing operational costs
249 Sealed Rural Roads Maintenance	\$294,020.00	\$3,099.03	\$294,020.00	\$270,888.32	\$20,032.65	92%	Ongoing operational costs.
250 Rural Unsealed Roads Expenses	\$682,002.00	\$39,336.72	\$682,002.00	\$628,005.19	\$14,660.09	92%	Ongoing operational costs
251 Regional Roads (M&R Grant)	\$207,600.00		\$207,600.00	\$101,168.26	\$106,431.74	49%	Ongoing operational costs
252 State Road Contract Works RMCC	\$174,763.00	\$695.51	\$174,763.00	\$204,109.07	-\$30,041.58	117%	Ongoing operational costs
253 Ordered Works - MR80 Irrigation Way & MR84 Burley Griffin Way	\$168,100.00		\$342,202.00	\$349,486.75	-\$7,284.75	102%	Awaiting final payment from TfNSW.
254 Noxious Weeds Expenses	\$172,120.00		\$168,650.00	\$119,224.58	\$49,425.42	71%	Ongoing operational costs
255 Public Toilets Expenses	\$109,439.00		\$99,439.00	\$69,103.09	\$30,335.91	69%	Ongoing operational costs
256 Cemetery Expenses	\$137,645.00		\$135,910.00	\$113,332.00	\$22,578.00	83%	Ongoing operational costs
257 Sports Ground Expenses	\$249,118.00		\$247,383.00	\$141,278.57	\$106,104.43	57%	Ongoing operational costs
258 Parks Expenses	\$459,175.00		\$469,175.00	\$564,370.11	-\$95,195.11	120%	Ongoing operational costs
259 Lawn Areas	\$36,550.00		\$36,550.00	\$49,065.19	-\$12,515.19	134%	Ongoing operational costs
260 East Street - Street Scaping	\$17,255.00	\$1,500.73	\$17,255.00	\$9,618.58	\$6,135.69	56%	Ongoing operational costs
261 Street Trees	\$228,120.00	\$15,697.27	\$224,650.00	\$417,617.16	-\$208,664.43	186%	Ongoing operational costs (Emergency tree works due to storms included)
262 Lake Talbot Expenses	\$24,360.00		\$24,360.00	\$575.09	\$23,784.91	2%	Ongoing operational costs
263 Sports Stadium Expenses	\$118,520.00		\$118,520.00	\$64,782.24	\$53,737.76	55%	Ongoing operational costs
264 Bores Expenses	\$44,410.00	\$41,516.09	\$89,410.00	\$71,930.63	-\$24,036.72	80%	Ongoing operational costs
265 Pump Station Expenses	\$130,000.00	\$5,164.36	\$120,000.00	\$89,421.74	\$25,413.90	75%	Ongoing operational costs
266 Mains Expenses	\$350,000.00	\$11,467.04	\$297,500.00	\$218,008.21	\$68,024.75	73%	Ongoing operational costs
267 Recycled Water	\$49,800.00	\$70.00	\$49,800.00	\$44,287.76	\$5,442.24	89%	Ongoing operational costs
268 Reservoirs Expenses	\$30,000.00	\$4,544.55	\$30,000.00	\$21,576.80	\$3,878.65	72%	Ongoing operational costs
269 Water Supply Licence	\$31,750.00		\$31,750.00	\$21,934.94	\$9,815.06	69%	Ongoing operational costs
270 Chlorine & Chemicals Expenses	\$25,000.00	\$3,636.36	\$25,000.00	\$12,854.92	\$8,508.72	51%	Ongoing operational costs
271 Meter Reading Expenses	\$30,500.00		\$33,000.00	\$29,895.64	\$3,104.36	91%	Ongoing operational costs to be rectified with the introduction of the taggle software.
272 Telemetry System Maintenance	\$9,000.00	\$1,363.64	\$9,000.00	\$22,140.83	-\$14,504.47	246%	Ongoing operational costs
273 Hydrant Flushing Program	\$75,000.00		\$88,370.00	\$88,639.95	-\$269.95	100%	Contractor completed works for this financial year.
274 Pump Stations Electricity Expenses	\$215,000.00		\$215,000.00	\$182,088.77	\$32,911.23	85%	Ongoing operational costs

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2021-22 - as at April 2022**

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

83.33%

	Project	Adopted Budget	Commitment	Revised Budget	YTD Expenditure	Balance	%	Comments
275	Pump Station Expenses	\$92,000.00	\$254.55	\$89,500.00	\$78,078.42	\$11,167.03	87%	Ongoing operational costs
276	Mains Expenses	\$182,000.00	\$6,858.05	\$204,500.00	\$159,156.28	\$38,485.67	78%	Ongoing operational costs
277	Treatment Works Expenses	\$212,000.00	\$12,561.13	\$217,000.00	\$215,136.26	-\$10,697.39	99%	Ongoing operational costs
278	Sewer Heating & Electricity	\$143,100.00		\$127,484.00	\$61,178.32	\$66,305.68	48%	Ongoing operational costs
279	Telemetry System Maintenance	\$2,000.00		\$2,000.00	\$0.00	\$2,000.00	0%	Ongoing operational costs





Capital Expenditure as at 30 April 2022

	Sum of Adopted Budget	Sum of Revised Budget	Sum of YTD Expenditure	Sum of Commitment	Sum of Balance
<b>Administration</b>					
Information Technology	\$ 225,000.00	\$ 296,166.64	\$ 83,398.42	\$ 81,917.00	\$ 130,851.22
<b>Environment</b>					
Stormwater	\$ 88,000.00	\$ 98,936.99	\$ 32,918.70	\$ 18,181.82	\$ 47,836.47
Barellan Waste	\$ 87,000.00	\$ 87,000.00	\$ -		\$ 87,000.00
Narrandera Landfill	\$ -	\$ 149,963.91	\$ 15,160.00		\$ 134,803.91
<b>Housing &amp; Community Amenities</b>					
Narrandera Cemetery	\$ 75,000.00	\$ 75,000.00	\$ 8,438.55		\$ 66,561.45
Street Lighting	\$ 350,000.00	\$ 350,000.00	\$ -	\$ 398,868.36	-\$ 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	\$ 80,275.97	\$ 67,402.80	\$ 35,521.23
<b>Transport &amp; Communication</b>					
Ancillary Roadworks	\$ 295,000.00	\$ 428,403.83	\$ 10,749.90	\$ 925.00	\$ 416,728.93
Regional Roads	\$ 441,400.00	\$ 441,400.00	\$ 112,228.80		\$ 329,171.20
Rural Roads	\$ 1,112,423.00	\$ 2,717,983.41	\$ 1,051,523.67	\$ 239,333.55	\$ 1,427,126.19
Urban Roads	\$ 551,638.00	\$ 640,478.48	\$ 146,639.57	\$ 40,281.67	\$ 453,557.24
Roads to Recovery	\$ 997,362.00	\$ 997,362.00	\$ 550,685.13	\$ 6,085.46	\$ 440,591.41
Bridges	\$ 1,083,532.00	\$ 1,083,532.00	\$ 475,365.47	\$ 164,540.40	\$ 443,626.13
Local Roads Comm. & Infrastructure	\$ -	\$ 77,603.40	\$ 129,216.46	\$ 1,570.00	-\$ 53,183.06
Crown Reserves Improvement Fund Program	\$ -	\$ 86,435.90	\$ 88,865.97		-\$ 2,430.07
<b>Economic Affairs</b>					
Airport	\$ -	\$ 648,069.57	\$ 319,722.75	\$ 400,100.35	-\$ 71,753.53
Buildings	\$ 346,000.00	\$ 384,063.98	\$ 289,105.25	\$ 123,332.59	-\$ 28,373.86
Plant	\$ 1,493,072.00	\$ 1,493,072.00	\$ 203,596.81		\$ 1,289,475.19
Local Roads Comm. & Infrastructure R2	\$ -	\$ 54,975.00	\$ 4,000.00		\$ 50,975.00
Economic Development	\$ -	\$ 7,883.52	\$ 360.00	\$ 1,772.73	\$ 5,750.79
Tourist Park	\$ -	\$ 69,176.00	\$ 67,809.65		\$ 1,366.35
<b>Recreation and Culture</b>					
Buildings	\$ -	\$ 25,939.83	\$ 16,484.53	\$ 6,860.60	\$ 2,594.70
Lake Talbot Pool	\$ 196,000.00	\$ 196,000.00	\$ 58,401.09	\$ 53,059.00	\$ 84,539.91

