



# **BUSINESS PAPER**

**Ordinary Council Meeting**

**21 November 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.

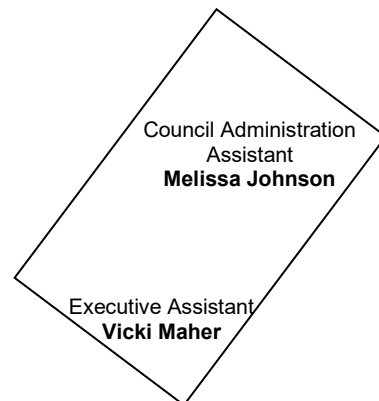
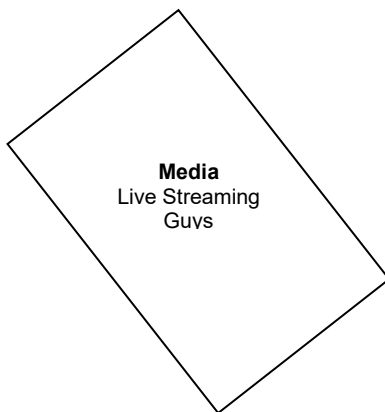
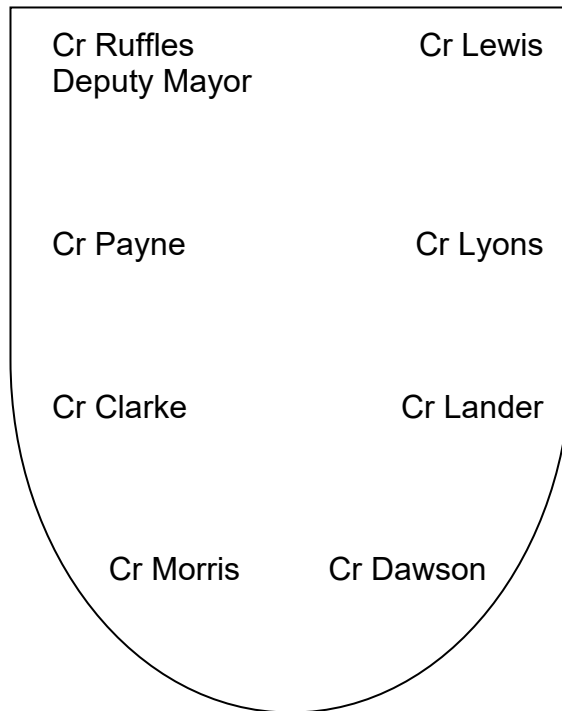
### Section 20 Our Leadership

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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:  
Tuesday 21 November 2023 at 2pm**

**Order Of Business**

<b>1</b>	<b>Acknowledgement of Country</b> .....	<b>7</b>
<b>2</b>	<b>House Keeping</b> .....	<b>7</b>
<b>3</b>	<b>Disclosure of Political Donations</b> .....	<b>7</b>
<b>4</b>	<b>Request to Attend by Audio-Visual Link</b> .....	<b>7</b>
<b>5</b>	<b>Present</b> .....	<b>7</b>
<b>6</b>	<b>Apologies</b> .....	<b>7</b>
<b>7</b>	<b>Declarations of Interest</b> .....	<b>7</b>
<b>8</b>	<b>Confirmation of Minutes</b> .....	<b>7</b>
	Ordinary Council Meeting - 17 October 2023	
<b>9</b>	<b>Mayoral Report</b> .....	<b>21</b>
	9.1 Mayoral Report - October / November 2023 .....	21
<b>10</b>	<b>Our Leadership</b> .....	<b>25</b>
	10.1 Special Variation - Decision as whether to apply to Independent Pricing and Regulatory Tribunal (IPART).....	25
<b>11</b>	<b>Notices of Rescission</b> .....	<b>42</b>
	Nil	
<b>12</b>	<b>Notices of Motion</b> .....	<b>42</b>
	Nil	
<b>13</b>	<b>Question with Notice</b> .....	<b>42</b>
	Nil	
<b>14</b>	<b>Councillor Reports</b> .....	<b>43</b>
	14.1 Cr Clarke - Attendance at Murray Darling Association National Conference & AGM.....	43
<b>15</b>	<b>Our Community</b> .....	<b>48</b>
	15.1 Playgroup NSW and Narrandera Playgroup - Proposed Memorandum of Understanding .....	48
<b>16</b>	<b>Our Environment</b> .....	<b>52</b>
	Nil	
<b>17</b>	<b>Our Economy</b> .....	<b>52</b>
	Nil	
<b>18</b>	<b>Our Infrastructure</b> .....	<b>52</b>
	Nil	
<b>19</b>	<b>Development Application</b> .....	<b>52</b>

	Nil	
<b>20</b>	<b>Procurement</b> .....	<b>52</b>
	Nil	
<b>21</b>	<b>Policy</b> .....	<b>53</b>
21.1	Policy Review - POL037 Public Interest Disclosures .....	53
21.2	Policy Review - POL029 Busking Policy .....	58
21.3	New Policy - POL162 Payments to ARIC Independent Members.....	61
<b>22</b>	<b>Committee Reports</b> .....	<b>65</b>
22.1	Narrandera - Leeton Shire Councils Joint Airport Management Committee - Minutes - 23 October 2023.....	65
22.2	Australia Day Planning Advisory Committee - Minutes - 26 October 2023.....	70
22.3	Local Emergency Management Committee - Minutes - 10 October 2023 ....	75
22.4	Narrandera Domestic Violence Advisory Committee - Minutes - 23 October 2023 .....	79
22.5	Narrandera Domestic Violence Advisory Committee - Minutes - 2 November 2023 .....	84
22.6	Youth Advisory Council - Minutes - 18 September 2023 .....	88
22.7	Youth Advisory Council - Minutes - 23 October 2023 .....	93
<b>23</b>	<b>Statutory and Compulsory Reporting – Development Services Reports</b> .....	<b>99</b>
23.1	Development & Environment Services Activities - October 2023 .....	99
<b>24</b>	<b>Statutory and Compulsory Reporting – Financial / Audit Reports</b> .....	<b>104</b>
24.1	Income Statement - October 2023.....	104
24.2	Capital Works Program - October 2023.....	110
24.3	Statement of Investments - October 2023 .....	132
24.4	Submissions Regarding General Purpose Financial Statements and Auditors' Report.....	136
24.5	Quarterly Budget Review - September 2023 .....	139
24.6	Statement of Bank Balances - October 2023.....	157
24.7	Statement of Rates and Receipts - October 2023 .....	159
<b>25</b>	<b>Statutory and Compulsory Reporting – Other Reports</b> .....	<b>162</b>
25.1	Presentation of Council's Final Draft 2022-23 Annual Report.....	162
25.2	Proposed Sale of Land for Overdue Rates and Charges.....	165
<b>26</b>	<b>Confidential Business Paper Reports</b> .....	<b>168</b>
	Nil	

- 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 - 17 October 2023



# **MINUTES**

**Ordinary Council Meeting**

**17 October 2023**

Unconfirmed



**MINUTES OF NARRANDERA SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 17 OCTOBER 2023 AT 2PM**

The Mayor declared the meeting opened at **2pm** 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.*

**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 October.

**5 PRESENT**

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

**In Attendance**

George Cowan (General Manager), Shane Wilson (Deputy General Manager Infrastructure), Rebecca Best (Acting Deputy General Manager Corporate & Community),

Vicki Maher (Executive Assistant), Melissa Johnson (Council Administration Assistant/Minute Taker)

## **6 APOLOGIES**

### **RESOLUTION 23/177**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

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

**CARRIED**

## **7 DECLARATIONS OF INTEREST**

Nil

## **8 CONFIRMATION OF MINUTES**

### **RESOLUTION 23/178**

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That the minutes of the Ordinary Council Meeting held on 19 September 2023 be confirmed.

**CARRIED**

## **MOTION – BRING AGENDA ITEMS FORWARD**

### **RESOLUTION 23/179**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That That Items 14.1 and 24.6 be brought forward in the Agenda for consideration following the presentations by Gayle Murphy and Dannielle MacKenzie.

**CARRIED**

## **SUSPENSION OF STANDING ORDERS**

**RESOLUTION 23/180**

Moved: Cr Narelle Payne  
Seconded: Cr Cameron Lander

A motion was moved that Council suspend standing orders.

**CARRIED**

**Presentation 1**

ARIC member Gayle Murphy gave a presentation on the 2023 ARIC Report (in chambers).

**Presentation 2**

Council's Auditor Dannielle MacKenzie of Crowe Australasia, via virtual link and joined by Hong Wee Soh for the NSW Auditor General, gave a presentation on the 2022-23 General Purpose Financial Statements.

**RESUMPTION OF STANDING ORDERS****RESOLUTION 23/181**

Moved: Cr Narelle Payne  
Seconded: Cr Cameron Lander

A motion was moved that Council resume standing orders.

**CARRIED**

**14.1 AUDIT, RISK AND IMPROVEMENT S355 COMMITTEE - MINUTES - 4  
OCTOBER 2023****RESOLUTION 23/182**

Moved: Cr Tracey Lewis  
Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement S355 Committee held on Wednesday 4 October 2023, specifically noting the following Committee Resolutions.

**1. 6.2 PRESENTATION OF THE 2022-23 FINANCIAL STATEMENTS****COMMITTEE RESOLUTION**

That the Audit, Risk and Improvement Committee:

1. Receives and reviews the audited 2022-23 financial statements; and
2. Recognise the provision by the external auditor of an unmodified audit opinion; and

3. Recommend that Council proceed with the publication of the 2022-23 financial statements; and
4. Convey appreciation to the finance team of Council also the external auditor in the preparation and finalisation of the 2022-23 financial statements.

**CARRIED**

## **2. 6.3 CHAIRPERSON ANNUAL REPORT**

### **COMMITTEE RESOLUTION**

That the Audit, Risk and Improvement Committee:

1. Support the 2022-23 Audit, Risk and Improvement Committee, Chairperson Annual Report which will be presented to Council at the 17 October 2023 meeting.

**CARRIED**

## **3. 6.8 COMPLIANCE WITH THE AUDIT, RISK AND IMPROVEMENT COMMITTEE GUIDELINES**

### **COMMITTEE RESOLUTION**

That the Audit, Risk and Improvement Committee:

1. Recommend to Council that the Audit, Risk and Improvement Committee operate in accordance with the guidelines issued by the Office of Local Government dated December 2022 titled Draft Guidelines for Risk Management and Internal Audit for Local Government in NSW – the date of adherence to the guidelines being 21 November 2023.
2. The draft policy titled 'Payments to ARIC Independent Members' be circulated to Committee members for comment prior to presentation of the policy to Council at the briefing session 17 October 2023.

**CARRIED**

**CARRIED**

## **24.6 AUDIT REPORT 2022-23 GENERAL PURPOSE FINANCIAL STATEMENTS**

### **RESOLUTION 23/183**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Adopts the 2022-23 Financial Statement and Auditors Report as presented and notes the advertisement advising the public that the reports are available for viewing and comment.

**CARRIED**

**9 MAYORAL REPORT**

**9.1 MAYORAL REPORT - SEPTEMBER / OCTOBER 2023**

**RESOLUTION 23/184**

Moved: Mayor Cr Neville Kschenka

Seconded: Cr Jenny Clarke OAM

That Council:

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

**CARRIED**

**10 QUESTION WITH NOTICE**

Nil

**11 NOTICES OF RESCISSION**

Nil

**12 NOTICES OF MOTION**

Nil

**13 COUNCILLOR REPORTS**

**13.1 CR DAWSON - ATTENDANCE AT NATIONAL ROADS CONGRESS**

**RESOLUTION 23/185**

Moved: Cr Peter Dawson

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes my report on my attendance at the National Roads Congress held 6-7 September 2023 at Canberra.

**CARRIED**

**14 COMMITTEE REPORTS**

*Item 14.1 has been considered at another section.*

**14.2 ECONOMIC TASKFORCE COMMITTEE - MINUTES - 3 OCTOBER 2023****RESOLUTION 23/186**

Moved: Cr Sue Ruffles

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Economic Taskforce Committee held on Tuesday 3 October 2023.

**CARRIED****14.3 YOUTH ADVISORY COUNCIL - MINUTES - 28 AUGUST 2023****RESOLUTION 23/187**

Moved: Cr Tracey Lewis

Seconded: Cr Braden Lyons

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 28 August 2023.
2. Endorses the application by Izabella Brew to join the Youth Advisory Council.

**CARRIED****14.4 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 10 AUGUST 2023****RESOLUTION 23/188**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Advisory Committee held on Thursday 10 August 2023.

**CARRIED****14.5 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 31 AUGUST 2023****RESOLUTION 23/189**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Braden Lyons

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Advisory Committee held on Thursday 31 August 2023.

**CARRIED**

#### **14.6 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 28 SEPTEMBER 2023**

##### **RESOLUTION 23/190**

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Advisory Committee held on Thursday 28 September 2023.

**CARRIED**

#### **14.7 ARTS AND CULTURE ADVISORY COMMITTEE - MINUTES - 7 SEPTEMBER 2023**

##### **RESOLUTION 23/191**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Minutes of the Arts and Culture Advisory Committee held on Thursday 7 September 2023.
2. Notes that Julie Briggs has been elected as Chairperson for the next term.
3. Considers the allocation of \$2,478.00 from the Mayor and General Manager's Discretionary fund to be utilised for the activation of the Narrandera Arts Centre through the subsidisation of costs for Not For Profit Community Groups utilising the Centre for arts and cultural activities for the community.

**CARRIED**

#### **14.8 GRONG GRONG COMMUNITY ADVISORY COMMITTEE - MINUTES - 28 AUGUST 2023**

##### **RESOLUTION 23/192**

Moved: Cr Peter Dawson

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the Minutes of the Grong Grong Community Advisory Committee held on Monday 28 August 2023.
2. Notes that Reiner Meier has been elected as Chairperson for the next term.

**CARRIED**

#### **14.9 RAILWAY STATION FACILITY ADVISORY COMMITTEE - MINUTES - 7 SEPTEMBER 2023**

##### **RESOLUTION 23/193**

Moved: Cr Tracey Lewis

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the Minutes of the Railway Station Facility Advisory Committee held on 7 September 2023.
2. Notes that Josie Middleton has been elected as Chairperson for the next term.
3. Sends a formal letter of thanks to Tony Andracchio for his volunteer work maintaining and providing access to railway facilities over the past six months.
4. Mayor write to Transport for NSW regarding access to the toilets and waiting room.

**CARRIED**

#### **14.10 ABORIGINAL ELDERS LIAISON - MINUTES - 25 SEPTEMBER 2023**

##### **RESOLUTION 23/194**

Moved: Cr Braden Lyons

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Aboriginal Elders Liaison held on Monday 25 September 2023.

**CARRIED**

## **15 PROCUREMENT**

### **15.1 T-22-23-03 ENTERPRISE MANAGEMENT SYSTEM**

#### **RESOLUTION 23/195**



Moved: Cr Cameron Lander  
Seconded: Cr Narelle Payne

That Council:

1. Accepts the tender by MagiQ Software of \$559,255 ex GST to supply and implement the MagiQ Cloud enterprise management system including the first year's annual fees.
2. Endorses inclusion of the ongoing annual licensing and cloud hosting costs in future budgets.

**CARRIED**

## **16 DEVELOPMENT APPLICATION**

Nil

## **17 OUR COMMUNITY**

### **17.1 ECONOMIC TASKFORCE COMMITTEE - ADOPTION OF TERMS OF REFERENCE AND APPOINTMENT OF COUNCILLOR DELEGATE**

#### **RESOLUTION 23/196**

Moved: Cr Jenny Clarke OAM  
Seconded: Cr Tracey Lewis

That Council:

1. Adopts the Draft Terms of Reference for the Economic Taskforce Committee.
2. Elects a third Councillor Delegate to the Economic Taskforce committee.

Following self-nomination, Cr Lander was elected as the third Councillor Delegate.

**CARRIED**

## **18 OUR ENVIRONMENT**

Nil

## **19 OUR ECONOMY**

Nil

## **20 OUR INFRASTRUCTURE**

Nil

## **21 OUR LEADERSHIP**

Nil

**22 POLICY**

Nil

**23 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS****23.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - SEPTEMBER 2023****RESOLUTION 23/197**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

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

**CARRIED****24 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS****24.1 STATEMENT OF BANK BALANCES - SEPTEMBER 2023****RESOLUTION 23/198**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

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

**CARRIED****24.2 STATEMENT OF INVESTMENTS - SEPTEMBER 2023****RESOLUTION 23/199**

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

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

**CARRIED****24.3 STATEMENT OF RATES AND RECEIPTS - SEPTEMBER 2023****RESOLUTION 23/200**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 02 October 2023.

**CARRIED****24.4 INCOME STATEMENT - SEPTEMBER 2023****RESOLUTION 23/201**

Moved: Cr Cameron Lander

Seconded: Cr Braden Lyons

That Council:

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

**CARRIED****24.5 CAPITAL WORKS PROGRAM - SEPTEMBER 2023****RESOLUTION 23/202**

Moved: Cr Narelle Payne

Seconded: Cr Peter Dawson

That Council:

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

**CARRIED**

*Item 24.6 has been considered at another section.*

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

**25.1 ANNUAL DISCLOSURE OF PECUNIARY INTEREST RETURNS FOR COUNCILLORS AND DESIGNATED PERSONS 2022-23**

**RESOLUTION 23/203**

Moved: Cr Cameron Lander

Seconded: Cr Sue Ruffles

That Council:

1. Acknowledges the attached annual Disclosure of Pecuniary Interest returns lodged by both Councillors and designated persons within Narrandera Shire Council for the 2022-23 financial year; and
2. Publishes the documents to the community via Council's website.

**CARRIED**

**26 CONFIDENTIAL BUSINESS PAPER REPORTS**

Nil

**The Meeting closed at 3.40pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 21 November 2023.**

.....  
**GENERAL MANAGER**

.....  
**CHAIRPERSON**

## 9 MAYORAL REPORT

### 9.1 MAYORAL REPORT - OCTOBER / NOVEMBER 2023

**Document ID:** 696133  
**Author:** Mayor  
**Authoriser:** General Manager  
**Theme:** Our Leadership  
**Attachments:** Nil

#### RECOMMENDATION

That Council:

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

#### BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 17 October 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 had a media interview with WIN News over the past reporting period, as well as our local Community Radio, 91.1 Spirit FM monthly segment.

#### OCTOBER 2023

**Saturday 7:** Narrandera Koala Festival was well attended even though there was a late change to the event date. Those who attended enjoyed the various activities, entertainment, workshops, habitat tours, food and stalls.

**Tuesday 10:** Barellan Hall – I attended the second of a series of community information sessions concerning Council's proposed Special Variation (SV) process. 43 members of the public attended. Deputy Mayor Cr Ruffles, Cr Clarke, GM George Cowan, Deputy General Manager Infrastructure (DGMI) Shane Wilson, and staff assisting were also in attendance.

**Wednesday 11:** Grong Grong Hall – this was the third in a series of community information sessions concerning Council's proposed SV process. 36 members of the public attended. Deputy Mayor Cr Ruffles, GM George Cowan, DGMI Shane Wilson, and staff assisting were also in attendance.

**Thursday 12:** Sandigo Hall – this was the fourth in a series of community information sessions concerning Council's proposed SV process. 24 members of the public attended. Deputy Mayor Cr Ruffles, Councillors Clarke and Payne, GM George Cowan, DGMI Shane Wilson, and staff assisting were also in attendance.

**Saturday 14:** After accepting an invitation from the Department of Primary Industries, I enjoyed the afternoon at the Narrandera Fisheries Open Day which celebrated the opening of the recently completed new facilities. Local Member for Cootamundra Steph Cooke MP was in attendance and conducted the official opening.

**Tuesday 17:** I chaired the monthly Councillors' Briefing Session and Ordinary Council meeting. Unconfirmed Minutes of the Council meeting are submitted for Council's endorsement.

**Wednesday 18:** Narrandera Ex-Serviceman's Club – this was the fifth in a series of community information sessions concerning Council's proposed SV process. 78 members of the public attended. Deputy Mayor Cr Ruffles, Cr Dawson, GM George Cowan, Acting Deputy General Manager Corporate Community (DGMCC) Rebecca Best, and staff assisting were also in attendance.

**Saturday 21:** After accepting an invitation, I attended and conducted the official opening of the Narrandera Business Group's first Spring Fair which was funded through a community grant. The stalls and amusements created a festive atmosphere in the CBD and my congratulations go to the organisers.

**Monday 23:** Together with fellow committee members, I attended and chaired the Narrandera Leeton Airport Management Committee meeting. Minutes of the meeting are further presented to Council.

**Wednesday 25:** 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.

**Thursday 26:** Together with fellow committee members, I attended the Australia Day Planning Committee meeting. Minutes of the meeting are further presented to Council.

**Later that day,** I met with representatives of the Parkside Cottage Museum Management Committee for discussion on various matters concerning the museum.

**On that evening,** I attended the sixth in a series of community information sessions concerning Council's proposed process for an SV, and the third held at the Narrandera Ex-Serviceman's Club. 72 members of the public attended. Deputy Mayor Cr Ruffles, Councillors Clarke, Dawson, Lander, Lewis, Lyons, GM George Cowan, DGMI Shane Wilson, and staff assisting were also in attendance.

At each community information session held, GM George Cowan provided information on the SV, including why an SV is necessary, the benefits to Council's financial position moving forward, and the process timelines. Valuable questions were raised by those attending.

**Tuesday 31:** Interview with WIN news this morning regarding Agri Australis and policing.

**Later that day,** I joined the RAMJO Water Sub-Committee meeting via Teams link to discuss the RAMJO Water Position Paper.

**NOVEMBER 2023**

**Wednesday 1:** Together with the GM George Cowan, I attended the Quarterly Police/ Council meeting held at the Leeton Shire Council Chambers where up-to-date crime statistics were tabled.

**Thursday 2:** Together with the General Manager, I met with a local resident to discuss matters of concern.

**Later that day,** after accepting their invitation, the Deputy Mayor Cr Sue Ruffles, GM George Cowan, DGMCC Martin Hiscox and I attended the Kurrajong Special meeting held at the Narrandera Ex-Serviceman's Club. Awards were presented to many worthy recipients for their achievements in various categories.

**Thursday 9:** Together with GM George Cowan and his wife Shirley, I attended the Riverina and Murray Joint Organisation of Councils (RAMJO) Mayors and General Managers dinner which Narrandera Council had the privilege of hosting. The dinner was held at the Narrandera Arts & Community Centre where the visiting mayors and general managers were treated to a lovely selection of delicious canapés, together with viewing an amazing art exhibition in our beautifully restored building. This was an enjoyable change to the normal format, with all guests enjoying the change as well as the magnificent venue.

**Friday 10:** Our RAMJO guests enjoyed a breakfast hosted by Dycinta and Troy Lee in the grounds of Narrandera's outstanding Lake Talbot Water Park complex. We then took our guests to the newly completed Skywalk overlooking Lake Talbot. The group then returned to the Narrandera Ex-Servicemen's Club for the quarterly RAMJO Board meeting. Delegates were very impressed with Narrandera and its facilities, in particular the Water Park precinct and Skywalk.



*Mayor Kschenka, GM George Cowan, DGMI Shane Wilson and DGMCC Martin Hiscox together with RAMJO Mayors and General Managers*



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*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.*

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*Until next time, Mayor Koschenka*

**RECOMMENDATION**

That Council:

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



**10 OUR LEADERSHIP****10.1 SPECIAL VARIATION - DECISION AS WHETHER TO APPLY TO INDEPENDENT PRICING AND REGULATORY TRIBUNAL (IPART)****Document ID:** 701506**Author:** General Manager**Authoriser:** General Manager**Theme:** Our Leadership**Attachments:**

1. Delivery Program 2022-26 (under separate cover)
2. Long Term Financial Plan 2024-34 & Capacity to Pay Report (under separate cover)
3. Community Engagement Report - Special Variation (under separate cover)

**RECOMMENDATION**

That Council:

1. Receives and notes the Community Consultation Outcomes Report and thanks the respondents for their submissions.
2. Adopts the revised 2022-26 Delivery Program and Long-Term Financial Plan (LTFP) with the Scenario two – one-year Special Variation option – Long Term Sustainability.
3. 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 41.5% 2024-25 (including the rate peg), with that increase to be a permanent increase 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 \$720.00 for 2024-25 (including the rate peg) and the minimum ordinary for Business Narrandera category to be set at \$810.00 for 2024-25 an increase of 41.5% (including the rate peg) with that increase to be a permanent increase retained within the rate base.
4. 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.
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 between farmland, residential and business.
7. Authorises the General Manager to implement the Improvement Plan adopted by Council in June 2023 and report to Council six monthly on the outcomes of that implementation.

## **PURPOSE**

The purpose of this report is to seek a Council decision on whether to proceed with an application to IPART for a special variation (SV) and what such an application may entail, or alternatively to commence action to correct the imbalance in Council's LTFP.

## **SUMMARY**

At its September meeting, Council resolved to approach the community seeking feedback on proposals for a special variation to increase general purpose rates income.

The decision to go to the community followed consideration of detailed reports on the state of Council's finances, assets, condition and renewal and the action needed to ensure long term sustainability. A comprehensive community consultation was undertaken and a report on that process and outcomes, including all submissions received, is appended to this report for Council's consideration.

Should Council determine to lodge an application, that action is required to be taken by the beginning of February 2024.

## **BACKGROUND**

The General Manager's report to the September meeting provided a comprehensive view of Council's financial position and articulated the need for corrective action to be taken to address the growing imbalance in the LTFP.

The negative long term financial outlook for this Council was first identified in assessments made by Treasury Corp and Council's own consultants in 2014. Initiatives included in the Improvement Plan developed as a consequence, together with one-off injections of cash from asset sales and increased grants following COVID-19 and the floods have allowed the Council to stave off having to seek an SV – until now.

Together with imperatives, including the response to the stormwater flooding of Narrandera which took place in 2022 and the need to modernise Council's technology and staff salary systems, the deficit in asset renewals created by the shortfall in revenue is evident and cannot be overcome by belt tightening, deferrals, or one-off injections of cash.

The long-term effect of rate pegging on Council's capacity to raise revenue is reflected in the lower level of income raised locally and the continued reliance by Council on grant income.

Council identified the capacity of the organisation to respond to emergency situations and to take advantage of opportunities as being of equal importance to the maintenance of the standards of services currently provided, upon which life in Narrandera Shire is based.

If approved and implemented, the SV will increase the general rate income by \$2.3M and ensure long term sustainability for the Council and the community. It would allow Council to:

- Maintain existing high quality service levels and increase funding of depreciation.
- Upgrade the stormwater system in Narrandera \$300K.
- Start to address the asset backlog \$960K.
- Proceed with the technology and compliance upgrades \$240K.
- Become competitive in the labour market \$800K.
- Match grants for infrastructure renewal.
- May capitalise on opportunities - industrial lands, AAPA.

The SV presents a positive future for the Shire's residents based on a sustainable Council – sustainable financially and sustainable in the sense of having the capacity to take this community forward and to capitalise on opportunities as they arise.

### **Maintain Existing Service Levels**

Service levels across all Council activities are high with resultant generally good road surfaces, standards of parks, sporting and community facilities, and responsive and professional human services. The SV will allow a continuation of these levels of service which are delivered by the current balance of staff and contractor profile.

Service level reviews commenced in association with the "Fit for the Future" process and have been ongoing, with the most recent related to cemetery operations and visitor information services.

Local government regulations require an ongoing review of service levels, and this process has been included in the Improvement Plan.

Can service levels be maintained without an SV? No. The expected continued growth in expenses associated with the provision of services is such that, without the additional income, service levels would have to be reduced and staff numbers cut.

### **Fund Depreciation**

The asset management plans revised as part of this process establish depreciation at \$4.346M on general fund assets with a renewal backlog of \$16M. The local government benchmark is 2% or \$6.12M.

The SV is expected to generate \$960K annually to be allocated to asset renewal to commence the process of addressing that backlog. It will not be sufficient to remove the backlog completely but will be used to invest directly into operational assets or to match grants for the renewal of community assets.

Can this be achieved without an SV? No. Over the past several years in particular, Council has received significant grant income which has enabled the renewal of critical assets, but even this has not been sufficient to stop the decline. With government grants decreasing or becoming harder to get, the situation will continue to worsen. It is essential that Council has an improved capacity to renew assets.

### **Narrandera Stormwater Upgrade**

Extensive details of the proposed stormwater upgrade for Narrandera were included in the report to the September Council meeting and to previous meetings. In essence, the preliminary estimate for the work is \$16.5M. After considerable debate, Councillors formed the view that the cost of the Council's share of the upgrade should be distributed across the Shire.

Discussions with State and Federal authorities have been ongoing, and it is hoped that the scheme will become eligible for a grant. The level of Council contribution to such a grant is unknown at this time but has been costed at \$300K for the purposes of the SV. It could be much higher.

Can this project proceed without an SV? Possibly. Without an SV there would be two options for funding: Council could make cuts to other budget provisions and re-direct those savings to meet the cost of this project, or the project could wait until a grant was available to fully fund the works.

### **Start to Address the Asset Backlog**

If the SV is successfully introduced, the forecast modest surplus would enable the Council to start to address the backlog of infrastructure that is below a satisfactory condition. Over the 10-year forecast, Council would be able to sustain an asset renewal rate averaging

100%, equivalent to the benchmark. As a result, Council would be able to reduce its backlog (cost to bring asset to a satisfactory level) from approximately 10.6% of its total asset value to 9.1% over the 10-year forecast period.

Can this be achieved without an SV? No. Without an SV Council would not be funding depreciation let alone generating a surplus. Any upgrade would be entirely dependent upon grants and grants are very unlikely to become available for the renewal of operational assets.

### **Proceed with Technology and Compliance Upgrades**

If the SV is implemented, \$240K will be available annually to meet the cost of compliance and technology upgrades.

Can this be achieved without an SV? Yes. This is not optional and will have to be achieved. Without an SV it would occur via funding sourced from savings from the Improvement Plan or cuts in services as a result of service level reviews.

### **Becoming Competitive in the Labour Market**

The SV provides for an 8% increase in the salary base to lift Council's capacity to attract and retain skilled staff. The performance of the organisation relies heavily on the quality and effort of the staff and, given the current employment environment, being competitive in the market is critical. We have experienced difficulty in recruiting in several professional positions and attracting quality staff can be challenging. Recruitment and retention are not helped by uninformed personalised comments directed at staff.

The appropriateness of this provision has been questioned by some participants at the consultation meetings and is the subject of a number of submissions. It is a matter for Council to determine if it wants to retain the provision, and at what level.

Can it be achieved without an SV? No.

### **Match Grants for Infrastructure Renewal**

The LTFP includes an expectation that Council will continue to receive the "standard" operational grants for general purposes: Federal financial assistance grants, community transport, library services and for roads infrastructure. It is also anticipated that some grant funds will be received for the renewal of community infrastructure. Each of the tied grant programs that are emerging require a matching component, eg: both the Federal and State grant programs that were relevant for expansion of the industrial estate required a Council contribution of 20%, or in that case \$1M.

The State grant program has subsequently been abolished. In the case of the "Playground on the Murrumbidgee Project", Council was required to provide shared funds of \$3M for a grant of \$8M thus providing a program amounting to \$11M. A number of submissions were critical of this approach; in reality it allowed Council to renew the Lake Talbot Water Park pool and build new infrastructure costing \$11M for an investment of \$3M – extremely good value.

Can this be achieved without an SV? No. The funds used to match previous grants have largely come from reserve funds (some proceeds of the sale of Teloca) and internal loans. These funds are no longer available.

### **Capitalise on Future Opportunities**

At the consultation meetings I stressed the need for Council to develop and retain the capacity to take advantage of future opportunities. Some submissions referred to these as "the GM's pet projects".

Without an SV, Council would be restricted in its capacity to respond to emergencies and/or take opportunities. A new industrial estate is essential and developments like the airport, independent living, deepening Lake Talbot and the flood levee at Barellan are important opportunities.

