



# **BUSINESS PAPER**

**Ordinary Council Meeting**

**18 June 2024**

## 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 14 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 15 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 16 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 17 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.

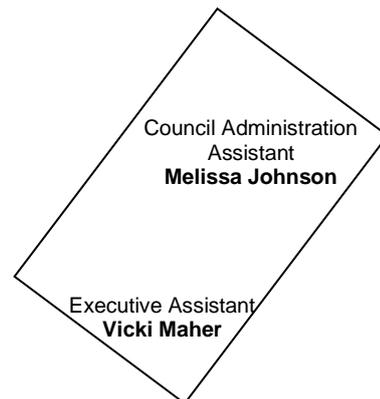
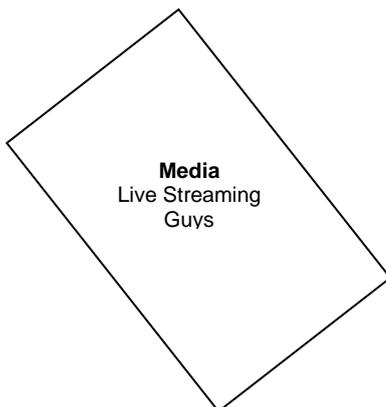
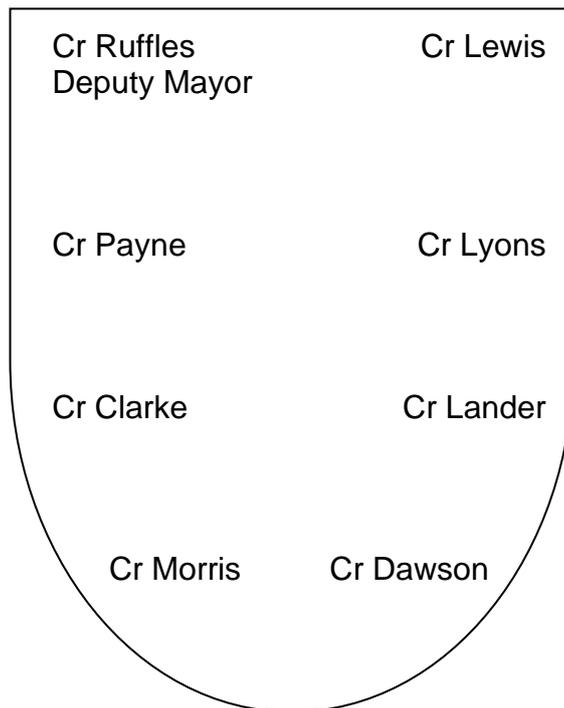
### Section 18 Our Leadership

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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 18 June 2024 at 2pm**

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	Nil	

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	Nil	
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	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 - 21 May 2024



# **MINUTES**

**Ordinary Council Meeting**

**21 May 2024**

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 21 MAY 2024 AT 2PM**

The Mayor declared the Public Forum opened at **1.32pm** and welcomed the Councillors, Staff, Media, Members of the Gallery and those watching via Live Stream.

**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.*

**PUBLIC FORUM**

Member of the public Mr Bob Manning, made a presentation at the 21 May 2024 Public Forum on one item listed in the days Agenda:

- Item 19.1 – DA-035-2023-2024 Subdivision 104 Pine Hill Road.

Public Forum concluded at **1.44pm**

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The Mayor declared the Ordinary meeting open at **2pm**.

**ACKNOWLEDGEMENT OF COUNTRY**

*Mayor Kschenka again acknowledged 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 May 2024.

#### **5 PRESENT**

Mayor Cr Neville Kschenka, Cr Narelle Payne, Cr Kevin Morris, Cr Peter Dawson, Cr Cameron Lander, Cr Braden Lyons, Cr Tracey Lewis (arrived late)

##### **In Attendance**

George Cowan (GM), Shane Wilson (DGMI), Martin Hiscox (DGMCC), Vicki Maher (EA)

#### **6 APOLOGIES**

##### **RESOLUTION 24/076**

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That:

1. Apologies from Deputy Mayor Cr Sue Ruffles and Cr Jenny Clarke OAM be received, accepted, and Leave of Absence be granted.
2. Items 12.1 and 12.2, Notice of Motions by Cr Clarke, be held over to the June 2024 Ordinary meeting.

**CARRIED**

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

Mayor Cr Neville Kschenka declared a Non Pecuniary Significant Interest in Item 14.1 Financial Assistance Grants Program under the Local Government Act as *Vice President of Rockin on East during last financial year* and will leave the meeting during discussion and voting on the matter.

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

##### **RESOLUTION 24/077**

Moved: Cr Narelle Payne

Seconded: Cr Peter Dawson

That the minutes of the Ordinary Council Meeting held on 16 April 2024 and the

Extraordinary Council Meeting held on 8 May 2024 be confirmed.

**CARRIED**

**9 MAYORAL REPORT**

**9.1 MAYORAL REPORT - APRIL / MAY 2024**

**RESOLUTION 24/078**

Moved: Mayor Cr Neville Kschenka

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Mayoral Report for April/May 2024 with the correction to the 17 April listing that DGMI Shane Wilson was not present at this meeting.

**CARRIED**

**10 COUNCILLOR REPORTS**

Nil

**11 NOTICES OF RESCISSION**

Nil

**12 NOTICES OF MOTION**

**12.1 NOTICE OF MOTION - CR CLARKE - COUNCIL OWNED VACANT BLOCK**

**MOTION**

Council endorsed holding Item 12.1 over until the June 2024 Ordinary meeting.

**12.2 NOTICE OF MOTION - CR CLARKE - NARRANDERA TO TOCUMWAL RAIL LINE**

**MOTION**

Council endorsed holding Item 12.2 over until the June 2024 Ordinary meeting.

**13 QUESTION WITH NOTICE**

Nil

At this point, time being 2.05pm, Cr Lewis joined the meeting.

At 2:06pm, Mayor Cr Neville Kschenka, after earlier declaring an Interest in Item 14.1, vacated the Chambers during discussion and voting on the matter.

Prior to leaving and as Deputy Mayor Cr Ruffles was absent, the Mayor called for a Councillor nomination to assume the Mayoral Chair for Item 14.1. Nomination put forward by Cr Lander, all agreed and he assumed the Mayoral Chair.

**14 OUR COMMUNITY**

**14.1 2024-25 FINANCIAL ASSISTANCE PROGRAM GRANTS**

**RESOLUTION 24/079**

Moved: Cr Narelle Payne

Seconded: Cr Peter Dawson

That Council:

1. Endorses the recommended distribution of 2024-25 Financial Assistance Grants to the value of \$12,750 in accordance with policy POL008 as follows:
 

a. Murrumbidgee Mavericks Basketball Association	\$ 750
b. Narrandera Business Group	\$ 2,000
c. REA Wagga Horse Trials	\$ 2,000
d. Rockin on East	\$ 2,000
e. St Clements Anglican Church, Barellan	\$ 2,000
f. Stephanie Rowe – Narrandera Aqua & Gentle Exercise	\$ 2,000
g. Narrandera Tennis Club	<u>\$ 2,000</u>
	<b>\$12,750</b>
  
2. Endorses the proposed distribution of 2024-25 financial assistance to the value of \$1,100 for academic awards for TAFE and schools within Narrandera Shire as per Policy POL008.
  
3. Endorses the proposed \$5,150 reserved for the Mayor and General Manager to provide other support where necessary as per policy POL008.

**CARRIED**

At 2:07pm, Mayor Cr Neville Kschenka returned to the meeting and resumed the Mayoral Chair.

**15 OUR ENVIRONMENT**

Nil

**16 OUR ECONOMY**

Nil

**17 OUR INFRASTRUCTURE****17.1 PURCHASE OF LAND - BARELLAN SEWER SCHEME****RESOLUTION 24/080**

Moved: Cr Kevin Morris

Seconded: Cr Cameron Lander

That Council:

1. Purchases Lot 1 Plan DP 668599 required to allow for the construction of the Barellan sewer reticulation network.
2. Authorises the placement of the Common Seal on the contract of sale and any further associated documents.
3. Classifies the land as operational upon purchase.

**CARRIED****18 OUR LEADERSHIP****18.1 LEASE - NGPM PTY LTD FOR 19 ARGYLE STREET, NARRANDERA****RESOLUTION 24/081**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Enters into a residential tenancy agreement for the property 19 Argyle Street, Narrandera from 21 December 2023 to 20 December 2025 with NGPM Pty Ltd; and
2. Grants delegated authority to the Mayor and the General Manager to execute the lease document and place the Seal of Council on the document if required.

**CARRIED****18.2 LEASE - IAN THOMAS CROZIER FOR LAND AT NARRANDERA-LEETON AIRPORT (PRIVATE AEROPLANE HANGAR)****RESOLUTION 24/082**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Enters into a lease agreement with Ian Thomas Crozier for a term of three years from 1 July 2024 to 30 June 2027 for approximately 416 square metres of land at the Narrandera-Leeton Airport upon which an existing private aeroplane hangar is located; and
2. Provides delegated authority for the Mayor and General to execute the lease agreement and place the Seal of Council on the document if required.

**CARRIED**

### **18.3 LICENCES - ELDERS RURAL SERVICES AUSTRALIA LIMITED AND NUTRIEN AG SOLUTIONS LIMITED FOR NARRANDERA SALEYARDS**

#### **RESOLUTION 24/083**

Moved: Cr Peter Dawson

Seconded: Cr Braden Lyons

That Council:

1. Enters into licence agreements with Elders Rural Services Australia Limited and with Nutrien Ag Solutions Limited for Narrandera Saleyards for a term of five years commencing 1 July 2024 to 30 June 2029; and
2. Provides delegated authority for the Mayor and General Manager to execute the agreements and place the Seal of Council on the documents if required.

**CARRIED**

### **19 DEVELOPMENT APPLICATION**

#### **19.1 DA-035-2023-2024 SUBDIVISION (1 TO 6 LOTS) - 104 PINE HILL ROAD, NARRANDERA**

#### **RESOLUTION 24/084**

Moved: Cr Cameron Lander

Seconded: Cr Tracey Lewis

That Council:

1. Approves DA-035-2023-2024 for the Torrens title subdivision (1 to 6 lots) at Lot 222 DP 751719, being 104 Pine Hill Road, Narrandera, subject to the Conditions of Consent in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 for the following reasons:
  - a. the proposed development is permissible within the zone under NLEP 2013 and is consistent with the aims, objectives and special provisions of that

environmental planning instrument

- b. the proposed development is consistent with the Local Strategic Planning Statement 2022 and subsequent strategies
- c. the proposed development is unlikely to have any unreasonable impact on the environment, and where an adverse impact has been identified appropriate conditions have been imposed to mitigate the effects
- d. the subject site is suitable for the proposed development
- e. the proposed development does not raise any matter contrary to the public interest

2. Conducts a Division to record the voting of Councillors.

In Favour: Crs Neville Kschenka, Narelle Payne, Kevin Morris, Peter Dawson, Cameron Lander, Braden Lyons and Tracey Lewis

Against: Nil

**CARRIED 7/0**

**20 PROCUREMENT**

Nil

**21 POLICY**

Nil

**22 COMMITTEE REPORTS**

Nil

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

**23.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - APRIL 2024**

**RESOLUTION 24/085**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

- 1. Receives and notes the Development Services Activities Report for April 2024.

**CARRIED**

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

**24.1 QUARTERLY BUDGET REVIEW - MARCH 2024**

**RESOLUTION 24/086**

Moved: Cr Narelle Payne  
 Seconded: Cr Cameron Lander

That Council:

1. Receives, notes and endorses the information and variations contained in the March 2024 Quarterly Budget Review.

**CARRIED**

**24.2 CAPITAL WORKS PROGRAM - APRIL 2024**

**RESOLUTION 24/087**

Moved: Cr Tracey Lewis  
 Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the information contained in the Capital Works report as at 30 April 2024.

**CARRIED**

**24.3 STATEMENT OF RATES AND RECEIPTS - APRIL 2024**

**RESOLUTION 24/088**

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 30 April 2024.

**CARRIED**

**24.4 STATEMENT OF INVESTMENTS - APRIL 2024****RESOLUTION 24/089**

Moved: Cr Cameron Lander

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the report indicating Council's Fund Management position.
2. Notes the Certificate of the Responsible Accounting Officer and adopts the report as at 30 April 2024.

**CARRIED**

**24.5 INCOME STATEMENT - APRIL 2024****RESOLUTION 24/090**

Moved: Cr Narelle Payne

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 30 April 2024.

**CARRIED**

**24.6 STATEMENT OF BANK BALANCES - APRIL 2024****RESOLUTION 24/091**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 30 April 2024.

**CARRIED**

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

Nil

**26 CONFIDENTIAL BUSINESS PAPER REPORTS**

Nil

**The Meeting closed at 2.22pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 June 2024.**

.....  
**GENERAL MANAGER**

.....  
**CHAIRPERSON**

Unconfirmed

## 9 MAYORAL REPORT

### 9.1 MAYORAL REPORT - MAY / JUNE 2024

**Document ID:** 723432  
**Author:** Mayor  
**Theme:** 5 - Our Leadership  
**Attachments:** Nil

#### RECOMMENDATION

That Council:

1. Receives and notes the Mayoral Report for May/June 2024.

#### BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 21 May 2024, 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.

**Annual Listening Posts:** Together with fellow Councillors, GM and senior staff, I attended Council's Annual Budget Listening Posts with sessions held at the Grong Grong Hall, Barellan Club, Sandigo Hall, and two sessions in Narrandera EOC (morning and evening).

These community sessions provided opportunities to meet with residents and identify matters they wished to discuss, projects, repair works and road maintenance that constituents wish to prioritise, and gain feedback on current projects.

The Narrandera sessions were live streamed on Facebook, receiving questions online from community members.

My thanks to those Councillors, staff and residents who were able to attend these important community sessions.

#### MAY 2024

**Thursday 16:** I joined RAMJO Mayors, General Managers, and Executive staff for the quarterly RAMJO Board Dinner at Corowa.

**Friday 17:** Together with GM George Cowan, I attended the RAMJO Board meeting. Guest speaker was Kalina Koloff, NSW Cross Border Commissioner. Updates were also received from Cameron Templeton from OLG and Giles Butler, Director of Regional Development - Department of Regional NSW. Discussions were held around the updated water position paper and the proposed new State Government internment charges.

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

**Saturday 25:** After accepting an invitation, I had the privilege of attending the official opening of the Narrandera Tennis Courts upgrade on behalf of Council. The event was well attended, and long-time stalwart Jim Pearson performed the official ribbon cutting.

These exciting works were completed in two stages. Stage one included an accessible unisex toilet, an accessible ramp to the club house, and an accessible ramp to the lower courts. This work was made possible by funds provided by the Narrandera Tennis Club, Narrandera Shire Council, and the Stronger Country Communities Fund.

The second stage included the upgrade of the lower-level courts and consisted of new perimeter fencing, and the installation of synthetic grass, including new sub-base, new nets, and line markings. This work was funded by the Local Roads and Communities Infrastructure Grant of which Narrandera Shire Council resolved to allocate to the project.

Thanks and congratulations go to Betsy Durnan and her team for collaborating with Council to get this well-deserved project up and running and now completed.

I also acknowledge the work of Council’s Deputy General Manager Infrastructure (DGMI) Shane Wilson and Project Manager Paul Knowd, as well as Member for Cootamundra Steph Cooke.



*Life-member Jim Pearson and Mayor Kschenka.*

I have received many positive reports of people using the upgraded facilities, some for the first time. As well as tennis, pickle ball is now popular and there is also a soccer pitch for players to practise their skills.

**JUNE 2024**

**Thursday 6:** I travelled to Sydney and joined Council’s DGMI Shane Wilson in attending the Local Government Awards Dinner held at the Star Event Centre, Pyrmont. Council was notified that the Skywalk at Lake Talbot Complex was a finalist in the 2024 Excellence Awards.

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

*Until next time, Mayor Kschenka*

**RECOMMENDATION**

That Council:

Receives and notes the Mayoral Report for May/June 2024.

**10 COUNCILLOR REPORTS**

Nil

**11 NOTICES OF RESCISSION**

Nil

## 12 NOTICES OF MOTION

### 12.1 NOTICE OF MOTION - CR CLARKE - COUNCIL OWNED VACANT BLOCK

**Document ID:** 735229  
**Author:** Cr Jenny Clarke  
**Theme:** 2 - Our Environment  
**Attachments:** Nil

I, Councillor Jenny Clarke, hereby submit the following Notice of Motion to the Narrandera Shire Council's Ordinary Meeting of Council be held on 18 June 2024.

#### **MOTION**

That Council:

1. Allocates \$10,000 in the 2024-25 Budget to undertake planning/design and initial works (including the provision of pedestrian access and basic amenity so the site can be better utilised by the public) on the vacant block on the corner of Larmer Street and the Newell Highway.

#### **BACKGROUND**

Council already owns the vacant block on the corner of Larmer Street and the Newell Highway, originally, I believe, for cars to park whilst walking the canal bank up to the fauna and flora reserve.

Council to undertake planning/design of the Larmer Street lot in the next six months for inclusion in the next budget period.

Council already keeps the block mowed, and to develop it to make it look more attractive as it is the first thing that residents and tourists see as they come over the bridge, would not cost a lot of money.

Some shrubs around the perimeter with a couple of park tables and bench seats located in the middle of the block.

Also, something that could be added at a later date, would be two car charging stations.

As an added addition, I believe it could be named the "Ken Lean Park". Ken, with his wife Audrey, own the beautiful building adjoining the block in question called Antique Corner. As Ken passed away a short time ago, talking to Mrs Lean, this would pay tribute to a man that was passionate about Narrandera.

On the high side of the block from the boundary of the Antique Corner down to the highway, requires a concrete path.

#### **Note by General Manager:**

This parcel of land was originally purchased by Council to enable the construction of an entrance statement and welcome to Narrandera. It was not intended as a park.

It has access limitations and is not on the priority list for sites for electric car chargers.

Any proposal to name the area should be subject to community consultation.

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

**Theme**

2 - Our Environment

**Strategy**

2.2 - Enhance our public spaces to enrich our community.

**RECOMMENDATION**

That Council:

1. Allocates \$10,000 in the 2024-25 Budget to undertake planning/design and initial works (including the provision of pedestrian access and basic amenity so the site can be better utilised by the public) on the vacant block on the corner of Larmer Street and the Newell Highway.

**12.2 NOTICE OF MOTION - CR CLARKE - NARRANDERA TO TOCUMWAL RAIL LINE**

**Document ID:** 735230  
**Author:** Cr Jenny Clarke  
**Theme:** 5 - Our Leadership  
**Attachments:** Nil

I, Councillor Jenny Clarke, hereby submit the following Notice of Motion to the Narrandera Shire Council's Ordinary Meeting of Council be held on 18 June 2024.

**MOTION**

That Council:

1. Reengages with our Federal Member, Susan Ley MP and the Federal Government generally, to reinstate the Narrandera to Tocumwal Rail Line as a supplementary line to the planned Wagga Inland Rail Route.

**BACKGROUND**

A previous Council vigorously lobbied for the Narrandera to Tocumwal line to be reinstated.

Unfortunately, all the progress achieved has been basically forgotten by the current Council.

Due to the many current problems of the Inland Rail going through the centre of Wagga and Albury, it is now time to again promote the route through Narrandera to Tocumwal.

**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.

**RECOMMENDATION**

That Council:

1. Reengages with our Federal Member, Susan Ley MP and the Federal Government generally, to reinstate the Narrandera to Tocumwal Rail Line as a supplementary line to the planned Wagga Inland Rail Route.

**13 QUESTION WITH NOTICE**

Nil

**14 OUR COMMUNITY**

Nil

**15 OUR ENVIRONMENT**

Nil

## 16 OUR ECONOMY

### 16.1 ECONOMIC DEVELOPMENT STRATEGY 2024-28

**Document ID:** 738317

**Author:** Economic Development Manager

**Authoriser:** General Manager

**Theme:** Our Economy

**Attachments:** 1. **Economic Development Strategy 2014-28 (under separate cover)** 

#### RECOMMENDATION

That Council:

1. Endorses the Draft Narrandera Shire Economic Development Strategy 2024-28 for exhibition purposes; and
2. Deems the Draft Narrandera Shire Economic Development Strategy 2024-28 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 seek Council's endorsement of the Draft Narrandera Shire Economic Development Strategy 2024-28 and placement on public exhibition.

#### SUMMARY

The Narrandera Shire Economic Development Strategy 2024-28 was developed through consultation with stakeholders and provides a four-year strategic framework and specific actions to set the direction of and position the Shire to take every opportunity to create jobs and diversify and grow the Shire's economy.

#### BACKGROUND

Narrandera Shire Council was awarded funding under the NSW Government's 2023 Local Government Recovery Grants Program to engage a consultant to facilitate development of a new Narrandera Shire Economic Development Strategy. Following a comprehensive selection process, Urban Enterprise was engaged to prepare the strategy.

The draft strategy was developed through background research, analysis and extensive community and stakeholder consultation. The draft strategy provides a clear strategic direction and includes four-year action plan, with specific key performance indicators to monitor progress and measure success.

The draft strategy identifies four economic development pillars and focus areas to develop the Narrandera Shire economy:

- *Living and Working* - Develop liveable communities that support resident attraction and workforce growth
- *Visiting* - Encourage visitors to stay, play and spend in the Shire through increased destination awareness and improved visitor experiences

- *Business* - Support a productive and engaged business community and workforce to facilitate industry development and growth, as well as expand the jobs base
- *Investment* - Create an environment that is conducive to public and private investment to support a vibrant and growing economy

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

### **Theme**

3 - Our Economy

### **Strategy**

3.1 - Create strong conditions for investment and job creation through quality infrastructure and proactive business support.

### **Action**

3.1.1 - Identify and develop targeted campaigns to attract industry/business also building on our distinctive strengths in agriculture and its related supply chains.

