



# **BUSINESS PAPER**

**Ordinary Council Meeting**

**13 December 2023**

## ETHICAL DECISION MAKING & CONFLICT OF INTEREST

*A Guiding Checklist for Councillors, Officers & Community Committees*

### ETHICAL DECISION MAKING

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

### CONFLICT OF INTEREST

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

### THE TEST FOR CONFLICT OF INTEREST

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

### IDENTIFYING PROBLEMS

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

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

### AGENCY ADVICE

Officers of the following agencies are available during office hours to discuss the obligations placed on Councillors, officers and community committee members by various pieces of legislation, regulation and codes.

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

## COMMUNITY STRATEGIC PLAN THEMES

### Section 16 Our Community

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- 1.1 To live in an inclusive, healthy and tolerant community with a positive attitude toward others.
- 1.2 Work together to advocate for quality health, education, youth and social services.
- 1.3 To feel connected and safe.

### Section 17 Our Environment

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- 2.1 To value, care for and protect our natural environment.
- 2.2 Enhance our public spaces to enrich our community.
- 2.3 Maximise greater re-use of resources to increase sustainability within our community

### Section 18 Our Economy

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- 3.1 Create strong conditions for investment and job creation through quality infrastructure and proactive business support.
- 3.2 Encourage new housing supply to meet the needs of the community.

### Section 19 Our Infrastructure

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

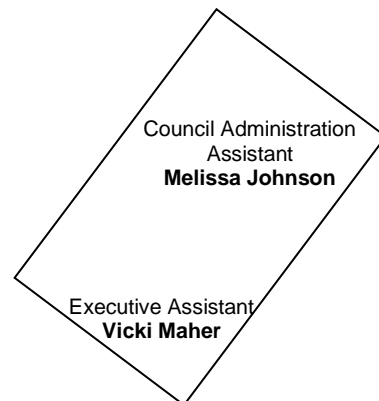
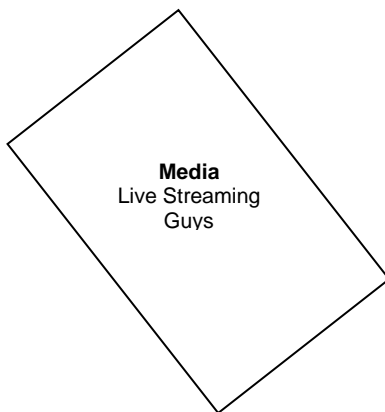
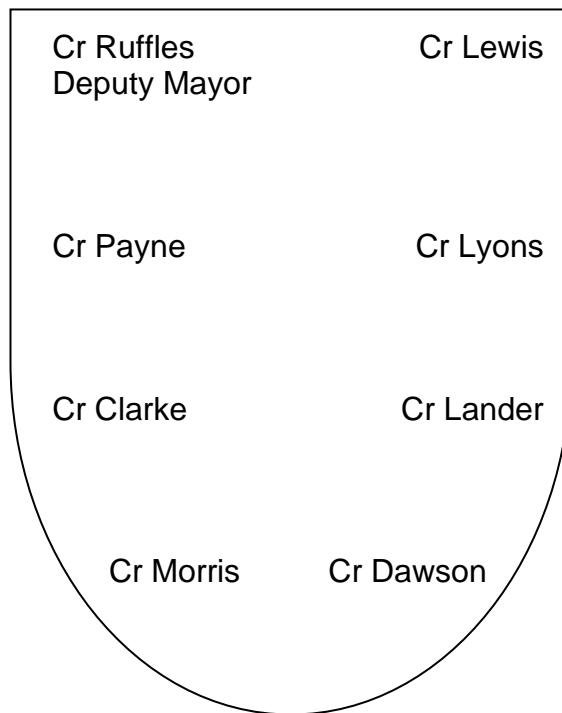
### Section 20 Our Leadership

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- 5.1 Have a Council that provides leadership through actions and effective communication.
- 5.2 Promote a community spirit that encourages volunteerism and values effective partnerships.

# SEATING

General Manager <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:  
Wednesday 13 December 2023 at 2pm**

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- 1      **ACKNOWLEDGEMENT OF COUNTRY**
- 2      **HOUSE KEEPING**
- 3      **DISCLOSURE OF POLITICAL DONATIONS**
- 4      **REQUEST TO ATTEND BY AUDIO-VISUAL LINK**
- 5      **PRESENT**

6      **APOLOGIES**

Nil

7      **DECLARATIONS OF INTEREST**

8      **CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 21 November 2023



# **MINUTES**

**Ordinary Council Meeting**

**21 November 2023**

Unconfirmed



**MINUTES OF NARRANDERA SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 21 NOVEMBER 2023 AT 2PM**

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

**1 ACKNOWLEDGEMENT OF COUNTRY**

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

**2 HOUSE KEEPING**

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

**PUBLIC FORUM**

One member of the public, Bob Manning, registered to speak to Item 10.1 – Special Variation.

As there was time and no other registered speakers, Mr Mayor provided opportunity for Wes Hall to speak. Mr Hall provided a petition with approximately 1,000 signatures:

*The purpose of this petition is to seek community support for a detailed Submission to be lodged with IPART and Narrandera Council which will strongly object to the proposed Special Rate Variation (if the Council proceeds with a submission to IPART) February 2024*

**3 DISCLOSURE OF POLITICAL DONATIONS**

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

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

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

#### **4 REQUEST TO ATTEND BY AUDIO-VISUAL LINK**

No requests to join via audio-visual link in November.

#### **5 PRESENT**

Mayor Cr Neville Kschenka, Cr Sue Ruffles, Cr Narelle Payne, Cr Jenny Clarke OAM, Cr Kevin Morris, Cr Peter Dawson, Cr Cameron Lander, Cr Braden Lyons

#### **In Attendance**

George Cowan (General Manager), Shane Wilson (Deputy General Manager Infrastructure), Martin Hiscox (Deputy General Manager Corporate & Community), Vicki Maher (Executive Assistant), Melissa Johnson (Council Administration Assistant/Minute Taker)

#### **6 APOLOGIES**

Nil

#### **7 DECLARATIONS OF INTEREST**

Nil

#### **8 CONFIRMATION OF MINUTES**

##### **RESOLUTION 23/204**

Moved: Cr Sue Ruffles

Seconded: Cr Cameron Lander

That the minutes of the Ordinary Council Meeting held on 17 October 2023 be confirmed.

**CARRIED**

#### **9 MAYORAL REPORT**

##### **9.1 MAYORAL REPORT - OCTOBER / NOVEMBER 2023**

##### **RESOLUTION 23/205**

Moved: Mayor Cr Neville Kschenka

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Mayoral Report for October/November 2023.

**CARRIED**

**SUSPENSION OF STANDING ORDERS**

**RESOLUTION 23/206**

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

A motion was moved that Council suspend standing orders for open discussion on the SV report.

**CARRIED**

**RESUMPTION OF STANDING ORDERS**

**RESOLUTION 23/207**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

A motion was moved that Council resume standing orders.

**CARRIED**

Unconfirmed

## 10 OUR LEADERSHIP

### 10.1 SPECIAL VARIATION - DECISION AS WHETHER TO APPLY TO INDEPENDENT PRICING AND REGULATORY TRIBUNAL (IPART)

#### RESOLUTION 23/208

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Council: (option 3)

1. Receives and notes the Community Consultation report and thanks the respondents for their submissions.
2. Makes application(s) to the Independent Pricing and Regulatory Tribunal (IPART):
  - i. under section 508A of the Local Government Act 1993 for increases to the ordinary rate income of 25.5% 2024-25 (including the rate peg), and 18.0% 2025-26 (including the rate peg) representing a total cumulative increase of 48.1% over a two-year period, with those increases to be permanent increases retained within the rate base and:
  - ii. under section 548 of the Local Government Act 1993 for the Minimum ordinary rate for Residential Ordinary and Business Ordinary categories to be set at \$640.00 for 2024-25 (including the rate peg) and \$755.00 for 2025-26 (including the rate peg) and the minimum ordinary for Business Narrandera category to be set at \$715.00 for 2024-25 (including the rate peg) and \$845.00 for 2025-26 (including the rate peg) representing a cumulative increase of 48.1% (including the rate peg) with that increase to be a permanent increase retained within the rate base.
3. Includes the submissions received during the community engagement process relating to the proposed special variation and the Community Consultation Outcomes Report in the application to IPART.
4. Adopts the revised 2022-26 Delivery Program and LTFP with the Scenario two – Two-year Special Variation option – Long Term Sustainability.
5. Recognises that the LTFP so adopted shows Council as sustaining continuing operating surpluses from 2024 and having positive cash flow from 2023.
6. Recognises the impact of the proposed increase on the properties currently rated as “Farmland” and requires the General Manager to report to Council prior to 30 June 2025 on the appropriateness of the current balance of rates income.
7. Authorises the General Manager to implement the improvement plan as adopted by Council in June 2023 and to report to Council six monthly on outcomes of that implementation.

**CARRIED**

## 11 NOTICES OF RESCISSION

Nil

**12 NOTICES OF MOTION**

Nil

**13 QUESTION WITH NOTICE**

Nil

**14 COUNCILLOR REPORTS**

**14.1 CR CLARKE - ATTENDANCE AT MURRAY DARLING ASSOCIATION NATIONAL CONFERENCE & AGM**

**RESOLUTION 23/209**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes information provided in the report, Murray Darling Association National Conference and AGM.

**CARRIED**

**15 OUR COMMUNITY**

**15.1 PLAYGROUP NSW AND NARRANDERA PLAYGROUP - PROPOSED MEMORANDUM OF UNDERSTANDING**

**RESOLUTION 23/210**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Endorses the proposed Memorandum of Understanding as presented between Playgroup NSW, Narrandera Playgroup and Narrandera Shire Council for use of the large weatherboard clad building at the rear of the Emergency Operations Centre located at 17-21 Twynam Street, Narrandera for a period of two years from 21 November 2023.
2. Provides delegated authority to the Mayor to sign the Memorandum of Understanding.

**CARRIED**

**16 OUR ENVIRONMENT**

Nil

**17 OUR ECONOMY**

Nil

**18 OUR INFRASTRUCTURE**

Nil

**19 DEVELOPMENT APPLICATION**

Nil

**20 PROCUREMENT**

Nil

**21 POLICY****21.1 POLICY REVIEW - POL037 PUBLIC INTEREST DISCLOSURES****RESOLUTION 23/211**

Moved: Cr Cameron Lander

Seconded: Cr Braden Lyons

That Council:

1. Adopts for exhibition purposes the amended POL037 Public Interest Disclosures Policy which has been developed in accordance with the 'model' policy guidelines issued by the NSW Ombudsman, aligning to the *Public Interest Disclosures Act, 2022*; and
2. Deems amended POL037 Public Interest Disclosures Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

**CARRIED****21.2 POLICY REVIEW - POL029 BUSKING POLICY****RESOLUTION 23/212**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Adopts for exhibition purposes the amended POL029 Busking Policy; and
2. Deems POL029 Busking Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

**CARRIED**

**21.3 NEW POLICY - POL162 PAYMENTS TO ARIC INDEPENDENT MEMBERS****RESOLUTION 23/213**

Moved: Cr Sue Ruffles

Seconded: Cr Cameron Lander

That Council:

1. Adopts for exhibition purposes the new policy POL162 Payments to ARIC Independent Members; and
2. Deems POL162 Payments to ARIC Independent Members as adopted should no submissions be received from the community at the conclusion of the exhibition period; and
3. Deems the date of adoption of this policy to also be the date at which the Audit, Risk and Improvement Committee aligns to the new guidelines issued by the Office of Local Government in December 2022 titled 'Risk Management and Internal Audit for Local Government in NSW' and payments to members in accordance with this new policy are to be made retrospectively to those in attendance at the 4 October 2023 meeting of the Audit, Risk and Improvement Committee.

**CARRIED**

**22 COMMITTEE REPORTS****22.1 NARRANDERA - LEETON SHIRE COUNCILS JOINT AIRPORT MANAGEMENT COMMITTEE - MINUTES - 23 OCTOBER 2023****RESOLUTION 23/214**

Moved: Cr Tracey Lewis

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the Minutes of the Narrandera - Leeton Shire Councils Joint Airport Management Committee held on Monday 23 October 2023.

**CARRIED**

**22.2 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 26 OCTOBER 2023****RESOLUTION 23/215**

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Advisory Committee

held on Thursday 26 October 2023.

**CARRIED**

**22.3 LOCAL EMERGENCY MANAGEMENT COMMITTEE - MINUTES - 10 OCTOBER 2023**

**RESOLUTION 23/216**

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Minutes of the Local Emergency Management Committee held on Tuesday 10 October 2023.
2. Receives and notes the agency reports and correspondence.
3. Receives Volume 1 of the SES Flood Emergency Sub Plan and endorses its inclusion in the Narrandera EMPLAN.
4. Receives the Biosecurity (Animal and Plant) Emergency Sub Plan and endorses its inclusion in the Narrandera EMPLAN.

**CARRIED**

**22.4 NARRANDERA DOMESTIC VIOLENCE ADVISORY COMMITTEE - MINUTES - 23 OCTOBER 2023**

**RESOLUTION 23/217**

Moved: Cr Tracey Lewis

Seconded: Cr Braden Lyons

That Council:

1. Receives and notes the Minutes of the Narrandera Domestic Violence Advisory Committee held on Monday 23 October 2023.
2. Notes that Leigh Mathieson has been elected as Chairperson for the next term.

**CARRIED**

**22.5 NARRANDERA DOMESTIC VIOLENCE ADVISORY COMMITTEE - MINUTES - 2 NOVEMBER 2023**

**RESOLUTION 23/218**

Moved: Cr Tracey Lewis

Seconded: Cr Sue Ruffles

That Council:



1. Receives and notes the Minutes of the Extraordinary Narrandera Domestic Violence Advisory Committee held on Thursday 2 November 2023.

**CARRIED**

## **22.6 YOUTH ADVISORY COUNCIL - MINUTES - 18 SEPTEMBER 2023**

### **RESOLUTION 23/219**

Moved: Cr Tracey Lewis

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 18 September 2023.

**CARRIED**

## **22.7 YOUTH ADVISORY COUNCIL - MINUTES - 23 OCTOBER 2023**

### **RESOLUTION 23/220**

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 23 October 2023.

**CARRIED**

## **23 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS**

### **23.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - OCTOBER 2023**

#### **RESOLUTION 23/221**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

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

**CARRIED**

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

**24.1 INCOME STATEMENT - OCTOBER 2023**

**RESOLUTION 23/222**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

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

**CARRIED**

**24.2 CAPITAL WORKS PROGRAM - OCTOBER 2023**

**RESOLUTION 23/223**

Moved: Cr Sue Ruffles

Seconded: Cr Cameron Lander

That Council:

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

**CARRIED**

**24.3 STATEMENT OF INVESTMENTS - OCTOBER 2023**

**RESOLUTION 23/224**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

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 October 2023.

**CARRIED**

## **24.4 SUBMISSIONS REGARDING GENERAL PURPOSE FINANCIAL STATEMENTS AND AUDITORS' REPORT**

### **RESOLUTION 23/225**

Moved: Cr Cameron Lander

Seconded: Cr Sue Ruffles

That Council:

1. Notes that no submissions were received in regard to the General Purpose Financial Statements and Auditors' Report for the period ending 30 June 2023.
2. Concludes the 2022-23 financial reporting process in accordance with the Local Government Act, 1993.

**CARRIED**

## **24.5 QUARTERLY BUDGET REVIEW - SEPTEMBER 2023**

### **RESOLUTION 23/226**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

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

**CARRIED**

## **24.6 STATEMENT OF BANK BALANCES - OCTOBER 2023**

### **RESOLUTION 23/227**

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 October 2023.

**CARRIED**

**24.7 STATEMENT OF RATES AND RECEIPTS - OCTOBER 2023****RESOLUTION 23/228**

Moved: Cr Sue Ruffles

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 31 October 2023.

**CARRIED**

**25 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS****25.1 PRESENTATION OF COUNCIL'S FINAL DRAFT 2022-23 ANNUAL REPORT****RESOLUTION 23/229**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Adopts the final draft Word version of the 2022-23 Annual Report and attachments for the purpose of publishing the document to the community on Council's website before 30 November 2023 and providing the URL to the Office of Local Government; and
2. Replaces the adopted Word version with the final publication when formatted.

**CARRIED**

**25.2 PROPOSED SALE OF LAND FOR OVERDUE RATES AND CHARGES****RESOLUTION 23/230**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Resolves to sell the three (3) identified properties detailed within the confidential memorandum addressed to Councillors in accordance with Section 713 (2)(a) of the Local Government Act, 1993.
2. Grants the General Manager delegated authority to review and withdraw, where deemed appropriate, those properties where payment of all overdue rates and charges is received or a satisfactory payment arrangement has been formalised by an interested party for the payment of all rates and charges.
3. Approval is given to affix the Common Seal of Council, if required, to any future

documentation necessary relating to this matter.

**CARRIED**

**26 CONFIDENTIAL BUSINESS PAPER REPORTS**

Nil

**The Meeting closed at 3.31pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 13 December 2023.**

.....  
**GENERAL MANAGER**

.....  
**CHAIRPERSON**

Unconfirmed

**9 MAYORAL REPORT**

**9.1 MAYORAL REPORT - NOVEMBER 2023**

**Document ID:** 699204

**Author:** Mayor

**Authoriser:** General Manager

**Theme:** Our Leadership

**Attachments:** 1. **Country Mayors Association - 24 November 2023 Speakers** [↓](#)  


**RECOMMENDATION**

That Council:

1. Receives and notes the Mayoral Report for November 2023.

**BACKGROUND**

Since submitting my last Mayor’s Report that was presented to the Ordinary Council meeting of 21 November 2023, I attended the following on behalf of our Council:

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

All Councillors have the opportunity to attend a weekly Zoom meeting with the General Manager.

**Media Interviews:** I have had numerous media interviews with SBS Italian News, Triple M Griffith, WIN News and ABC Riverina Radio over the past reporting period covering recent topics of interest, as well as our local Community Radio 91.1 Spirit FM monthly segment.

**NOVEMBER 2023**

**Friday 10:** On my behalf, Councillor Narelle Payne, delivered an address at the Remembrance Day Service at Teloca House and laid wreaths on behalf of the Shire. My thanks go to Cr Payne.

**Saturday 11:** After accepting an invitation, my wife Carmel and I attended the NAIDOC Ball Awards held at the Narrandera Ex-Servicemen’s Club. The efforts of the organisers were rewarded by the large numbers in attendance, both locals and visitors who had a fond connection with Narrandera. Many well-deserved awards were presented on the night, and we were entertained by some great performers. I thank and congratulate the committee for their invitation and on their organisation of a wonderful event.



**Saturday 11:** On my behalf, Deputy General Manager Infrastructure (DGMI) Shane Wilson participated in the Remembrance Day service at the Memorial Gardens and laid wreaths on behalf of the Shire. My thanks go to Mr Wilson.

Remembrance Day is a memorial day observed in Commonwealth member states since the end of the First World War to honour armed forces members who have died in the line of duty. Following a tradition inaugurated by King George V in 1919, the day is also marked by war remembrances in many non-Commonwealth countries.



**Sunday 12 to Tuesday 14:** Together with Deputy Mayor Sue Ruffles, Cr Cameron Lander, and GM George Cowan, I attended the 2023 Local Government Annual Conference held at the Rosehill Gardens Racecourse, Parramatta Sydney.

Over 100 hundred motions were considered around the following categories:

- Association business
- Financial sustainability
- Elections
- Governance
- Workforce and skills
- Waste
- Housing
- Community
- Climate change and energy
- Planning
- Emergency management
- Environment, biodiversity, biosecurity
- Roads, transport, infrastructure, land

Guest speakers included the Hon Ron Hoenig MP Minister for Local Government, Dr Amanda Cohn MLC, David Mehan MP, Carmel Donnelly PSN and Peter Tegart.

Mr Tegart talked about sustainability in councils and how IPART rate peg increases are applied to an already low base rate. He also mentioned infrastructure backlog, emergency services levy, Crown lands and the fit for the future process.

Marion Terrill, Director of the Grattan Institute, presented on sustainable road funding following the release of their report on road funding in Australia. The report contains significant information on road funding and estimates that funding is approximately \$1B short of what is required annually. It has been provided to Councillors and is also available on the Institute’s web site.

**Wednesday 15:** After accepting an invitation and accompanied by my wife Carmel, I attended the Rotary Business Awards held at the Narrandera Golf Club. My congratulations go to all the very deserving award recipients, and to Rotary for attracting many nominations and a capacity crowd.

**Monday 20:** I attended the Narrandera Business Group monthly meeting, which followed their AGM. The success of the Spring Fair was discussed, as well as funding for a further event next year.



*Winner of the Overall Business Award  
Capital Chemist*

**Tuesday 21:** I chaired the monthly Councillors’ Briefing Session and Ordinary Council meeting. Unconfirmed Minutes of the Council meeting are submitted for Council’s endorsement.

**Thursday 23:** Together with fellow committee members, I attended the Australia Day Planning Committee meeting. Minutes of the meeting are further presented to Council.

**Friday 24:** Joined by GM George Cowan, I attended the Country Mayors Association AGM and general meetings held at Parliament House, Sydney. Further information is attached to this report.

**Saturday 25:** After accepting an invitation, I joined fellow Councillors at the Cad Factory Collaboration ‘Old is New, New is Old’ event held at the Parkside Cottage Museum.

**Tuesday 28:** Together with GM George Cowan, I joined our regular segment on the local Community Radio 91.1 Spirit FM where the GM and I advise the listeners on outcomes of agenda items from the Council meeting, as well as providing any updates on current projects.

**Wednesday 29:** After accepting an invitation, I attended the 2023 Clontarf Awards event held at the High School Hall. Narrandera is fortunate to have the Clontarf Foundation in our community where young men learn important life skills to take into the future, including career opportunities.

**Later that day,** after accepting an invitation and together with fellow councillors, I joined in the Narrandera Community Radio Spirit FM team to celebrate a very successful year. The event went well, attended by sponsors and the public. Our local radio station is very well run by enthusiastic volunteers and an important asset to our shire.

\*\*\*\*\*

*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.*

*As this is my last Mayoral report for 2023, I would like to take the opportunity to extend my heartfelt gratitude to my fellow Councillors and Council staff for all your efforts and work over the past 12 months. It has been another interesting and challenging year, but one that has also been very rewarding for our Council and the community.*

*My next monthly report will be February 2024, as Council does not hold an Ordinary meeting in January.*

*I am sure that everyone is looking forward to a merry and safe Christmas and a happy and successful 2024.*



\*\*\*\*\*

*Until next time, Mayor Kschenk*



**RECOMMENDATION**

That Council:

1. Receives and notes the Mayoral Report for November 2023.



# THE COUNTRY MAYORS ASSOCIATION OF NSW INC

*"What we want is nothing more than equity"*

**Federal Minister for Regional Development and Local Government and Territories  
The Hon Kristy McBain**



*The Minister outlined the doubling of funds for Roads to Recovery from \$500million to \$1billion, the commitment to Black Spots from \$100million to \$150million and the Renewing Bridges Program and the Community Infrastructure Program being combined with a budget of \$1billion.*

**Minister for Skills, TAFE and Tertiary Education  
The Hon Steve Whan**



*There is a lot of work to be done in skills and a lot of opportunities in reskilling as well as training school leavers. TAFE has had a tough decade but the government is working with TAFE to be more pertinent to their communities. Australia wide 213,000 people need to gain skills over the next 7 years. The National Skills Agreement with the Commonwealth is a five year agreement which gives certainty to TAFE and a VET review is being undertaken.*

*Closing the Gap is a high priority. Equality and access will provide opportunities for rural NSW. There is a large backlog of maintenance works of TAFE's and additional funds are being allocated. A strategic look at what TAFE's skills are and what is to be provided to their communities is being undertaken.*

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# THE COUNTRY MAYORS ASSOCIATION OF NSW INC

*"What we want is nothing more than equity"*

**NSW Premier  
The Hon Chris Minns MP**



*The most important thing a government can do is listen. The last 12 months have been challenging with disasters and other events. The budget includes \$3.8billion for health, \$3.4billion for education, and \$8.2billion for cost of living measures and the success of NSW depends on regional NSW. Agriculture alone adds \$23billion to the economy. The Government wants to see long time success with jobs and financial sustainability of local government is important.*

*The NSW Government has recently announced and committed to reviewing Emergency Services funding in particular the Emergency Services Levy. Importantly both the community and Councils would not be financially disadvantaged through any changes in fact both should positively benefit from any such change. A high-tech metal strategy is being introduced and transition to a renewable energy economy is taking place. The government wants to listen to regional and rural NSW and when parliament is not sitting the Premier tries to visit country centres.*

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# THE COUNTRY MAYORS ASSOCIATION OF NSW INC

*"What we want is nothing more than equity"*

**Minister for Water, Housing, Homelessness, Mental Health, Youth and the North Coast  
The Hon Jose Jackson**



*The government is working on drought preparedness and what they can do as they don't want to do things on the eleventh hour. The Minister has been touring NSW to make sure communities are aware of the possibilities of drought in 2024. Free places for water technicians have been announced and Water NSW has been working with local authorities in respect of dams. The Government wants to replenish funding for water fund projects. Some projects approved in 2019 and subsequent years have not been started. These need to get going and if councils are having problems preventing work starting such as conditions let's talk about it and negotiate. Mental Health will be challenging and people will struggle as we move into drier conditions. Housing is a priority for the Government and we know that the regionals are important. There is a dedicated fund for regional housing and we are looking at social housing modules for short term housing solutions.*

**Shadow Minister for Regional NSW, Agriculture and Natural Resources  
The Hon Dugald Saunders**



*With multiculturalism we can do better with the State and Commonwealth working together. Immigrant families could get a visa to stay with family members and there would not be any need for additional housing. It was very disappointing to see the Federal Government quitting projects of importance such as the Great Western Highway and other important projects. The State Government needs to direct more funding to regional NSW. The Resources for Regions needs to be allocated extra resources. Councils have spent large amounts of money for funding applications. The Opposition will fight for the programs introduced by the Coalition Government that have been abandoned to be reintroduced.*

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# THE COUNTRY MAYORS ASSOCIATION OF NSW INC

*“What we want is nothing more than equity”*

## Shadow Treasurer and Shadow Minister for Industrial Relations

**The Hon Damien Tudehope**



*The Country Mayors Association is a united advocacy group and the opposition appreciates its input. As a previous Minister for small business during the drought periods in 2019-2021 he travelled extensively in regional and rural NSW and worked with the communities. Drought has a continuing affect on small communities due to lack of spending. As a government they invested heavily in regional NSW as a way of creating jobs and renewing the economy. In the last two weeks the Federal Government has shown it has little idea on how to stimulate the economy announcing the cutting of funding drastically of projects that will affect local government. How does the State Government plan when the Commonwealth does not involve them in the discussions. This will have a continuing impact on local communities. Regional NSW will be left behind and regional communities should not have an unfair reduction because of this. A lot of work is being done with renewable energy zones but communities are not being consulted.*

## Shadow Minister for Water and Crown Lands

**The Hon Steph Cooke**



*The Shadow Ministers plan was to bring forward projects and concerns with the new Minister with the hope that the Labor Government would pick up where the coalition finished but that has not happened. The Sydney and Hunter Water Act needs amendments to it and the coalition is making representations to the Inquiry. The Coalition is also making representations to the Water Initiative. The Murray Darling Basin Plan has been rewritten to give the Commonwealth more scope to buy back water. The Wyangala Dam wall raising has been axed that would have provided water security and flood mitigation. The Safe and Secure Water Program is a major failure for the regions. With Regional Water Strategies the robustness of the strategies are in doubt. There is a fear that the Government doesn't understand that water is important for growth and security. The Coalition would like to work with Country Mayors members to identify what are the top three water security areas of each council.*

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# THE COUNTRY MAYORS ASSOCIATION OF NSW INC

*"What we want is nothing more than equity"*

**President of LGNSW – Darriea Turley AM**  
**Chairman of Country Mayors Association of NSW – Jamie Chaffey**



**Out going CMA Executive member**  
**Cr John Medcalf OAM**





# THE COUNTRY MAYORS ASSOCIATION OF NSW INC

*"What we want is nothing more than equity"*

**Out going CMA Secretariat  
Allan Burgess**



**Thank you Allan for your 14 years of Service to the  
Country Mayors Association of NSW**

**For further information, contact Cr Jamie Chaffey on 0467 402 412**

[www.nswcountrymayors.com.au](http://www.nswcountrymayors.com.au)

**10 COUNCILLOR REPORTS****10.1 CR LEWIS - ATTENDANCE AT NSW PUBLIC LIBRARIES ASSOCIATION ANNUAL CONFERENCE - SWITCH 2023**

**Document ID:** 701255  
**Author:** Councillor  
**Authoriser:** General Manager  
**Theme:** Our Leadership  
**Attachments:** Nil

**RECOMMENDATION**

That Council:

1. Receives and notes information provided in the report 'NSW Public Libraries Association Annual Conference – Switch 2023'.