Capital Expenditure as at 30 April 2022

Lake Talbot Recreation Area	\$ 30,000.00	\$ 40,000.00	\$ -	\$ 40,000.00
Library	\$ 33,896.00	\$ 37,613.91	\$ 6,737.04	\$ 30,876.87
Marie Bashir Park	\$ 285,000.00	\$ 368,000.00	\$ 85,949.32	\$ 15,530.00
Narrandera Sportsground	\$ 115,000.00	\$ 1,074,925.02	\$ 908,104.87	\$ 67,653.64
Barellan Park	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00
Playground on the Murrumbidgee	\$ 1,167,606.00	\$ 5,473,335.83	\$ 1,251,349.06	\$ 2,830,845.70
Narrandera Parks	\$ 7,500.00	\$ 73,000.00	\$ 43,800.00	\$ 29,200.00
Lake Talbot Tourist Park	\$ 60,741.00	\$ 60,741.00	\$ 79,297.42	-\$ 18,556.42
Stronger Country Community Funding	\$ -	\$ 132,611.78	\$ 53,546.60	\$ 79,065.18
Noxious Weeds	\$ -	\$ 23,060.00	\$ -	\$ 23,060.00
Drought Community Funding	\$ -	\$ 56,289.50	\$ 53,528.35	\$ 2,761.15
Local Roads Comm. & Infrastructure	\$ -	\$ 36,562.24	\$ 31,130.70	\$ 5,431.54
Community Building Partnership	\$ -	\$ 25,859.90	\$ 51,899.44	-\$ 26,039.54
Local Roads Comm. & Infrastructure R2	\$ -	\$ 599,404.18	\$ 315,620.60	\$ 55,500.00
<b>Water Supply Network</b>				
Water	\$ 1,135,000.00	\$ 2,823,939.24	\$ 1,604,792.33	\$ 15,446.69
<b>Sewerage Network</b>				
Sewer	\$ 2,805,000.00	\$ 4,146,240.61	\$ 584,915.08	\$ 7,000.00
<b>Public Order and Safety</b>				
Pound	\$ -	\$ 3,120.07	\$ 728.30	\$ 2,391.77
Rural Fire Service	\$ -	\$ 28,739.54	\$ -	\$ 28,739.54
<b>Grand Total</b>	<b>\$ 12,991,170.00</b>	<b>\$ 25,617,923.28</b>	<b>\$ 8,816,345.80</b>	<b>\$ 4,596,207.36</b>

Key Operational as at 30 April 2022

Row Labels	Sum of Adopted Budget	Sum of Revised Budget	Sum of YTD Expenditure	Sum of Commitment	Sum of Balance
<b>Economic Affairs</b>					
Economic Development	\$ -	\$ 7,000.00	\$ 7,000.00		\$ -
<b>Housing &amp; Community Amenities</b>					
Noxious Weeds	\$ 172,120.00	\$ 168,650.00	\$ 119,224.58		\$ 49,425.42
Public Toilets	\$ 109,439.00	\$ 99,439.00	\$ 69,103.09		\$ 30,335.91
Cemetery Expenses	\$ 137,645.00	\$ 135,910.00	\$ 113,332.00		\$ 22,578.00
<b>Transport &amp; Communication</b>					
Ordered Works	\$ 168,100.00	\$ 342,202.00	\$ 349,486.75		-\$ 7,284.75
Regional Roads	\$ 207,600.00	\$ 207,600.00	\$ 101,168.26		\$ 106,431.74
State Roads	\$ 174,763.00	\$ 174,763.00	\$ 204,109.07	\$ 695.51	-\$ 30,041.58
Urban Roads	\$ 755,502.00	\$ 856,552.00	\$ 658,165.19	\$ 9,478.83	\$ 188,907.98
Sealed Rural Roads	\$ 294,020.00	\$ 294,020.00	\$ 270,888.32	\$ 3,099.03	\$ 20,032.65
Unsealed Rural Roads	\$ 682,002.00	\$ 682,002.00	\$ 628,005.19	\$ 39,336.72	\$ 14,660.09
<b>Water Supplies</b>					
Water	\$ 990,460.00	\$ 988,830.00	\$ 802,780.19	\$ 67,762.04	\$ 118,287.77
<b>Sewer Supplies</b>					
Sewer	\$ 631,100.00	\$ 640,484.00	\$ 513,549.28	\$ 19,673.73	\$ 107,260.99
<b>Recreation and Culture</b>					
Sports Ground Expenses	\$ 249,118.00	\$ 247,383.00	\$ 141,278.57		\$ 106,104.43
Parks Expenses	\$ 459,175.00	\$ 479,270.10	\$ 565,933.75		-\$ 86,663.65
Lawn Areas	\$ 36,550.00	\$ 36,550.00	\$ 49,065.19		-\$ 12,515.19
Lake Talbot Expenses	\$ 24,360.00	\$ 24,360.00	\$ 575.09		\$ 23,784.91
Sports Stadium Expenses	\$ 118,520.00	\$ 118,520.00	\$ 64,782.24		\$ 53,737.76
Street Scaping	\$ 17,255.00	\$ 17,255.00	\$ 9,618.58	1500.73	\$ 6,135.69
Street Trees	\$ 228,120.00	\$ 224,650.00	\$ 417,617.16	15697.27	-\$ 208,664.43
<b>Grand Total</b>	<b>\$ 5,455,849.00</b>	<b>\$ 5,745,440.10</b>	<b>\$ 5,085,682.50</b>	<b>\$ 157,243.86</b>	<b>\$ 502,513.74</b>

**20.3 APRIL INCOME STATEMENT****Document ID:** 609838**Author:** Senior Finance Officer**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:** 1. [April 2022 Income Statement](#) ↓**RECOMMENDATION**

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 30 April 2022.

**PURPOSE**

The purpose of this report is to present Council with the Statement of Income for the period ending 30 April 2022.

**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 March.

**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 April 2022.

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Narrandera Shire Council

Consolidated Income Statement

for the period ending 30 April 2022

	Original Budget	Dec Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	8,371	8,367	8,371
User charges and fees	3,362	3,585	3,544
Other revenues	509	858	725
Grants and contributions provided for operating purposes	6,966	4,620	7,480
Grants and contributions provided for capital purposes	7,199	13,688	5,024
Interest and investment revenue	209	209	76
Rental income	228	231	155
Net gain from the disposal of assets	91	91	296
<b>Total income from continuing operations</b>	<b>26,935</b>	<b>31,649</b>	<b>25,671</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	8,278	8,269	6,598
Materials and services	5,147	5,876	5,458
Borrowing costs	9	9	16
Depreciation and amortisation	5,704	5,704	4,278
Impairment of receivables	6	6	3
Other expenses	326	326	251
Net loss from the disposal of assets	-	-	-
<b>Total expenses from continuing operations</b>	<b>19,470</b>	<b>20,190</b>	<b>16,604</b>
<b>Operating result from continuing operations</b>	<b>7,465</b>	<b>11,459</b>	<b>9,067</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>7,465</b>	<b>11,459</b>	<b>9,067</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>266</b>	<b>(2,229)</b>	<b>4,043</b>