## **ISSUES AND IMPLICATIONS**

### **Policy**

- Nil

### **Financial**

- The draft strategy was developed with grant funding from the 2023 Local Government Recovery Grants Program. The consultant cost for the preparation of the draft strategy was \$58,300 GST inclusive.
- Each of the 20 identified projects in the action plan includes a required budget to undertake the project. Possible sources include:
  - Existing Council resources
  - Funds allocated in future Council budgets totalling between \$175,000-\$260,000
  - NSW Government and Australian Government funding
  - Private investment

### **Legal / Statutory**

- Nil

### **Community Engagement / Communication**

- The draft strategy must be placed on public exhibition for a period of a minimum of 28 days, after which consideration of any submission will be undertaken. If no actionable submissions are requested, the Narrandera Shire Economic Development Strategy 2024-28 may be deemed as adopted for use by Council.

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

- Strategy implementation is reliant upon appropriate staff resourcing to meet timeframes identified within the draft strategy.

**RISKS**

- The primary risk is the inability to complete projects with sufficient budget and human resources. This risk can be mitigated through the allocation of appropriate budgets, accessing external funding resources and prioritising projects within Council's broader Delivery Program.
- Successful implementation will be dependent upon support for projects from the community and other stakeholders.
- The risk of projects not being relevant to the broader development on Narrandera Shire will be addressed through comprehensive project and budget reporting, including - meeting all milestones, timeframes and key performance indicators.

**OPTIONS**

1. Endorse the Draft Economic Development Strategy 2024-28 as presented for public exhibition and adoption purposes.
2. Resolve to not support the draft strategy and request additional investigation, consideration or amendment.
3. Resolve to discontinue the development of an Economic Development Strategy, which will result in a lapse of strategic direction for Narrandera Shire's economic development and not meeting the identified objectives of the Narrandera Shire Community Strategic Plan.

**CONCLUSION**

The Draft Economic Development Strategy has been prepared in accordance with the Community Strategic Plan to ensure public input into the proposed strategy. The draft strategy identifies the priorities and actions for Narrandera Shire's economic development over the next four years, including considerable background analysis of the Shire undertaken in terms of local, regional and national context, macro and micro trends, current strengths, challenges and opportunities. This draft strategy describes clear and achievable actions to best assist in the continued growth of Narrandera Shire.

**RECOMMENDATION**

That Council:

1. Endorses the Draft Narrandera Shire Economic Development Strategy 2024-28 for exhibition purposes; and
2. Deems the Draft Narrandera Shire Economic Development Strategy 2024-28 as adopted should no submissions be received from the community at the conclusion of the exhibition period.

**17 OUR INFRASTRUCTURE**

Nil

**18 OUR LEADERSHIP**

Nil

**19 DEVELOPMENT APPLICATION**

Nil

**20 PROCUREMENT**

Nil

**21 POLICY**

**21.1 POLICY REVIEW - POL035 COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT**

**Document ID:** 738511

**Author:** Executive Assistant

**Authoriser:** General Manager

**Theme:** Our Leadership

**Attachments:** 1. **POL035 Councillor Induction and Professional Development Policy** [↓](#) 

**RECOMMENDATION**

That Council:

1. Receives and notes the submission received during the exhibition period and thanks the community member who has taken the time to prepare and submit comments to Council for consideration.
2. Adopts POL035 Councillor Induction and Professional Development Policy as presented.

**PURPOSE**

The purpose of this report is to adopt the updated Councillor Induction and Professional Development Policy, POL035.

**SUMMARY**

As part of POL035 Councillor Training and Development policy’s current review, the policy name and content has been updated to bring the detail in line with the Office of Local Government (OLG) Model Policy.

The draft policy has proceeded through Council’s review process and was submitted and endorsed at the 16 April Ordinary Council meeting for exhibition on Council’s webpage.

The policy was on Public Exhibition from 20 April to 28 May 2024 and at the close of exhibition, Council had received one (1) submission.

**SUBMISSION**

22 May 2024	<p><i>With the proposed policy, I was just wondering if there was more information available in terms of the budget allocated for this, especially with the proceeding with the special variation increase?</i></p> <p><i>Also, being for such important and community driven roles, would the 70/20/10 rule be better redistributed to allow for more courses/off the job training?</i></p>
-------------	--

**Management Note:** The policy allows sufficient flexibility for Council to take advantage of suitable training opportunities as they arise.

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

Policy

**Strategy**

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

**Action**

5.1.8 - Ensure that workforce policies remain current in a changing environment.

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

- Scheduled review of a policy that required extensive amendments.

**Financial**

- Includes Councillor training and development budget allocations of \$15,000 in the 2023-24 Budget. Allocation will be increased back to \$20,000 in the 2024-25 Budget.

**Legal / Statutory**

- Proposed revised policy complies with OLG directives.

**Community Engagement / Communication**

- This policy was on public exhibition 20 April to 28 May 2024.
- The policy will be available on Council's website once adopted.

**Human Resources / Industrial Relations**

- Policies direct staff as to compliance with financial legislation and standards.

**RISKS**

There are no perceived risks with Council endorsing this policy.

**OPTIONS**

1. Endorse the policy as exhibited.
2. Refer the policy back to staff for further review.

**CONCLUSION**

Endorse the policy as exhibited.

**RECOMMENDATION**

That Council:

1. Receives and notes the submission received during the exhibition period and thanks the community member who has taken the time to prepare and submit comments to Council for consideration.
2. Adopts POL035 Councillor Induction and Professional Development Policy as presented.



# Councillor Induction and Professional Development Policy 202X

## POL035



**NARRANDERA SHIRE COUNCIL**

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

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



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**Policy No:** POL035  
**Policy Title:** Councillor Induction and Professional Development Policy  
**Section Responsible:** Executive Services  
**Minute No:** XXXXX  
**Doc ID:** 8372

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### 1. INTENT

The purpose of this policy is to demonstrate Narrandera Shire Council's commitment to ensuring that the mayor and councillors have access to induction and ongoing professional development which will assist them to develop and maintain the skills and knowledge required to effectively perform their civic role and responsibilities under the Local Government Act 1993 ('the Act').

### 2. SCOPE

This policy applies to all councillors of Narrandera Shire Council, including the mayor.

### 3. STATEMENT OF COMMITMENT

Narrandera Shire Council is committed to developing an induction and ongoing professional development program for the mayor and councillors to ensure they can fulfil their statutory roles and responsibilities. As part of this program, the mayor and each councillor will have a professional development plan that identifies specific gaps in their capabilities (ie: their knowledge, skills and attributes), and identify professional development activities to build these capabilities.

### 4. PROVISIONS

#### 4.1 INDUCTION PROGRAM

Narrandera Shire Council will develop an induction program for new and returning councillors as well as a supplementary program for the mayor to ensure they are provided all the information they need to effectively fulfil their roles in the first few months of council's term and feel confident in their ability to do so.

The induction program will cover:

- An orientation to council facilities and the local government area.
- An overview of the key issues and tasks for the new council including council's community strategic plan, delivery program, operational plan, resourcing strategy, and community engagement plan.
- The legislation, rules, principles, and political context under which councils operate.

- The roles and responsibilities of councillors and the mayor.
- Council's organisational structure, workforce management strategy and the roles and responsibilities of the general manager and council staff.
- What council does and how it operates, including an overview of integrated planning and reporting, land-use planning, natural resource management, financial management and asset management by council.
- Key council policies and procedures councillors must comply with including the code of conduct.
- The role of council meetings and how to participate effectively in them.
- The support available to the mayor and councillors and where they can go to get more information or assistance, and
- Information on the process for taking the oath of office and electing the mayor at the first council meeting (where applicable).

In the case of the mayor, the program will also cover:

- How to be an effective leader of the governing body and the council.
- The role of the Chair and how to chair council meetings.
- The mayor's role in integrated planning and reporting.
- The mayor's role and responsibilities under the code of conduct.
- The mayor's role and responsibilities in relation to the general manager's employment.
- The mayor's role at regional and other representative bodies, and
- The mayor's civic and ceremonial role.

The mayor and councillors must have a working knowledge and understanding of these areas by the end of the induction program.

The induction program will also include team building activities to help the governing body establish itself as a cohesive and collaborative team focused on a common purpose with shared values and goals. Activities will aim to ensure mayors and councillors:

- Identify how they would like to work together as a team and identify a common vision for the governing body.
- Build relationships with each other based on trust and mutual respect that facilitate collaboration.
- Contribute to a positive and ethical culture within the governing body.
- Work towards consensus as members of the governing body for the benefit of the community.
- Develop respectful negotiation skills and manage alternative views within the governing body without damaging relationships.
- Understand what supports or undermines the effective functioning of the governing body.
- Respect the diversity of skills and experiences on the governing body, and
- Communicate and uphold the decisions of council in a respectful way, even if their own position was not adopted.

Activities should also help the mayor, as the leader of the governing body, to:

- Act as a stabilising influence and show leadership, and
- Promote a culture of integrity and accountability within council and when representing council in the community and elsewhere.

The mayor and councillors, including those re-elected to office, must attend all induction sessions.

Narrandera Shire Council will evaluate the induction program at the end of each council term to determine whether it has achieved these outcomes, and to identify and address areas for improvement.

#### **4.2 ONGOING PROFESSIONAL DEVELOPMENT PROGRAM**

An individual ongoing professional development plan will be developed for the mayor and each councillor to address any gaps in the capabilities (ie: the knowledge, skills and attributes) needed to effectively fulfil their role.

Each professional development plan will span the council's term, and identify professional development activities that the mayor or councillor will participate in. Professional development activities will be prioritised according to need and approved by the general manager where council funds are required in accordance with Narrandera Shire Council's Councillor Expenses and Facilities Policy. The mayor and councillors are expected to complete all the activities included in their professional development plan.

Professional development activities will, wherever possible, follow the 70/20/10 principle. The 70/20/10 principle requires that:

- 70% of learning activities are provided via learning and developing from experience, for example: on-the-job training, self-directed learning, developmental roles, problem solving, exposure and practice.
- 20% of learning activities are provided via learning and training through others, for example: personal or professional networks, coaching, mentoring, feedback, memberships, and professional associations, and
- 10% of learning activities are provided via learning and developing through structured programs, for example: training courses, external or in-house workshops, seminars, webinars, and other e-learning and briefing sessions conducted by the council, external training providers or industry bodies.

The timing of professional development activities for the mayor and councillors will be designed in such a way to not overload councillors with learning activities in the early part of council's term. The timing will reflect what knowledge and skills councillors and the mayor need at various points in council's term to undertake their roles.

The mayor and councillors will be provided with as much notice as possible for upcoming induction and professional development activities.

#### **4.3 BUDGET**

An annual budget allocation will be provided to support the induction and professional development activities undertaken by the mayor and councillors. Expenditure will be monitored and reported quarterly.

#### **4.4 APPROVAL OF TRAINING AND/OR EXPENSES**

Professional development activities that require council funds are to be approved by the general manager in accordance with Narrandera Shire Council's Councillor Expenses and Facilities Policy.

#### **4.5 EVALUATION**

Council will evaluate the professional development program on a two-yearly basis to assess whether it was effective in assisting the mayor and councillors to develop the capabilities required to fulfil their civic roles.

#### **4.6 REPORTING**

The general manager of Narrandera Shire Council will publicly report each year in council's annual report:

- The name of the mayor and each individual councillor that completed council's induction program (where an induction program has been delivered during the relevant year).
- The name of the mayor and each councillor who participated in any ongoing professional development program during the year.
- The number of training and other activities provided to the mayor and councillors during the year as part of a professional development program, and
- The total cost of induction and professional development activities and any other training provided to the mayor and councillors during the relevant year.

#### **5. DEFINITIONS**

- **NSC:** Narrandera Shire Council
- **OLG:** Office of Local Government

#### **6. ROLES AND RESPONSIBILITIES**

##### **6.1 MAYOR AND COUNCILLORS**

The mayor and each councillor are responsible for making themselves available to attend any development activities identified in the professional development plan. The mayor and all councillors must make all reasonable endeavours to attend and participate in the induction sessions and professional development activities arranged for them during the term of the council.

##### **6.2 GENERAL MANAGER**

The general manager has overall responsibility for Narrandera Shire Council's induction and professional development program.

##### **6.3 HUMAN RESOURCES AND EXECUTIVE ASSISTANT**

The human resources manager and executive assistant are responsible for planning, scheduling, and facilitating induction and professional development activities for the mayor and councillors in consultation with the general manager.

The executive assistant is responsible for maintaining the Councillor Training Register to record training.

#### **7. RELATED LEGISLATION**

- Local Government Act 1993 s232

**8. RELATED POLICIES AND DOCUMENTS**

- Councillor Training Register
- POL015 Councillor and Expenses and Facilities Policy
- OLG Councillor Induction and Professional Development Guidelines 2018

**9. VARIATION**

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

**10. PREVIOUS VERSIONS**

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

- ES130 Councillor Training and Development Policy
- POL035 Councillor Training and Development Policy 2020

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**POLICY HISTORY**

<b>Responsible Officer</b>	<b>General Manager</b>		
<b>Approved by</b>	<b>General Manager</b>		
<b>Approval Date</b>	<b>DD Month 202X</b>		
<b>GM Signature</b> <i>(Authorised staff to insert signature)</i>			
<b>Next Review</b>	<b>1 April 2027</b>		
<b>Version Number</b>	<b>Endorsed by ELT</b>	<b>Endorsed by Council</b>	<b>Date signed by GM</b>
<b>1 Adopted</b>	-	-	17/02/2009
<b>2 Reviewed</b>	2/10/2018	-	2/10/2018
<b>3 Reviewed</b>	13/10/2020	17/11/2020	13/01/2021
<b>3 Reviewed</b>	14/03/2024	DD/MM/YYYY	DD/MM/YYYY

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**22 COMMITTEE REPORTS**

**22.1 BETTERING BARELLAN ADVISORY COMMITTEE - MINUTES - 22 MAY 2024**

**Document ID: 738417**

**Author: Community Development Manager**

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

**Attachments: 1. Bettering Barellan Advisory Committee Minutes - 22 May 2024**

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Bettering Barellan Advisory Committee held on Wednesday 22 May 2024.



# **MINUTES**

## **Bettering Barellan Committee Meeting**

**22 May 2024**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
BETTERING BARELLAN COMMITTEE MEETING  
HELD ON WEDNESDAY, 22 MAY 2024 AT 2.00PM**

**1 PRESENT**

Chairperson Donna Robertson, Member Nola Trembath, Member Fiona Kibble, Member Jane Snaith, Observer Mrs Val Hawker, CDM Sue Killham,

**2 APOLOGIES**

**RECOMMENDATION**

That apologies from Member Heather White, Member Lesley Bandy and Cr Kevin Morris be received and accepted.

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RECOMMENDATION**

Moved: Member Fiona Kibble  
Seconded: Member Nola Trembath

That the minutes of the Bettering Barellan Committee Meeting held on 21 February 2024 be confirmed.

**5 REPORTS**

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

**COMMITTEE RECOMMENDATION**

Moved: Member Nola Trembath  
Seconded: Member Fiona Kibble

That Committee:

1. Acknowledges the 2023-24 Budget Report as of May 2024.

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

### **COMMITTEE RECOMMENDATION**

Moved: Member Fiona Kibble

Seconded: Member Nola Trembath

That the Committee:

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

## **6.3 PROJECT AND ASSETS MANAGER REPORT**

### **COMMITTEE RECOMMENDATION**

Moved: Member Nola Trembath

Seconded: Member Fiona Kibble

That Committee:

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

## **6 GENERAL BUSINESS**

The Committee discussed the ongoing pigeon issue and the difficulties being experienced by business owners dealing with the residual mess as well as on and around community buildings such as the museum and hall.

Also discussed was the installation of the bronze Clydesdale statue and the committee's hopes that all would be in place soon.

## **7 NEXT MEETING**

2.00pm Wednesday 21 August 2024

Venue - TBA

## **8 MEETING CLOSE**

**Meeting Closed at 3.10pm**

**The minutes of this meeting were approved by the Chairperson (MAGIQ # 738770) and will be presented to the next meeting for confirmation.**

**22.2 PARKSIDE COTTAGE MUSEUM S355 COMMITTEE - MINUTES - 3 JUNE 2024**

**Document ID: 738418**

**Author: Community Development Manager**

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

**Attachments: Nil**

**RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Parkside Cottage Museum S355 Committee held on Monday 3 June 2024.



# **MINUTES**

## **Parkside Cottage Museum Committee**

**3 June 2024**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
PARKSIDE COTTAGE MUSEUM COMMITTEE  
HELD AT THE PARKSIDE COTTAGE MUSEUM  
ON MONDAY, 3 JUNE 2024 AT 12.30PM**

**1 PRESENT**

Chair Steve Wicker, Mrs Josie Middleton, Mrs Lesley Bailey, Ms Barbara Bryon, Mrs Brigitte Stanton, Cr Peter Dawson, CDM Sue Killham,

**2 APOLOGIES**

**RECOMMENDATION**

That apologies from Mrs Nerelle Daly, Cr Tracey Lewis, Minute Taker Mel Gilmour and Observer Kim Biggs be received and accepted.

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

**NIL**

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Ms Barbara Bryon

Seconded: Mrs Lesley Bailey

That the minutes of the Parkside Cottage Museum Committee held on 4 March 2024 be confirmed.

**CARRIED**

**5 REPORTS**

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

**COMMITTEE RESOLUTION**

Moved: Mrs Lesley Bailey

Seconded: Mrs Brigitte Stanton

The Committee:

1. Acknowledges the 2023-24 Budget Report as of June 2024

**CARRIED**

**6.2 ACTION LIST - UPDATES ON PREVIOUS MATTERS**

**COMMITTEE RESOLUTION**

Moved: Mrs Brigitte Stanton

Seconded: Mrs Lesley Bailey

That the Committee:

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

**CARRIED**

**6.3 CHAIRPERSON'S UPDATE**

**COMMITTEE RESOLUTION**

Moved: Mrs Lesley Bailey

Seconded: Ms Barbara Bryon

The Committee

1. Receive and note the Chairperson's Update

**CARRIED**

## **6.4 MANAGER OF PROJECTS AND ASSETS**

### **COMMITTEE RESOLUTION**

Moved: Ms Barbara Bryon

Seconded: Mrs Brigitte Stanton

That Committee:

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

**CARRIED**

## **7 NEXT MEETING**

Monday 26 August 2024 commencing at 12.30pm at the Narrandera Parkside Cottage Museum.

## **8 MEETING CLOSE**

**Meeting Closed at 1.45pm**

**The minutes of this meeting were approved by the Chairperson (MAGIQ # 738772) and will be presented to the next meeting for confirmation.**

**22.3 RAILWAY STATION FACILITY ADVISORY COMMITTEE - MINUTES - 23 MAY 2024****Document ID: 738419****Author: Community Development Manager****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Railway Station Facility Advisory Committee Minutes - 23 May 2024****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Railway Station Facility Advisory Committee held on Thursday 23 May 2024.



# **MINUTES**

## **Railway Station Facility Committee**

**23 May 2024**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
RAILWAY STATION FACILITY COMMITTEE  
HELD AT THE NARRANDERA RAILWAY ROOMS  
ON THURSDAY, 23 MAY 2024**

**1 PRESENT**

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

**2 APOLOGIES**

**RECOMMENDATION**

That leave of absence from Deputy Mayor Cr Sue Ruffles be received and accepted.

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Mr Tony Taylor

Seconded: Mr Tony Andracchio

That the minutes of the Railway Station Facility Committee held on 15 February 2024 be confirmed.

**CARRIED**

**5 REPORTS**

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

**COMMITTEE RESOLUTION**

Moved: Mr Tony Andracchio

Seconded: Mr Tony Taylor

The Committee:

1. Acknowledges the 2023-24 Budget Report as of May 2024

**CARRIED**

## 6.2 ACTION LIST - UPDATES ON PREVIOUS MATTERS

### COMMITTEE RESOLUTION

Moved: Mr Bob Manning

Seconded: Mr Tony Taylor

That the Committee:

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

**CARRIED**

## 6 GENERAL BUSINESS

The Committee discussed possible options for the tenancy of the Railway Station Flat and expressed their wish to see the space occupied in particular as a means to ensure the ongoing maintenance and security of the facility.

As part of this discussion the Committee expressed support for Cr Ruffles letter to Council in the capacity as Secretary of Spirit FM Committee (Narrandera Community Radio) to waive rental costs for the space occupied by the radio station.

The waiting room at the station had been opened and required clearing and cleaning. Committee members cleared rubbish and resecured the room pending advice from NSW Trains.

## 7 NEXT MEETING

Narrandera Railway Thursday 15 August 2024 commencing at 10.00am.

## 8 MEETING CLOSE

**Meeting Closed at 11.00am**

**The minutes of this meeting were approved by the Chairperson (MAGIQ # 738771) and will be presented to the next meeting for confirmation.**

**22.4 AUDIT, RISK AND IMPROVEMENT COMMITTEE - MINUTES - 5 JUNE 2024****Document ID: 738763****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Attachments: 1. Audit, Risk and Improvement Committee Minutes - 5 June 2024****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement Committee held on Wednesday 5 June 2024.

Items of note:

- The Audit Office of NSW spoke with ARIC members about the contents of the Management Letter based on the Interim Phase of the external audit. There are nine issues, with six categorised as moderate risk and three categorised as having a low risk rating.
- The new external auditors, RSD Audit, advised that the identified issues have arisen due to a new viewpoint as this is the first time RSD Audit have worked with Narrandera Shire Council. Management will address these issues as the external audit progresses.

**MINUTES OF NARRANDERA SHIRE COUNCIL  
AUDIT, RISK AND IMPROVEMENT COMMITTEE  
HELD AT THE COUNCIL CHAMBERS  
ON WEDNESDAY, 5 JUNE 2024 AT 10.00AM**

**1 PRESENT**

Voting - Chairperson Mr John Batchelor (T), Member Mrs Gayle Murphy & Member Mr Stewart Todd (T).

Observers - Cr Cameron Lander, GM George Cowan, DGMCC Martin Hiscox, GEM Craig Taylor and Minute takers CAA Melissa Johnson & CSO Alisha Davies.

Participants – Phil Swaffield of the National Audits Group (T), Lawrissa Chan of the Audit Office of NSW (T), Josh Porker & Cranos Moyo of RSD Audit (T), Laurie Knight of Local Gov Consulting (T)

(T) = attendance using Teams

**2 APOLOGIES**

Nil

**3 BUSINESS ARISING FROM PREVIOUS MINUTES**

**4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the minutes of the Audit, Risk and Improvement Committee held on 6 March 2024 be confirmed.