## **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
- Rates and Charges Financial Hardship Policy 2022

### **Financial**

- Reports providing the financial details of the basis for the SV have been publicly exhibited and can now be adopted.
- Capacity to Pay Report – several submissions raise the issue of the timing and impact of the proposed increase on the socio-disadvantaged sector of the community. The report itself acknowledges that the Shire has reasonably significant levels of disadvantage mixed with some pockets of significant advantage.

Should the SV be implemented, residential rates are estimated to be an average of between \$290 and \$312 higher by the end of 2025-26.

There are 529 properties in the Shire owned by pensioners eligible for the rebate of \$250 per property for general rates. 84 of those are on the minimum and only 88 would have an increase of greater than \$350 per annum.

### **Legal / Statutory**

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

### **Community Engagement / Communication**

Attached to this document is a detailed report on the community consultation process undertaken in relation to the SV. Council adopted a Community Engagement Plan at the September meeting, and the attached report provides details of actions taken in accordance with that plan, including information that was made available and how that

occurred, and presentations made at public meetings. The following is a summary of consultations.

<b>Method</b>	<b>Outcomes</b>
Submissions	187 submissions were received via email, website, or mail.
Website	Information regarding the Special Variation provided on Council's website <a href="http://www.narrandera.nsw.gov.au">www.narrandera.nsw.gov.au</a> 794 views by 363 users, approximately 2.19 views per user, with an average engagement time of 2 minutes and 59 seconds. 355 PDFs were downloaded from the page for viewing.
Special Variation Estimator	The Special Variation Estimator page was viewed 625 times by 204 users, an average of 3.06 views per user with an average engagement time of 2 minutes and 36 seconds.
Community Consultations	7 community consultation sessions. 352 people attended in person.
Live Streaming	The live stream reach was 2,051 between the two live streams.
Individual Meetings	The General Manager attended 7 individual meetings as requested.
Individualised Correspondence to Ratepayers	3,612 letters were dispatched to ratepayers between 2-6 October 2023 via Australia Post.
Media Releases	1 Media Release was released prior to the consultation period. 2 Media Releases were released during the consultation period.
Newsletters	A newsletter edition labelled 'Special Variation' (edition 21) was created and distributed. This edition shared information specific to the proposed special variation. 2,731 newsletters were distributed between 2-6 October 2023. The October Edition also included information for the proposed special variation. 2,731 newsletters were distributed between 23-27 October 2023.
Electronic Newsletter	The electronic newsletter was sent to 427 recipients.
Social Media	34 posts were shared on Facebook and Instagram. The total post reach on 8 November 2023 is over 10,800. Posts were shared with I Live in Narrandera and Barellan Community Noticeboard.
Survey	50 responses were received.
Radio	5 advertisements were run on Narrandera Community Radio between 13-17 October 2023. The General Manager and Mayor Cr Neville Kschenka discussed the SV with media outlets including ABC, Triple M and Spirit FM on 20 September 2023 x 2 and 25 October 2023.
Television	The General Manager and Mayor were interviewed on Prime and WIN news
Print	Advertisements were placed in the Narrandera Argus on 28 September, 12 October, 19 October, and 2 November. Council's newsletter is placed in the Narrandera Argus each month and

	appeared on 5 October and 26 October.
Special Variation Presentation	The PowerPoint presentation was explained at each community meeting and the information included, such as rate notices, was specific to each area where the consultation was held.
Staff and Councillor Communication	<p>Councillor information sessions were held on: 17 May and 14 December 2022; 15 August, 21 October, and 7 November 2023.</p> <p>Frontline staff information sessions were held on: 8 September, 14 September, 15 September 2023 x 2 sessions.</p> <p>Dealing with Difficult Customer training provided to: frontline staff and Councillors on 8 and 9 October 2023.</p> <p>An all-staff information session was held on: 12 October 2023 and attended by 88 staff members.</p>

The following table summarises the submissions received and provides a response in relation to the issues raised by ratepayers.

Submission Reference	Issues	Comment
3, 11,13 ,19, 20, 1,25,28, 29, 30, 45, 53, 54, 55, 57, 59, 71, 72, 73, 74, 80, 89, 111, 119, 123, 134, 135, 139, 150, 154, 168, 170, 174, 176, 180, 183,	Object – unaffordable especially for renters, pensioners and single income earners, poor timing, high cost of living increases	<p>If the SV is implemented 77% of resident properties will face an increase in rates of less than \$350 or \$6.73 per week. A further 17% will face an increase of between \$350 and \$500 pa.</p> <p>As part of the process preparing for the SV, Council commissioned Morrison Low to prepare a Capacity to Pay report. That report has been made available and it shows there will be sections of the community impacted by the proposals, some of which are socio-disadvantaged. The report also shows that most residents, including the majority of pensioners, will face increases of less than \$350 pa.</p> <p>Council has in place a Hardship Policy that was reviewed in 2022 which applies to all dwellings.</p>
5,7,18, 23,24, 32, 33, 34, 37, 44, 46, 47,48, 49, 58, 61, 62, 63, 75, 76, 82, 83, 93, 99, 102, 103, 104, 106, 109, 115, 117, 121, 136, 140, 141, 142, 143, 144, 145, 155, 156, 184, 185,	Object – basis for the increase is unacceptable, damaging to Council approval rating, lack of services, poor financial management, more considered approach needed, recent investments reflect poor judgement, stop the wastage	<p>The financial position of the Council is the result of a number of factors including ongoing rate pegging. The decision to consider an SV has not been taken lightly and follows ongoing assessment and monitoring of operations. Council has developed and endorsed an Improvement Plan that includes initiatives to increase efficiencies and improve performance. The improvement plan is built around strategic objectives including cost containment, productivity and process improvement, revenue generation and long term financial and operational sustainability.</p> <p>59 improvements have been delivered generating over \$939K in benefits per year. Work continues on 33 present improvements, and a further 6 are planned for future years. Council is fully committed to implementing these and any other improvements that emerge.</p> <p>Whilst several major projects recently completed or underway are aimed at the tourism market, Council has and is delivering a large number of projects, some grant funded, that are specifically designed to improve facilities</p>

186, 187,		for residents. These include road and bridge upgrades, playground, parks and sporting facilities and community hall improvements.
12, 118, 128,	Object – poor long term financial management, especially by Councillors	Council financial planning is robust, and Councillors play an important role in ensuring its effectiveness and delivery. They are part of the budget development process and monitor results on a monthly basis. Most Councillors have undertaken local government financial management training.
14, 16, 61, 64, 65, 66, 67, 68, 76, 87, 137,	Object – no reasons provided	No comment needed.
26,	Object – seeking more information	Additional information has been provided.
35, 43, 51, 52, 90, 92, 95, 96, 105, 108, 129, 131, 146, 147, 148, 149, 172, 175, 179,	Object – unaffordable for farmers	<p>Farmland rates contribute 58% of the general rate income for the Council and the impact of the increase will be a substantial operational cost for some farmers. The question has been asked at forums as to whether the proportion of the total rate income paid by farmers is reasonable or whether the proportion paid by business and/or residential should be increased.</p> <p>Council has the discretion to vary the composition when setting the rates annually but cannot do so within this process. If the SV is implemented. the business rate across the Shire would remain below the average for Group 10 councils. The report recommends that a review be conducted in conjunction with the 2025-26 rating.</p>
41, 69, 114, 133, 158, 159,	Object – wants more work done on the streets, economic development	The SV is needed to maintain current service levels and will, by way of improved funding of depreciation, provide additional funds for asset renewal and better position Council to respond to requests such as these.
151, 152, 153, 158, 159, 160, 161, 163, 164, 165, 166, 167	Object – impact on tenants, suggests consultation with residents on services to be reduced, staff cuts, more use of contractors, flood retention basins, less and deferred projects, sell residential assets and the Arts Centre	<p>The decision to pass on the increase to tenants is one for the landlords.</p> <p>Should Council resolve not to proceed with an SV application, or if any application is unsuccessful, then further consultation on service level cuts will occur and Council will consider assets sales as part of that process.</p> <p>Upgrades to the Narrandera stormwater system under those circumstances would be entirely grant dependent.</p> <p>None of these submissions suggest expenditure cuts or service level reductions at the Lake Talbot Water Park.</p>
64, 94, 120, 122,	Object – based on increased land values	<p>Land values are determined by the NSW Valuer General and are based on market values or sales of similar nearby properties. Council is required to use those valuations, for rating purposes. Landowners have the opportunity to object to land values as they are assigned to their properties.</p> <p>Without an SV rate, income as a whole can only increase</p>



		by the rate peg limit. However individual properties may have changes in their rates in excess of those limits if their particular value increases by more than the average for that category of land.
107, 169, 173, 181, 182, 184,	Object – defer and examine all other options – plan B	Local government in NSW is funded largely from three sources – grants, rates, fees and charges. One off funding has been sourced in the past from asset sales and temporary transfer of water. Income from interest on investments fluctuates.  The current levels of service and needed asset replacement cannot be sustained without a permanent increase in rate income. This will also assist Council in improving its own source revenue ratios. Council is committed to continue to examine alternative sources of income and cost reductions under the Improvement Plan.
130	Object – use of consultant, lack of planning and no plans for East Street	Consultants have been engaged in this process to work with Council on refining asset and financial plans and the Capacity to Pay report. The process has been led and owned by Council.  The upgrade of Lake Talbot Water Park has been an outstanding success with record attendance putting pressure on available parking. Included as part of that process has been the establishment of a very competent management team and the implementation of quality controls guaranteeing the highest standards of operation, safety and service delivery.  Council has developed and adopted strategies for the future residential and employment lands and is currently developing plans for Lake Talbot and Narrandera stormwater. Council took a strategy for East Street upgrade to the community which was rejected. An audit of generally available parking spaces in the CBD is planned for the near future.  A successful SV will allow Council to continue with its positive agenda for this community.
1,2,4, 6, 36, 78, 81, 84, 85, 86, 177,	Support – understand the need for the variation, want to see the town prosper and grow	Positive
8, 9,10,17, 70, 97, 112, 113,	Support – two-year implementation	No comment needed
15, 56, 100, 116,	Support – one year implementation	No comment needed
22, 27,31, 39, 102,	Neutral – one year implementation	No comment needed
91, 132, 157,	Neutral – two-year implementation	No comment needed
38, 79, 88, 124, 125,	Support – for a longer	Council has the discretion, having been to the public, to apply for an SV over an extended period of implementation

126, 127, 138, 171, 178,	implementation or lower percentage	or of applying for a lower amount but cannot increase the amount sought above that which was advertised.
98	Neutral – recommends a shared service model with Leeton Council	Narrandera and Leeton Councils share the cost of some services including community transport, regional library and arts and the Narrandera Leeton airport. Both councils work cooperatively in RAMJO to address other more regional issues and share in the Western Murrumbidgee economic zone. Narrandera also works closely with neighbouring councils in tourism with the Murrumbidgee Trails initiative.

A submission, by way of an objection, was received from a group calling itself “The Narrandera Concerned Ratepayers Group Committee” (NCRGC) of which the chairperson is Mr W Hall. A copy of the submission is attached, and I provide the following more detailed response to the matters raised by the group.

**1. Issue: Community meeting called by the NCRGC - we were disappointed that only one Councillor, Cr Lander, was in attendance and our community were perplexed and also disappointed with the low Councillor attendance.**

Response:

- Council became aware via social media that a meeting was being called and offered to attend, answer questions and make a presentation if invited. That offer was extended to the convenor of the meeting and also at a meeting the General Manager had with the Meeting chair. No invitation was received, despite a follow up approach. It is also our understanding that the NCRGC was formed after the meeting.

**2. Issue: Council has a poor reputation in our community. We believe Council has lost the confidence of the Community and an Administrator urgently needs to be appointed.**

Response:

- The most recent community satisfaction survey undertaken by Council was in 2021 and it showed an improved level of satisfaction with Council with 77% of residents who responded at least “somewhat satisfied” with the performance of Council.
- The appointment of an administrator would be more likely to occur if Council failed to act on poor financial outcomes. Any administrator so appointed would have a priority of ensuring long term financial sustainability and compliance with government expectations.

**3. Issue: Adoption of Morrison Low to assist with the preparation of financial analysis and request for a meeting.**

Response:

- Morrison Low were appointed to ensure transparency in the process and to acquire the expertise necessary to produce the required level of analysis.
- The NCRGC is welcome to approach Morrison Low for a meeting at their cost.

**4. Issue: Community meetings**

Response:

- The first public meeting was held shortly after Council resolved to go to the community with the proposals. It was before the individual letters went out; however, the meeting was well publicised on social media – NCRGC’s preferred media platform, almost a week before the meeting. A further five (5) public meetings were held across the Shire, after the individual letters were sent out and those meetings were all well attended.
- All the Councillors except Cr Morris and Cr Payne attended at least one meeting. The Mayor and Deputy Mayor attended all meetings.
- At all of the meetings, the General Manager made it clear that submissions would be

considered by Council at the November meeting and also described the seriousness of the situation outlining the outcomes for the Council and the community if the application proceeded and if it did not.

**5. Issue: Integrity**


Response:

- The General Manager has a responsibility under the terms of his contract and the relevant legislation to ensure that Council is meeting its legal obligations including the principles outlined in Sec 8B of the LG Act 1993. Slide 13 of the presentation to the community meetings below lists the items to be funded by the SV if it proceeds.

*The Special Variation will generate an additional \$2.3m and it will fund the following...*

- Maintain existing service levels and fund depreciation
- Upgrade of the stormwater system in Narrandera \$300k
- Start to address the asset backlog \$960k
- Proceed with the technology and compliance upgrades \$240k
- Would become competitive in the labour market \$800k
- Could match grants for infrastructure renewal
- May capitalise on opportunities - Industrial lands, AAPA

*Critically Council will have capacity to cope with the current challenges and take advantage of some of the future opportunities*

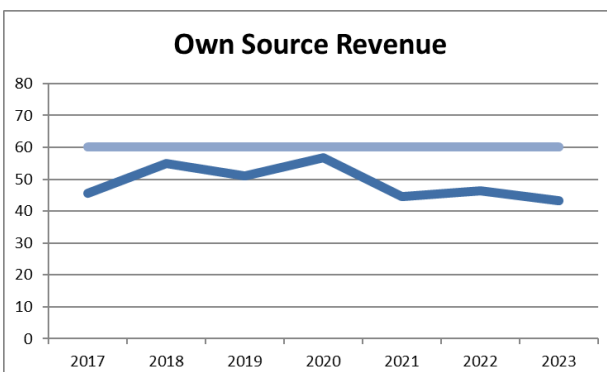


- The survey questionnaire is designed to assess the preference amongst respondents to the advertised options. There are several sections of the survey that allow “free form” entry which respondents could use to express other views, and many have taken that opportunity. A total of 50 surveys were submitted.
- Any member of the public concerned about the behaviour of the General Manager, or any other Council official can lodge a code of conduct complaint and have their concerns examined in full.

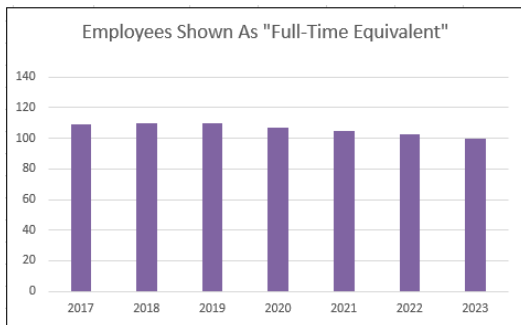
**6. Issue: Financial Data**

Response:

- In 2014 IPART assessed the Council as “NOT FIT” on the basis that it did not satisfy the scale and capacity and efficiency criteria. The “Fit for the Future” benchmarks have been replaced with performance measures which are published in the annual financial reports. NSC meets most of the benchmarks, but it has not met the “Own source Revenue” benchmark of 60% since 2015.



- The following table shows the numbers of employees expressed as “full time equivalent” over the period 2017 to date and the numbers are relatively stable.



- All employees except the General Manager are employed under the NSW Local Government State Award. During the period in question there have been annual increases in award rates and superannuation costs.
- The organisation structure as it presently exists, including the positions of two Deputy General Managers (DGMs), was first adopted in September 2014 and has been re-adopted by subsequent councils to the present time. The report of consultants Blackadder Associates which contained the recommended structure cited opportunities for a more strategic role for the DGMs and opportunities for middle managers to take an increased responsibility for service reviews and service delivery. There are many alternative structures throughout the industry and larger councils often have three or more “directors”.
- The number of management positions has been increased by two to cater for the increased role of Council in community transport and home and community care which are largely grant funded programs, and to elevate the role of Water and Wastewater Engineer to Manager.
- The General Manager’s comments in relation to staff turnover during the period to June 2023 advised that 24 staff had left the organisation, of which: seven had retired; two were casuals; two were trainees completing their traineeships; 11 had resigned citing more attractive salaries as the reason for leaving. The current average length of service in Council is 9.42 years. Staff surveys and exit interviews do not support the comment “toxic and mismanaged” environment.
- The Blackadder report also contains a section on the Council’s financial position and outlook. It refers to the Treasury Corporation classification of Council’s financial position as “sound with a negative outlook”. Blackadder goes on to discuss the practice of many councils in seeking a special rate variation from IPART.
- Inclusion of a component in the SV process to help correct the deficiencies in the current salary structure is designed to ensure some level of competitive strength in recruitment and retention when competing for scarce quality staff resources.
- Council policies in relation to COVID-19 were in accordance with NSW State Government advice at the time and required vaccination especially for highly exposed staff, which was entirely appropriate. Those policies no longer require such vaccination. I do note, however, that COVID-19 appears to be back on the rise.
- Councillors cited strong community demand in support of the local business for their decision on the Lake Talbot Water Park tender.

**7. Issue: Grants and Consultants**

Response:

- The general practice in Council is to apply to all relevant grant programs particularly when receipt of a grant would assist in addressing a failing community asset (Lake

Talbot Water Park), an economic opportunity (Red Hill Industrial Estate), an expansion of a community facility (water tower playgrounds and footpaths), or the continued development of the road system.

- In the past the difficulty has been in gaining grants not “grabbing” them. That difficulty is likely to increase. A list of projects and assets that are considered appropriate for inclusion in grant applications is regularly reviewed by Councillors.
- Council does use consultants and a report on their use is included in each quarterly budget review submitted to Council. The report includes the name of the consulting firm, the purpose of the consultancy and how much has been paid. It is available along with all Council meeting business papers on the council web site.

#### **8. Issue: SRV Proposal**

Response:

- The purpose of the SV has been included in the presentations and in the slide shows.
- The stormwater flooding in Narrandera was the subject of two community meetings held in February 2022 and May 2022 and the upgrade has strong community support. The SV includes an amount of \$300K earmarked to fund repayments of loans raised by Council to meet its share of the project cost. By way of an example, the guidelines for the Australian Government’s Disaster Ready Fund set up to assist communities recover from the 2022 flooding have been released. Council is preparing an expression of interest. The Australian Government requires a mandatory 50% co-contribution which may include 25% contributed by the State.
- The Council decision to choose the tender from MagiQ Software to supply and install the new EMS was based on several factors, one of which was price. During the demonstrations MagiQ performed strongly in all criteria and demonstrated the skills and abilities to be able to deliver a fully integrated system. A decision to go with Civica would have cost an additional \$800K (over five years) plus additional staff resources and would have resulted in a further 3% on the SV amount.

#### **9. Issue: Projects**

Response:

- Following the development of the current Community Strategic Plan and the Delivery program, both of which have involved extensive community consultation Theme 3: Our Economy includes the following strategy “Create strong conditions for investment and job creation through quality infrastructure and proactive business support”. This is one of the many things the community has asked Council to pursue.
- Included in the presentations is a list of opportunities that are on the agenda but are not included in the long-term financial plan upon which the SV proposal is based. They are recognised by Council as initiatives that offer great potential for this community. The establishment of an airline pilot training academy at the Narrandera airport would be subject to a development application and community consultation. It should be noted that the active promotion and development of the Narrandera-Leeton Airport is an action included in the Narrandera Shire 2022-26 Delivery Program (item 3.1.4) and has strong community support.
- Plans to deepen Lake Talbot have been developed in close consultation with the community by way of the Lake Talbot Environs Committee. This project remains in the planning phase with environmental approvals being sought and is estimated to cost around \$2M. Lake Talbot is a cornerstone recreational facility for Narrandera, the Shire and the region.
- Council has successfully sold all the land that it held in the Red Hill Industrial Estate

and planning of the next stage has commenced. Currently the estate accommodates seven businesses and employs dozens of local people. Two new major businesses are currently being established. The recent study on employment lands identified land to the west of the current estate as the preferred location for an expansion and applications for both State and Federal grants have been lodged. The estimate for the construction of the new estate is \$5M and under those grant programs Council would need matching funds of \$1M. The benefit to the community from this type of development is not in profit from land sales but in the ongoing employment of residents in jobs at businesses attracted to the area.

**Summary:** The submission lodged by the NCRGC objects to the proposed SV, is critical of the consultation process and questions the integrity of many involved. It contains several recommendations but no real financial analysis of the impact of those recommendations, nor does it include any positive initiatives for the future of Narrandera, the Shire or the Council.

A successful SV will enable the Council to continue with its positive agenda for the Shire.

### **Human Resources / Industrial Relations**

Council employs 100 FTE staff, and that level has remained relatively constant over recent years. There are several relevant issues.

- The SV process has been very stressful for staff, Councillors, and indeed for the public.
- Unfortunately, some of the submissions and attendees at meetings have personalised comments relating to staff and Councillors and that is regrettable. Where specifics have been provided, issues have been investigated.
- Should the SV not proceed for whatever reason, the impact on staff will be felt as service reviews are undertaken and implemented.
- The likelihood of retaining our good quality staff at the current uncompetitive market rates is problematic.
- If the recommended SV is implemented, it will provide an additional \$800K for staff salaries. This represents an increase of approximately 8%.
- Several submissions have referred to the increase in salary costs that has occurred since 2017. Those increases have generally been a result of award increases but there has also been some increase driven by internal promotions and advancement.

### **RISKS**

The risk posed by this process includes several aspects.

- Firstly, the Council could decide to not proceed with the application, or to proceed to apply for a lesser amount of an increase. Either outcome would require significant change to Council operations in the long-term as available funds fail to meet the ongoing expenses of Council. It would also mean, in all likelihood, that the stormwater project could not proceed, placing businesses, residences and Teloca House at risk of flooding in the future, and other opportunities would be lost. Long term risk would include failing asset conditions as renewals continue to fall behind.
- Secondly, the application could be unsuccessful and that would also require significant change to Council operations in the long-term as available funds fail to meet the ongoing expenses of Council. It would also mean, in all likelihood, that the stormwater project could not proceed, placing businesses, residences and Teloca House at risk of flooding in the future, and other opportunities would be lost.

- Thirdly, there is a risk that the successful implementation of the increase will cause hardship amongst a small number of residents. That risk has been discussed in full in the Capacity to Pay Report and can be mitigated using the hardship policy.

## OPTIONS

1. **Not Recommended. No Special Variation application. If Council is considering not lodging an application for an SV the following resolution would be appropriate.**

*That Council:*

1. *Receives and notes the Community Consultation report and thanks the respondents for their submissions.*
2. *Not lodge an application for a Special Variation but instead:*
  - i. *Adopts the revised 2022-26 Delivery Program and LTFP with the Scenario one – Base case as the endorsed option.*
  - ii. *Recognises that the LTFP so adopted shows Council as sustaining continuing operating deficits from 2023 and entering negative unrestricted cash from 2025.*
  - iii. *Authorises the Mayor to call a special workshop to allow Councillors to identify priority areas for service reductions, increases in income from fees and charges, and savings from staff and contractor cuts.*
  - iv. *Requires the General Manager to develop a strategy to achieve net reductions in expenditure sufficient to remove the above deficits and achieve positive unrestricted cash incorporating the priorities established by Councillors and implementation of the Improvement Plan, and report back to Council in conjunction with budget development for 2024-25*
  - v. *Authorises the General Manager to advise the relevant unions of the review.*

2. **Recommended. Special Variation application introduced over one year of 41.5%. The following resolution would be appropriate.**

*That Council:*

1. *Receives and notes the Community Consultation Outcomes Report and thanks the respondents for their submissions.*
2. *Adopt the revised 2022-26 Delivery Program and Long-Term Financial Plan (LTFP) with the Scenario two – one-year Special Variation option – Long Term Sustainability.*
3. *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 41.5% 2024-25 (including the rate peg), with that increase to be a permanent increase 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 \$720.00 for 2024-25 (including the rate peg) and the minimum ordinary for Business Narrandera category to be set at \$810.00 for 2024-25 an increase of 41.5% (including the rate peg) with that increase to be a permanent increase retained within the rate base.*

4. *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.*
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 between farmland, residential and business.*
7. *Authorises the General Manager to implement the Improvement Plan adopted by Council in June 2023 and report to Council six monthly on the outcomes of that implementation.*

**3. Not recommended. Special Variation application introduced over two years of 48.1%. The following resolution would be appropriate.**

*That Council:*

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.*



## CONCLUSION

Following detailed analysis of Council's long term financial sustainability Council resolved to seek community feedback on proposals for a Special Variation (SV) to general rates. The increase in rates is designed to enable Council to continue to provide quality services, to fund asset renewal and the upgrade of the Narrandera stormwater system.

All the landowners in the Shire have had the opportunity to examine these proposals, attend public consultation sessions and make submissions. Out of 3,611 ratepayers a total of 187 submissions have been received: 145 objections and 42 submissions that either supported an increase or were neutral.

The recommendation in this report is to proceed with an application to IPART for a permanent SV to be introduced in 2024-25 amounting to 45.1%, to continue to implement the improvement plan, and to conduct a review into the balance between Farmland, Residential and Business rate categories.

## RECOMMENDATION

That Council:

1. Receives and notes the Community Consultation Outcomes Report and thanks the respondents for their submissions.
2. Adopts the revised 2022-26 Delivery Program and Long-Term Financial Plan (LTFP) with the Scenario two – one-year Special Variation option – Long Term Sustainability.
3. Makes application(s) to the Independent Pricing and Regulatory Tribunal (IPART):
  - iii. under section 508A of the Local Government Act 1993 for increases to the ordinary rate income of 41.5% 2024-25 (including the rate peg), with that increase to be a permanent increase retained within the rate base and:
  - iv. 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 \$720.00 for 2024-25 (including the rate peg) and the minimum ordinary for Business Narrandera category to be set at \$810.00 for 2024-25 an increase of 41.5% (including the rate peg) with that increase to be a permanent increase retained within the rate base.
4. 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.
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 between farmland, residential and business.
7. Authorises the General Manager to implement the Improvement Plan adopted by Council in June 2023 and report to Council six monthly on the outcomes of that implementation.

**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**

**Document ID:** 691968  
**Author:** Councillor  
**Authoriser:** General Manager  
**Theme:** Our Leadership  
**Attachments:** Nil

**RECOMMENDATION**

That Council:

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

**PURPOSE**

The purpose of this report is to provide Council with information following my attendance on behalf of Council, at the Murray Darling Association (MDA) National Conference and Annual General Meeting.

**SUMMARY**

The MDA National Conference and AGM was held Monday 25 to Thursday 28 September 2023. Hosted by Murray Bridge Council in South Australia, the conference was set in the Murray Bridge Town Hall, and included study tours circumnavigating the Lower Lakes and across the barrages.

This was a very enjoyable and informative conference that offered time for valuable networking with the many delegates from attending councils.

**REPORT**

Let me first say as a delegate on the MDA for Narrandera Shire, I appreciate the chance to go to Murray Bridge for this conference.

The Murray Darling Basin covers an area of more than one million square kilometres = 14% of mainland Australia and is the 20th largest river catchment in the world. The Murray Darling Basin Plan is a partnership that shares water between all users and the environment in a sustainable way.

The theme of the 79th Annual National Conference 2023 was "Partnership through Collaboration Across the Basin". The Murray Darling Basin Plan was introduced in 2012 that was a historic agreement between the Australian Government and state governments to manage Australia's largest river system.

Now the Environment Minister Tanya Plibersek wants to rewrite the 2012 Murray Darling Basin Plan, by planning water buybacks to the tune of 450,000 ML of water from production – the equivalent of 9.8 billion serves of rice.

Water Taskforce Chair, Richard Bootle, reported that every single megalitre removed from the system through buybacks will reduce the amount of food we can produce.

This extra 450,000 ML was not part of the original Basin Plan and when the Federal Government caved into South Australia at the last minute, other states were assured it would not come out of the consumptive pool. No one can give a clear answer as why it is necessary and how it is even possible to deliver that much extra water down an already constrained Murray River.

We need answers from the government on how many people will need to go hungry and how many families and businesses will need to do it tough before they consider other options.

Richard Bootle went on to say that he strongly urged Minister Plibersek to follow through on community consultation around projects that can deliver in-systems water savings; many of these proposed options have community support but water buybacks certainly do not.

New advice provided to the Minister showed the project cannot meet its June 2024 deadline. It is likely to fall around 750 GL short of the legislative targets. The Minister, of course, blamed the former Coalition government saying the Albanese Government was committed to delivering the Murray Darling Basin Plan in full.

The next terrible drought is knocking on the door; El Nino is coming back. Delivering this plan must be a priority she said, then went on to say that water buybacks would be part of the delivery of the plan in full by 2027.

The plan now extends the timeline and introduces new options of voluntary water buybacks that some states and the Federal Coalition oppose because of the impact it could have on access and the price of water.

Water buybacks allow farmers to sell their water directly to the government. Concerns stem from the impact the government entering the market can have, including inflating the prices when water is withheld in favour of selling to the Commonwealth and supply is cut. This then flows on to the price of food by increasing the overhead costs of farming if the price of water becomes more expensive.

Many of the politicians now own a huge amount of water already. The 12-year plan was put in place to restore the water levels of Australia's most complex river system.

Over the period of the Conference there were very interesting guest speakers including:

- Hon Tanya Plibersek Federal Minister for the Environment and Water
- Senator Perin Davey Shadow Minister for Water and Emergency Management
- Daniel Blacker Deputy Inspector General for Water Compliance
- Stephanie Cooke MP NSW Shadow Minister for Water
- Hon Rose Jackson MLC NSW Minister for Water
- CEO Andrew McConville Murray-Darling Basin Authority
- Dr David Post CSIRO Surface Water Hydrology
- Dr Jacki Schirmer University of Canberra - Member for Climate Change and Adaptation Resilience and Recovery Network
- Dr Simon Banks Commonwealth Environmental Water Holder
- CEO Clair Miller NSW Irrigators Council
- Alex Zimmermann South Australia Flood Recovery Coordinator
- Dr Nadine Kelly South Australian Department for the Environment and Water

- Prof Mike Stewardson One Basin CRC
- Keeley Reynolds Natural Resources Access Regulator
- Mark Lamb CEO Murray Darling Association.