Narrandera Shire Council

General Fund Income Statement

for the period ending 30 April 2022

	Original Budget	Dec Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	6,119	6,111	6,117
User charges and fees	1,736	1,959	2,304
Other revenues	509	858	725
Grants and contributions provided for operating purposes	6,966	4,620	7,480
Grants and contributions provided for capital purposes	5,516	11,711	4,865
Interest and investment revenue	139	139	46
Rental Income	228	231	155
Net gain from the disposal of assets	91	91	296
<b>Total income from continuing operations</b>	<b>21,304</b>	<b>25,720</b>	<b>21,988</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	7,641	7,610	6,038
Materials and services	3,193	3,884	3,946
Borrowing costs	9	9	6
Depreciation and amortisation	4,868	4,868	3,651
Impairment of receivables	6	6	3
Other expenses	326	326	251
Net loss from the disposal of assets	-	-	-
<b>Total expenses from continuing operations</b>	<b>16,043</b>	<b>16,703</b>	<b>13,895</b>
<b>Operating result from continuing operations</b>	<b>5,261</b>	<b>9,017</b>	<b>8,093</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>5,261</b>	<b>9,017</b>	<b>8,093</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>(255)</b>	<b>(2,694)</b>	<b>3,228</b>

Narrandera Shire Council

Water Fund Income Statement

for the period ending 30 April 2022

	Original Budget	Dec Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	794	796	793
User charges and fees	1,464	1,464	1,092
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	10	221	16
Interest and investment revenue	60	60	20
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
<b>Total income from continuing operations</b>	<b>2,328</b>	<b>2,541</b>	<b>1,921</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	342	344	289
Materials and services	1,261	1,289	987
Borrowing costs	-	-	-
Depreciation and amortisation	521	521	391
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
<b>Total expenses from continuing operations</b>	<b>2,124</b>	<b>2,154</b>	<b>1,667</b>
<b>Operating result from continuing operations</b>	<b>204</b>	<b>387</b>	<b>254</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>204</b>	<b>387</b>	<b>254</b>
<b>Net Operating Result for the year before Grants and Contributions provided for Capital Purposes</b>	<b>194</b>	<b>166</b>	<b>238</b>



Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 30 April 2022

	Original Budget	Dec Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	1,458	1,460	1,461
User charges and fees	162	162	148
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	1,673	1,756	143
Interest and investment revenue	10	10	10
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
<b>Total income from continuing operations</b>	<b>3,303</b>	<b>3,388</b>	<b>1,762</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	295	315	271
Materials and services	693	703	525
Borrowing costs	-	-	10
Depreciation and amortisation	315	315	236
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
<b>Total expenses from continuing operations</b>	<b>1,303</b>	<b>1,333</b>	<b>1,042</b>
<b>Operating result from continuing operations</b>	<b>2,000</b>	<b>2,055</b>	<b>720</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>2,000</b>	<b>2,055</b>	<b>720</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>327</b>	<b>299</b>	<b>577</b>

**20.4 POLICY REVIEW - POL011 BORROWING AND LOANS****Document ID:** 610773**Author:** Deputy General Manager Corporate and Community**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:** 1. POL011 Borrowing & Loans [↓](#)**RECOMMENDATION**

That Council:

1. Adopts the revised POL011 Borrowing and Loans Policy.

**PURPOSE**

The purpose of this report is review of POL011 Borrowing and Loans Policy.

**SUMMARY**

POL011 Borrowing and Loans Policy is due for review in December 2022. This review has been brought forward to allow new Councillors to become familiar with utilisation of loan funding in conjunction with adoption of the 2022-23 budget.

**BACKGROUND**

The purpose of POL011 Borrowing and Loans Policy is to provide a framework for determining when the use of borrowings (internal and external) is both appropriate and financially sustainable.

The policy has been renumbered and moved to the current template as part of the review.

The only substantial change to the policy has been to include a scope as required in the revised policy template.

As there is no fundamental change to the policy, the recommendation is that it be adopted by Council rather than placed on exhibition prior to adoption.

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

Our Civic Leadership

**Strategy**

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

**Action**

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

**ISSUES AND IMPLICATIONS****Policy**

- Review of POL011 Borrowing and Loans Policy

**Financial**

- Loan funding will be assessed and delivered in accordance with POL011 Borrowing and Loans Policy

**Legal / Statutory**

- The policy sets out the provisions of the Local Government Act and Regulation governing borrowing by Council

**Community Engagement / Communication**

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

**Human Resources / Industrial Relations**

- N/A

**RISKS**

Loan funding should only be utilised when appropriate to provide long serving assets in a financially sustainable manner.

Drawing of loan funds should be conducted in accordance with the Local Government Act and Regulations following the Ministers approval to borrow.

**OPTIONS**

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

**CONCLUSION**

That Council adopts POL011 Borrowing and Loans Policy at the May Council meeting.

**RECOMMENDATION**

That Council:

1. Adopts the revised POL011 Borrowing and Loans Policy.



# Borrowing and Loans Policy 202X

## POL011



**NARRANDERA SHIRE COUNCIL**

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**Phone:** 02 6959 5510  
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**Policy No:** POL011  
**Policy Title:** Borrowing and Loans Policy  
**Section Responsible:** Finance  
**Minute No/Ref:** XXXXXXX  
**Doc ID:** 8359

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### 1. INTENT

Loan borrowings provide an important source of funding for council works as an alternative to accumulated reserves where external grants or contributions are not available. The funds can be borrowed from both internal and external sources and there are several legislative requirements and financial principles that need to be considered when determining if and how funds are to be borrowed and repaid.

This policy is to provide a framework for determining when the use of borrowings (internal and external) is both appropriate and financially sustainable.

### 2. SCOPE

This policy applies to all funds within Council's consolidated reporting entity.

### 3. OBJECTIVE

The objective of Council's Loan Borrowing Policy is to:

- Ensure that all borrowings (both internal and external) are in accordance with legislative requirements.
- Minimise the cost of borrowings.
- Ensure the total amount of loan borrowings is sustainable in terms of ability to meet future repayments, budgetary obligations and industry financial benchmarks.

### 4. POLICY STATEMENT

Council will only use borrowing as a source of funds for works where all the following conditions are met:

- The expenditure is for capital works other than annual renewal requirements of existing assets.
- The loan term will not exceed the anticipated economic life of the asset.
- The loan repayments can be funded from a sustainable source without adversely affecting Council's existing operational commitments or financial indicators.
- The priority for the work has been assessed in line with the Community Strategic Plan, Project Risk Evaluation Matrix and approved through Council's Project Management and Control process.
- A Capital Expenditure Review undertaken where required by legislation.

Council will restrict all borrowings to expenditure on identified capital projects that are considered by Council to be of the highest priority, and which are unable to be funded from revenue. Under no circumstances will Council borrow funds for recurrent expenditure.

Where a capital project for a service that is funded by user charges (e.g. waste, water or sewer) is determined to be funded by way of loans, the user charge should reflect the cost of providing the service (including any loan repayments).

Other specific capital projects, not funded by user charges, will only be considered for loan funding where the project is considered by Council to be beneficial to the majority of ratepayers.

In considering the impact of borrowing on council's budget council will be guided by;

- The Long Term Financial Plan resourcing the Community Strategic Plan
- The relevant Asset Management Plan or Integrated Water Cycle Management Plan informing the Community Strategic Plan
- Achieving the benchmark Operating Result Ratio
- Achieving the benchmark Asset Renewal Ratio
- Debt service ratios

Council will consider internal loan sources before external sources. NSW Treasury Corporation borrowing facilities will be considered along with private sector lenders as external sources.

## **5. PROVISIONS**

### **5.1 DEBT**

#### **5.1.1 When to use Debt?**

The use of debt is closely linked to the concept of intergenerational equity. Operating and asset renewal expenses should be paid by current residents and therefore current revenue. Expenditures that provide benefits over many years should be paid for by users that benefit from the works over its economic life. This cannot be achieved by

accumulating current revenues for future expenditure but is achieved by using current revenues to fund loan repayments over the life of the asset.

Debt is also appropriate where the expenditure results in a reduction of operating costs or an increase in operating revenues that cover the cost of borrowing. There may also be emergency situations where works are required urgently to avoid significant risks or escalations in remediation costs.