**CARRIED**

## **5 REPORTS**

### **6.1 AMENDMENT TO THE 7 AUGUST 2024 EXTRA ORDINARY MEETING DATE**

#### **COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Chair John Batchelor

That the Audit, Risk and Improvement Committee:

1. Re-schedule the Wednesday 7 August 2024 Extra Ordinary meeting to Wednesday 14 August 2024 at which time the draft 2023-2024 Financial Statements will be presented.

**CARRIED**

### **6.2 PRESENTATION OF INTERIM MANAGEMENT LETTER**

#### **COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Acknowledge receipt of the Management Letter on the Interim Phase of the Audit for the year ending 30 June 2024 and the supporting managerial comments.

**CARRIED**

### **6.3 INTERNAL AUDIT REPORTS**

#### **COMMITTEE RESOLUTION**

Moved: Mr Stewart Todd

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Support the findings, recommendations and management comments for the Governance Framework internal audit;
2. Include the recommendations from the Governance Framework internal audit into the Monitoring of Audit Recommendations and Actions spreadsheet;
3. Receive the verbal comments from National Audits Group on progress to date on the Personnel Succession Planning/Attraction internal audit also the upcoming Community Transport and Investments internal audits.

**CARRIED**

## **6.4 DEVELOPING AN INTERNAL AUDIT SCHEDULE ALSO AN ANNUAL WORKPLAN**

### **COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Support the proposed Internal Audit Schedule also the proposed ARIC Annual Workplan and present the documents to the current Council for adoption;
2. Review the schedule and workplan following the election of the September 2024 Council and present the documents for adoption.
3. Consider including a future review of the methods used by Council to engage/consult with community members.

**CARRIED**

**Josh, Cranos, Lawrissa and Laurie left the meeting at 10.39am**

## **6.5 MONITORING OF AUDIT RECOMMENDATIONS AND ACTIONS**

### **COMMITTEE RESOLUTION**

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Review and support the comments against each line item in the attached Audit Recommendations and Actions document; and
2. Where the line item has been completed or no further action is required that the line item be removed from viewing within the document but retained within the document dataset for future reference.

**CARRIED**

## 6.6 GENERAL MANAGER'S REPORT

### COMMITTEE RESOLUTION

Moved: Mr Stewart Todd

Seconded: Mrs Gayle Murphy

That the Audit, Risk and Improvement Committee:

1. Receive and note the report by the General Manager.

**CARRIED**

## 6.7 FINANCIAL BALANCE OF INTERNAL AUDIT FUNCTION

### COMMITTEE RESOLUTION

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

That the Audit, Risk and Improvement Committee:

1. Acknowledge that on 29 May 2024 the Internal Audit function had an unexpended financial balance of \$43,241.10.

**CARRIED**

## 6 GENERAL BUSINESS

1. Chairperson John Batchelor – John informed the Committee that the NSW Local Government Audit, Risk and Improvement Leadership Forum is planned to be held at NSW State Parliament on Monday 29 July 2024 – the cost to attend is NIL however John intends to fly to Sydney and there maybe 1 night accommodation depending on flight times. John then explained that he is associated with other Council ARIC's and that any costs could be shared between other Councils.

The following motion was moved by the Chairperson John Batchelor:

*Members of ARIC support the Chairperson to attend the NSW Local Government Audit, Risk and Improvement Leadership Forum to be held at NSW State Parliament on Monday 29 July 2024. The Committee will reimburse the Chairperson for any costs incurred as per the adopted Payments to ARIC Independent Members Policy.*

Moved: Mrs Gayle Murphy

Seconded: Mr Stewart Todd

**CARRIED**

**7 NEXT MEETING**

Wednesday 14<sup>th</sup> August 2024 commencing at 10am.

**8 MEETING CLOSE**

**Meeting Closed at 11.23am**

**The minutes of this meeting were approved by the Chairperson (MAGIQ Doc ID 738301 – email dated 6 June 2024) and will be presented to the next meeting for confirmation.**

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

**23.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - MAY 2024**

**Document ID: 737965**

**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 May 2024.

**PURPOSE**

The purpose of this report is to inform Council of Development Applications and other development services provided during May 2024.

**BACKGROUND**

**Development & Complying Development Applications**

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

<b>Stage Reached</b>	<b>May</b>
Lodged	4
Stop-the-Clock / Under Referral / Awaiting Information	1
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	2023-2024			
	MAY		Year to Date	
	Number	Value \$	Number	Value \$
Residential	1	\$ 37,000	26	\$ 2,886,750
Industrial	0	\$ -	1	\$ 145,000
Commercial	1	\$ 243,000	7	\$ 6,001,110
Rural Residential	0	\$ -	6	\$ 1,235,000
Subdivisions	1	\$ 95,150	5	\$ 63,000
Other	1	\$ 10,000	1	\$ 10,000
<b>TOTAL</b>	<b>4</b>	<b>\$ 385,150</b>	<b>46</b>	<b>\$ 10,340,860</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.

May 2024

No	Type	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
032-23-24	L/I TfNSW	33-35 Douglas Street NARRANDERA	Electronic Signage	Conditionally Approved	-	45
035-23-24	L/C	104 Pine Hill Road NARRANDERA	Subdivision	Conditionally Approved	-	25
039-23-24	L	54 Windamere Road GRONG GRONG	Telecommunications Facility	Conditionally Approved	-	15
040-23-24	L	23 Boundary Road NARRANDERA	Shed (residential)	Conditionally Approved	-	10

\* Exempt from notification in the Community Consultation Plan due to location of the development.

Type explanation

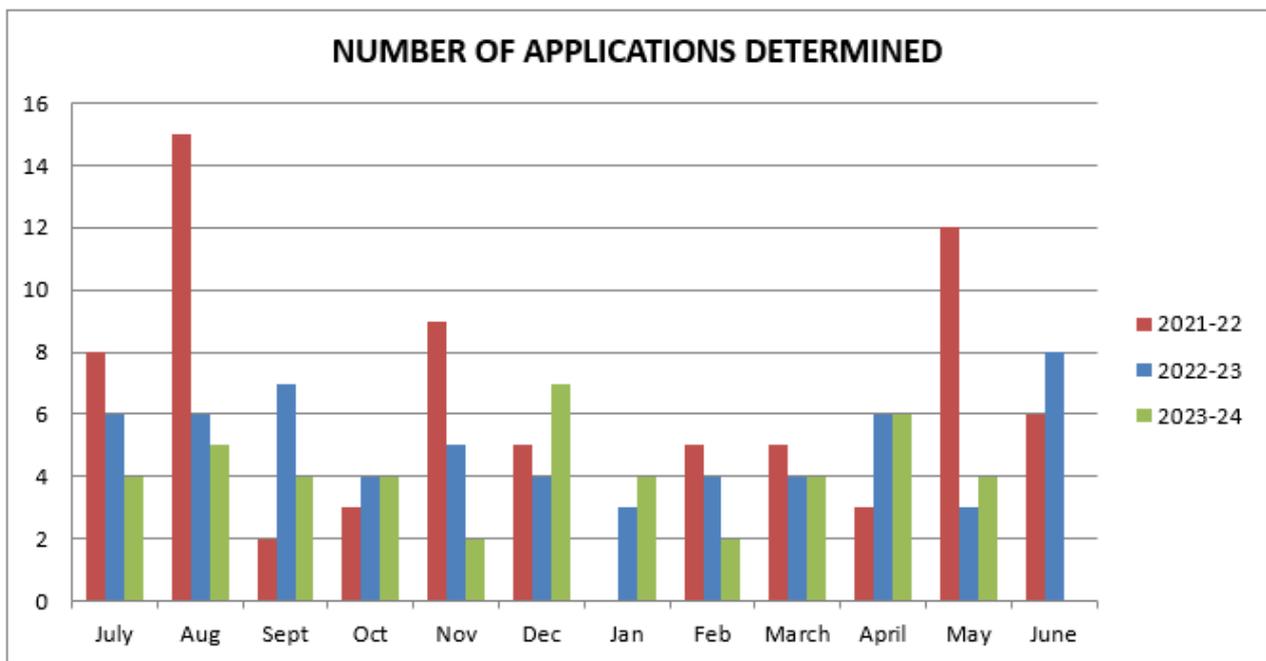
Local (L) – Delegated authority	Merit based assessment where development consent is required. Target determination time of 40 business days.
Council (L/C)	Local development determined by Council at an ordinary meeting.
Integrated (I)	Merit based assessment where approval from other authorities, such 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.
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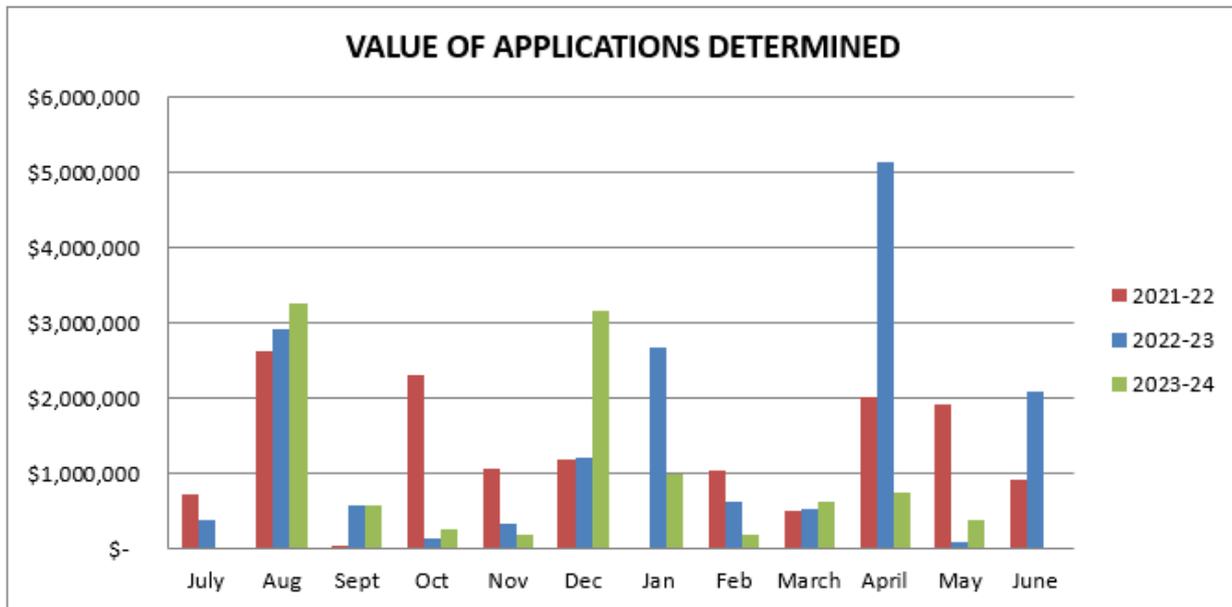
Comparison determination times

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	12.6 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>	<b>May</b>
Construction Certificates	1
Building Certificates	-
Subdivision Certificates	3
Occupation Certificates	-
Section 10.7 (previously 149) Certificates	25
Swimming Pool Compliance Certificates	1
S68 Approvals	3

**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>	<b>May</b>
Critical Stage Inspections	10

**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>	<b>May</b>
Impounded	14
Returned	3
Rehomed	8

<b>Companion Animal Activity – Cats</b>	<b>May</b>
Impounded	8
Returned	1
Rehomed	5

<b>Compliance Activity</b>	<b>May</b>
Call outs	18
Infringement warnings/fines issued	0
Menacing/Dangerous dog incidents	0

**RECOMMENDATION**

That Council:

1. Receives and notes the Development Services Activities Report for May 2024.

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

**24.1 STATEMENT OF BANK BALANCES - MAY 2024**

**Document ID: 737410**

**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 May 2024.

**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	\$868,870.00
Plus Receipt	\$5,540,325.38
Less Payments	\$5,527,141.35
Current Cashbook Balance	\$882,054.03
Statement Summary	
Opening Statement Balance	\$849,350.68
Plus Receipts	\$5,202,160.18
Less Payments	\$5,527,810.84
Current Statement Balance	\$523,700.02
Plus Unpresented Receipts	\$358,052.71
Less Unpresented Payments	-\$301.30
Reconciliation Balance	\$882,054.03
GL BALANCE	\$882,054.03
Unpaid Creditors	-\$640.20
Overdraft Limit arranged with Bank 01/01/1989	\$350,000.00

**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 May 2024.

**24.2 STATEMENT OF INVESTMENTS - MAY 2024**

**Document ID: 737844**

**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 May 2024.

**PURPOSE**

The purpose of this report is to present to Council the investments held as of 31 May 2024.

**SUMMARY**

<b><u>Fund Balance (GL)</u></b>	
General	21,158,145.65
Water	5,959,104.74
Sewerage	1,290,141.65
Trust	55,489.63
	<b>28,462,881.67</b>

**BACKGROUND**

The actual interest income to 31 May 2024 is \$1,598,354 which compares favourably with the budget of \$784,305.

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)	2,172,392.97	7.65%	1.25%	A-1+	31 May 2024
National Australia Bank	200,000.00	0.70%	5.55%	A-1+	1 Jul 2024
National Australia Bank	1,000,000.00	3.52%	5.40%	A-1+	12 Jul 2024
National Australia Bank	1,000,000.00	3.52%	5.25%	A-1+	25 Sep 2024
National Australia Bank	1,000,000.00	3.52%	5.25%	A-1+	4 Oct 2024
National Australia Bank	1,000,000.00	3.52%	5.40%	A-1+	30 Oct 2024
National Australia Bank	1,000,000.00	3.52%	5.15%	A-1+	11 Nov 2024
National Australia Bank	1,000,000.00	3.52%	5.35%	A-1+	26 Nov 2024
National Australia Bank	1,000,000.00	3.52%	5.25%	A-1+	4 Dec 2024
National Australia Bank	1,000,000.00	3.52%	5.10%	A-1+	24 Dec 2024
Commonwealth Bank	1,000,000.00	3.52%	5.20%	A-1+	7 Jun 2024
Commonwealth Bank	1,000,000.00	3.52%	5.26%	A-1+	20 Jun 2024
Commonwealth Bank	1,000,000.00	3.52%	5.02%	A-1+	20 Jan 2025
Suncorp	1,000,000.00	3.52%	5.40%	A-1	25 Jul 2024
Suncorp	1,000,000.00	3.52%	5.39%	A-1	1 Aug 2024
Suncorp	1,000,000.00	3.52%	5.16%	A-1	15 Aug 2024
Suncorp	1,000,000.00	3.52%	5.42%	A-1	2 Dec 2024
Suncorp	1,000,000.00	3.52%	5.04%	A-1	25 Mar 2025
Suncorp	1,000,000.00	3.52%	5.25%	A-1	25 Apr 2025
Bendigo Bank	1,000,000.00	3.52%	5.40%	A-2	28 Jun 2024
Westpac Bank	1,000,000.00	3.52%	5.12%	A-1+	26 Aug 2024
Westpac Bank	1,000,000.00	3.52%	5.07%	A-1+	2 Sep 2024
Westpac Bank	1,000,000.00	3.52%	5.25%	A-1+	23 Oct 2024
Westpac Bank	1,000,000.00	3.52%	5.10%	A-1+	23 Dec 2024
Westpac bank	1,000,000.00	3.52%	5.15%	A-1+	9 Jan 2025
Westpac Bank	1,000,000.00	3.52%	5.16%	A-1+	28 Feb 2025
Westpac Bank	1,034,999.09	3.64%	5.13%	A-1+	3 Mar 2025
Westpac Bank	1,000,000.00	3.52%	5.29%	A-1+	30 May 2025
<b>Total Council Funds</b>	<b>28,407,392.06</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>			

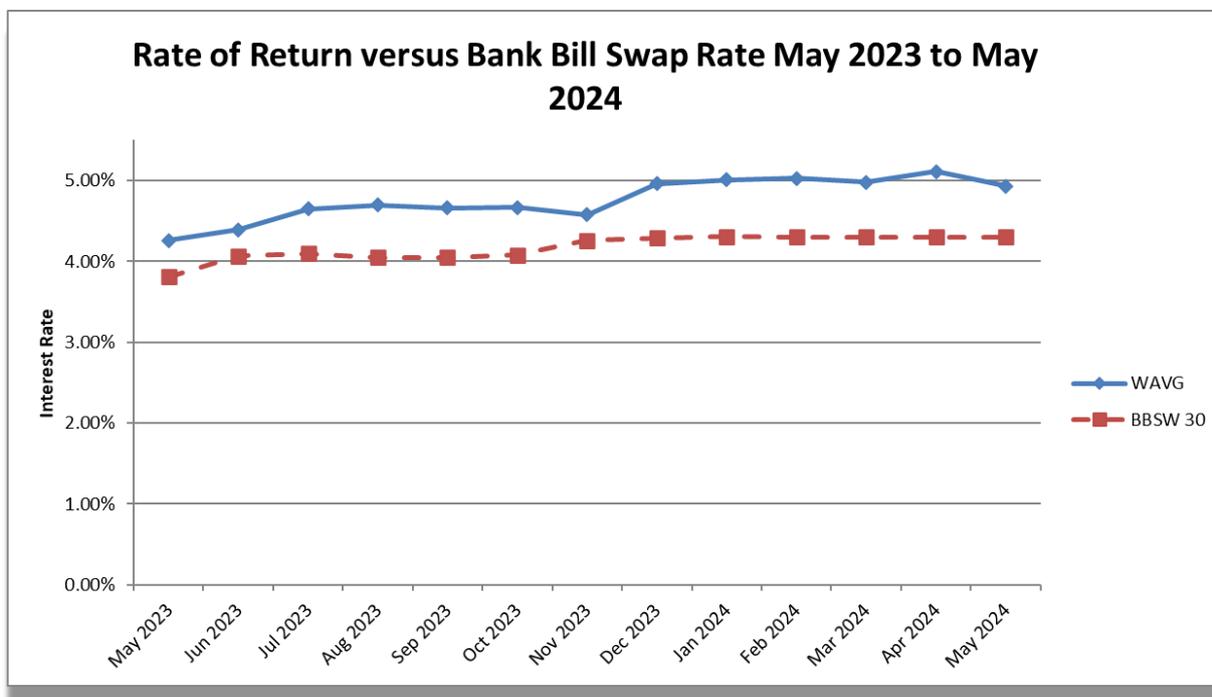
Individual Limits					
Institution	Rating		Value	Council %	
Bendigo Bank	BBB+	A2	\$ 1,000,000.00	3.5%	Max 10%
Elders Rural Bank	BBB+	A2	\$ -	0.0%	Max 10%
IMB	BBB	A3	\$ -	0.0%	Max 10%
NAB	AA-	A1+	\$ 10,427,882.59	36.6%	Max 35%
Suncorp	A+	A1	\$ 6,000,000.00	21.1%	Max 25%
StGeorge	AA	A1+	\$ -	0.0%	Max 35%
Macquarie Bank	A+	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 3,000,000.00	10.5%	Max 35%
Westpac	AA-	A1+	\$ 8,034,999.09	28.2%	Max 35%

**b. Application of Investment Funds**

Application of Restricted Funds		
Allocation	Description	\$'000
External Restrictions	Water Supply	\$ 5,959
	Sewer Supply	\$ 1,290
	Developer Contributions	\$ 540
	Domestic Waste	\$ 854
	Unexpended Grants	\$ 2,807
	Stormwater	\$ 288
	Crown Lands	\$ 289
Internally Restricted	Discretion of Council	\$ 16,092
Unrestricted	Allocated to current budget	\$ 344
<b>Total</b>		<b>\$ 28,463</b>

**c. Investment Portfolio Performance**

Monthly Investment Performance				
Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
May 2023	28,781,495.69	4.26%	3.81%	0.45%
Jun 2023	35,733,211.80	4.39%	4.07%	0.32%
Jul 2023	33,935,792.36	4.65%	4.10%	0.55%
Aug 2023	32,919,121.13	4.70%	4.05%	0.65%
Sep 2023	31,320,457.99	4.66%	4.05%	0.61%
Oct 2023	31,771,481.68	4.67%	4.08%	0.59%
Nov 2023	34,022,087.16	4.58%	4.26%	0.32%
Dec 2023	34,023,576.24	4.96%	4.29%	0.67%
Jan 2024	33,075,007.62	5.01%	4.31%	0.70%
Feb 2024	33,075,903.95	5.03%	4.30%	0.73%
Mar 2024	31,611,721.32	4.98%	4.30%	0.68%
Apr 2024	27,812,376.68	5.11%	4.30%	0.81%
May 2024	28,462,881.68	4.93%	4.30%	0.63%



**d. Investment Commentary**

The investment portfolio increased by \$650,505 during May, with the next investment reaching maturity on 15 May 2024. The increase was due to the payments received for the final rate instalment and several grants.

Term deposit interest rates have remained favourable because of the continued uncertainty around interest rates. While interest rates remain high, Narrandera Shire Council will continue to lock in term deposits to maximise the portfolio's returns.

**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 May 2024.

**24.3 STATEMENT OF RATES AND RECEIPTS - MAY 2024**

**Document ID:** 737982  
**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 May 2024.

**PURPOSE**

The purpose of this report is to present to Council the Statement of Rates and Receipts as at 31 May 2024.