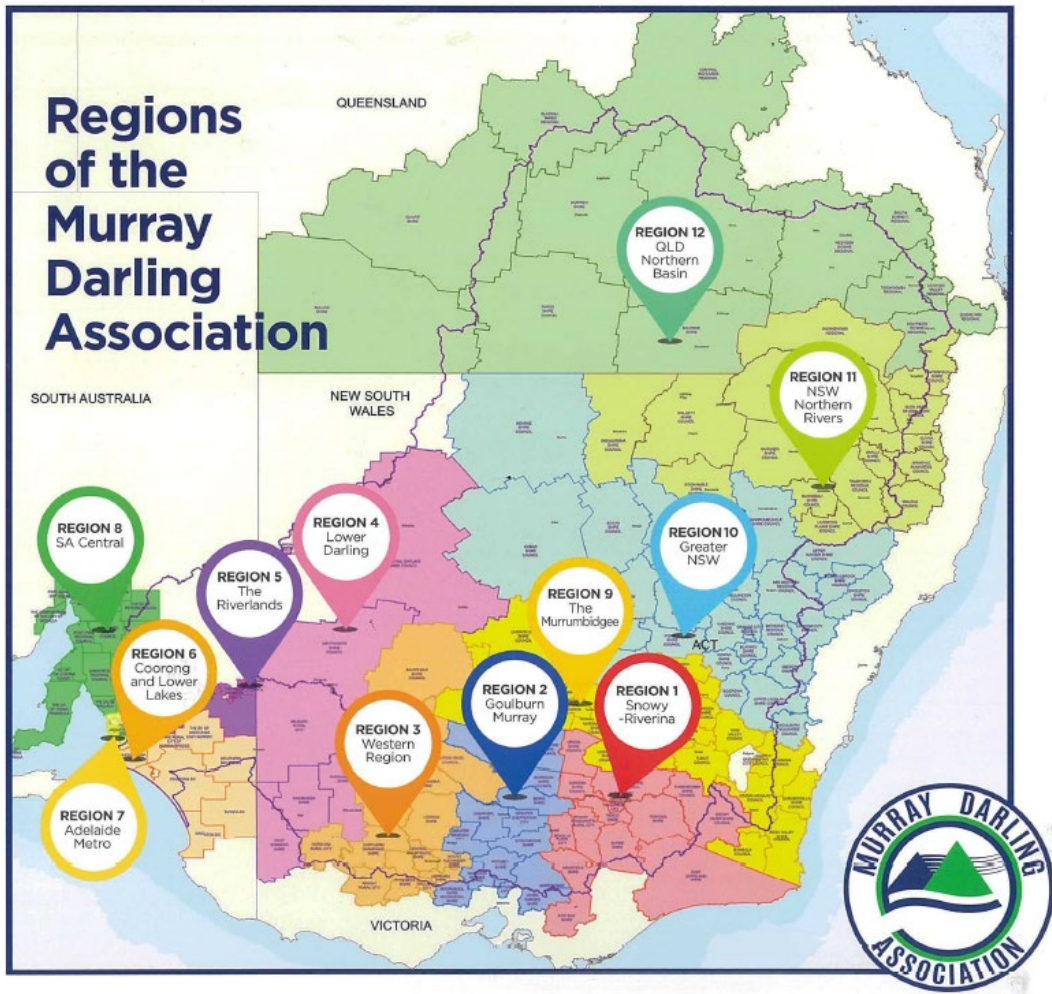
On 26 September, there was a study tour to circumnavigate the Lower Lakes and across the Barrages; the two lakes, Lake Albert and Alexandrina were filled to capacity. It is very hard to imagine that the area can be down to no water in drought times, but it has and of course will happen many times in the future.

Places visited on the day were real eye openers including:

- The Coorong and Lower Lakes – are internationally recognised for supporting rare and endangered plants and animals, as well as significant waterbird populations and fish species.
- The Lower Lakes, Coorong, and the Murray Mouth – The River Murray flows into Lake Alexandrina, which supplies Lake Albert to its east, the Coorong estuary to the south and then exits the Murray Mouth to the Southern Ocean. This site is of international significance and consists of 23 wetland types, a diverse range of native birds, fish, it is home to large concentrations of wading birds in Australia and is recognised internationally as a breeding ground for many species of migratory wading birds and threatened fish species. The Coorong is a long, shallow, and brackish to hypersaline lagoon more than 100 km long. It is separated from the ocean by a narrow sand dune Peninsula.

Saline waters of the Coorong lagoons and Murray Mouth estuary are prevented from entering the lakes and the Murray River by a series of barrages built in the 1930's.

The region is the only point of entry and exit for fish that move between freshwater and marine habitats and is the only pathway to export salt from the Murray-Darling Basin.



**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.

**Financial**

- Council has an annual budget for Councillor delegates to attend annual conferences

**RECOMMENDATION**

That Council:

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

**15 OUR COMMUNITY****15.1 PLAYGROUP NSW AND NARRANDERA PLAYGROUP - PROPOSED MEMORANDUM OF UNDERSTANDING****Document ID:** 703054**Author:** Governance and Engagement Manager**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Our Leadership**Attachments:** 1. Proposed Memorandum of Understanding (under separate cover)**RECOMMENDATION**

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.

**PURPOSE**

This report seeks Council endorsement of the proposed Memorandum of Understanding (MoU) between Playgroup NSW, Narrandera Playgroup and Council.

**SUMMARY**

Council was approached by Playgroup NSW on behalf of the Narrandera Playgroup to reactivate the former Narrandera Little Connections Playgroup centre located in the large weatherboard building behind the Narrandera Emergency Operations Centre. It is believed that the Narrandera Little Connections Playgroup went into recess within the past 12 to 18 months, with the Narrandera Playgroup looking to reopen the centre to cater for mums and bubs as a meeting and play space.

The Executive Leadership Team endorsed the proposed MoU at its 9 November 2023 meeting.

The building is located at the rear of 17-21 Twynam Street, Lot 2 Sec 39 DP 758757, which is land owned by Narrandera Shire Council. The land has been classified as operational land.

**BACKGROUND**

This large building previously housed the Narrandera Pre-School before it moved to its current Elwin Street location in about 2002. Since this time, various early childhood playgroups have used the facility which is apparent by the many toys, books and children's furniture in the large play space and the concrete bike track in front of the building.



The current Narrandera Playgroup facilitator is seeking a formal arrangement with Council before reopening the centre.

The large weatherboard clad building is identified on the following locality map.



Locality map of Lot 2 Sec 39 DP 758757 (17-21 Twynam Street, Narrandera)

Council staff met onsite recently with representatives from both the Narrandera Playgroup and Playgroup NSW to discuss the reopening and to undertake an assessment of the building. A small number of issues were identified but have since been rectified.

At the present time the playgroup intends to operate every Wednesday and Friday from about 9:00am to 12:00pm, however times can be adjusted if necessary.

**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 annual fee for the use of this property is \$400 plus GST.

**Legal / Statutory**

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

**Community Engagement / Communication**

- The proposal to enter into this Memorandum of Understanding has been included within the 21 November 2023 Council 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 Memorandum of Understanding.

**OPTIONS**

The options available for Council are:

1. Endorse the proposed Memorandum of Understanding between Playgroup NSW, the Narrandera Playgroup and Narrandera Shire Council as presented; or
2. Require amendments to the proposed Memorandum of Understanding with Playgroup NSW, the Narrandera Playgroup and Narrandera Shire Council.

**CONCLUSION**

The recommendation is for Council to endorse the proposed Memorandum of Understanding as presented and to provide the Mayor with delegated authority to sign the document.

**RECOMMENDATION**

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.

**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

**Document ID:** 700759

**Author:** Governance and Engagement Manager

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

**Theme:** Our Civic Leadership

**Attachments:**

1. **UNDER REVIEW POL037 - Public Interest Disclosures Policy (under separate cover)**
2. **DRAFT PROCEDURES - PID Act 2022 (under separate cover)**
3. **NSW Ombudsman - Developing PID Policy Guidelines (under separate cover)**
4. **NSW Ombudsman - Overview of PID Act 2022 (under separate cover)**

#### RECOMMENDATION

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.

#### PURPOSE

The purpose of this report is to present the amended POL037 Public Interest Disclosures Policy to the Council for adoption for 28-day exhibition purposes. The policy and procedures were endorsed by the Executive Leadership Team on 14 September 2023 and were presented to the Council briefing session of 17 October 2023.

#### SUMMARY

This policy was last reviewed in March 2023, however at the time of revision the amendments did not recognise the new *Public Interest Disclosures Act, 2022* (PID Act).

The attached policy and procedures have been based on the guidelines from the NSW Ombudsman titled 'Developing your Public Interest Disclosures policy' and also from the information sheet titled 'Overview of the new *Public Interest Disclosures Act 2022*'.

#### BACKGROUND

The current policy has been amended to reflect the 'model' policy provided by the Office of the NSW Ombudsman with the procedures also based on the same reference documents.

The attached guidelines and information sheet from the NSW Ombudsman outline the changes to reporting Public Interest Disclosures (PIDs), but in summary the following changes are the most significant:

- The PID Act now applies to all NSW public sector agencies.

- PIDs can now be made direct to the General Manager, a Disclosure Officer or a direct manager, supervisor, team leader. The manager, supervisor or team leader will make sure that a PID is communicated to a Disclosure Officer or may accompany the person to make the report to a Disclosure Officer
- These are now the categories of PIDs:
  - Voluntary PID: reported by the public official because they decided of their own accord to come forward to disclose what they know
  - Mandatory PID: reported by the public official because they have a legal obligation to make the report
  - Witness PID: reported by a person who discloses information in the course of an investigation.
- Serious wrongdoing has been expanded to include:
  - Corrupt conduct
  - Serious maladministration
  - A government information contravention
  - A Local Government pecuniary interest contravention
  - A privacy contravention
  - Serious and substantial waste of public money.
- Disclosure Officers are identified in the proposed policy and include the Deputy General Manager, the Human Resources Manager and the Governance and Engagement Manager, however the definition has been expanded to include:
  - The most senior ongoing employee who ordinarily works at a permanently maintained worksite where more than one employee works
  - The member of an unelected governing body within an agency
  - Manager/Supervisor or Team Leader being the person who directly, or indirectly, supervises the person making the report.
- There remains an obligation for agencies to protect the identity of PID makers with the PID Act requiring agencies to undertake a risk assessment to minimise the risk of detrimental action while the action is being dealt with.

### **Proposed Action Plan**

- Council endorses the policy for exhibition purposes at the 21 November 2023 meeting.
- In the event that a submission is received during the exhibition period, a further report will be submitted to the 20 February 2024 meeting of Council for consideration.
- In consultation with the Human Resources section, the Governance and Engagement Manager proposes to use training SCORM files supplied by the NSW Ombudsman Office to deliver an individual training module to Councillors and staff using the PULSE eLearning module within six months of 1 October 2023
- The NSW Ombudsman has established the following training timelines:

## Training and awareness

Agencies must provide appropriate training to the head of agency, disclosure officers for the agency and managers of public officials associated with the agency.

The training must be provided:

- Within a reasonable time after the person becomes associated with the agency and
- No later than the day that is the later of:
  - 6 months after the commencement of the PID Act or
  - The day that is 3 months after the person commences in the relevant role.

Agencies can use the NSW Ombudsman’s eLearning modules, or face to face training packages, to ensure this training is delivered to their staff.

A ‘public official’ is defined in Section 14 of the *Public Interest Disclosures Act 2022*

### 14 Meaning of “public official”

(1) In this Act, *public official* means 1 or more of the following—

- (a) a person employed in or by an agency or otherwise in the service of an agency,
- (b) a person having public official functions or acting in a public official capacity whose conduct or activities an integrity agency is authorised by another Act or law to investigate,
- (c) an individual in the service of the Crown,
- (d) a statutory officer,
- (e) a person providing services or exercising functions on behalf of an agency, including a contractor, subcontractor or volunteer,
- (f) if an entity, under a contract, subcontract or other arrangement, is to provide services on behalf of an agency or exercise functions of an agency in whole or in part—an employee, partner or officer of the entity who is to be involved in providing the services in whole or in part, or who is to exercise the functions,
- (g) a judicial officer,
- (h) a member of Parliament, including a Minister,
- (i) a person employed under the *Members of Parliament Staff Act 2013*.

(2) The regulations may, for the purposes of this Act, declare a person—

- (a) to be a public official, or
- (b) not to be a public official.



- The Human Resources section will update the Public Interest Disclosures information within the staff induction process and provide a copy of the draft policy until such time as the new policy is adopted.

**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**

- NSC Code of Conduct
- Complaints Management Policy
- Disciplinary Policy
- Equal Employment Opportunity Policy
- Grievance Handling
- Statement of Business Ethics Policy
- Volunteer Policy
- Work Health Safety Policy.

**Financial**

- There will be a small productivity cost as Councillors and staff will require time to undertake the compulsory training necessary.

**Legal / Statutory**

- *Government Information (Public Access) Act 2009*
- *Independent Commission Against Corruption Act 1988*
- *Local Government Act 1993*
- *Ombudsman Act 1974*
- *Public Interest Disclosures Act 2022.*

**Community Engagement / Communication**

- This policy will be included in the 21 November 2023 Ordinary Business Paper then placed on exhibition as part of the community consultation process for a period of 28 days.

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

- There are no perceived human resources or industrial relations risks with the proposed amendments.



**RISKS**

Council will be in breach of the *Public Interest Disclosures Act 2022* by not having a relevant policy in place.

**OPTIONS**

The options available to Council are:

1. Adopt the attached amended Public Interest Disclosures policy as presented and place the document on public exhibition for a period of 28 days; or
2. Make amendments to the attached amended Public Interest Disclosures policy and place the document on public exhibition for a period of 28 days.

**CONCLUSION**

The amendments to the Public Interest Disclosures Policy and supporting procedures have been derived from the guide published by the NSW Ombudsman titled 'Developing your Public Interest Disclosures policy' and the information sheet titled 'Overview of the new *Public Interest Disclosures Act 2022*'. The recommendation will be for Council to adopt the amended policy for exhibition purpose for 28 days.

**RECOMMENDATION**

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.

**21.2 POLICY REVIEW - POL029 BUSKING POLICY****Document ID:** 700821**Author:** Governance and Engagement Manager**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Our Civic Leadership**Attachments:** 1. **UNDER REVIEW POL029 Busking Policy (under separate cover)****RECOMMENDATION**

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.

**PURPOSE**

The purpose of this report is to present the amended Busking Policy to Council for consideration.

**SUMMARY**

This policy was last reviewed in 2020. The proposed amendments were endorsed by the Executive Leadership Team on 31 August 2023 and presented to the Council briefing session on 19 September 2023.

In the event that a submission is received during the exhibition period, a further report will be submitted to the 20 February 2024 meeting of Council for consideration.

**BACKGROUND**

Most of the changes within this review are administrative, such as updating the narrative and expanding or clarifying points within the document.

Significant changes include clarifying the circumstance where a busker can access Council's Local Community Insurance Scheme through payment of an annual fee and also that applicants must pay the required booking fee for each busking occasion.

Children under the age of 18 must hold a permit for busking activities with the permit to be issued in the name of an appropriate adult. The adult must also provide evidence that the parent or legal guardian consents to child busking so to avoid potential breaches of the *Modern Slavery Act, 2018*.

The busking permit application form will be amended to reflect these changes once the policy has been adopted. The application form will also be reviewed by the Enterprise Risk and Safety Officer regarding risk assessment that the applicant is required to supply to Council at the time of making application.

**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**

- POL029 Busking

**Financial**

- N/A

**Legal / Statutory**

- *Local Government Act, 1993*
- *Local Government (General) Regulation, 2021*
- *Modern Slavery Act, 2018*
- *Roads Act, 1993*

**Community Engagement / Communication**

- This policy has been endorsed by the Executive Leadership Team and was also presented to the 17 October 2023 Council briefing session.
- If adopted by Council for exhibition purposes, the amended policy will be placed on public exhibition for 28 days.

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

- There are no perceived human resources or industrial relations risks with the proposed amendments.

**RISKS**

There are no perceived risks by the proposed amendments.

**OPTIONS**

The options available to Council are:

1. Adopt the amended POL029 Busking Policy as presented then place the document on public exhibition for 28 days; or
2. Make amendments to the amended POL029 Busking Policy then place the document on public exhibition for a period of 28 days.

**CONCLUSION**

The proposed amendments to amended POL029 Busking Policy are mostly administrative but also provide clarity where necessary. The recommendation will be for Council to adopt the amended POL029 Busking Policy for exhibition purposes.

**RECOMMENDATION**

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.

**21.3 NEW POLICY - POL162 PAYMENTS TO ARIC INDEPENDENT MEMBERS****Document ID: 700764****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Civic Leadership****Attachments: 1. DRAFT POL162 Payments to ARIC Independent Members Policy (under separate cover)****RECOMMENDATION**

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.

**PURPOSE**

The purpose of this report is to present the draft POL162 Payments to ARIC Independent Members Policy to Council for consideration. The policy was endorsed by the Executive Leadership Team on 28 September 2023, the Audit Risk and Improvement Committee on 4 October 2023 and was presented to the Council briefing session of 17 October 2023.

**SUMMARY**

This policy is a new document that has evolved from the draft guidelines issued by the Office of Local Government in December 2022 titled 'Risk Management and Internal Audit for Local Government in NSW'.

In the event that a submission is received during the exhibition period, a further report will be submitted to the 20 February 2024 meeting of Council for consideration.

**BACKGROUND**

The attached new policy has been developed to both encompass the guidelines from the Office of Local Government and to detail the financial remuneration available to ARIC members.

When appointing independent members, the guidelines require an ARIC with an appropriate mix of skills, knowledge and experience. In most instances, a level of remuneration and reimbursement will be expected to achieve this level of competency. The draft guidelines from the Office of Local Government do not provide specific levels of remuneration to ARIC members, rather the following statement is contained within the guidelines:

## Fees

The fees a council pays to the chair and independent members of its audit, risk and improvement committee are to be agreed between the council and the chair or member and reflect the time, commitment and responsibility involved in serving on the committee.

Chairs and members can serve on a committee on a voluntary basis if they choose to.

## Superannuation

Councils are obliged under the *Superannuation Guarantee (Administration) Act 1992* to make compulsory superannuation guarantee contributions on behalf of audit, risk and improvement committee chairs and independent members where they are remunerated.

It is very difficult to gauge what other councils are offering in the way of remuneration and reimbursement, as many others are seeking the same information at the present time.

As most councils are currently finalising their conformity to the new guidelines, it is important that Narrandera Shire Council offers some form of remuneration and reimbursement, but at a level which is affordable.

For our Council the standard monthly payment to a Councillor is \$1,085.00. The Chairperson of ARIC would therefore receive \$1,085.00 + superannuation per meeting (four ordinary meetings per year and one extraordinary meeting per year), and an independent member would receive \$813.75 + superannuation per meeting. In accordance with the proposed policy, other expenses are also payable.

## 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

- NSC Code of Conduct

- ARIC Terms of Reference
- Internal Audit Charter

### **Financial**

- The new ARIC structure will continue to require a dedicated annual budget which is likely to increase annually with professional development of independent members and increased costs associated with internal audits and service reviews.

### **Legal / Statutory**

- *Local Government Act, 1993*
- *Local Government (General) Regulation, 2021*
- OLG Draft Risk Management and Internal Audit Guidelines (December 2022).

### **Community Engagement / Communication**

- This policy has been endorsed by the Executive Leadership Team, the Audit, Risk and Improvement Committee and was presented to the 17 October 2023 Council briefing session.
- If adopted by Council for exhibition purposes, the new policy will be placed on public exhibition for 28 days.

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

- There are no perceived human resources or industrial relations risks with the proposed policy.

### **RISKS**

An adopted policy for the remuneration and reimbursement of costs to ARIC independent members means that guidelines are established for payments to members. By not having a policy there is always the risk that improper actions could occur.

The provision of an overnight accommodation allowance and a meal allowance recognises Council's duty of care to independent members who travel a large distance to attend meetings in person.

### **OPTIONS**

The options available to Council are:

1. Adopt the new POL162 Payments to ARIC Independent Members Policy as presented then place the document on public exhibition for 28 days; or
2. Make amendments to the new POL162 Payments to ARIC Independent Members Policy then place the document on public exhibition for a period of 28 days.

### **CONCLUSION**

This new policy provides guidance on the remuneration and reimbursement of expenses to ARIC independent members, with the recommendation being for Council to adopt the new policy for exhibition purposes for a period of 28 days.

**RECOMMENDATION**

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.



**22 COMMITTEE REPORTS**

**22.1 NARRANDERA - LEETON SHIRE COUNCILS JOINT AIRPORT MANAGEMENT COMMITTEE - MINUTES - 23 OCTOBER 2023**

**Document ID: 699456**

**Author: Traffic Airport Engineer**

**Authoriser: Deputy General Manager Infrastructure**

**Attachments: 1. Narrandera - Leeton Shire Councils Joint Airport Management Committee Minutes - 23 October 2023**

**RECOMMENDATION**

That Council:

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

**MINUTES OF NARRANDERA SHIRE COUNCIL  
NARRANDERA - LEETON SHIRE COUNCILS JOINT AIRPORT MANAGEMENT  
COMMITTEE  
HELD AT THE COUNCIL CHAMBERS  
ON MONDAY, 23 OCTOBER 2023 AT 2.00PM**

**1 PRESENT**

Chairperson Mayor Neville Kschenka, DGMI Shane Wilson, WM Matt Vogeles, A.EDM Toneale O'Connell, Leeton - Cr Tony Reneker, Leeton - Cr Paul Smith, Leeton - EDM Michelle Evans, Minute Taker Andrew Pearson,

**2 APOLOGIES**

**COMMITTEE RESOLUTION**

Moved: Leeton - Cr Paul Smith  
Seconded: Leeton - Cr Tony Reneker

That apologies from GM George Cowan and GM Jackie Kruger be received and accepted.

**CARRIED**

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

NSC DGMI provided an update of the previous minutes and advised that the parallel taxiway was being advertised via Tender Link from 24 October 2023 and a site visit will be included for the next meeting planned for 25 March 2024.

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Leeton - Cr Tony Reneker  
Seconded: DGMI Shane Wilson

That the minutes of the Narrandera - Leeton Shire Councils Joint Airport Management Committee held on 21 October 2022 be confirmed.

**CARRIED**

## 5 REPORTS

### 6.1 OPERATIONAL REVIEW 2022/23.

#### COMMITTEE RESOLUTION

Moved: Leeton - EDM Michelle Evans

Seconded: DGMI Shane Wilson

That this item is received and the information noted.

**CARRIED**

This report provided an overview of the operations and activities for the period 1 July 2022 through to 30 June 2023 and included reference to the following areas:

- Passenger number comparison 2018 – 2023 noting current reduced flights.
- Continued training facility for Australian Airline Pilot Academy AAPA.
- Valuable in kind support from the Rural Fire Service re controlled hazard reduction.
- Parallel Taxiway tender.
- Obstacle Limitation approaches.

### 6.2 PROPOSED 2023/24 AIRPORT BUDGET FEES, CHARGES & CAPITAL WORKS.

#### COMMITTEE RESOLUTION

Moved: Leeton - Cr Paul Smith

Seconded: Leeton - Cr Tony Reneker

1. That the proposed 2023/24 Airport Budget Fees, Charges and Capital works be adopted.
2. That the Narrandera – Leeton Airport Management Committee consider additional capital works to the value of \$15,000 (\$7,500 each Council) not expended in the 2022/23 year for additional works as outlined in the report.

**CARRIED**

NSC DGMI outlines current budget fees, charges and capital works for the 2023/24 year. Aside from the parallel taxiway the most significant planned capital works is the re-marking of runway 14/32 centrelines, touch down and apron areas. There was consensus that funds not expended in the 2022/23 year (\$15,000) be utilised for minor improvements in and around the terminal. Suggested areas being:

- Renewal of basins and taps in the men's and ladies' facilities.
- Improved amenities lighting.
- Blinds and or tinted windows particular on the airside frontage of the terminal.

It was noted that the internal roadway near the terminal is to be renewed under the NSC current repair program in the near future.

### **6.3 REGIONAL EXPRESS FLIGHT SCHEDULES.**

#### **COMMITTEE RESOLUTION**

Moved: Leeton - Cr Tony Reneker

Seconded: Leeton - Cr Paul Smith

1. That this item be received and the information noted.
2. That both Councils continue dialogue with Regional Express executives in relation to the flight reductions and timing of flight schedules being resumed.

**CARRIED**

This report noted Regional Express reduced flight availability through November 2023 – March 2024. As referenced in earlier reports the reduced flight schedule will have a significant impact on forecasted revenue for the 2023/24 year and a conservative revised estimate has been forecast.

### **6.4 REVIEW OF CURRENT MEMORANDUM OF UNDERSTANDING**

#### **COMMITTEE RESOLUTION**

Moved: Chairperson Mayor Neville Kschenka

Seconded: Leeton - Cr Tony Reneker

1. That the Narrandera – Leeton Airport Management Committee endorse amendments to the Memorandum of Understanding (MOU) for the operational requirements of Narrandera – Leeton Airport.
2. That the MOU remain current until it is reviewed within the first twelve months of the Council commencing September 2024.

**CARRIED**

A final draft of the revised MOU between both Council's was considered with discussion held on the timing of the meetings each year. Various options were considered with consensus being meetings be held in the second quarter of the financial year (Oct – Dec) and third quarter of the financial year (Jan – Mar).

It was also agreed that a copy of the approved minutes be provided to LSC for their records and Councillor information.

## **6 GENERAL BUSINESS**

**6.4.1** – LSC Cr Reneker sought an update on continued dialogue with Regional Express, NSC DGMI advised that it would continue every 2-3 months.

**6.4.2** – NSC DGMI advised that the majority of construction in relation to the parallel taxiway will be undertaken under a Special Event Zone (SEZ) which will reduce the onerous security requirements.

**7 NEXT MEETING**

Monday 25 March 2023 – 2.00pm and will include a site visit.

**8 MEETING CLOSE**

**Meeting Closed at 2.39pm**

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

Unconfirmed

**22.2 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 26 OCTOBER 2023**

**Document ID: 701887**

**Author: Events & Visitor Services Team Leader**

**Authoriser: General Manager**

**Attachments: 1. Australia Day Planning Advisory Committee Minutes - 26 October 2023**

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Advisory Committee held on Thursday 26 October 2023.



# **MINUTES**

## **Australia Day Planning Committee**

**26 October 2023**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
AUSTRALIA DAY PLANNING COMMITTEE  
HELD AT THE VISITOR INFORMATION CENTRE  
ON THURSDAY, 26 OCTOBER 2023 AT 8.30AM**

**1 PRESENT**

Mrs Beryl Brain, Mayor Cr Neville Kschenka, Ms Helen McDermott, Mr Graeme Davies,  
Minute Taker Brenda Hartmire,

**2 APOLOGIES**

**COMMITTEE RESOLUTION**

Moved: Mayor Cr Neville Kschenka

Seconded: Ms Helen McDermott

That apologies from Cr Narelle Payne be received and accepted.

**CARRIED**

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Mayor Cr Neville Kschenka

Seconded: Mr Graeme Davies

That the minutes of the Australia Day Planning Committee held on 28 September 2023 be confirmed.

**CARRIED**



## 5 REPORTS

### 6.1 AUSTRALIA DAY NOMINATIONS UPDATE

#### COMMITTEE RESOLUTION

Moved: Mayor Cr Neville Kschenka

Seconded: Mr Graeme Davies

That the Committee:

1. Recommends an extension to the closing date of the nomination period to Friday November 10<sup>th</sup> 7pm.

There are not enough nominations in all categories to choose the award winner so a two week extension was decided upon – extra promotion of this includes posters, Facebook and radio.

**CARRIED**

### 6.2 AUSTRALIA DAY COMMUNITY GRANT AND ACTIVITIES

#### COMMITTEE RESOLUTION

Moved: Ms Helen McDermott

Seconded: Mr Graeme Davies

That the Committee:

1. Discusses and recommends the activities planned for Australia Day and content of the Australia Day Ceremony.
  - The Australia Day Council Community Event grant was successful \$15000
  - Ceremony Award Recipients will receive a framed certificate and a native plant
  - A shuttle bus will operate doing a continuous loop of Narrandera to take attendees to Lake Talbot Water Park commencing at 7am until 8.30am for the Australia Day Ceremony and return loops when the ceremony concludes. The route will be advertised on the Australia Day page of the council website, Argus and Facebook.

**CARRIED**

## 6 GENERAL BUSINESS

## 7 NEXT MEETING

Thursday 23<sup>rd</sup> November 8.30am Narrandera Visitors Centre

**8 MEETING CLOSE**

**Meeting Closed at 9.40am**

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

**22.3 LOCAL EMERGENCY MANAGEMENT COMMITTEE - MINUTES - 10 OCTOBER 2023****Document ID: 702155****Author: Manager Projects and Assets****Authoriser: Deputy General Manager Infrastructure****Attachments: 1. Local Emergency Management Committee Minutes - 10 October 2023****RECOMMENDATION**

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.

**MINUTES OF NARRANDERA SHIRE COUNCIL  
LOCAL EMERGENCY MANAGEMENT COMMITTEE  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 10 OCTOBER 2023 AT 9:10AM**

**1 PRESENT**

Mayor Cr Neville Kschenka, Mr Alastair Macdonald, Mr Chris Quiring, Mr Shane Hargrave, Mr Justin Langley, Mr Neal Tait, PAM Fred Hammer, Ms Debbie Hobbs, Mr Steve Hompes, Mr Issac Lee, Mr Peter Cook, Ms Georgia Davis, Mr Chad Kennis, Mr David Buchtmann, Mr Peter Gare

**2 APOLOGIES**

DGMI Shane Wilson, Mr Daryl Cooper, Ms Karen Eurell, Ms Lexi Hone, Mr Markus Zarins, Ms Kate Williams, Ms Lindel Carey, Ms Debbie Wickes, Mr Robert Hutchinson, Mr Peter Beal, Mr Brendan Hall, Mr Pete Watson, Kate Johanson, Paul Billingham, Tom Wivell, Mr Jamie Horsfield

**3 DECLARATIONS OF PECUNIARY INTERESTNIL**

Nil

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**RECOMMENDATION**

Moved: Mr Chris Quiring

Seconded: Mr Justin Langley.

That the minutes of the Local Emergency Management Committee held on 13 June 2023 be confirmed.

**5 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**6 GENERAL BUSINESS - REPORTS AND CORRESPONENCE**

Mr Fred Hammer introduced to the Committee Mr Steve Hompes who has taken over from Mr Owen Plowman as the new Riverina Murray Regional Emergency Management Officer.

6.1 – REMO – Riverina Murray Emergency Management - Please refer to Agency Report – REMO – 10 October 2023.

6.2 - Rural Fire Service NSW - Please refer to Agency Report – MIA RFS – 10 October 2023.

6.3 – VRA – Mr Alastair Macdonald introduced Mr Peter Gare will be taking over as the squad's captain. Please refer to Agency Report – Narrandera VRA Rescue Squad – 20 October 2023.

6.4 – Ambulance NSW - Please refer to Agency Report – NSW Ambulance – 20 October 2023.

6.5 - Fire & Rescue NSW – Please refer to Agency Report – Fire and Rescue NSW – 20 October 2023.

6.6 – NSW Reconstruction Authority – Please refer to Agency Report – NSWRA – 20 October 2023.

6.7 – Welfare Services – Please refer to Agency Report – WSFA – 20 October 2023.

6.8 – NSW Police Force – Mr Quiring stated that the current staffing levels are impacting the stations resourcing and they are slowly filling vacant positions. Narrandera police station have received the delivery of a 6m rescue boat.

6.9 – Transport for NSW – Nil Report

6.10 – Red Cross – Nil Report

6.11 - Local Health District – Nil Report

6.12 – Essential Energy – Nil Report.

6.13 – LEMO – Mr Hammer provided the committee with an update on the Narrandera Floodplain Risk Management projects

6.14 – State Emergency Service - Please refer to Agency Report – NSW SES – 20 October 2023.

Mr Hargrave's presented to the committee a revised Volume 1 of the SES Flood Emergency Sub Plan and requested the committee receive and endorse the sub plan and that it be included in the Narrandera EMPLAN. Please refer Correspondence – Final Draft Narrandera Vol1 LGA FSSP March 2023 (Under separate cover)

6.15 – Local Lands Services – Please refer to Agency Report – RLLS – 20 October 2023

The report asked if the committee could receive and note the following provided attachment:

- Correspondence – Concept of Ops Final Nov 2022.
- Correspondence – Supporting Plan Agriculture and Animal Services Functional Area. (Under separate cover).
- Correspondence – CMG – Biosecurity Animal and Plant – SVC
- Correspondence – Consequence Management Guide Transport Accident Involving Animals

The report also requested that the committee receive and endorse the Biosecurity (Animal and Plant) Emergency Sub Plan and it be included in the Narrandera EMPLAN. Please refer to

Correspondence – Emergency Management Subplan Biosecurity Animal and Plant Emergency. (Under separate cover).

## **6.2 COMMITTEE RESOLUTIONS**

Moved: Mr Chris Quiring

Seconded: Mr Shane Hargrave

That the Committee:

1. For Council to receive and note the Agency Reports and Correspondence.
2. Recommend to Council to receive and endorse Volume 1 of the SES Flood Emergency Sub Plan and be included in the Narrandera EMPLAN.
3. Recommend to Council to receive and endorse the Biosecurity (Animal and Plant) Emergency Sub Plan and be included in the Narrandera EMPLAN.

