



BUSINESS PAPER

Ordinary Council Meeting

21 February 2023

ETHICAL DECISION MAKING & CONFLICT OF INTEREST

A Guiding Checklist for Councillors, Officers & Community Committees

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

COMMUNITY STRATEGIC PLAN THEMES

Section 16 Our Community

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

Section 17 Our Environment

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

Section 18 Our Economy

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

Section 19 Our Infrastructure

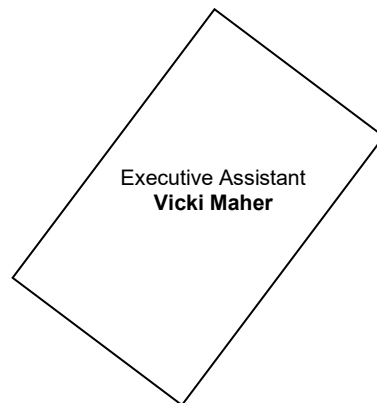
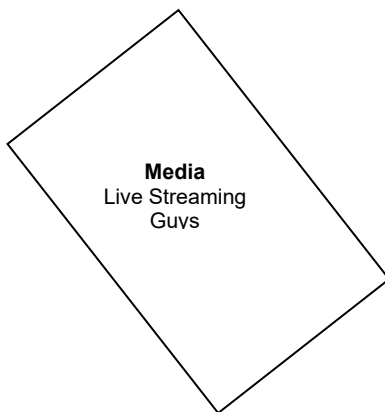
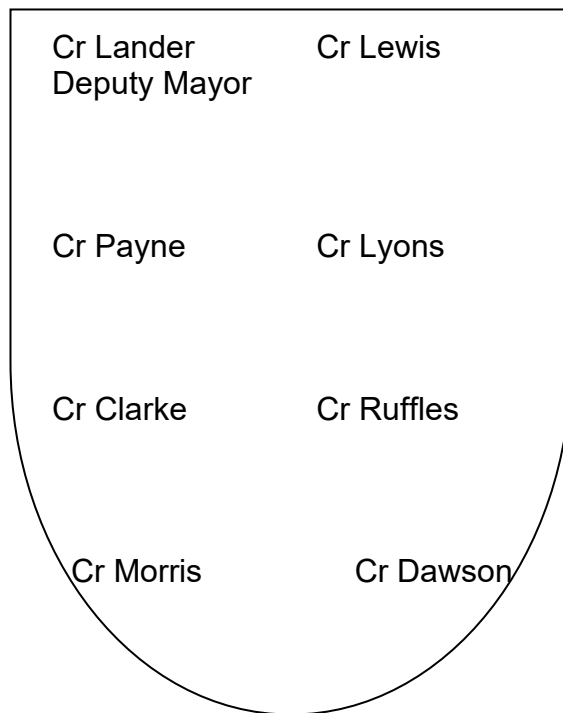
- 4.1 To have an improved and appropriately maintained road network.
- 4.2 Actively investigate opportunities to enhance our potable water quality.
- 4.3 To improve, maintain and value-add to our essential public and recreational infrastructure.

Section 20 Our Leadership

- 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 George Cowan	MAYOR Cr Kschenka	Deputy General Manager Infrastructure Shane Wilson	Deputy General Manager Corporate & Community Martin Hiscox
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**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held in the Council Chambers on:
Tuesday 21 February 2023 at 2pm**

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- 1 **ACKNOWLEDGEMENT OF COUNTRY**
 - 2 **HOUSE KEEPING**
 - 3 **DISCLOSURE OF POLITICAL DONATIONS**
 - 4 **REQUEST TO ATTEND BY AUDIO-VISUAL LINK**
- SEQ SEQLIST * CHARFORMAT PRESENT**
- 5 **APOLOGIES**
 - 6 **DECLARATIONS OF INTEREST**
 - 7 **CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 14 December 2022



MINUTES

Ordinary Council Meeting

14 December 2022

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON WEDNESDAY, 14 DECEMBER 2022 AT 3PM**

The Mayor declared the Public Forum opened at **3.08pm** and welcomed the Councillors, Staff, Media, Members of the Gallery and those following on the Live Streaming.

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 HOUSE KEEPING

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

PUBLIC FORUM

The Mayor presented Certificates and Prize Vouchers to winners of Council's 2022 Garden Awards.

At the conclusion of the Garden Awards Presentations, the Mayor declared the final Ordinary Council meeting for 2022 opened at **3.30pm**.

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 December.