**PURPOSE**

The purpose of this report is to provide Council with information following my attendance at the NSW Public Libraries Association – Switch 2023 Annual Conference.

**SUMMARY**

As a delegate on the NSW Public Libraries for Narrandera Shire, I appreciate the opportunity to attend the Annual Conference with Council's Community Development Manager, Sue Killham and Library Officer, Lyndall Ireland.

NSWPLA Annual Conference – Switch 2023, was held Tuesday 14 to Friday 17 November 2023 in Penrith. This was a very enjoyable and informative conference that offered time for valuable networking with the many representatives from organisations and councils.

The theme for this year's conference was Equality, Inclusion, Diversity, and the conference program reflected that with a diverse group of speakers presenting on a wide range of topics.

Speakers discussed the barriers that they had overcome from being a refugee who had to learn a new language and culture through those dealing with the issues arising from the special needs of neurodiverse or physically disabled. We learned about:

- Sensory spaces
- Multi-cultural collections
- First Nations engagement
- Early literacy advocacy
- Making a disability normal
- Libraries for health and wellbeing
- The pros and cons of controversial events in support of equity and inclusion
- Toy libraries
- Human rights



Keynote speakers included:

- Pauline Nguyen; best-selling author, entrepreneur, Telstra Business award winner.
- Judy and Tim Sharp; who shared their inspirational story of how a boy diagnosed with severe autism went on to become one of Australia's best-known international artists.
- Carly Findlay; writer, speaker appearance activist.
- Katrina Roe; author, disability advocate and library marketing and engagement specialist.
- Sami Shah; author, journalist, comedian, teacher, radio presenter, immigrant.
- Brenda Matthews; speaker and author of The Last Daughter.
- Hon Peter Primrose MLC.
- Hon Kevin Anderson; Shadow Minister for Gaming and Racing, Shadow Minister for Arts and Heritage.
- Cr Todd Carney; Mayor of Penrith.

The NSWPLA AGM was held on Friday 17 November. Among vigorous discussions on a range of topics the AGM produced the following resolutions:

1.

**Motion submitted by:** Sydney South Zone

**Motion endorsed by:** Moved: Jody Rodas, Manager Woollahra Libraries

Seconded: Heather Davis, Manager, Libraries and Learning City of Sydney

That NSWPLA:

1. Notes the effort of Thomas MacRae (Sutherland Libraries) and the Document
2. Delivery working group for their contribution to the ILL review.
3. Notes the efforts of NSWPLA Executive in their ongoing discussions with the NLA and the Federal Government over the future of TROVE and funding arrangements impacting public libraries.
4. Continue a coordinated effort to lobby Trove Strategic Advisory Committee (TSAC) to review the cost of Trove Collaborative Services (TCS) subscriptions for public libraries so that libraries can continue to remain partners and ensure that any replacement to LADD is fit for purpose.
5. Recognises the importance of Inter Library Loans (ILL) as a way of supplementing NSWPLA members own library collections and support the process by encouraging members to retain their TCS partner status at a level that allows for holdings contributions to be maintained.
6. Encourages NSWPLA Libraries to work with TCS to arrange regular automatic harvesting of collection data so that holdings are accurate and ILL processes are efficient.

2.

**Motion submitted by:** South-West Zone

**Motion endorsed by:** Moved: Carina Clement, Albury City

Seconded: Cr David Thurley, Albury City

That the South-West Zone:

1. Commend the NSWPLA for their advocacy on behalf of NSW public libraries to improving early literacy initiatives in NSW; and

2. Support and encourage the NSWPLA to continue lobbying the NSW Government to provide increased funding for library early literacy initiatives in NSW public libraries.

3.

**Motion submitted by:** North-East Zone

**Motion endorsed by:** Moved: Alex Mills, Mid-Coast Library

Seconded: Jim Maguire, Port Macquarie Library

The NSWPLA develop a strongly worded statement outlining that Public Libraries are safe places of inclusion for all, and all marginalised communities should be represented in library collections, programs, and services.

4.

**Motion submitted by:** North-East Zone

**Motion endorsed by:** Moved: Alex Mills, Mid-Coast Library

Seconded: Sonya Lange, Inverell Library

TROVE's contribution to the national dataset, creates equity of access and strengthens our national identity and story. The NSWPLA should advocate for exploration of an alternate funding model for TROVE that recognises that Local Government does not have the capacity to sustain financial contributions at the current level.

5.

**Motion submitted by:** Central East Zone

**Motion endorsed by:** Moved: Martin Payne, Lake Macquarie City Council

Seconded: Jo Smith - Maitland City Council

That NSWPLA Lead and provide guidelines for members on the impact of AI and what actions libraries should take to embrace this new technology.

6.

**Motion submitted by:** Central West Zone

**Motion endorsed by:** Moved: Patou Clerc, Bathurst Regional Library

Seconded: Cr Phil Diprose, Weddin Shire Council

That the membership extends a Thank You to NSWPLA, ALIA and SLNSW for the exceptional Navigating Book Challenges seminar at the State Library of NSW on Friday, 11 August 2023.

7.

**Motion submitted by:** Central West Zone

**Motion endorsed by:** Moved: Cr Bill Jayet, Parkes Shire Council

Seconded: Cr Les Lambert, Narromine Shire Council

That the NSWPLA lobby the NSWLGA to push for secondary school career expos to include opportunities for a career in libraries. This could be done via careers NSWLGA promotion stalls or appropriate jobs in Local Government campaign/s.

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

### **Theme**

5 - Our Leadership

**Strategy**

5.1 - Have a Council that provides leadership through actions and effective communication.

**Action**

5.1.3 - Gauge customer and resident satisfaction with services and operations.

**RECOMMENDATION**

That Council:

1. Receives and notes information provided in the report 'NSW Public Libraries Association Annual Conference – Switch 2023'.

**11 NOTICES OF RESCISSION**

Nil

**12 NOTICES OF MOTION**

Nil

**13 QUESTION WITH NOTICE**

Nil

**14 OUR LEADERSHIP****14.1 MODEL CODE OF CONDUCT COMPLAINT STATISTICS - 1 SEPTEMBER 2022 TO 31 AUGUST 2023****Document ID:** 703755**Author:** Governance and Engagement Manager**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Our Leadership**Attachments:** 1. **Code of Conduct Complaints Statistics 1 September 2022 to 31 August 2023** [↓](#) **RECOMMENDATION**

That Council:

1. Notes the Model Code of Conduct complaint statistics for the reporting year 1 September 2022 to 31 August 2023; and
2. Submits the statistical return as presented to the Office of Local Government by 31 December 2023.

**PURPOSE**

The purpose of this report is to comply with Part 11 of the Procedures for the Administration of the Model Code of Conduct.

**SUMMARY**

The document titled Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW requires the reporting of code of conduct statistical information to both Council and the Office of Local Government on an annual basis. The information to be submitted to the Office of Local Government by the end of December 2023 is for the reporting year 1 September 2022 to 31 August 2023.

**BACKGROUND**

Part 11 of the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW requires that a statistical return be submitted to both Council and the Office of the Local Government annually by 31 December on Code of Conduct complaints lodged against Councillors or the General Manager for the reporting period 1 September to 31 August.

During the reporting year 1 September 2022 to 31 August 2023, no Code of Conduct complaint against Councillors or the General Manager was received, however one matter from the previous reporting year was finalised.

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

5 - Our Leadership

**Strategy**

5.1 - Have a Council that provides leadership through actions and effective communication.

**Action**

5.1.2 - Support ethical, transparent and accountable corporate governance.

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

- Code of Conduct 2022

**Financial**

- Nil

**Legal / Statutory**

- *Local Government Act, 1993* - Model Code of Conduct for Local Councils in NSW
- Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW.

**Community Engagement / Communication**

- Code of Conduct complaint statistics presented to the December 2023 meeting of Council
- Information supplied to the Office of Local Government.

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

- N/A

**RISKS**

There are no perceived risks.

**OPTIONS**

The options available are to:

1. Note the statistical report as presented.

**CONCLUSION**

The statistical report on the number of Code of Conduct complaints made about Councillors and the General Manager is a statutory requirement. The attached report is based on the number of complaints received, how the complaints were managed, and the outcome of the preliminary assessment or investigation.

**RECOMMENDATION**

That Council:

1. Notes the Model Code of Conduct complaint statistics for the reporting year 1 September 2022 to 31 August 2023; and
2. Submits the statistical return as presented to the Office of Local Government by 31 December 2023.

### Model Code of Conduct Complaints Statistics 2022-23 Narrandera Shire Council

#### Number of Complaints

The total number of complaints **received** in the reporting period about councillors and the General Manager (GM) under the code of conduct from the following sources:

i	Community	0
ii	Other Councillors	0
iii	General Manager	0
iv	Other Council Staff	0

The total number of complaints **finalised** about councillors and the GM under the code of conduct in the following periods:

i	3 Months	0
ii	6 Months	0
iii	9 Months	0
iv	12 Months	1
v	Over 12 months	0

#### Overview of Complaints and Cost

a	The number of complaints <b>finalised at the outset</b> by alternative means by the GM or Mayor	0
b	The number of complaints <b>referred to the Office of Local Government (OLG)</b> under a special complaints management arrangement	0
c	The number of code of conduct complaints <b>referred to a conduct reviewer</b>	0
d	The number of code of conduct complaints <b>finalised at preliminary assessment</b> by conduct reviewer	0
e	The number of code of conduct complaints <b>referred back to GM or Mayor</b> for resolution after preliminary assessment by conduct reviewer	0
f	The number of finalised code of conduct complaints <b>investigated by a conduct reviewer</b>	0
g	Cost of dealing with code of conduct complaints via preliminary assesment	0
h	Progressed to <b>full investigation by a conduct reviewer</b>	0
i	The number of finalised complaints investigated where there was found to be <b>no breach</b>	0
j	The number of finalised complaints investigated where there was found to be <b>a breach</b>	0
k	The number of complaints referred by the GM or Mayor <b>to another agency</b> or body such as the ICAC, the NSW Ombudsman, OLG or the Police	
i	ICAC	0
ii	NSW Ombudsman	0
iii	OLG	0
iv	Police	0



v	Other Agency (please specify)	<input type="text" value="0"/>
	<input type="text"/>	
l	The number of complaints being investigated that are <b>not yet finalised</b>	<input type="text" value="0"/>
m	The <b>total cost</b> of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	<input type="text" value="0"/>

**Preliminary Assessment Statistics**

The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:

a	To take no action (clause 6.13(a) of the 2020 Procedures)	<input type="text" value="0"/>
b	To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2020 Procedures)	<input type="text" value="0"/>
c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2020 Procedures)	<input type="text" value="0"/>
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2020 Procedures)	<input type="text" value="0"/>
e	To investigate the matter (clause 6.13(e) of the 2020 Procedures)	<input type="text" value="0"/>
f	Other action (please specify)	<input type="text" value="0"/>
	<input type="text"/>	

**Investigation Statistics**

The number of investigated complaints resulting in a determination that there was **no breach**, in which the following recommendations were made:

a	That the council revise its policies or procedures	<input type="text" value="0"/>
b	That a person or persons undertake training or other education (clause 7.40 of the 2020 Procedures)	<input type="text" value="0"/>

The number of investigated complaints resulting in a determination that there **was a breach** in which the following recommendations were made:

a	That the council revise any of its policies or procedures (clause 7.39 of the 2020 Procedures)	<input type="text" value="0"/>
b	In the case of a breach by the GM, that action be taken under the GM’s contract for the breach (clause 7.37(a) of the 2020 Procedures)	<input type="text" value="0"/>
c	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.37(b) of the 2020 Procedures)	<input type="text" value="0"/>
d	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.37(c) of the 2020 Procedures)	<input type="text" value="0"/>
	Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2020 Procedures)	<input type="text" value="0"/>

**Categories of misconduct**

The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:

a	General conduct (Part 3)	<input type="text" value="0"/>
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b	Non-pecuniary conflict of interest (Part 5)	0
c	Personal benefit (Part 6)	0
d	Relationship between council officials (Part 7)	0
e	Access to information and resources (Part 8)	0
<b>Outcome of determinations</b>		
The number of investigated complaints resulting in a determination that there was a breach in which the council:		
a	Adopted the independent conduct reviewers recommendation	0
b	Failed to adopt the independent conduct reviewers recommendation	0
0 The number of investigated complaints resulting in a determination where:		
a	The external conduct reviewers decision was overturned by OLG	0
b	Council's response to the external conduct reviewers recommendation was overturned by OLG	0
1	Date Code of Conduct data was presented to council	13-Dec-23

## 14.2 SUPPLEMENT TO RESOLUTION 23/208 ASSET MANAGEMENT PLANS AND FARMLAND MINIMUM RATE

**Document ID:** 706262

**Author:** Deputy General Manager Corporate and Community

**Authoriser:** Deputy General Manager Corporate and Community

**Theme:** Our Leadership

**Attachments:** 1. Strategic Asset Management Plan (under separate cover) 

### RECOMMENDATION

That Council:

1. Adopts the revised Strategic Asset Management Plan and associated Infrastructure Management Plans.
2. In conjunction with Residential and Business minimums in resolution 23/208, makes application to the Independent Pricing and Regulatory Tribunal (IPART) under section 548 of the Local Government Act 1993 for the minimum ordinary rate for the Farmland Ordinary category to be set at \$640.00 for 2024-25 (including the rate peg) and \$755.00 for 2025-26 (including the rate peg).

### PURPOSE

The purpose of this report is to supplement resolution 23/208 from Council's November 2023 meeting.

### SUMMARY

Following an exhibition period, Council at its November 2023 meeting adopted the revised Delivery Program and Long-Term Financial Plan (LTFP) documents. The Strategic Asset Management Plan with its associated Infrastructure Asset Management Plans have also been on exhibition and may now be adopted by Council.

Council's November meeting also resolved to apply to IPART to set ordinary minimum rates in the 2024-25 and 2025-26 financial years. The Farmland Ordinary rate was omitted from the categories of ordinary rates in that resolution. The recommended resolution resolves this to include the Farmland minimum in the application.

### BACKGROUND

Council had received and placed on exhibition from September an updated Strategic Asset Management Plan with its associated Infrastructure Asset Management Plans. No submissions were received during the exhibition period. These plans may now be adopted as part of Council's Integrated Planning and Reporting documentation.

Council at its November 2023 meeting in resolution 23/208 resolved to apply to the Independent Pricing & Regulatory Tribunal (IPART) to set the minimum Ordinary rates for the 2024-25 and 2025-26 financial years.

Council applies minimum ordinary rates in three rate categories: Residential, Business and Farmland. Resolution 23/208 item 2(ii) omitted the Farmland category in Council's application to IPART under Section 548 to set minimum ordinary rates in the 2024-25 and 2025-26 financial years. The recommendation to this report will add the Farmland category to the application to IPART.

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

5 - Our Leadership

**Strategy**

5.1 - Have a Council that provides leadership through actions and effective communication.

**Action**

5.1.3 - Gauge customer and resident satisfaction with services and operations.

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

- Our Narrandera Shire Community Strategic Plan 2034.
- Narrandera Shire 2022-26 Delivery Program.
- TS20 Asset Management.

**Financial**

- The asset plans and revised minimum ordinary rates are incorporated in Council's adopted LTFP.

**Legal / Statutory**

- IPART Special Variation Application Guidelines
- Local Government Act 1993 and General Regulation
- Office of Local Government Guidelines

**Community Engagement / Communication**

- Documents have been on public exhibition and available during the Special Variation consultation period.

**Human Resources / Industrial Relations**

- NA

**RISKS**

Council's suite of Integrated Planning and Reporting (IP&R) documents should include contemporary versions of documents to ensure decision-making is based on the most relevant information.

**OPTIONS**

1. Council's adoption of the Asset Management Plans will incorporate these into the IP&R plans used to respond to the Community Strategic Plan.
2. Inclusion of the minimum Farmland Ordinary rate is necessary to have the application to IPART in line with the LTFP and community consultation for the Special Variation.

**CONCLUSION**

Council adopt the Asset Management Plans as exhibited and add the minimum Farmland Ordinary rate to the application to IPART under Section 548 of Local Government Act, 1993.

**RECOMMENDATION**

That Council:

1. Adopts the revised Strategic Asset Management Plan and associated Infrastructure Management Plans.
2. In conjunction with Residential and Business minimums in resolution 23/208, makes application to the Independent Pricing and Regulatory Tribunal (IPART) under section 548 of the Local Government Act 1993 for the minimum ordinary rate for the Farmland Ordinary category to be set at \$640.00 for 2024-25 (including the rate peg) and \$755.00 for 2025-26 (including the rate peg).

**14.3 NARRANDERA-LEETON AIRPORT - RENEWAL OF LEASE AGREEMENT WITH ROCKWOODS INVESTMENT GROUP PTY LTD****Document ID: 707757****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Leadership****Attachments: Nil****RECOMMENDATION**

That Council:

1. Adopts the proposed lease agreement with Rockwoods Investment Group Pty Ltd for three years commencing 1 September 2023; and
2. Provides delegation to the Mayor and the General Manager to execute the lease agreement and place the Seal of Council on the document.

**PURPOSE**

The purpose of this report seeks for Council to adopt a new 3-year lease agreement with Rockwoods Investment Group Pty Ltd. The proposed lease agreement was viewed and endorsed by the Executive Leadership Team on 28 September 2023.

**SUMMARY**

The site is located on Lot 1 DP 187882 which is land owned by Narrandera Shire Council and used as the Narrandera-Leeton Airport. The land has been classified as operational land.

The proposed lease agreement is for approximately 1,292 square metres of land at the Narrandera-Leeton Airport, upon which a private aircraft hangar was constructed in 2012. A current lease agreement exists with Milbrae Quarries Pty Ltd – now Rockwoods Investment Group Pty Ltd – which concluded 31 August 2023.

**BACKGROUND**

The current lease held by Milbrae Quarries Pty Ltd comprising approximately 1,292 square metres was for three years being 1 September 2020 to 31 August 2023. The location of the area of land to be leased is identified on the following locality map with an arrow pointing to the private hangar space.

Milbrae Quarries Pty Ltd has now become Rockwoods Investment Group Pty Ltd.

The term of the proposed lease is 1 September 2023 to 31 August 2026 with no options to renew.



Locality map of Lot 1 DP 187882

The earliest lease agreement between Council and Milbrae Quarries Pty Ltd was dated 2012 and there are no known breaches or incidents that would prevent Council from entering into a new lease.

The proposed lease agreement provides for an annual increase of 4% in rental. The lease also provides for Council to have the ‘first right of refusal’ for the purchase of all of the improvements should the lessee seek to sell the hangar and the lease. Similarly, the new lease also provides for the Lessor to terminate the lease agreement with a minimum of three months’ notice in writing.

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

**Theme**

5 - Our Leadership

**Strategy**

5.1 - Have a Council that provides leadership through actions and effective communication.

**Action**

5.1.2 - Support ethical, transparent and accountable corporate governance.

## ISSUES AND IMPLICATIONS

### Policy

- CS60 – Land Leases & Licences

### Financial

- The initial rental for his lease will be \$6,989.72 (incl GST) with an annual increase of 4%.

### Legal / Statutory

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- *Real Property Act 1900*

### Community Engagement / Communication

- The proposal to enter into new lease agreement is contained within the December 2023 Ordinary Business Paper.

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

- There are no perceived implications with the proposed lease agreement.

## RISKS

There are no perceived risks with the proposed lease agreement.

## OPTIONS

The options available for Council are to either:

1. Endorse the proposed Lease Agreement with Rockwoods Investment Group Pty Ltd;  
or
2. Require amendments to the proposed Lease Agreement with Rockwoods Investment Group Pty Ltd.

## CONCLUSION

The recommendation will be for Council to adopt the proposed lease agreement between Council and Rockwoods Investment Group Pty Ltd.

## RECOMMENDATION

That Council:

1. Adopts the proposed lease agreement with Rockwoods Investment Group Pty Ltd for three years commencing 1 September 2023; and
2. Provides delegation to the Mayor and the General Manager to execute the lease agreement and place the Seal of Council on the document.



**15      OUR COMMUNITY**

Nil

## 16 OUR ENVIRONMENT

### 16.1 POWER PURCHASE AGREEMENT

**Document ID:** 707654

**Author:** General Manager

**Authoriser:** General Manager

**Theme:** Procurement

**Attachments:** 1. **RAMJO Councils Briefing - Collaboration David West - Confidential** [↓](#) 

#### RECOMMENDATION

That Council:

1. Agrees to accept the proposal from Hunter Joint Organisation to tender for the purchase of power for Council's large sites.
2. Authorises the General Manager to accept a tender from the successful supplier.

#### PURPOSE

The purpose of this report is to advise Council of the opportunity to participate in a group purchase of electricity for large contract sites and to obtain a resolution delegating authority to the General Manager to consider and accept a tender for supply.

#### SUMMARY

Narrandera Shire Council has 82 sites consuming approximately 2,371,384 kWh energy per year comprised of:

- Four (4) x large contract sites - Shell Energy - LGP Contract (previously Origin) Total usage = 1,217,158 kWh
- 77 x small contract sites - Shell Energy – NSW Small Market Contract (previously AGL) Total usage = 972,182 kWh
- Streetlighting - Shell Energy - LGP Total usage = 182,044 kWh

This report relates specifically to the purchase of power for the large sites and includes the streetlighting. Tenders for the purchase of power for these sites have been coordinated by NSW Local Government Procurement with mixed results over the past several years.

The current two-year contract due to expire on 31 December 2024 was entered into by Council, along with over 20 other NSW councils, at a time when the market was very volatile and affected by extraneous factors which resulted in very high price structures. The power purchased under this agreement is generated from traditional sources.

The small site contract includes very competitive electricity rates and is not part of this process.

Council is an active participant in the RAMJO Energy sub-committee and adopted the Narrandera Shire Council Climate Action Strategy in February 2020. This strategy includes a number of energy-saving actions including:

- Generation of power utilising behind the meter solar

- Practices designed to increase energy efficiency
- Installation of LED streetlights
- Purchase of renewable energy.

Work to implement the recommendations has been proceeding:

- In March 2023 Council accepted a tender for the installation of behind-the-meter photovoltaic solar systems at six sites. Once under generation, these systems will significantly reduce Council’s power purchase needs.

Site details	Mounting system	Power to be generated
Lake Talbot Water Park	Carport system in the northern carpark	75 kw
Narrandera Sewerage Treatment Plant	Ground mount	80 kw
Works Depot	Roof mount	25 kw
Truck Wash Bay	Roof mount	20 kw (with battery)
Sports Stadium	Roof mount	10 kw (with battery)
Council Chambers	Roof mount	10 kw

Earlier this year, in conjunction with RAMJO and via funding from NSW Government, Council engaged consultants Chargeworks to conduct tariff reviews. That review produced a number of recommendations which will further reduce Council’s costs. Once fully implemented the reductions in cost could amount to over \$50K pa.