## **7 NEXT MEETING**

13 February 2023

## **8 MEETING CLOSE**

**Meeting Closed at 10:55am**

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

**22.4 NARRANDERA DOMESTIC VIOLENCE ADVISORY COMMITTEE - MINUTES - 23 OCTOBER 2023****Document ID: 702631****Author: Senior Customer Service Administration Officer****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Narrandera Domestic Violence Advisory Committee Minutes - 23 October 2023****RECOMMENDATION**

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.

The Domestic Violence Committee discussed the following items:

- Business size cards with direction to our website via a QR code for information to assist those impacted by domestic and family violence.
- Scheduling an Extraordinary meeting to adopt a card design prior to the November Council meeting.
- 16 Days of Activism activities in Marie Bashir Park on Friday 1 December 2023 to raise community awareness.



# **MINUTES**

## **Domestic Violence Committee**

**23 October 2023**



**MINUTES OF NARRANDERA SHIRE COUNCIL  
DOMESTIC VIOLENCE COMMITTEE  
HELD AT THE COMMUNITY SERVICES BUILDING  
ON MONDAY, 23 OCTOBER 2023 AT 5.00PM**

**1 PRESENT**

Chairperson Leigh Mathieson, Cr Tracey Lewis, Cr Braden Lyons, Ms Aloma Simpson, Ms Kristy McDuff, Community Services Manager Stacie Mohr,

**2 APOLOGIES**

**COMMITTEE RESOLUTION**

Moved: Ms Aloma Simpson

Seconded: Ms Kristy McDuff

That apologies from Mrs Brigitte Stanton be received and accepted.

**CARRIED**

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Ms Kristy McDuff

Seconded: Ms Aloma Simpson

That the minutes of the Domestic Violence Committee held on 26 September 2023 be confirmed.

**CARRIED**

**5 REPORTS**

**6.1 ELECTION OF COMMITTEE CHAIR**

**COMMITTEE RESOLUTION**

Moved: Cr Tracey Lewis

Seconded: Ms Aloma Simpson

The Committee:

1. Elected Leigh Mathieson as Chairperson for the next term.

**CARRIED**

CSM Stacie Mohr took over responsibility of Chairperson for the purpose of the election of Chairperson.

Cr Tracey Lewis nominated Leigh Mathieson.

Leigh accepted nomination.

There were no other nominations. Leigh was elected committee Chairperson for the next term.

Leigh resumes as Chairperson for the remainder of the meeting.

## **6.2 PROMOTIONAL MATERIAL**

### **COMMITTEE RESOLUTION**

Moved: Ms Aloma Simpson

Seconded: Cr Tracey Lewis

The Committee:

1. Endorse the below list of organisations to be included in the promotional material to be distributed to the community as business card size information cards with contact numbers of local organisations that assist those impacted by domestic and family violence:
  - Link 4 Women – Griffith Refuge
  - Link 2 Home – DCJ Homelessness Statewide
  - Sisters Housing Enterprise – Wagga Wagga
  - Salvation Army Murrumbidgee Accommodation
  - 1800RESPECT
  - Fusion Narrandera Op-Shop
2. CSM to investigate the possibility of including a QR code on information cards which directs customers to information on the Council website
3. to schedule an Extraordinary meeting on 2 November 2023 at 2pm via Teams to adopt the card design.

**CARRIED**

### **6.3 16 DAYS OF ACTIVISM**

#### **RECOMMENDATION**

The Committee:

1. Discussed the following ideas for the committee to raise awareness of the 16 Days of Activism held 25 November 2023 – 10 December 2023:
  - Brunch to be held in Marie Bashir Park Friday 1 December 2023
  - Invite Steph Cooke as guest speaker on Cohesive Behaviour
  - Obtain a quote for the purchase of battery operated lights to represent each live lost in the Riverina as a result of domestic violence
  - Invite other service providers to attend and set up stalls with information
  - Promote through Council's social media platforms
  - CSM to investigate the location of large domestic violence banner for erection across East Street for the duration of promotion

### **6 GENERAL BUSINESS**

Nil

### **7 NEXT MEETING**

Extraordinary meeting Thursday 2 November, 2pm via Teams

### **8 MEETING CLOSE**

**Meeting Closed at 6:23pm**

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

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

**Document ID: 702666**

**Author: Community Support Manager**

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

**Attachments: 1. Narrandera Domestic Violence Advisory Committee Minutes -  
2 November 2023**

**RECOMMENDATION**

That Council:

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



# **MINUTES**

## **Extraordinary Domestic Violence Committee**

**2 November 2023**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
EXTRAORDINARY DOMESTIC VIOLENCE COMMITTEE  
HELD AT THE VIA TEAMS  
ON THURSDAY, 2 NOVEMBER 2023 AT 1.30PM**

**1 PRESENT**

Chairperson Leigh Mathieson, Cr Braden Lyons, Ms Aloma Simpson, Ms Kristy McDuff, Mr Trevor Murphy, CDM Stacie Mohr,

**2 APOLOGIES**

**COMMITTEE RESOLUTION**

Moved: Ms Kristy McDuff

Seconded: Cr Braden Lyons

That apologies from Cr Tracey Lewis be received and accepted.

**CARRIED**

**3 DECLARATIONS OF PECUNIARY INTEREST**

Nil

**4 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**5 REPORTS****5.1 PROMOTIONAL MATERIAL****COMMITTEE RESOLUTION**

Moved: Ms Kristy McDuff

Seconded: Cr Braden Lyons

The Committee:

1. Endorse the proof for the promotional material to be distributed to the community as business card size information cards with contact numbers of local organisations that assist those impacted by domestic and family violence, with the following amendments:
  - Information regarding the QR Code “ Scan the QR code for information on relevant services”
  - Replace “25 Stars 25 violent deaths in 2022” and replace with Love Shouldn’t Hurt
  - Remove “Love shouldn’t hurt” from ribbon
  - Remove 9 stars to have 16 stars to represent 16 Days of Activism
  - Replace white writing with purple neon

**CARRIED**

**6 GENERAL BUSINESS**

Nil

**7 NEXT MEETING**

TBA

**8 MEETING CLOSE**

**The Meeting closed at 1.55pm.**

**22.6 YOUTH ADVISORY COUNCIL - MINUTES - 18 SEPTEMBER 2023****Document ID: 703216****Author: Community Support Manager****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Youth Advisory Council Minutes - 18 September 2023****RECOMMENDATION**

That Council:

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

Recommendations include:

- Accepting the resignation of Cr Clare McDonald and sending a letter recognising her contribution to the Youth Council.
- Receiving and noting the activities included in the Spring Fling program, including the Slime Run, Mario Kart Tournament, Games and VR and Roller Disco.
- Declining the request for support at the Koala Festival due to the proximity of the event to the Slime Run.
- Proposing to the Australian Day Planning Committee that the Youth Advisory Council be involved in the selection process for the Young Citizen of the Year Award at the 2024 Australia Day Celebrations, scheduled for 26 January 2024.





# **MINUTES**

## **Youth Advisory Council Meeting**

**18 September 2023**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
YOUTH ADVISORY COUNCIL MEETING  
HELD AT THE YOUTH SPACE  
ON MONDAY, 18 SEPTEMBER 2023 AT 4.30PM**

**1 PRESENT**

Cr Alex Luck, Cr Alyssa Sanders, Cr Harrison Rowe, Deputy Mikalie Vearing, Chairperson Ruby Hewitt, CSM Stacie Mohr, Observer Braden Lyons,

**2 APOLOGIES**

**COMMITTEE RESOLUTION**

Moved: Deputy Mikalie Vearing

Seconded: Cr Harrison Rowe

That apologies from Cr Memphis Singh be received and accepted.

**CARRIED**

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

- Update requested on progress of new member

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Cr Alyssa Sanders

Seconded: Deputy Mikalie Vearing

That the minutes of the Youth Advisory Council Meeting held on 28 August 2023 be confirmed.

**CARRIED**

## **5 REPORTS**

### **5.1 LETTER OF RESIGNATION - CLARE MCDONALD**

#### **COMMITTEE RESOLUTION**

Moved: Cr Alex Luck

Seconded: Cr Harrison Rowe

The Youth Advisory Council

1. Receive and note the resignation of Clare McDonald, received 5 September 2023
2. Send a letter of thanks to Clare in recognition of her contribution to the Youth Council

**CARRIED**

### **5.2 SPRING BREAK FUNDING**

#### **COMMITTEE RESOLUTION**

Moved: Cr Alyssa Sanders

Seconded: Deputy Mikalie Vearing

The Youth Advisory Council:

1. Receive and note the update on activities included in the successful application for funding under the School Holiday Break program for Spring Break, Spring Fling.

**CARRIED**

### **5.3 REQUEST FOR SUPPORT - KOALA FESTIVAL**

#### **COMMITTEE RESOLUTION**

Moved: Cr Alex Luck

Seconded: Cr Harrison Rowe

The Youth Advisory Council

1. Decline the request for support at the upcoming Koala Festival, scheduled for 7 October 2023

**CARRIED**

#### **5.4 REQUEST FOR SUPPORT - AUSTRALIA DAY 2024**

##### **COMMITTEE RESOLUTION**

Moved: Deputy Mikalie Vearing

Seconded: Cr Harrison Rowe

The Youth Advisory Council

1. Propose to the Australian Day Planning Committee that the Youth Advisory Council be involved in the selection process for the Young Citizen of the Year Award at the 2024 Australia Day Celebrations, scheduled for 26 January 2024.

**CARRIED**

#### **6 GENERAL BUSINESS**

#### **7 NEXT MEETING**

9 October 2023 3.30pm Youth Space

#### **8 MEETING CLOSE**

**Meeting Closed at 4.25pm**

**22.7 YOUTH ADVISORY COUNCIL - MINUTES - 23 OCTOBER 2023****Document ID: 703352****Author: Community Support Manager****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Youth Advisory Council Minutes - 23 October 2023****RECOMMENDATION**

That Council:

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

Recommendations include:

- Endorsing the proposed relocation of the tree to be painted blue under the Blue Tree Project to near the overpass at Brewery Flats instead of at Lake Talbot.
- Writing a letter of thanks to Tracey Lewis from Café on Adams Street for donation of goods and services to the Youth Food Trailer at the 2023 Slime Run.
- Endorsing the proposed events Carols by Candlelight and Lions Club Markets for attendance by the Youth Council food trailer.
- Endorsing activities to be included in the upcoming application for funding under the School Holiday Break funding, now covering Summer and Autumn. Activities for inclusion:
  - Kayaking/paddleboarding
  - Flying Fruit Fly workshops
  - Sewing workshops
  - VR and games
  - Painting workshops
  - Pool day with inflatable obstacle course
  - Movie night
  - Foam party disco
  - Totem skate school



# **MINUTES**

## **Youth Advisory Council Meeting**

**23 October 2023**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
YOUTH ADVISORY COUNCIL MEETING  
HELD AT THE YOUTH SPACE  
ON MONDAY, 23 OCTOBER 2023 AT 4.30PM**

**1 PRESENT**

Cr Alyssa Sanders, Cr Harrison Rowe, Deputy Mikalie Vearing, Chairperson Ruby Hewitt, CSM Stacie Mohr, Observer Braden Lyons,

**2 APOLOGIES**

**COMMITTEE RESOLUTION**

Moved: Deputy Mikalie Vearing

Seconded: Cr Harrison Rowe

That apologies from Cr Alex Luck be received and accepted.

**CARRIED**

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Cr Harrison Rowe

Seconded: Deputy Mikalie Vearing

That the minutes of the Youth Advisory Council Meeting held on 18 September 2023 be confirmed.

**CARRIED**

## **5 REPORTS**

### **5.1 BLUE TREE PROJECT**

#### **COMMITTEE RESOLUTION**

Moved: Cr Alyssa Sanders

Seconded: Deputy Mikalie Vearing

The Youth Council:

1. Endorse the proposed relocation of the tree to be painted blue under the Blue Tree Project, now located near the overpass at Brewery Flats instead of at Lake Talbot

**CARRIED**

### **5.2 FOOD TRAILER UPDATE**

#### **COMMITTEE RESOLUTION**

Moved: Cr Alyssa Sanders

Seconded: Cr Harrison Rowe

The Youth Council:

1. Receive and note the update from the events attended by the Youth Food Trailer in October 2023
2. Write a letter of thanks to Tracey Lewis from Adams St Café for donation of goods and services to the Youth Food Trailer at the 2023 Slime Run
3. Endorse the proposed events Carols by Candlelight and Lions Club Markets, for attendance by the Youth Council food trailer

**CARRIED**



### **5.3 SUMMER/AUTUMN BREAK FUNDING**

#### **COMMITTEE RESOLUTION**

Moved: Cr Harrison Rowe

Seconded: Deputy Mikalie Vearing

The Youth Advisory Council:

1. Endorse activities to be included in the upcoming application for funding under the School Holiday Break funding, now covering Summer and Autumn. Activities for inclusion:
  - Kayaking/Paddleboarding
  - Flying Fruit Fly Workshops
  - Sewing workshops
  - VR and Games
  - Painting workshops
  - Pool day with inflatable obstacle course
  - Movie night
  - Foam party disco
  - Totem skate school

**CARRIED**

### **5.4 UPDATE FROM MAYOR AND DEPUTY MAYOR**

#### **COMMITTEE RESOLUTION**

Moved: Deputy Mikalie Vearing

Seconded: Cr Alyssa Sanders

The Youth Council:

1. Receive and note the presentation from Youth Mayor Ruby Hewitt and Youth Deputy Mayor Mikalie Vearing, after attending the October 2023 Council meeting

**CARRIED**

### **6 GENERAL BUSINESS**

### **7 NEXT MEETING**

20 November 2023 at 3.30pm in the Youth Space

### **8 MEETING CLOSE**

**Meeting Closed at 4.25pm**

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

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

**Document ID: 699618**

**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 October 2023.

**PURPOSE**

The purpose of this report is to inform Council of Development Applications and other development services provided during October 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	4
Stop-the-Clock / Under Referral / Awaiting Information	3
Determined	4

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			
	OCTOBER		Year to Date	
	Number	Value \$	Number	Value \$
Residential	3	\$ 263,300	9	\$ 971,300
Industrial	-	-	0	\$ -
Commercial	1	-	5	\$ 3,061,110
Rural Residential	-	-	1	\$ 69,000.00
Subdivisions	-	-	2	\$ 10,000.00
Other	-	-	0	\$ -
<b>TOTAL</b>	<b>4</b>	<b>\$ 263,300</b>	<b>17</b>	<b>\$ 4,111,410</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
011-23-24	L	8 Twynam St NARRANDERA	Change of Use (Massage Therapy)	Conditionally Approved	-	12
012-23-24	L	23 Elwin St NARRANDERA	Secondary dwelling and shed	Conditionally Approved	-	11
015-23-24	L	58 Whitton St NARRANDERA	Detached studio (train carriage)	Conditionally Approved	-	10
016-23-24	L	9 Karawatha Dr NARRANDERA	Dwelling extensions	Conditionally Approved	-	10

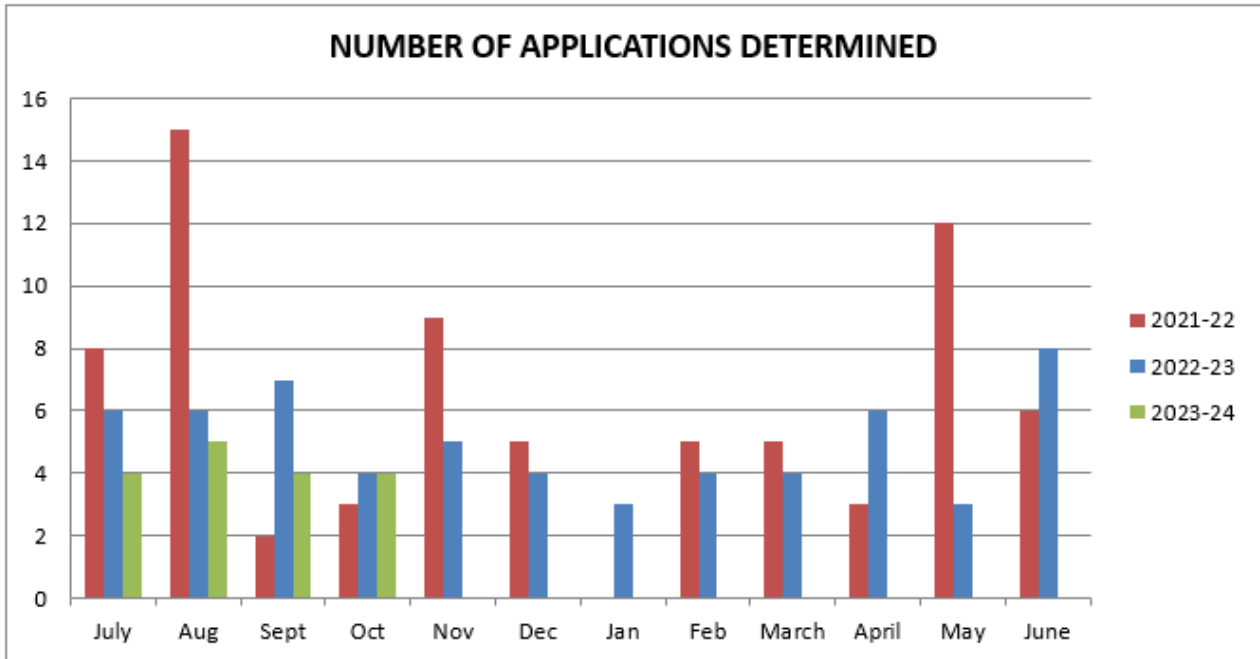
Type explanation

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.

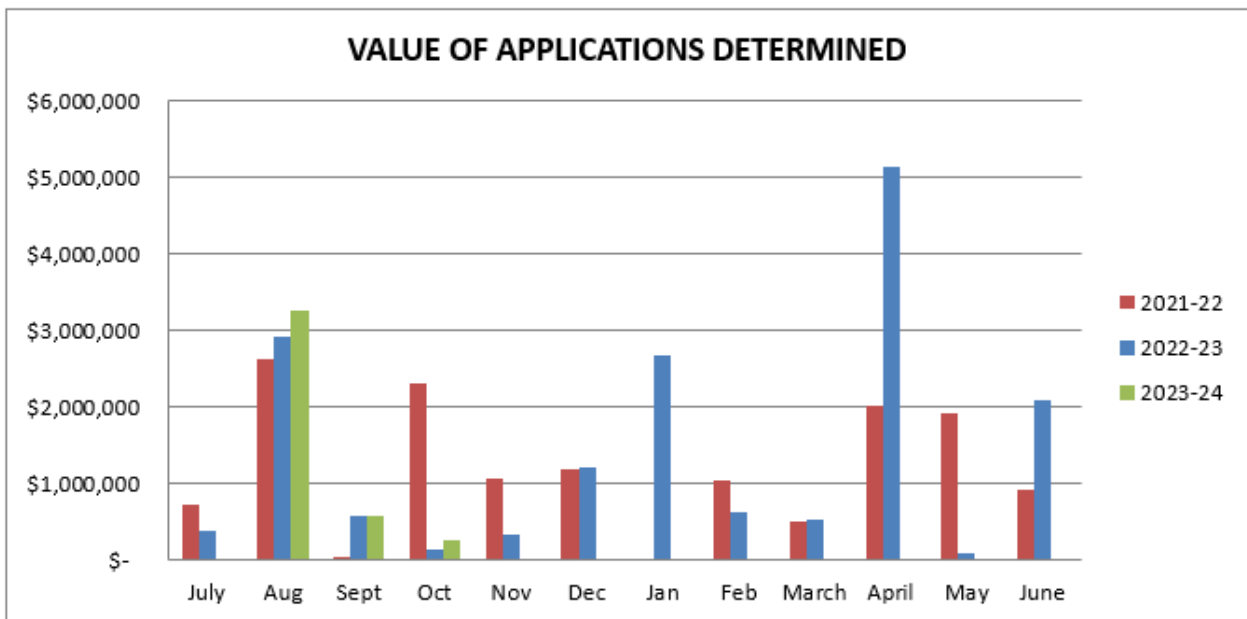
Comparison determination times

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
2023-24	Narrandera Shire Council average YTD	11.4 days

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	3
Building Certificates	-
Subdivision Certificates	1
Occupation Certificates	-
Section 10.7 (previously 149) Certificates	14
Swimming Pool Compliance Certificates	-
On-Site Septic Management System Certificates	-
S68 Approvals	1

**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	7

**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	9
Returned	4
Rehomed	5

<b>Companion Animal Activity – Cats</b>	
Impounded	4
Returned	0
Rehomed	0

<b>Compliance Activity</b>	
Call outs	9
Infringement warnings/fines issued	2
Menacing/Dangerous dog incidents	0

**RECOMMENDATION**

That Council:

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

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

### **24.1 INCOME STATEMENT - OCTOBER 2023**

**Document ID:** 701674

**Author:** Senior Finance Officer

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

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

**Attachments:** 1. October 2023 Income Statement

#### **RECOMMENDATION**

That Council:

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

- 1.

#### **PURPOSE**

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

##### **Major Variations to Budget**

The Financial Assistance Grant has seen 100% of the 2023-24 allocation paid in advance.

##### **Interest and Investment Revenue**

Interest revenue is lower than the recorded values presented in the Investment report. This is due to the reversal of accrued interest for the 2022-23 financial year.



**Grants and Contributions provided for Capital Purposes**

Grants and Contributions provided for capital purposes is lower than expected due to the reversal of accrued grants and contributions for the 2022-23 financial year.

**CONCLUSION**

Council receives and notes the information contained in the Income statement report for the period ending 31 October 2023.

**RECOMMENDATION**

That Council:

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

## Narrandera Shire Council

### Consolidated Income Statement for the period ending 31 October 2023

	Original Budget	Actual YTD
<b>Income from continuing operations</b>		
Rates and annual charges	8,966	9,030
User charges and fees	2,948	1,197
Other revenues	2,083	516
Grants and contributions provided for operating purposes	7,647	627
Grants and contributions provided for capital purposes	6,609	1,199
Interest and investment revenue	907	28
Other income	233	84
Net gain from the disposal of assets	92	-
<b>Total income from continuing operations</b>	<b>29,485</b>	<b>12,681</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	8,872	2,620
Materials and services	6,242	2,327
Borrowing costs	55	12
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>6,759</b>
<b>Operating result from continuing operations</b>	<b>7,263</b>	<b>5,922</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>5,922</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>654</b>	<b>4,723</b>

## Narrandera Shire Council

### General Fund Income Statement for the period ending 31 October 2023

	Original Budget	Actual YTD
<b>Income from continuing operations</b>		
Rates and annual charges	6,519	6,553
User charges and fees	1,481	847
Other revenues	2,083	516
Grants and contributions provided for operating purposes	7,647	627
Grants and contributions provided for capital purposes	6,291	1,184
Interest and investment revenue	609	57
Other Income	233	84
Net gain from the disposal of assets	92	-
<b>Total income from continuing operations</b>	<b>24,955</b>	<b>9,868</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	8,169	2,387
Materials and services	4,128	1,936
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>5,850</b>
<b>Operating result from continuing operations</b>	<b>6,686</b>	<b>4,018</b>
<b>Operating result from discontinued operations</b>	-	-
<b>Net operating result for the year attributable to Council</b>	<b>6,686</b>	<b>4,018</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>395</b>	<b>2,834</b>

**Narrandera Shire Council**

**Water Fund Income Statement**  
for the period ending 31 October 2023

	Original Budget	Actual YTD
<b>Income from continuing operations</b>		
Rates and annual charges	887	903
User charges and fees	1,289	299
Other revenues	-	-
Grants and contributions provided for operating purposes	-	-
Grants and contributions provided for capital purposes	10	5
Interest and investment revenue	276	(22)
Other income	-	-
Net gain from the disposal of assets	-	-
<b>Total income from continuing operations</b>	<b>2,462</b>	<b>1,185</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	355	107
Materials and services	1,401	216
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>	<b>2,447</b>	<b>496</b>
<b>Operating result from continuing operations</b>	<b>15</b>	<b>689</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>15</b>	<b>689</b>
<b>Net Operating Result for the year before Grants and Contributions provided for Capital Purposes</b>	<b>5</b>	<b>684</b>

**Narrandera Shire Council**

**Sewer Fund Income Statement**  
for the period ending 31 October 2023

	Original Budget	Actual YTD
<b>Income from continuing operations</b>		
Rates and annual charges	1,560	1,574
User charges and fees	178	51
Other revenues	-	-
Grants and contributions provided for operating purposes	-	-
Grants and contributions provided for capital purposes	308	10
Interest and investment revenue	22	(7)
Other income	-	-
Net gain from the disposal of assets	-	-
<b>Total income from continuing operations</b>	<b>2,068</b>	<b>1,628</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs	348	126
Materials and services	713	175
Borrowing costs	37	10
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>413</b>
<b>Operating result from continuing operations</b>	<b>562</b>	<b>1,215</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>1,215</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>254</b>	<b>1,205</b>

**24.2 CAPITAL WORKS PROGRAM - OCTOBER 2023****Document ID: 701675****Author: Senior Finance Officer****Authoriser: Deputy General Manager Corporate and Community****Theme: Statutory and Compulsory Reporting – Financial / Audit****Attachments:**

1. Capital Expenditure - October 2023
2. Capital Program - October 2023
3. Operating Expenditure - October 2023

**RECOMMENDATION**

That Council:

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

**PURPOSE**

The purpose of this report is to enable Council to track the progress of capital works programs for the period ending 31 October 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 Access Control System Replacement (November), Chambers Network Cabling replacement (January) and Replace Desktops/Laptops (May).
- Quotes are currently under review for the server backup system replacements.
- The Integrated Software System project has commenced and will continue throughout the year.

- Projects completed: Data safe, Sophos Intercept X & replace network switches.

### **Public Order & Safety**

- Works are well underway for the Landervale Fire shed with framing now being completed.

### **Environment**

- The tender process has been completed and evaluation is currently underway for the new security fencing and CCTV at the Narrandera Waste Depot.
- Purchase of the new Traxcavator for the Narrandera Waste Depot is in the early planning phase.
- Works have commenced for the transfer area retaining wall at the Narrandera Waste depot.
- The new waste cell is being 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 well underway.

### **Housing & Community Amenities**

- The Cemetery management plans are being developed and mapping software is being scoped. Record scanning is scheduled to take place in October.

### **Recreation & Culture**

- The Book and Resources Annual replacement procurement is ongoing.
- The library service desk replacement is in the early planning phase.
- The scope and procurement for the Lake Talbot Pool remediation has commenced.
- Flow meters are being installed in the Narrandera Park irrigation management system; final commissioning is being completed.
- Narrandera Playground upgrades planning is underway.
- 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.
- Planning reports are being prepared for the Lake Talbot deepening works project.
- Quotes are being sought for the Lake Talbot Area Accessibility project.
- Scope and procurement is underway for the planned reseal of the Lake Talbot Tourist Park driveway.
- Completed project: Narrandera Sportsground Drainage and Soak & Narrandera tennis courts access upgrades.

### **Playground on the Murrumbidgee**

- The Destination and Discovery Hub has been completed. The interpretive space will be funded as a separate project.
- The way finder signage has been completed for the Bike and Hike Trails extension.
- The skywalk project has been completed.
- Signs have been installed at the off-leash dog park and Brewery flats.

**Disaster Recovery Funding**

- The projects under the Disaster Recovery Funding have been approved by 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 started mid-October.
- Wiradjuri Memorial Wall Stage 1 signage and the light ball is to be installed in the coming weeks.
- Project assessment is underway for the Brewery Flats Boat ramp and toilet works, Brewery Flat Connecting Walkway, Town signage and Barellan Sportsground scoreboard.
- 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.
- Scoping and procurement is underway for the Tiger Moth buildings.
- Renewal works have commenced at the Barellan Museum
- Works are continuing for the North Narrandera Footpaths (75% complete).
- Henry Mathieson Oval fencing has been installed, with bins and seating scheduled for October.
- Consultation has been completed for the Narrandera pump track. The final designs and drain locations are being detailed.
- Completed projects: Narrandera Flora and Fauna reserve & 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 & 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 are 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.

**Transport & Communication**

- The Emergency Drainage works are continuing between other projects.



- Roads projects in the early planning phase include 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.
- Roadworks are continuing at the Red Hill Industrial Estate (Drovers Road).
- Works to commence for the Urban Footpath to railway overpass upon completion of the North Narrandera Footpaths project.
- Works are being scheduled for AGRN1001 Flood damage repairs.
- Works at Strontian Road under the Regional & Local Roads Repair Program.
- 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.
- 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 project.
- Survey and design procurement will be completed in November for the Old Wagga Road Rehab project with construction to follow.

### **Fixing Country Bridges**

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

### **Roads to Recovery**

- Curtis Road gravel resheeting works have commenced.
- Works at both ends of Geddes Road have commenced.
- Completed projects: Grong Grong Station, Bulloak Tank, Mannings and Orams and Centenary 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.
- Scoping and procurement has commenced for the building renewal and upgrades.
- 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.
- The New Building at the Depot has been completed.
- Planning is underway for the Aerodrome runway, taxi and apron remarking.
- Planning is underway for the terminal improvements.

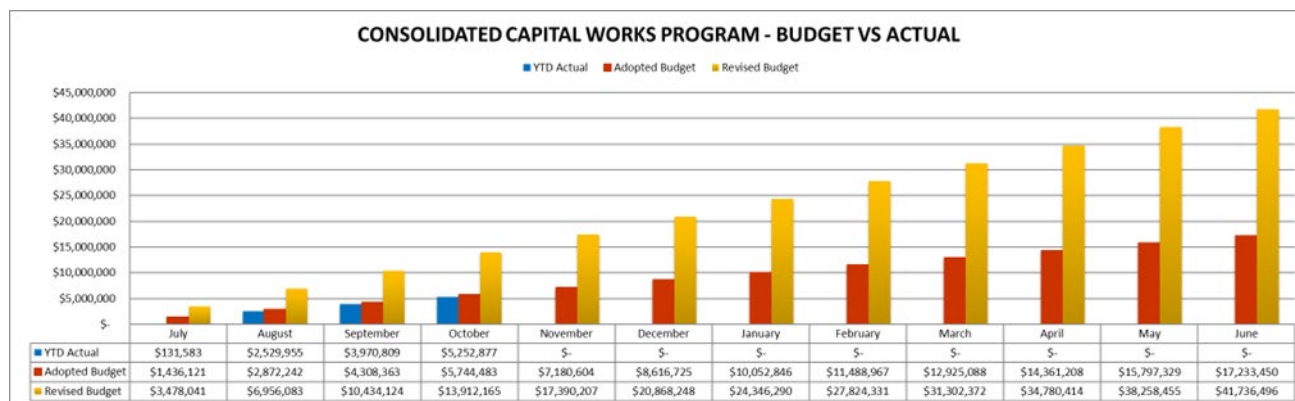
- Tender is being prepared for the Airport Taxiway project with a report due for the December council meeting.