5 PRESENT

Cr Neville Kschenka, Cr Cameron Lander, Cr Narelle Payne, Cr Jenny Clarke OAM, Cr Kevin Morris, Cr Peter Dawson, Cr Sue Ruffles, Cr Tracey Lewis

In Attendance

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

6 APOLOGIES**RESOLUTION 22/284**

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That apologies from Cr Braden Lyons be received and accepted.

CARRIED

7 DECLARATIONS OF INTEREST

Nil

8 CONFIRMATION OF MINUTES**RESOLUTION 22/285**

Moved: Cr Narelle Payne

Seconded: Cr Kevin Morris

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

CARRIED

9 MAYORAL REPORT**9.1 MAYORAL REPORT - NOVEMBER DECEMBER 2022****RESOLUTION 22/286**

Moved: Cr Neville Kschenka

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Mayoral Report for November / December 2022.

CARRIED

10 QUESTION WITH NOTICE

Nil

11 NOTICES OF RESCISSION

Nil

12 NOTICES OF MOTION

Nil

13 COUNCILLOR REPORTS

Nil

14 COMMITTEE REPORTS

14.1 YOUTH ADVISORY COUNCIL - MINUTES - 14 NOVEMBER 2022

RESOLUTION 22/287

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 14 November 2022.

CARRIED

14.2 LAKE TALBOT ENVIRONS ADVISORY COMMITTEE - MINUTES - 22 NOVEMBER 2022

RESOLUTION 22/288

Moved: Cr Sue Ruffles

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Minutes of the Lake Talbot Environs Advisory Committee held on Tuesday 22 November 2022.
2. Approves the committee nomination from Mr Graeme Hoare.

CARRIED

14.3 NARRANDERA STADIUM ADVISORY COMMITTEE - MINUTES - 22 NOVEMBER 2022**RESOLUTION 22/289**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Narrandera Stadium Advisory Committee held on Tuesday 22 November 2022.
2. Notes the election of Mrs Gayle Murphy as chairperson.
3. Considers allocating approximately \$30,000 in the 2023-24 budget to engage a consultant to review the current master plan for the Narrandera Sportsground and incorporate Narrandera Stadium into the master plan.
4. Writes to Basketball NSW expressing disappointment with the decision not to play any Western Junior League rounds at Narrandera Stadium and highlighting the economic impact that the decision will have on local businesses and the wider community.
5. Writes to both our local members the Hon. Susan Ley MP and Steph Cooke MP, Leeton, Griffith and Bland Shire Councils seeking their support in writing to Basketball NSW to have the games shared with Narrandera.

CARRIED

14.4 AUDIT, RISK AND IMPROVEMENT S355 COMMITTEE - MINUTES - 23 NOVEMBER 2022**RESOLUTION 22/290**

Moved: Cr Cameron Lander

Seconded: Cr Kevin Morris

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement S355 Committee held on Wednesday 23 November 2022.
2. Appoint an alternate Councillor Delegate to the ARIC Committee in the event that the primary Councillor is absent so to meet quorum requirements

CARRIED

At Item 21.4, Cr Narelle Payne was endorsed as Alternate Councillor Delegate to the Audit, Risk and Improvement Committee.

14.5 RAILWAY STATION FACILITY ADVISORY COMMITTEE - MINUTES - 29 NOVEMBER 2022**RESOLUTION 22/291**

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the Minutes of the Railway Station Facility Advisory Committee held on Tuesday 29 November 2022.

CARRIED**14.6 ARTS AND CULTURE ADVISORY COMMITTEE - MINUTES - 30 NOVEMBER 2022****RESOLUTION 22/292**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Minutes of the Arts and Culture Advisory Committee held on Wednesday 30 November 2022.

CARRIED**14.7 PARKSIDE COTTAGE MUSEUM S355 COMMITTEE - MINUTES - 28 NOVEMBER 2022****RESOLUTION 22/293**

Moved: Cr Peter Dawson

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Parkside Cottage Museum S355 Committee held on Monday 28 November 2022.

CARRIED**18.8 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 1 DECEMBER 2022****RESOLUTION 22/294**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Advisory Committee held on Thursday 1 December 2022.

CARRIED

15 PROCUREMENT

15.1 NARRANDERA URBAN STORMWATER DRAINAGE UPGRADE - SURVEY & DETAILED DESIGN

RESOLUTION 22/295

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Council:

1. Accepts the tender by SMEC of \$266,236 ex GST to undertake the Narrandera Urban Stormwater Upgrade Survey & Detailed Design in accordance with Section 55 of the Local Government Act 1993.