**SUMMARY**

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

**BACKGROUND**

**Rates and Charges**

Arrears as at 01.07.2023	738,051.91
23/24 Rate levies & supplementary levies (excl. postponed amounts)	9,084,714.71
	<u>9,822,766.62</u>
Less Pensioner rebates	205,614.36
<b>NET BALANCE</b>	<u>9,617,152.26</u>
Less receipts to 31.05.2024	8,596,942.12
	<u><u>1,020,210.14</u></u>

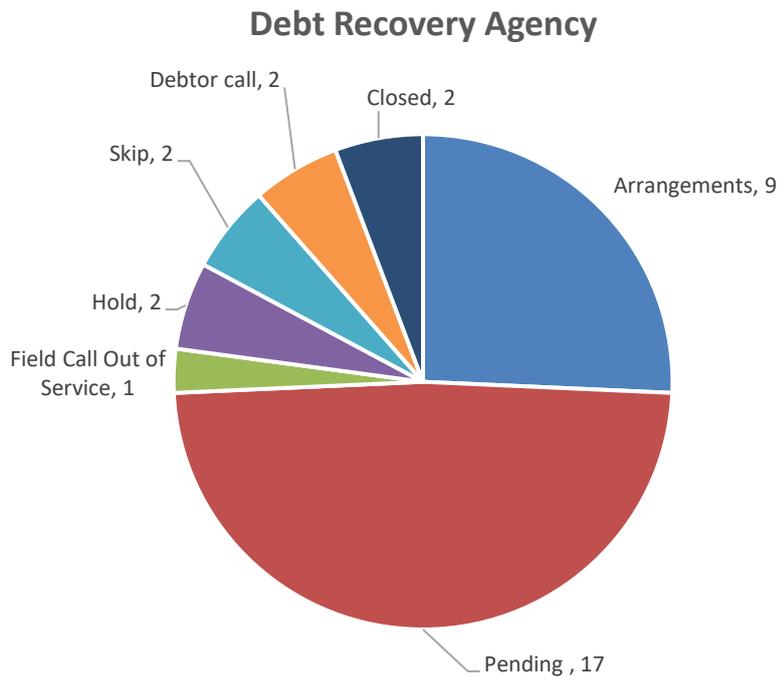
<b>Actual % Rate Collection to Net Balance as at 31.05.2024</b>	= <b><u>89.39%</u></b>
<b>Comparative % Collection to Net Balance as at 31.05.2023</b>	= <b><u>89.73%</u></b>
<b>Anticipated % Collection Rate as at 30.06.2024</b>	= <b><u>94.00%</u></b>

**Water Consumption/Sewer Usage Charges**

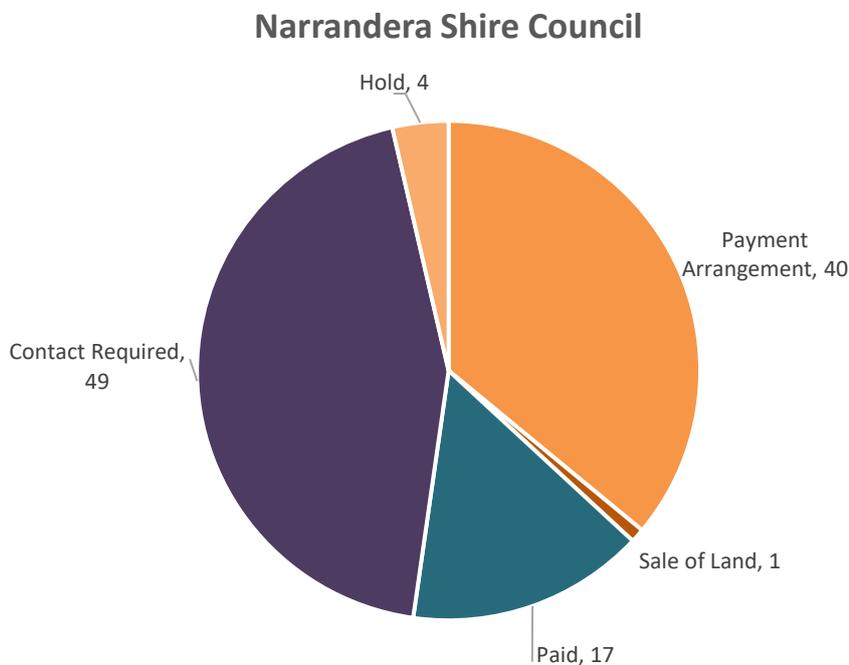
Arrears as at 01.07.2023	200,781.96
23/24 Water / Sewer usage charges, supplementary levies & interest	1,490,744.85
<b>NET BALANCE</b>	<u>1,691,526.81</u>
Less receipts to 31.05.2024	1,376,331.83
	<u><u>315,194.98</u></u>

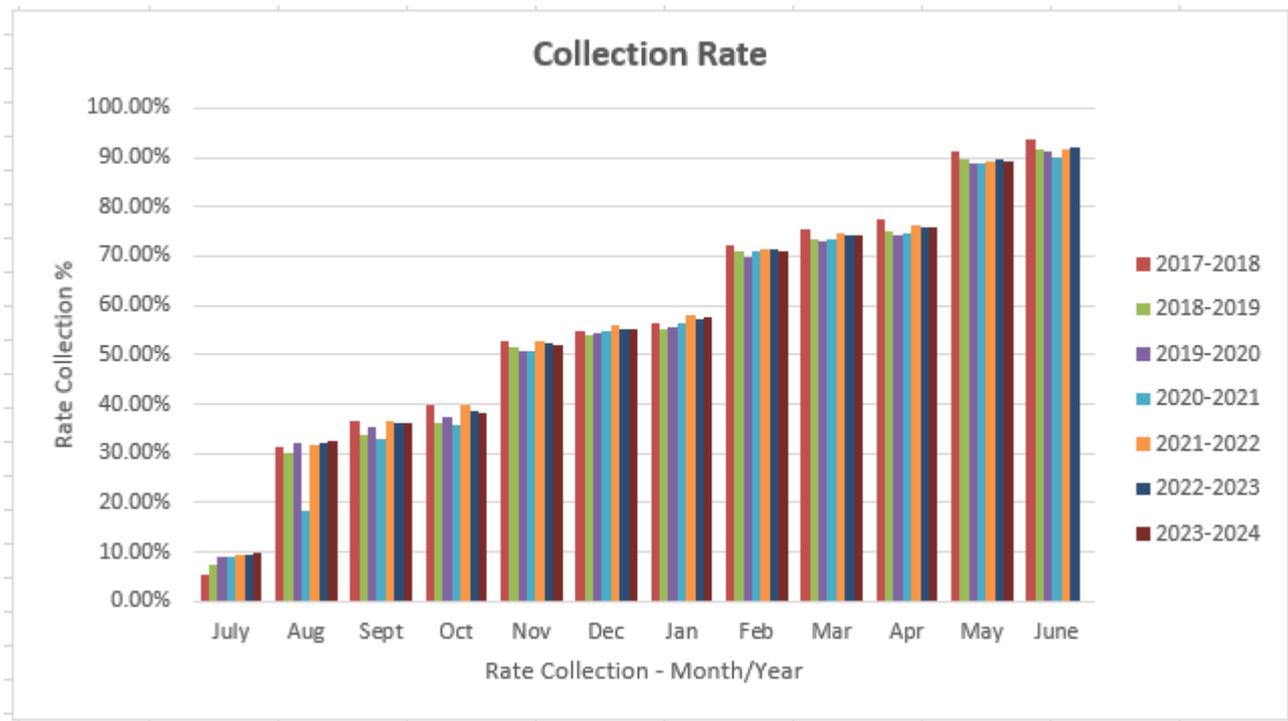
**OVERDUE RATES AND CHARGES**

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



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





**RECOMMENDATION**

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 31 May 2024.

**24.4 INCOME STATEMENT - MAY 2024****Document ID:** 738033**Author:** Senior Finance Officer**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:** 1. Income Statement - May 2024 [↓](#) **RECOMMENDATION**

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 May 2024.

**PURPOSE**

The purpose of this report is to present Council with the Statement of Income for the period ending 31 May 2024.

**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**

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

**Rates & Annual Charges**

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

**Depreciation**

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

**Major Variations to Budget**

There are no major variations to budget evident.

**CONCLUSION**

Council receives and notes the information contained in the Income statement report for the period ending 31 May 2024.

**RECOMMENDATION**

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 May 2024.

Narrandera Shire Council

Consolidated Income Statement

for the period ending 31 May 2024

	Original Budget	Mar Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	8,966	8,936	8,941
User charges and fees	2,948	3,472	3,282
Other revenues	2,083	2,471	1,015
Grants and contributions provided for operating purposes	7,646	4,316	5,677
Grants and contributions provided for capital purposes	6,609	14,592	5,507
Interest and investment revenue	907	1,807	925
Other income	233	246	218
Net gain from the disposal of assets	92	92	(33)
<b>Total income from continuing operations</b>	<b>29,484</b>	<b>35,932</b>	<b>25,532</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	8,872	8,838	7,832
Materials and services	6,242	7,307	6,564
Borrowing costs	60	755	33
Depreciation and amortisation	6,622	6,622	4,966
Impairment of receivables	6	6	4
Other expenses	425	148	341
<b>Total expenses from continuing operations</b>	<b>22,227</b>	<b>23,676</b>	<b>19,740</b>
<b>Operating result from continuing operations</b>	<b>7,257</b>	<b>12,256</b>	<b>5,792</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>7,257</b>	<b>12,256</b>	<b>5,792</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>648</b>	<b>(2,336)</b>	<b>285</b>

Narrandera Shire Council

General Fund Income Statement

for the period ending 31 May 2024

	Original Budget	Mar Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	6,519	6,492	6,496
User charges and fees	1,481	1,996	1,853
Other revenues	2,083	2,471	1,015
Grants and contributions provided for operating purposes	7,646	4,316	5,677
Grants and contributions provided for capital purposes	6,291	9,816	2,832
Interest and investment revenue	609	1,215	711
Other income	233	246	218
Net gain from the disposal of assets	92	92	(33)
<b>Total income from continuing operations</b>	<b>24,954</b>	<b>26,644</b>	<b>18,769</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	8,169	8,138	7,090
Materials and services	4,128	5,750	4,575
Borrowing costs	23	23	5
Depreciation and amortisation	5,523	5,523	4,142
Impairment of receivables	6	6	4
Other expenses	425	148	341
<b>Total expenses from continuing operations</b>	<b>18,274</b>	<b>19,588</b>	<b>16,157</b>
<b>Operating result from continuing operations</b>	<b>6,680</b>	<b>7,056</b>	<b>2,612</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>6,680</b>	<b>7,056</b>	<b>2,612</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>389</b>	<b>(2,760)</b>	<b>(220)</b>

Narrandera Shire Council

Water Fund Income Statement

for the period ending 31 May 2024

	Original Budget	Mar Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	887	885	886
User charges and fees	1,289	1,290	1,248
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	10	230	10
Interest and investment revenue	276	482	166
Other income	-	-	-
Net gain from the disposal of assets	-	-	-
<b>Total income from continuing operations</b>	<b>2,462</b>	<b>2,887</b>	<b>2,310</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	355	352	404
Materials and services	1,401	1,520	1,396
Borrowing costs	-	-	-
Depreciation and amortisation	691	691	518
Impairment of receivables	-	-	-
Other expenses	-	-	-
<b>Total expenses from continuing operations</b>	<b>2,447</b>	<b>2,563</b>	<b>2,318</b>
<b>Operating result from continuing operations</b>	<b>15</b>	<b>324</b>	<b>(8)</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>15</b>	<b>324</b>	<b>(8)</b>
<b>Net Operating Result for the year before Grants and Contributions provided for Capital Purposes</b>	<b>5</b>	<b>94</b>	<b>(18)</b>

Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 31 May 2024

	Original Budget	Mar Revised Budget	Actual YTD
<b>Income from continuing operations</b>			
Rates and annual charges	1,560	1,559	1,559
User charges and fees	178	186	181
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	308	4,546	2,665
Interest and investment revenue	22	110	48
Other income	-	-	-
Net gain from the disposal of assets	-	-	-
<b>Total income from continuing operations</b>	<b>2,068</b>	<b>6,401</b>	<b>4,453</b>
<b>Expenses from continuing operations</b>			
Employee benefits and on-costs	348	348	338
Materials and services	713	37	593
Borrowing costs	37	732	28
Depreciation and amortisation	408	408	306
Impairment of receivables	-	-	-
Other expenses	-	-	-
<b>Total expenses from continuing operations</b>	<b>1,506</b>	<b>1,525</b>	<b>1,265</b>
<b>Operating result from continuing operations</b>	<b>562</b>	<b>4,876</b>	<b>3,188</b>
<b>Operating result from discontinued operations</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net operating result for the year attributable to Council</b>	<b>562</b>	<b>4,876</b>	<b>3,188</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>	<b>254</b>	<b>330</b>	<b>523</b>

**24.5 CAPITAL WORKS PROGRAM - MAY 2024****Document ID:** 738217**Author:** Senior Finance Officer**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Statutory and Compulsory Reporting – Financial / Audit**Attachments:**

1. Capital Works Program - May 2024 [↓](#) 
2. Capital Expenditure - May 2024 [↓](#) 
3. Operational Expenditure - May 2024 [↓](#) 

**RECOMMENDATION**

That Council:

1. Receives and notes the information contained in the Capital Works report as at 31 May 2024.

**PURPOSE**

The purpose of this report is to enable Council to track the progress of capital works programs for the period ending 31 May 2024.

**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****Projects Pending Grant Funding**

- 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 and Sewer Primary Filter project.

**Administration**

- Projects being reviewed throughout the year include the, GDA Dataset Transition, Software Licencing, GIS Imagery and Two Cameras at the Marie Bashir Park Grandstand
- Councillor iPad Projects budget will be moved to 2024-25 financial year.
- Quotes to be organised once the scope of the Chambers Access Control System Replacement has been developed.
- Chambers Network Cabling replacement will be moved to the 2024-25 financial year.
- Replacement Workgroup Printers will be reviewed throughout the year.
- Replace Desktops/Laptops project is re-scheduled.

- The Integrated Software System project has commenced and will continue throughout the year.
- Projects completed: Sophos Intercept X, the Data safe, Server Backup System Replacement & replacing network switches.

### **Public Order & Safety**

- The Landervale Fire shed has been almost completed with power connections pending.
- The Gillenbah Station Amenities project has commenced under the guidance of the RFS.

### **Environment**

- The tender has been awarded for the new security fencing and CCTV at the Narrandera Waste Depot.
- Purchase of the new Traxcavator for the Narrandera Waste Depot Has been deferred.
- The transfer area has been completed under stage 1 of the Further Masterplan works. Other works are now underway.
- The Urban Stormwater Upgrade detailed design works have been completed. Pending grant funding for the future construction.
- Completed Projects: Waste Depot Improvement Works Barellan.

### **Housing & Community Amenities**

- The Cemetery Master plans are being developed and mapping software is being scoped, currently reviewing records.

### **Recreation & Culture**

- The Book and Resources Annual replacement procurement is ongoing while staff wait on the location of the WRL book buying.
- Scope and procurement are being prepared for the library service desk replacement.
- The Lake Talbot Pool Remediation works commenced at the closure of the swimming season with works scheduled to be finished shortly.
- Final commissioning of the Narrandera Park irrigation management system has been completed. Sensors and other equipment are being installed while future works are being scoped.
- The draft plan for the Narrandera Memorial Park has been completed and planting list amendments are being made. Landscaping is under review because issues were found with the fountain's water supply.
- Procurement commenced in April for the Festive Light Upgrade
- Completed project: Narrandera Sportsground Drainage and Soak, Narrandera tennis courts access upgrades, Narrandera Playground upgrades & Festive Light Upgrade.

**Playground on the Murrumbidgee**

The following projects were all funded from the Playground on the Murrumbidgee grant and have now been completed.

- Destination and Discovery Hub (construction).
- Extension of the bike and hike trails.
- Design Pedestrian Bridge Brewery Flat to East Street.
- The Sky Walk Project and the remote signage.

**Disaster Recovery Funding**

- The projects under the Disaster Recovery Funding are now approved by the Office of Local Government Scope and works are being planned to commence.

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

- Lighting has been installed around the Wiradjuri Memorial Wall Stage 1 with final metal artwork to be fitted to the southern side of the main wall.
- The toilet refurbishment project has been completed. Replacement BBQ, seating and power upgrades have been ordered.
- Connecting path construction at the Brewery Flat connecting walkway has commenced.
- Renewal works have commenced at the Barellan Museum and will be finalised in May.
- The Tiger Moth building has now been completed.
- Proposals have been received for the Barellan Sportsground scoreboard. Currently sourcing potential contributions from user groups for preferred score board option.
- Work on the North Narrandera Footpaths now almost complete. The final section from Racecourse Road to the overpass still to be completed.
- Construction of the Narrandera Pump Track has been completed. Remote signs have been ordered.
- The fencing and new bins have been installed at Henry Mathieson Oval; seating to be installed.
- Completed projects: See attached spreadsheet for a list of previously completed projects.

**Local Roads & Community Infrastructure Round 4**

- Contractors have commenced works at the Barellan Toddler Pool. A major variation was approved due to the soft soil requiring extensive supporting foundation piers to support the pool. The variation was funded from the contingency funds that were established at the start of the project.
- The scope for the Destination and Discovery hub Interpretative fit out is currently being finalised and tenders will be called in June.
- Procurement has commenced for the playground upgrade at Marie Bashir Park.
- The scope for the Narrandera Footpaths upgrade has been completed with works to commence in the new financial year.
- The scope is currently being prepared for the Narrandera laneway upgrades.

**Crown Reserve Improvement Program**

- The upgrades for the Lake Talbot reserve have progressed with the BBQ and seating having been ordered, shelter works have been completed, and additional planning being undertaken for further works.

**Stronger Country Community Funding**

- The new netball courts in Barellan have been completed.
- New poles are being installed through the Community Safety Upgrade Program under the guidance of Essential Energy while options to reuse existing light poles are being explored.
- Installation of the Playground for the Water Tower Recreation upgrade has been completed. Construction on the shelter has commenced.

**Economic and Community Participation**

- The Adventure Playground Inclusive Spaces project is now complete.

**Lake Talbot**

- Studies for deepening works at Lake Talbot have been completed.
- The proposal for the Lake Talbot Area Accessibility project has been received and a preferred consultant has been engaged with works to commence before the EOFY.
- Procurement activities for the construction of the concrete V-kerb for the Lake Talbot Tourist Park driveway is in progress.

**Transport & Communication**

- The scope is currently being prepared for the current road projects:
  - Urban Footpath Replacement
  - Regional Roads.
- The Emergency Drainage works are continuing between other projects.
- The final works on the new road at the Red Hill Industrial Estate Have been completed.
- Urban Laneways have been selected for upgrades with works to commence shortly.
- A vote will go to council to retain the funds for the Urban Reseals project that will commence next year.
- Funds from the Rural sealed roads construction will be used on the overspend of the Old Wagga Rd works.
- Rural roads reseal funding will be used in conjunction with the Roads to Recovery Grant.
- Filled areas are currently being completed at Erigolia Road with works almost finalised.
- Works are being scheduled for AGRN1001 Flood damage repairs.
- Completed: See attached Spreadsheet for a list of completed projects.

**Regional Emergency Road Repair Fund**

- Works have commenced under the Regional Emergency Roads Repair Fund.

**Fixing Local Roads**

- Works will begin shortly at Brewarrana Bridge once permits have been approved.
- The Narrandera Bus Route has now been completed. Funds will be used on other projects.
- Design and REF are nearing completion at Old Wagga Road Rehab project with construction to follow.

**Fixing Country Bridges**

- Mollys and Sommerset Bridges have been completed.

**Roads to Recovery**

- Works have been completed under the Roads to Recovery project.

**Economic Affairs**

- The design is being undertaken for the sewer works at the Red Hill Industrial Estate.
- Red Hill Industrial Expansion Design has been awarded and is due for completion in June.
- Further Gateway/Entrance signs project will be completed as required.
- 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.
- Final activities to be completed before June 2024 on the building and renewal upgrades.
- Works have commenced on the Aerodrome runway, taxi, and apron remarking. Current target for completion is the end of June.
- Works have been completed on the Terminal Painting, Blinds, and Improvements.
- Completed Projects: New building at the Depot and the new solar panels.