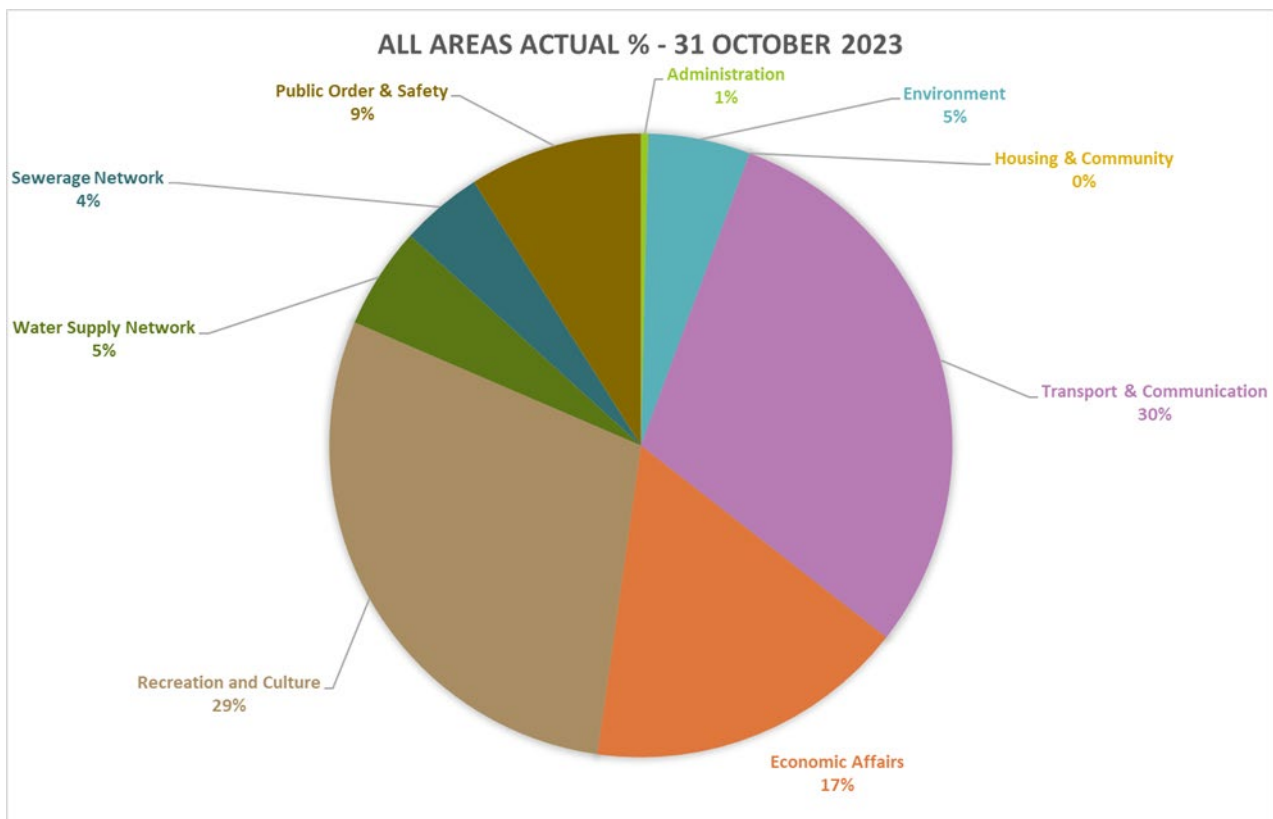
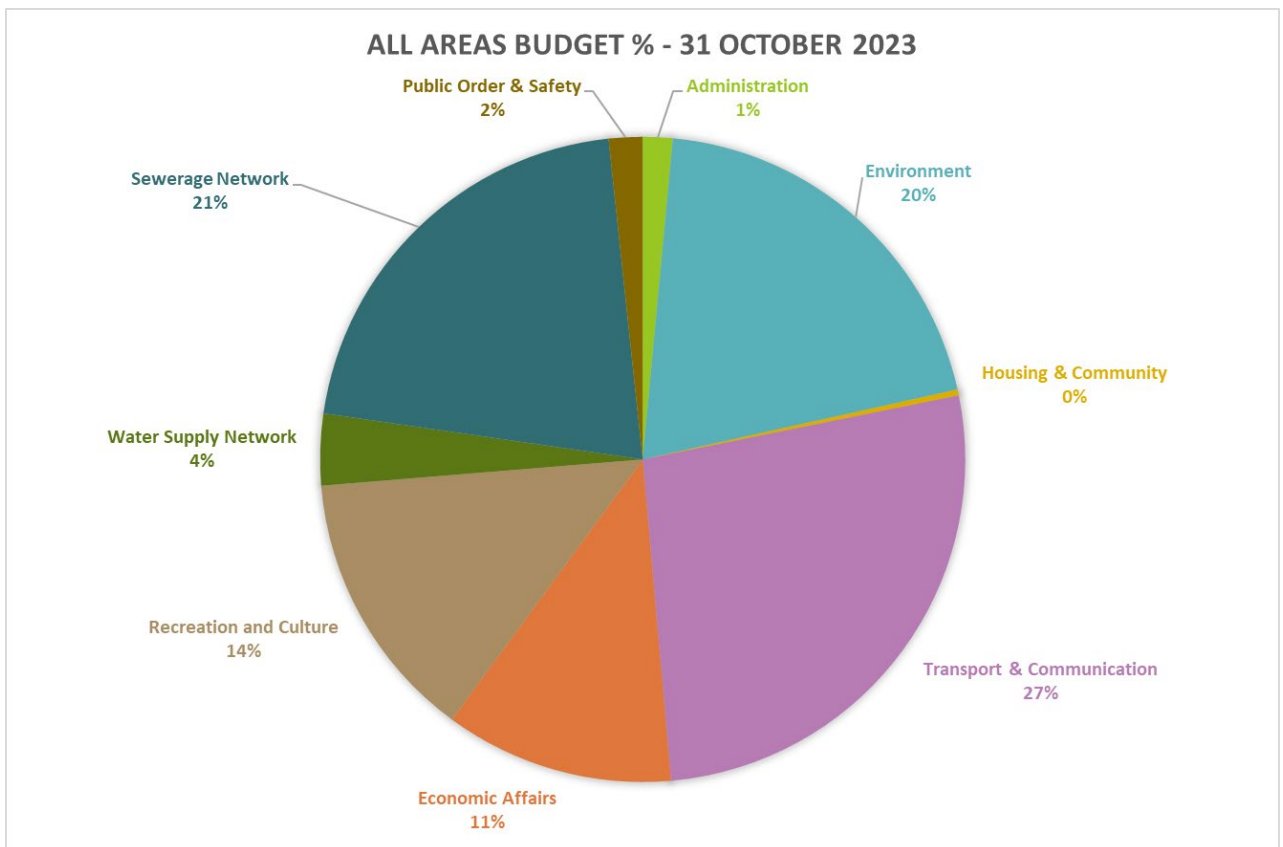
**Water Supply network**

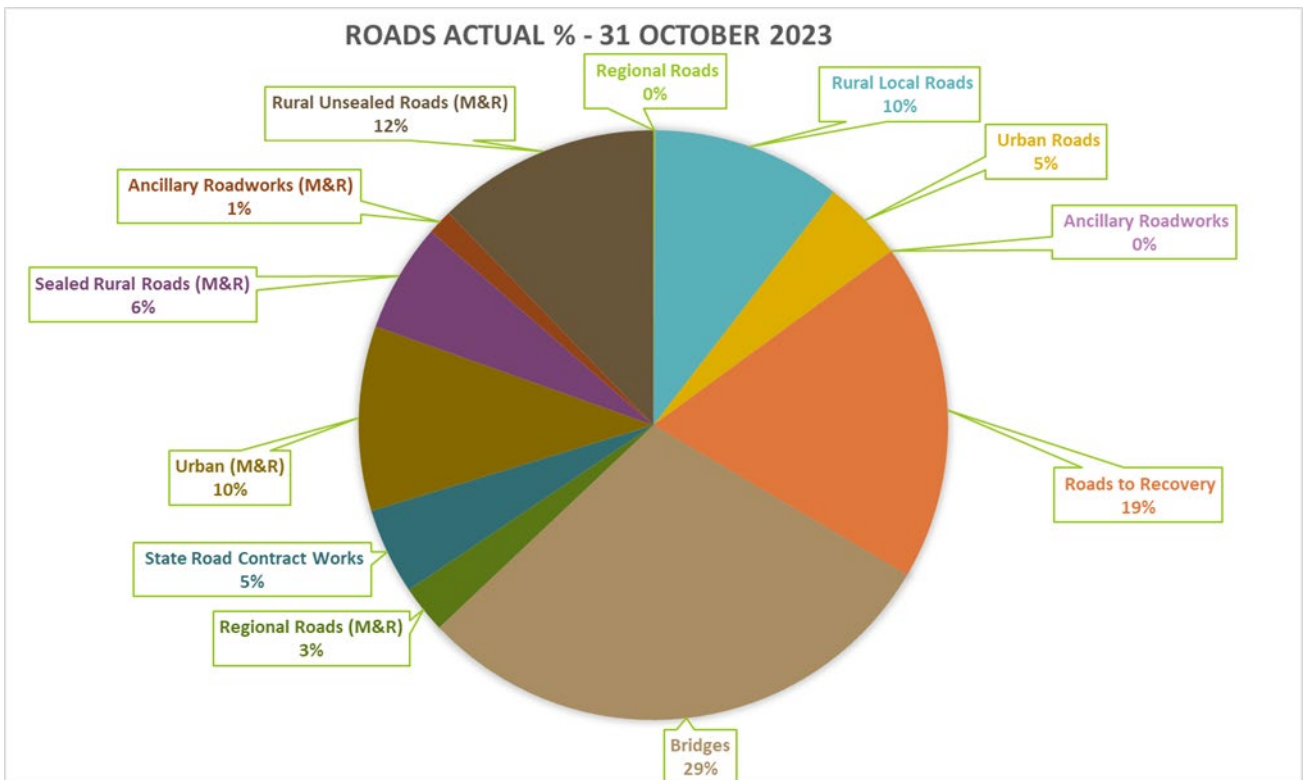
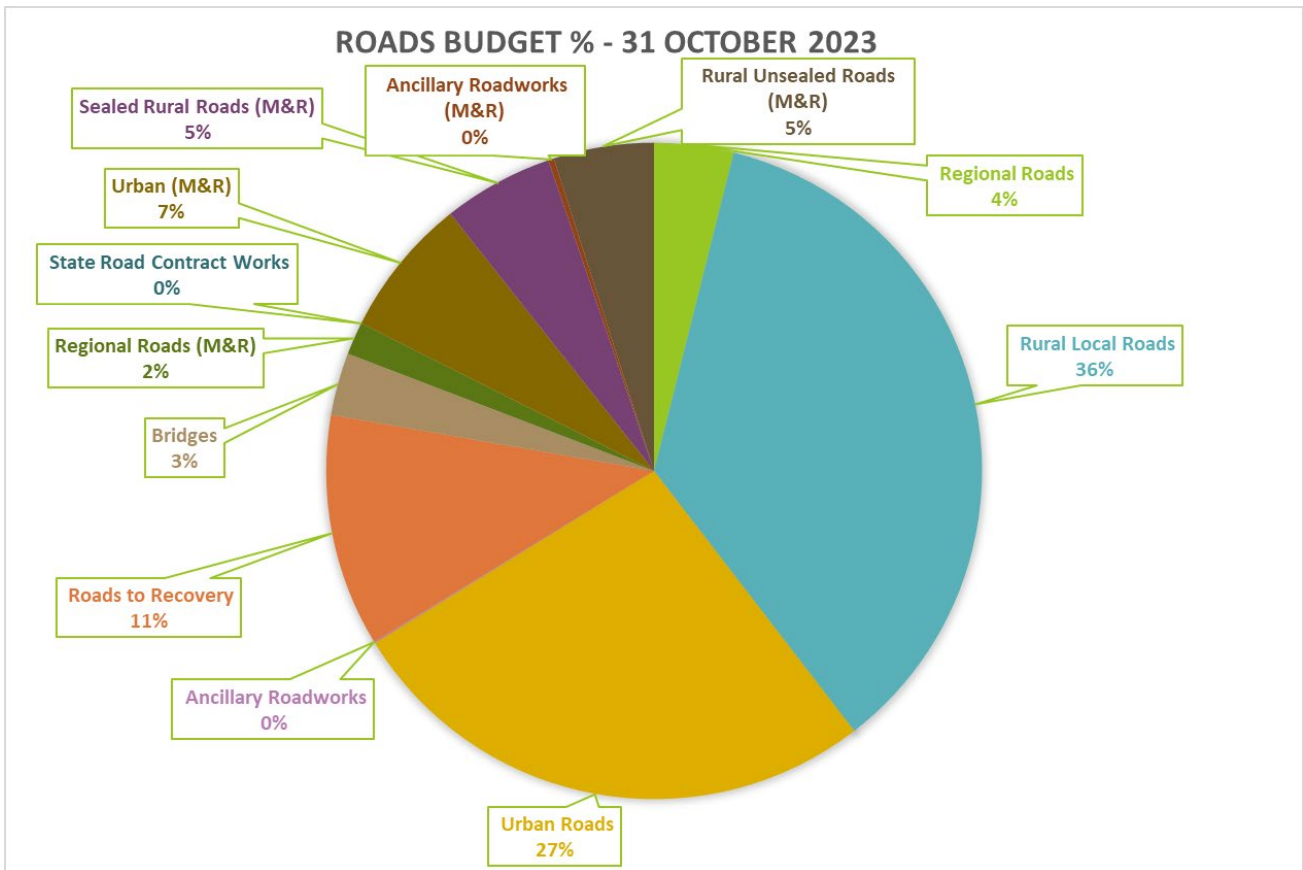
- A part of the service replacements, the private works for the highway overtaking lane were undertaken.
- The Water Treatment Plant (WTP) filter upgrade and design will commence once the results of the WTP scoping study are available.
- Works to be scheduled include North Zone Pressure Pump, Hydrant and Valve replacements, Gordon Street fencing, pine hill pump replacement and the water main replacements.
- 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 was conducted for the Water Treatment plant Scoping Study during October.
- Final installations are being undertaken for the Household Filter Project.
- Cul-de-sac ring mains project is scheduled to commence in November.
- Procurement has commenced for the telemetry hardware upgrade with RFQ being prepared for early 2024.
- Completed projects: Pine Hill reservoir fencing/demolition, Pine Hill Pumps Replacement and Grosvenor Street Watermain replacement works.

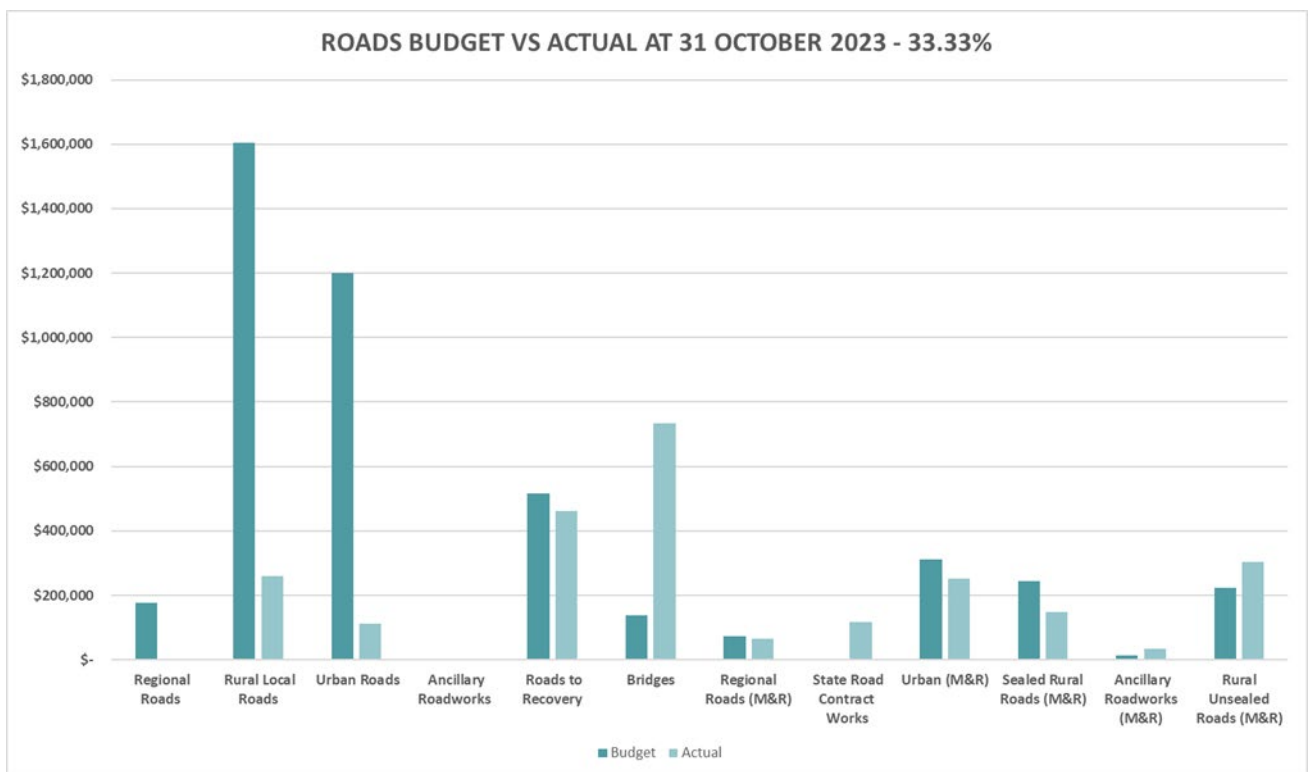
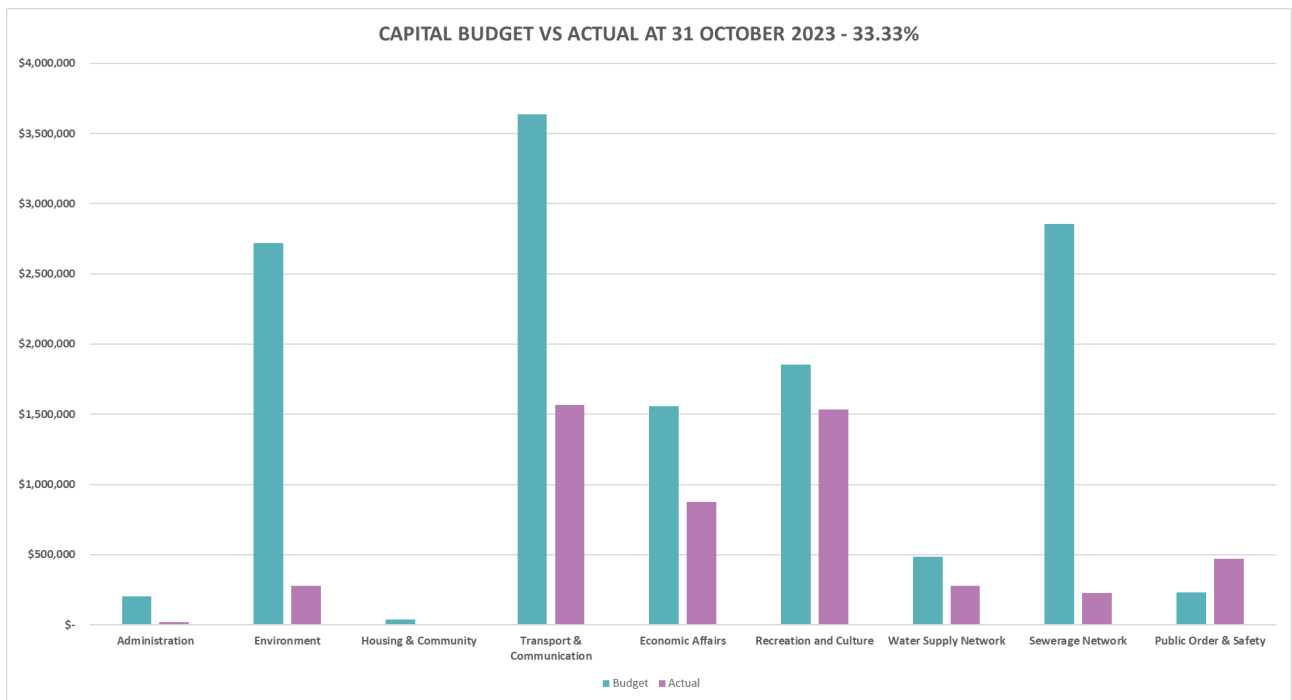
**Sewerage Network**

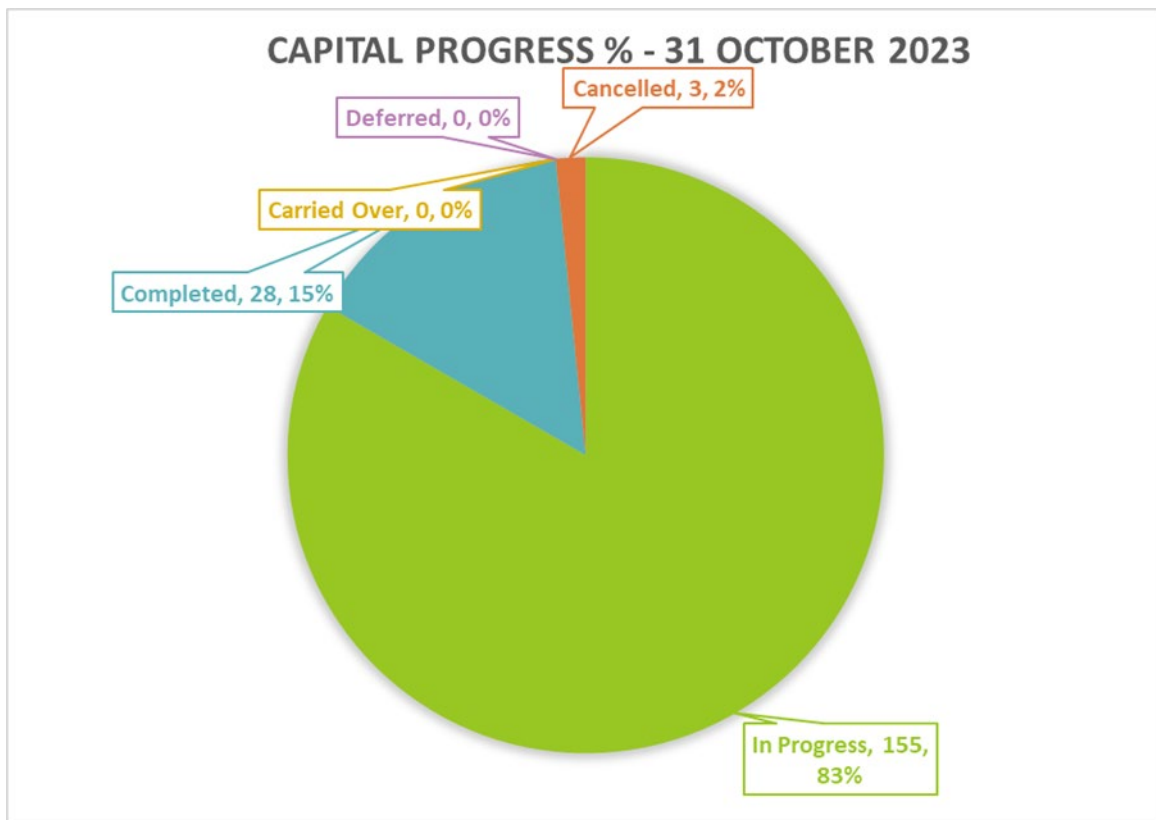
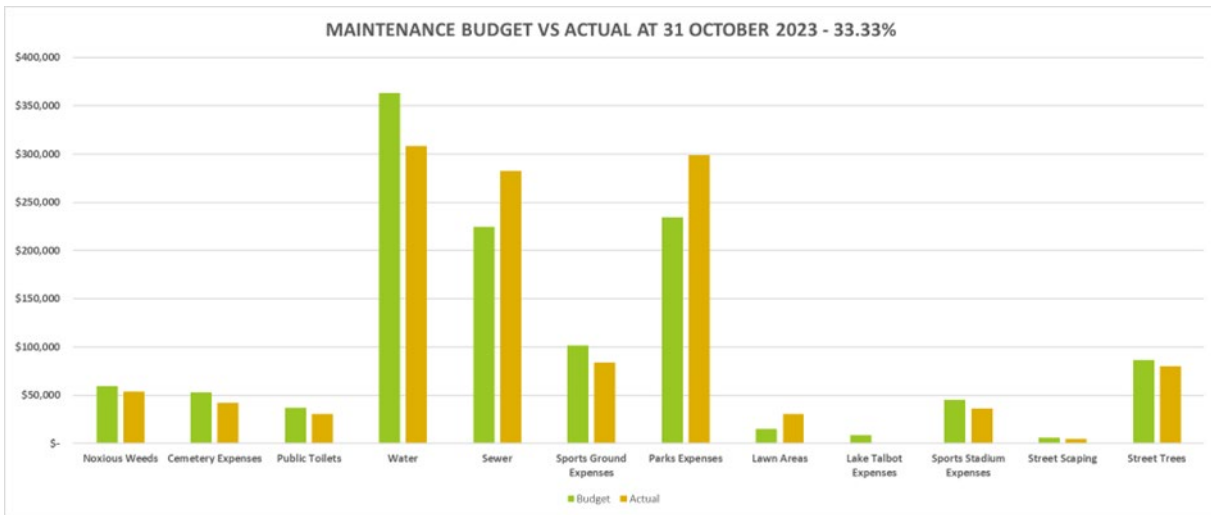
- Construction is underway for the Barellan sewer project.
- Construction has commenced on the solar panels connected to the sewerage network.
- Procurement is underway for the Telemetry software and hardware upgrade with RFQ being prepared for early 2024.
- Procurement will commence in November for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











**TERMINOLOGY**

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 31 October 2023.

Capital Expenditure as at 31 October 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	\$ 319,700.00	\$ 20,270.91	\$ 268,617.07
<b>Environment</b>					
Stormwater	\$ 7,030,000.00	\$ 7,248,576.56	\$ -	\$ 208,798.37	\$ 7,039,778.19
Barellan Waste	\$ 450,000.00	\$ 536,308.39	\$ 3,780.18	\$ 34,954.41	\$ 497,573.80
Narrandera Landfill	\$ -	\$ 379,317.20	\$ 39,955.43	\$ 34,470.02	\$ 304,891.75
<b>Housing &amp; Community Amenities</b>					
Narrandera Cemetery	\$ -	\$ 120,852.84	\$ -	\$ -	\$ 120,852.84
<b>Transport &amp; Communication</b>					
Regional Roads	\$ 441,400.00	\$ 527,500.51	\$ -	\$ 2,819.66	\$ 524,680.85
Rural Roads	\$ 768,721.00	\$ 4,814,192.53	\$ 76,526.23	\$ 258,284.03	\$ 4,897,636.75
Urban Roads	\$ 512,188.00	\$ 3,600,407.78	\$ 26,346.97	\$ 111,547.72	\$ 3,481,603.98
Ancillary Roadworks	\$ 805,000.00	\$ 813,527.32	\$ -	\$ -	\$ 813,527.32
Roads To Recovery	\$ 997,362.00	\$ 1,547,923.04	\$ 93,628.55	\$ 461,989.46	\$ 992,305.03
Bridges	\$ -	\$ 415,902.35	\$ 175,873.18	\$ 734,376.96	-\$ 494,347.79
<b>Economic Affairs</b>					
Buildings	\$ 224,340.00	\$ 406,098.39	\$ 68,899.67	\$ 150,820.23	\$ 186,378.49
Plant	\$ 1,131,015.00	\$ 1,131,015.00	\$ 180,649.21	\$ 724,380.30	\$ 225,985.49
Red Hill Industrial Estate	\$ 1,030,000.00	\$ 1,030,000.00	\$ -	\$ -	\$ 1,030,000.00
Airport	\$ -	\$ 2,161,389.22	\$ -	\$ 1,281.17	\$ 2,160,108.05
<b>Recreation and Culture</b>					
Lake Talbot Recreation Area	\$ 346,780.00	\$ 771,948.18	\$ 134,500.00	\$ 55,000.00	\$ 582,448.18
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	\$ 15,826.53	\$ 19,708.94
Berellan Pool	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
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	\$ 3,188.18	\$ 496,813.40	-\$ 84,437.86



Capital Expenditure as at 31 October 2023

	Sum of Adopted Budget	Sum of Revised Budget	Sum of Committed	Sum of Expenditure	Sum of Balance
Local Roads Comm. & Infrastructure	\$ 315,000.00	\$ 1,698,714.71	\$ 382,294.42	\$ 415,072.16	\$ 901,348.13
Disaster Recovery Funding	\$ -	\$ 120,000.00	\$ -	\$ -	\$ 120,000.00
Stronger Country Community Funding	\$ -	\$ 1,133,554.60	\$ 335,896.05	\$ 365,190.32	\$ 432,468.23
<b>Water Supply Network</b>					
Water	\$ 385,000.00	\$ 1,459,075.42	\$ 162,357.11	\$ 277,050.23	\$ 1,019,668.08
<b>Sewerage Network</b>					
Sewer	\$ 2,150,000.00	\$ 8,571,541.06	\$ 6,128,353.18	\$ 224,448.49	\$ 2,218,739.39
<b>Public Order &amp; Safety</b>					
Rural Fire Service	\$ -	\$ 689,018.82	\$ 200,067.53	\$ 472,639.53	\$ 16,311.76
<b>Grand Total</b>	<b>\$ 17,233,450.00</b>	<b>\$ 41,736,496.46</b>	<b>\$ 8,469,753.71</b>	<b>\$ 5,252,876.94</b>	<b>\$ 28,451,211.18</b>

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 OCTOBER 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

33.33%

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	-	30,000	-	30,000	0%	Reviewing the Quotes.
6	Chambers Access Control System Replacement	20,000	-	20,000	1,814	18,186	9%	Currently planned to start in November.
7	Chambers Network Cabling replacement	40,000	-	40,000	-	40,000	0%	Current planned to start in January.
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	-	-	14,003	12,885	1,118	92%	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	-	-	5,348	-	5,348	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	-	200,068	689,019	472,640	16,312	98%	The project is well underway, with framing now being completed.
16	New security fencing and CCTV	-	-	146,329	-	146,329	0%	Tender closed, with eveluation underway.
17	Purchase of new traxcavator	450,000	-	450,000	-	450,000	0%	In the early planning phase.
18	Further Masterplan works stage 1	-	39,955	232,988	34,470	158,563	32%	Transfer area retaining works now commenced.
19	Waste Depot Improvement Works Barellan	-	3,780	86,308	34,954	47,574	45%	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	208,798	6,934,783	3%	Detailed design well advanced.
22	Cemetery mangement plans and mapping software	-	-	120,853	-	120,853	0%	Master plans under development. Mapping software being scoped. Records scanning is to take place in late October
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%	In the early planning phase.
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	15,827	19,709	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 and installation of flow meters in four locations
29	Ndra Playgrounds Upgrades	10,000	-	17,200	34	17,166	0%	The project is ongoing with planning underway.
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	-	2,170	99,654	174,506	-77,022	177%	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 - Elevated Walk, Viewing Platform, Deck & Pedestrian Access	-	1,018	282,298	320,275	-38,996	114%	completed
35	POM Remote Signage	7,500	-	7,500	7,000	500	93%	Signs installed at off leash dog park and Brewery flats
36	OLG DRF - Construction of flood relief gates	-	-	120,000	-	120,000	0%	Awaiting approval from OLG.
37	OLG DRF - Replacement of soft fall in MBP	-	-	150,000	-	150,000	0%	Awaiting approval from OLG.
38	OLG DRF - Flood levies at water supply bores	-	-	100,000	-	100,000	0%	Awaiting approval from OLG.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 OCTOBER 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