In early 2022, Essential Energy completed most of the conversion of the streetlights to LEDs. Unfortunately, savings generated by that conversion have to date been partially lost by the substantial increases in the charges embedded in the current contract.

**DETAILS**

Most of the councils in RAMJO, including Narrandera, are now halfway through the current contract and are looking at options for the future purchase of power from 1 January 2025.

During discussions at the RAMJO Energy sub-committee it has become apparent that one of the options available to councils in this area is to join with other councils in a joint power purchase agreement. The group has recently received presentations on a number of successful collaborations, including one led by Central NSW Joint Organisation last year.

An approach from Hunter Joint Organisation (JO) has now been received and it presents a range of benefits and appears well worthy of pursuit. Attached to this report is a confidential attachment in the form of a PowerPoint presentation outlining the features of the proposal.

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

**Theme**

Procurement

**Strategy**

N/A

**Action**

N/A

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

- Narrandera Shire Climate Action Strategy.

**Financial**

- The recent decision by Council to proceed with an application to IPART for a special variation incorporated the adoption of an improvement plan. Participation in a group purchasing agreement is designed to reduce the cost of electricity across the organisation.
- Significant cost reductions have already occurred following the tariff reviews and the installation of smart meters, LED's and better controls. The solar installations currently underway will further reduce costs and have the added benefit of reducing the carbon footprint.
- The fee for participating in the group purchase is \$13,980.

**Legal / Statutory**

- Section 55 of the Local Government Act and Council's own procurement policies provide for the purchase of materials and contracts of this nature.
- The probity aspects of the Hunter JO proposal are being delivered by specialist consultants appointed for that purpose and Council's interests are protected.

**Community Engagement / Communication**

- The matter is being presented in the ordinary business paper enabling community awareness.

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

- N/A

**RISKS**

There are always risks associated with a major procurement of this nature. Market risk, retailer and project developer risk, delivery risk and changes in policy. The Hunter JO approach offers a degree of flexibility and opportunities to 'opt out' that will allow Council to mitigate these risks.

The delegation to the General Manager is necessary as the timing and acceptance of tenders is not likely to allow a report to be submitted to Council.

**OPTIONS**

1. Council confirms its intention to accept the invitation from Hunter JO to participate in the Power Purchase Agreement and delegate to the General Manager the authority to proceed.

2. Council takes no action on the invitation and looks to another option for the purchase of power, which may include the LGNSW Procurement renewal of the current agreement.
3. Council calls tenders for the supply of power commencing 1 January 2025.

### **CONCLUSION**

Following the development of a strategic plan to provide the structure for Council's transition to a reduced carbon future, Council has invested considerable sums in reducing electricity consumption and the resultant cost and carbon profiles.

It is now logical, and indeed important, that we are able to secure a long-term agreement on pricing that will allow continual cost reductions. Hunter JO offers a flexible process that exhibits strong characteristics in terms of procurement, probity and expertise that should assist in taking this Council into the next phase of the transition to a sustainable future.

### **RECOMMENDATION**

That Council:

1. Agrees to accept the proposal from Hunter Joint Organisation to tender for the purchase of power for Council's large sites.
2. Authorises the General Manager to accept a tender from the successful supplier.



# Collaboration on Renewable Energy

## **RAMJO Councils Briefing** 1 December 2023





## Briefing

1. How the Hunter JO PPA is different to other PPAs
2. How risk is managed
3. The procurement process
3. How pricing works
4. Getting on board and Next Steps
5. Questions and Answers
6. Contact information





## How this approach is different to other PPAs

- Open to all councils - educative
- Cost to council is not based on a percentage of consumption over 7-10 years
- All Councils have input into requirements
- Flexible with start dates
- Timing to market
- Choose level of renewable energy and potentially vary this over time
- Portfolio wide allowable load variance of +/-20%
- More like a regular energy agreement rather than an investment in a power station – Risk managed PPA- Probity , governance and regulation







## How this approach is different to other PPAs

- 2 stage procurement process allowing councils to fully understand and negotiate terms before final pricing
- GM has delegation to sign off short validity pricing and does not require prescription
- Each council has the option to choose whether to participate
- Each council will have equal voting powers on decisions regarding the PPA (1 x vote per council).
- After a PPA tender is selected, each council will be free to choose whether to proceed with the PPA outcome. This means that councils are not locked in to accepting the proposed PPA solution.





# Risks of PPAs?

**Market risk**  
Longer term agreement  
increases market price  
risk in a volatile market



**Delivery/performance risk**  
Delayed start, low output,  
market operator curtailment.



**Counterparty risk**  
Retailer and  
project developer



**Policy change**  
Can increase cost or  
management burden





# Procurement Process

Process Steps	Deliverable/ outcome
1. Initial meetings and strategy development	Market overview, procurement strategy Risk Register, Probity plan
2. Data verification and load profiling	Site list and load profile
3. Gathering and drafting requirements	Requirements checklist, Tender evaluation plan
4. Tender approval and release	Market approach documents
5. Managing process and negotiations	Tender responses
6. Analysis of offers	Initial report, price range expectations
7. Shortlisting or BAFO development	Shortlist clarification questions
8. Final analysis and recommendation	Recommendation
9. Presentation of Final Report	Final report and recommendation
10. Assistance with contract execution	Executed contract, transfer initiation





# Pricing

## Tiered Pricing Table

GWh	Price (ex GST)
<1	\$7,620
1-3	\$13,980
3-10	\$15,930
10-25	\$22,385

No trailing commissions based on consumed energy





## Why Join?

- Cost effective
- Flexible
- Risk managed





## Next Steps

- Ask questions specific to your council
- FAQs will be sent to prospective participants
- Confirmation of participation through MOU
- MOU will detail aspects of how this group will make decisions, how consultants will be paid, council obligations and fees
- Developing Probity, Risk Management, Project and Evaluation plans and setting up a Risk Register
- Letters of Authority to obtain data
- Achieving GM delegation for fast execution of contract pricing





## Contact Information

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- Ph 0476875673



**17      OUR ECONOMY**

Nil



## 18 OUR INFRASTRUCTURE

### 18.1 TRANSFER OF CROWN ROADS TO COUNCIL

**Document ID:** 700528

**Author:** Deputy General Manager Infrastructure

**Authoriser:** Deputy General Manager Infrastructure

**Theme:** Our Infrastructure

**Attachments:**

1. Crown Roads - Grong Grong Village  
2. Crown Roads - Grong Grong Rural  

#### RECOMMENDATION

That Council:

1. Resolves to accept management of Crown controlled roadways and laneways within Grong Grong that are already actively maintained by Council, and
2. Prepares an application to the NSW Department of Industry – Lands and Water requesting transfer of the Crown managed roadways and laneways to Council as shown on the attached map, including the following roadways:
  - i. Angle, Creek, Grong Grong Station, Lupton, and Windamere Roads; and
  - ii. Balaro, Barellan, Binya, Boree, Brookong, Bunganbil, Burrangong, Currawondool, Gunyah, Hulong, Jerrabung, Lachlan, Narran, and Willandra Streets.

#### PURPOSE

This report seeks a resolution from Council to accept control of Crown managed roadways and laneways within Grong Grong village as they are already actively maintained by Council.

#### SUMMARY

A review of the status of roads in Grong Grong village has identified several roads and streets currently actively maintained by Council that are under the management and control of the Crown. These roads need to be transferred to Council so that the maintenance can continue and activities along the roads can be controlled by Council.

These roadways include Angle, Creek, Grong Grong Station, Lupton, and Windamere Roads; and Balaro, Barellan, Binya, Boree, Brookong, Bunganbil, Burrangong, Currawondool, Gunyah, Hulong, Jerrabung, Lachlan, Narran, and Willandra Streets, as detailed within the attached maps.

#### BACKGROUND

The maps on the following page identify roadways and laneways that are currently under the control of the Crown and which need to be transferred to the management of Council.

Enquiries with the Griffith office of Crown Lands indicated that applications for the transfer of roadways and laneways are dealt with locally and can be expedited if necessary. Although not mentioned, there is likely to be a fee payable in the vicinity of \$500.

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

4 - Our Infrastructure

**Strategy**

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

**Action**

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

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

- N/A

**Financial**

- Apart from the initial application fee, if applicable, there is the ongoing maintenance of the new roadways and laneways. It is likely, however, that this is already being undertaken by Council.
- These roads are already contained within Council's asset management system.

**Legal / Statutory**

- Crown Land Management Act 2016
- Local Government Act 1993
- Local Government (General) Regulation 2021
- Roads Act 1993

**Community Engagement / Communication**

- Presented within the ordinary business paper for discussion at the 13 December 2023 meeting of Council.
- Any consultation, if required, under the Roads Act will be undertaken during the application process with the Crown.

**RISKS**

There are no notable risks associated with this report, as these are roadways that have and will continue to be maintained by Council.

**OPTIONS**

1. Accept the management of the Crown roads as detailed within the recommendation.
2. Resolve to nominate a selected number of the roadways as identified for application and management.
3. Resolve to leave the roadways under the control of Crown lands.

**CONCLUSION**

Council has been undertaking maintenance and repair of these roads for many years for the benefit of the communities that they serve, whilst not having control or ownership of these roads. This will ensure that Council has ultimate control for the roads and any activity that occurs upon them.

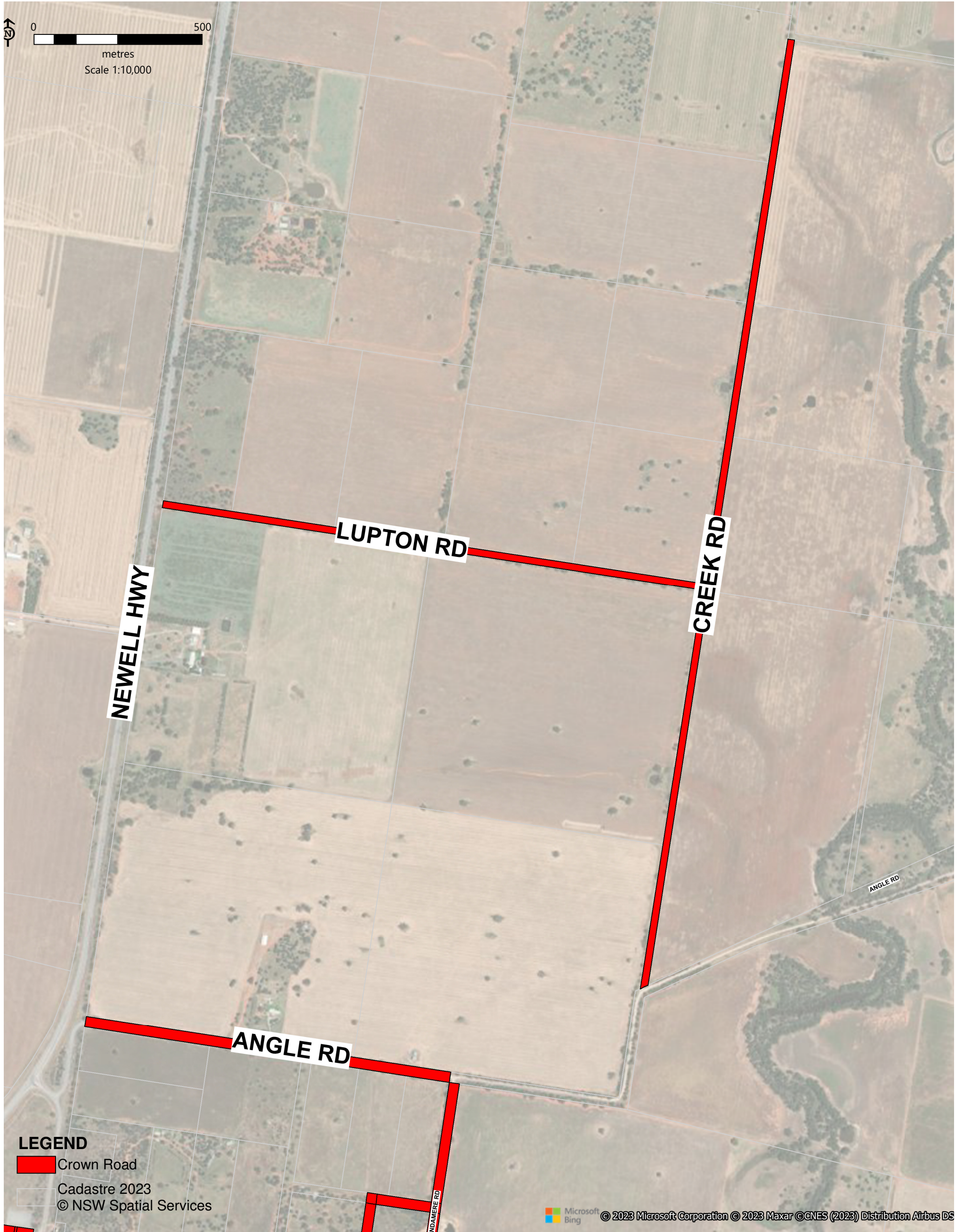
**RECOMMENDATION**

That Council:

1. Resolves to accept management of Crown controlled roadways and laneways within Grong Grong that are already actively maintained by Council, and
2. Prepares an application to the NSW Department of Industry – Lands and Water requesting transfer of the Crown managed roadways and laneways to Council as shown on the attached map, including the following roadways:
  - i. Angle, Creek, Grong Grong Station, Lupton, and Windamere Roads; and
  - ii. Balaro, Barellan, Binya, Boree, Brookong, Bunganbil, Burrangong, Currawondool, Gunyah, Hulong, Jerrabung, Lachlan, Narran, and Willandra Streets.







**LEGEND**

- Crown Road
- Cadastre 2023
- © NSW Spatial Services

Microsoft Bing © 2023 Microsoft Corporation © 2023 Maxar © CNES (2023) Distribution Airbus DS



Narrandera Shire Council  
141 East Street  
Narrandera NSW 2700  
Ph: 02 6959 5510

## PROPOSED TRANSFER - CROWN ROADS GRONG GRONG

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 responsibilities for any errors or omissions.

Date: 1/11/2023

Compiled by:  
GIS Narrandera

Co-ordinate System:  
MGA 94 Zone 55

Ref: 2023-032





## 18.2 CROWN LAND PLANS OF MANAGEMENT

**Document ID:** 706075

**Author:** Deputy General Manager Infrastructure

**Authoriser:** Deputy General Manager Infrastructure

**Theme:** Our Infrastructure

- Attachments:**
1. Draft Lake Talbot and Environs Plan of Management (under separate cover) 
  2. Draft Lake Talbot Tourist Park Narrandera Plan of Management (under separate cover) 
  3. Draft Historical Cemetery Site Plan of Management (under separate cover) 
  4. Draft Recreational Space and Community Use Plan of Management (under separate cover) 

### RECOMMENDATION

That Council:

1. Adopts the four Plans of Management (as below) for Crown Land for the purpose of referral to the Department (as owner of the land) in draft form prior to placing them on public exhibition.
  - i. Draft – Lake Talbot and Environs Plan of Management
  - ii. Draft – Lake Talbot Tourist Park Narrandera Plan of Management
  - iii. Draft – Historical Cemetery Site Plan of Management
  - iv. Draft – Recreational Space and Community Use Plan of Management.
2. Should departmental approval be granted with no material change, endorses public exhibition to be undertaken in accordance Section 38 of the Local Government Act.

### PURPOSE

The purpose of this report is for Council to review and adopt the Plans of Management (PoM) for Crown Land where Council is the land manager for referral to the Department and subsequent public exhibition.

### SUMMARY

In September 2019, Council's Executive Leadership Team endorsed the preparation of Plans of Management for Crown Land where Council is the land manager pursuant to Part 3 of the Crown Land Management Act 2016 (CLM Act). Riverina Agri consultants were engaged to prepare the four new plans as now presented.

### BACKGROUND

Council as the appointed manager of several Crown Land reserves undertook an initial categorisation process in October 2018 in accordance with the CLM Act and assigned an appropriate categorisation in accordance with the Local Government Act (LG Act) of either 'operational land' or 'community land'. Community land was further sub-categorised as

either natural area, sportsground, park, area of cultural significance, general community use, bushland, wetland, escarpment, watercourse or foreshore.

Following initial categorisation and concurrence from the Minister, Council commenced the process of creating the plans utilising financial assistance of \$70,615 in funding under the Council Crown Land Management Plans of Management Funding Support Program.

Riverina Agri consultants have now finalised the final drafts for the four plans being:

- Draft – Lake Talbot and Environs Plan of Management
- Draft – Lake Talbot Tourist Park Narrandera Plan of Management
- Draft – Historical Cemetery Site Plan of Management
- Draft – Recreational Space and Community Use Plan of Management

The broad purpose of the PoM's is to:

- Review, update and strengthen the initially approved PoM's for Crown Land Reserves within Narrandera Shire Council
- Meet and contribute to Council's broader strategic goals and vision as set out in the Community Strategic Plan Our Narrandera Shire 2034
- Ensure compliance with the Local Government Act 1993 and the Crown Land Management Act 2016
- Provide a strategic framework for Council to guide sustainable development, land use and management of various Crown Land parcels identified within the specific PoM's; and
- Ensure consistent management that reflects the values and expectations of the community, users and other stakeholders in the use of Crown Lands under Council control.

Each of the PoM's have specific purposes that relate to the land uses that they represent.

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

### **Theme**

4 - Our Infrastructure

### **Strategy**

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

### **Action**

4.3.5 - Through consultation with all user groups of Narrandera Shire sporting facilities, prioritise improvements for venues and seek funding to implement the improvements.

## **ISSUES AND IMPLICATIONS**

### **Policy**

- The future adoption of these plans will result in the current plans being revoked.



**Financial**

- Council successfully secured funding of \$70,615 for the development of PoM's, which has been adequate to cover the project costs to date.

**Legal / Statutory**

- Crown Land Management Act 2016
- Local Government Act 1993

**Community Engagement / Communication**

Section 39 of the LG Act requires that any PoM for a Crown reserve is required to be referred to the Department (as owner of the land) in draft form prior to Council placing the PoM on public exhibition.

As part of the community engagement process, Council must give notice of draft PoM's for a period of not less than 28 days, with a period of 42 days required within which submissions may be made to Council.

**RISKS**

Not preparing PoM's means that Council will not meet its legislative responsibilities.

**OPTIONS**

The responsible action for Council is to comply with the legislative requirements and undertake the process of adapting or creating PoM's in accordance with NSW Crown Land guidelines and as per the directives of the Minister.

The only option available is to review and seek changes to the plans as presented, as no progress is not an option.

**CONCLUSION**

The development of a Plan of Management for each Crown reserve for which Council is the appointed manager has now been completed. The plans require endorsement by Council, for the purpose of referral to the Department (as owner of the land) in draft form prior to them being placed on public exhibition. Should departmental approval be granted with no material change then public exhibition will be undertaken in accordance Section 38 of the LG Act.




After the exhibition period a further report will be presented to council to consider any submissions and formally adopt the plans in accordance with Section 40 of the Local Government Act 1993.

**RECOMMENDATION**

That Council:

1. Adopts the four Plans of Management (as below) for Crown Land for the purpose of referral to the Department (as owner of the land) in draft form prior to placing them on public exhibition.
  - v. Draft – Lake Talbot and Environs Plan of Management
  - vi. Draft – Lake Talbot Tourist Park Narrandera Plan of Management
  - vii. Draft – Historical Cemetery Site Plan of Management
  - viii. Draft – Recreational Space and Community Use Plan of Management.
2. Should departmental approval be granted with no material change, endorses public exhibition to be undertaken in accordance Section 38 of the Local Government Act.

**19 DEVELOPMENT APPLICATION****19.1 MODIFICATION DA 023-2022-2023 MULTI DWELLING HOUSING AND 1-INTO-4 LOT SUBDIVISION – 17A RUPERT STREET NARRANDERA****Document ID:** 706103**Author:** Deputy General Manager Infrastructure**Authoriser:** Deputy General Manager Infrastructure**Theme:** Development Application**Attachments:**

1. 4.15 Development Assessment Report (under separate cover) 
2. Modification architectural plans (under separate cover) 
3. Modification Statement of Environmental Effects (under separate cover) 

**RECOMMENDATION**

That Council:

1. Approves the Modification to DA-023-2022-2023, for Multi dwelling housing 1-into-4 lot Torrens title subdivision and creation of a dual occupancy on the proposed lot 1 at Lot 10 Section H DP2597 being 17A Rupert Street, Narrandera including all variations to the Narrandera Development Control Plan (NDCP) as contained within the report, subject to the Conditions of Consent in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 for the following reasons:
  - i. The development satisfies the provisions of the Narrandera LEP 2013, Narrandera DCP (as varied) and the Environmental Planning and Assessment Act 1979.
  - ii. Potential impacts have been mitigated by the inclusion of appropriate conditions.
2. Conducts a Division to record the voting of Councillors.

**PURPOSE**

The purpose of this report is for Council to consider and determine the above modification to the development application as a variation to the Narrandera Development Control Plan (NDCP) is required. Consideration must only be given to the matters contained within the modification, as all other parts have been previously determined.

**BACKGROUND**

In December 2022 Council determined the application for 1-into-4 lot Torrens title subdivision at Lot 10 Section H DP2597, being 17A Rupert Street Narrandera, which is considered a multi dwelling housing development. Council has now received an application to modify the development to create a dual occupancy on the proposed lot 1, which requires a variation to the setback provisions of the Development Control Plan.

**Development Applications**

This application was fully assessed as shown in the attached Section 4.15 assessment report. The assessment identified that the development required variation of the NDCP, as detailed below:

- 7.4.2 of the NDCP applying to front setback and streetscape. The development fails to achieve the required 5m setback. This application proposes a front setback from Elizabeth Street of 3.5m and the applicant states that no adverse impacts of the site and its surroundings.
- Clause 7.4.3 of the NDCP sets the minimum secondary street setback to a multi dwelling development at 3m. This development application is proposing a secondary street setback reduction from 3m to 2.6m. The secondary street setback variation is required for the dual occupancy dwellings on the Rupert Street frontage.

As detailed above, a variation of the NDCP is required for Clauses 7.4.2 and 7.4.3. The proposed variations are considered to remain consistent with the objectives of each section and have no adverse impacts on the adjoining properties or surrounding neighbourhood. Given the modest size of the dwellings they are not expected to have any notable or negative impacts on the streetscape or amenity of the surrounding area.

The development was notified in accordance with the Narrandera Community Participation Plan with no submissions being received at the end of the exhibition period.

### **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.

### **Community Engagement / Communication**

- The development was notified for a period of 11 days in accordance with the Community Participation Plan. Adjoining neighbours were notified.
- No submissions were received at the close of the notification period.

### **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
- 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 chooses 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 4.15 assessment. The proposed

development has provided justification for the variations to the NDCP and, on balance of all the impacts and benefits, is considered suitable for conditional approval as there are no substantive planning grounds as to why consent should not be conditionally granted.

The need for smaller diversified housing developments has been highlighted within the Council's planning strategies and there should be consideration in future development control reviews to ensure that these types of developments are not disadvantaged or unnecessarily delayed.

## **RECOMMENDATION**

That Council:

1. Approves the Modification to DA-023-2022-2023, for Multi dwelling housing 1-into-4 lot Torrens title subdivision and creation of a dual occupancy on the proposed lot 1 at Lot 10 Section H DP2597 being 17A Rupert Street, Narrandera including all variations to the Narrandera Development Control Plan (NDCP) as contained within the report, subject to the Conditions of Consent in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 for the following reasons:
  - iii. The development satisfies the provisions of the Narrandera LEP 2013, Narrandera DCP (as varied) and the Environmental Planning and Assessment Act 1979.
  - iv. Potential impacts have been mitigated by the inclusion of appropriate conditions.
2. Conducts a Division to record the voting of Councillors.

**20 PROCUREMENT****20.1 T-23-24-05 NARRANDERA AIRPORT PARALLEL TAXIWAY BULK EARTH WORKS****Document ID: 702239****Author: Deputy General Manager Infrastructure****Authoriser: Deputy General Manager Infrastructure****Theme: Procurement****Attachments: Nil****RECOMMENDATION**

That Council:

1. Declines to accept any of the tender submissions for the bulk earthwork, drainage and associated services for construction of the Narrandera-Leeton Airport Parallel Taxiway as all tendered prices exceed the allocated budget in accordance with Clause 178(1)(a) of the Local Government (General) Regulation 2021,
2. Acknowledges and thanks all tenders for their time and effort in the preparation and submission of the tenders.
3. Discontinues the Narrandera-Leeton Airport Parallel Taxiway project.
4. Advises the Commonwealth that it is unable to accept the grant of \$1,110,157 under the Regional Airports Program Round 2 and returns any funds received.
5. Places the balance of Council funds into the internally restricted Infrastructure Replacement & Renewal Fund.

**PURPOSE**

The purpose of this report is for Council to consider the tender for the bulk earthwork, drainage and associated services for construction of the Narrandera-Leeton Airport Parallel Taxiway.

**SUMMARY**

Council successfully obtained funding in 2021 under Regional Airports Program Round 2 for construction of a sealed parallel taxiway and run up bays, associated line marking, LED compatible lighting, airport signage and additional drainage works. These works were initially costed based on the knowledge of road construction and local costs.

Council had hoped to have this project tendered and awarded well before this time, however due to several factors this was not possible.

Tenders were called and 10 companies submitted proposals for delivery of this project. The tenders as submitted all come in well above the pre-tender estimate and has resulted in the project being financially unachievable to Council.

**BACKGROUND**

Council resolved on 17 August 2021 to accept the grant of \$1,110,157 under the Regional Airports Program Round 2 for the construction of a parallel taxiway at the Narrandera-Leeton Airport and to allocate the 50% co-contribution.

The purpose of the grant and construction of the new parallel taxiway was in response to Narrandera-Leeton Airport being selected by the Australian Airline Pilot Academy (AAPA) as a site to extend its pilot training program. Without a new parallel taxiway, the addition of AAPA aircraft would result in delays using runway 14/32 because of the need for aircraft to stop and backtrack on the runway. It is noted that no formal commitment for the establishment of a permanent full scale training facility at Narrandera has yet been received.