### **5.1.2 When is Debt Affordable?**

Debt is affordable where the works are self-funding, either from reduced operating costs or an increase in revenues or the net result of both. Alternatively, debt is only affordable if the relevant fund has an operating surplus sufficient to cover the loan repayments. Operating revenues should be able to cover cash operating expenses as well as non-cash accruals for leave entitlements, depreciation and remediation, before committing to loan repayments, for the fund to be financially sustainable. The fund is required to maintain a positive Operating Result Ratio to achieve industry benchmarks.

### **5.1.3 What are Appropriate Sources and Terms of Debt?**

The Office of Local Government sets controls for borrowings which may change at any time and Council needs to keep aware of these through the related legislation and references below. Council will not indulge in speculative debt arrangements and will adhere to standard table loans with set quarterly or bi-annual instalments and rates fixed for at least four years. Repayment periods will not exceed the economic life of the works to ensure intergenerational equity and will be in proportion to the size of the loan.

## **5.2 HOW WILL A PROJECT BE APPROVED FOR FUNDING?**

Assessment of a project will incorporate the following mandatory analysis:

- **Council Priorities**

The project outcome must support an objective of Council's Strategic Priorities.

- **Community Expectations**

The project outcome must align to an action adopted under the Community Strategic Plan and Council's Delivery Program.

- **Asset Management**

The expenditure is programmed in the appropriate Asset Management Plan adopted by Council under the integrated planning and reporting provisions of the Local Government Act. Will the project contribute to Council maintaining its Asset Renewal Ratio at or above the industry Asset Renewal Ratio benchmark?

- **Financial Management**

The operating and capital cost of a project must be accurately assessed and included in Council's Long Term Financial Plan to determine the financial impact of a project and the capacity for Council to maintain a positive Operating Result Ratio.

- **Risk Management**

All projects shall be evaluated under the Project Risk Assessment Matrix and identified risks will be mitigated or managed as documented in the risk assessment.

### **5.3 LOANS**

#### **5.3.1 Internal Loans**

The use of internal loans will be guided by:

- Liquidity of the source fund.
- The source fund will be paid interest by the borrowing fund at a rate equivalent to the interest earned by council's investment portfolio in each year.
- Council will comply with the provisions of the Local Government Act and Regulation in relation to internal loans.
- Granting of Ministerial approval where required.

#### **5.3.2 External Loans**

When sourcing external loans, Council will assess Treasury Corporation facilities against commercial lenders where it will seek at least three written quotations and only use providers and funds allowed under the legislation and directions below.

Written quotations must include:

- Interest rate.
- Term of the loan.
- Repayment intervals (monthly, quarterly etc).
- Repayment instalment amount.
- Any applicable fees.

#### **5.3.3 Loan Terms**

In considering loan terms Council will be guided by:

- The estimated economic life of the asset.
- The minimisation of interest rate exposure.
- Budgeting requirements.

#### **5.3.4 Acceptance of Loans**

Acceptance of the successful quote will be authorised by the General Manager subject to the borrowing amount being previously approved by Council and adherence to the requirements of the 'Loan Borrowing Policy'.

Council will ensure all procedures to plan for and obtain borrowings are compliant and accountable. Council will comply with all borrowing application and reporting requirements of the Office of Local Government.



**6. DEFINITIONS**

- **Long Term Financial Plan:** Council’s ten (10) year budget maintained in its resourcing strategy in accordance with Section 403 Local Government Act, 1993

- **Operating Result Ratio:**

$$\frac{\text{Operating Revenue excluding Capital Grants \& Contributions less Operating Expenses}}{\text{Operating Revenue excluding Capital Grants \& Contributions}}$$

This ratio measures Council’s achievement of containing operating expenditure within operating revenue. The industry benchmark is greater than or equal to break even average over three years.

Operating results are negatively impacted by increased depreciation and operating costs from new assets and any service the asset provides.

As existing assets pass the optimal refurbishment/replacement point degradation and ensuing maintenance costs increase substantially, this increases operating expenditure and negatively impacts the operating ratio.

Replacing/refurbishing an existing asset can improve the operating result by making the asset more effective (better fit for purpose) and more efficient by reducing operating and maintenance costs.

- **Asset Renewal Ratio:**

$$\frac{\text{Asset Renewals}}{\text{Depreciation Amortisation \& Impairment Expense}}$$

This ratio measures Council’s ability to renew assets at a rate equivalent to or greater than the consumption expense of Council’s assets each year. Industry benchmarks require a ratio of one or above.

Expenditure on new assets reduces the expenditure on replacement or refurbishment of existing assets.

New assets increase the depreciation expense but do not address the renewal backlog having a negative impact in the ratio. Refurbishments with earlier intervention strategies can prolong the life of an infrastructure asset and therefore reduce the depreciation rate and expense. This provides a positive result to the renewal ratio and operating ratio.

- **Debt Service Ratio** (from IPRT Fit for the Future Methodology):

$$\frac{\text{Cost of Debt Service (Interest Expense + Principal Repayments)}}{\text{Total Continuing Operating Revenue (excluding Capital Grants \& Contributions)}}$$

The Debt Service Ratio is a general indication of debt levels and not itself a measure of whether debt is affordable. A ratio of less than 10% is generally considered acceptable. IPART in its Fit for the Future evaluation permits up to 20%.

**7. ROLES AND RESPONSIBILITIES**

- All borrowings will be subject to Council approval.

- Council must identify the source of funds to service the loan before approving any loan borrowings and acknowledge the necessary adjustments to Council’s budget.

**8. RELATED LEGISLATION**

- NSW Local Government Act 1993 - particularly Part 12, Chapter 15 and section 410(3) and 410(4) for internal loans.
- NSW Local Government (General) Regulations 2021

**9. RELATED POLICIES AND DOCUMENTS**

- Ministerial Borrowing Order (Code of Accounting Practice & Financial Reporting)
- NSW Office of Local Government circulars
- NSW Minister of Local Government orders
- Office of Local Government ‘Capital Expenditure Guidelines’, December 2010

**10. VARIATION**

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

**11. PREVIOUS VERSIONS**

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

- CS230 Borrowing/Loans Policy

**POLICY HISTORY**

<b>Responsible Officer</b>	<b>Finance Manager</b>		
<b>Approved by</b>	<b>General Manager</b>		
<b>Approval Date</b>	<b>DD Month 202Y</b>		
<b>GM Signature</b> <i>(Authorised staff to insert signature)</i>			
<b>Next Review</b>	<b>31 May 2024</b>		
<b>Version Number</b>	<b>Endorsed by ELT</b>	<b>Endorsed by Council</b>	<b>Date signed by GM</b>
<b>1 Adopted</b>	-	17/01/2017	17/01/2017

<b>2 Reviewed</b>	03/02/2020	17/03/2020	27/04/2020
<b>3 Reviewed</b>	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY

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

**20.5 APRIL STATEMENT OF BANK BALANCES**

**Document ID:** 610774  
**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 April 2022.

**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	334,244.07
Plus Receipt	8,255,861.27
Less Payments	6,972,875.84
Current Cashbook Balance	<u>1,617,229.50</u>
Statement Summary	
Opening Statement Balance	307,446.41
Plus Receipts	8,256,132.66
Less Payments	6,980,256.98
Current Statement Balance	<u>1,583,322.09</u>
Plus Unpresented Receipts	34,079.38
Less Unpresented Payments	171.97
Reconciliation Balance	<u>1,617,229.50</u>
GL BALANCE	<u>1,617,229.50</u>
Unpaid Creditors	-45.76
Overdraft Limit arranged with Bank 01/01/1989	350,000.00

**RECOMMENDATION**

That Council:

Receives and notes the information contained in the Statement of Bank Balances report as of 30 April 2022.