33.33%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
39	OLG DRF - Ndra Library Stormwater structure	-	-	60,000	-	60,000	0%	Scope Completed - Commencement of works grant dependent.
40	OLG DRF - Youth development program	-	-	175,000	-	175,000	0%	Awaiting approval from OLG.
41	OLG DRF - Community Information Boards	-	-	50,000	-	50,000	0%	Awaiting approval from OLG.
42	OLG DRF - Economic Development Strategy & Signage	-	-	60,000	-	60,000	0%	Awaiting approval from OLG.
43	OLG DRF - Destination Discovery Hub Cultural Displays	-	-	200,000	-	200,000	0%	Awaiting approval from OLG.
44	OLG DRF - Replacement of trees	-	-	85,000	-	85,000	0%	Awaiting approval from OLG.
45	LRCI R2 - Barellan Pump Track	-	13,900	21,955	-	8,055	63%	Fencing started mid October
46	LRCI R2 - Wiradjuri Memorial Wall Stage 1	-	2,914	71,662	46,585	22,163	69%	Signage is to be installed in the coming week.
47	LRCI R2 - Ndra Flora and Fauna reserve - Upgrade carpark & entrance	-	2,175	54,970	66,122	-13,327	124%	Completed
48	LRCI R3 Brewery Flat Boat ramp & Toilets	-	-	105,000	-	105,000	0%	The project has now been funded. Works to be assessed.
49	LRCI R3 Ndra Tennis Club Upgrade - Stage 2	250,000	-	250,000	-	250,000	0%	Tender awarded with works to commence in early 2024
50	LRCI R3 Senior Citizens Building	65,000	50,793	120,000	318	68,888	43%	Procurement Complete - Works to be scheduled
51	LRCI R3 Aerodrome – Air League Building	-	20,611	60,000	16,716	22,674	62%	Procurement Complete - Works to be scheduled
52	LRCI R3 Brewery Flat - Connecting Walkway	-	-	174,726	-	174,726	0%	Stairs scoped with remaining works to be investigated.
53	LRCI R3 Barellan Museum Renewal	-	7,236	40,000	4,295	28,468	29%	Renewal works commenced.
54	LRCI R3 Tiger Moth Building	-	92,832	170,000	10,239	66,929	61%	Procurement activities commenced
55	LRCI R3 Town Signage orange town signs	-	-	25,000	5,520	19,480	22%	The project has now been funded. Works to be assessed.
56	LRCI R3 Barellan Sportsground Scoreboard	-	-	50,000	-	50,000	0%	The project has now been funded. Works to be assessed.
57	LRCI 3 North Narrandera Footpaths (Racecourse Rd and Watermain St Bicycle and Walking Paths)	-	-	243,523	208,842	34,681	86%	Works are continuing, with around a quarter of the work remaining.
58	LRCI 3 Narrandera Pump Track	-	163,146	199,789	-	36,643	82%	Consultation complete final designs and drain locations being detailed.
59	LRCI 3 Barellan Sportsground Spectator Pavilion	-	28,169	53,710	7,341	18,200	66%	Completed awaiting final invoices
60	LRCI 3 HM Oval - Off leash dog area	-	517	58,379	49,095	8,767	85%	Fencing complete, bins and seating to be installed mid October
61	LRCI 4 Barrellan Pool - Toddler Pool	-	-	-	-	0	#DIV/0!	Procurement Complete - Works to be scheduled
62	LRCI 4 D&DH Interpretative Fit Out	-	-	-	-	0	#DIV/0!	Council just received approval for the LRCI Phase 4 Projects.
63	LRCI 4 MBP - Playground Upgrade Stage 1	-	-	-	-	0	#DIV/0!	Council just received approval for the LRCI Phase 4 Projects.
64	LRCI 4 Narrandera Footpaths Upgrade	-	-	-	-	0	#DIV/0!	The Scope is currently being prepared.
65	LRCI 4 Narrandera Laneway Upgrades	-	-	-	-	0	#DIV/0!	The Scope is currently being prepared.
66	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.
67	SCCF4 - Barellan Netball Courts	-	320	263,254	365,121	-102,187	139%	Three courts concreted. Acrylic is to be installed in mid-October. Additional contributions still to be received
68	SCCF5 - Community Safety Upgrade Program (CCTV)	-	-	294,195	-	294,195	0%	Reviewing responses from Tender.
69	SCCF5 - Recreation Upgrade Narrandera Water tower	-	335,576	576,106	69	240,461	58%	Playground installation commenced.
70	ECP Adventure playground inclusive space	-	131,900	175,000	-	43,100	75%	Installation commenced in late October.
71	LT Deepening Works	-	134,500	225,000	55,000	35,500	84%	Planning reports are being undertaken.
72	LT Rec Area - Accessibility project	202,200	-	202,200	-	202,200	0%	Currently seeking quotes.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 OCTOBER 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

33.33%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
73	Emergency Drainage Works - Urban Stormwater January Event	-	943	54,505	-	53,562	2%	Works continuing in between other projects.
74	New Road - Red Hill Industrial Estate	-	22,677	21,414	11,121	-12,383	158%	Roadworks continue with the kerb, and final works to follow in November.
75	Urban Roads Construction	137,359	-	137,359	-	137,359	0%	Currently in the early planning phase.
76	Urban Roads Construction - Laneways	42,784	-	42,784	-	42,784	0%	Currently in the early planning phase.
77	Urban Reseals	166,100	-	166,100	-	166,100	0%	Currently in the early planning phase.
78	Urban Pavement Rehabilitation	138,485	-	213,788	-	213,788	0%	Currently in the early planning phase.
79	Urban K&G Replacement	16,476	-	16,476	-	16,476	0%	Currently in the early planning phase.
80	Urban Footpath Replacement	10,984	-	10,984	-	10,984	0%	Currently in the early planning phase.
81	Urban Footpath Add. Funds requested - To railway overpass	-	-	100,000	5,000	95,000	5%	Works are being planned for when North Narrandera Footpaths is nearing completion.
82	Regional & Local Rd Repair Program	-	-	2,836,998	-	2,757,935	3%	Currently In planning with additional RERRF grant.
83	Strontian Rd CH1.51-1.54	-	-	-	4,268	-	-	Completed
84	Strontian Rd CH1.89-1.93	-	-	-	3,600	-	-	Completed
85	Strontian Rd CH3.40-3.45	-	-	-	4,168	-	-	Completed
86	Strontian Rd CH5.69-5.98	-	-	-	24,447	-	-	Completed
87	Strontian Rd CH7.91-8.13	-	-	-	24,065	-	-	Completed
88	Strontian Rd CH7.14-7.76	-	2,727	-	34,880	-	-	Completed
89	Rural Sealed Roads Construction	236,421	-	236,421	-	236,421	0%	Currently in the early planning phase.
90	Roads Resheeting - (Unsealed rural roads)	331,298	-	410,053	-	373,027	9%	Currently in the early planning phase. QBR some funds to Bridges
91	Buckingbong Rd	-	-	-	112	-	-	Completed
92	Mollys Lagoon Rd Resheeting	-	10,909	-	16,181	-	-	Completed
93	Back Yamma Rd Resheeting	-	-	-	9,823	-	-	Completed
94	Rural Roads Reseals	201,002	-	358,237	-	358,237	0%	Currently in the early planning phase. QBR some funds to Bridges
95	RRUPP - Erigolia Road (Widening)	-	26,580	1,071,101	15,819	1,028,702	4%	Culvert replacement is continuing, RFT for pavement closes at the end of November, with reports to go to council in December.
96	FLR R1 - Brewarrana Bridge Retrofitting	-	21,610	365,205	21,365	322,231	12%	Works cannot commence until the water level drops.
97	FLR Narrandera Bus Route	-	-	60,597	-	60,597	0%	Review of eligible additional scope being undertaken.
98	FLR R4 - Old Wagga Road Rehab	-	-	815,539	1,461	814,078	0%	Survey and design procurement in November, construction to follow the design.
99	Flood Damage Repairs AGRN1001	-	17,427	1,497,039	-	1,704,344	14%	Works are being planned where they won't affect other works.
100	Holloway Rd Culvert	-	-	-	4,159	-	-	
101	Grong Grong River Road	-	-	-	619	-	-	
102	Mejum Rd	-	-	-	3,423	-	-	
103	Mannings Rd CH4.85-8.35	-	-	-	6,285	-	-	
104	Middle Rd	-	-	-	-	-	-	
105	Kingston Rd	-	-	-	-	-	-	
106	Devlins Bridge Rd	-	-	-	-	-	-	
107	Galore Park Rd CH0.20-0.40	-	-	-	-	-	-	
108	Galore Forest Rd CH0.00-1.90	-	-	-	-	-	-	

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 OCTOBER 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

33.33%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
109	Higgins Rd		-		883			
110	Jacksons Rd		-		-			
111	Gepperts Rd		-		-			
112	Mimosa Rd		-		-			
113	Lismoyle Rd		-		335			
114	Strontian Rd		-		152,579			
115	Hulmes Rd		-		-			
116	Hewson Rd		-		-			
117	Mannings Rd CH9.55-11.35		-		25,240			
118	Galore Park Rd CH4.64-4.74		-		-			
119	Galore Forest Rd CH3.70-4.50		-		-			
120	The Gap Rd CH1.60-2.20		-		-			
121	The Gap Rd CH2.60-3.40		-		-			
122	The Gap Rd CH3.70-6.40		-		-			
123	Fixing Country Bridges	-	-	415,902		-494,348	219%	Guardrail work remaining. QBR of additional funds.
124	FCB - Molly's Bridge		53,064		311,384			Guardrail work remaining.
125	FCB - Somerset Bridge		122,809		422,993			Guardrail work remaining.
126	<b>Roads to Recovery</b>	997,362	-	1,547,923		992,305	23%	
127	Grong Grong Station Rd Resheet		-		91,562			Completed
128	Bulloak Tank Rd Resheet		-		31,306			Completed
129	Centenary Rd Resheet		-		38,916			Completed
130	Mannings Rd Resheet CH2.9-4.85		-		45,676			Completed
131	Orams Rd Resheet CH0-2.42		-		59,230			Completed
132	Curtis Rd - Gravel resheet		2,273		83,021			Works have commenced.
133	Geddes Rd - Ergdia End		10,575		39,696			Works have commenced.
134	Geddes Rd - Euratha End		422		21,389			Works have commenced.
135	Stephensons Rd		7,057		42,214			Works have commenced.
136	Clarkes Rd		38,561		8,981			Works have commenced.
137	Centenary Rd Ch 9.60-11.80		15,629		-			Works have commenced.
138	Centenary Rd Ch 12.15-12.80		6,356		-			Works have commenced.
139	Centenary Rd Ch 13.05-13.85		6,293		-			Works have commenced.
140	Centenary Rd Ch 14.90-15.60		6,463		-			Works have commenced.
141	<b>Regional Roads (Capital Component of Block Grant)</b>	268,200	-	354,301		351,481	1%	Currently in the early planning phase.
142	MR243 - Canola Way to (GG, Gainain, Matong & Coolamon)	-	-		-			Currently in the early planning phase.
143	MR370 - To Lockhart	-	-		-			Currently in the early planning phase.
144	MR596 - Back Yamma Road (south-west of Morundah)	-	-		-			Currently in the early planning phase.
145	MR7608 - Barellan Road	-	-		2,820			Currently in the early planning phase.
146	Repair Grant (50% Block Grant contribution)	173,200	-	173,200	-	173,200	0%	Funding was unsuccessful for RRRP as the funding stream was removed for four years. QBR to remove RRRP grant.
147	Active Transport - Walking (Mulga St Barellan)	-	-	8,527	-	8,527	0%	Completed

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 OCTOBER 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

33.33%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
148	Red Hill Industrial Expansion - Sewer	930,000	-	930,000	-	930,000	0%	Design to be undertaken
149	Red Hill Industrial Expansion - Design	100,000	-	100,000	-	100,000	0%	Design to be undertaken, pending rezoning
150	Gateway/Entrance signs	10,000	-	10,000	-	10,000	0%	project is currently under review
151	LT Tourist Park - Reseal driveways	74,580	-	74,580	-	74,580	0%	Scope and procurement of works being prepared.
152	Light Vehicles	362,115	178,986	362,115	243,506	-60,377	117%	Procurement is currently underway.
153	Trucks & Trailers	394,150	-	394,150	479,131	-84,981	122%	Purchases as needed.
154	Heavy Plant Purchases	354,750	-	354,750	-	354,750	0%	In planning
155	Other Plant Capital	20,000	1,663	20,000	1,744	16,594	17%	Purchases as needed.
156	Works - New vehicle storage shed	-	26,727	38,022	58,217	-46,923	223%	Footings poured. Frame to be erected in the next month.
157	Solar Panels	-	24,904	91,747	32,453	34,390	63%	Installation commenced.
158	Building renewal and upgrades	149,340	16,583	175,813	55,758	103,472	41%	Works Scheduled, and Procurement activities commenced.
159	New Building at Depot	-	685	25,517	4,391	20,440	20%	Completed budget to works shed
160	Aerodrome Runway, Taxi, Apron remarking	50,000	-	50,000	-	50,000	0%	In planning Nov 23 - to be similar timing to taxiway markings.
161	Terminal painting , Blinds and improvements	15,000	-	15,000	-	15,000	0%	In planning Nov 23 - as Projects/Maintenance Project.
162	Airport Taxiway	-	-	2,161,389	1,281	2,160,108	0%	Tender currently open report to December 2023 C/M.
163	Water - Services Replacements 2023-24	20,000	4,295	20,000	55,544	-39,839	299%	Private work for highway overtaking lane undertaken to be credited once invoiced.
164	Water - WTP filter/Upgrade design	-	-	33,307	2,619	30,689	8%	Awaiting completion of WTP Scoping Study
165	Water - North Zone Pressure Pump - low pressure issues	-	-	37,434	-	37,434	0%	Will be scheduled after the hydraulic model is updated.
166	Water - Main Replacements	-	-	109,580	-	102,625	6%	Move to 2023-2024 budget
167	Grosvenor St Watermain Replace	-	-	-	6,955	-	-	Completed
168	Water - Main Replacements 2023-24	300,000	1,703	300,000	56,167	242,130	19%	To be scheduled following review of the previous program.
169	Water - Hydrant & Valve replacements 2023-24	65,000	636	136,552	2,029	133,887	2%	To be scheduled prior to December
170	Water - Pine Hill reservoir fencing/ demolition	-	5	6,981	21,689	-14,713	311%	Completed
171	Water - Solar	-	151,263	250,000	76,009	22,727	91%	Construction underway.
172	Water - IWCM Additional Works	-	-	130,774	48,584	82,190	37%	Awaiting completion of WTP Scoping Study
173	Water - WTP Scoping Study	-	4,455	124,029	6,520	113,054	9%	Testing undertaken during October.
174	Water - Household Filter Project	-	-	11,492	-	11,492	0%	Final installations being undertaken.
175	Water - Gordon St fencing	-	-	27,158	-	27,158	0%	To be undertaken as time allows
176	Water - Cul-de-sac ring mains	-	-	97,020	935	96,085	1%	To begin in November.
177	Water - Telemetry hardware upgrade	-	-	148,347	-	148,347	0%	Procurement underway. RFQ being prepared for early 2024
178	Water - Pine Hill Pumps Replacement	-	-	26,401	-	26,401	0%	Will be scheduled after the hydraulic model is updated.
179	Sewer - Barellan Sewer	1,800,000	5,986,626	7,489,720	138,856	1,364,239	82%	Construction underway.
180	Sewer - Solar	-	141,727	249,339	85,593	22,018	91%	Construction underway.
181	Sewer - Telemetry hardware upgrade	-	-	97,457	-	97,457	0%	Procurement underway. RFQ being prepared for early 2024
182	Sewer - Telemetry software upgrade	-	-	40,000	-	40,000	0%	Procurement underway. RFQ being prepared for early 2024
183	Sewer - Main Relines	350,000	-	695,025	-	695,025	0%	Procurement to begin in November
184	<b>Grant Dependant</b>							
185	Furniture - Narrandera Cemetery	5,000	-	5,000	-	5,000	0%	Funding pending based on upcoming grants
186	Barellan Cemetery Furniture	5,000	-	5,000	-	5,000	0%	Funding pending based on upcoming grants

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 OCTOBER 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

33.33%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
187	Brln Pool Rehabilitate, Refurbish & Paint Kiosk/Toilet	50,000		50,000	-	50,000	0%	Funds have been reallocated to other projects
188	LT Pool Renewal of Kiosk decking and hand rails	70,000		70,000	-	70,000	0%	Project unfunded
189	Brln Sportsground - Lighting Upgrades (Eastern)	84,000		84,000	-	84,000	0%	Has now been funded planning to commence August
190	Brln Sportsground - Storm water drainage works	30,000		30,000	-	30,000	0%	Funding pending based on upcoming grants
191	MBP Paths & Uplighting	120,000		120,000	-	120,000	0%	Funding pending based on upcoming grants
192	Brln Park Furniture	10,000		10,000	-	10,000	0%	Funding pending based on upcoming grants
193	Brln Main Street - Planter Boxes	30,000		30,000	-	30,000	0%	Funding pending based on upcoming grants
194	Brln Main Street - BBQ shelter replacement	50,000		50,000	-	50,000	0%	Funding pending based on upcoming grants
195	MBP Powerpoint vendor sites	30,000		30,000	-	30,000	0%	Funding pending based on upcoming grants
196	Adventure Playground Upgrade infants area	300,000		300,000	-	300,000	0%	Have applied for the grant, waiting on results.
197	Grng Grng Park Furniture	5,000		5,000	-	5,000	0%	Emergency Works (EW) and Immediate Reconstruction Works (IRW) still being completed - claim to be submitted for payment of all funds, with long term repairs being scoped.
198	Ndra Park Lighting and uplighting memorials and trees	30,000		30,000	508	29,492	2%	Funding pending based on upcoming grants
199	Ndra Stadium & Sportsground Masterplan	30,000		30,000	-	30,000	0%	Funding pending based on upcoming grants
200	Get NSW Active - Cycling	805,000		805,000	-	805,000	0%	Grant Unsuccessful
201	Get NSW Active - Walking	50,000		50,000	-	50,000	0%	Funding pending, based on upcoming grants
202	Sewer - Primary Filter	400,000		400,000	-	400,000	0%	Funding pending based on upcoming grants
203	<b>Operational</b>							
204	Newell Hwy Contribution Grong Grong Reseal	-	-	93,050	-	93,050	0%	In planning
205	Newell Hwy Contribution Grong Grong town entrance signs	-	-	1,667	-		0%	Completed, no funds expected to have been remaining.
206	Urban Roads Maintenance	837,436	30,384	837,436	252,512	554,540	34%	Ongoing operational costs.
207	Sealed Rural Roads Maintenance	320,019	10,499	320,019	85,309	224,212	30%	Ongoing operational costs.
208	<b>Flood Damage Repairs AGRN1034 (September 2022)</b>	-	-	-		0	#DIV/0!	Emergency Works (EW) and Immediate Reconstruction Works (IRW) completed - Claim submitted to TfNSW
209	Koala Fence							Completed prior to 30 June 2023
210	<b>Fixing Local Roads PRR</b>	-	4,507	414,584		342,103	17%	
211	FLRPRR Urban Roads		409		16,595			Ongoing Pavement Maintenance Work
212	FLRPRR Sealed Rural Roads		3,803		32,675			Ongoing Pavement Maintenance Work
213	FLRPRR MR243 Canola Way		295		6,713			Ongoing Pavement Maintenance Work
214	FLRPRR MR370 Lockhart Rd		-		2,889			Ongoing Pavement Maintenance Work
215	FLRPRR MR596 Yamma Rd		-		612			Ongoing Pavement Maintenance Work
216	FLRPRR MR7608 Barellan Rd		-		3,983			Ongoing Pavement Maintenance Work
217	Rural Unsealed Roads Expenses	667,734	22,984	667,734	304,764	339,985	49%	Ongoing operational costs.
218	Regional Roads (M&R Grant)	217,600	-	217,600	65,318	152,282	30%	Ongoing operational costs.
219	State Road Contract Works RMCC	-	-	-	117,980	-117,980	#DIV/0!	RMCC contract finished 31 August 2023, claim submitted
220	Active Transport Plan	-	-	38,267	34,157	4,110	89%	Project Completed
221	Noxious Weeds Expenses	177,969	-	177,969	53,516	124,453	30%	Ongoing operational costs
222	Public Toilets Expenses	111,559	-	111,559	30,207	81,352	27%	Ongoing operational costs
223	Cemetery Expenses	159,073	-	159,073	41,930	117,143	26%	Ongoing operational costs

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 OCTOBER 2023

Complete	Grant Dependent	Cancelled
Carryover	Key Operational	Deferred

33.33%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
224	Sports Ground Expenses	303,890	-	303,890	84,162	219,728	28%	Ongoing operational costs
225	Parks Expenses	693,437	-	693,437	298,663	394,774	43%	Ongoing operational costs
226	Lawn Areas	45,500	991	45,500	30,252	14,256	69%	Ongoing operational costs
227	East Street - Street Scaping	18,039	891	18,039	4,931	12,217	32%	Ongoing operational costs
228	Grong Grong Earth Park - RMS	-	-	8,531	-	8,531	0%	Discussions to be undertaken with community user group
229	Street Trees	260,366	5,818	260,366	79,977	174,571	33%	Ongoing operational costs (Emergency tree works due to storms included)
230	Lake Talbot Expenses	25,467	-	25,467	459	25,008	2%	Ongoing operational costs
231	Sports Stadium Expenses	136,535	-	136,535	36,079	100,456	26%	Ongoing operational costs
232	Bores Expenses	45,188	6,726	45,188	10,325	28,137	38%	Ongoing operational costs - correcting journals to be processed.
233	Pump Station Expenses	135,071	10,929	135,071	39,291	84,850	37%	Ongoing operational costs - correcting journals to be processed.
234	Mains Expenses	348,248	34,808	348,248	129,351	184,089	47%	Ongoing operational costs
235	Recycled Water	52,123	70	52,123	299	51,754	1%	Ongoing operational costs
236	Reservoirs Expenses	28,349	96	28,349	3,483	24,770	13%	Ongoing operational costs - correcting journals to be processed.
237	Water Supply Licence	31,006	-	31,006	4,097	26,909	13%	Ongoing operational costs
238	Chlorine & Chemicals Expenses	23,690	364	23,690	6,152	17,175	28%	Ongoing operational costs
239	Meter Reading Expenses	39,732	175	39,732	36,893	2,664	93%	Ongoing operational costs to be rectified with the introduction of the taggle software.
240	Telemetry System Maintenance	9,323	-	9,323	1,328	7,995	14%	Ongoing operational costs
241	Hydrant Flushing Program	76,175	-	76,175	2,951	73,224	4%	Procurement to begin in June 2023 for this years program.
242	Pump Stations Electricity Expenses	300,000	-	300,000	74,083	225,917	25%	Ongoing operational costs
243	Pump Station Expenses	109,586	3,711	109,586	34,172	71,703	35%	Ongoing operational costs - correcting journals to be processed.
244	Mains Expenses	204,500	13,033	204,500	90,304	101,163	51%	Ongoing operational costs
245	Treatment Works Expenses	257,730	11,599	257,730	136,459	109,671	57%	Ongoing operational costs
246	Sewer Heating & Electricity	100,000	-	100,000	21,756	78,244	22%	Ongoing operational costs
247	Telemetry System Maintenance	2,111	-	2,111	-	2,111	0%	Ongoing operational costs







Key Operational as at 31 October 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	\$ -	\$ 53,516.31	\$ 124,452.69
Cemetery Expenses	\$ 159,073.00	\$ 159,073.00	\$ -	\$ 41,929.74	\$ 117,143.26
Public toilets	\$ 111,559.00	\$ 111,559.00	\$ -	\$ 30,207.47	\$ 81,351.53
<b>Transport &amp; Communication</b>					
Regional Roads	\$ 217,600.00	\$ 217,600.00	\$ -	\$ 65,317.77	\$ 152,282.23
State Roads	\$ -	\$ -	\$ -	\$ 117,980.08	-\$ 117,980.08
Urban Roads	\$ 837,436.00	\$ 932,153.28	\$ 30,383.57	\$ 252,512.18	\$ 647,590.25
Sealed Rural Roads	\$ 320,019.00	\$ 734,603.06	\$ 19,513.13	\$ 148,775.34	\$ 566,314.59
Ancillary Roadworks	\$ -	\$ 38,267.12	\$ -	\$ 34,157.11	\$ 4,110.01
Unsealed Rural Roads	\$ 667,734.00	\$ 667,734.00	\$ 22,984.44	\$ 304,764.43	\$ 339,985.13
<b>Water Supplies</b>					
Water	\$ 1,088,905.00	\$ 1,088,905.00	\$ 53,167.72	\$ 308,252.89	\$ 727,484.39
<b>Sewer Supplies</b>					
Sewer	\$ 673,927.00	\$ 673,927.00	\$ 28,343.20	\$ 282,690.84	\$ 362,892.96
<b>Recreation and Culture</b>					
Sports Ground Expenses	\$ 303,890.00	\$ 303,890.00	\$ -	\$ 84,161.90	\$ 219,728.10
Parks Expenses	\$ 693,437.00	\$ 701,968.36	\$ -	\$ 298,663.48	\$ 403,304.88
Lawn Areas	\$ 45,499.53	\$ 45,499.53	\$ 991.28	\$ 30,251.91	\$ 14,256.34
Lake Talbot Expenses	\$ 25,467.00	\$ 25,467.00	\$ -	\$ 458.66	\$ 25,008.34
Sports Stadium Expenses	\$ 136,535.00	\$ 136,535.00	\$ -	\$ 36,078.99	\$ 100,456.01
Street Scaping	\$ 18,039.42	\$ 18,039.42	\$ 891.25	\$ 4,930.72	\$ 12,217.45
Street Trees	\$ 260,366.00	\$ 260,366.00	\$ 5,817.75	\$ 79,977.07	\$ 174,571.18
<b>Grand Total</b>	<b>\$ 5,737,455.95</b>	<b>\$ 6,293,555.77</b>	<b>\$ 162,092.34</b>	<b>\$ 2,174,626.89</b>	<b>\$ 3,955,169.26</b>

**24.3 STATEMENT OF INVESTMENTS - OCTOBER 2023**

**Document ID: 701676**

**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 31 October 2023.

**PURPOSE**

The purpose of this report is to present to Council the investments held as of 31 October 2023.

**SUMMARY**

<u>Fund Balance (GL)</u>	
General	22,353,522.17
Water	6,259,912.40
Sewerage	3,102,557.48
Trust	55,489.63
	<b>31,771,481.68</b>

**BACKGROUND**

The actual interest income to 31 October 2023 is \$437,238 and compares favourably with the budget of \$285,202.

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)	1,015,992.07	3.20%	1.35%	A-1+	31 Oct 2023
National Australia Bank	1,000,000.00	3.15%	4.90%	A-1+	27 Nov 2023
National Australia Bank	1,000,000.00	3.15%	4.20%	A-1+	5 Dec 2023
National Australia Bank	1,000,000.00	3.15%	5.44%	A-1+	27 Dec 2023
National Australia Bank	1,000,000.00	3.15%	4.77%	A-1+	15 Jan 2024
National Australia Bank	200,000.00	0.63%	5.55%	A-1+	1 Jul 2024
National Australia Bank	1,000,000.00	3.15%	5.40%	A-1+	12 Jul 2024
National Australia Bank	1,000,000.00	3.15%	5.25%	A-1+	4 Oct 2024
National Australia Bank	1,000,000.00	3.15%	5.40%	A-1+	30 Oct 2024
Commonwealth Bank	1,000,000.00	3.15%	4.88%	A-1+	20 Dec 2023
Commonwealth Bank	750,000.00	2.36%	4.81%	A-1+	2 Jan 2024
Commonwealth Bank	1,000,000.00	3.15%	4.61%	A-1+	6 Feb 2024
Commonwealth Bank	1,000,000.00	3.15%	5.06%	A-1+	27 Feb 2024
Commonwealth Bank	1,000,000.00	3.15%	4.76%	A-1+	8 Mar 2024
Commonwealth Bank	1,000,000.00	3.15%	4.40%	A-1+	18 Apr 2024
Commonwealth Bank	1,000,000.00	3.15%	4.66%	A-1+	15 May 2024
Commonwealth Bank	1,000,000.00	3.15%	5.20%	A-1+	7 Jun 2024
Commonwealth Bank	1,000,000.00	3.15%	5.26%	A-1+	20 Jun 2024
IMB	1,000,000.00	3.15%	4.95%	A-2	30 May 2024
Suncorp	1,000,000.00	3.15%	5.46%	A-1	25 Mar 2024
Suncorp	1,000,000.00	3.15%	5.46%	A-1	24 Apr 2024
Suncorp	1,000,000.00	3.15%	5.40%	A-1	25 Jul 2024
Bendigo Bank	1,000,000.00	3.15%	5.40%	A-2	28 Jun 2024
Westpac Bank	750,000.00	2.36%	4.18%	A-1+	6 Nov 2023
Westpac Bank	1,000,000.00	3.15%	4.36%	A-1+	22 Nov 2023
Westpac Bank	1,000,000.00	3.15%	4.78%	A-1+	8 Jan 2024
Westpac Bank	1,000,000.00	3.15%	5.20%	A-1+	29 Feb 2024
Westpac Bank	1,000,000.00	3.15%	4.40%	A-1+	20 Mar 2024
Westpac Bank	1,000,000.00	3.15%	4.37%	A-1+	12 Apr 2024
Westpac Bank	1,000,000.00	3.15%	4.90%	A-1+	30 May 2024
Westpac Bank	1,000,000.00	3.15%	5.12%	A-1+	26 Aug 2024
Westpac Bank	1,000,000.00	3.15%	5.07%	A-1+	2 Sep 2024
Westpac Bank	1,000,000.00	3.15%	5.25%	A-1+	23 Oct 2024
<b>Total Council Funds</b>	<b>31,715,992.07</b>	<b>100%</b>			
Trust Term Deposits					
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>			

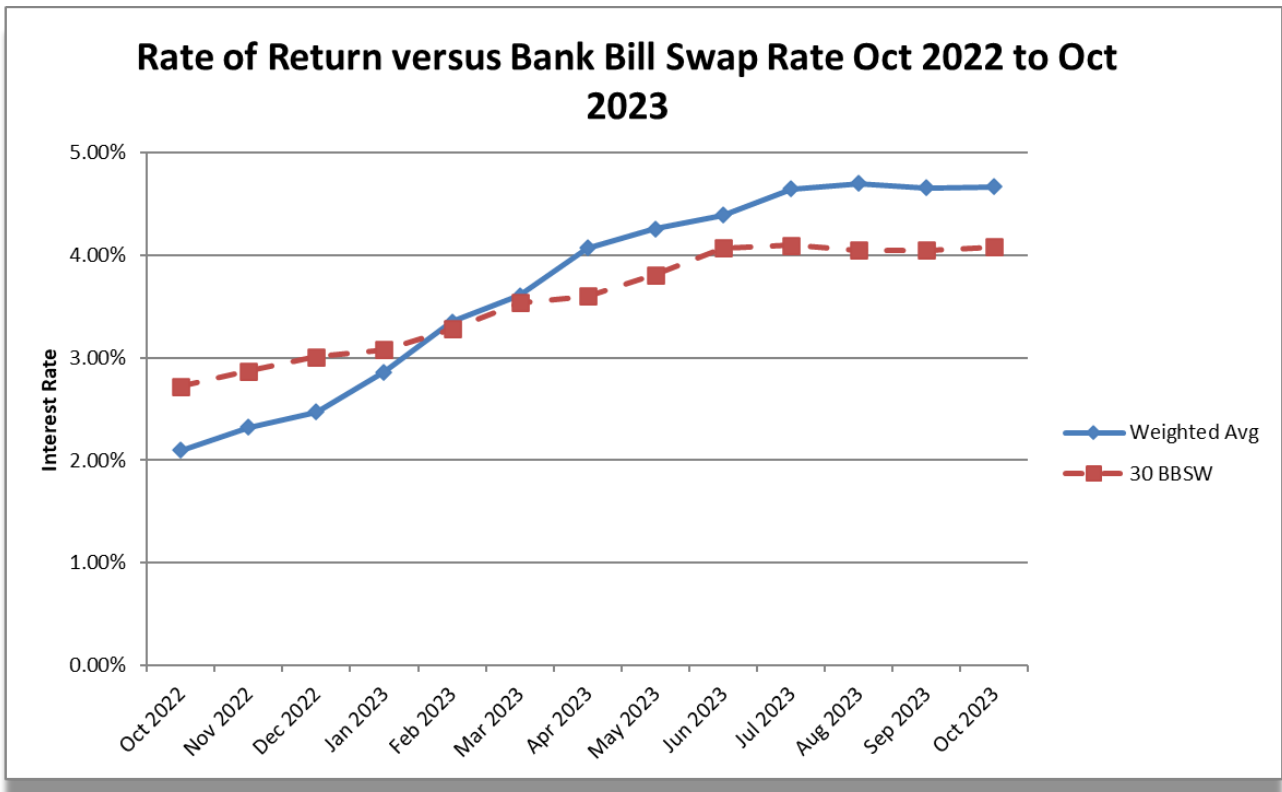
Individual Limits					
Institution	Rating		Value	Council %	
Bendigo Bank	BBB+	A2	\$ 1,000,000.00	3.2%	Max 10%
Elders Rural Bank	BBB+	A2	\$ -	0.0%	Max 10%
IMB	BBB	A3	\$ 1,000,000.00	3.2%	Max 10%
NAB	AA-	A1+	\$ 8,271,481.69	26.0%	Max 35%
Suncorp	A+	A1	\$ 3,000,000.00	9.4%	Max 25%
StGeorge	AA	A1+	\$ -	0.0%	Max 35%
Macquarie Bank	A+	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 8,750,000.00	27.5%	Max 35%
Westpac	AA-	A1+	\$ 9,750,000.00	30.7%	Max 35%

**b. Application of Investment Funds**

Application of Restricted Funds		
Allocation	Description	\$'000
External Restrictions	Water Supply	\$ 6,451
	Sewer Supply	\$ 2,910
	Developer Contributions	\$ 845
	Domestic Waste	\$ 2,363
	Unexpended Grants	\$ 6,769
	Stormwater	\$ 447
	Crown Lands	\$ 320
Internally Restricted	Discretion of Council	\$ 11,450
Unrestricted	Allocated to current budget	\$ 216
<b>Total</b>		<b>\$ 31,771</b>

**c. Investment Portfolio Performance**

Monthly Investment Performance				
Period Ending	Investments	Weighted	BBSW 30	Variance
Oct 2022	27,716,692.46	2.10%	2.72%	-0.62%
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%



**d. Investment Commentary**

The investment portfolio increased by \$451,023.69 during October, with the next investment reaching maturity on 6 November 2023.