**Tender Process**

Tenders were issued in late October and there was a mandatory inspection required with the tender, which was held on Monday 6 November 2023 with a total of 17 companies in attendance.

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

Table 1 – Evaluation Criteria and Weighting

<b>Tender Evaluation</b>	
<b>Description</b>	<b>Weightage</b>
<b>Evaluation Criteria</b>	
Demonstrated capability and capacity	5%
Understanding of the requirements	5%
Relevant experience	15%
Key personnel	5%
Schedule of proposed subcontractors and consultants	5%
Schedule of contract / project program information	20%
Local business	5%
Schedule of prices	40%

**Tender Assessment**

There were 10 tenders received, of which all were considered as being conforming.

Table 2 below lists the tenders and the tendered price ex GST.

<b>Tenders Received (in alphabetical order)</b>	<b>Fixed Price – ex GST</b>
Airport Consultancy Group/Construction Pty Ltd	\$ 6,744,147
Boots Civil	\$ 7,293,020
Civil & Civic Group	\$ 3,244,130
Cleary Earth & Civil	\$ 5,502,556
Grampians Excavation Pty Ltd	\$ 5,177,952
Huon Contractors Pty Ltd	\$ 6,236,626
JSC Bulk Haulage	\$ 5,609,401
RECS Group Australia	\$ 5,693,398

Riverina Civil and Plumbing	\$ 4,706,990
Silverstrand Developments Pty Ltd	\$ 6,065,689

The tender panel made the decision to not undertake assessment of any of the tenders as they all exceeded the pre-tender estimate by nearly 200%. The tendered works did not include sealing, line marking and ancillary items which would require an additional \$500,000 to undertake.

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

### **Theme**

Procurement

## **ISSUES AND IMPLICATIONS**

### **Policy**

- Council Procurement Policy and Tendering Guidelines

### **Financial**

- The budget for this entire project was set at \$2,220,000 comprising a grant of \$1,110,157 under the Regional Airports Program Round 2 and matching funding from Council. The pre-tender budget for the works included within this tender was \$1,700,000. The lowest tender was nearly 200% higher.
- At this time \$60,484 has been spent on development of the design plans and tender which is not eligible to be covered under the grant funding.
- In the event that Council decides to discontinue the project, the Commonwealth will be advised, and any grant funds already received will be returned.
- The remaining Council funds, after deducting the expenditure to date will be returned to the internally restricted Infrastructure Replacement & Renewal Fund.

### **Legal / Statutory**

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

## **RISKS**

- There is a risk that not progressing with the project could harm the attraction for the AAPA establishing a permanent training facility at the site.
- Returning grant funding is always considered problematic and must be carefully handled to ensure that the relationship between all parties is not impacted in the future.
- The bigger risk would involve allocation of the required funds and potential over investment should the original plans not result in the attraction of AAPA.

## **OPTIONS**

1. Decline to accept any of the tender submissions for the bulk earthwork, drainage and associated services for construction of the Narrandera-Leeton Airport Parallel



Taxiway as all tendered prices exceed the allocated budget, discontinue the project and return all grant and Council funds as per the recommendation.

2. Resolve to allocate the required funds and have the tenders fully evaluated for the consideration at the next available Council meeting. This option is not recommended as the project outcome remains unknown and the grant timing may not permit the works to be undertaken in the required timeline.

## **CONCLUSION**

Decline to accept any of the tender submissions for the bulk earthwork, drainage and associated services for construction of the Narrandera-Leeton Airport Parallel Taxiway as all tendered prices exceed the allocated budget, discontinue the project and return all grant and Council funds as per the recommendation

## **RECOMMENDATION**

That Council:

1. Declines to accept any of the tender submissions for the bulk earthwork, drainage and associated services for construction of the Narrandera-Leeton Airport Parallel Taxiway as all tendered prices exceed the allocated budget in accordance with Clause 178(1)(a) of the Local Government (General) Regulation 2021,
2. Acknowledges and thanks all tenders for their time and effort in the preparation and submission of the tenders.
3. Discontinues the Narrandera-Leeton Airport Parallel Taxiway project.
4. Advises the Commonwealth that it is unable to accept the grant of \$1,110,157 under the Regional Airports Program Round 2 and returns any funds received.
5. Places the balance of Council funds into the internally restricted Infrastructure Replacement & Renewal Fund.

**20.2 T-23-24-06 SHOULDER WIDENING OF ERIGOLIA ROAD, BINYA****Document ID: 702240****Author: Deputy General Manager Infrastructure****Authoriser: Deputy General Manager Infrastructure****Theme: Procurement****Attachments: 1. T-23-24-06 Shoulder Widening of Erigolia Road Tender Assessment Spreadsheet - Confidential (under separate cover)****RECOMMENDATION**

That Council:

1. Accepts the tender by Cleary Earth & Civil of \$678,500 ex GST to undertake the shoulder widening of 11.6 km of Erigolia Road, Binya in accordance with Section 55 of the Local Government Act 1993.

**PURPOSE**

The purpose of this report is for Council to consider the tender for the shoulder widening of 11.6 km of Erigolia Road, Binya.

**SUMMARY**

Council successfully obtained funding in early 2023 under the Federal Government - Remote Roads Upgrade Pilot Program (RRUPP) for the Heavy Agricultural Vehicle Route Upgrade – Erigolia Road that consists of widening of 11.6 km of the road.

Tenders were called and eight (8) companies submitted proposals for the delivery of this project. The tender panel recommendation is to accept the Cleary Earth & Civil tendered offer which scored the highest overall.

**BACKGROUND**

In early 2023 under the Federal Government - Remote Roads Upgrade Pilot Program (RRUPP) for the Heavy Agricultural Vehicle Route Upgrade – Erigolia Road that consists of widening of 11.6 km of the road, staff subsequently commenced the culvert replacement and tender preparation. The tender was called via the VendorPanel portal on 1 November 2023, and closed 29 November 2023 at which time the tender opening was undertaken.

**Tender Process**

Evaluation of the tender involved the assessment of aspects such as price, capability and experience in relevant works, quality of components to be used and benefit to local community. There was no mandatory inspection required with the tender.

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

Table 1 – Evaluation Criteria and Weighting

<b>Tender Evaluation</b>		
<b>Item</b>	<b>Description</b>	<b>Weighting</b>
<b>Mandatory Criteria</b>		
6.1	Tender form	Mandatory
6.2	Statement of compliance	Mandatory
6.3	Departures, clarifications and assumptions	Mandatory
6.4	Insurance	Mandatory
6.5	Schedule of work health and safety management	Mandatory
6.6	Schedule of environmental management	Mandatory
6.7	Schedule of industrial relations information	Mandatory
6.8	Schedule of risk management plan	Mandatory
6.9	Statement of conflict of interests and fair dealings	Mandatory
6.10	Statement of threatened or pending litigation	Mandatory
6.11	Bank guarantees	Mandatory
6.12	Modern slavery	Mandatory
<b>Evaluation Criteria</b>		
6.13	Demonstrated capability and capacity	25%
6.14	Schedule of contract / project program information	20%
6.15	Benefit to local business	10%
6.16	Schedule of prices	45%

**Tender Assessment**

Eight tenders were received, of which all were assessed as being conforming.

Table 2 below lists the tenders and the tendered price ex GST.

<b>Tenders Received</b>	<b>Fixed Price – ex GST</b>
Civil & Civic Group Pty Ltd	\$1,105,333.00
Cleary Earth & Civil	\$678,500.00
CRS (NSW) Pty	\$1,043,660.00
Downer Edi Works	\$1,598,843.24
Fulton Hogan Industries	\$1,441,829.73
Inland Civil & Rail	\$1,339,514.00
Leader Civil & Mining Services	\$1,216,927.03
Silverstrand Developers	\$1,960,384.00

The tender panel assessed all tenders as detailed within the attached Tender Evaluation Matrix. A decision was made to exclude the five highest priced tenders from evaluation, as they exceeded the available budget by more than 40%. Therefore, only three were fully assessed against the tender criteria using the criteria and weighting in Table 1.

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

Table 3 – Final weighted evaluation scores

<b>Conforming Tenders</b>		
Civil & Civic Group Pty Ltd	Cleary Earth & Civil	CRS (NSW) Pty Ltd
2.70	4.20	2.30

The tender panel’s recommendation is to accept the Cleary Earth & Civil tendered offer which scored the highest overall. As a West Wyalong business, this tender showed extensive experience in road construction within the regional NSW area. Documentation included examples relevant to the project and it specified that they would be able to undertake the project within the required timeframe. The cost, although low to others, is complete and is not considered a risk for Council.

The referee comments confirmed they were professional, good to work with and provided a high-quality outcome.

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

**Theme**

Procurement

**ISSUES AND IMPLICATIONS**

**Policy**

- Council Procurement Policy and Tendering Guidelines

**Financial**

- The project is to be funded from the grant of \$859,411 under the Remote Roads Upgrade Pilot Program (RRUPP), with the additional funds to be allocated from existing roads budget.

**Legal / Statutory**

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

**RISKS**

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

**OPTIONS**

1. Accept the tendered offer by Cleary Earth & Civil for the of \$678,500 ex GST to undertake the shoulder widening of 11.6 km of Erigolia Road, Binya as per the resolution.

2. Resolve to not accept any tenders. This will result in the widening project to not align with the resourcing availability of the organisation or required completion date of the grant.
3. Resolve to select another tender and, if higher than the allocated funding, determine from where the additional funds would be allocated.

**CONCLUSION**

That Council accepts the tender as presented in this report.

**RECOMMENDATION**

That Council:

1. Accepts the tender by Cleary Earth & Civil of \$678,500 ex GST to undertake the shoulder widening of 11.6 km of Erigolia Road, Binya in accordance with Section 55 of the Local Government Act 1993.

**21 POLICY**

Nil

**22 COMMITTEE REPORTS****22.1 AUDIT, RISK AND IMPROVEMENT S355 COMMITTEE - MINUTES - 29 NOVEMBER 2023****Document ID: 707035****Author: Senior Customer Service Administration Officer****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Audit, Risk and Improvement S355 Committee Minutes - 29 November 2023****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement S355 Committee held on Wednesday 29 November 2023.

Items discussed at the meeting:

- The Committee endorsed minor amendments to the current Terms of Reference with the inclusion of a Schedule to list members in lieu of listing members within the Terms of Reference.
- Suggested that a report be presented to the December 2023 Senior Management Team meeting to address overdue recommendations and actions with responsible officers and management.
- Maintain the status quo of five meetings per financial year comprising four ordinary meetings and one special meeting, rather than reducing the number of meetings to four per financial year comprising three ordinary meetings and one special meeting.
- Adopted the following meeting schedule:
  - 6 March 2024 – Ordinary meeting
  - 5 June 2024 – Ordinary meeting
  - 7 August 2024 – Special meeting
  - 2 October 2024 – Ordinary meeting
  - 27 November 2024 – Ordinary meeting
  - 5 March 2025 – Ordinary meeting.

**MINUTES OF NARRANDERA SHIRE COUNCIL  
AUDIT, RISK AND IMPROVEMENT COMMITTEE  
HELD AT THE COUNCIL CHAMBERS OR BY ZOOM TECHNOLOGY  
ON WEDNESDAY, 29 NOVEMBER 2023 AT 10.05AM**

**1 PRESENT**

Chairperson John Batchelor, Members Gayle Murphy, Stewart Todd Observers Cr Cameron Lander, GM George Cowan, Craig Taylor, Martin Hiscox, Danielle MacKenzie, Phil Swaffield, Minute Taker Mel Gilmour.

**2 APOLOGIES**

Nil

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the minutes of the Audit, Risk and Improvement Committee held on 4 October 2023 be confirmed.

**CARRIED**

**5 REPORTS**

**6.1 INVITATIONS TO EXTERNAL PARTIES**

**COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. As standard practice extend an invitation to the NSW Audit Office, Crowe Australasia and Council's internal auditors to attend every meeting.

**CARRIED**

Before leaving the meeting Danielle advised that the current Crowe Australasia contract with the NSW Audit Office was expiring and that the outcome was for the 2023-24 financial audit was unknown. Should Crowe be reappointed Danielle will be replaced as the Audit partner. The Chairperson thanked Danielle and Crowe Australasia as a whole for the excellent work they have done in providing external audit services to Council. The



Chairperson thanked Danielle for always being available to speak with ARIC and wished Danielle well for the future.

Danielle MacKenzie left the meeting at 10:11am

## **6.2 INTERNAL AUDIT REPORTS**

### **COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Note the progress of the 2023-2024 internal audits titled Governance Framework also Succession Planning.

**CARRIED**

## **6.3 AMENDMENT TO THE ARIC TERMS OF REFERENCE**

### **COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Endorse the amendments to the attached Terms of Reference adopted by Council 21 February 2023; and
2. Progress the amended Terms of Reference for adoption by Council at the 13 December 2023 meeting; and
3. Change the existing Terms of Reference to include a Schedule of members in lieu of listing members within the Terms of Reference.

**CARRIED**

## **6.4 DEVELOPING A FUTURE INTERNAL AUDIT SCHEDULE AND WORKPLAN**

### **COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Note the information provided within this report, also the intention to provide a proposed internal audit schedule and future workplan to the next meeting of the Committee for consideration.

**CARRIED**

## 6.5 MONITORING OF AUDIT RECOMMENDATIONS AND ACTIONS

### COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Review and support the comments against each line item in the attached Audit Recommendations and Actions document; and
2. Where the line item has been completed or no further action is required that the line item be removed from viewing within the document but retained within the document dataset for future reference; and
3. Requests a report to go to the December 2023 Senior Management Team meeting to address overdue actions with responsible officers and management.

**CARRIED**

## 6.6 FUTURE MEETING DATES

### COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Agree to move to a financial year meeting plan.
2. Resolve to maintain the status quo of 4 meetings plus 1 special meeting per year.
3. Adopt the following meeting schedule
  - 6 March 2024 – Ordinary meeting
  - 5 June 2024 – Ordinary meeting
  - 7 August 2024 – Special meeting
  - 2 October 2024 – Ordinary meeting
  - 27 November 2024 – Ordinary meeting
  - 5 March 2025 – Ordinary meeting

**CARRIED**

**6.7 FINANCIAL BALANCE OF INTERNAL AUDIT FUNCTION****COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Acknowledge that on 15 November 2023 the Internal Audit function had an unexpended financial balance of \$80,243.16.

**CARRIED**

**6.8 AUDIT OFFICE OF NSW 2022-23 ANNUAL REPORT****COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Note contents of the Audit Office NSW Annual Report 2022-23.

**CARRIED**

**6.9 GENERAL MANAGER'S REPORT****COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Receive and note the report by the General Manager.
2. Note Councils resolution to lodge an application to IPART for a Special Variation.

**CARRIED**

**7 NEXT MEETING**

Wednesday 6 March 2024

**8 MEETING CLOSE**

**Meeting Closed at 11:51am**

**22.2 BETTERING BARELLAN ADVISORY COMMITTEE - MINUTES - 22 NOVEMBER 2023**

**Document ID: 707115**

**Author: Community Development Manager**

**Authoriser: Deputy General Manager Corporate and Community**

**Attachments: 1. Bettering Barellan Advisory Committee Minutes - 22 November 2023**

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Bettering Barellan Advisory Committee held on Wednesday 22 November 2023.



# **MINUTES**

## **Bettering Barellan Committee Meeting**

**22 November 2023**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
BETTERING BARELLAN COMMITTEE MEETING  
HELD AT THE BARELLAN - TBA  
ON WEDNESDAY, 22 NOVEMBER 2023 AT**

**1 PRESENT**

Chairperson Donna Robertson, Member Heather White, Member Lesley Bandy, Cr Kevin Morris, Member Fiona Kibble, Observers Jane Snaith, CDM Sue Killham,

**2 APOLOGIES**

**RECOMMENDATION**

Moved : Member Fiona Kibble

Seconded : Member Heather White

That apologies from Member Nola Trembath be received and accepted.

**CARRIED**

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

NIL

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Member Heather White

Seconded: Member Lesley Bandy

Moved: Member Heather White

Seconded: Cr Kevin Morris

That the minutes of the Bettering Barellan Committee Meeting held on 29 August 2023 be confirmed.

**CARRIED**

**REPORTS**

**5.1 REVENUE AND EXPENDITURE BUDGET 2023-24**

**COMMITTEE RESOLUTION**

Moved: Member Heather White

Seconded: Cr Kevin Morris

Seconded : Member Fiona Kibble

The Committee:

- 1.Acknowledges the 2023-24 Budget Report as of November 2023.

**CARRIED**

## **5.2 PROJECT AND ASSETS MANAGER REPORT**

### **COMMITTEE RECOMMENDATION**

Moved: Member Heather White

Seconded: Cr Kevin Morris

That Committee:

1. Note the building maintenance and improvement works programmed by the Projects and Assets Manager.

**CARRIED**

## **5.3 MUSEUM ADVISOR REPORT**

### **COMMITTEE RESOLUTION**

Moved: Fiona Kibble

Seconded: Member Lesley Bandy

The Committee:

1. Receives and notes the Report from Museum Advisor Kim Biggs.

**CARRIED**

## **5.4 ACTION LIST - UPDATES ON PREVIOUS MATTERS**

### **COMMITTEE RESOLUTION**

Moved: Cr Kevin Morris

Seconded: Member Heather White

That the Committee:

1. Receive and note the Action List and Updates on Previous Matters

**CARRIED**

## 5.5 BARELLAN HALL BOOKING FORM - UPDATE OPTIONS

### COMMITTEE RESOLUTION

Moved: Member Heather White

Seconded: Member Lesley Bandy

That the Committee:

1. Review the attached Draft Booking Form
2. Move to have the amended booking form replace the previous version

**CARRIED**

## 6 GENERAL BUSINESS

Moved: Cr Kevin Morris

Seconded : Member Fiona Kibble

The Committee discussed the upcoming Light Up Barellan event and noted that they were very happy with last years arrangements, in particular the safety barricades that were erected by Council, and would be pleased if the same format including the sausage sizzle could be used again this year.

They would like to get moving on the event and have requested CDM ascertain availability for the GM and the Mayor between the 4<sup>th</sup> and the 16<sup>th</sup> of December for Light Up Barellan

CDM also tasked with contacting Graham Davies and Leanne Hawker from the Progress association to confirm dates and preference with them.

Nominations for the vacant position on the Committee have been sought and one has been received from Jane Snaith. The application is supported by the Committee and will be submitted with a report to the next meeting for recommendation to Council.

**CARRIED**

## 7 NEXT MEETING

Time : 2.00pm

Date : Wednesday 21 Februaruy

Venue : TBA

## 8 MEETING CLOSE

**Meeting Closed at 3.00pm**

**Minutes Approved by Chairperson Donna Robertson 30 November 2023**



**22.3 ARTS AND CULTURE ADVISORY COMMITTEE - MINUTES - 23 NOVEMBER 2023**

**Document ID:** 707118

**Author:** Community Development Manager

**Authoriser:** Deputy General Manager Corporate and Community

**Attachments:** 1. Arts and Culture Advisory Committee Minutes - 23 November 2023

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Arts and Culture Advisory Committee held on Thursday 23 November 2023.



# **MINUTES**

**Arts and Culture Advisory Committee**

**23 November 2023**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
ARTS AND CULTURE ADVISORY COMMITTEE  
HELD AT THE LIBRARY YOUTH SPACE  
ON THURSDAY, 23 NOVEMBER 2023 AT 3.00PM**

**1 PRESENT**

Chair Julie Briggs, Cr Tracey Lewis, Ms Aanya Whitehead, Ms Barbara Bryon, Ms Lindee Russell, Mrs Rita Wilke, Observer Sue Killham,

**2 APOLOGIES**

**COMMITTEE RESOLUTION**

Moved: Ms Lindee Russell

Seconded: Ms Aanya Whitehead

That apologies from Cr Sue Ruffles be received and accepted.

**CARRIED**

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

NIL

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Ms Lindee Russell

Seconded: Cr Tracey Lewis

That the minutes of the Arts and Culture Advisory Committee held on 7 September 2023 be confirmed.

**CARRIED**

**5 REPORTS**

**6.1 REVENUE AND EXPENDITURE BUDGET 2023-2024**

**COMMITTEE RESOLUTION**

Moved: Cr Tracey Lewis

Seconded: Ms Aanya Whitehead

The Committee:

1. Acknowledges the 2023-24 Budget Report as of November 2023.

**CARRIED**

## 6.2 PROJECTS AND ASSETS MANAGER REPORT

### COMMITTEE RESOLUTION

Moved: Ms Lindee Russell

Seconded: Cr Tracey Lewis

That Committee:

1. Receive and note building maintenance and improvement works programmed by the Projects and Assets Manager.

**CARRIED**

## 6.3 ACTION LIST - UPDATES ON PREVIOUS MATTERS

### COMMITTEE RESOLUTION

Moved: Ms Lindee Russell

Seconded: Ms Aanya Whitehead

That the Committee:

1. Receive and note the Action List and Updates on Previous Matters
2. With regard to the development of a Draft Policy for Community Group use of the Arts Centre the Committee requested that CDM put together a draft policy including points discussed below and bring it back to them for discussion along with a draft user agreement:
  - Having examined various Council definitions of Community / NFP Groups the Committee endorsed the options ( with the exception of “other”) as defined in Wollondilly Shire’s policy to be submitted to Council for approval.
  - The Committee supported the inclusion of a \$250 bond for all users including NFP Groups to encourage responsible usage and assist in covering costs should Council have to bring in cleaners
  - The Committee support full cost recovery for lost keys/key fobs and to avoid ambiguity wish to clearly state that that cost is not just for a single key but would also would include replacement of all locks and keys affected and programming costs for alarm systems.
  - Inexperienced community groups wishing to utilise the centre will be encouraged to partner with established community organisations such as Western Riverina Arts.

**CARRIED**

## 6 GENERAL BUSINESS

NIL

**7 NEXT MEETING**

Time : 3.00pm

Date : Thursday February 22<sup>nd</sup> 2024

Venue : Library Youth Space

**8 MEETING CLOSE**

**Meeting Closed at 4.30pm**

The Chairperson, Ms Julie Briggs, has approved presentation of these minutes to Council on 30 November 2023.

**22.4 RAILWAY STATION FACILITY ADVISORY COMMITTEE - MINUTES - 23 NOVEMBER 2023**

**Document ID: 707123**

**Author: Community Development Manager**

**Authoriser: Deputy General Manager Corporate and Community**

**Attachments: 1. Railway Station Facility Advisory Committee Minutes - 23 November 2023**

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Railway Station Facility Advisory Committee held on Thursday 23 November 2023.



# **MINUTES**

## **Railway Station Facility Committee**

**23 November 2023**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
RAILWAY STATION FACILITY COMMITTEE  
HELD AT THE RAILWAY ROOMS  
ON THURSDAY, 23 NOVEMBER 2023 AT 10.00AM**

**1 PRESENT**

Chairperson Josie Middleton, Mr Bob Manning, Ms Barbara Bryon, Mr Tony Taylor, Mr Tony Andracchio, CDM Sue Killham

**2 APOLOGIES**

**COMMITTEE RESOLUTION**

Moved : Ms Barbara Bryon

Seconded : Mr Tony Taylor

That apologies from Cr Sue Ruffles be accepted

**CARRIED**

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

NIL

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Ms Barbara Bryon

Seconded: Mr Tony Andracchio

That the minutes of the Railway Station Facility Committee held on 7 September 2023 be confirmed.

**CARRIED**

**5 REPORTS**

**5.1 REVENUE AND EXPENDITURE BUDGET 2023-2024**

**COMMITTEE RESOLUTION**

Moved: Mr Tony Taylor

Seconded: Mr Tony Andracchio

The Committee:

- 1.Acknowledges the 2023-24 Budget Report as of November 2023

**.CARRIED**



## 5.2 ACTION LIST - UPDATES ON PREVIOUS MATTERS

### COMMITTEE RESOLUTION

Moved: Mr Tony Taylor

Seconded: Mr Bob Manning

That the Committee:

1. Receive and note the Action List and Updates on Previous Matters

**CARRIED**

## 6 GENERAL BUSINESS

Moved : Mr Tony Taylor

Seconded : Mr Bob Manning

The Committee requested that investigation be undertaken in to the extent of coverage of Council's proposed upgraded CCTV System. Specifically whether the Railway Station is included in the brief. CDM to forward an enquiry to Council's IT Department.

**CARRIED**

Moved : Mr Bob Manning

Seconded : Mr Tony Andracchio

Mr Bob Manning queried the extent of the area at the Railway Station leased by Council with reference to grounds maintenance in the area outside that maintained by Sydney / NSW Trains abutting the railway lines. CDM to confirm extent of lease.

**CARRIED**

Moved: Mr Bob Manning

Seconded : Ms Barbara Bryon

Mr Bob Manning requested that a letter be sent to NSW Heritage Rail, and other Heritage Rail Tour companies quering the inclusion of Narrandera in their itineraries. Upon provision of contact details by Mr Manning the Committee has requested that letters of enquiry be sent.