**20.6 POLICY REVIEW - POL012 RELATED PARTY DISCLOSURE****Document ID:** 610782**Author:** Deputy General Manager Corporate and Community**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:** 1. Policy POL012 Related Party Disclosure [↓](#)**RECOMMENDATION**

That Council:

1. Adopts the revised policy POL012 Related Party Disclosure.

**PURPOSE**

The purpose of this report is the review of POL012 Related Party Disclosure Policy.

**SUMMARY**

POL012 Related Party Disclosure Policy is due for review in December 2022. This review has been brought forward to allow new Councillors to become familiar with reporting required under Australian Accounting Standards Board AASB 124 for 30 June 2022.

**BACKGROUND**

Council's annual financial statements are prepared to comply with Australian Accounting Standards. Australian Accounting Standard AASB 124 Related Party Disclosures applies to non-profit entities such as Council.

The purpose of policy POL012 is to provide guidance for determining who are the Related Parties of Council, what equates to related party transactions, and how to record and report them.

The policy has been transferred to the current template but does not require amendment. AASB 124 was reviewed effective 2021, however no changes are required to the policy because of the review.

The Finance Manager will attend Council's May briefing session to present on Councillor obligations under the policy and to provide guidance on completion of the disclosure documents.

As the policy is a mandatory requirement for Council's financial reporting, public consultation will not be required prior to adoption.

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

Our Civic Leadership

**Strategy**

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

**Action**

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

**ISSUES AND IMPLICATIONS****Policy**

- Review of POL012 Related Party Disclosure Policy

**Financial**

- Compliance with Australian Accounting Standards AASB 124 Related Party Disclosures

**Legal / Statutory**

- Compliance to Australian Accounting Standards is required under the Local Government Act and Local Government Code of Accounting Practice.

**Community Engagement / Communication**

- Not applicable. Internal requirement for Councillors and Senior Staff. Disclosure is through Council's annual financial statements.

**Human Resources / Industrial Relations**

- Senior Staff are identified as Key Management Personnel (KMP's) under the standard and are required to disclose in accordance with the policy.

**RISKS**

Non-compliance with Australian Accounting Standards will see Council's annual financial statements qualified by the Auditor General.

**OPTIONS**

1. Adopt the policy at this Council meeting.
2. Refer the policy with amendment to the June Council meeting for adoption.
3. Return the policy to staff for further review

**CONCLUSION**

That Council adopts POL012 Related Party Disclosure Policy at the May Council meeting.

**RECOMMENDATION**

That Council:

1. Adopts the revised policy POL012 Related Party Disclosure.





# Related Party Disclosure Policy 202X

## POL012



**NARRANDERA SHIRE COUNCIL**

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**Policy No:** POL012  
**Policy Title:** Related Party Disclosure Policy  
**Section Responsible:** Finance  
**Minute No/Ref:** XXXXXXX  
**Doc ID:** 20118

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### 1. INTENT

This policy is to provide guidance for determining who are the Related Parties of Council, what equates to related party transactions and how to record and report them.

### 2. SCOPE

This policy shall be applied by Narrandera Shire Council and its auditors in:

1. identifying Related Party relationships and transactions
2. identifying outstanding balances between Council and its Related Parties
3. identifying the circumstances in which disclosure of the items in paragraphs 1 and 2 is required
4. determining the disclosures to be made about the items in 1 and 2.

This policy applies to all Councillors, managers, officers, employees, consultants and contractors of Narrandera Shire Council.

### 3. OBJECTIVE

The purpose of this policy is to define the parameters for Related Party Transactions and the level of disclosure and reporting required for Council to achieve compliance with the Australian Accounting Standard AASB 124 - Related Party Disclosures.

### 4. POLICY STATEMENT

Related Party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and associates. In those circumstances, there is the possibility of the entity having the ability to affect the financial and operating policies of Council through the presence of control, joint control or significant influence. Councils are required to prepare financial statements

annually and these must be prepared in compliance with the Local Government Act, the Local Government Code of Accounting Practice and Financial Reporting and Australian Accounting Standards. AASB 124 – Related Party Disclosures was amended to include Public Sector entities from 1 July 2016.

A Related Party relationship could influence the normal business operations of Council. In some instances, Council may enter into transactions with a Related Party that unrelated parties would not. For example, goods are supplied to Council on terms that might not be offered to other customers. Also, transactions between Related Parties may not be made on the same terms as between unrelated parties.

The normal business operations of Council may be affected by a Related Party relationship, even if Related Party Transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of the Council with other parties. Alternatively, one party may refrain from trading with Council because of the significant influence of another, for example a local supplier may be instructed by its parent not to engage in supplying goods to Council.

For these reasons, knowledge of Council's transactions and outstanding balances (including commitments and relationships with Related Parties) may affect assessments of Council's operations by users of financial statements, including assessments of the risks and opportunities facing the Council.

## **5. PROVISIONS**

### **5.1 IDENTIFYING RELATED PARTIES AND TRANSACTIONS**

#### **5.1.1 Entities related to Council**

These are entities that are controlled by Council, jointly controlled by Council or over which Council has significant influence. Payments to these entities will be identified through Council's accounts payable system, with non-monetary transactions reviewed through Council's document management system.

#### **5.1.2 Key management personnel (KMP)**

Key management personnel have been defined for this policy as Councillors, the General Manager, and Executive Leadership Team (ELT) members.

All key management personnel are responsible for self-assessing their own related parties and close family members on an annual basis. All related parties must be included in the self-assessment. Key management personnel are responsible for keeping the General Manager updated when any changes to those related parties occur outside of those times.

Self-assessment will be recorded on the Related Party Declaration form.

Transactions with related parties will be identified through Council's accounts payable, accounts receivable, applications, payroll and document management systems.

### **5.1.3 Close family members of KMP**

Close family members are people who can be expected to influence or be influenced by key management personnel.

Key management personnel will identify close family members (see definitions) through the self-assessment process.

Transactions with those applicable close family members will be identified through Council's accounts payable, accounts receivable, applications, payroll and document management systems.

### **5.1.4 Entities controlled or jointly controlled by close family members of KMP**

Key management personnel will identify all entities that are controlled or jointly controlled by close family members through the self-assessment process.

Transactions with those applicable entities will be identified through Council's accounts payable, accounts receivable, applications, payroll and document management systems.

### **5.1.5 Types of related party transactions that are to be included.**

The types of transactions that need to be captured for analysis to be included in the related party disclosure are as follows:

- Grants and subsidy payments made to associated entities of Council
- Non-monetary transactions between Council and associated entities of Council
- Other goods and services provided by Council to associated entities of Council
- Compensation made to key management personnel
- Fees and charges charged to related parties
- Infrastructure contributions and application fees from related parties
- Purchase of materials and services from related parties
- Employee expenses for close family members of key management personnel

## **5.2 ASSESSMENT OF RELATED PARTY TRANSACTIONS**

### **5.3 Materiality**

Once the related party transactions have been identified they will be analysed by Council's Finance Manager and those found to be of a material nature will be disclosed in the financial statements.

#### **5.3.1 Ordinary Citizen Transactions**

Ordinary citizen transactions (see definitions) are those transactions that are made on an arm's length basis between Council and related parties that an ordinary citizen of the

community would transact with the Council. Examples of these include rates payments for properties owned by the related party.

Council will identify all transactions between Council and related parties. Any that are deemed to be ordinary citizen transactions will not be required to be disclosed in the annual financial statement.

Transactions between Council and related parties that would normally be considered to be ordinary citizen transactions, but where the terms and conditions differ from normal practice will not be considered to be an ordinary citizen transaction for the purposes of this policy. These will be disclosed in Council's annual financial statements in the related party disclosure.

### **5.3.2 Identification of all related party transactions**

Capture of all related party transactions will be done to allow a full assessment of related party transactions that are included in the related party disclosure. This will also allow Council's external auditors to perform a full analysis of the entire process that results in the related party transaction disclosure.

### **5.3.3 Privacy**

Council's Finance Manager will endeavour to ensure that only those staff and external auditors that are involved in preparing the related party disclosure will have access to the Related Party Declarations and related party transactions.