The investment portfolio is diversified across various institutions to minimise credit risk and reviewed regularly to maximise investment performance. The range of investment types that the Council holds includes term deposits and an on-call account.

The Reserve Bank left the interest rates on hold at 4.1% during the October meeting. However, the Reserve Bank did express concerns about how slowly the inflation rate is falling.

With inflation remaining higher than expected, economists and the big banks suggest a high likelihood of future rate rises. Narrandera Shire Council will continue to take advantage of the current interest rates to maximise the income generated by the portfolio.

**e. Responsible Officer Certification**

I hereby certify that the investments listed above have been made in accordance with section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2021 and Council's 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 31 October 2023.

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

**Document ID:** 702021

**Author:** Finance Manager

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

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

**Attachments:** Nil

### **RECOMMENDATION**

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.

### **PURPOSE**

The purpose of this report is to advise Council of any submissions received in regard to the General Purpose Financial Statements and Auditors' Report for the period ending 30 June 2023.

Council received no submissions for the 2022-23 year, completing the financial reporting process.

The General Purpose Financial Statements and Auditors' Report were adopted by Council at its October meeting and will form part of the Annual Report to be presented to Council in November 2023.

### **SUMMARY**

The 2022-23 Financial Statements were presented to Council at its October 2023 meeting. Council adopted the Financial Statements and Auditors' Report as presented. Upon adoption by Council, any person may make a submission to Council regarding the Financial Statements or the Auditors' Report. This was advertised in accordance with Section 420 of the Local Government Act 1993, which states:

1. Any person may make submission to the council with respect to the council's audited financial reports or with respect to the auditor's reports.
2. A submission must be in writing and must be lodged with the council within seven days after the date on which those reports are presented to the public.
3. The council must ensure that copies of all submissions received by it are referred to the auditor.
4. The council may take such action as it considers appropriate with respect to any such submission, including the giving of notice to the Director-General of any matter that appears to require amendment of the council's financial reports.

There were no submissions received in relation to the 2022-23 General Purpose Financial Statements and Auditors' Report.



**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**

5.1.4 - Report on compliance with the financial performance measures within the annual financial statements.

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

- N/A

**Financial**

- N/A

**Legal / Statutory**

- Compliance with the Local Government Act 1993 Section 420

**Community Engagement / Communication**

The Local Government Act makes provision for the community to make submissions in regard to the General Purpose Financial Statements and Auditors' Reports and directs how submissions will be reported.

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

- N/A

**RISKS**

Not advertising for submissions would be in contravention to the Local Government Act and would limit the public's avenues to comment on the Financial Statements and Auditors' Report.

**CONCLUSION**

Council notes that no submissions were received and that no further action is required, concluding the 2022-23 financial reporting process in accordance with the Local Government Act, 1993.

**RECOMMENDATION**

That Council:

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

**24.5 QUARTERLY BUDGET REVIEW - SEPTEMBER 2023**

**Document ID: 702241**

**Author: Finance Officer**

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

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

**Attachments:**

1. **Quarterly Budget Review - September 2023**
2. **Reserves Reconciliation**

**RECOMMENDATION**

That Council:

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

**PURPOSE**

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

**SUMMARY**

The General Fund forecast net operating result from continuing operations after the quarter is a surplus \$11,938,000 compared to the original budget forecast result of a surplus of \$6,685,000.

The General Fund forecast net operating result before grants and contributions provided for capital after the quarter is a deficit of \$3,539,000 compared to original budget forecast of \$394,000. This is a result of carry forwards of Grants received last financial year.

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

<b>Operating Position before Capital Grants</b>		
<b>Fund</b>	<b>Original (000's)</b>	<b>Sept (000's)</b>
General	394	-3,539
Water	5	5
Sewer	255	255
Consolidated	654	-3,279

**BACKGROUND**

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

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

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

Nil

**Policy**

- Nil

**Financial**

- Council's short-term financial position (the level of working capital) is satisfactory as at 30 September 2023.

**Legal / Statutory**

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

**Community Engagement / Communication**

- This report is being presented in the ordinary business paper.

**RISKS**

N/A

**VARIATIONS**

Variations during the September quarter are detailed in attachment one with an overall summary below by Fund and Activity.

**General Fund*****Rates and annual charges***

Income from ordinary rates is less than anticipated and is due to farmland re-categorisation reviews performed after budget forecasts were completed.

***User charges and fees***

Income from user fees increased \$432,000 relating to the sale of Gravel Crushing to Carrathool Shire Council.

***Other revenues***

Council received \$201,682 for a disaster grant relating to the 2022 Flood event. The income has been returned to the plant reserve which funded the emergency works.

***Operating grants and contributions***

An adjustment has been made for the revenue received for Federal Assistance Grant of \$701,285. This is due to an increased 2023-24 allocation plus a catch up from 2022-23 financial year, driven by inflation beyond original estimates for the year.

***Capital grants and contributions***

Council was successful in obtaining a grant in Round 4 of the Local Roads & Community Infrastructure Program of \$1,572,664. A \$40,000 contribution has also been included in the budget for the Netball Courts at Barellan. \$85,000 has been removed from the Regional Roads Repair Grant as the program has been frozen for the next four years.

***Employee benefits and oncosts***

Funds within the employee benefits and oncosts have been increased by \$50,000. This has been funded by reallocation of funds from the materials and contracts area. \$20,000 is for a claim for additional funds for State Roads Contracts wages. \$15,000 has been moved from the Finance Contractor Expenses back into the Finance Salaries as Council has not engaged a Finance Contractor this year.

***Materials and services***

Materials and services reported an increase of \$104,000. \$37,000 is also a request to increase the budget for the State Roads Contract. An additional \$70,000 has been allocated to the HR Training budget to allow for greater staff training. This is funded from the 2022-23 excess Federal Assistance Grant allocation.

***Capital expenditure***

Capital expenditure will increase by \$2 million dollars bringing the total of the Capital Works program up to just under \$45 million including the Carry Overs from previous years. This is largely for projects relating to the LRCI Round 4 grant that was obtained. A new Jet patcher has been purchased this financial year that was not in the original budget. Funds for this have been transferred out of the plant reserve.

***Reserve transfers***

Transfers relating to reserves include additional income (\$201,000) from the Emergency Grant, additional FAG received (\$631,000), and the purchase of new Jet patcher (\$479,000).

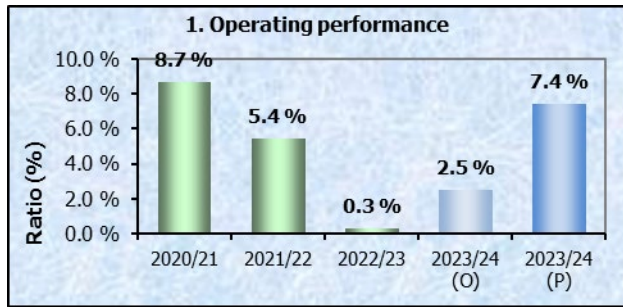
***Water Fund***

No changes have been made to the Water Fund this quarter.

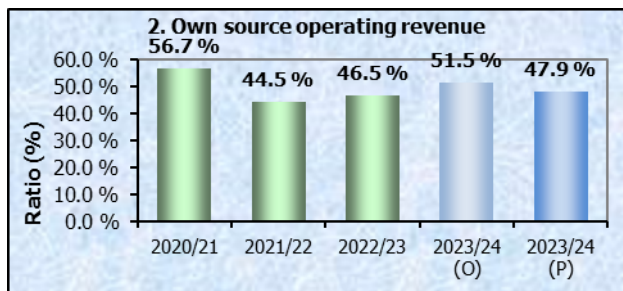
***Sewer Fund***

No changes have been made to the Sewer Fund this quarter.

**Key Performance Indicators**



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



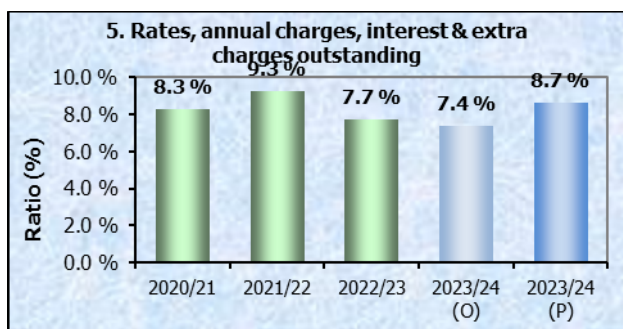
This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.



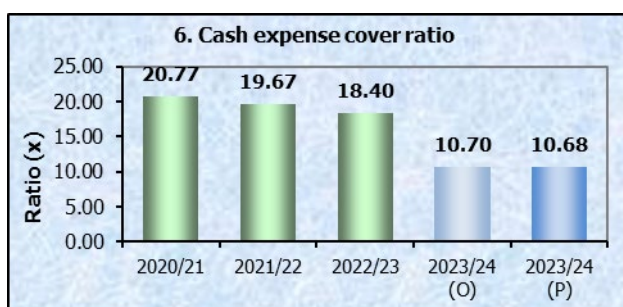
To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.



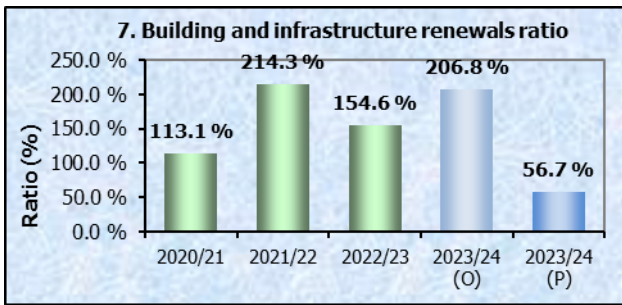
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.



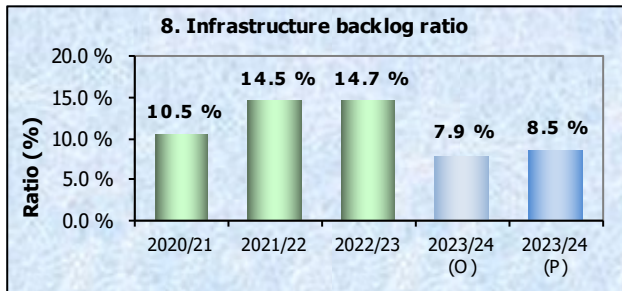
To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.



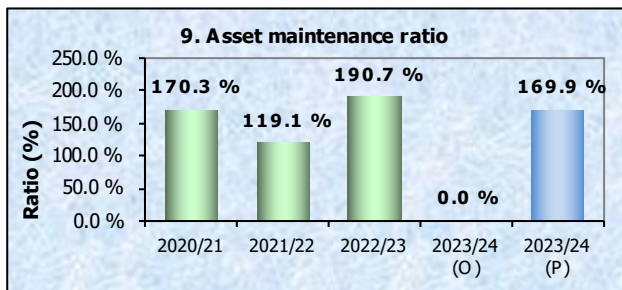
This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.



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



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



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

**CONCLUSION**

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

**RECOMMENDATION**

That Council:

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

Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/23 to 30/09/23

<b>Table of contents</b>	<b>page</b>
1. Responsible accounting officer's statement	2
2. Income & expenses budget review statement's	
- Consolidated	3
- General Fund	4
- Water Fund	5
- Sewer Fund	6
3. Capital budget review statement	7
4. Cash & investments budget review statement	8-9
5. Contracts & other expenses budget review statement	10
6. Reserve Reconciliation	11



Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/23 to 30/09/23**Report by responsible accounting officer**

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

**30 September 2023**

It is my opinion that the Quarterly Budget Review Statement for Narrandera Shire Council for the quarter ended 30/09/23 indicates that Council's projected financial position at 30/6/24 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

**Signed:**  
**Martin Hiscox****date:****9-11-2023**

Martin Hiscox  
Responsible accounting officer

Narrandera Shire Council

**Quarterly Budget Review Statement**

for the period 01/07/23 to 30/09/23

**Income & expenses budget review statement**

Budget review for the quarter ended 30 September 2023

**Income & expenses - Council Consolidated**

(\$000's)	Original budget 2023/24	Approved Changes		Revised budget 2023/24	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs					
<b>Income</b>								
Rates and annual charges	8,966	-	-	8,966	(27)		8,939	9,033
User charges and fees	2,948	-	-	2,948	463		3,411	631
Other revenues	2,083	-	-	2,083	209		2,292	344
Grants and contributions - operating	7,646	(4,120)	-	3,526	720		4,246	197
Grants and contributions - capital	6,609	11,441	680	18,730	1,524		20,254	266
Interest and investment revenue	907	-	-	907	-		907	(75)
Net gain from disposal of assets	92	-	-	92	-		92	67
Other income	233	-	-	233	13		246	-
<b>Total income from continuing operations</b>	<b>29,484</b>	<b>7,321</b>	<b>680</b>	<b>37,485</b>	<b>2,902</b>		<b>40,387</b>	<b>10,463</b>
<b>Expenses</b>								
Employee benefits and on-costs	8,872	-	-	8,872	52		8,924	1,968
Borrowing costs	55	-	-	55	-		55	11
Materials and services	6,086	960	75	7,121	104		7,225	1,922
Depreciation and amortisation	6,622	-	-	6,622	-		6,622	1,656
Impairment of receivables	6	-	-	6	-		6	4
Legal costs	-	-	-	-	-		-	-
Consultants	155	-	-	155	-		155	-
Other expenses	425	-	-	425	-		425	138
<b>Total expenses from continuing operations</b>	<b>22,221</b>	<b>960</b>	<b>75</b>	<b>23,256</b>	<b>156</b>		<b>23,412</b>	<b>5,699</b>
<b>Net operating result from continuing operations</b>	<b>7,263</b>	<b>6,361</b>	<b>605</b>	<b>14,229</b>	<b>2,746</b>		<b>16,975</b>	<b>4,764</b>
Discontinued operations - surplus/(deficit)				-			-	
<b>Net operating result from all operations</b>	<b>7,263</b>	<b>6,361</b>	<b>605</b>	<b>14,229</b>	<b>2,746</b>		<b>16,975</b>	<b>4,764</b>
<b>Net Operating Result before Capital Items</b>	<b>654</b>	<b>(5,080)</b>	<b>(75)</b>	<b>(4,501)</b>	<b>1,222</b>		<b>(3,279)</b>	<b>4,498</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/23 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/23 to 30/09/23

**Income & expenses budget review statement**

Budget review for the quarter ended 30 September 2023

**Income & expenses - General Fund**

(\$000's)	Original budget 2023/24	Approved Changes		Revised budget 2023/24	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs					
<b>Income</b>								
Rates and annual charges	6,519	-	-	6,519	(27)		6,492	6,555
User charges and fees	1,481	-	-	1,481	463		1,944	735
Other revenues	2,083	-	-	2,083	209		2,292	344
Grants and contributions - operating	7,646	(4,120)	-	3,526	720		4,246	197
Grants and contributions - capital	6,291	7,012	680	13,983	1,524		15,507	251
Interest and investment revenue	609	-	-	609	-		609	(17)
Net gain from disposal of assets	92	-	-	92	-		92	67
Other income	233	-	-	233	13		246	
<b>Total income from continuing operations</b>	<b>24,954</b>	<b>2,892</b>	<b>680</b>	<b>28,526</b>	<b>2,902</b>		<b>31,428</b>	<b>8,132</b>
<b>Expenses</b>								
Employee benefits and on-costs	8,169	-	-	8,169	52		8,221	1,793
Borrowing costs	18	-	-	18	-		18	2
Materials and services	3,973	960	75	5,008	104		5,112	1,657
Depreciation and amortisation	5,523	-	-	5,523	-		5,523	1,381
Impairment of receivables	6	-	-	6	-		6	4
Legal costs	-	-	-	-	-		-	-
Consultants	155	-	-	155	-		155	-
Other expenses	425	-	-	425	-		425	138
<b>Total expenses from continuing operations</b>	<b>18,269</b>	<b>960</b>	<b>75</b>	<b>19,304</b>	<b>156</b>		<b>19,460</b>	<b>4,975</b>
<b>Net operating result from continuing operations</b>	<b>6,685</b>	<b>1,932</b>	<b>605</b>	<b>9,222</b>	<b>2,746</b>		<b>11,968</b>	<b>3,157</b>
Discontinued operations - surplus/(deficit)				-			-	
<b>Net operating result from all operations</b>	<b>6,685</b>	<b>1,932</b>	<b>605</b>	<b>9,222</b>	<b>2,746</b>		<b>11,968</b>	<b>3,157</b>
<b>Net Operating Result before Capital Items</b>	<b>394</b>	<b>(5,080)</b>	<b>(75)</b>	<b>(4,761)</b>	<b>1,222</b>		<b>(3,539)</b>	<b>2,906</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/23 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

**Quarterly Budget Review Statement**

for the period 01/07/23 to 30/09/23

**Income & expenses budget review statement**

Budget review for the quarter ended 30 September 2023

**Income & expenses - Water Fund**

(\$000's)	Original budget 2023/24	Approved Changes		Revised budget 2023/24	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs					
<b>Income</b>								
Rates and annual charges	887	-	-	887	-		887	903
User charges and fees	1,289	-	-	1,289	-		1,289	(112)
Other revenues	-	-	-	-	-		-	-
Grants and contributions - operating	-	-	-	-	-		-	-
Grants and contributions - capital	10	191	-	201	-		201	5
Interest and investment revenue	276	-	-	276	-		276	(41)
Net gain from disposal of assets	-	-	-	-	-		-	-
Other income	-	-	-	-	-		-	-
<b>Total income from continuing operations</b>	<b>2,462</b>	<b>191</b>	<b>-</b>	<b>2,653</b>	<b>-</b>		<b>2,653</b>	<b>755</b>
<b>Expenses</b>								
Employee benefits and on-costs	355	-	-	355	-		355	75
Borrowing costs	-	-	-	-	-		-	-
Materials and services	1,401	-	-	1,401	-		1,401	146
Depreciation and amortisation	691	-	-	691	-		691	173
Impairment of receivables	-	-	-	-	-		-	-
Legal costs	-	-	-	-	-		-	-
Consultants	-	-	-	-	-		-	-
Other expenses	-	-	-	-	-		-	-
<b>Total expenses from continuing operations</b>	<b>2,447</b>	<b>-</b>	<b>-</b>	<b>2,447</b>	<b>-</b>		<b>2,447</b>	<b>394</b>
<b>Net operating result from continuing operations</b>	<b>15</b>	<b>191</b>	<b>-</b>	<b>206</b>	<b>-</b>		<b>206</b>	<b>361</b>
Discontinued operations - surplus/(deficit)								
<b>Net operating result from all operations</b>	<b>15</b>	<b>191</b>	<b>-</b>	<b>206</b>	<b>-</b>		<b>206</b>	<b>361</b>
<b>Net Operating Result before Capital Items</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>5</b>	<b>-</b>		<b>5</b>	<b>356</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/23 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/23 to 30/09/23

**Income & expenses budget review statement**

Budget review for the quarter ended 30 September 2023

**Income & expenses - Sewer Fund**

(\$000's)	Original budget 2023/24	Approved Changes		Revised budget 2023/24	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs					
<b>Income</b>								
Rates and annual charges	1,560	-	-	1,560	-		1,560	1,575
User charges and fees	178	-	-	178	-		178	8
Other revenues	-	-	-	-	-		-	-
Grants and contributions - operating	-	-	-	-	-		-	-
Grants and contributions - capital	308	4,238	-	4,546	-		4,546	10
Interest and investment revenue	22	-	-	22	-		22	(17)
Net gain from disposal of assets	-	-	-	-	-		-	-
Other income	-	-	-	-	-		-	-
<b>Total income from continuing operations</b>	<b>2,068</b>	<b>4,238</b>	<b>-</b>	<b>6,306</b>	<b>-</b>		<b>6,306</b>	<b>1,576</b>
<b>Expenses</b>								
Employee benefits and on-costs	348	-	-	348	-		348	100
Borrowing costs	37	-	-	37	-		37	9
Materials and services	712	-	-	712	-		712	119
Depreciation and amortisation	408	-	-	408	-		408	102
Impairment of receivables	-	-	-	-	-		-	-
Legal costs	-	-	-	-	-		-	-
Consultants	-	-	-	-	-		-	-
Other expenses	-	-	-	-	-		-	-
<b>Total expenses from continuing operations</b>	<b>1,505</b>	<b>-</b>	<b>-</b>	<b>1,505</b>	<b>-</b>		<b>1,505</b>	<b>330</b>
<b>Net operating result from continuing operations</b>	<b>563</b>	<b>4,238</b>	<b>-</b>	<b>4,801</b>	<b>-</b>		<b>4,801</b>	<b>1,246</b>
Discontinued operations - surplus/(deficit)				-			-	
<b>Net operating result from all operations</b>	<b>563</b>	<b>4,238</b>	<b>-</b>	<b>4,801</b>	<b>-</b>		<b>4,801</b>	<b>1,246</b>
<b>Net Operating Result before Capital Items</b>	<b>255</b>	<b>-</b>	<b>-</b>	<b>255</b>	<b>-</b>		<b>255</b>	<b>1,236</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/23 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

Quarterly Budget Review Statement  
for the period 01/07/23 to 30/09/23

Capital budget review statement

Budget review for the quarter ended 30 September 2023

Capital budget - Council Consolidated

(\$000's)	Original budget 2023/24	Approved changes		Revised budget 2023/24	Variations for this Sep Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs					
<b>Capital expenditure</b>								
<b>New assets</b>								
- Plant & Equipment	450	-	-	450	479		929	-
- Land & Buildings	-	753	-	753	-		753	332
- Office Equipment	-	9	-	9	-		9	-
- Other Structures	369	4,011	25	4,405	-		4,405	476
- Roads Bridges & Footpaths	1,018	30	175	1,223	-		1,223	5
- Recreational	-	225	-	225	-		225	55
- Drainage	-	220	-	220	-		220	-
- Water	-	674	-	674	-		674	28
- Sewer	3,230	5,939	-	9,169	-		9,169	133
- Pool	-	-	-	-	-		-	-
<b>Renewal assets (replacement)</b>								
- Plant & Equipment	1,131	-	-	1,131	-		1,131	520
- Land & Buildings	334	180	325	839	250		1,089	200
- Roads, Bridges, Footpaths	2,751	8,408	-	11,159	493		11,652	1,514
- Office Equipment	542	53	-	595	-		595	18
- Other Structures	759	2,077	155	2,991	-		2,991	434
- Library Books	32	-	-	32	-		32	2
- Recreational	-	70	-	70	337		407	18
- Drainage	7,060	279	-	7,339	-		7,339	130
- Water	385	400	-	785	-		785	107
- Sewer	350	482	-	832	450		1,282	-
- Pool	-	12	-	12	-		12	-
- Loan repayments (principal)	-	-	-	-	-		-	-
<b>Total capital expenditure</b>	<b>18,411</b>	<b>23,822</b>	<b>680</b>	<b>42,913</b>	<b>2,009</b>		<b>44,922</b>	<b>3,972</b>
<b>Capital funding</b>								
Rates & other untied funding	3,205	1,112	1	4,318	-		4,318	710
Capital grants & contributions	6,506	18,863	679	26,048	1,524		27,572	2,244
<b>Reserves:</b>								
- External restrictions/reserves	1,390	2,273	-	3,663	-		3,663	336
- Internal restrictions/reserves	2,010	1,574	-	3,584	485		4,069	682
New loans	5,300	-	-	5,300	-		5,300	-
<b>Receipts from sale of assets</b>								
- Plant & equipment	-	-	-	-	-		-	-
- Land & buildings	-	-	-	-	-		-	-
<b>Total capital funding</b>	<b>18,411</b>	<b>23,822</b>	<b>680</b>	<b>42,913</b>	<b>2,009</b>		<b>44,922</b>	<b>3,972</b>
<b>Net capital funding - surplus/(deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/23 and should be read in conjunction with the total QBRs report

for the period 01/07/23 to 30/09/23

**Cash & investments budget review statement**

Budget review for the quarter ended 30 September 2023

**Cash & investments - Council Consolidated**

\$000's)	Original Balance 30-Jun-23	Approved changes		Revised Balance 2023/24	Variations Balance Sep Qtr	Projected year end result	Actual YTD figures	
		Balance 2023/24	Balance forwards					Other than by QBRs
<b>Externally restricted <sup>(1)</sup></b>								
Developer Contributions	836	83	(43)	-	876	(6)	870	845
Specific Purpose Unexpended Grants	5,476	-	(4,761)	-	715	-	715	5,087
Inspent Grants & Contributions Liability	2,660	-	-	-	2,660	-	2,660	1,682
Water Supplies	6,025	354	(883)	-	5,496	-	5,496	6,241
Sewerage Service	1,119	119	(732)	-	506	-	506	1,393
Waste Management	1,604	(330)	(466)	-	808	-	808	2,363
Stormwater Management	369	42	(129)	-	282	6	288	447
Crown Lands	302	7	(20)	-	289	-	289	320
Inspent Internal Loans	1,451	-	(1,451)	-	-	-	-	1,417
<b>Total externally restricted</b>	<b>19,842</b>	<b>275</b>	<b>(8,485)</b>	<b>-</b>	<b>11,632</b>	<b>-</b>	<b>11,632</b>	<b>19,795</b>
1) Funds that must be spent for a specific purpose								
<b>Internally restricted <sup>(2)</sup></b>								
Employee Leave Entitlements	1,179	-	-	-	1,179	-	1,179	1,179
Replacement - Plant & Vehicles	1,892	26	(38)	-	1,880	(277)	1,603	1,695
Carried Over Works	1,198	-	(1,198)	-	-	-	-	1,113
Information Technology Replacement	670	(250)	(26)	-	394	-	394	665
Cemetery Perpetual	455	23	(20)	-	458	-	458	455
Other	632	76	-	(30)	678	631	1,309	603
Council Committees	60	-	-	-	60	-	60	60
Property Development	762	305	(21)	-	1,046	-	1,046	751
Organisational Service Assets & Projects	2,924	240	(1,468)	-	1,696	-	1,696	3,027
Quarry Rehabilitation	16	15	-	-	31	-	31	14
Financial Assistance Grant	6,119	-	(6,119)	-	-	-	-	3,365
Reverse Cycle Vending Machine	-	3	-	-	3	-	3	2
Bonds, Retentions & Trusts	185	-	-	-	185	-	185	185
<b>Total internally restricted</b>	<b>16,092</b>	<b>438</b>	<b>(8,890)</b>	<b>(30)</b>	<b>7,610</b>	<b>354</b>	<b>7,964</b>	<b>13,114</b>
2) Funds that Council has earmarked for a specific purpose								
<b>Unrestricted (ie. available after the above Restr)</b>	<b>345</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>345</b>	<b>-</b>		<b>216</b>
<b>Total Cash &amp; investments</b>	<b>36,279</b>	<b>713</b>	<b>(17,375)</b>	<b>(30)</b>	<b>19,587</b>	<b>354</b>	<b>19,596</b>	<b>33,125</b>

Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/23 to 30/09/23

**Cash & investments budget review statement**

**Comment on cash & investments position**

Not applicable

**Investments**

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

**Cash**

The Cash at Bank figure included in the Cash & Investment Statement totals \$31,320,458

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.  
The date of completion of this bank reconciliation is 30/09/23

**Reconciliation status**

		Sept	Oct
		\$ 000's	\$ 000's
The YTD cash & investment figure reconciles to the actual balances held as follows:			
Cash at bank (as per bank statements)		1,796	561
Investments on hand		31,329	31,780
less: unrepresented cheques	(Timing Difference)	-	-
add: undeposited funds	(Timing Difference)	-	-
less: identified deposits (not yet accounted in ledger)	(Require Actioning)	-	-
add: identified outflows (not yet accounted in ledger)	(Require Actioning)	-	-
less: unidentified deposits (not yet actioned)	(Require Investigation)	-	-
add: unidentified outflows (not yet actioned)	(Require Investigation)	-	-
<b>Reconciled cash at bank &amp; investments</b>		<b>33,125</b>	<b>32,341</b>
<b>Balance as per QBRs review statement:</b>		<b>33,125</b>	
Difference:		-	



Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/23 to 30/09/23

**Contracts budget review statement**

Budget review for the quarter ended 30 September 2023

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

Contractor	Contract detail & purpose	Contract value (GST inc.)	Start date	Duration of contract	Budgeted (Y/N)	Notes
B Doyle & F.J Doyle	Lease for Management of Barellan Memorial Pool	793,692	01/09/23	5 years	Y	
Keane Civil & Construction	Barellan Sewer Construction	7,090,481	25/08/23	14 months	Y	

**Notes:**

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

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/23 and should be read in conjunction with the total QBRS report.