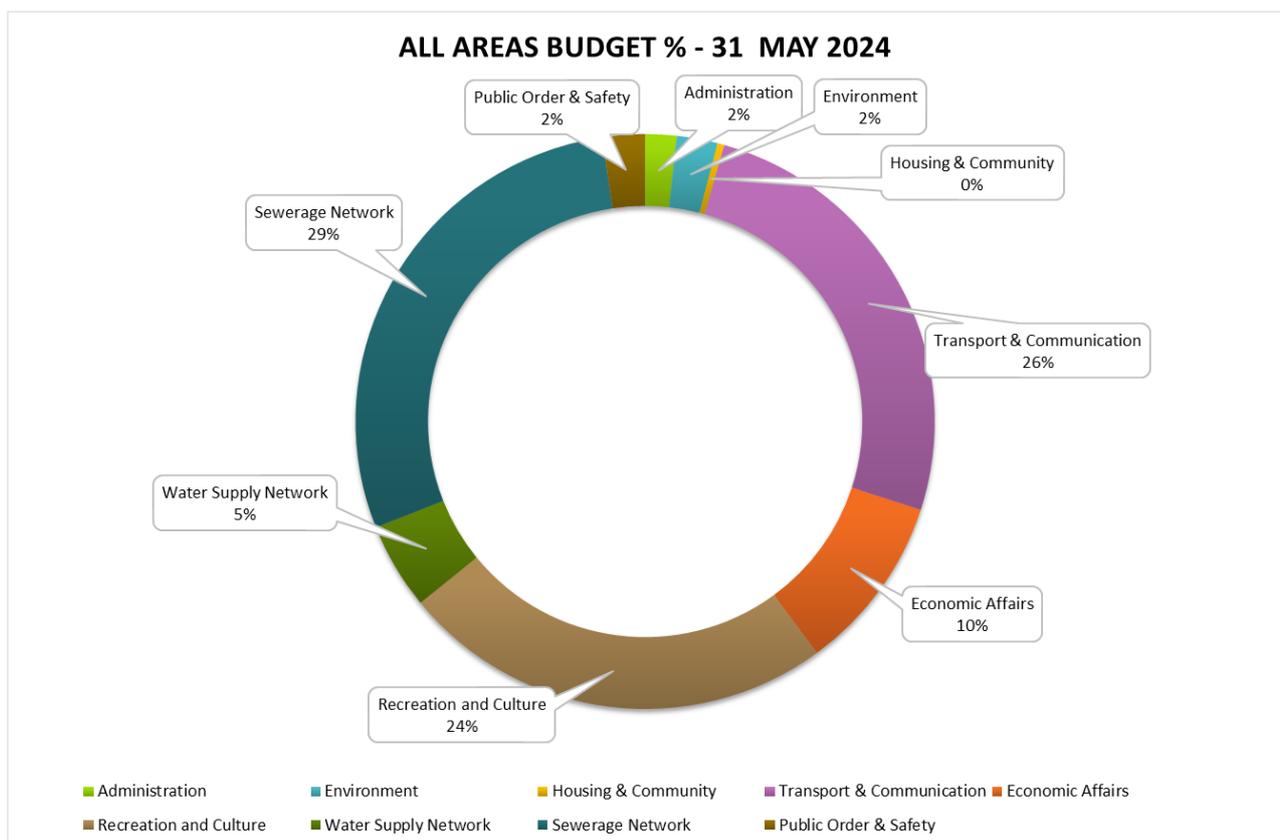
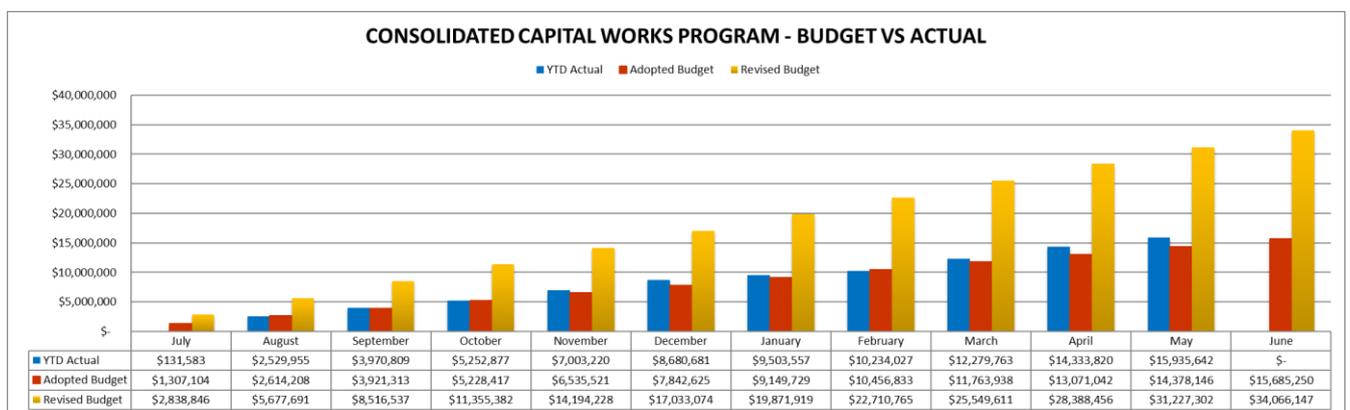
**Water Supply network**

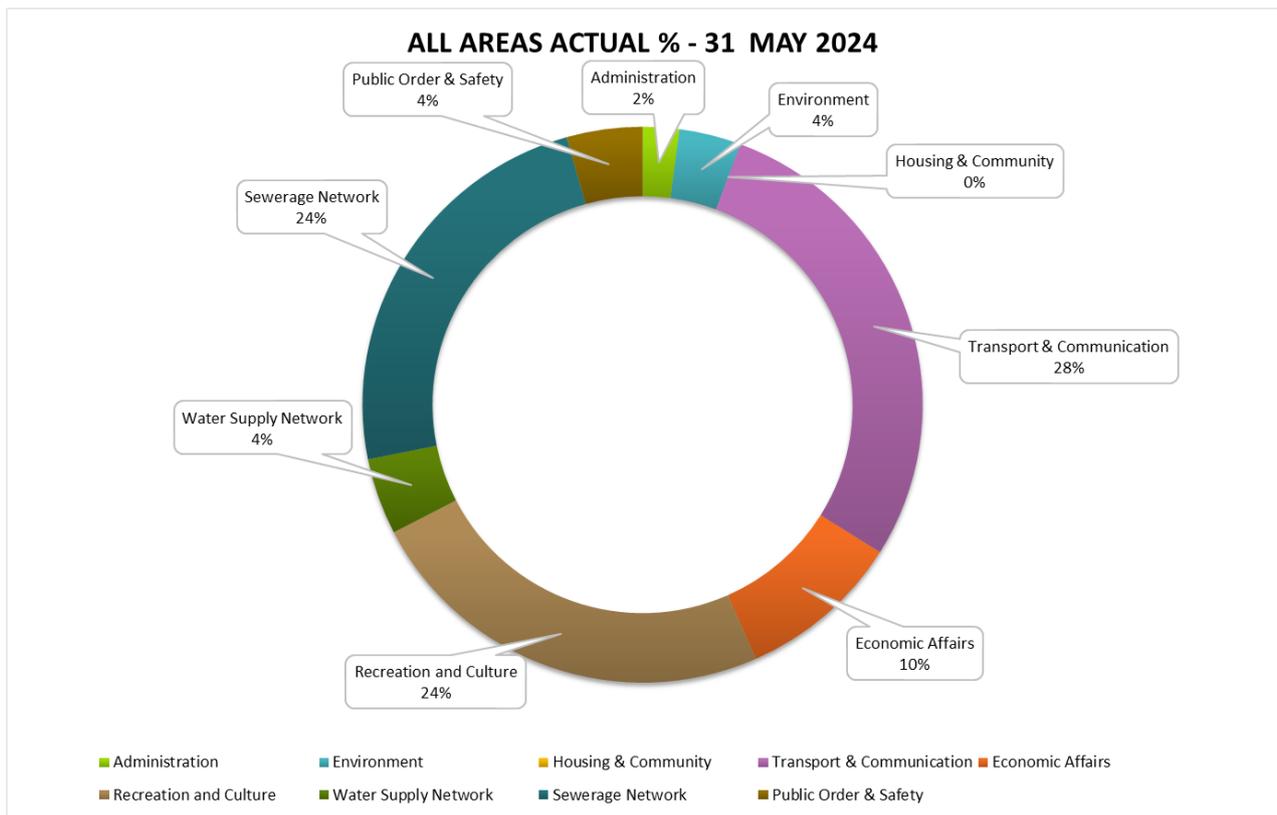
- As part of the service replacements, the private works for the highway overtaking lane were undertaken.
- The Water Treatment Plant (WTP) filter upgrade and design will commence once the results of the WTP scoping study are available.
- Works to fix the low-pressure issues at the North zone pressure pump will be scheduled after the hydraulic model is updated.
- Water mains replacements will be contracted out. The current RFQ is under development.
- Hydrant and valve replacements have commenced for the 2023-24 financial year.
- Additional works will commence on the Integrated Water Cycle Management system upon the completion of the Water Treatment plant scoping study project.
- Testing has been completed for the Scoping Study; results are still pending.
- Installations are being undertaken for the Household Filter Project.
- The fencing in Gordon Street will be completed as time allows.
- Cul-de-sac ring mains project will commence shortly.

- Procurement has commenced for the telemetry hardware upgrade with RFQ being prepared for early 2024.
- The Pine Hill Pump Replacement will be scheduled after the hydraulic model is updated.
- Completed projects: Grosvenor Street Watermain replacement works, Pine Hill reservoir fencing/demolition and the new Solar panels.

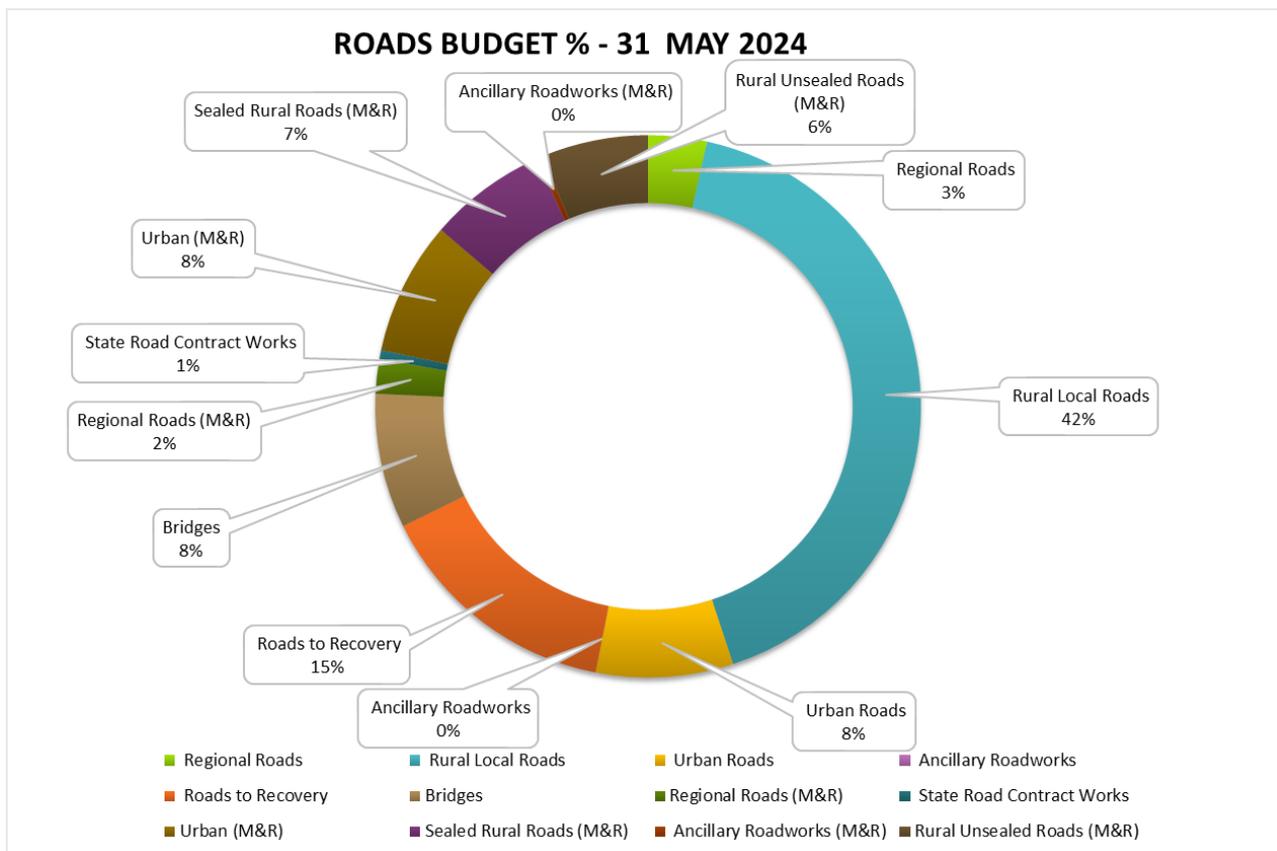
**Sewerage Network**

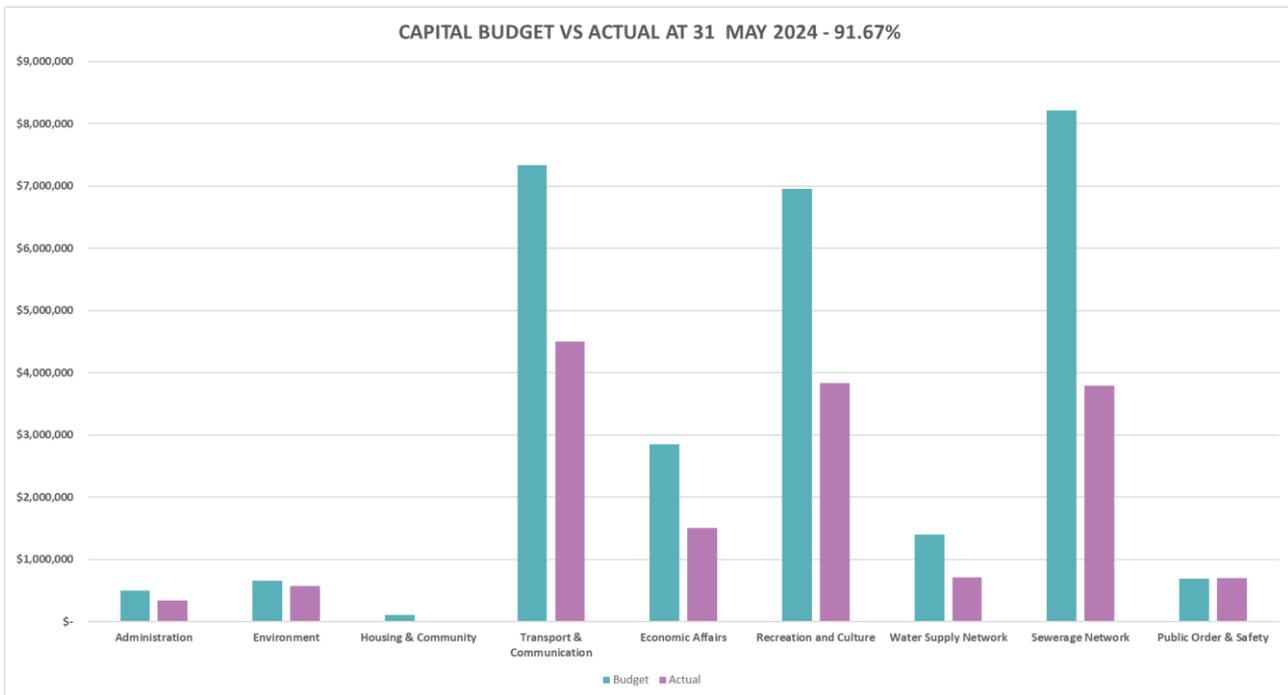
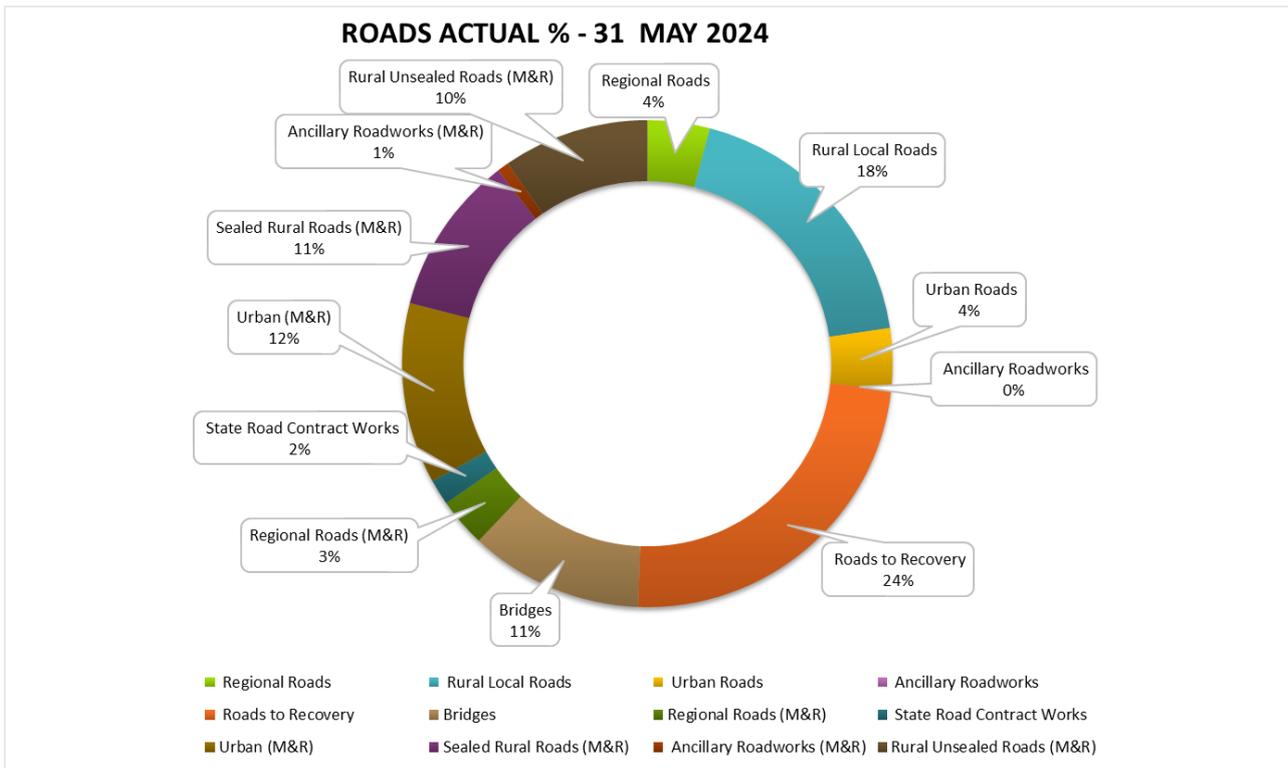
- Construction is underway for the Barellan sewer project.
- Procurement is underway for the Telemetry software and hardware upgrade with RFQ being prepared for early 2024.
- Procurement is underway for the Sewer main relines project.
- Completed: Solar panels.

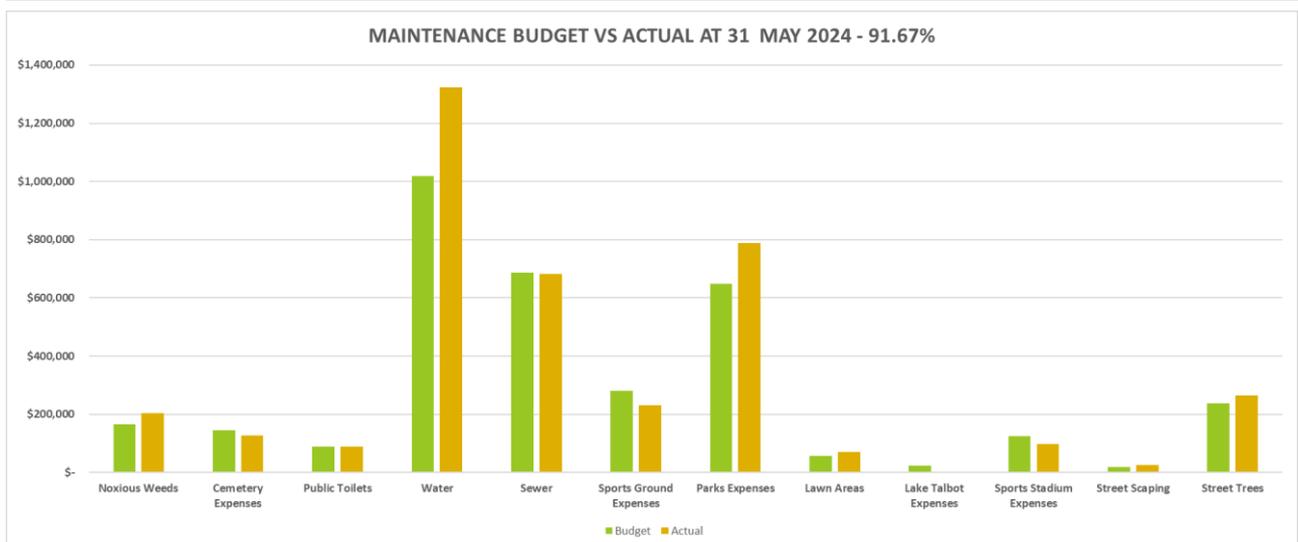
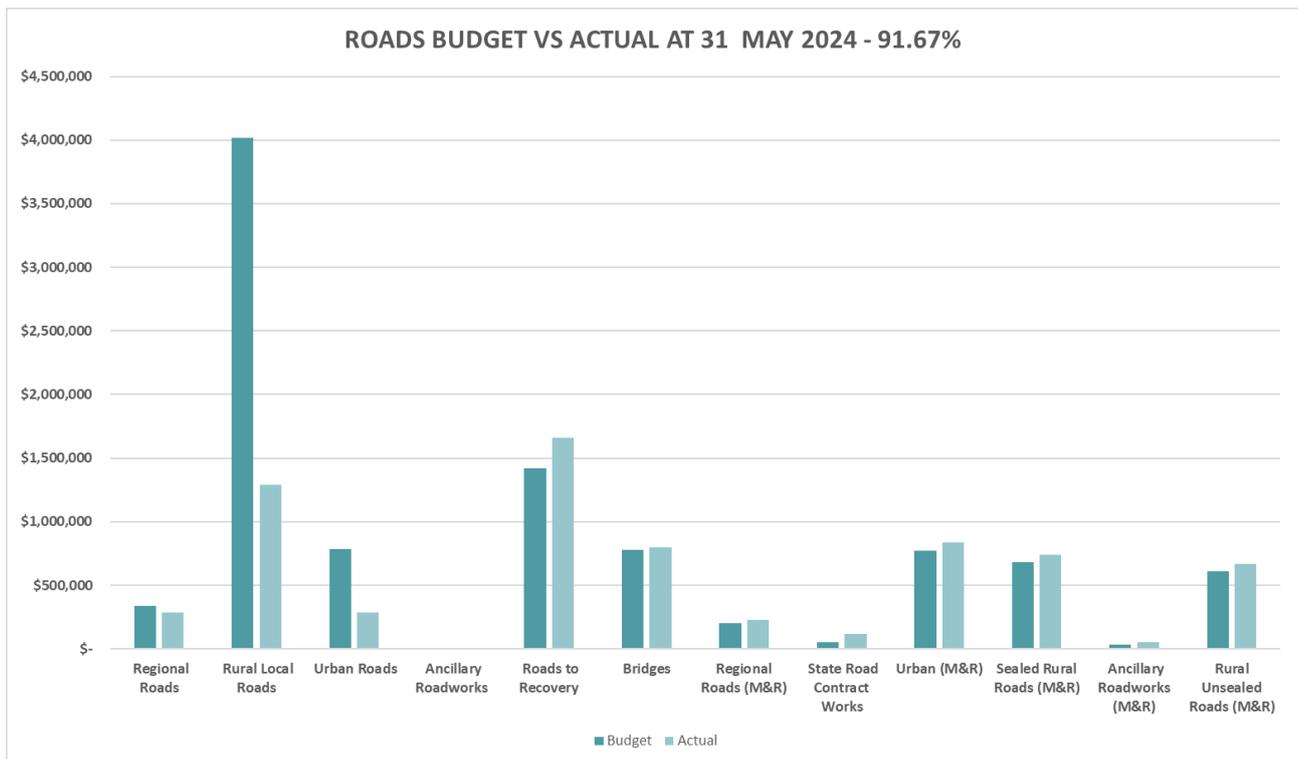


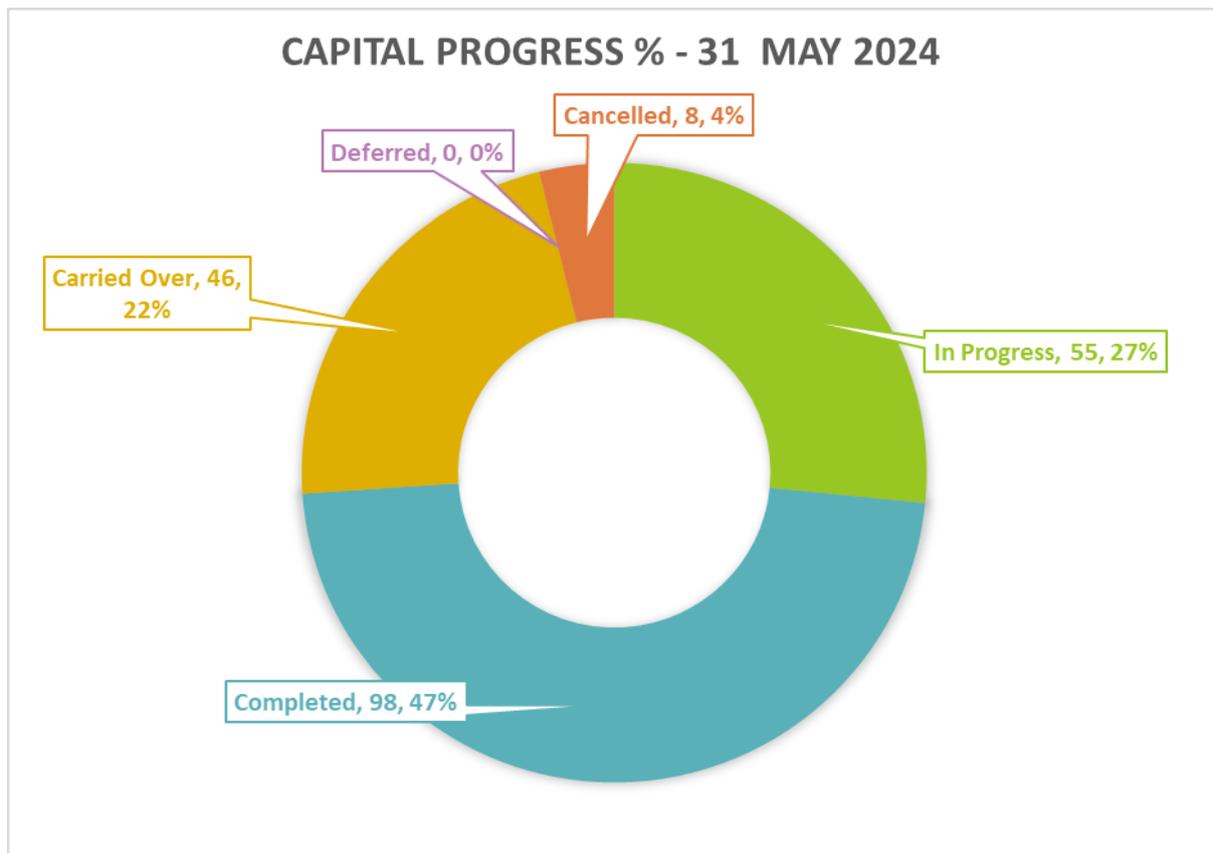


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**TERMINOLOGY**

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 May 2024.