**CARRIED**

## 7 NEXT MEETING

**10.00AM THURSDAY 29<sup>TH</sup> FEBRUARY**

## 8 MEETING CLOSE

**Meeting Closed at 11.15am**

**The Chairperson has approved presentation of these minutes to Council.**

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

**23.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - NOVEMBER 2023**

**Document ID: 706278**

**Author: Administration Assistant**

**Authoriser: Deputy General Manager Infrastructure**

**Theme: Statutory and Compulsory Reporting – Development Services**

**Attachments: Nil**

**RECOMMENDATION**

That Council:

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

**PURPOSE**

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

**BACKGROUND**

**Development & Complying Development Applications**

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

<b>Stage Reached</b>	
Lodged	5
Stop-the-Clock / Under Referral / Awaiting Information	3
Determined	1

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

Development Type	2023-24			
	NOVEMBER		Year to Date	
	Number	Value \$	Number	Value \$
Residential	2	\$ 173,600	11	\$ 1,144,900
Industrial	-	-	0	\$ -
Commercial	-	-	5	\$ 3,061,110
Rural Residential	-	-	1	\$ 69,000.00
Subdivisions	-	-	2	\$ 10,000.00
Other	-	-	0	\$ -
<b>TOTAL</b>	<b>2</b>	<b>\$ 173,600</b>	<b>19</b>	<b>\$ 4,285,010</b>

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

No	Type	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
017-23-24	L	259 Pine Hill Rd NARRANDERA	Shed	Conditionally Approved	-	10
CDC 002-23-23	L	20 Lettie St NARRANDERA	Swimming Pool	Conditionally Approved	-	2

Type explanation

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

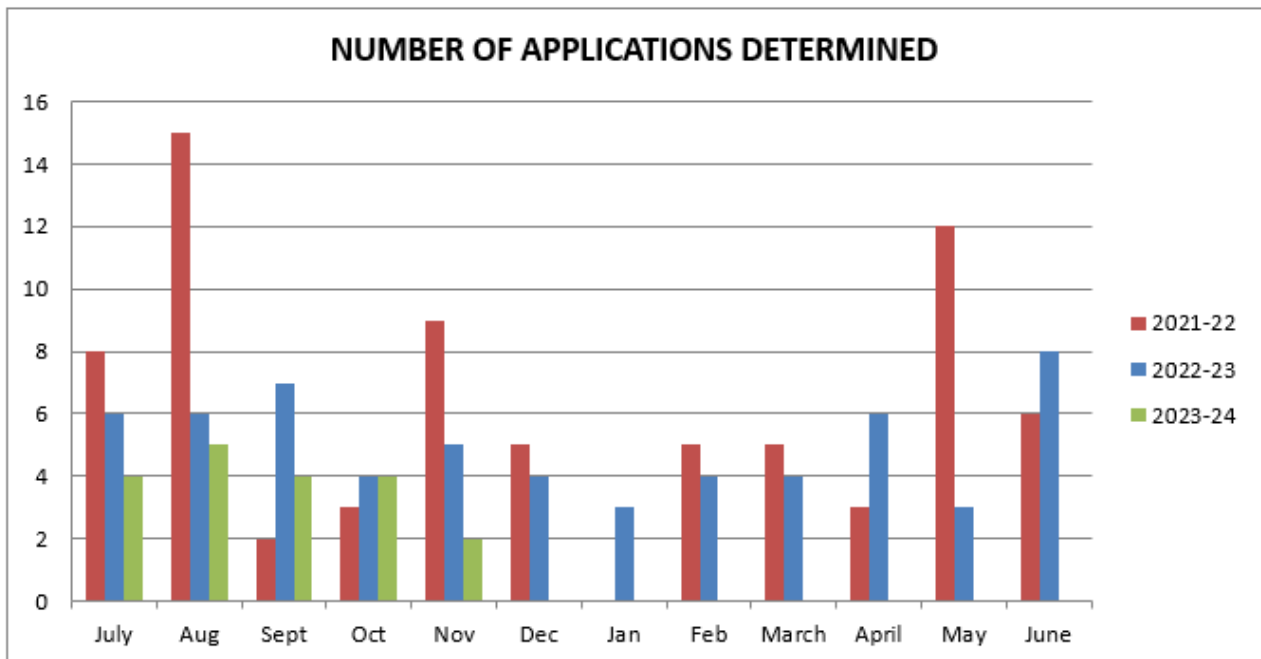
Comparison determination times

2020-21	Narrandera Shire Council average	30 days
2021-22	Narrandera Shire Council average	25 days
2022-23	Narrandera Shire Council average	18.6 days

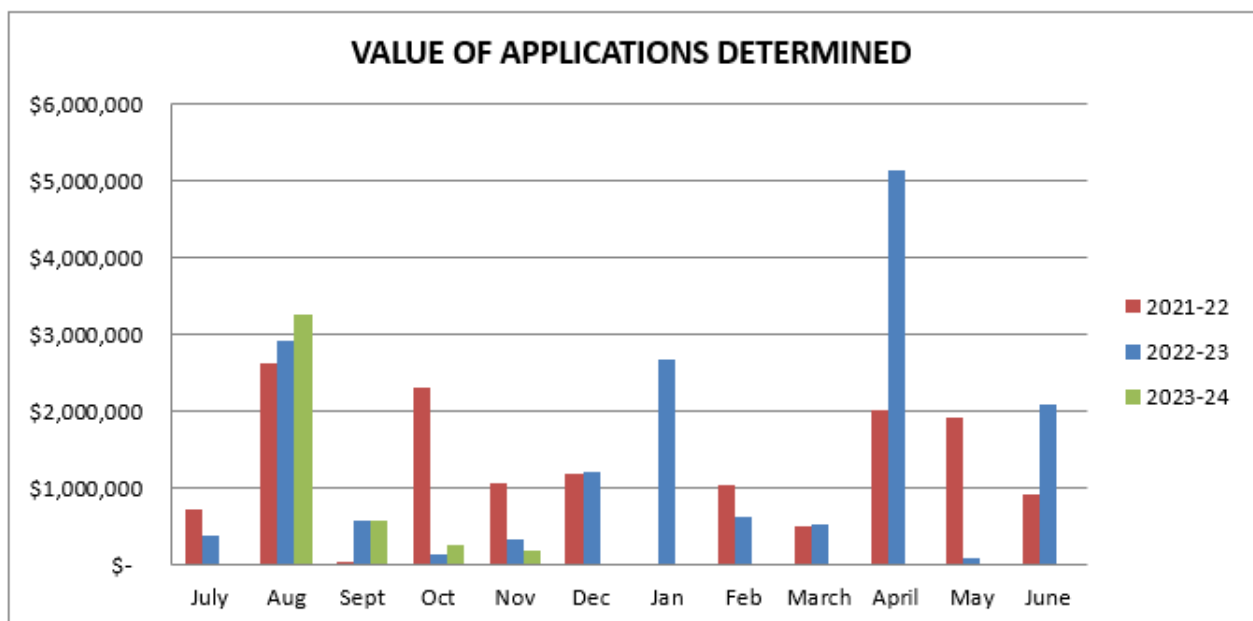
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2023-24	Narrandera Shire Council average YTD	10.8 days
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This graph details the comparative number of Development and Complying Development Applications determined by month since 2021-22.



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



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

\*2022-23 June figures exclude \$14,200,758 for industrial workshop

**Certificates Issued**

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

<b>Certificate Type</b>	
Construction Certificates	-
Building Certificates	-
Subdivision Certificates	-
Occupation Certificates	2
Section 10.7 (previously 149) Certificates	32
Swimming Pool Compliance Certificates	2
S68 Approvals	5

**Construction Activities**

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

<b>Building Surveyor Inspections</b>	
Critical Stage Inspections	12

**Compliance Activities**

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

<b>Companion Animal Activity – Dogs</b>	
Impounded	28
Returned	4
Rehomed	22

<b>Companion Animal Activity – Cats</b>	
Impounded	7
Returned	0
Rehomed	5

<b>Compliance Activity</b>	
Call outs	8
Infringement warnings/fines issued	1
Menacing/Dangerous dog incidents	0

**RECOMMENDATION**

That Council:

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

## 24 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

### 24.1 CAPITAL WORKS PROGRAM - NOVEMBER 2023

**Document ID:** 705647

**Author:** Senior Finance Officer

**Authoriser:** Deputy General Manager Corporate and Community

**Theme:** Statutory and Compulsory Reporting – Financial / Audit

**Attachments:**

1. November 2023 Capital Program [↓](#) 
2. November 2023 Capital Expenditure [↓](#) 
3. November 2023 Operating Expenditure [↓](#) 

#### RECOMMENDATION

That Council:

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

#### PURPOSE

The purpose of this report is to enable Council to track the progress of capital works programs for the period ending 30 November 2023.

#### BACKGROUND

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

#### PROGRESS TO DATE IN EACH AREA

##### Grant Dependent

- Narrandera Cemetery furniture, Barellan Cemetery furniture, Barellan Sportsground lighting upgrades, Barellan Sportsground storm water drainage works, MBP paths and uplighting, Barellan park furniture, Barellan main street planter boxes, Barellan main street BBQ shelter replacement, MBP power point vendor sites, Adventure Playground upgrade infants area, Grong Grong Park furniture, Narrandera Park lighting and uplighting memorials and trees, Narrandera Stadium and sports master plan, Get NSW Active Walking and Sewer Primary Filter project.

##### Administration

- Projects being reviewed throughout the year include the Councillor iPad Projects, GDA Dataset Transition, Replacement Workgroup Printers, Software Licencing, GIS Imagery and Two Cameras at the Marie Bashir Park Grandstand
- Projects with planned commencement dates include Chambers Network Cabling replacement (March) and Replace Desktops/Laptops (May).
- Quotes are currently under review for the server backup system replacements.

- Quotes to be organised once the scope of the Chambers Access Control System Replacement has been developed.
- The Integrated Software System project has commenced and will continue throughout the year.
- Projects completed: Sophos Intercept X, the Data safe & replace network switches.

### **Public Order & Safety**

- Works are well underway for the Landervale Fire shed with completion due early 2024.

### **Environment**

- The tender process has been completed for the new security fencing and CCTV at the Narrandera Waste Depot. Work will commence in early 2024.
- Purchase of the new Traxcavator for the Narrandera Waste Depot is currently under review.
- Works have commenced for the transfer area retaining wall at the Narrandera Waste depot.
- The new waste cell has been constructed for the Barellan Waste Depot Improvement works.
- Further scoping is being undertaken for the Stormwater Improvements Works project.
- The Urban Stormwater Upgrade detailed design works are due for completion before the Christmas break.

### **Housing & Community Amenities**

- The Cemetery management plans are being developed and mapping software is being scoped.

### **Recreation & Culture**

- The Book and Resources Annual replacement procurement is ongoing.
- Scope and procurement are being prepared for the library service desk replacement.
- The scope and procurement for the Lake Talbot Pool remediation has commenced.
- Flow meters are being installed at four locations as part of the Narrandera Park irrigation management system. The final commissioning is being completed.
- Funds from the Narrandera Playground upgrades are being combined with the inclusive spaces upgrade.
- The draft plan for the Narrandera Memorial Park has been completed. Planting list amendments are being made, with landscaping to commence in May 2024.
- Procurement has commenced for the Festive Light Upgrade and Adventure Playground inclusive space.
- Completed project: Narrandera Sportsground Drainage and Soak & Narrandera tennis courts access upgrades.

### **Playground on the Murrumbidgee**

- The way finder signage has been completed for the Bike and Hike Trails extension.
- Signs have been installed at the off-leash dog park and Brewery flats.
- Completed Projects: Destination and Discovery Hub (construction), Extension of the bike and hike trails and the Sky Walk Project.



**Disaster Recovery Funding**

- The projects under the Disaster Recovery Funding are awaiting approval from the Office of Local Government Scope and works to commence once the funding has been finalised.

**Local Roads & Community Infrastructure Rounds 2 & 3**

- Installation of the pump track at Barellan is complete, fencing will be completed mid-December.
- Wiradjuri Memorial Wall Stage 1 works are continuing with the lighting installation pending.
- The toilet refurbishment project has been awarded.
- Tender for the Narrandera Tennis Club upgrade has been awarded with works to begin in early 2024.
- The procurement has been completed for the Senior Citizens' Building and the Aerodrome Air League with works to be scheduled.
- The Stairs for the Brewery Flats connecting walkway has been awarded to a contractor with the remaining works still to be scoped.
- Renewal works have commenced at the Barellan Museum
- Scoping and procurement is underway for the Tiger Moth building.
- Project assessment is underway for Town Signage and Barellan Sportsground scoreboard.
- Work is continuing for the North Narrandera Footpaths. The final section of Racecourse Road is still to be completed.
- The consultation has been completed for the Narrandera Pump Track. The final design and drain locations are being detailed.
- The fencing and new bins have been installed at Henry Mathieson Oval; seating scheduled for December.
- Completed projects: Narrandera Flora and Fauna Reserve and Barellan Sportsground Spectator Pavilion

**Local Roads & Community Infrastructure Round 4**

- Procurement has been completed for the Barellan Toddler Pool with works to be scheduled.
- The scope is being prepared for the Design and Discovery Hub Interpretative Fit Out, Marie Bashir Park Playground Upgrade Stage 1, Narrandera Footpath Upgrades and the Narrandera Laneway Upgrades

**Crown Reserve Improvement Program**

- The upgrades for the Lake Talbot reserve have progressed with quotes sourced for the BBQ and seating. Shelter designs is under review and other works being scoped.

**Stronger Country Community Funding**

- Three courts have been concreted at the Barellan Netball courts; acrylics install started mid-October, with additional contributions still to be received.
- Tender documents are being finalised for the Community Safety Upgrade Program.

- Installation for the Playground for the Water Tower Recreation upgrade has commenced.

### **Economic and Community Participation**

- The Adventure Playground Inclusive Spaces project is due to be completed in February.

### **Lake Talbot**

- Planning reports are being prepared for the Lake Talbot deepening works project.
- The scope for the Lake Talbot Area Accessibility project is currently being prepared.
- Scope and procurement are underway for the planned reseal of the Lake Talbot Tourist Park driveway.

### **Transport & Communication**

- The Emergency Drainage works are continuing between other projects.
- Roadworks continue on the new road at the Red Hill Industrial Estate. The final works, including the kerbs, will follow, pending contractor availability.
- The scope is currently being prepared for the current roads projects; Urban Roads Construction, Urban Roads – Laneways, Urban Reseals, Urban Pavement Rehabilitation, Urban Kerb & Gutter Replacement, Urban Footpath Replacement, Rural Sealed Roads Construction, Rural Road reseals, Regional Roads, and Roads Resheeting.
- Works to commence for the Urban Footpath to railway overpass upon completion of the North Narrandera Footpaths project.
- Culvert replacement is commenced in October at Erigolia Road RFT for the pavement closes at the end of November with a report to be prepared for the December council meeting.
- Works are being scheduled for AGRN1001 Flood damage repairs.
- Completed: Mollys Lagoon and Back Yamma Roads resheeting projects and Works at Strontian Road.

### **Fixing Local Roads**

- Procurement of additional materials is underway for the Brewarrana Bridge Retrofitting. Works are being scheduled for low water levels.
- Review is being undertaken for additional works under the Narrandera Bus Route.
- Survey and design procurement underway for the Old Wagga Road Rehab project with construction to follow.

### **Fixing Country Bridges**

- Mollys and Sommerset Bridges are nearing completion, with guardrail work remaining.

### **Roads to Recovery**

- Works have commenced at Stephenson's Road. Drainage to be investigated.
- Works have commenced at Clarks Rd and Centenary Rd
- Completed projects: Resheeting at Grong Grong Station Rd, Bulloak Tank Rd, Centenary Rd, Mannings Rd, Orams Rd, Curtis Rd and Geddes Roads,

### **Economic Affairs**

- Design work is to commence for the Red Hill Industrial Expansion Design and Sewer.
- The Gateway/Entrance signs project is being reviewed.
- Procurement for Light Vehicles, Trucks & Trailers, Heavy Plant and Other Plant will continue throughout the year.
- Footings have been poured for the Works Vehicle Storage Shed; frame to be erected in the next month.
- Installation has commenced for the Solar Panel project.
- Works have been scheduled and procurement activities have commenced for the building renewal and upgrades.
- Planning is underway for the Aerodrome runway, taxi, and apron remarking.
- Planning is underway for the terminal improvements.
- Tender is being prepared for the Airport Taxiway project with a report due for the December council meeting.
- Completed Projects: New building at the Depot.

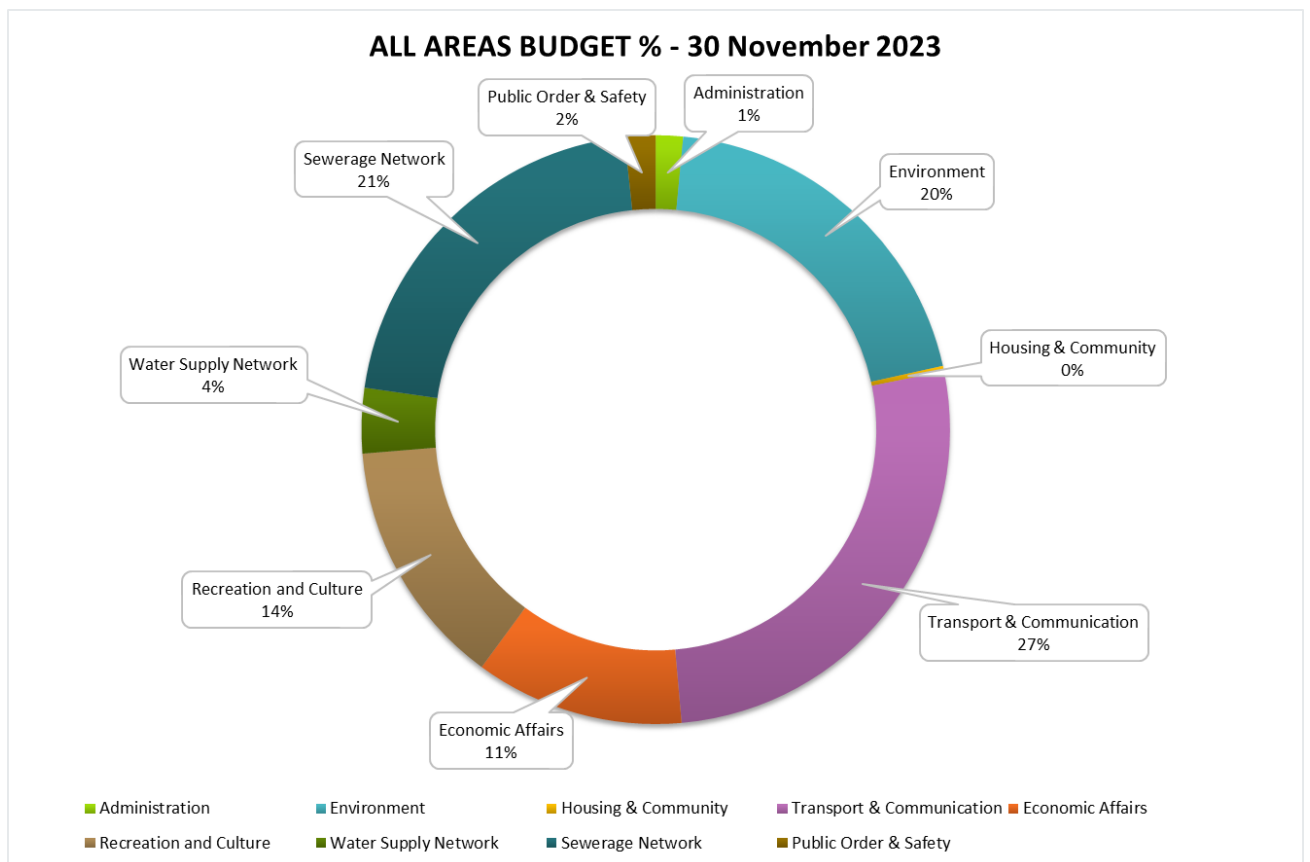
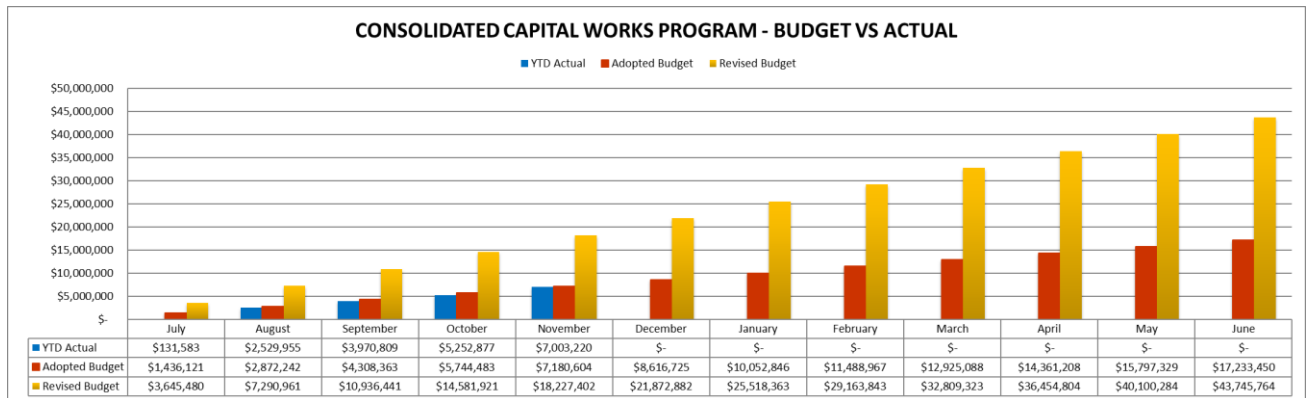
### **Water Supply network**

- A part of the service replacements, the private works for the highway overtaking lane were undertaken.
- The Water Treatment Plant (WTP) filter upgrade and design will commence once the results of the WTP scoping study are available.
- Works to fix the low-pressure issues at the North zone pressure pump will be scheduled after the hydraulic model is updated.
- Water mains replacements will be scheduled following a review of the precious program.
- Hydrant and valve replacements have commenced for the 2023-24 financial year.
- Construction is underway for the solar panels connected to the water supply network.
- Additional works will commence on the Integrated Water Cycle Management system upon the completion of the Water Treatment plant scoping study project.
- Testing is currently being undertaken for the Water Treatment plant Scoping Study.
- Final installations are being undertaken for the Household Filter Project.
- Cul-de-sac ring mains project commenced in November.
- Procurement has commenced for the telemetry hardware upgrade with RFQ being prepared for early 2024.
- The Pine Hill Pump Replacement will be scheduled after the hydraulic model is updated.
- Completed projects: Pine Hill reservoir fencing/demolition and Grosvenor Street Watermain replacement works.

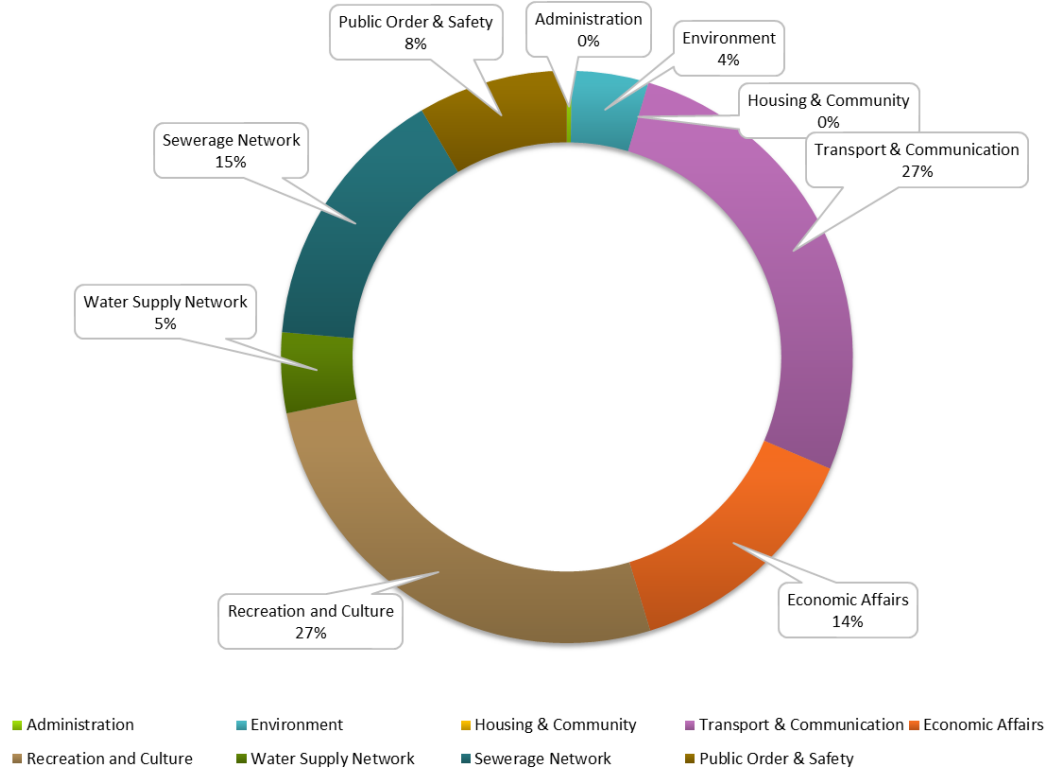
### **Sewerage Network**

- Construction is underway for the Barellan sewer project.
- Construction has commenced on the solar panels connected to the sewerage network.
- Procurement is underway for the Telemetry software and hardware upgrade with RFQ being prepared for early 2024.

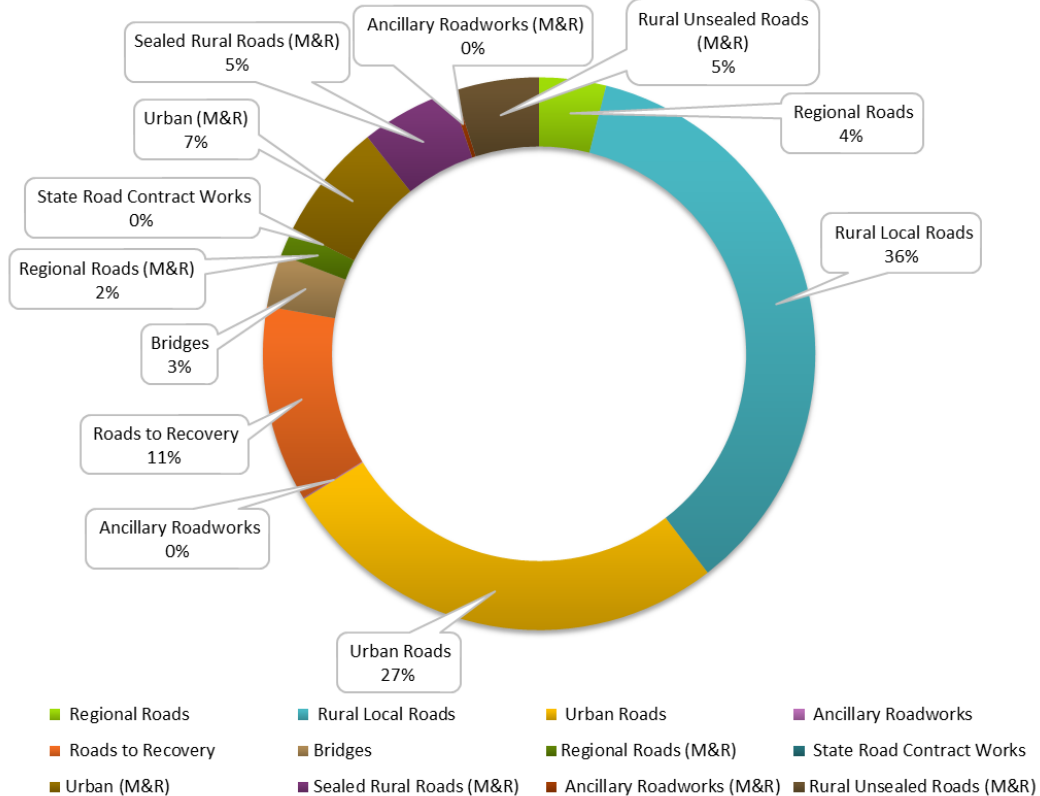
- Procurement will commence in November for the Sewer main relines project.