Access to information held will be determined under the Government Information (Public Access) Act 2009.

Information collected by the Auditor General in the conduct of the audit of Councils financial reports will be excluded information as defined in Schedule 2(2) Government Information (Public Access) Act 2009.

## **5.4 RELATED PARTY TRANSACTION DISCLOSURE**

### **5.4.1 Inclusions**

Council must disclose all material and significant Related Party Transactions in its annual financial statements and include the following detail:

1. The nature of the related party relationship; and
2. Relevant information about the transactions including:
  - a. The amount of the transaction
  - b. The amount of outstanding balances, including commitments, and
    - Their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in the settlement; and
    - Details of any guarantee given or received
  - c. Provision for doubtful debts related to the amount of outstanding balances; and

- d. The expense recognised during the period in respect of bad or doubtful debts due from related parties.

#### 5.4.2 Materiality and Significance

The following matters must be considered in determining the materiality and significance of any related party transactions:

- Significance of transaction in terms of size
- Whether the transaction was carried out on non-market terms
- Whether the transaction is outside normal day-to-day business operations, such as the purchase and sale of assets
- Whether the transaction is disclosed to regulatory or supervisory authorities
- Whether the transaction has been reported to senior management
- Whether the transaction was subject to Council approval.

Regard must also be given for transactions that are collectively, but not individually significant.

Disclosures that Related Party Transactions were made on terms equivalent to those that prevail in arm's length transactions can only be made if such terms can be substantiated.

All transactions involving Related Parties will be captured and reviewed to determine materiality or otherwise of such transactions, if the transactions are Ordinary Citizen Transactions (OCTs), and to determine the significance of each of the transactions.

## 6. DEFINITIONS

- **AASB 124:** means the Australian Accounting Standards Board, Related Party Disclosures Standard.
- **Arm's length transaction:** is a transaction between two related parties that is conducted as if they were unrelated, so that there is no question of conflict of interest.
- **Close members of the family of a person:** are those family members who may be expected to influence, or be influenced by, that person in their dealings with the Council and include:
  - that person's children and spouse or domestic partner
  - children of that person's spouse or domestic partner
  - dependants of that person or that person's spouse or domestic partner
- **Control:** is the power to govern the financial and operating policies of any entity so as to obtain benefits from its activities.
- **Entity:** can include a body corporate, a partnership or a trust, incorporated association, or unincorporated group or body.
- **Joint Control:** is the contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

- **Key management personnel (KMP):** are people that have authority and responsibility for planning, directing and controlling the activities of the entity, either directly or indirectly (taken from AASB 124).  
KMP's for the Council are considered to include:
  - Councillors (including the Mayor)
  - General Manager
  - Senior Executive Officers (members of the Executive Leadership Team)
- **Material (materiality):** means the assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or misstating it could influence decisions that users make on the basis an entity's financial statements. For the purpose of this policy, it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.
- **Normal terms and conditions:** are standard rules governing transactions between Council and all external bodies. These can be governed by policies, legislation or accepted business practices.
- **Ordinary citizen transaction:** means a transaction that an ordinary citizen of the community would undertake in the ordinary course of business with Council. Transactions that are made on an arm's length basis between the Council and key management personnel and their close family members that an ordinary citizen of the community would transact with the Council.
- **Possible (possibly) Close members of the family of a person:** are those family members who could be expected to influence, or be influenced by, that person in their dealings with the Council and include:
  - that person's brothers and sisters
  - aunts, uncles, and cousins of that person's spouse or domestic partner
  - dependants of those persons or that person's spouse or domestic partner as stated above
  - that person's or that person's spouse or domestic partners, parents and
  - grandparents
- **Related parties:** means a person or entity that is related to the entity that is preparing its financial statements (taken from AASB 124). For the purposes of this policy, related parties of Council are:
  - Entities related to Council
  - Key management personnel (KMP) of Council
  - Close family members of KMP
  - Possible close family members of KMP's
  - Entities or persons that are controlled or jointly controlled by KMP, or their close family members, or their possible close family members.
- **Related Party Transaction:** is a transfer of resources, services or obligations between a Council and a related party, regardless of whether a price is charged. Examples of related party transactions are:
  - purchases or sales of goods
  - purchases or sales of property and other assets
  - rendering or receiving of services

- rendering or receiving of goods
  - leases
  - transfers under licence agreements
  - transfers under finance arrangements (example, loans)
  - provision of guarantees (given or received)
  - settlement of liabilities on behalf of Council or by Council on behalf of that related party
  - commitments to do something if a particular event occurs or does not occur in the future
- **Significant** (significance): means likely to influence the decisions that users of the Council's financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Council and related party outside a public service provider/ taxpayer relationship.

## 7. ROLES AND RESPONSIBILITIES

### 7.1 KEY MANAGEMENT PERSONNEL

- Key Management Personnel are responsible for self-assessing their own related Parties and close family members on an annual basis. All Related Parties must be included in the self-assessment. Key management personnel are responsible for keeping the General Manager updated when any changes to those related parties occur outside of those times.

### 7.2 FINANCE MANAGER

- Will establish processes to identify and extract related party transactions from Council's systems.
- Identify related entities such as joint ventures and maintain a register of KMP self-assessment declarations.
- Apply the Materiality and Significance criteria when determining transactions to be disclosed in Council's financial statements.

### 7.3 AUDIT

- Will confirm Council's systems for identification, disclosure and reporting achieve compliance with the Australian Accounting Standard AASB 124 - Related Party Disclosures.

## 8. RELATED LEGISLATION

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

## 9. RELATED POLICIES AND DOCUMENTS

- Local Government Code of Accounting Practice and Financial Reporting



- Australian Accounting Standards
  - AASB 124 Related Party Disclosures
  - AASB 10 Consolidated Financial Statements
  - AASB 11 Joint Arrangements
  - AASB 128 Investments in Associates and Joint Ventures
- POL145 Code of Conduct
- CS100 Procurement Policy
- POL007 Fraud and Corruption Prevention Policy

**10. VARIATION**

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

**11. PREVIOUS VERSIONS**

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

- CS240 Related Party Disclosures Policy

**POLICY HISTORY**

<b>Responsible Officer</b>	<b>Finance Manager</b>		
<b>Approved by</b>	<b>General Manager</b>		
<b>Approval Date</b>	<b>DD Month 202Y</b>		
<b>GM Signature</b> <i>(Authorised staff to insert signature)</i>			
<b>Next Review</b>	<b>31 May 2024</b>		
<b>Version Number</b>	<b>Endorsed by ELT</b>	<b>Endorsed by Council</b>	<b>Date signed by GM</b>
<b>1 Adopted</b>	28/02/2017	21/03/2017	21/03/2017
<b>2 Reviewed</b>	15/01/2018	20/02/2018	20/02/2018
<b>3 Reviewed</b>	16/09/2019	19/11/2019	27/04/2020
<b>4 Reviewed</b>	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY

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**20.7 APRIL STATEMENT OF RATES AND RECEIPTS**

**Document ID:** 610934  
**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 April 2022.

**RATES & CHARGES**

Arrears as at 01.07.2021	864,910.14
21/22 Rate levies & supplementary levies (excl. postponed amounts)	<u>8,521,347.56</u>
	9,386,257.70
Less Pensioner rebates	<u>210,101.41</u>
NET BALANCE	9,176,156.29
Less receipts to 30.04.2022	<u>7,005,545.21</u>
	<u><u>2,170,611.08</u></u>

**Actual % Rate Collection to Net Balance as at 30.04.2022 = 76.35%**

**Comparative % Collection to Net Balance as at 03.05.2021 = 74.64%**

**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>1,191,267.40</u>
NET BALANCE	1,447,975.04
Less receipts to 30.04.2022	<u>946,466.01</u>
	<u><u>501,509.03</u></u>

**PURPOSE**

The purpose of this report is to present the Statement of Rates and Receipts as at 30 April 2022.