**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 MAY 2024**

Complete	Grant Dependent	Cancelled	Revote
Carryover	Key Operational	Deferred	

91.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
1	Councillor iPad Project	20,000	-	-	-	0	#DIV/0!	Will be moved to next financial year.
2	Sophos Intercept X	-	-	4,569	0	4,569	0%	Project is completed.
3	Data Safe	-	-	-	-	0	#DIV/0!	Project was completed. Remaining funds were moved to another job.
4	GDA Dataset Transition	-	-	5,000	-	5,000	0%	Will review throughout the year.
5	Server Backup System Replacement	30,000	-	30,000	30,373	-373	101%	Completed
6	Chambers Access Control System Replacement	20,000	-	20,000	1,814	18,186	9%	Finalising quotes.
7	Chambers Network Cabling replacement	40,000	-	-	-	0	#DIV/0!	Will be moved to next financial year.
8	Replacement Workgroup Printers	2,000	-	2,000	-	2,000	0%	Will review throughout the year.
9	Replace Desktops/Laptops	20,000	-	20,000	3,490	16,510	17%	Organising Quotes.
10	Software Licencing	10,000	-	10,000	2,580	7,420	26%	Will review throughout the year.
11	Replace Network Switches	-	-	12,885	16,910	-4,025	131%	Project is completed.
12	Integrated Software System	400,000	323,961	434,780	281,622	-170,804	139%	The project commenced and will continue throughout the year.
13	GIS Imagery	-	-	6,466	-	6,466	0%	Will review throughout the year.
14	Two Cameras at Marie Bashir Park Grandstand	-	-	2,888	289	2,599	10%	Will review throughout the year.
15	Landervale Fire Shed	-	20,304	689,019	659,191	9,524	99%	Build completed power connection pending.
16	Gillenbah Station Amenities	-	-	60,000	37,745	22,255	63%	Updates have commenced under the guidance of the RFS
17	New security fencing and CCTV	-	6,299	146,329	-	140,030	4%	Tender awarded with works scoped and approvals being sought.
18	Purchase of new Traxcavator	450,000	-	450,000	-	450,000	0%	project deferred until upgrades completed
19	Further Masterplan works stage 1	-	985	232,988	130,123	101,880	56%	Transfer area completed with roads being formed. Reclaim shop and office now being scoped.
20	Waste Depot Improvement Works Barellan	-	-	86,308	41,907	44,402	49%	Completed
21	Stormwater improvement Works	30,000	-	104,996	-	104,996	0%	Revote
22	Urban Stormwater Upgrade	7,000,000	-	143,581	397,162	-253,581	277%	Detailed design completed. Pending future grant opportunities.
23	Cemetery management plans and mapping software	-	-	120,853	-	120,853	0%	Project will continue into next financial year - Mapping software being scoped. Currently reviewing records. <b>Carry over</b>
24	Library Book & Resources annual replacement	32,144	-	32,144	11,958	20,186	37%	Waiting on location for WRL book buying.
25	Library Replacement of Service Desk	5,000	-	5,000	-	5,000	0%	Scope and Procurement of works being prepared.
26	LT Pool Remediation Works	-	6,045	11,793	5,290	457	96%	Works to be completed and invoiced by mid June
27	Ndra Sportsground Drainage & Soak	-	-	36,219	15,922	20,297	44%	Completed
28	Ndra Tennis Courts Access Upgrades	-	-	51,119	41,761	9,358	82%	Completed
29	Ndra Park Irrigation Management System	-	-	243,677	138,403	105,274	57%	Commissioning completed. Sensors and other equipment being installed. Scoping operations being completed for extra works. <b>Carryover</b> as additional works can only commence after the football season October 2024.
30	Ndra Playgrounds Upgrades	10,000	-	34	34	0	99%	Budget to be moved to inclusive spaces. Job completed.
31	Ndra Memorial Park lawn areas & garden beds	-	-	20,000	16,942	3,058	85%	Draft plan completed, planting list amendments being made, landscaping on hold as fountain has water supply issues requiring urgent attention. Costs still to be added to report
32	Festive Light Upgrade / Renewal	-	2,854	5,829	2,854	121	98%	Completed
33	POM - Destination & Discovery Hub	-	-	178,669	178,670	-0	100%	Completed
34	POM - Extension of Bike & Hike Trails	-	-	2,032	2,032	0	100%	Completed
35	POM - Design Pedestrian bridge Brewery Flat to East St	-	-	3,785	3,785	0	100%	Completed

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 MAY 2024

Complete	Grant Dependent	Cancelled	Revote
Carryover	Key Operational	Deferred	

91.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
36	POM - Elevated Walk, Viewing Platform, Deck & Pedestrian Access	-	-	326,558	326,557	0	100%	Completed
37	POM Remote Signage	7,500	-	7,500	7,350	150	98%	Completed
38	OLG DRF - Construction of flood relief gates	-	-	120,000	-	120,000	0%	OLG approval now granted, project now being scoped.
39	OLG DRF - Replacement of soft fall in MBP	-	-	150,000	-	150,000	0%	Funds awarded, works will be undertaken in conjunction with Playground stage 1. <i>Carry over</i>
40	OLG DRF - Flood levies at water supply bores	-	-	100,000	-	100,000	0%	Awaiting approval from OLG.
41	OLG DRF - Ndra Library Stormwater structure	-	39,177	60,000	-	20,823	65%	Review for Rollover - Works commenced and is estimated to continue into the 2024/25 period
42	OLG DRF - Youth development program	-	-	175,000	-	175,000	0%	Awaiting approval from OLG.
43	OLG DRF - Community Information Boards	-	-	50,000	-	50,000	0%	Awaiting approval from OLG.
44	OLG DRF - Economic Development Strategy & Signage	-	-	60,000	26,500	33,500	44%	Approval from OLG provided, draft EDS is currently waiting Council review.
45	OLG DRF - Destination Discovery Hub Cultural Displays	-	-	200,000	-	200,000	0%	Awaiting approval from OLG.
46	OLG DRF - Replacement of trees	-	-	85,000	-	85,000	0%	Journal to be entered
47	LRCI R2 - Barellan Pump Track	-	-	21,955	21,900	55	100%	Completed
48	LRCI R2 - Wiradjuri Memorial Wall Stage 1	-	-	71,662	63,702	7,960	89%	Lighting installed with final metal artworks to be fitted to the rear side.
49	LRCI R2 - Ndra Flora and Fauna reserve - Upgrade carpark & entrance	-	-	54,970	68,324	-13,354	124%	Completed
50	LRCI R3 Brewery Flat Boat ramp & Toilets	-	5,534	105,000	77,937	21,530	79%	Toilet refurbishment Complete. Replacement BBQ, seating and power upgrades ordered. <i>Carryover</i>
51	LRCI R3 Ndra Tennis Club Upgrade - Stage 2	250,000	-	250,000	316,276	-66,276	127%	Completed
52	LRCI R3 Senior Citizens Building	65,000	-	120,000	109,543	10,457	91%	Completed
53	LRCI R3 Aerodrome – Air League Building	-	-	60,000	58,038	1,962	97%	Completed
54	LRCI R3 Brewery Flat - Connecting Walkway	-	6,124	174,726	55,005	113,597	35%	Connecting path construction underway.
55	LRCI R3 Barellan Museum Renewal	-	4,961	40,000	21,476	13,563	66%	Completed - Remaining funds to be reallocated into identified LCRI Phase 3 projects during final grant acquittal report.
56	LRCI R3 Tiger Moth Building	-	-	170,000	135,635	34,365	80%	Completed
57	LRCI R3 Town Signage orange town signs	-	-	25,000	10,545	14,455	42%	Completed
58	LRCI R3 Barellan Sportsground Scoreboard	-	-	50,000	55	49,945	0%	Proposals received, sourcing potential contributions from user groups for preferred score board option. Grant applications completed by user groups. Review for rollover
59	LRCI 3 North Narrandera Footpaths (Racecourse Rd and Watermain St Bicycle and Walking Paths)	-	-	243,523	315,970	-72,447	130%	Completed
60	LRCI 3 Narrandera Pump Track	-	460	199,789	221,501	-22,171	111%	Completed
61	LRCI 3 Barellan Sportsground Spectator Pavilion	-	-	53,710	52,816	894	98%	Completed
62	LRCI 3 HM Oval - Off leash dog area	-	548	28,379	51,895	-24,064	185%	Seating installed. Complete
63	LRCI 4 Barellan Pool - Toddler Pool	-	539,839	747,956	171,608	36,509	95%	Funds approved Council Resolution 24/034 - Review for Rollover - Project completion date is in October 2024 - Works Commenced - Major variation approved, funded by project contingencies due to identified soft soil during excavation that requires extensive supporting foundation Piers to be installed to support pool.

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 MAY 2024**

Complete	Grant Dependent	Cancelled	Revote
Carryover	Key Operational	Deferred	

91.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
64	LRCI 4 D&DH Interpretative Fit Out	-	-	250,000	55	249,945	0%	The Scope is currently being prepared for tender.
65	LRCI 4 MBP - Playground Upgrade Stage 1	-	-	297,363	55	297,308	0%	Procurement commenced. <b>Carryover</b>
66	LRCI 4 Narrandera Footpaths Upgrade	-	1,306	250,000	55	248,639	1%	The scope has been completed with works to commence start of next FY.
67	LRCI 4 Narrandera Laneway Upgrades	-	-	325,301	55	325,246	0%	The Scope is currently being prepared.
68	CRIP Upgrade Lake talbot Reserve - stairs, BBQ shelter, walking trails and seating.	-	31,187	200,168	103,715	65,266	67%	BBQ and seating ordered, Stairs ordered, shelter works completed, and other works minor works to be completed once the stairs, BBQ and seating have been installed. <b>Carry over</b>
69	SCCF4 - Barellan Netball Courts	-	320	363,254	366,121	-3,187	101%	Completed
70	SCCF5 - Community Safety Upgrade Program (CCTV)	-	184,110	294,195	25,728	84,357	71%	Replacement of existing cameras has started, awaiting installation of new poles and exploring options for use of existing light poles.
71	SCCF5 - Recreation Upgrade Narrandera Water tower	-	81,720	576,106	408,693	85,693	85%	Playground installed with shelter construction commenced.
72	ECP Adventure playground inclusive space	-	-	192,166	207,105	-14,939	108%	Completed
73	LT Deepening Works	-	-	225,000	189,500	35,500	84%	Completed
74	LT Rec Area - Accessibility project	202,200	66,202	202,200	-	135,998	33%	Preferred consultant has been engaged. Funds committed. Commence early June 2024 <b>carry over works commenced</b>
75	Emergency Drainage Works - Urban Stormwater January Event	-	943	54,505	-	53,562	2%	Works continuing in between other projects. May need a revote. Need to clear committed cost.
76	New Road - Red Hill Industrial Estate	-	12,694	21,414	107,517	-98,797	561%	Contractors to complete works shortly. Check committed costs. Funds from 0910-4100-0000
77	Urban Roads Construction	137,359	-	137,359	-	126,181	8%	Funds moved to 6-1013-0
78	Peter St Retaining Wall	-	-	-	11,178	-	-	
79	Urban Roads Construction - Laneways	42,784	-	42,784	-	42,784	0%	Laneways to be worked on after urban reconstruction
80	Urban Reseals	166,100	-	166,100	-	166,100	0%	Revote
81	Urban Pavement Rehabilitation	138,485	-	213,788	-	213,788	0%	Fund will be used to balance the accounts. Any remaining funds will be revoted post election of new council.
82	East St Footpath Replacement	-	-	4,372	4,372	0	100%	Completed
83	East St K&G Replacement	-	-	6,502	6,502	-0	100%	Completed
84	Urban K&G Replacement	16,476	-	9,974	-	9,974	0%	Revote
85	Urban Footpath Replacement	10,984	-	6,612	-	6,612	0%	Funds moved to 300-1099-0
86	Urban Footpath Add. Funds requested - To railway overpass	-	-	100,000	58,130	41,870	58%	Funds moved to 300-1099-0
87	Regional & Local Rd Repair Program	-	-	95,427	-	-0	100%	Completed. Grant funding moved to the RERRF with three year plan prepared.
88	Strontian Rd CH1.51-1.54	-	-	-	4,268	-	-	Completed
89	Strontian Rd CH1.89-1.93	-	-	-	3,600	-	-	Completed
90	Strontian Rd CH3.40-3.45	-	-	-	4,168	-	-	Completed
91	Strontian Rd CH5.69-5.98	-	-	-	24,447	-	-	Completed
92	Strontian Rd CH7.91-8.13	-	-	-	24,065	-	-	Completed
93	Strontian Rd CH7.14-7.76	-	-	-	34,880	-	-	Completed
94	Rural Sealed Roads Construction	236,421	-	175,358	-	175,358	0%	Revote - Transfer funds to old wagga road revote Remainer.
95	Strontian Rd CH 11.25 to 11.35	-	-	-	-	0	#DIV/0!	Project will be completed under RERRF.
96	Roads Resheeting - (Unsealed rural roads)	331,298	-	240,053	-	140,191	42%	Council gravel expenses from Agrn 1001 will be journaled
97	Buckingbong Rd	-	-	-	112	-	-	Completed

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 MAY 2024**

Complete	Grant Dependent	Cancelled	Revote
Carryover	Key Operational	Deferred	

91.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
98	Mollys Lagoon Rd Resheeting		-		16,181			Completed
99	Back Yamma Rd Resheeting		-		9,823			Completed
100	Pamandi Rd Resheet CH14.89-17.98		-		73,745			Completed
101	Rural Roads Reseals	201,002	-	158,237	-	158,237	0%	Revote any funds remaining - Costs for RTR projects to be funded from here.
102	RRUPP - Erigolia Road (Widening)	-	442,787	1,071,101	533,087	95,227	91%	Works nearing completion with filed areas being worked on currently.
103	FLR R1 - Brewarrana Bridge Retrofitting	-	109,456	365,205	131,417	124,332	66%	Construction to commence shortly, awaiting permits.
104	FLR Narrandera Bus Route	-	-	60,597	-	60,597	0%	Job has been completed, funds approved by TfNSW to be transferred to FLR1 Brewarrana Bridge
105	FLR R4 - Old Wagga Road Rehab	-	45,737	815,539	36,171	733,631	10%	Design and REF nearing completion, works to commence next year. *****Council contribution \$97,864.68???
106	<b>Flood Damage Repairs AGRN1001</b>	-		1,497,039		1,245,346	48%	Works are being planned where they won't affect other works.
107	Holloway Rd Culvert		3,560		27,077			Tender for construction closes June, award during June.
108	Grong Grong River Road		232,296		22,660			Works commence June.
109	Mejum Rd		-		3,423			Completed
110	Mannings Rd CH4.85-8.35		-		143,398			Completed
111	Middle Rd		-		4,225			Completed
112	Kingston Rd		-		-			Completed in 22-23. Job carried over while works were assessed
113	Devlins Bridge Rd		-		1,935			Completed
114	Galore Park Rd CH0.20-0.40		-		-			Completed in 22-23. Job carried over while works were assessed
115	Galore Forest Rd CH0.00-1.90		-		-			Completed in 22-23. Job carried over while works were assessed
116	Higgins Rd		-		883			Completed
117	Jacksons Rd		-		-			Completed in 22-23. Job carried over while works were assessed
118	Gepperts Rd		-		-			Completed in 22-23. Job carried over while works were assessed
119	Mimosa Rd		-		-			Completed in 22-23. Job carried over while works were assessed
120	Lismoyle Rd		-		335			Works being reviewed
121	Strontian Rd		1,027		152,579			Completed
122	Hulmes Rd		-		106,821			Completed
123	Hewson Rd		-		-			Revised, works completed with AGRN1034 IRW, no work remaining.
124	Mannings Rd CH9.55-11.35		-		25,240			Completed
125	Galore Park Rd CH4.64-4.74		-		-			Completed in 22-23. Job carried over while works were assessed
126	Galore Forest Rd CH3.70-4.50		-		-			Completed in 22-23. Job carried over while works were assessed
127	The Gap Rd CH1.60-2.20		-		-			Completed in 22-23. Job carried over while works were assessed
128	The Gap Rd CH2.60-3.40		-		-			Completed in 22-23. Job carried over while works were assessed
129	The Gap Rd CH3.70-6.40		-		-			Completed in 22-23. Job carried over while works were assessed
130	<b>Fixing Country Bridges</b>	-		846,965		52,500	94%	
131	FCB - Molly's Bridge		-		345,098			Completed
132	FCB - Somerset Bridge		-		449,367			Completed
133	<b>Roads to Recovery</b>	997,362		1,547,923		-117,708	23%	
134	Grong Grong Station Rd Resheet		-		91,562			Completed
135	Bulloak Tank Rd Resheet		-		31,306			Completed
136	Centenary Rd Resheet		-		46,826			Completed
137	Mannings Rd Resheet CH2.9-4.85		-		45,676			Completed

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 MAY 2024**

Complete	Grant Dependent	Cancelled	Revote
Carryover	Key Operational	Deferred	

91.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
138	Orams Rd Resheet CH0-2.42		-		59,230			Completed
139	Curtis Rd - Gravel resheet		-		85,300			Completed
140	Geddes Rd - Ergdia End		3,840		59,522			Completed
141	Geddes Rd - Euratha End		-		23,359			Completed
142	Stephensons Rd		-		68,460			Completed
143	Clarkes Rd		-		127,313			Completed
144	Centenary Rd Ch 9.60-11.80		-		56,384			Completed
145	Centenary Rd Ch 12.15-12.80		-		35,893			Completed
146	Centenary Rd Ch 13.05-13.85		-		30,744			Completed
147	Centenary Rd Ch 14.90-15.60		-		26,101			Completed
148	Angle Rd CH 7.15 to 8.65		-		150,468			Completed
149	RS Bulloak Tank Rd CH2.80-6.85		-		183,702			Completed
150	RS Back Morundah Rd CH6.60-8.60		-		113,397			Completed
151	RS Kamarah Rd CH17.75-22.40		-		206,480			Completed
152	RS Lismoyle Rd CH12.27-17.00		-		220,068			Completed
153	<b>Regional Roads (Capital Component of Block Grant)</b>	268,200		367,400		74,574	80%	Remainder to fund operational.*****
154	MR243 - Canola Way to (GG, Gainain, Matong & Coolamon)	-	-		6,417			Culvert works planned June
155	MR370 - To Lockhart	-	-		-			No works currently planned
156	MR596 - Back Yamma Road (south-west of Morundah)	-	-		-			No works currently planned
157	MR7608 - Barellan Road	-	6,802		279,607			Completed
158	Repair Grant (50% Block Grant contribution)	173,200	-	-	-	0	#DIV/0!	Funding was unsuccessful for RRRP as the funding stream was removed for four years. QBR to remove RRRP grant.
159	Active Transport - Walking (Mulga St Barellan)	-		0		0	0%	Completed
160	<b>REGIONAL EMERGENCY ROAD REPAIR FUND</b>			2,741,571		2,494,900	9%	Programmed works continuing
161	Minor Heavy Patches - Urban	-	782		58,222			Ongoing works
162	Minor Heavy Patches - Rural	-	782		-			Ongoing works
163	Sealed Roads Shoulder Grading	-	29,554		48,002			Ongoing works
164	Gravel Roads Grading	-	33,462		75,214			Ongoing works
165	Formed Roads Grading	-	-		654			Ongoing works
166	Red Hill Industrial Expansion - Sewer	930,000	-	930,000	-	930,000	0%	Revote
167	Red Hill Industrial Expansion - Design	100,000	39,350	100,000	70,505	-9,855	110%	Design works being undertaken, due for completion by June.
168	<b>Gateway/Entrance signs</b>	10,000		10,000		9,355	6%	
169	Gateway/Entrance signs Ndra		-		645		#DIV/0!	projects are as required.
170	Gateway/Entrance signs Brln		-		-		#DIV/0!	projects are as required.
171	Gateway/Entrance signs Binya		-		-		#DIV/0!	projects are as required.
172	Gateway/Entrance signs GG		-		-		#DIV/0!	projects are as required.
173	Saleyard Electronic ID Expense	-	-	38,483	-	38,483	0%	
174	LT Tourist Park - Reseal driveways	74,580	-	74,580	-	74,580	0%	Review for Rollover - Procurement activities for the construction of concrete V kerb in progress
175	Light Vehicles	362,115	-	547,115	545,688	1,428	100%	Complete for year
176	Trucks & Trailers	394,150	-	873,281	479,131	394,150	55%	Complete for year. Review of replacements underway, carry over
177	Heavy Plant Purchases	354,750	16,471	169,750	17,255	136,025	20%	Complete for year. Review of replacements underway, carry over
178	Other Plant Capital	20,000	-	20,000	6,811	13,189	34%	Minor plant replaced as required.