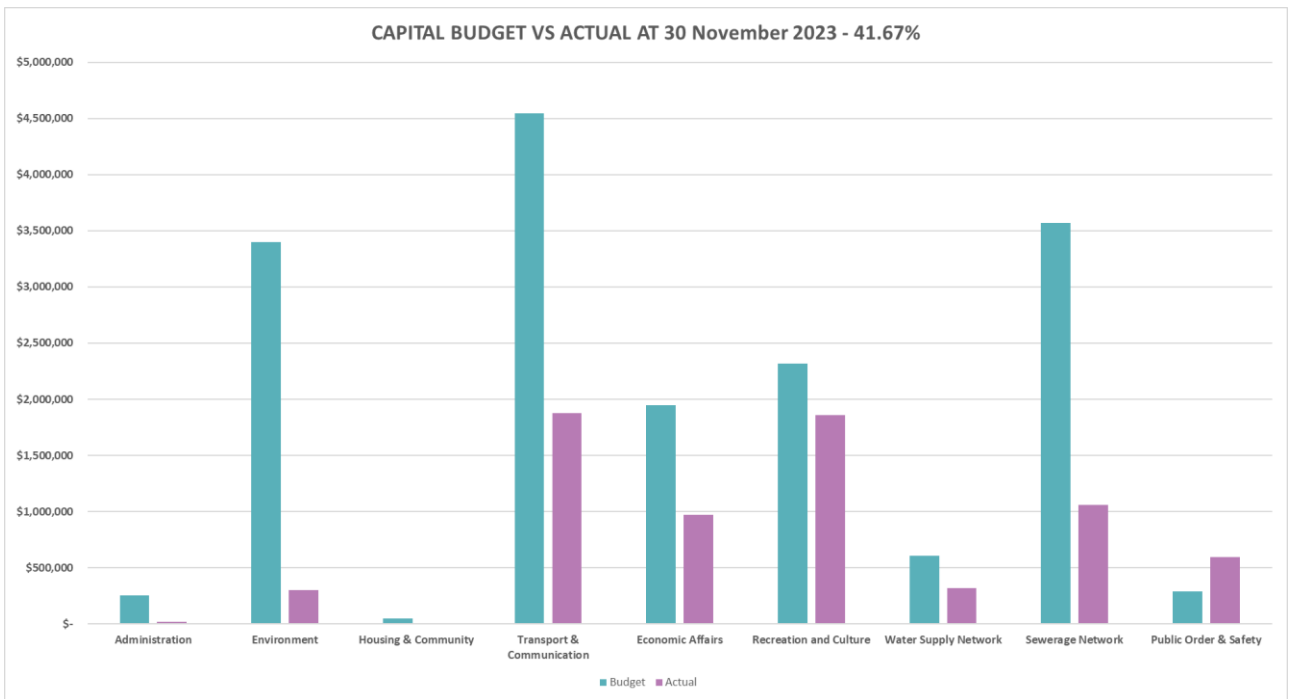
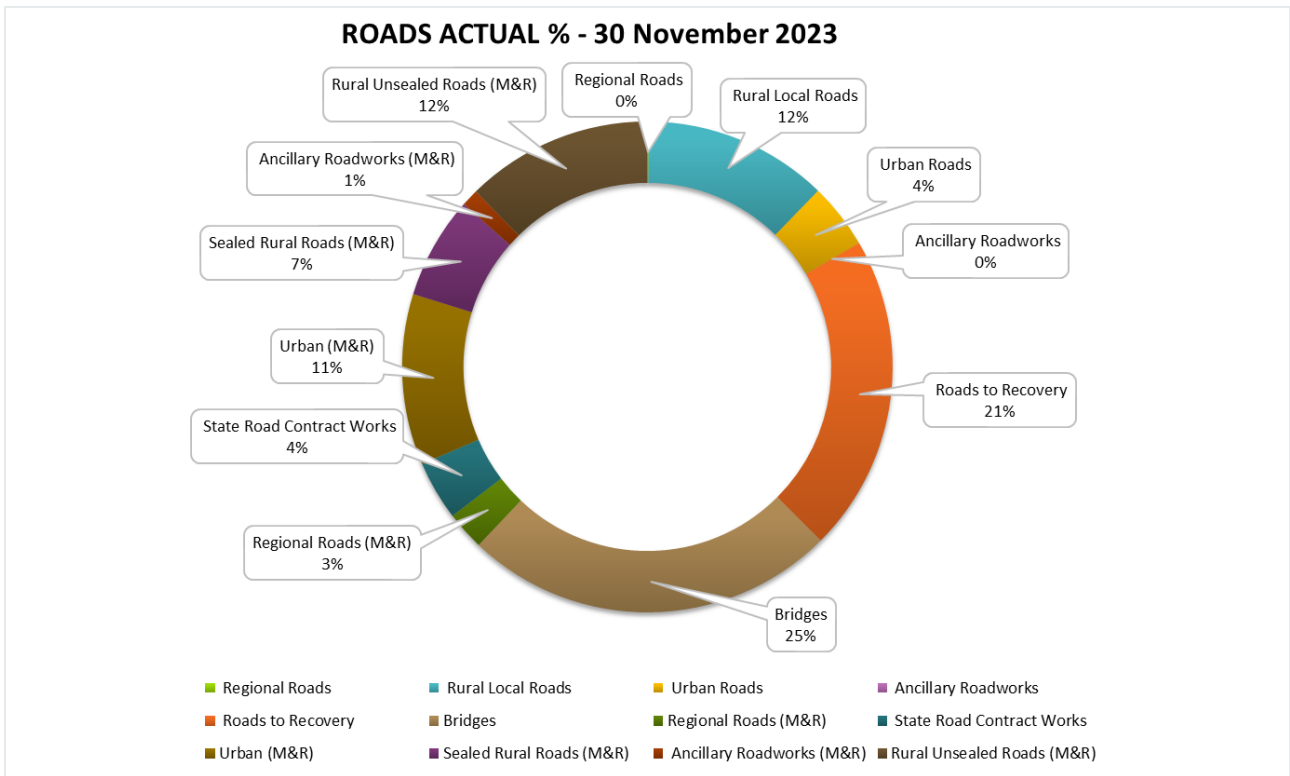


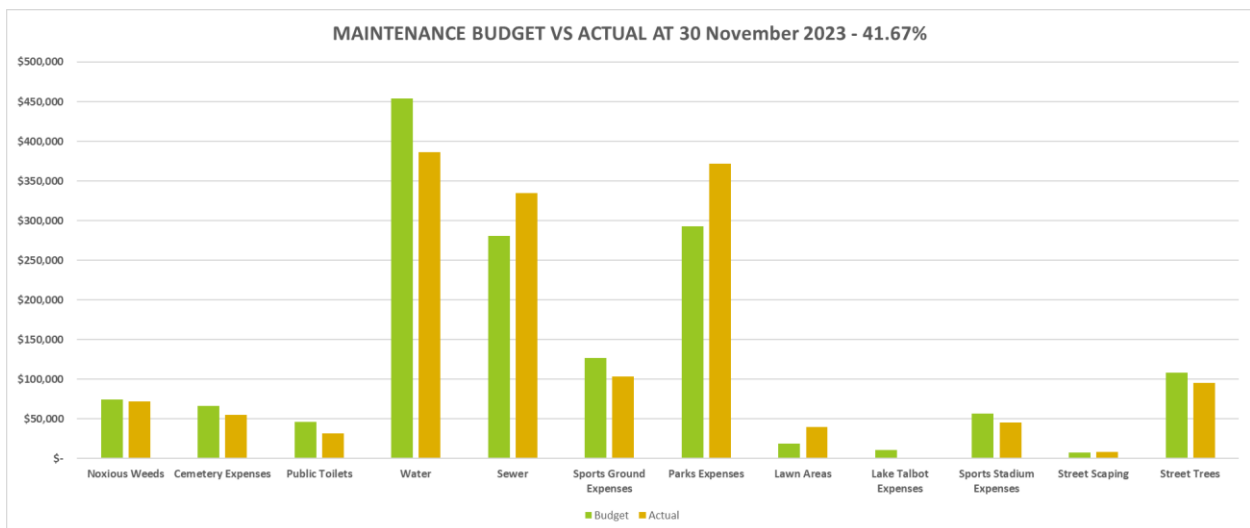
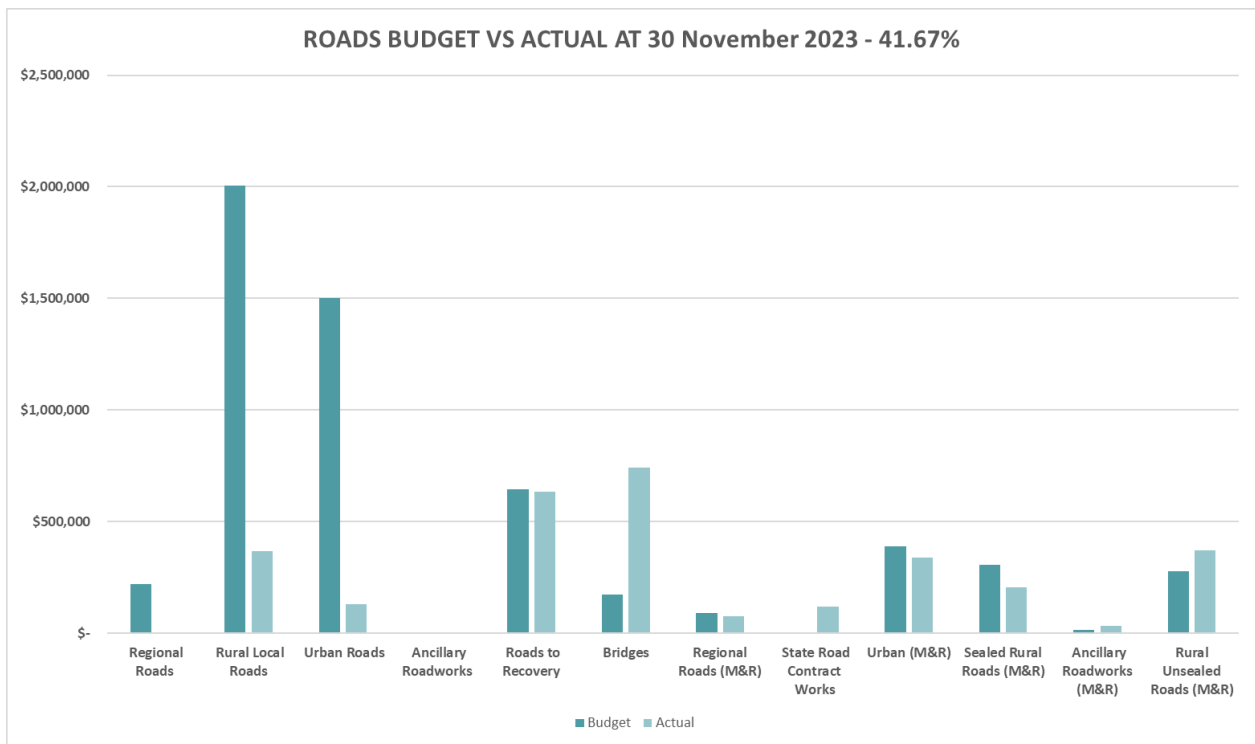
**ALL AREAS ACTUAL % - 30 November 2023**

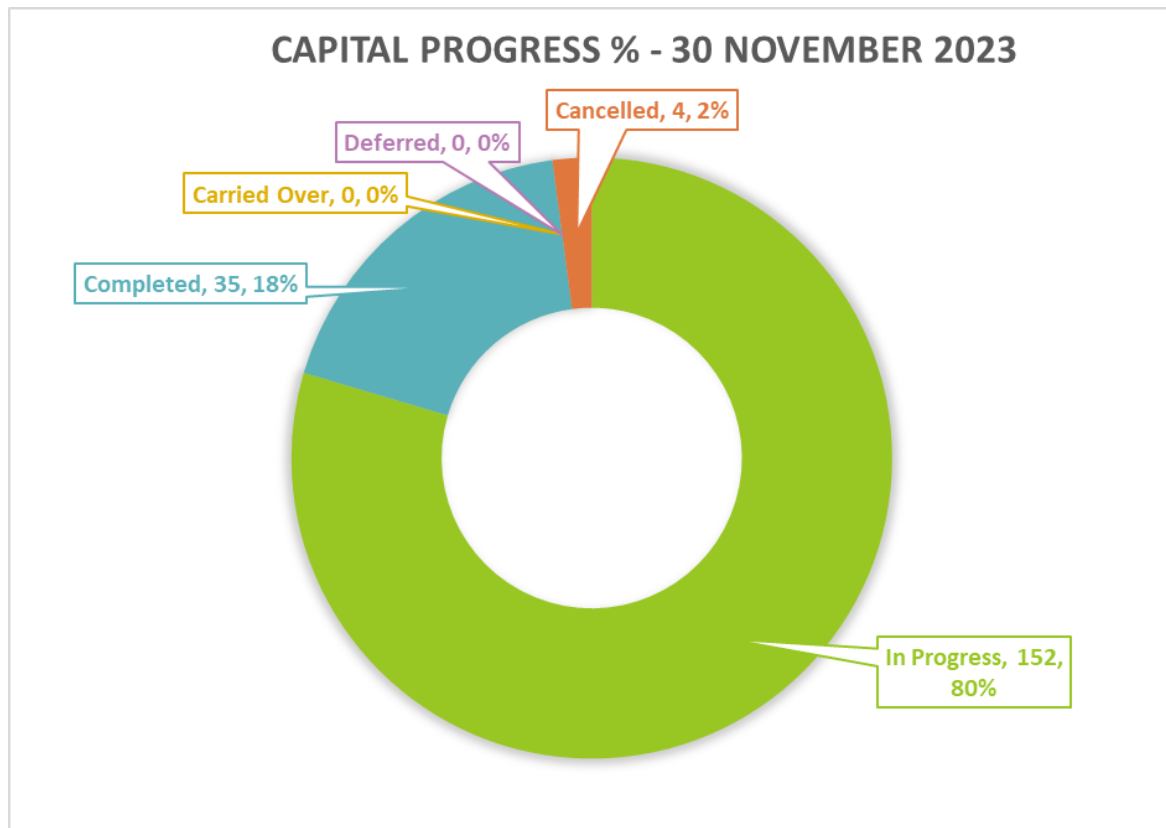


**ROADS BUDGET % - 30 November 2023**









**TERMINOLOGY**

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

- **Budget:** This is the total allocation to complete the project.
- **YTD Exp:** Total expenditure allocated to project as of report date.
- **Balance:** Amount of unspent funds including commitments for each program at reporting date.
- **Graph:** The graph at the top of the report displays the original budget adopted by Council, the revised budget and year to date expenditure, including commitments.

**CONCLUSION**

That Council receives and notes the information contained in this report.

**RECOMMENDATION**

That Council:

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



**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 30 November 2023**

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

41.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
1	Councillor iPad Project	20,000	-	20,000	-	20,000	0%	Will review throughout the year.
2	Sophos Intercept X	-	-	4,569	673	3,896	15%	Project is completed.
3	Data Safe	-	-	-	-	0	#DIV/0!	Project is completed.
4	GDA Dataset Transition	-	-	5,000	-	5,000	0%	Will review throughout the year.
5	Server Backup System Replacement	30,000	16,780	30,000	-	13,220	56%	Started ordering equipment.
6	Chambers Access Control System Replacement	20,000	-	20,000	1,814	18,186	9%	Scoping project before organising quotes.
7	Chambers Network Cabling replacement	40,000	-	40,000	-	40,000	0%	Current planned to start in March.
8	Replacement Workgroup Printers	2,000	-	2,000	-	2,000	0%	Will review throughout the year.
9	Replace Desktops/Laptops	20,000	-	20,000	278	19,722	1%	Currently planned for May
10	Software Licencing	10,000	-	10,000	-	10,000	0%	Will review throughout the year.
11	Replace Network Switches	-	-	12,885	12,885	0	100%	Project is completed.
12	Integrated Software System	400,000	319,700	434,780	4,332	110,748	75%	The project commenced and will continue throughout the year.
13	GIS Imagery	-	-	6,466	-	6,466	0%	Will review throughout the year.
14	Two Cameras at Marie Bashir Park Grandstand	-	-	2,888	289	2,599	10%	Will review throughout the year.
15	Landervale Fire Shed	-	81,249	689,019	593,368	14,402	98%	The project is well underway, completion due early 2024.
16	New security fencing and CCTV	-	-	146,329	-	146,329	0%	Tender awarded with works to commence in early 2024
17	Purchase of new traxcavator	450,000	-	450,000	-	450,000	0%	The project is currently under review.
18	Further Masterplan works stage 1	-	39,478	232,988	35,743	157,767	32%	Transfer area retaining works now commenced.
19	Waste Depot Improvement Works Barellan	-	-	86,308	41,347	44,962	48%	New waste cell constructed.
20	Stormwater improvement Works	30,000	-	104,996	-	104,996	0%	Further scoping being undertaken.
21	Urban Stormwater Upgrade	7,000,000	-	7,143,581	225,737	6,917,844	3%	Detailed design due for completion prior to Christmas
22	Cemetery mangement plans and mapping software	-	-	120,853	-	120,853	0%	Master plans under development. Mapping software being scoped. Currently reviewing records.
23	Library Book & Resources annual replacement	32,144	-	32,144	3,298	28,846	10%	Procurement is ongoing.
24	Library Replacement of Service Desk	5,000	-	5,000	-	5,000	0%	Scope and Procurement of works being prepared
25	LT Pool Remediation Works	-	-	11,793	740	11,053	6%	Scope and Procurement of works being prepared
26	Ndra Sportsground Drainage & Soak	-	683	36,219	15,922	19,614	46%	Completed
27	Ndra Tennis Courts Access Upgrades	-	-	51,119	41,761	9,358	82%	Council managed project completed - Residual funds managed by the tennis club
28	Ndra Park Irrigation Management System	-	5,155	243,677	131,011	107,512	56%	Final commissioning of systems taking place and installation of flow meters in four locations
29	Ndra Playgrounds Upgrades	10,000	-	17,200	34	17,166	0%	Budget to be moved to inclusive spaces. Job completed.
30	Ndra Memorial Park lawn areas & garden beds	-	-	20,000	3,000	17,000	15%	Draft plan completed, planting list amendments being made, landscaping to commence MAY 2024
31	Festive Light Upgrade / Renewal	-	-	5,829	0	5,829	0%	Procurement activities commenced
32	POM - Destination & Discovery Hub	-	5,410	99,654	174,506	-80,262	181%	Main build complete, interpretive space to be funded as a separate project.
33	POM - Extension of Bike & Hike Trails	-	-	33,612	2,032	31,580	6%	Way finder signage completed.
34	POM - Design Pedestrian bridge Brewery Flat to East St	-	-	-	3,785	-3,785	#DIV/0!	
35	POM - Elevated Walk, Viewing Platform, Deck & Pedestrian Access	-	-	282,298	324,351	-42,053	115%	completed
36	POM Remote Signage	7,500	-	7,500	7,000	500	93%	Signs installed at off leash dog park and Brewery flats - additional signs ordered for Henry Mathieson oval

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 30 November 2023**

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

41.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
37	OLG DRF - Construction of flood relief gates	-	-	120,000	-	120,000	0%	Awaiting approval from OLG.
38	OLG DRF - Replacement of soft fall in MBP	-	-	150,000	-	150,000	0%	Awaiting approval from OLG.
39	OLG DRF - Flood levies at water supply bores	-	-	100,000	-	100,000	0%	Awaiting approval from OLG.
40	OLG DRF - Ndra Library Stormwater structure	-	-	60,000	-	60,000	0%	Scope Completed - Commencement of works grant dependent.
41	OLG DRF - Youth development program	-	-	175,000	-	175,000	0%	Awaiting approval from OLG.
42	OLG DRF - Community Information Boards	-	-	50,000	-	50,000	0%	Awaiting approval from OLG.
43	OLG DRF - Economic Development Strategy & Signage	-	-	60,000	-	60,000	0%	Awaiting approval from OLG.
44	OLG DRF - Destination Discovery Hub Cultural Displays	-	-	200,000	-	200,000	0%	Awaiting approval from OLG.
45	OLG DRF - Replacement of trees	-	-	85,000	-	85,000	0%	Awaiting approval from OLG.
46	LRCI R2 - Barellan Pump Track	-	13,900	21,955	-	8,055	63%	Fencing completed mid December
47	LRCI R2 - Wiradjuri Memorial Wall Stage 1	-	2,532	71,662	47,440	21,690	70%	Signage installed lighting installation pending
48	LRCI R2 - Ndra Flora and Fauna reserve - Upgrade carpark & entrance	-	-	54,970	68,297	-13,327	124%	Completed
49	LRCI R3 Brewery Flat Boat ramp & Toilets	-	-	105,000	-	105,000	0%	Toilet refurbishment awarded.
50	LRCI R3 Ndra Tennis Club Upgrade - Stage 2	250,000	-	250,000	-	250,000	0%	Tender awarded with works to commence in early 2024
51	LRCI R3 Senior Citizens Building	65,000	104,913	120,000	1,273	13,814	88%	Procurement Complete - Works to be scheduled
52	LRCI R3 Aerodrome – Air League Building	-	17,190	60,000	20,693	22,117	63%	Procurement Complete - Works to be scheduled
53	LRCI R3 Brewery Flat - Connecting Walkway	-	23,520	174,726	12,843	138,363	21%	Stairs awarded to contractor with remaining works to be scoped.
54	LRCI R3 Barellan Museum Renewal	-	7,234	40,000	6,550	26,217	34%	Renewal works commenced.
55	LRCI R3 Tiger Moth Building	-	80,889	170,000	41,217	47,894	72%	Procurement activities commenced
56	LRCI R3 Town Signage orange town signs	-	-	25,000	5,520	19,480	22%	The project has now been funded. Works to be assessed.
57	LRCI R3 Barellan Sportsground Scoreboard	-	-	50,000	-	50,000	0%	The project has now been funded. Works to be assessed.
58	LRCI 3 North Narrandera Footpaths (Racecourse Rd and Watermain St Bicycle and Walking Paths)	-	-	243,523	234,364	9,159	96%	Works are continuing, final section of Racecourse Rd remaining.
59	LRCI 3 Narrandera Pump Track	-	163,146	199,789	-	36,643	82%	Consultation complete final designs and drain locations being detailed.
60	LRCI 3 Barellan Sportsground Spectator Pavilion	-	-	53,710	35,955	17,755	67%	Completed awaiting final invoices
61	LRCI 3 HM Oval - Off leash dog area	-	-	58,379	49,612	8,767	85%	Fencing complete, bins installed, seating to be installed December
62	LRCI 4 Barrellan Pool - Toddler Pool	-	-	450,000	-	450,000	0%	Procurement Complete - Works to be scheduled
63	LRCI 4 D&DH Interpretative Fit Out	-	-	250,000	-	250,000	0%	The Scope is currently being prepared.
64	LRCI 4 MBP - Playground Upgrade Stage 1	-	-	297,363	-	297,363	0%	The Scope is currently being prepared.
65	LRCI 4 Narrandera Footpaths Upgrade	-	-	250,000	-	250,000	0%	The Scope is currently being prepared.
66	LRCI 4 Narrandera Laneway Upgrades	-	-	325,301	-	325,301	0%	The Scope is currently being prepared.
67	CRIP Upgrade Lake talbot Reserve - stairs, BBQ shelter, walking trails and seating.	-	-	200,168	-	200,168	0%	BBQ and seating quoted, shelter design is currently under review, and other works are being scoped.
68	SCCF4 - Barellan Netball Courts	-	320	303,254	365,121	-62,187	121%	Three courts concreted. Acrylic and line marking complete. Additional contributions are yet to be received.
69	SCCF5 - Community Safety Upgrade Program (CCTV)	-	675	294,195	-	293,520	0%	Reviewing responses from Tender.
70	SCCF5 - Recreation Upgrade Narrandera Water tower	-	127,915	576,106	207,858	240,333	58%	Playground installation commenced.
71	ECP Adventure playground inclusive space	-	131,900	175,000	-	43,100	75%	completion by February.