Narrandera Shire Council

**Quarterly Budget Review Statement**  
for the period 01/07/23 to 30/09/23

**Consultancy & legal expenses budget review statement**

Consultancy & legal expenses overview

Expense	YTD expenditure (actual dollars)	Budgeted (Y/N)
Consultancies	56,177	Y
Legal Fees	4,561	Y

**Definition of a consultant:**

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

**Comments**

Expenditure included in the above YTD figure includes:

**Details**

**Legal Fees**

Debt Recovery Legal Fees	\$	4,561.00
General Legal Expenses	\$	-
Lease & License Agreements	\$	-
Other Legal Expenses	\$	-

**Consultancies**

Morrison Low	SRV Review & Investigation	\$	28,651.08
Kim Biggs Consulting	Museum Advisor	\$	7,106.00
Studio S2 Architects Pty Ltd	Architect Fees	\$	20,420.00

BUDGETED RESERVE BALANCES																
RESERVE DETAILS	Balance 30 Jun 2023	Budget Transfer 23/24	Other	Carry over	Sept	Dec	March	June	Interest	Net Transfer 23/24	Balance 30 Jun 2024	24/25 C/O	24/25 Budget Movement	Balance 30 Jun 2025	25/26 Budget Movement	Balance 30 Jun 2026
<b>GENERAL FUND - DETAILS</b>																
<b>Employee's Leave Entitlement</b>																
Employee's Leave Entitlement	\$ 1,178,228.00									\$ -	\$ 1,178,228.00			\$ 1,178,228.00		\$ 1,178,228.00
<b>Plant &amp; Vehicle Replacement</b>																
Plant & Vehicle Replacement	\$ 1,891,758.95	\$ 25,896.00		-\$ 38,021.58	-\$ 277,449.00					-\$ 289,574.58	\$ 1,602,184.37		\$ 33,482.00	\$ 1,635,666.37		\$ 1,635,666.37
<b>Information Technology Replacement</b>																
Street Camera Replacement	\$ 1,000.00			-\$ 1,000.00						-\$ 1,000.00	\$ -			\$ -		\$ -
Computer Replacement	\$ 669,343.04	-\$ 250,000.00		-\$ 25,000.00						-\$ 275,000.00	\$ 394,343.04		-\$ 380,000.00	\$ 14,343.04		\$ 14,343.04
<b>Carry Over Works</b>																
Carry Over Operating Program	\$ 85,562.52			-\$ 85,562.52						-\$ 85,562.52	\$ 0.00			\$ 0.00		\$ 0.00
Carry Over Capital Program	\$ 1,112,382.61			-\$ 1,112,382.61						-\$ 1,112,382.61	\$ 0.00			\$ 0.00		\$ 0.00
<b>Organisational service assets and projects</b>																
Public Art & Festive Tree Maintenance	\$ 32,082.28	\$ 20,000.00		-\$ 5,829.28						\$ 14,170.72	\$ 46,253.00		\$ 20,000.00	\$ 66,253.00		\$ 66,253.00
Infrastructure Replacement & Renewal	\$ 1,912,896.51	\$ 200,000.00		-\$ 1,424,537.92						-\$ 1,224,537.92	\$ 688,358.59		\$ 134,000.00	\$ 822,358.59		\$ 822,358.59
Narrandera Business Centre Master Plan	\$ 228,574.90									\$ -	\$ 228,574.90			\$ 228,574.90		\$ 228,574.90
Delivery of Aged strategies	\$ 213,001.61			-\$ 11,792.50						-\$ 11,792.50	\$ 201,209.11			\$ 201,209.11		\$ 201,209.11
Shire Property Renewal & Cyclical Maintenance	\$ 449,964.00	-\$ 30,000.00								-\$ 30,000.00	\$ 419,964.00			\$ 419,964.00		\$ 419,964.00
Visitor Centre Building Replacement	\$ 26,305.80			-\$ 26,305.80						-\$ 26,305.80	\$ 0.00			-\$ 0.00		\$ 0.00
Renewable Energy	\$ 50,878.00	\$ 50,000.00								\$ 50,000.00	\$ 100,878.00		\$ 50,000.00	\$ 150,878.00		\$ 150,878.00
Narrandera Park Landscape	\$ 10,176.00									\$ -	\$ 10,176.00			\$ 10,176.00		\$ 10,176.00
<b>Other Internal Reserves</b>																
Election & Integrated Planning Exp	\$ 29,535.91									\$ -	\$ 29,535.91		-\$ 18,500.00	\$ 11,035.91		\$ 11,035.91
Financial Management Reserve Strategy	\$ 296,679.78		-\$ 29,541.00		\$ 631,285.00					\$ 601,744.00	\$ 898,423.78			\$ 898,423.78		\$ 898,423.78
Community Transport	\$ 305,923.00	\$ 76,143.00								\$ 76,143.00	\$ 382,066.00		\$ 80,653.00	\$ 462,719.00		\$ 462,719.00
<b>Financial Assistance Grant</b>																
Financial Assistance Grant	\$ 6,118,620.00			-\$ 6,118,620.00						-\$ 6,118,620.00	\$ -			\$ -		\$ -
<b>Council Committees</b>																
Committee - Barellan Museum	\$ 4,156.68									\$ -	\$ 4,156.68			\$ 4,156.68		\$ 4,156.68
Committee - Koala Committee	\$ 18,394.16									\$ -	\$ 18,394.16			\$ 18,394.16		\$ 18,394.16
Committee - Railway Station	\$ 10,460.76									\$ -	\$ 10,460.76			\$ 10,460.76		\$ 10,460.76
355 Committee - Parkside Museum	\$ 3,717.72									\$ -	\$ 3,717.72			\$ 3,717.72		\$ 3,717.72
Committee - Barellan Hall	\$ 21,877.24									\$ -	\$ 21,877.24			\$ 21,877.24		\$ 21,877.24
Committee - Grong Grong Community Hall	\$ 1,472.75									\$ -	\$ 1,472.75			\$ 1,472.75		\$ 1,472.75
Committee - Domestic Violence	\$ 186.90									\$ -	\$ 186.90			\$ 186.90		\$ 186.90
<b>Cemetery Perpetual</b>																
N'dra Cemetery - Perpetual mtnce all	\$ 454,762.88	\$ 23,472.00		-\$ 20,000.00						\$ 3,472.00	\$ 458,234.88		\$ 23,472.00	\$ 481,706.88		\$ 481,706.88
<b>Property Development</b>																
Property Development (Red Hill)	\$ 762,159.66	\$ 305,000.00		-\$ 21,414.49						\$ 283,585.51	\$ 1,045,745.17		-\$ 100,000.00	\$ 945,745.17		\$ 945,745.17
<b>Quarry Rehabilitation</b>																
Quarry Rehabilitation	\$ 16,521.72	\$ 15,000.00								\$ 15,000.00	\$ 31,521.72		\$ 15,000.00	\$ 46,521.72		\$ 46,521.72
<b>Reverse Cycle Vending Machine</b>																
Reverse Cycle Vending Machine	\$ 498.83	\$ 3,280.00								\$ 3,280.00	\$ 3,778.83		\$ 3,220.00	\$ 6,998.83		\$ 6,998.83
<b>Waste Management</b>																
Narrandera Waste Depot	\$ 799,222.93	-\$ 330,123.00		-\$ 379,317.20						-\$ 709,440.20	\$ 89,782.73		-\$ 16,912.00	\$ 72,870.73		\$ 72,870.73
Narrandera Waste Depot - Excavation	\$ 104,704.00									\$ -	\$ 104,704.00			\$ 104,704.00		\$ 104,704.00
Narrandera Waste Depot - Rehabilitation	\$ 368,644.00									\$ -	\$ 368,644.00			\$ 368,644.00		\$ 368,644.00
Barellan Waste Depot	\$ 119,586.39			-\$ 86,308.39						-\$ 86,308.39	\$ 33,278.00			\$ 33,278.00		\$ 33,278.00
Barellan Waste Depot - Excavation	\$ 36,592.00									\$ -	\$ 36,592.00			\$ 36,592.00		\$ 36,592.00
Barellan Waste Depot - Rehabilitation	\$ 53,429.00									\$ -	\$ 53,429.00			\$ 53,429.00		\$ 53,429.00
Narrandera Depot Compactor Expenses	\$ 48,379.00									\$ -	\$ 48,379.00			\$ 48,379.00		\$ 48,379.00
Grong Grong Waste Depot Rehabilitation	\$ 73,876.00									\$ -	\$ 73,876.00			\$ 73,876.00		\$ 73,876.00

BUDGETED RESERVE BALANCES																
RESERVE DETAILS	Balance 30 Jun 2023	Budget Transfer 23/24	Other	Carry over	Sept	Dec	March	June	Interest	Net Transfer 23/24	Balance 30 Jun 2024	24/25 C/O	24/25 Budget Movement	Balance 30 Jun 2025	25/26 Budget Movement	Balance 30 Jun 2026
<b>Crown Reserves</b>																
Lake Talbot Tourist Park	\$ 301,961.56	\$ 6,462.00		-\$ 20,000.00						-\$ 13,538.00	\$ 288,423.56		\$ 80,828.00	\$ 369,251.56		\$ 369,251.56
<b>Stormwater</b>																
Narrandera Stormwater Reserve	\$ 352,251.00	\$ 33,275.00		-\$ 129,500.22	\$ 6,350.00					-\$ 89,875.22	\$ 262,375.78		-\$ 30,000.00	\$ 232,375.78		\$ 232,375.78
Barellan Stormwater Reserve	\$ 16,535.11	\$ 8,850.00		-\$	25.00					\$ 8,825.00	\$ 25,360.11			\$ 25,360.11		\$ 25,360.11
<b>Developer Contributions</b>																
Section 7.11 (94)	\$ 57,485.78										\$ 57,485.78			\$ 57,485.78		\$ 57,485.78
Section 7.12 (94A)	\$ 209,806.37			-\$ 43,597.96						-\$ 43,597.96	\$ 166,208.41			\$ 166,208.41		\$ 166,208.41
Section 7.4 - Youth activities	\$ 205,740.00				-\$ 5,740.00					-\$ 5,740.00	\$ 200,000.00			\$ 200,000.00		\$ 200,000.00
Section 7.4	\$ 51,389.51	\$ 65,000.00								\$ 65,000.00	\$ 116,389.51		\$ 65,000.00	\$ 181,389.51		\$ 181,389.51
<b>Bonds, Retentions &amp; Trusts</b>																
Kaniva Quarry	\$ 30,000.00										\$ 30,000.00			\$ 30,000.00		\$ 30,000.00
Arts Centre Trust	\$ 53,323.12										\$ 53,323.12			\$ 53,323.12		\$ 53,323.12
Sale of Land	\$ 101,428.43										\$ 101,428.43			\$ 101,428.43		\$ 101,428.43
<b>External Restrictions (Note 6 order)</b>																
<b>Water Fund</b>																
Asset Replacement	\$ 5,121,208.61	\$ 354,147.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 354,147.00	\$ 5,475,355.61		\$ 83,852.00	\$ 5,559,207.61		\$ 5,559,207.61
Carry Over Works	\$ 882,973.29	\$ -	\$ -	-\$ 882,973.29	\$ -	\$ -	\$ -	\$ -		-\$ 882,973.29	\$ 0.00		\$ -	\$ 0.00		\$ 0.00
Retention - Pine Hill Construction	\$ 20,701.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 20,701.90		\$ -	\$ 20,701.90		\$ 20,701.90
Section 64	\$ 219,176.63	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 10,000.00	\$ 229,176.63		\$ 10,000.00	\$ 239,176.63		\$ 239,176.63
<b>Sewer Fund</b>																
Asset Replacement	\$ 387,456.41	\$ 119,044.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 119,044.00	\$ 506,500.41		-\$ 101,535.00	\$ 404,965.41		\$ 404,965.41
Carry Over Works	\$ 731,820.51	\$ -	\$ -	-\$ 731,820.51	\$ -	\$ -	\$ -	\$ -		-\$ 731,820.51	\$ 0.00		\$ -	\$ 0.00		\$ 0.00
Unspent Loan	\$ 1,451,451.67	\$ -	\$ -	-\$ 1,451,451.67	\$ -	\$ -	\$ -	\$ -		-\$ 1,451,451.67	\$ -		\$ -	\$ -		\$ -
Section 64	\$ 92,157.97	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 8,000.00	\$ 100,157.97		\$ 8,000.00	\$ 108,157.97		\$ 108,157.97
<b>General Fund - External Restrictions</b>																
Specific Purpose Unexpended Grants (from separate sheet)	\$ 5,372,929.52	\$ -	\$ -	-\$ 4,760,732.00	\$ -	\$ -	\$ -	\$ -		-\$ 4,760,732.00	\$ 612,197.52	\$ -	\$ -	\$ 612,197.52	\$ -	\$ 612,197.52
Other Contributions	\$ 103,248.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 103,248.64	\$ -	\$ -	\$ 103,248.64	\$ -	\$ 103,248.64
Unspent grant & contributions Liability	\$ 2,660,165.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 2,660,165.59	\$ -	\$ -	\$ 2,660,165.59	\$ -	\$ 2,660,165.59
Developer Contributions	\$ 524,421.66	\$ 65,000.00	\$ -	-\$ 43,597.96	-\$ 5,740.00	\$ -	\$ -	\$ -		\$ 15,662.04	\$ 540,083.70	\$ -	\$ 65,000.00	\$ 605,083.70	\$ -	\$ 605,083.70
Waste Management	\$ 1,604,433.32	-\$ 330,123.00	\$ -	-\$ 465,625.59	\$ -	\$ -	\$ -	\$ -		-\$ 795,748.59	\$ 808,684.73	\$ -	-\$ 16,912.00	\$ 791,772.73	\$ -	\$ 791,772.73
Stormwater	\$ 368,786.11	\$ 42,125.00	\$ -	-\$ 129,500.22	\$ 6,325.00	\$ -	\$ -	\$ -		-\$ 81,050.22	\$ 287,735.89	\$ -	-\$ 30,000.00	\$ 257,735.89	\$ -	\$ 257,735.89
Crown Reserves	\$ 301,961.56	\$ 6,462.00	\$ -	-\$ 20,000.00	\$ -	\$ -	\$ -	\$ -		-\$ 13,538.00	\$ 288,423.56	\$ -	\$ 80,828.00	\$ 369,251.56	\$ -	\$ 369,251.56
<b>Total External Restrictions</b>	<b>\$ 19,842,893.39</b>	<b>\$ 274,655.00</b>	<b>\$ -</b>	<b>-\$ 8,485,701.24</b>	<b>\$ 585.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-\$ 8,210,461.24</b>	<b>\$ 11,632,432.15</b>	<b>\$ -</b>	<b>\$ 99,233.00</b>	<b>\$ 11,731,665.15</b>	<b>\$ -</b>	<b>\$ 11,731,665.15</b>
<b>Internal Restrictions (Note 6 order)</b>																
Plant & vehicle replacement	\$ 1,891,758.95	\$ 25,896.00	\$ -	-\$ 38,021.58	-\$ 277,449.00	\$ -	\$ -	\$ -		-\$ 289,574.58	\$ 1,602,184.37	\$ -	\$ 33,482.00	\$ 1,635,666.37	\$ -	\$ 1,635,666.37
Employee Leave Entitlements	\$ 1,178,228.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 1,178,228.00	\$ -	\$ -	\$ 1,178,228.00	\$ -	\$ 1,178,228.00
Carry over works	\$ 1,197,945.14	\$ -	\$ -	-\$ 1,197,945.13	\$ -	\$ -	\$ -	\$ -		-\$ 1,197,945.13	\$ 0.01	\$ -	\$ -	\$ 0.01	\$ -	\$ 0.01
Other Internal	\$ 632,138.69	\$ 76,143.00	-\$ 29,541.00	\$ -	\$ 631,285.00	\$ -	\$ -	\$ -		\$ 677,887.00	\$ 1,310,025.69	\$ -	\$ 62,153.00	\$ 1,372,178.69	\$ -	\$ 1,372,178.69
Cemetery Perpetual	\$ 454,762.88	\$ 23,472.00	\$ -	-\$ 20,000.00	\$ -	\$ -	\$ -	\$ -		\$ 3,472.00	\$ 458,234.88	\$ -	\$ 23,472.00	\$ 481,706.88	\$ -	\$ 481,706.88
Council Committees	\$ 60,266.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 60,266.21	\$ -	\$ -	\$ 60,266.21	\$ -	\$ 60,266.21
Information Technology Replacement	\$ 670,343.04	-\$ 250,000.00	\$ -	-\$ 26,000.00	\$ -	\$ -	\$ -	\$ -		-\$ 276,000.00	\$ 394,343.04	\$ -	-\$ 380,000.00	\$ 14,343.04	\$ -	\$ 14,343.04
Property Development	\$ 762,159.66	\$ 305,000.00	\$ -	-\$ 21,414.49	\$ -	\$ -	\$ -	\$ -		\$ 283,585.51	\$ 1,045,745.17	\$ -	-\$ 100,000.00	\$ 945,745.17	\$ -	\$ 945,745.17
Organisational service assets and projects	\$ 2,923,879.10	\$ 240,000.00	\$ -	-\$ 1,468,465.50	\$ -	\$ -	\$ -	\$ -		-\$ 1,228,465.50	\$ 1,695,413.60	\$ -	\$ 204,000.00	\$ 1,899,413.60	\$ -	\$ 1,899,413.60
Quarry Rehabilitation	\$ 16,521.72	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,000.00	\$ 31,521.72	\$ -	\$ 15,000.00	\$ 46,521.72	\$ -	\$ 46,521.72
Financial Assistance Grant	\$ 6,118,620.00	\$ -	\$ -	-\$ 6,118,620.00	\$ -	\$ -	\$ -	\$ -		-\$ 6,118,620.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reverse Cycle Vending Machine	\$ 498.83	\$ 3,280.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,280.00	\$ 3,778.83	\$ -	\$ 3,220.00	\$ 6,998.83	\$ -	\$ 6,998.83
Bonds, Retentions & Trusts	\$ 184,751.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 184,751.55	\$ -	\$ -	\$ 184,751.55	\$ -	\$ 184,751.55
<b>Total Internal Restrictions</b>	<b>\$ 16,091,873.77</b>	<b>\$ 438,791.00</b>	<b>-\$ 29,541.00</b>	<b>-\$ 8,890,466.70</b>	<b>\$ 353,836.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-\$ 8,127,380.70</b>	<b>\$ 7,964,493.07</b>	<b>\$ -</b>	<b>-\$ 138,673.00</b>	<b>\$ 7,825,820.07</b>	<b>\$ -</b>	<b>\$ 7,825,820.07</b>
<b>Total Restrictions</b>	<b>\$ 35,934,767.15</b>	<b>\$ 713,446.00</b>	<b>-\$ 29,541.00</b>	<b>-\$ 17,376,167.94</b>	<b>\$ 354,421.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-\$ 16,337,841.94</b>	<b>\$ 19,596,925.21</b>	<b>\$ -</b>	<b>-\$ 39,440.00</b>	<b>\$ 19,557,485.21</b>	<b>\$ -</b>	<b>\$ 19,557,485.21</b>

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

**Document ID: 702425**

**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 31 October 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	\$1,793,289.57
Plus Receipt	\$4,046,820.66
Less Payments	\$5,280,893.04
Current Cashbook Balance	\$559,217.14

Statement Summary	
Opening Statement Balance	\$1,743,620.09
Plus Receipts	\$4,058,463.42
Less Payments	\$5,285,463.70
Current Statement Balance	\$516,619.81
Plus Unpresented Receipts	\$42,146.08
Less Unpresented Payments	\$-451.30
Reconciliation Balance	\$559,217.14

GL BALANCE	\$559,217.14
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Unpaid Creditors	
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 31 October 2023.

**24.7 STATEMENT OF RATES AND RECEIPTS - OCTOBER 2023**

**Document ID:** 703179  
**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 31 October 2023.

**PURPOSE**

The purpose of this report is to present to Council the Statement of Rates and Receipts as at 31 October 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)	<u>9,050,430.52</u>
	9,788,482.43
Less Pensioner rebates	<u>202,770.25</u>
NET BALANCE	9,585,712.18
Less receipts to 31.10.2023	<u>3,654,785.38</u>
	<u><u>5,930,926.80</u></u>

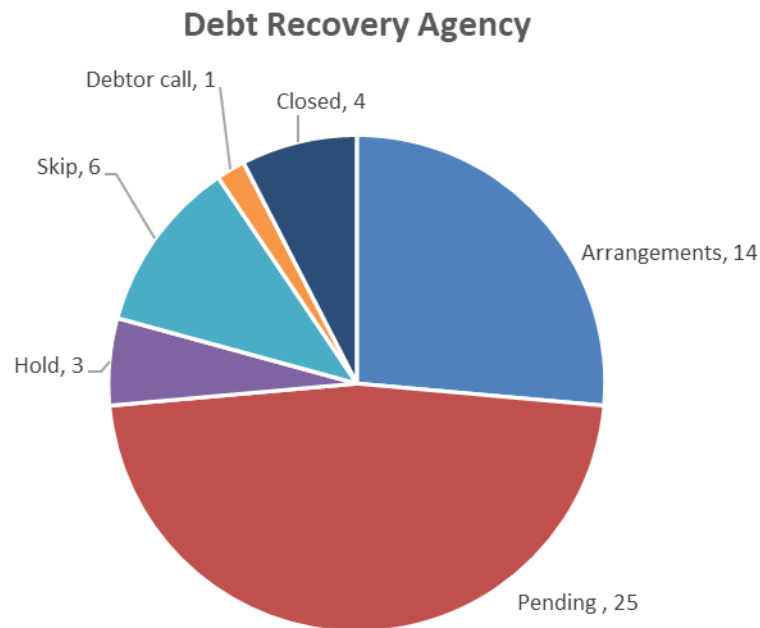
<b>Actual % Rate Collection to Net Balance as at 31.10.2023</b>	<b>=</b>	<b><u>38.13%</u></b>
<b>Comparative % Collection to Net Balance as at 31.10.2022</b>	<b>=</b>	<b><u>38.55%</u></b>
<b>Anticipated % Collection Rate as at 30.06.2024</b>	<b>=</b>	<b><u>94.00%</u></b>

**Water Consumption/Sewer Usage Charges**

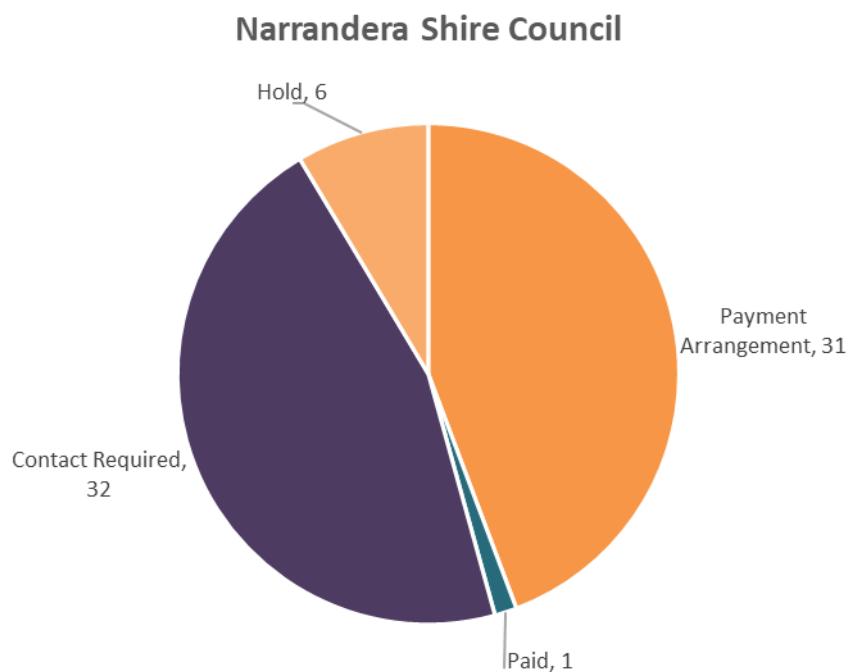
Arrears as at 01.07.2023	200,781.96
22/23 Water / Sewer usage charges, supplementary levies & interest	<u>456,154.74</u>
NET BALANCE	656,936.70
Less receipts to 31.10.2023	<u>112,264.14</u>
	<u><u>544,672.56</u></u>

### OVERDUE RATES AND CHARGES

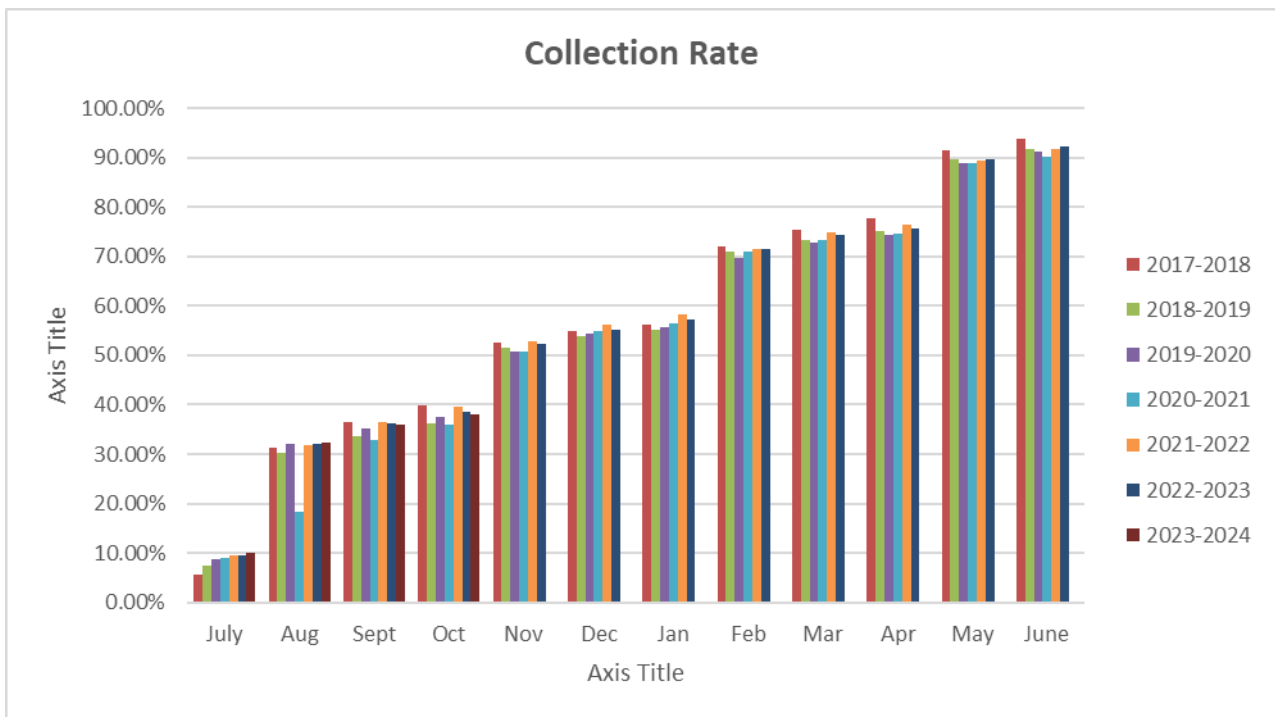
The table below provides information on the status of outstanding accounts under the management of Council's debt recovery agency.



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:

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

**25 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS****25.1 PRESENTATION OF COUNCIL'S FINAL DRAFT 2022-23 ANNUAL REPORT****Document ID: 701484****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Statutory and Compulsory Reporting – Other**

- Attachments:**
1. **Final Draft Word Version - 2022-23 Annual Report (under separate cover)**
  2. **Attachment A - GIPA Annual Report 2022-23 (under separate cover)**
  3. **Attachment B - PID Annual Report 2022-23 (under separate cover)**
  4. **Attachment C - Modern Slavery Annual Report 2022-23 (under separate cover)**
  5. **Attachment D - 1. Audited Financial Statements 30 June 2023 (under separate cover)**
  6. **Attachment D - 2. Audited Financial Statements 30 June 2023 (under separate cover)**
  7. **Attachment D - 3. Audited Financial Statements 30 June 2023 (under separate cover)**
  8. **Attachment D - 4. Audited Financial Statements 30 June 2023 (under separate cover)**
  9. **Attachment E - Disability Inclusion Action Plan 30 June 2023 (under separate cover)**
  10. **Attachment F - Delivery Program Annual Report 30 June 2023 (under separate cover)**

**RECOMMENDATION**

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.

**PURPOSE**

The purpose of this report is for Council to adopt the 2022-23 Annual Report and attachments for publication at 30 November 2023.

Councillors should note that the attached report is the final draft Word version and is yet to be converted into the final formatted document. It is intended that Council adopts the Word version for placement on the website to meet statutory requirements, with the final formatted document to be placed on the website when complete.

**SUMMARY**

Council's 2022-23 Annual Report and attachments have been prepared in accordance with Sections 406 and 428 of the *Local Government Act 1993*, Clause 217 of the *Local Government (General) Regulation 2021*, and the Integrated Planning and Reporting Guidelines for Local Government in NSW issued by the Office of Local Government September 2021.

It is a statutory requirement that the Annual Report be presented to the November Council meeting for adoption and publication as at 30 November 2023.

**BACKGROUND**

Reporting is a key element of the Integrated Planning and Reporting framework for NSW Councils. The process requires reporting back to the community about progress made on implementation of the Delivery Program and progress to achieving the strategies within the Community Strategic Plan.

The Annual Report documents achievements in implementation of the Delivery Program. It also highlights activities undertaken to achieve desired outcomes as detailed within the Community Strategic Plan.

**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**

- Nil

**Financial**

- Council's annual report incorporates the audited 2022-23 General Purpose and Special Purpose financial statements.

**Legal / Statutory**

- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- Integrated Planning and Reporting Guidelines published September 2021

**Community Engagement / Communication**

- Publication of the 2022-23 Annual Report meets the statutory reporting requirements of Council and details the activities, financial information and steps taken to deliver

the actions contained with the Delivery Program and the Disability Inclusion Action Plan.

### **Human Resources / Industrial Relations**

- Nil

### **RISKS**

There are no perceived risks associated with the adoption and publication the final draft Word version of the 2022-23 Annual Report and attachments.

### **OPTIONS**

1. Endorse the final draft Word version of the 2022-23 Annual Report and attachments as presented, publish the documents to the community using Council's website and advise the Office of Local Government of the appropriate URL; or
2. Require identified amendments to be made to the 2022-23 Annual Report and attachments before publishing the documents to the community using Council's website and advise the Office of Local Government of the appropriate URL.

### **CONCLUSION**

The 2022-23 Annual Report and attachments as presented is the culmination of the efforts of Council and staff over the past 12 months. It will be recommended that Council adopts the draft Word version of the report and publishes the document to the community. Once the final publication document has been formatted, that document will replace the Word version on Council's website.

### **RECOMMENDATION**

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.

**25.2 PROPOSED SALE OF LAND FOR OVERDUE RATES AND CHARGES****Document ID: 702030****Author: Finance Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Statutory and Compulsory Reporting – Other****Attachments: 1. Proposed Sale of Land for Overdue Rates and Charges - Confidential****RECOMMENDATION**

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.

**PURPOSE**

The purpose of this report is to seek Council's approval to commence legal proceedings for the recovery of overdue rates and charges by selling the three (3) properties identified at public auction.

**SUMMARY**

Section 713 (2)(a) of the Local Government Act, 1993 permits Council to sell land if a rate or charge has remained unpaid for more than five years or, in the case of vacant land, one year from the date on which it became payable.

**BACKGROUND**

Council has undertaken a review of properties that meet the criteria for sale of land in accordance with Section 713 (2)(a) of the Local Government Act. Details of the three (3) identified properties for sale by public auction are contained in the confidential attachment (attachment 1) issued to Councillors with the November 2023 Business Paper. Unfortunately, payments to reduce the arrears have not been made by the property owners.

Should Council resolve to proceed to sale to recover arrears, the process will run for approximately three months (3) with the following milestones:

1. Obtain title searches and issue General Manager's Certificate to registered property owner(s).
2. Notify all interested parties of the proposal to sell the land for overdue rates and charges.

3. Seek expressions of interest from locally based licenced property auctioneers with an auctioneer appointed.
4. Publicly advertise the properties for sale by public auction through social media and newspaper methods.
5. Publicly advertise the properties for sale by public auction within the NSW Government Gazette.
6. Conduct of public auction.
7. Settlements are anticipated to occur prior to 1 June 2024.

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

### **Theme**

Statutory and Compulsory Reporting – Other

### **Strategy**

N/A

### **Action**

N/A

## **ISSUES AND IMPLICATIONS**

### **Policy**

- POL017 Debt Recovery Policy
- POL019 Rates and Charges Financial Hardship Policy

### **Financial**

- The process of sale of land for overdue rates and charges will reduce the amount of arrears of rates and charges payable to Council as at 30 June annually. The benchmark set by the Office of Local Government for overdue rates and charges is less than 10% for regional and rural councils. Council's position is 7.52% (2022-23), 7.73% (2021-22), 9.25% (2020-21) and 8.28% (2019-20).
- Council must remain focused on recovering overdue rates to sustain cash flow and remain within acceptable parameters for outstanding amounts. During the process, it may be necessary for Council to abandon residual arrears of rates and charges where sale proceeds do not cover the amount payable; however, a provision for such abandonments has been allowed for in the current 2023-24 budget.

### **Legal / Statutory**

- Section 713 (2)(a) of the Local Government Act, 1993.

### **Community Engagement / Communication**

- The community shall be advised of the forthcoming auction by way of advertisement within the local print media, Council's website and social media, and the NSW Government Gazette.

**Human Resources / Industrial Relations**

- The sale of land process is prescriptive with costs around legal process and sale. Undertaking this work expends considerable staff resources, however staff must pursue these debts given the extent of the arrears.

**RISKS**

The arrears will continue to grow should Council not address these outstanding rates and the current situation is unchanged.

**OPTIONS**

1. Council approves the sale of land for all properties listed in the attachment.
2. Council does not approve the sale of land for all properties listed in the attachment.
3. Council approves the sale of land for select properties listed in the attachment.

**CONCLUSION**

It is recommended that Council commences sale of land proceedings in accordance with Section 713 (2)(a) of the Local Government Act, 1993 upon the three identified properties. It is also recommended that the General Manager be granted delegated authority to review and withdraw, where deemed appropriate, those properties where payment of all rates and charges is received or a satisfactory repayment arrangement has been formalised by an interested party for the payment of all rates and charges.

**RECOMMENDATION**

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.

**26 CONFIDENTIAL BUSINESS PAPER REPORTS**

Nil