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 MAY 2024**

Complete	Grant Dependent	Cancelled	Revote
Carryover	Key Operational	Deferred	

91.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
179	Works - New vehicle storage shed	-	13,364	59,147	88,687	-42,903	173%	Footings poured. Frame being erected.
180	Solar Panels	-	1	91,747	97,718	-5,972	107%	Completed
181	Building renewal and upgrades	149,340	20,669	175,813	134,991	20,154	89%	Works Scheduled, final activities to be completed and invoice 30 June
182	New Building at Depot	-	-	4,391	4,900	-509	112%	Completed
183	Aerodrome Runway, Taxi, Apron remarking	50,000	-	50,000	47,260	2,740	95%	To be completed week ending 7 June.
184	Terminal painting , Blinds and improvements	15,000	1,364	15,000	13,250	386	97%	Completed
185	SES Airport Hanger	-	17,332	25,000	1,353	6,315	75%	Project/Asset is overseeing this project.
186	Airport Taxiway	-	-	1,559	1,559	-0	100%	December 2023 C/M elected not to proceed with the project.
187	Water - Services Replacements 2023-24	20,000	3,697	40,000	66,124	-29,821	175%	Private work for highway overtaking lane undertaken to be credited once invoiced. (Check funding from TFNSW)
188	Water - Newell Highway Service Replacement	-	-	29,232	29,232	-0	100%	Completed
189	Water - WTP filter/Upgrade design	-	2,727	33,307	3,899	26,681	20%	Awaiting completion of WTP Scoping Study
190	Water - North Zone Pressure Pump - low pressure issues	-	-	37,434	-	37,434	0%	Will be scheduled after the hydraulic model is updated.
191	Water - Main Replacements	-	-	0	-	-6,955	#####	Move to 2023-2024 budget
192	Grosvenor St Watermain Replace	-	-	-	6,955	-	-	Completed
193	Water - Main Replacements 2023-24	300,000	-	409,580	138,236	247,735	34%	To be contracted, RFQ under development
194	Elwin St Watermain Construct	-	-	-	23,609	-	-	Completed
195	Water - Hydrant & Valve replacements 2023-24	65,000	636	136,552	45,795	90,120	34%	Project is now underway.
196	Water - Pine Hill reservoir fencing/ demolition	-	-	21,694	21,771	-77	100%	Completed
197	Water - Solar	-	21,036	250,000	220,453	8,511	97%	Completed
198	Water - IWCM Additional Works	-	-	130,774	48,840	81,934	37%	Awaiting completion of WTP Scoping Study
199	Water - WTP Scoping Study	-	9,152	124,029	31,765	83,111	33%	Study has been complete, awaiting results.
200	Water - Household Filter Project	-	-	11,492	29,023	-17,531	253%	Installations continuing
201	Water - Gordon St fencing	-	-	27,158	12,610	14,548	46%	To be undertaken as time allows
202	Water - Cul-de-sac ring mains	-	591	97,020	25,829	70,600	27%	Works to commence shortly
203	Water - Telemetry hardware upgrade	-	-	148,347	3,173	145,174	2%	Procurement underway. RFQ being prepared for early 2024
204	Water - Pine Hill Pumps Replacement	-	-	26,401	-	26,401	0%	Will be scheduled after the hydraulic model is updated.
205	Sewer Service Replacements	-	161	60,000	40,365	19,474	68%	Ongoing as required.
206	Sewer - Barellan Sewer	1,800,000	2,586,607	7,821,728	3,548,156	1,686,966	78%	Construction underway.
207	Sewer - Solar	-	34,978	249,339	197,927	16,433	93%	Completed
208	Sewer - Telemetry hardware upgrade	-	-	97,457	-	97,457	0%	Procurement underway. RFQ being prepared for early 2024
209	Sewer - Telemetry software upgrade	-	-	40,000	-	40,000	0%	Procurement underway. RFQ being prepared for early 2024
210	Sewer - Main Relines	350,000	-	695,025	2,842	692,183	0%	Procurement to begin Shortly
<b>Grant Dependant</b>								
211	Furniture - Narrandera Cemetery	5,000	-	5,000	-	5,000	0%	Funding pending based on upcoming grants
212	Barellan Cemetery Furniture	5,000	-	5,000	-	5,000	0%	Funding pending based on upcoming grants
213	Brln Pool Rehabilitate, Refurbish & Paint Kiosk/Toilet	50,000	-	50,000	-	50,000	0%	Project unfunded
214	LT Pool Renewal of Kiosk decking and hand rails	70,000	-	70,000	-	70,000	0%	Project unfunded
215	Brln Sportsground - Lighting Upgrades (Eastern)	84,000	-	84,000	-	84,000	0%	Funding pending based on upcoming grants
216	Brln Sportsground - Storm water drainage works	30,000	-	30,000	-	30,000	0%	Funding pending based on upcoming grants
217	MBP Paths & Uplighting	120,000	-	120,000	-	120,000	0%	Funding pending based on upcoming grants

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 MAY 2024**

Complete	Grant Dependent	Cancelled	Revote
Carryover	Key Operational	Deferred	

91.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
218	Brln Park Furniture	10,000	-	10,000	-	10,000	0%	Funding pending based on upcoming grants
219	Brln Main Street - Planter Boxes	30,000	-	30,000	-	30,000	0%	Funding pending based on upcoming grants
220	Brln Main Street - BBQ shelter replacement	50,000	-	50,000	-	50,000	0%	Funding pending based on upcoming grants
221	MBP PowerPoint vendor sites	30,000	-	30,000	-	30,000	0%	Funding pending based on upcoming grants
222	Adventure Playground Upgrade infants area	300,000	-	300,000	-	300,000	0%	Have applied for the grant, waiting on results.
223	Grng Grng Park Furniture	5,000	-	5,000	-	5,000	0%	Funding pending based on upcoming grants
224	Ndra Park Lighting and uplighting memorials and trees	30,000	-	30,000	-	30,000	0%	Funding pending based on upcoming grants
225	Ndra Stadium & Sportsground Masterplan	30,000	-	30,000	-	30,000	0%	Funding pending based on upcoming grants
226	Get NSW Active - Cycling	805,000	-	-	-	0	#DIV/0!	Grant Unsuccessful
227	Get NSW Active - Walking	50,000	-	-	-	0	#DIV/0!	Grant Unsuccessful
228	Sewer - Primary Filter	400,000	-	400,000	-	400,000	0%	Funding pending based on upcoming grants
<b>Operational</b>								
229	Newell Hwy Contribution Grong Grong Reseal	-	-	93,050	-	93,050	0%	Move to CAPEX
230	Newell Hwy Contribution Grong Grong town entrance signs	-	-	1,667	-		0%	Completed, no funds expected to have been remaining.
231	Urban Roads Maintenance	837,436	16,545	837,436	835,587	-14,696	102%	Ongoing operational costs.
232	Sealed Rural Roads Maintenance	320,019	11,429	329,519	321,689	-3,599	101%	Ongoing operational costs.
233	<b>Flood Damage Repairs AGRN1034 (September 2022)</b>	-	-	-	-	0	#DIV/0!	Emergency Works (EW) and Immediate Reconstruction Works (IRW) completed - Claim submitted to TfNSW
234	Koala Fence	-	-	-	-	-		Completed in 22-23. Job carried over while works were assessed
235	<b>Fixing Local Roads PRR</b>	-	-	414,584	-	-0	100%	Find total spend
236	FLRPRR Urban Roads	-	-	-	177,296			Ongoing Pavement Maintenance Work
237	FLRPRR Sealed Rural Roads	-	-	-	188,729			Ongoing Pavement Maintenance Work
238	FLRPRR MR243 Canola Way	-	-	-	19,359			Ongoing Pavement Maintenance Work
239	FLRPRR MR370 Lockhart Rd	-	-	-	10,867			Ongoing Pavement Maintenance Work
240	FLRPRR MR596 Yamma Rd	-	-	-	6,096			Ongoing Pavement Maintenance Work
241	FLRPRR MR7608 Barellan Rd	-	-	-	12,237			Ongoing Pavement Maintenance Work
242	Rural Unsealed Roads Expenses	667,734	2,141	667,734	670,176	-4,583	101%	Ongoing operational costs.
243	Regional Roads (M&R Grant)	217,600	-	217,600	225,305	-7,705	104%	Ongoing operational costs.
244	State Road Contract Works RMCC	-	-	56,009	117,980	-61,971	211%	RMCC contract finished 31 August 2023, claim submitted and total payment received
245	Active Transport Plan	-	-	38,267	34,157	4,110	89%	Completed
246	<b>REGIONAL EMERGENCY ROAD REPAIR FUND</b>	-	-	-	-	-18,750	#DIV/0!	Ongoing operational costs.
247	Potholes/Patching - Local Roads	-	-	-	18,750		#DIV/0!	Maintain ace work has commenced using the funds allocated for the RERRF Grant.
248	Sealed Roads Pavement Maint	-	-	-	-		#DIV/0!	Ongoing operational costs
249	Noxious Weeds Expenses	177,969	-	179,584	204,535	-24,951	114%	Ongoing operational costs
250	Public Toilets Expenses	111,559	-	96,605	87,612	8,993	91%	Ongoing operational costs
251	Cemetery Expenses	159,073	-	159,073	126,460	32,613	79%	Ongoing operational costs
252	Sports Ground Expenses	303,890	-	304,751	231,240	73,511	76%	Ongoing operational costs
253	Parks Expenses	693,437	-	697,879	789,163	-91,284	113%	Ongoing operational costs
254	Lawn Areas	45,500	-	61,500	69,977	-8,477	114%	Ongoing operational costs
255	East Street - Street Scaping	18,039	642	20,299	26,296	-6,638	133%	Ongoing operational costs
256	Grong Grong Earth Park - RMS	-	-	8,531	-	8,531	0%	Discussions to be undertaken with community user group

**KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2023-24 AS AT - 31 MAY 2024**

Complete	Grant Dependent	Cancelled	Revote
Carryover	Key Operational	Deferred	

91.67%

No.	Project	Adopted Budget	Committed	Revised Budget	Expenditure	Balance	%	Comments
257	Street Trees	260,366	8,279	260,366	264,222	-12,135	105%	Ongoing operational costs (Emergency tree works due to storms included)
258	Lake Talbot Expenses	25,467		25,467	2,241	23,226	9%	Ongoing operational costs
259	Sports Stadium Expenses	136,535		136,983	98,044	38,939	72%	Ongoing operational costs
260	Bores Expenses	45,188	29,854	45,188	233,188	-217,854	582%	Ongoing operational costs - Emergency repairs required with budget reallocation to follow.
261	Pump Station Expenses	135,071	6,921	135,071	145,084	-16,935	113%	Ongoing operational costs - correcting journals to be processed.
262	Mains Expenses	348,248	42,549	338,248	412,669	-116,970	135%	Ongoing operational costs
263	Recycled Water	52,123	70	52,123	1,276	50,777	3%	Ongoing operational costs
264	Reservoirs Expenses	28,349	137	28,349	31,457	-3,245	111%	Ongoing operational costs - correcting journals to be processed.
265	Water Supply Licence	31,006	-	31,006	26,022	4,984	84%	Ongoing operational costs
266	Chlorine & Chemicals Expenses	23,690	364	23,690	23,728	-402	102%	Ongoing operational costs
267	Meter Reading Expenses	39,732	120	77,232	43,853	33,259	57%	Ongoing operational costs to be rectified with the introduction of the taggle software.
268	Telemetry System Maintenance	9,323	-	4,323	1,964	2,359	45%	Ongoing operational costs
269	Hydrant Flushing Program	76,175	-	76,175	86,076	-9,901	113%	Ongoing operational costs
270	Pump Stations Electricity Expenses	300,000	-	300,000	318,072	-18,072	106%	Ongoing operational costs
271	Pump Station Expenses	109,586	3,493	109,586	100,870	5,224	95%	Ongoing operational costs - correcting journals to be processed.
272	Mains Expenses	204,500	12,993	229,500	213,911	2,596	99%	Ongoing operational costs
273	Treatment Works Expenses	257,730	19,686	307,730	285,812	2,232	99%	Ongoing operational costs
274	Sewer Heating & Electricity	100,000	-	100,000	82,144	17,856	82%	Ongoing operational costs
275	Telemetry System Maintenance	2,111	-	2,111	-	2,111	0%	Ongoing operational costs

Capital Expenditure as at 31 MAY 2024

	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	\$ 548,587.98	\$ 323,961.24	\$ 337,077.77	-\$ 112,451.03
<b>Environment</b>					
Stormwater	\$ 7,030,000.00	\$ 248,576.56	\$ -	\$ 397,161.74	-\$ 148,585.18
Barellan Waste	\$ -	\$ 86,308.39	\$ -	\$ 41,906.70	\$ 44,401.69
Narrandera Landfill	\$ -	\$ 379,317.20	\$ 7,283.88	\$ 130,123.25	\$ 241,910.07
<b>Housing &amp; Community Amenities</b>					
Narrandera Cemetery	\$ -	\$ 120,852.84	\$ -	\$ -	\$ 120,852.84
<b>Transport &amp; Communication</b>					
Regional Roads	\$ 268,200.00	\$ 367,400.00	\$ 6,801.82	\$ 286,024.45	\$ 74,573.73
Rural Roads	\$ 768,721.00	\$ 4,383,129.53	\$ 834,863.95	\$ 1,288,779.03	\$ 2,732,918.96
Urban Roads	\$ 512,188.00	\$ 858,836.80	\$ 13,636.91	\$ 283,126.85	\$ 562,073.04
Ancillary Roadworks	\$ -	\$ 0.32			\$ 0.32
Roads To Recovery	\$ 997,362.00	\$ 1,547,923.04	\$ 3,839.88	\$ 1,661,791.30	-\$ 117,708.14
Bridges	\$ -	\$ 846,965.35	\$ -	\$ 794,465.41	\$ 52,499.94
Regional Emergency Road Repair Fund	\$ -	\$ 2,741,570.98	\$ 64,579.44	\$ 182,091.55	\$ 2,494,899.99
<b>Economic Affairs</b>					
Buildings	\$ 224,340.00	\$ 431,098.39	\$ 52,728.91	\$ 388,802.98	-\$ 10,433.50
Information Technology	\$ -	\$ 38,483.00	\$ -	\$ -	\$ 38,483.00
Plant	\$ 1,131,015.00	\$ 1,610,146.00	\$ 16,470.91	\$ 1,048,883.97	\$ 544,791.12
Red Hill Industrial Estate	\$ 1,030,000.00	\$ 1,030,000.00	\$ 39,350.00	\$ 70,505.00	\$ 920,145.00
<b>Recreation and Culture</b>					
Lake Talbot Recreation Area	\$ 276,780.00	\$ 701,948.18	\$ 97,389.89	\$ 293,215.12	\$ 311,343.17
Library	\$ 37,144.00	\$ 37,144.00	\$ -	\$ 11,957.82	\$ 25,186.18
Marie Bashir Park	\$ -	\$ 1,072,166.00	\$ 39,177.43	\$ 233,604.79	\$ 799,383.78
Narrandera Parks	\$ 17,500.00	\$ 251,211.35	\$ -	\$ 145,786.68	\$ 105,424.67
Narrandera Sportsground	\$ -	\$ 36,218.74	\$ -	\$ 15,921.53	\$ 20,297.21
Lake Talbot Pool	\$ -	\$ 11,792.50	\$ 6,045.45	\$ 5,290.00	\$ 457.05
Narrandera Outdoor Courts	\$ -	\$ 51,118.97	\$ -	\$ 41,760.82	\$ 9,358.15
Ndra Memorial Park	\$ -	\$ 25,829.28	\$ 2,853.90	\$ 19,795.74	\$ 3,179.64
Playground on the Murrumbidgee	\$ -	\$ 511,044.40	\$ -	\$ 511,043.98	\$ 0.42

Capital Expenditure as at 31 MAY 2024

	Sum of Adopted Budget	Sum of Revised Budget	Sum of Committed	Sum of Expenditure	Sum of Balance
Local Roads Comm. & Infrastructure	\$ 315,000.00	\$ 3,539,334.71	\$ 558,771.52	\$ 1,752,445.37	\$ 1,228,117.82
Disaster Recovery Funding	\$ -	\$ 120,000.00	\$ -	\$ -	\$ 120,000.00
Stronger Country Community Funding	\$ -	\$ 1,233,554.60	\$ 266,150.23	\$ 800,541.59	\$ 166,862.78
<b>Water Supply Network</b>					
Water	\$ 385,000.00	\$ 1,523,020.42	\$ 37,839.96	\$ 707,313.62	\$ 777,866.84
<b>Sewerage Network</b>					
Sewer	\$ 2,150,000.00	\$ 8,963,549.06	\$ 2,621,745.89	\$ 3,789,288.53	\$ 2,552,514.64
<b>Public Order &amp; Safety</b>					
Rural Fire Service	\$ -	\$ 749,018.82	\$ 20,304.00	\$ 696,936.24	\$ 31,778.58
<b>Grand Total</b>	<b>\$ 15,685,250.00</b>	<b>\$ 34,066,147.41</b>	<b>\$ 5,013,795.21</b>	<b>\$ 15,935,641.83</b>	<b>\$ 13,590,142.78</b>

Key Operational as at 31 May 2024

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	\$ 179,584.00		\$ 204,535.16	-\$ 24,951.16
Cemetery Expenses	\$ 159,073.00	\$ 159,073.00		\$ 126,459.92	\$ 32,613.08
Public toilets	\$ 111,559.00	\$ 96,605.00		\$ 87,612.03	\$ 8,992.97
<b>Transport &amp; Communication</b>					
Regional Roads	\$ 217,600.00	\$ 217,600.00		\$ 225,304.78	-\$ 7,704.78
State Roads	\$ -	\$ 56,009.00	\$ -	\$ 117,980.08	-\$ 61,971.08
Urban Roads	\$ 837,436.00	\$ 839,103.28	\$ 16,545.09	\$ 835,586.73	-\$ 14,695.82
Sealed Rural Roads	\$ 320,019.00	\$ 744,103.06	\$ 11,429.03	\$ 736,272.78	-\$ 3,598.75
Ancillary Roadworks	\$ -	\$ 38,267.12	\$ -	\$ 52,907.58	-\$ 14,640.46
Unsealed Rural Roads	\$ 667,734.00	\$ 667,734.00	\$ 2,141.41	670175.8	-\$ 4,583.21
<b>Water Supplies</b>					
Water	\$ 1,088,905.00	\$ 1,111,405.00	\$ 80,015.38	\$ 1,323,389.98	-\$ 292,000.36
<b>Sewer Supplies</b>					
Sewer	\$ 673,927.00	\$ 748,927.00	\$ 36,171.71	\$ 682,736.99	\$ 30,018.30
<b>Recreation and Culture</b>					
Sports Ground Expenses	\$ 303,890.00	\$ 304,751.00		\$ 231,240.14	\$ 73,510.86
Parks Expenses	\$ 693,437.00	\$ 706,410.36	\$ -	\$ 789,162.77	-\$ 82,752.41
Lawn Areas	\$ 45,499.53	\$ 61,499.53	\$ -	\$ 69,976.97	-\$ 8,477.44
Lake Talbot Expenses	\$ 25,467.00	\$ 25,467.00		\$ 2,241.44	\$ 23,225.56
Sports Stadium Expenses	\$ 136,535.00	\$ 136,983.00		\$ 98,044.34	\$ 38,938.66
Street Scaping	\$ 18,039.42	\$ 20,299.42	\$ 641.76	\$ 26,296.14	-\$ 6,638.48
Street Trees	\$ 260,366.00	\$ 260,366.00	\$ 8,278.74	\$ 264,221.99	-\$ 12,134.73
<b>Grand Total</b>	<b>\$ 5,737,455.95</b>	<b>\$ 6,374,186.77</b>	<b>\$ 155,223.12</b>	<b>\$ 6,544,145.62</b>	<b>-\$ 326,849.25</b>

**24.6 ADOPTION OF 2024-25 FINANCIAL YEAR STRATEGIC & FINANCIAL DOCUMENTS****Document ID:** 738314**Author:** Governance and Engagement Manager**Authoriser:** Deputy General Manager Corporate and Community**Theme:** Our Leadership

- Attachments:**
1. **2024-25 Proposed Operational Plan including Revenue Policy (under separate cover)** 
  2. **Combined submissions received (under separate cover)** 
  3. **2024-28 Capital Program (under separate cover)** 
  4. **2024-25 Budget Reserve Balances (under separate cover)** 
  5. **Quarterly Budget Review Statements March 2024 Amended (under separate cover)** 
  6. **2024 Listening Posts - Issues Raised (under separate cover)** 
  7. **Long Term Financial Plan (LTFP) 2024-2034 (under separate cover)** 

**RECOMMENDATION**

That Council:

1. Adopts the proposed Operational Plan 2024-25 as presented with one amendment relating to Action 1.3.2 with the Action to read: Continued advocacy for the strengthening of critical emergency services personnel and 'fit for purpose' infrastructure; also commence the Disaster Risk Reduction Fund Project which is 'building knowledge and improving practice in disaster risk reduction in the Riverina and Murray Joint Organisation footprint (RAMJO)'.  