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 30 November 2023**

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

41.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
72	LT Deepening Works	-	134,500	225,000	55,000	35,500	84%	Planning reports are being undertaken.
73	LT Rec Area - Accessibility project	202,200	94,210	202,200	-	107,990	47%	The Scope is currently being prepared.
74	Emergency Drainage Works - Urban Stormwater January Event	-	943	54,505	-	53,562	2%	Works continuing in between other projects.
75	New Road - Red Hill Industrial Estate	-	22,677	21,414	16,730	-17,993	184%	Roadworks continue with the kerb, and final works to follow December pending contractor availability.
76	Urban Roads Construction	137,359	-	137,359	-	137,359	0%	The scope is currently being prepared.
77	Urban Roads Construction - Laneways	42,784	-	42,784	-	42,784	0%	The scope is currently being prepared.
78	Urban Reseals	166,100	-	166,100	-	166,100	0%	The scope is currently being prepared.
79	Urban Pavement Rehabilitation	138,485	-	213,788	-	213,788	0%	The scope is currently being prepared.
80	East St Footpath Replacement	-	-	4,372	4,372	0	100%	Completed. Overspend to be taken from 8-1026-1
81	East St K&G Replacement	-	-	6,502	6,502	-0	100%	Completed. Overspend to be taken from 8-1027-1
82	Urban K&G Replacement	16,476	-	9,974	-	9,974	0%	The scope is currently being prepared.
83	Urban Footpath Replacement	10,984	-	6,612	-	6,612	0%	The scope is currently being prepared.
84	Urban Footpath Add. Funds requested - To railway overpass	-	-	100,000	7,490	92,510	7%	Works are being planned for when North Narrandera Footpaths is nearing completion.
85	Regional & Local Rd Repair Program	-	-	2,836,998	-	2,757,935	3%	Currently In planning with additional RERRF grant.
86	Strontian Rd CH1.51-1.54	-	-	-	4,268	-	-	Completed
87	Strontian Rd CH1.89-1.93	-	-	-	3,600	-	-	Completed
88	Strontian Rd CH3.40-3.45	-	-	-	4,168	-	-	Completed
89	Strontian Rd CH5.69-5.98	-	-	-	24,447	-	-	Completed
90	Strontian Rd CH7.91-8.13	-	-	-	24,065	-	-	Completed
91	Strontian Rd CH7.14-7.76	-	2,727	-	34,880	-	-	Completed
92	Rural Sealed Roads Construction	236,421	-	236,421	-	236,421	0%	The Scope is currently being prepared.
93	Roads Resheeting - (Unsealed rural roads)	331,298	-	240,053	-	203,027	15%	The Scope is currently being prepared.
94	Buckingbong Rd	-	-	-	112	-	-	Completed
95	Mollys Lagoon Rd Resheeting	-	10,909	-	16,181	-	-	Completed
96	Back Yamma Rd Resheeting	-	-	-	9,823	-	-	Completed
97	Rural Roads Reseals	201,002	-	158,237	-	158,237	0%	The Scope is currently being prepared.
98	RRUPP - Erigolia Road (Widening)	-	24,330	1,071,101	103,427	943,344	12%	Culvert replacement is nearing completion, RFT for pavement closes at the end of November, with reports to go to council in December.
99	FLR R1 - Brewarrana Bridge Retrofitting	-	3,585	365,205	41,900	319,721	12%	Works cannot commence until the water level drops.
100	FLR Narrandera Bus Route	-	-	60,597	-	60,597	0%	Review of eligible additional scope being undertaken.
101	FLR R4 - Old Wagga Road Rehab	-	-	815,539	2,220	813,319	0%	Survey and design procurement underway, construction to follow the design.
102	Flood Damage Repairs AGRN1001	-	17,427	1,497,039	-	1,703,950	14%	Works are being planned where they won't affect other works.
103	Holloway Rd Culvert	-	-	-	4,159	-	-	Permits underway
104	Grong Grong River Road	-	-	-	1,013	-	-	Permits underway
105	Mejum Rd	-	-	-	3,423	-	-	Completed
106	Mannings Rd CH4.85-8.35	-	-	-	6,285	-	-	Works planned Q3
107	Middle Rd	-	-	-	-	-	-	Works planned Q3
108	Kingston Rd	-	-	-	-	-	-	Completed

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 30 November 2023**

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

41.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
109	Devlins Bridge Rd		-		-			Completed
110	Galore Park Rd CH0.20-0.40		-		-			Completed
111	Galore Forest Rd CH0.00-1.90		-		-			Completed
112	Higgins Rd		-		883			Completed
113	Jacksons Rd		-		-			Completed
114	Gepperts Rd		-		-			Completed
115	Mimosa Rd		-		-			Completed
116	Lismoyle Rd		-		335			Works being reviewed
117	Strontian Rd		-		152,579			Completed
118	Hulmes Rd		-		-			Works planned Q3
119	Hewson Rd		-		-			Revised, works completed with AGRN1034 IRW, no work remaining.
120	Mannings Rd CH9.55-11.35		-		25,240			Completed
121	Galore Park Rd CH4.64-4.74		-		-			Completed
122	Galore Forest Rd CH3.70-4.50		-		-			Completed
123	The Gap Rd CH1.60-2.20		-		-			Completed
124	The Gap Rd CH2.60-3.40		-		-			Completed
125	The Gap Rd CH3.70-6.40		-		-			Completed
126	Fixing Country Bridges	-	-	785,902		-8,563	101%	Guardrail work remaining.
127	FCB - Molly's Bridge		26,250		318,848			Guardrail work remaining.
128	FCB - Somerset Bridge		26,250		423,117			Guardrail work remaining.
129	<b>Roads to Recovery</b>	997,362	-	1,547,923		897,255	23%	
130	Grong Grong Station Rd Resheet		-		91,562			Completed
131	Bulloak Tank Rd Resheet		-		31,306			Completed
132	Centenary Rd Resheet		-		38,916			Completed
133	Mannings Rd Resheet CH2.9-4.85		-		45,676			Completed
134	Orams Rd Resheet CH0-2.42		-		59,230			Completed
135	Curtis Rd - Gravel resheet		-		85,294			Completed
136	Geddes Rd - Ergdia End		-		48,866			Completed
137	Geddes Rd - Euratha End		-		23,359			Completed
138	Stephensons Rd		-		63,620			Works have commenced. Drainage being investigated
139	Clarkes Rd		-		105,871			Works have commenced.
140	Centenary Rd Ch 9.60-11.80		-		29,041			Works have commenced.
141	Centenary Rd Ch 12.15-12.80		6,182		6,896			Works have commenced.
142	Centenary Rd Ch 13.05-13.85		6,182		1,717			Works have commenced.
143	Centenary Rd Ch 14.90-15.60		6,182		772			Works have commenced.
144	<b>Regional Roads (Capital Component of Block Grant)</b>	268,200	-	453,501		450,681	1%	The Scope is currently being prepared.
145	MR243 - Canola Way to (GG, Gainain, Matong & Coolamon)	-	-		-			The Scope is currently being prepared.
146	MR370 - To Lockhart	-	-		-			The Scope is currently being prepared.
147	MR596 - Back Yamma Road (south-west of Morundah)	-	-		-			The Scope is currently being prepared.
148	MR7608 - Barellan Road	-	-		2,820			The Scope is currently being prepared.

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 30 November 2023**

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

41.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
149	Repair Grant (50% Block Grant contribution)	173,200	-	-	-	0	#DIV/0!	Funding was unsuccessful for RRRP as the funding stream was removed for four years. QBR to remove RRRP grant.
150	Active Transport - Walking (Mulga St Barellan)	-	-	0	-	0	0%	Completed
151	Red Hill Industrial Expansion - Sewer	930,000	-	930,000	-	930,000	0%	Design to be undertaken
152	Red Hill Industrial Expansion - Design	100,000	-	100,000	-	100,000	0%	Design to be undertaken, pending rezoning
153	Gateway/Entrance signs	10,000	-	10,000	-	10,000	0%	project is currently under review
154	LT Tourist Park - Reseal driveways	74,580	-	74,580	-	74,580	0%	Scope and procurement of works being prepared.
155	Light Vehicles	362,115	133,282	362,115	293,172	-64,339	118%	Review of replacements underway
156	Trucks & Trailers	394,150	-	873,281	479,131	394,150	55%	Review of replacements underway
157	Heavy Plant Purchases	354,750	-	354,750	-	354,750	0%	Review of replacements underway
158	Other Plant Capital	20,000	-	20,000	3,406	16,594	17%	Purchases as needed.
159	Works - New vehicle storage shed	-	26,727	59,147	58,815	-26,395	145%	Footings poured. Frame to be erected in the next month.
160	Solar Panels	-	-	91,747	60,187	31,561	66%	Installation commenced.
161	Building renewal and upgrades	149,340	6,425	175,813	73,078	96,310	45%	Works Scheduled, and Procurement activities commenced.
162	New Building at Depot	-	-	4,391	4,391	-0	100%	Completed budget to works shed
163	Aerodrome Runway, Taxi, Apron remarking	50,000	-	50,000	-	50,000	0%	In planning Dec 23 - to be similar timing to taxiway markings.
164	Terminal painting , Blinds and improvements	15,000	-	15,000	-	15,000	0%	In planning Dec 23 - as Projects/Maintenance Project.
165	Airport Taxiway	-	-	2,161,389	1,559	2,159,830	0%	Tender currently open report to December 2023 C/M.
166	Water - Services Replacements 2023-24	20,000	3,729	20,000	36,907	-20,636	203%	Private work for highway overtaking lane undertaken to be credited once invoiced.
167	Water - Newell Highway Service Replacement	-	-	-	29,232	-29,232	#DIV/0!	Completed
168	Water - WTP filter/Upgrade design	-	2,727	33,307	3,204	27,376	18%	Awaiting completion of WTP Scoping Study
169	Water - North Zone Pressure Pump - low pressure issues	-	-	37,434	-	37,434	0%	Will be scheduled after the hydraulic model is updated.
170	Water - Main Replacements	-	-	109,580	-	102,625	6%	Move to 2023-2024 budget
171	Grosvenor St Watermain Replace	-	-	-	6,955	-	-	Completed
172	Water - Main Replacements 2023-24	300,000	-	300,000	76,097	223,903	25%	To be scheduled following review of the previous program.
173	Water - Hydrant & Valve replacements 2023-24	65,000	14,113	136,552	15,638	106,801	22%	Project is now underway.
174	Water - Pine Hill reservoir fencing/ demolition	-	5	6,981	21,689	-14,713	311%	Completed
175	Water - Solar	-	128,678	250,000	98,595	22,727	91%	Construction underway.
176	Water - IWCM Additional Works	-	-	130,774	48,584	82,190	37%	Awaiting completion of WTP Scoping Study
177	Water - WTP Scoping Study	-	-	124,029	9,554	114,474	8%	Testing is being undertaken.
178	Water - Household Filter Project	-	-	11,492	-	11,492	0%	Final installations being undertaken.
179	Water - Gordon St fencing	-	-	27,158	-	27,158	0%	To be undertaken as time allows
180	Water - Cul-de-sac ring mains	-	-	97,020	935	96,085	1%	Commenced in November
181	Water - Telemetry hardware upgrade	-	-	148,347	-	148,347	0%	Procurement underway. RFQ being prepared for early 2024
182	Water - Pine Hill Pumps Replacement	-	-	26,401	-	26,401	0%	Will be scheduled after the hydraulic model is updated.
183	Sewer Service Replacements	-	-	-	36,110	-36,110	#DIV/0!	
184	Sewer - Barellan Sewer	1,800,000	165,865	7,489,720	938,965	6,384,891	15%	Construction underway.
185	Sewer - Solar	-	141,727	249,339	85,593	22,018	91%	Construction underway.
186	Sewer - Telemetry hardware upgrade	-	-	97,457	-	97,457	0%	Procurement underway. RFQ being prepared for early 2024
187	Sewer - Telemetry software upgrade	-	-	40,000	-	40,000	0%	Procurement underway. RFQ being prepared for early 2024

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 30 November 2023**

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

41.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
188	Sewer - Main Relines	350,000	-	695,025	-	695,025	0%	Procurement to begin in November
189	<b>Grant Dependant</b>							
190	Furniture - Narrandera Cemetery	5,000		5,000	-	5,000	0%	Funding pending based on upcoming grants
191	Barellan Cemetery Furniture	5,000		5,000	-	5,000	0%	Funding pending based on upcoming grants
192	Brln Pool Rehabilitate, Refurbish & Paint Kiosk/Toilet	50,000		50,000	-	50,000	0%	Funds have been reallocated to other projects
193	LT Pool Renewal of Kiosk decking and hand rails	70,000		70,000	-	70,000	0%	Project unfunded
194	Brln Sportsground - Lighting Upgrades (Eastern)	84,000		84,000	-	84,000	0%	Funding pending based on upcoming grants
195	Brln Sportsground - Storm water drainage works	30,000		30,000	-	30,000	0%	Funding pending based on upcoming grants
196	MBP Paths & Uplighting	120,000		120,000	-	120,000	0%	Funding pending based on upcoming grants
197	Brln Park Furniture	10,000		10,000	-	10,000	0%	Funding pending based on upcoming grants
198	Brln Main Street - Planter Boxes	30,000		30,000	-	30,000	0%	Funding pending based on upcoming grants
199	Brln Main Street - BBQ shelter replacement	50,000		50,000	-	50,000	0%	Funding pending based on upcoming grants
200	MBP Powerpoint vendor sites	30,000		30,000	-	30,000	0%	Funding pending based on upcoming grants
201	Adventure Playground Upgrade infants area	300,000		300,000	-	300,000	0%	Have applied for the grant, waiting on results.
202	Grng Grng Park Furniture	5,000		5,000	-	5,000	0%	Funding pending based on upcoming grants
203	Ndra Park Lighting and uplighting memorials and trees	30,000		30,000	508	29,492	2%	Funding pending based on upcoming grants
204	Ndra Stadium & Sportsground Masterplan	30,000		30,000	-	30,000	0%	Funding pending based on upcoming grants
205	Get NSW Active - Cycling	805,000		805,000	-	805,000	0%	Grant Unsuccessful
206	Get NSW Active - Walking	50,000		50,000	-	50,000	0%	Funding pending, based on upcoming grants
207	Sewer - Primary Filter	400,000		400,000	-	400,000	0%	Funding pending based on upcoming grants
208	<b>Operational</b>							
209	Newell Hwy Contribution Grong Grong Reseal	-	-	93,050	-	93,050	0%	The scoping is being prepared
210	Newell Hwy Contribution Grong Grong town entrance signs	-	-	1,667	-		0%	Completed, no funds expected to have been remaining.
211	Urban Roads Maintenance	837,436	15,783	837,436	340,355	481,298	43%	Ongoing operational costs.
212	Sealed Rural Roads Maintenance	320,019	17,918	320,019	103,893	198,208	38%	Ongoing operational costs.
213	<b>Flood Damage Repairs AGRN1034 (September 2022)</b>	-	-	-		0	#DIV/0!	Emergency Works (EW) and Immediate Reconstruction Works (IRW) completed - Claim submitted to TfNSW
214	Koala Fence							Completed prior to 30 June 2023
215	<b>Fixing Local Roads PRR</b>	-	3,585	414,584		307,475	26%	
216	FLRPRR Urban Roads				24,468			Ongoing Pavement Maintenance Work
217	FLRPRR Sealed Rural Roads		3,402		56,848			Ongoing Pavement Maintenance Work
218	FLRPRR MR243 Canola Way				7,760			Ongoing Pavement Maintenance Work
219	FLRPRR MR370 Lockhart Rd		82		4,456			Ongoing Pavement Maintenance Work
220	FLRPRR MR596 Yamma Rd		101		1,964			Ongoing Pavement Maintenance Work
221	FLRPRR MR7608 Barellan Rd				4,442			Ongoing Pavement Maintenance Work
222	Rural Unsealed Roads Expenses	667,734	15,628	667,734	372,240	279,865	58%	Ongoing operational costs.
223	Regional Roads (M&R Grant)	217,600		217,600	77,065	140,535	35%	Ongoing operational costs.
224	State Road Contract Works RMCC			56,009	117,980	-61,971	211%	RMCC contract finished 31 August 2023, claim submitted
225	Active Transport Plan			38,267	34,157	4,110	89%	Project Completed

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 30 November 2023**

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

41.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
226	Noxious Weeds Expenses	177,969	-	177,969	72,034	105,935	40%	Ongoing operational costs
227	Public Toilets Expenses	111,559	-	111,605	31,810	79,795	29%	Ongoing operational costs
228	Cemetery Expenses	159,073	-	159,073	54,798	104,275	34%	Ongoing operational costs
229	Sports Ground Expenses	303,890	-	304,751	103,538	201,213	34%	Ongoing operational costs
230	Parks Expenses	693,437	-	693,879	372,035	321,844	54%	Ongoing operational costs
231	Lawn Areas	45,500	-	45,500	40,085	5,415	88%	Ongoing operational costs
232	East Street - Street Scaping	18,039	1,364	18,039	7,982	8,693	52%	Ongoing operational costs
233	Grong Grong Earth Park - RMS	-	-	8,531	-	8,531	0%	Discussions to be undertaken with community user group
234	Street Trees	260,366	-	260,366	95,444	164,922	37%	Ongoing operational costs (Emergency tree works due to storms included)
235	Lake Talbot Expenses	25,467	-	25,467	459	25,008	2%	Ongoing operational costs
236	Sports Stadium Expenses	136,535	-	136,983	45,628	91,355	33%	Ongoing operational costs
237	Bores Expenses	45,188	6,025	45,188	15,678	23,485	48%	Ongoing operational costs - correcting journals to be processed.
238	Pump Station Expenses	135,071	8,553	135,071	48,918	77,601	43%	Ongoing operational costs - correcting journals to be processed.
239	Mains Expenses	348,248	26,734	348,248	155,629	165,885	52%	Ongoing operational costs
240	Recycled Water	52,123	70	52,123	299	51,754	1%	Ongoing operational costs
241	Reservoirs Expenses	28,349	-	28,349	4,625	23,724	16%	Ongoing operational costs - correcting journals to be processed.
242	Water Supply Licence	31,006	-	31,006	4,097	26,909	13%	Ongoing operational costs
243	Chlorine & Chemicals Expenses	23,690	364	23,690	6,584	16,743	29%	Ongoing operational costs
244	Meter Reading Expenses	39,732	-	39,732	37,570	2,162	95%	Ongoing operational costs to be rectified with the introduction of the taggle software.
245	Telemetry System Maintenance	9,323	-	9,323	1,328	7,995	14%	Ongoing operational costs
246	Hydrant Flushing Program	76,175	-	76,175	2,951	73,224	4%	Procurement to begin in June 2023 for this years program.
247	Pump Stations Electricity Expenses	300,000	-	300,000	108,378	191,622	36%	Ongoing operational costs
248	Pump Station Expenses	109,586	2,427	109,586	39,804	67,355	39%	Ongoing operational costs - correcting journals to be processed.
249	Mains Expenses	204,500	10,725	204,500	106,572	87,203	57%	Ongoing operational costs
250	Treatment Works Expenses	257,730	12,466	257,730	157,718	87,547	66%	Ongoing operational costs
251	Sewer Heating & Electricity	100,000	-	100,000	30,239	69,761	30%	Ongoing operational costs
252	Telemetry System Maintenance	2,111	-	2,111	-	2,111	0%	Ongoing operational costs





Capital Expenditure as at 30 November 2023

	Sum of Adopted Budget	Sum of Revised Budget	Sum of Committed	Sum of Expenditure	Sum of Balance
<b>Administration</b>					
Information Technology	\$ 542,000.00	\$ 608,587.98	\$ 336,480.00	\$ 20,270.91	\$ 251,837.07
<b>Environment</b>					
Stormwater	\$ 7,030,000.00	\$ 7,248,576.56	\$ -	\$ 225,736.83	\$ 7,022,839.73
Barellan Waste	\$ 450,000.00	\$ 536,308.39	\$ -	\$ 41,346.60	\$ 494,961.79
Narrandera Landfill	\$ -	\$ 379,317.20	\$ 39,478.00	\$ 35,743.16	\$ 304,096.04
<b>Housing &amp; Community Amenities</b>					
Narrandera Cemetery	\$ -	\$ 120,852.84	\$ -	\$ -	\$ 120,852.84
<b>Transport &amp; Communication</b>					
Regional Roads	\$ 441,400.00	\$ 453,500.51	\$ -	\$ 2,819.66	\$ 450,680.85
Rural Roads	\$ 768,721.00	\$ 4,444,192.53	\$ 56,251.24	\$ 367,580.70	\$ 4,438,615.07
Urban Roads	\$ 512,188.00	\$ 3,600,407.78	\$ 26,346.97	\$ 130,521.66	\$ 3,462,630.04
Ancillary Roadworks	\$ 805,000.00	\$ 805,000.32	\$ -	\$ -	\$ 805,000.32
Roads To Recovery	\$ 997,362.00	\$ 1,547,923.04	\$ 18,545.46	\$ 632,122.93	\$ 897,254.65
Bridges	\$ -	\$ 785,902.35	\$ 52,500.00	\$ 741,965.41	-\$ 8,563.06
<b>Economic Affairs</b>					
Buildings	\$ 224,340.00	\$ 406,098.39	\$ 33,152.09	\$ 196,470.67	\$ 176,475.63
Plant	\$ 1,131,015.00	\$ 1,610,146.00	\$ 133,282.30	\$ 775,709.05	\$ 701,154.65
Red Hill Industrial Estate	\$ 1,030,000.00	\$ 1,030,000.00	\$ -	\$ -	\$ 1,030,000.00
Airport	\$ -	\$ 2,161,389.22	\$ -	\$ 1,559.29	\$ 2,159,829.93
<b>Recreation and Culture</b>					
Lake Talbot Recreation Area	\$ 346,780.00	\$ 771,948.18	\$ 228,710.00	\$ 55,000.00	\$ 488,238.18
Library	\$ 37,144.00	\$ 37,144.00	\$ -	\$ 3,297.70	\$ 33,846.30
Marie Bashir Park	\$ -	\$ 1,055,000.00	\$ 131,900.00	\$ -	\$ 923,100.00
Narrandera Parks	\$ 17,500.00	\$ 268,377.35	\$ 5,154.55	\$ 138,044.50	\$ 125,178.30
Narrandera Sportsground	\$ -	\$ 36,218.74	\$ 683.27	\$ 15,921.53	\$ 19,613.94
Lake Talbot Pool	\$ -	\$ 11,792.50	\$ -	\$ 740.00	\$ 11,052.50
Narrandera Outdoor Courts	\$ -	\$ 51,118.97	\$ -	\$ 41,760.82	\$ 9,358.15
Ndra Memorial Park	\$ -	\$ 25,829.28	\$ -	\$ 3,000.02	\$ 22,829.26
Playground on the Murrumbidgee	\$ -	\$ 415,563.72	\$ 5,409.90	\$ 504,673.77	-\$ 94,519.95
Local Roads Comm. & Infrastructure	\$ 315,000.00	\$ 3,271,378.71	\$ 413,323.36	\$ 523,763.09	\$ 2,334,292.26

Capital Expenditure as at 30 November 2023

	Sum of Adopted Budget	Sum of Revised Budget	Sum of Committed	Sum of Expenditure	Sum of Balance
Disaster Recovery Funding	\$ -	\$ 120,000.00	\$ -	\$ -	\$ 120,000.00
Stronger Country Community Funding	\$ -	\$ 1,173,554.60	\$ 128,910.15	\$ 572,979.29	\$ 471,665.16
Barellan Pool	\$ 50,000.00	\$ 50,000.00		\$ -	\$ 50,000.00
<b>Water Supply Network</b>					
Water	\$ 385,000.00	\$ 1,459,075.42	\$ 149,251.12	\$ 318,157.48	\$ 991,666.82
<b>Sewerage Network</b>					
Sewer	\$ 2,150,000.00	\$ 8,571,541.06	\$ 307,592.04	\$ 1,060,667.62	\$ 7,203,281.40
<b>Public Order &amp; Safety</b>					
Rural Fire Service	\$ -	\$ 689,018.82	\$ 81,249.11	\$ 593,367.68	\$ 14,402.03
<b>Grand Total</b>	<b>\$ 17,233,450.00</b>	<b>\$ 43,745,764.46</b>	<b>\$ 2,148,219.56</b>	<b>\$ 7,003,220.37</b>	<b>\$ 35,031,669.90</b>

Key Operational as at 30 November 2023

Row Labels	Sum of Adopted Budget	Sum of Revised Budget	Sum of Committed	Sum of Expenditure	Sum of Balance
<b>Housing &amp; Community Amenities</b>					
Noxious Weeds	\$ 177,969.00	\$ 177,969.00	\$ -	\$ 72,034.19	\$ 105,934.81
Cemetery Expenses	\$ 159,073.00	\$ 159,073.00	\$ -	\$ 54,797.78	\$ 104,275.22
Public toilets	\$ 111,559.00	\$ 111,605.00	\$ -	\$ 31,810.27	\$ 79,794.73
<b>Transport &amp; Communication</b>					
Regional Roads	\$ 217,600.00	\$ 217,600.00	\$ -	\$ 77,065.17	\$ 140,534.83
State Roads	\$ -	\$ 56,009.00	\$ -	\$ 117,980.08	-\$ 61,971.08
Urban Roads	\$ 837,436.00	\$ 932,153.28	\$ 15,783.26	\$ 340,355.06	\$ 574,347.68
Sealed Rural Roads	\$ 320,019.00	\$ 734,603.06	\$ 25,088.78	\$ 203,831.14	\$ 505,683.14
Ancillary Roadworks	\$ -	\$ 38,267.12	\$ -	\$ 34,157.11	\$ 4,110.01
Unsealed Rural Roads	\$ 667,734.00	\$ 667,734.00	\$ 15,628.49	\$ 372,240.03	\$ 279,865.48
<b>Water Supplies</b>					
Water	\$ 1,088,905.00	\$ 1,088,905.00	\$ 41,745.74	\$ 386,056.60	\$ 661,102.66
<b>Sewer Supplies</b>					
Sewer	\$ 673,927.00	\$ 673,927.00	\$ 25,617.51	\$ 334,333.16	\$ 313,976.33
<b>Recreation and Culture</b>					
Sports Ground Expenses	\$ 303,890.00	\$ 304,751.00	\$ -	\$ 103,538.24	\$ 201,212.76
Parks Expenses	\$ 693,437.00	\$ 702,410.36	\$ -	\$ 372,035.49	\$ 330,374.87
Lawn Areas	\$ 45,499.53	\$ 45,499.53	\$ -	\$ 40,084.74	\$ 5,414.79
Lake Talbot Expenses	\$ 25,467.00	\$ 25,467.00	\$ -	\$ 458.66	\$ 25,008.34
Sports Stadium Expenses	\$ 136,535.00	\$ 136,983.00	\$ -	\$ 45,628.31	\$ 91,354.69
Street Scaping	\$ 18,039.42	\$ 18,039.42	\$ 1,363.64	\$ 7,982.48	\$ 8,693.30
Street Trees	\$ 260,366.00	\$ 260,366.00	\$ -	\$ 95,443.91	\$ 164,922.09
<b>Grand Total</b>	<b>\$ 5,737,455.95</b>	<b>\$ 6,351,361.77</b>	<b>\$ 125,227.42</b>	<b>\$ 2,689,832.42</b>	<b>\$ 3,534,634.65</b>

**24.2 INCOME STATEMENT - NOVEMBER 2023****Document ID:** 706552**Author:** Senior Finance Officer**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:** 1. November 2023 Income Statement.pdf  **RECOMMENDATION**

That Council:

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

**PURPOSE**

The purpose of this report is to present Council with the Statement of Income for the period ending 30 November 2023.