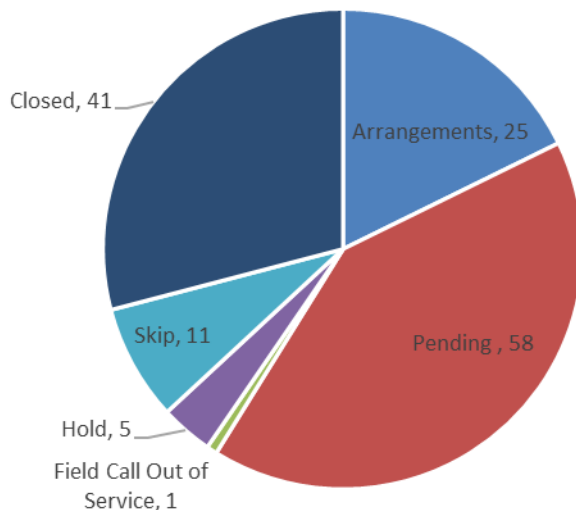
**SUMMARY**

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

**OVERDUE RATES AND CHARGES**

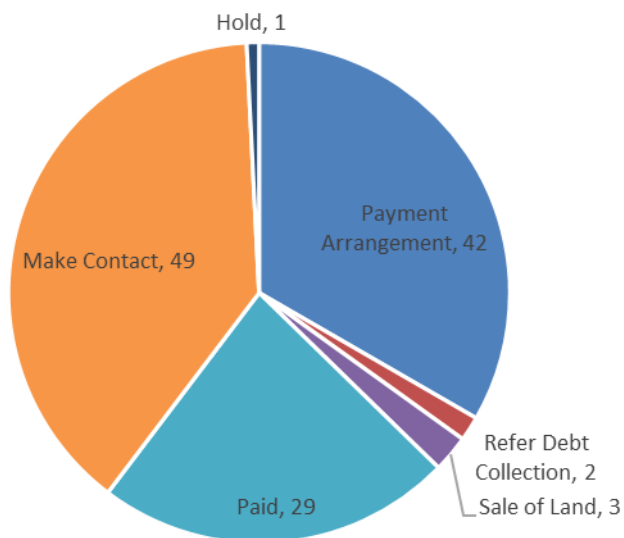
The table below provides information on the status of outstanding accounts under the management of Council’s debt recovery agency.

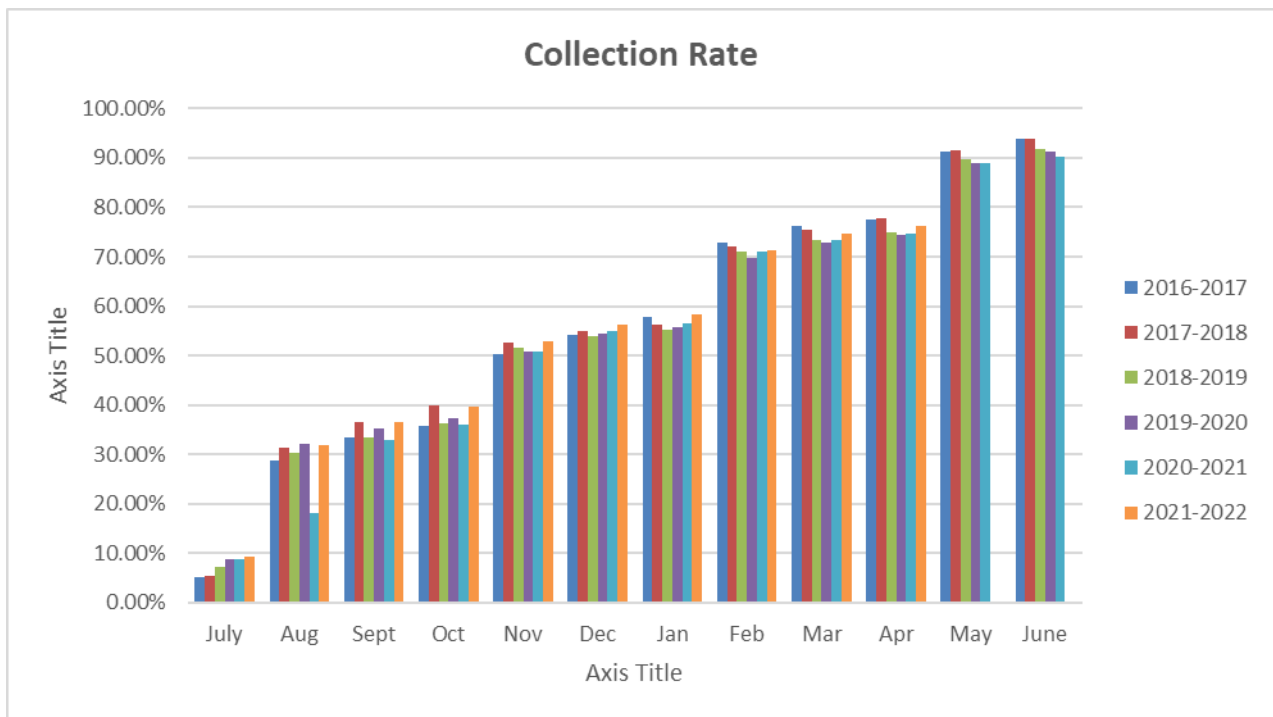
**Debt Recovery Agency**



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 April 2022.

**20.8 APRIL STATEMENT OF INVESTMENTS**

**Document ID:** 610991  
**Author:** Senior Finance Officer  
**Authoriser:** Deputy General Manager Corporate and Community  
**Theme:** Statutory and Compulsory Reporting – Financial / Audit  
**Attachments:** Nil

**RECOMMENDATION**

That Council:

1. Receives and notes the report indicating Council’s Fund Management position.
2. Notes the Certificate of the Responsible Accounting Officer and adopts the report as at 30 April 2022.

**PURPOSE**

To report the balance of investments held as at 30 April 2022.

**SUMMARY**

<b><u>Fund Balance (GL)</u></b>	
General	19,754,586.70
Water	6,306,873.34
Sewerage	2,476,081.58
Trust	85,725.48
	<b>28,623,267.10</b>

**BACKGROUND**

The actual interest income received to 30 April 2022 is \$107,191 and compares unfavourably with the budget of \$137,830 for the month. This is due to the accrual process and accounting for interest in the relevant year. The investment returns exceeded the respective benchmarks for the month.