2. Receives and notes the submissions received during the exhibition period and thanks those community members who took the time to prepare and submit their comments to Council for consideration.
3. Makes the following Ordinary Rates for the 2024-25 financial year as presented in accordance with Sections 534, 535, 536 and 537 of the Local Government Act 1993.
  1. An ad valorem rate on all rateable land categorised as Farmland Ordinary of 0.002283 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate rateable assessment shall be the sum of \$640.00.
  2. An ad valorem rate on all rateable land sub-categorised as Residential Ordinary of 0.009600 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate rateable assessment shall be the sum of \$640.00.
  3. An ordinary rate on all rateable land sub-categorised as Residential Narrandera comprising:
    - a. A base amount of \$395.30 estimated to realise 40% of the total yield of this rate, and
    - b. an ad valorem rate of 0.007660 cents in the dollar.

4. An ad valorem rate on all rateable land categorised as Business Ordinary of 0.012700 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate rateable assessment shall be the sum of \$640.00.
5. An ad valorem rate on all rateable land sub-categorised as Business Narrandera of 0.020650 cents in the dollar, provided that the minimum amount payable for this rate in respect of each rateable assessment shall be the sum of \$715.00.
6. Adopts the maximum interest penalty rate of 10.5% per annum calculated daily on overdue rates and charges in accordance with Section 566 (3) of the Local Government Act, 1993 for the 2024-25 financial year.
4. Makes the 2024-25 schedule of fees and charges as presented with identified line-item amendments relating to the Narrandera Arts & Community Centre and the inclusion of new charges relating to cemetery interments collected on behalf of the NSW State Government.
5. Makes the 2024-25 charges as presented within the Revenue Policy.
6. Notes that there are no proposed borrowings for the 2024-25 financial year.
7. Adopts the Long-Term Financial Plan 2024-34 endorsing scenario two Special variation for the general fund.
8. Adopts the Capital Works Program 2024-27 as presented.
9. Adopts the revised March 2024 Quarterly Budget Statements as presented.
10. Receives and notes the contribution of the community members who attended the 2024 Listening Posts.

## PURPOSE

The purpose of this report is for Council to consider for adoption the strategic and financial documents recently placed on public exhibition for the statutory 28 days and the revised March Quarterly Budget Statement to incorporate capital projects being revoted.

## SUMMARY

Council is required by the *Local Government Act* 1993 to adopt an annual operational plan and supporting financial documents. The proposed documents were considered by Council in draft format at the extraordinary meeting of 8 May 2024 and were placed on public exhibition for 28 days concluding 4pm Wednesday 5 June 2024. The proposed documents with identified amendments, also any submissions received, are presented to Council for consideration and adoption.

## BACKGROUND

At the 8 March 2024 meeting, Council resolved to place the following documents on public exhibition for a period of 28 days concluding 4pm Wednesday 5 June 2024:

- PROPOSED Operational Plan 2024-25
- PROPOSED Revenue Policy for 2024-25 which considered the following:
  - Rating principles
  - Rating structure

- Ordinary rate with the approved Special Variation (SV)
- Interest penalty rate to be applied to overdue rates and charges
- Statement of pricing policy for fees and charges
- Waste management charges
- Water charges
- Sewer charges
- Stormwater management charges
- Private works information
- Statement of proposed borrowings
- Development contributions
- Summary of Operating budget
- Summary of Capital budget
- Proposed schedule of Fees and Charges
- PROPOSED Long Term Financial Plan 2024-34
- PROPOSED Schedule of Capital Works Program 2024-27.

The recommended budget presented to Council for adoption is based on the first annual increase in general income of 25.5% (including the rate peg of 4.5%) as approved by Independent Pricing and Regulatory Tribunal (IPART) on 13 May 2024.

The long-term financial plan includes the second annual increase in general income of 18.0% (including an anticipated rate peg of 2.5%), also the IPART approved Minimum Rates for 2024-25 and 2025-26:

Narrandera Shire Council may make and levy the following minimum ordinary rates for Year 2024-25 to Year 2025-26 (inclusive):

Rating category or sub-category	Year 2024-25	Year 2025-26
Residential Ordinary	\$640	\$755
Business Ordinary	\$640	\$755
Business Narrandera	\$715	\$845
Farmland Ordinary	\$640	\$755

The proposed cumulative increase of 48.1% (inclusive of the respective rate pegs) will be a permanent increase retained within the rate base.

Key factors within the long-term financial plan include:

- Urban stormwater upgrade and expansion
- Review of Council’s salary structure against industry benchmarks
- Increased expenses for Rural Fire Service Red Fleet and contributions to the emergency services levy
- Revisions to the Local Government Act mandating the implementation of an Audit Risk and Improvement Committee (ARIC)
- Increased expenses in relation to technology and mitigating the risks of cyber-attack
- Increase of 2% for the Financial Assistance Grant

The following report addresses the submissions received and details any recommended amendments to the exhibition documents.

**PROPOSED OPERATIONAL PLAN 2024-25**

This plan has a horizon of one year and identifies the strategies and actions to be undertaken in the 2024-25 reporting year with reference to the proposed budget.

The only amendment to the document placed on exhibition relates to:

Theme 1: Our Community

Strategy 3: To feel connected also safe

Action 2: Continued advocacy for the strengthening of critical emergency services personnel and ‘fit for purpose’ infrastructure; also commence the Disaster Risk Reduction Fund Project which is ‘building knowledge and improving practice in disaster risk reduction in the Riverina and Murray Joint Organisation footprint (RAMJO)’.

There were no submissions received relating to the proposed Operational Plan.

**RECOMMENDATION 1.**  
 That Council adopts the proposed Operational Plan 2024-25 as presented with one amendment relating to Action 1.3.2 with the Action to read: Continued advocacy for the strengthening of critical emergency services personnel and ‘fit for purpose’ infrastructure; also commence the Disaster Risk Reduction Fund Project which is ‘building knowledge and improving practice in disaster risk reduction in the Riverina and Murray Joint Organisation footprint (RAMJO)’.

**A. PROPOSED REVENUE POLICY 2024-25**

**SUBMISSIONS RECEIVED**

Four submissions were received, with one submission removing some items from an initial submission. There are therefore three active submissions for Council to consider which are summarised below with the submission documents attached to this report:

Submission	Subject of the submission	Managerial response
1. Kathryn Ryan	Home Modification and Maintenance – no fees for 2023-2024 but introduced for 2024-2025. Is this correct and are the fees reasonable?	Fee structure has remained the same since 2015. Fees are individualised and provided to clients on application before the job is completed. Council subsidises Home Maintenance and cost starts at \$20. Home Modifications are also subsidised, Council funds 35% of the full cost of the job.
1. Kathryn Ryan	<del>Water Billing Portal – highlighted some operational issues</del>	<del>Kathryn’s property appears to be working and reporting properly in the customer portal. Happy to discuss directly if there are any specific issues.</del>  NOTE: In a further submission 29 May 2024, Ms Ryan asked that this issue be removed from the previous submission as this matter

		was discussed at the recent listening post.
1. Kathryn Ryan	<del>Narrandera CBD Stormwater – Council is focussed on CBD flooding but not the source or the route to the CBD</del>	<del>The major stormwater project has now been designed to allow the urban stormwater to pass through the town that will allow for the storm events to be catered for at any location. This major project is subject to grant funding being achieved and the implementation of the full SV.</del> NOTE: In a further submission 29 May 2024, Ms Ryan asked that this issue be removed from the previous submission as this matter was discussed at the recent listening post.
1. Kathryn Ryan	Photocopying Charges – why differing between Council services?	The charges recognise that the Library is where residents should go for photocopying services; the charges also consider that most copies are required by students, foreign workers and general members of the community who require access to the computers at the Library.
1. Kathryn Ryan	Councillor iPad replacement program – 2026-2027 projects a budget of \$45,000, why so costly?	The \$45,000 is over 10 years. 2027-28 will be \$20,000 and then \$25,000 five years later.
1. Kathryn Ryan	Walking path/Bike path – Southern side of Victoria Avenue west from Elizabeth Street to Midgeon Street is in an appalling condition and needs to be repaired/replaced.	This project is grant funded under the 2024-25 budget with works scheduled to begin mid-2024.
1. Kathryn Ryan	Use of sporting facilities – the proposed costs are too high for some user groups.	The fees are minimal considering the actual cost for some specific events. The revenue generated goes directly to the maintenance required, and site preparations for specific events. However, as event fees are often waived, the fee allows Council to report the actual dollar figure to support each event.
2. Cynthia Hitchens	Statement that the approved Special Variation will cause hardship to pensioners and low income earners but at the same time undertaking a salary review.	Council has in place a hardship policy for people affected by the SV and encourages property owners to contact Council to discuss payment arrangements. Council has to compete in a competitive jobs market and must offer competitive salaries and wages to attract skilled workers.

<p>2. Cynthia Hitchens</p>	<p>Statement about the number of empty commercial space and lack of trying to attract new businesses for essential items such as clothing and employment.</p>	<p>Council works closely with the Narrandera Business Group to stimulate the commercial centre of Narrandera and to encourage property owners to offer their properties and shopfronts to the market for attractive and viable lease costs. Council also has a Small Business Incentive Scheme that provides economic and administrative incentives for viable enterprises to establish in Narrandera Shire.</p>
<p>3. Christopher Dahlitz</p>	<p>There is no mention of the continued sealing of laneways within Narrandera township to prevent stormwater inundation as has been included in previous budgets. Suggestion that the budget for Landervale Road be redirected to sealing Narrandera town laneways.</p>	<p>Council intends to continue upgrading laneways routinely and will continue to do work in this area. Laneways are being identified and constructed as funds are available.  Council has secured funding from the Local Road Community Infrastructure (LRCI) Round 4 which is specifically to upgrade a number of laneways within the Narrandera township over the coming year.</p>

**RECOMMENDATION 2.**

That Council receives and notes the submissions received during the exhibition period and thanks those community members who took the time to prepare and submit their comments to Council for consideration.

**ORDINARY RATE**

There were no submissions received directly relating to the proposed individual Ordinary Rates or Minimum Rates to be levied for 2024-25 (however Submission 2 was about the potential financial impact to property owners).

The recommended Ordinary Rates and Minimum Rates includes the first SV increase to general income of 25.5% (including the rate peg of 4.5%). The SV was approved by IPART on 13 May 2024.

**Ordinary Rate yield at 25.5% increase (Special Variation applied)**

Rate Type	Category	Sub-Category	Minimum Rate	Base Rate	Ad Valorem Amount c/\$	Rate Yield	% Total
Ordinary	Farmland		\$ 640.00		0.002283	\$ 4,058,465	58.61%
Ordinary	Residential	Ordinary	\$ 640.00		0.009600	\$ 291,052	4.20%
Ordinary	Residential	Narrandera		\$ 395.30	0.007660	\$ 1,988,402	28.71%
Ordinary	Business	Ordinary	\$ 640.00		0.012700	\$ 113,189	1.63%
Ordinary	Business	Narrandera	\$ 715.00		0.020650	\$ 473,641	6.84%
<b>TOTAL</b>						<b>\$ 6,924,749</b>	<b>100.00%</b>

**RECOMMENDATION 3.**

That Council makes the following Ordinary Rates for the 2024-25 financial year as presented in accordance with Sections 534, 535, 536 and 537 of the *Local Government Act 1993*.

1. An ad valorem rate on all rateable land categorised as Farmland Ordinary of 0.002283 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate rateable assessment shall be the sum of \$640.00.

2. An ad valorem rate on all rateable land sub-categorised as Residential Ordinary of 0.009600 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate rateable assessment shall be the sum of \$640.00.
3. An ordinary rate on all rateable land sub-categorised as Residential Narrandera comprising:
  - a. A base amount of \$395.30 estimated to realise 40% of the total yield of this rate, and
  - b. an ad valorem rate of 0.007660 cents in the dollar.
4. An ad valorem rate on all rateable land categorised as Business Ordinary of 0.012700 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate rateable assessment shall be the sum of \$640.00.
5. An ad valorem rate on all rateable land sub-categorised as Business Narrandera of 0.02065 cents in the dollar, provided that the minimum amount payable for this rate in respect of each rateable assessment shall be the sum of \$715.00.
6. Adopts the maximum interest penalty rate of 10.5% per annum calculated daily on overdue rates and charges in accordance with Section 566 (3) of the Local Government Act, 1993 for the 2024-25 financial year.

**SCHEDULE OF FEES & CHARGES**

Submission 1 in part references the proposed schedule of fees and charges with management making relevant comments in the table above.

During the exhibition period management also took the opportunity to review the charging structure for the Arts and Community Centre and intends to make the following amendments:

- 50% discount for eligible community groups, not-for-profit and incorporated associations
- 75% discount for service Clubs: Rotary, Lions, CWA, etc

Also, during the exhibition period, the NSW State Government (Cemeteries and Crematoria NSW (CCNSW)) confirmed that as of 1 July 2024 the new tax of \$156 per burial, \$63 per ash interment and \$41 per cremation will be levied on large operators. (Large operators are defined as operators who carry out more than 50 interments per year.) This new tax will be collected by Council through its normal billing system and the following additional line items will be included within the cemetery tables of the proposed fees and charges.

<b>CCNSW compulsory levy</b>	<b>Value</b>
Levied per burial	\$156.00
Levied per ash interment	\$63.00
Levied per cremation	\$41.00

**RECOMMENDATION 4.**

That Council makes the 2024-25 schedule of fees and charges as presented with new line items relating to the Narrandera Arts & Community Centre, and inclusion of new charges relating to cemetery interments collected on behalf of the NSW State Government.

**ALL OTHER CHARGES**

No submissions were received regarding the other proposed charges to be levied for the 2024-25 financial year.

As mentioned in the Background section of this report, Council placed the proposed revenue policy on exhibition for 28 days. It contained details of other proposed charges for services including water, sewer, stormwater and waste management and also the interest rate to be levied on overdue rates and charges.

There are no amendments to these other proposed charges.

**RECOMMENDATION 5.**

That Council makes the 2024-25 charges as presented within the Revenue Policy.

**PROPOSED BORROWINGS**

There were no submissions received relating to the proposed borrowings statement for the 2024-25 financial year.

<b>General Fund</b>	There are no proposed borrowings for the 2024-25 financial year.
<b>Water Fund</b>	There are no proposed borrowings for the 2024-25 financial year.
<b>Sewer Fund</b>	There are no proposed borrowings for the 2024-25 financial year.

**RECOMMENDATION 6.**

That Council notes that there are no proposed borrowings for the 2024-25 financial year.

**B. LONG TERM FINANCIAL PLAN 2024-34**

The three active submissions received during the exhibition period have the potential to impact the proposed long term financial plan. The submissions have been assessed and where possible will be accommodated within the proposed budget or listed for future consideration.

The capital projects listed below have been identified for inclusion in the 2024-25 budget and subsequently removed in the amended in the March 2024 Quarterly Budget Review (attached).

Project	Adopted Budget	Committed	Revised Budget	Ex
Councillor iPad Project	20,000	-	-	
GDA Dataset Transition & Imagery	-	-	11,466	
Chambers Network Cabling replacement	40,000	-	-	
Stormwater improvement Works	30,000	-	0	
Library Replacement of Service Desk	5,000	-	-	
Emergency Drainage Works - Urban Stormwater January Event	-	943	943	
Urban Reseals	166,100	-	-	
Rural Sealed Roads Construction	236,421	-	77,493	
Red Hill Industrial Expansion - Sewer	930,000	-	-	
Water - North Zone Pressure Pump - low pressure issues	-	-	0	
Water - Pine Hill Pumps Replacement	-	-	0	
Sewer - Telemetry hardware upgrade	-	-	0	
Sewer - Telemetry software upgrade	-	-	-	
Furniture - Narrandera Cemetery	5,000	-	-	
Barellan Cemetery Furniture	5,000	-	-	
Brln Sportsground - Lighting Upgrades (Eastern)	84,000	-	-	
Brln Sportsground - Storm water drainage works	30,000	-	-	
MBP Paths & Uplighting	120,000	-	-	
Brln Park Furniture	10,000	-	-	
Brln Main Street - Planter Boxes	30,000	-	-	
Brln Main Street - BBQ shelter replacement	50,000	-	-	
MBP PowerPoint vendor sites	30,000	-	-	
Adventure Playground Upgrade infants area	300,000	-	-	
Grng Grng Park Furniture	5,000	-	-	
Ndra Park Lighting and uplighting memorials and trees	30,000	-	-	
Ndra Stadium & Sportsground Masterplan	30,000	-	-	
Sewer - Primary Filter	400,000	-	-	

**RECOMMENDATION 7.**

That Council adopts the Long-Term Financial Plan 2024-34 as presented.

**C. SCHEDULE OF CAPITAL WORKS**

The three active submissions received during the exhibition period have the potential to impact the proposed schedule of capital works. The submissions have been assessed and where possible will be accommodated within the proposed budget or listed for future consideration.

**RECOMMENDATION 8.**

That Council adopts the Capital Works Program 2024-27 as presented.

**D. REVISED MARCH QUARTERLY BUDGET STATEMENT**

Council at its May 2024 meeting adopted the Quarterly Budget Review at 31 March 2024. During the exhibition period for the upcoming 2024-25 budget, the 2023-24 was further reviewed and a revised Quarterly Budget Statement is attached to better reflect the anticipated situation at 30 June 2024.

**RECOMMENDATION 9.**

That Council adopts the revised March 2024 Quarterly Budget Statements as presented.

**E. FEEDBACK FROM THE RECENT 2024 LISTENING POSTS**

The recent 2024 Listening Posts held at Grong Grong, Barellan, Sandigo and Narrandera provided an opportunity for Councillors and management to meet with residents to discuss and resolve issues where possible; those issues not able to be resolved will be considered into the future.

Council thanks the community members who attended these sessions in person, or online during the Narrandera livestream event. Attached to this report are the issues that were raised during the sessions with managerial comments against most of the line items.

**RECOMMENDATION 10.**

That Council receives and notes the contribution of the community members who attended the 2024 Listening Posts.

**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**

- Community Engagement Policy
- Budget Development and Management Policy

**Financial**

- The proposed strategic documents and financial recommendations are critical foundational drivers of Council's proposed operations for 2024-25 and beyond.

**Legal / Statutory**

- *Local Government Act 1993*
- Integrated Planning and Reporting Reform 2009

**Community Engagement / Communication**

- Placing all documents on public exhibition for a 28-day period provided the community with an opportunity to make submissions so that Council can consider community expectations and concerns when making an informed decision.

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

- The proposed strategic documents and financial recommendations are critical foundations of Council's proposed operations for 2024-2025 and beyond.

**RISKS**

That Council is not able to meet all the expectations of the community.

**OPTIONS**

1. Adopt the proposed strategic and financial documents as presented; or
2. Require amendments to be made and then adopt the strategic and financial documents.

**CONCLUSION**

Following extensive community consultation across several platforms, the community has been provided with information on how Council intends to manage its strategic and operational functions. All submissions received have been included in this report to enable Council to make an informed decision.

**RECOMMENDATION**

That Council:

1. Adopts the proposed Operational Plan 2024-25 as presented with one amendment relating to Action 1.3.2 with the Action to read: Continued advocacy for the strengthening of critical emergency services personnel and 'fit for purpose' infrastructure; also commence the Disaster Risk Reduction Fund Project which is 'building knowledge and improving practice in disaster risk reduction in the Riverina and Murray Joint Organisation footprint (RAMJO)'.  
2. Receives and notes the submissions received during the exhibition period and thanks those community members who took the time to prepare and submit their comments to Council for consideration.  
3. Makes the following Ordinary Rates for the 2024-25 financial year as presented in accordance with Sections 534, 535, 536 and 537 of the Local Government Act 1993.
  1. An ad valorem rate on all rateable land categorised as Farmland Ordinary of 0.002283 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate rateable assessment shall be the sum of \$640.00.
  2. An ad valorem rate on all rateable land sub-categorised as Residential Ordinary of 0.009600 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate rateable assessment shall be the sum of \$640.00.
  3. An ordinary rate on all rateable land sub-categorised as Residential Narrandera comprising:
    - a. A base amount of \$395.30 estimated to realise 40% of the total yield of this rate, and
    - b. an ad valorem rate of 0.007660 cents in the dollar.
  4. An ad valorem rate on all rateable land categorised as Business Ordinary of 0.012700 cents in the dollar, provided that the minimum amount payable for this rate in respect of each separate rateable assessment shall be the sum of \$640.00.
  5. An ad valorem rate on all rateable land sub-categorised as Business

Narrandera of 0.020650 cents in the dollar, provided that the minimum amount payable for this rate in respect of each rateable assessment shall be the sum of \$715.00.

6. Adopts the maximum interest penalty rate of 10.5% per annum calculated daily on overdue rates and charges in accordance with Section 566 (3) of the Local Government Act, 1993 for the 2024-25 financial year.
4. Makes the 2024-25 schedule of fees and charges as presented with identified line-item amendments relating to the Narrandera Arts & Community Centre and the inclusion of new charges relating to cemetery interments collected on behalf of the NSW State Government.
5. Makes the 2024-25 charges as presented within the Revenue Policy.
6. Notes that there are no proposed borrowings for the 2024-25 financial year.
7. Adopts the Long-Term Financial Plan 2024-34 endorsing scenario two Special variation for the general fund.
8. Adopts the Capital Works Program 2024-27 as presented.
9. Adopts the revised March 2024 Quarterly Budget Statements as presented.
10. Receives and notes the contribution of the community members who attended the 2024 Listening Posts.

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

Nil

**26 CONFIDENTIAL BUSINESS PAPER REPORTS**

Nil