**SUMMARY**

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

**BACKGROUND****Adopted Budget**

The Council adopted the original budget on 20 June 2023. Council will review the budget at the end of each quarter during the year; subsequent reports will have the revised budget disclosed.

**Rates & Annual Charges**

Council reports the rates and charges as fully received because revenue is accounted for once the rates levy has been run. Rates notices for 2023-24 were issued on 5 July 2023.

**Depreciation**

Council updates depreciation on a quarterly basis and has been calculated to September.

**Major Variations to Budget**

There are no major variations to budget evident.

**CONCLUSION**

Council receives and notes the information contained in the Income statement report for the period ending 30 November 2023.

**RECOMMENDATION**

That Council:

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

Narrandera Shire Council

Consolidated Income Statement

for the period ending 30 November 2023

	Original Budget	Actual YTD
<b>Income from continuing operations</b>		
Rates and annual charges	8,966	8,829
User charges and fees	2,948	1,292
Other revenues	2,083	524
Grants and contributions provided for operating purposes	7,647	794
Grants and contributions provided for capital purposes	6,609	1,965
Interest and investment revenue	907	30
Other income	233	100
Net gain from the disposal of assets	92	(33)
<b>Total income from continuing operations</b>	<b>29,485</b>	<b>13,501</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	8,872	3,237
Materials and services	6,242	2,631
Borrowing costs	55	11
Depreciation and amortisation	6,622	1,656
Impairment of receivables	6	4
Other expenses	425	140
Net loss from the disposal of assets	-	-
<b>Total expenses from continuing operations</b>	<b>22,222</b>	<b>7,679</b>
<b>Operating result from continuing operations</b>	<b>7,263</b>	<b>5,822</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>7,263</b>	<b>5,822</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>654</b>	<b>3,857</b>

Narrandera Shire Council

General Fund Income Statement

for the period ending 30 November 2023

	Original Budget	Actual YTD
<b>Income from continuing operations</b>		
Rates and annual charges	6,519	6,425
User charges and fees	1,481	941
Other revenues	2,083	524
Grants and contributions provided for operating purposes	7,647	794
Grants and contributions provided for capital purposes	6,291	1,950
Interest and investment revenue	609	31
Other income	233	100
Net gain from the disposal of assets	92	(33)
<b>Total income from continuing operations</b>	<b>24,955</b>	<b>10,732</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	8,169	2,949
Materials and services	4,128	1,989
Borrowing costs	18	2
Depreciation and amortisation	5,523	1,381
Impairment of receivables	6	4
Other expenses	425	140
Net loss from the disposal of assets	-	-
<b>Total expenses from continuing operations</b>	<b>18,269</b>	<b>6,465</b>
<b>Operating result from continuing operations</b>	<b>6,686</b>	<b>4,267</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>6,686</b>	<b>4,267</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>395</b>	<b>2,317</b>

Narrandera Shire Council

Water Fund Income Statement

for the period ending 30 November 2023

	Original Budget	Actual YTD
<b>Income from continuing operations</b>		
Rates and annual charges	887	864
User charges and fees	1,289	287
Other revenues	-	-
Grants and contributions provided for operating purposes	-	-
Grants and contributions provided for capital purposes	10	5
Interest and investment revenue	276	(3)
Other income	-	-
Net gain from the disposal of assets	-	-
<b>Total income from continuing operations</b>	2,462	1,153
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	355	138
Materials and services	1,401	402
Borrowing costs	-	-
Depreciation and amortisation	691	173
Impairment of receivables	-	-
Other expenses	-	-
Net loss from the disposal of assets	-	-
<b>Total expenses from continuing operations</b>	2,447	713
<b>Operating result from continuing operations</b>	15	440
<b>Operating result from discontinued operations</b>	-	-
<b>Net operating result for the year attributable to Council</b>	15	440
<b>Net Operating Result for the year before Grants and Contributions provided for Capital Purposes</b>	5	435



Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 30 November 2023

	Original Budget	Actual YTD
<b>Income from continuing operations</b>		
Rates and annual charges	1,560	1,540
User charges and fees	178	64
Other revenues	-	-
Grants and contributions provided for operating purposes	-	-
Grants and contributions provided for capital purposes	308	10
Interest and investment revenue	22	2
Other income	-	-
Net gain from the disposal of assets	-	-
<b>Total income from continuing operations</b>	<b>2,068</b>	<b>1,616</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	348	150
Materials and services	713	240
Borrowing costs	37	9
Depreciation and amortisation	408	102
Impairment of receivables	-	-
Other expenses	-	-
Net loss from the disposal of assets	-	-
<b>Total expenses from continuing operations</b>	<b>1,506</b>	<b>501</b>
<b>Operating result from continuing operations</b>	<b>562</b>	<b>1,115</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>562</b>	<b>1,115</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>254</b>	<b>1,105</b>

**24.3 STATEMENT OF INVESTMENTS - NOVEMBER 2023**

**Document ID: 706557**

**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 November 2023.

**PURPOSE**

The purpose of this report is to present to Council the investments held as of 30 November 2023.

**SUMMARY**

<u>Fund Balance (GL)</u>	
General	25,890,898.05
Water	5,836,255.16
Sewerage	2,239,444.31
Trust	55,489.63
	<b>34,022,087.15</b>

**BACKGROUND**

The actual interest income to 31 October 2023 is \$515,915 and compares favourably with the budget of \$356,502.

The income statement reports the actual cash received for the year and varies to the amount reported here.

Included in this report are the following items that highlight Council’s investment portfolio performance for the month and an update on the investment environment:

- a. Council’s investment for the month
- b. Application of Investment Funds
- c. Investment Portfolio Performance
- d. Investment Commentary
- e. Responsible Officer Certification

**a. Council Investments**

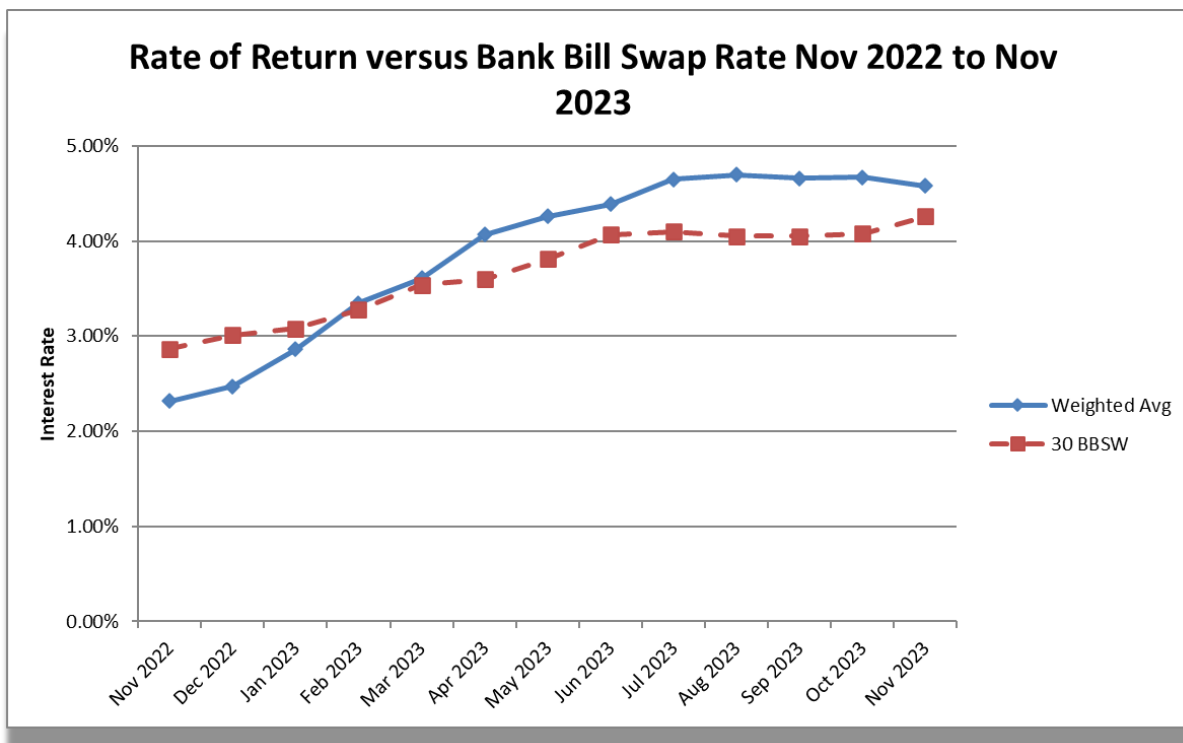
Council Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (On call)	4,016,597.54	11.83%	1.35%	A-1+	31 Dec 2023
National Australia Bank	1,000,000.00	2.94%	4.20%	A-1+	5 Dec 2023
National Australia Bank	1,000,000.00	2.94%	5.44%	A-1+	27 Dec 2023
National Australia Bank	1,000,000.00	2.94%	4.77%	A-1+	15 Jan 2024
National Australia Bank	200,000.00	0.59%	5.55%	A-1+	1 Jul 2024
National Australia Bank	1,000,000.00	2.94%	5.40%	A-1+	12 Jul 2024
National Australia Bank	1,000,000.00	2.94%	5.25%	A-1+	25 Sep 2024
National Australia Bank	1,000,000.00	2.94%	5.25%	A-1+	4 Oct 2024
National Australia Bank	1,000,000.00	2.94%	5.40%	A-1+	30 Oct 2024
National Australia Bank	1,000,000.00	2.94%	5.35%	A-1+	26 Nov 2024
Commonwealth Bank	1,000,000.00	2.94%	4.88%	A-1+	20 Dec 2023
Commonwealth Bank	750,000.00	2.21%	4.81%	A-1+	2 Jan 2024
Commonwealth Bank	1,000,000.00	2.94%	4.61%	A-1+	6 Feb 2024
Commonwealth Bank	1,000,000.00	2.94%	5.06%	A-1+	27 Feb 2024
Commonwealth Bank	1,000,000.00	2.94%	4.76%	A-1+	8 Mar 2024
Commonwealth Bank	1,000,000.00	2.94%	4.40%	A-1+	18 Apr 2024
Commonwealth Bank	1,000,000.00	2.94%	4.66%	A-1+	15 May 2024
Commonwealth Bank	1,000,000.00	2.94%	5.20%	A-1+	7 Jun 2024
Commonwealth Bank	1,000,000.00	2.94%	5.26%	A-1+	20 Jun 2024
IMB	1,000,000.00	2.94%	4.95%	A-2	30 May 2024
Suncorp	1,000,000.00	2.94%	5.46%	A-1	25 Mar 2024
Suncorp	1,000,000.00	2.94%	5.46%	A-1	24 Apr 2024
Suncorp	1,000,000.00	2.94%	5.40%	A-1	25 Jul 2024
Bendigo Bank	1,000,000.00	2.94%	5.40%	A-2	28 Jun 2024
Westpac Bank	1,000,000.00	2.94%	4.78%	A-1+	8 Jan 2024
Westpac Bank	1,000,000.00	2.94%	5.20%	A-1+	29 Feb 2024
Westpac Bank	1,000,000.00	2.94%	4.40%	A-1+	20 Mar 2024
Westpac Bank	1,000,000.00	2.94%	4.37%	A-1+	12 Apr 2024
Westpac Bank	1,000,000.00	2.94%	4.90%	A-1+	30 May 2024
Westpac Bank	1,000,000.00	2.94%	5.12%	A-1+	26 Aug 2024
Westpac Bank	1,000,000.00	2.94%	5.07%	A-1+	2 Sep 2024
Westpac Bank	1,000,000.00	2.94%	5.25%	A-1+	23 Oct 2024
<b>Total Council Funds</b>	<b>33,966,597.54</b>	<b>100%</b>			
<b>Trust Term Deposits</b>					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (Art)	55,489.62	100.00%	5.25%	A-1+	1 Aug 2024
<b>Total Trust Funds</b>	<b>55,489.62</b>	<b>100%</b>			
<b>Individual Limits</b>					
Institution	Rating		Value	Council %	
Bendigo Bank	BBB+	A2	\$ 1,000,000.00	2.9%	<b>Max 10%</b>
Elders Rural Bank	BBB+	A2	\$ -	0.0%	<b>Max 10%</b>
IMB	BBB	A3	\$ 1,000,000.00	2.9%	<b>Max 10%</b>
NAB	AA-	A1+	\$ 12,272,087.16	36.1%	<b>Max 35%</b>
Suncorp	A+	A1	\$ 3,000,000.00	8.8%	<b>Max 25%</b>
StGeorge	AA	A1+	\$ -	0.0%	<b>Max 35%</b>
Macquarie Bank	A+	A1	\$ -	0.0%	<b>Max 25%</b>
Commonwealth Bank	AA-	A1+	\$ 8,750,000.00	25.7%	<b>Max 35%</b>
Westpac	AA-	A1+	\$ 8,000,000.00	23.5%	<b>Max 35%</b>

**b. Application of Investment Funds**

Application of Restricted Funds		
Allocation	Description	\$'000
External Restrictions	Water Supply	\$ 5,836
	Sewer Supply	\$ 2,239
	Developer Contributions	\$ 524
	Domestic Waste	\$ 1,604
	Unexpended Grants	\$ 10,746
	Stormwater	\$ 369
	Crown Lands	\$ 302
Internally Restricted	Discretion of Council	\$ 12,058
Unrestricted	Allocated to current budget	\$ 344
<b>Total</b>		<b>\$ 34,022</b>

**c. Investment Portfolio Performance**

Monthly Investment Performance				
Period Ending	Investments	Weighted	BBSW 30	Variance
Nov 2022	26,517,775.04	2.32%	2.87%	-0.55%
Dec 2022	25,358,386.76	2.47%	3.01%	-0.54%
Jan 2023	25,258,754.16	2.86%	3.08%	-0.22%
Feb 2023	27,790,001.35	3.35%	3.28%	0.07%
Mar 2023	27,759,832.57	3.61%	3.54%	0.07%
Apr 2023	26,779,805.06	4.07%	3.60%	0.47%
May 2023	28,781,495.69	4.26%	3.81%	0.45%
Jun 2023	35,733,211.80	4.39%	4.07%	0.32%
Jul 2023	33,935,792.36	4.65%	4.10%	0.55%
Aug 2023	32,919,121.13	4.70%	4.05%	0.65%
Sep 2023	31,320,457.99	4.66%	4.05%	0.61%
Oct 2023	31,771,481.68	4.67%	4.08%	0.59%
Nov 2023	34,022,087.16	4.58%	4.26%	0.32%



**d. Investment Commentary**

The investment portfolio increased by \$2,250,605 during November, with the next investment reaching maturity on 5 December 2023. The increase was due to the upfront payment of the Regional Emergency Road Repair Fund grant. Narrandera Shire Council will move these funds from the NAB Cash Maximiser into term deposits to increase the income these funds generate.

The Reserve Bank of Australia raised the official cash rate by 25 basis points to 4.35% due to inflation exceeding expectations in November. Unfortunately, there is still no certainty about what will happen with future rates decisions.

Banks and economists expect the bank to maintain interest rates during the December meeting. With no scheduled meeting in January, the February meeting will provide more information on what to expect in 2024.

Narrandera Shire Council will continue to use the current interest rates to maximise the income generated by its investment portfolio.

**Responsible Officer Certification**

I hereby certify that the investments listed above have been made in accordance with section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2021 and Council's POL025 Investment Policy.

Council's Investment Policy was reviewed and adopted on 22 February 2022.

**RECOMMENDATION**

That Council:

1. Receives and notes the report indicating Council's Fund Management position.
2. Notes the Certificate of the Responsible Accounting Officer and adopts the report as at 30 November 2023.

**24.4 STATEMENT OF BANK BALANCES - NOVEMBER 2023**

**Document ID: 707410**

**Author: Finance Officer**

**Authoriser: Deputy General Manager Corporate and Community**

**Theme: Statutory and Compulsory Reporting – Financial / Audit**

**Attachments: Nil**

**RECOMMENDATION**

That Council:

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

**PURPOSE**

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

**BACKGROUND**

Opening Cashbook Balance	\$559,217.19
Plus Receipt	\$9,174,227.51
Less Payments	\$8,438,984.78
Current Cashbook Balance	<u>\$1,294,459.92</u>
Statement Summary	
Opening Statement Balance	\$516,619.81
Plus Receipts	\$8,828,759.53
Less Payments	\$8,439,011.50
Current Statement Balance	<u>\$906,367.84</u>
Plus Unpresented Receipts	\$388,475.77
Less Unpresented Payments	\$383.69
Reconciliation Balance	<u>\$1,294,459.92</u>
GL BALANCE	<u>\$1,294,459.92</u>
Unpaid Creditors	\$-539.68
Overdraft Limit arranged with Bank 01/01/1989	\$350,000

**CONCLUSION**

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

**RECOMMENDATION**

That Council:

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

**24.5 STATEMENT OF RATES AND RECEIPTS - NOVEMBER 2023**

**Document ID:** 707592  
**Author:** Revenue Officer  
**Authoriser:** Deputy General Manager Corporate and Community  
**Theme:** Statutory and Compulsory Reporting – Financial / Audit  
**Attachments:** Nil

**RECOMMENDATION**

That Council:

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

**PURPOSE**

The purpose of this report is to present to Council the Statement of Rates and Receipts as at 30 November 2023.

**SUMMARY**

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

**BACKGROUND**

**Rates and Charges**

Arrears as at 01.07.2023	738,051.91
23/24 Rate levies & supplementary levies (excl. postponed amounts)	9,051,409.78
	<u>9,789,461.69</u>
Less Pensioner rebates	204,427.03
NET BALANCE	<u>9,585,034.66</u>
Less receipts to 30.11.2023	4,962,719.92
	<u><u>4,622,314.74</u></u>

<b>Actual % Rate Collection to Net Balance as at 30.11.2023</b>	<b>= <u>51.78%</u></b>
<b>Comparative % Collection to Net Balance as at 30.11.2022</b>	<b>= <u>52.18%</u></b>
<b>Anticipated % Collection Rate as at 30.06.2024</b>	<b>= <u>94.00%</u></b>

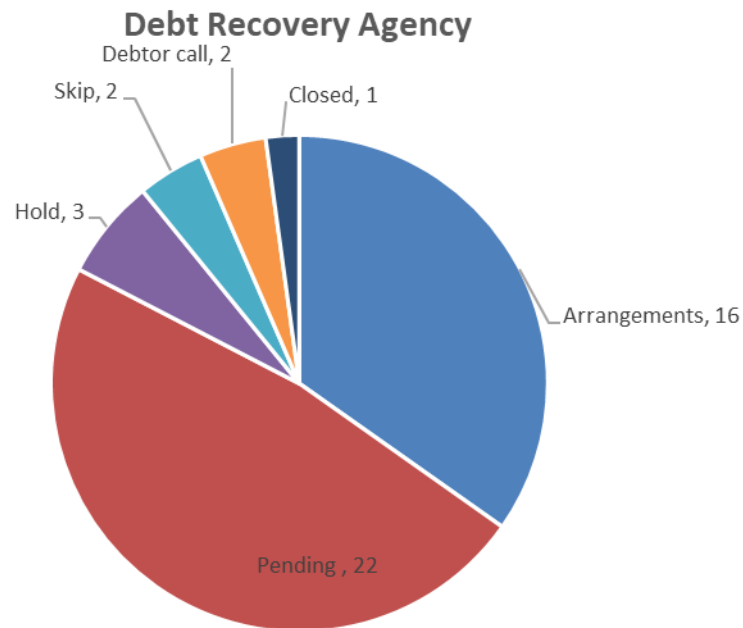
**Water Consumption/Sewer Usage Charges**

Arrears as at 01.07.2023	200,781.96
22/23 Water / Sewer usage charges, supplementary levies & interest	443,069.73
NET BALANCE	<u>643,851.69</u>
Less receipts to 30.11.2023	383,740.03
	<u><u>260,111.66</u></u>

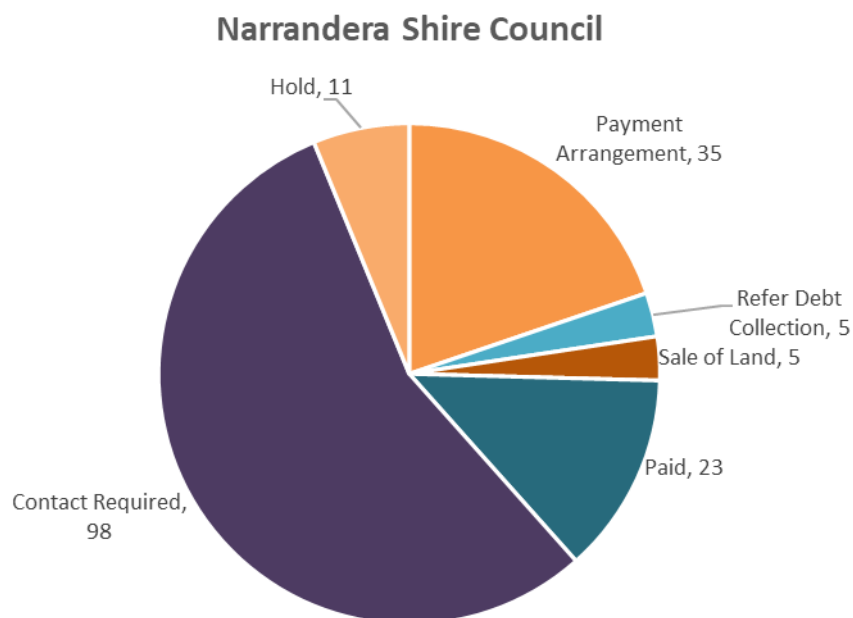


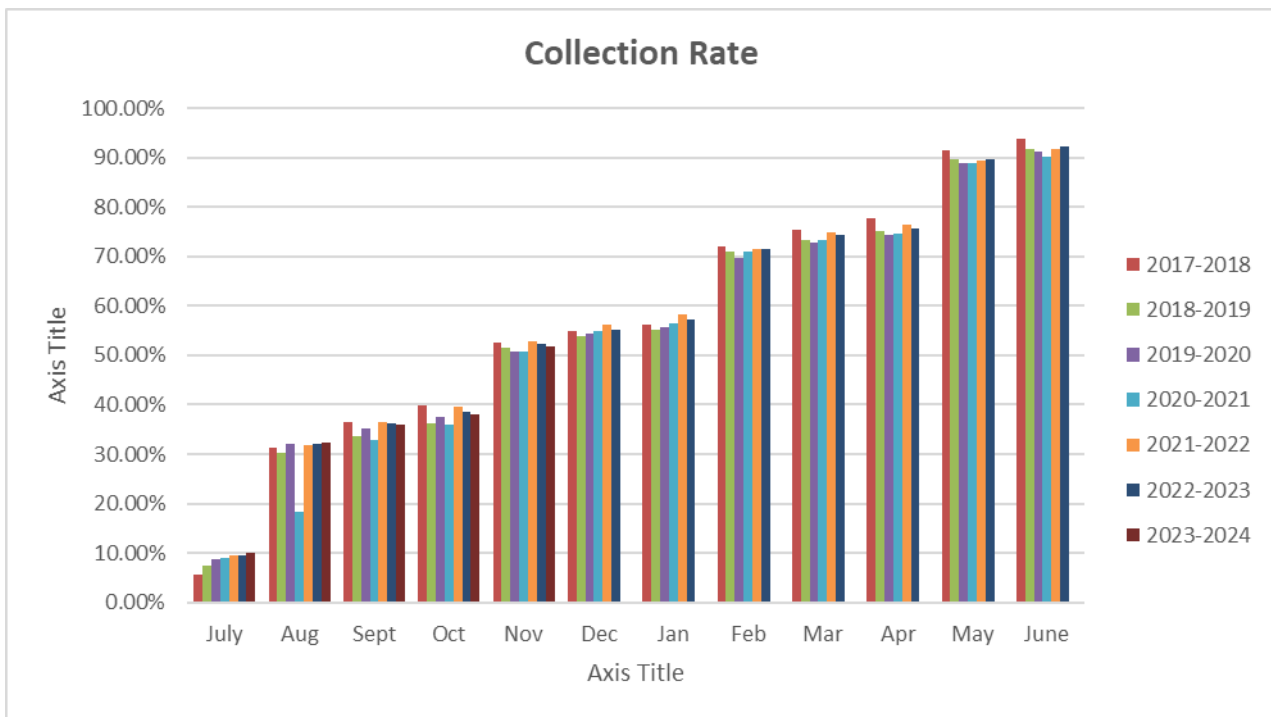
**OVERDUE RATES AND CHARGES**

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



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





**RECOMMENDATION**

That Council:

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

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

Nil

**PUBLIC MEETING CLOSES**

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

**26 CONFIDENTIAL BUSINESS PAPER REPORTS****RECOMMENDATION**

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

**26.1 2024 Australia Day Awards Nominations and Event Update**

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

**RETURN TO PUBLIC MEETING**

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