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

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

**a. Council Investments**

<b>Council Term Deposits</b>					
<b>Borrower</b>	<b>Value</b>	<b>%</b>	<b>Yield</b>	<b>Rating</b>	<b>Maturity</b>
Elders Rural Bank	1,000,000.00	3.50%	0.40%	A-2	1 Jul 2022
Bendigo Bank	1,000,000.00	3.50%	0.30%	A-2	16 May 2022
Bendigo Bank	750,000.00	2.63%	0.30%	A-2	11 Aug 2022
Bendigo Bank	1,000,000.00	3.50%	0.55%	A-2	2 Dec 2022
National Australia Bank (On call)	1,537,541.62	5.39%	0.10%	A-1+	30 Apr 2022
National Australia Bank	1,000,000.00	3.50%	0.35%	A-1+	9 Aug 2022
National Australia Bank	1,000,000.00	3.50%	0.35%	A-1+	30 Sep 2022
National Australia Bank	1,000,000.00	3.50%	0.62%	A-1+	5 Oct 2022
National Australia Bank	1,000,000.00	3.50%	0.65%	A-1+	5 Dec 2022
National Australia Bank	1,000,000.00	3.50%	1.50%	A-1+	5 Jan 2023
National Australia Bank	1,000,000.00	3.50%	1.85%	A-1+	19 Apr 2023
St George Bank	1,000,000.00	3.50%	0.37%	A-1+	18 Jun 2022
St George Bank	1,000,000.00	3.50%	0.37%	A-1+	14 Jul 2022
St George Bank	1,000,000.00	3.50%	0.37%	A-1+	10 Sep 2022
Commonwealth Bank	1,000,000.00	3.50%	0.40%	A-1+	8 Jun 2022
Commonwealth Bank	1,000,000.00	3.50%	0.78%	A-1+	20 Jan 2023
Commonwealth Bank	1,000,000.00	3.50%	1.87%	A-1+	6 Feb 2023
Commonwealth Bank	1,000,000.00	3.50%	0.85%	A-1+	24 Feb 2023
Commonwealth Bank	1,000,000.00	3.50%	1.00%	A-1+	9 Mar 2023
Commonwealth Bank	1,000,000.00	3.50%	1.88%	A-1+	14 Apr 2023
Suncorp	1,000,000.00	3.50%	1.37%	A-1	16 Dec 2022
Westpac Bank	1,000,000.00	3.50%	0.34%	A-1+	26 May 2022
Westpac Bank	1,000,000.00	3.50%	0.31%	A-1+	1 Sep 2022
Westpac Bank	750,000.00	2.63%	0.48%	A-1+	10 Oct 2022
Westpac Bank	1,000,000.00	3.50%	0.56%	A-1+	22 Nov 2022
Westpac Bank	1,000,000.00	3.50%	0.60%	A-1+	25 Nov 2022
Westpac Bank	500,000.00	1.75%	1.05%	A-1+	16 Feb 2023
Westpac Bank	1,000,000.00	3.50%	1.10%	A-1+	16 Mar 2023
Westpac Bank	1,000,000.00	3.50%	1.88%	A-1+	12 Apr 2023
<b>Total Council Funds</b>	<b>28,537,541.62</b>	<b>100%</b>			
<b>Trust Term Deposits</b>					
<b>Borrower</b>	<b>Value</b>	<b>%</b>	<b>Yield</b>	<b>Rating</b>	<b>Maturity</b>
National Australia Bank (Art)	53,323.12	67.62%	0.35%	A-1+	2 Aug 2022
Bendigo Bank (Tourist)	32,402.36	32.38%	0.30%	A-2	21 Mar 2023
<b>Total Trust Funds</b>	<b>85,725.48</b>	<b>100%</b>			

Individual Limits					
Institution	Rating		Value	Council %	
Bendigo Bank	BBB+	A2	\$ 2,782,402.36	9.7%	<b>Max 10%</b>
Elders Rural Bank	BBB+	A2	\$ 1,000,000.00	3.5%	<b>Max 10%</b>
IMB	BBB	A3	\$ -	0.0%	<b>Max 10%</b>
NAB	AA-	A1+	\$ 7,590,864.74	26.5%	<b>Max 35%</b>
Suncorp	A+	A1	\$ 1,000,000.00	3.5%	<b>Max 25%</b>
StGeorge	AA	A1+	\$ 3,000,000.00	10.5%	<b>Max 35%</b>
Macquarie Bank	A+	A1	\$ -	0.0%	<b>Max 25%</b>
Commonwealth Bank	AA-	A1+	\$ 6,000,000.00	21.0%	<b>Max 35%</b>
Westpac	AA-	A1+	\$ 7,250,000.00	25.3%	<b>Max 35%</b>
			<b>\$ 28,623,267.10</b>	<b>100%</b>	

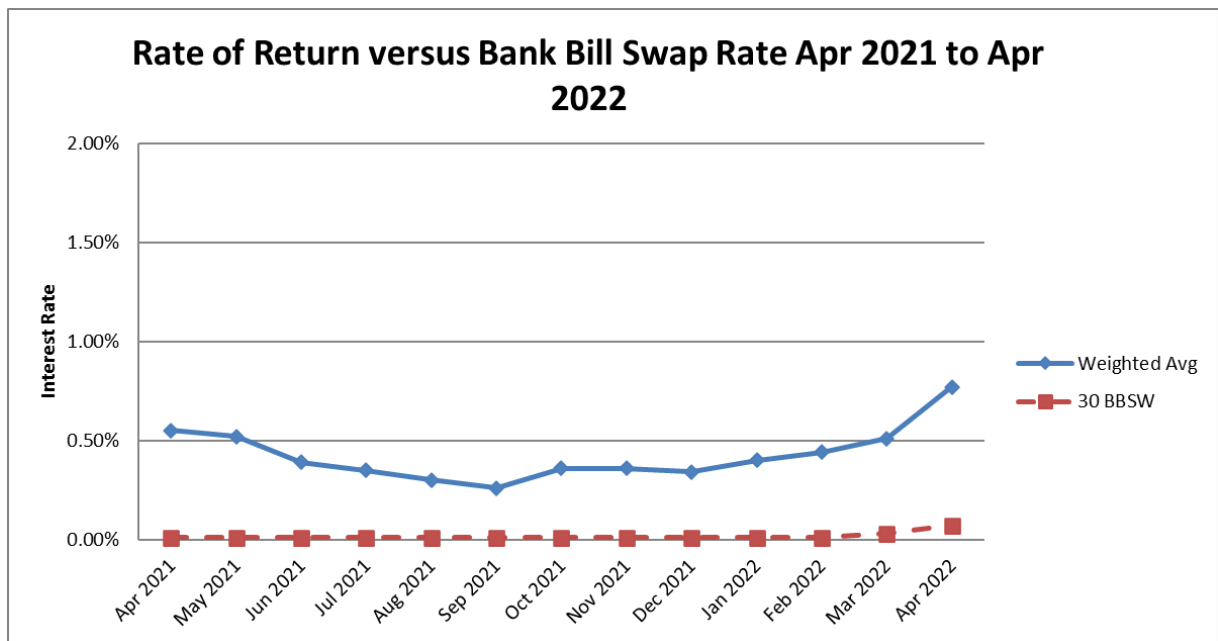
**b. Application of Investment Funds**

Application of Restricted Funds		
Allocation	Description	\$'000
External Restrictions	Water Supply	\$ 6,297
	Sewer Supply	\$ 3,011
	Developer Contributions	\$ 428
	Domestic Waste	\$ 1,483
	Unexpended Grants	\$ 2,837
	Stormwater	\$ 493
	Crown Land	\$ 256
Internally Restricted	Discretion of Council	\$ 13,818
Unrestricted	Allocated to current budget	\$ -
<b>Total</b>		<b>\$ 28,623</b>

**c. Investment Portfolio Performance**

Monthly Investment Performance				
Period Ending	Investments	Weighted	BBSW 30	Variance
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	28,537,541.62	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%
Jan 2022	23,949,774.56	0.40%	0.010%	0.39%
Feb 2022	23,869,784.73	0.44%	0.010%	0.43%
Mar 2022	24,219,795.30	0.51%	0.030%	0.48%
Apr 2022	28,623,267.10	0.77%	0.070%	0.70%





**d. Investment Commentary**

The investment portfolio increased \$4.4m due to the 2022-23 financial assistance grant being paid in advance. The next investment is to reach maturity on 16 May 2022. The April period reported income received totalling \$8.25M, while payments to suppliers and staff costs amounted to \$6.98M.

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

Central banks and the market are at odds regarding projected interest rates. It appears the cash rate may be increased throughout 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.

**e. Responsible Officer Certification**

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

Council’s Investment Policy has been reviewed and adopted on 22 February 2022.

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

N/A

**ISSUES AND IMPLICATIONS**

**Policy**

- POL025 Investment Policy

**Financial**

- N/A

**Legal / Statutory**

- Compliance with Clause 212 Local Government Regulation 2021

**Community Engagement / Communication**

- N/A

**Human Resources / Industrial Relations (if applicable)**

- N/A

**RISKS**

N/A

**RECOMMENDATION**

That Council:

1. Receives and notes the report indicating Council's Fund Management position.
2. Notes the Certificate of the Responsible Accounting Officer and adopts the report as at 30 April 2022.

**21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS**

Nil

**22 CONFIDENTIAL BUSINESS PAPER REPORTS**

Nil