CARRIED

16 DEVELOPMENT APPLICATION

16.1 DEVELOPMENT APPLICATION 023-2022-2023 MULTI DWELLING HOUSING AND 1-INTO-4 LOT SUBDIVISION – 17A RUPERT STREET NARRANDERA

RESOLUTION 22/296

Moved: Cr Cameron Lander

Seconded: Cr Tracey Lewis

That Council:

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

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

In Favour: Crs Neville Kschenka, Cameron Lander, Narelle Payne, Jenny Clarke OAM, Kevin Morris, Peter Dawson, Sue Ruffles and Tracey Lewis

Against: Nil

CARRIED 8/0

CARRIED

17 OUR COMMUNITY

Nil

18 OUR ENVIRONMENT

18.1 REGIONAL HOUSING DELIVERY PLANS

RESOLUTION 22/297

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Acknowledges Council's involvement in the preparation and delivery of the Regional Housing Delivery Plan.

CARRIED

19 OUR ECONOMY

19.1 DRAFT NARRANDERA LOCAL HOUSING & EMPLOYMENT ZONE LAND STRATEGY

RESOLUTION 22/298

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Adopts the draft Narrandera Local Housing & Employment Zone Land Strategy.
2. Thanks those residents who made submissions.
3. Endorses the commencement of the planning proposals for the re-zoning of the proposed Employment Zone lands

CARRIED

20 OUR INFRASTRUCTURE

Nil

21 OUR LEADERSHIP**21.1 LEASE - 3 NGURANG ROAD, NARRANDERA - NSW GOVERNMENT TELECOMMUNICATIONS AUTHORITY****RESOLUTION 22/299**

Moved: Cr Kevin Morris

Seconded: Cr Narelle Payne

That Council:

1. Agrees to enter into a commercial lease with the New South Wales Government Telecommunications Authority ABN 85 430 594 829 for lease of part of the 3 Ngurang Road, Narrandera communications tower for a period of 20 years, for the purpose of integrating emergency and essential services into a new shared communications network known as the NSW Public Safety Network; and
2. Provides delegated authority to both the Mayor and the General Manager to sign the lease documents on behalf of Council and to execute the lease documents by placing the Seal of Council on the lease documents if required; and
3. Provides delegated authority to both the Mayor and the General Manager to address any other issues which may arise during this project.

CARRIED**21.2 COMMUNITY ENGAGEMENT STRATEGY****RESOLUTION 22/300**

Moved: Cr Cameron Lander

Seconded: Cr Narelle Payne

That Council:

1. Adopts the proposed Community Engagement Strategy as presented for exhibition purposes for a period of at least 28 days, and
2. Deems the Community Engagement Strategy as adopted should no submissions be received at the conclusion of the exhibition period.

CARRIED**21.3 MODEL CODE OF CONDUCT COMPLAINT STATISTICS - 1 SEPTEMBER 2021 TO 31 AUGUST 2022****RESOLUTION 22/301**

Moved: Cr Sue Ruffles
Seconded: Cr Tracey Lewis

That Council:

1. Notes the Model Code of Conduct complaint statistics for the reporting year 1 September 2021 to 31 August 2022; and
2. Submits the statistical return as presented to the Office of Local Government by 31 December 2022.

CARRIED

21.4 AUDIT RISK AND IMPROVEMENT COMMITTEE - APPOINTMENT OF AN ALTERNATE COUNCILLOR DELEGATE

MOTION

Moved: Cr Tracey Lewis
Seconded: Cr Cameron Lander

That Council:

1. Appoints a Councillor to be the alternate Councillor delegate to the Audit, Risk and Improvement Committee in the absence of the appointed delegate.

AMENDMENT

Moved: Cr Narelle Payne
Seconded: Cr Kevin Morris

That Cr Narelle Payne be endorsed as Alternate Councillor Delegate to the Audit, Risk and Improvement Committee.

CARRIED

The Amendment becomes the Motion and when Put to the meeting, **Carried**.

RESOLUTION 22/302

Moved: Cr Narelle Payne
Seconded: Cr Kevin Morris

That:

1. Cr Narelle Payne be endorsed as Alternate Councillor Delegate to the Audit, Risk and Improvement Committee.

CARRIED

21.5 INITIAL CATEGORISATION OF COUNCIL MANAGED CROWN LAND - ROCKY WATER HOLES PRECINCT

RESOLUTION 22/303

Moved: Cr Tracey Lewis

Seconded: Cr Kevin Morris

That Council:

1. Seeks Ministerial approval to manage Lot 7313 DP 1159952 (Reserve 89805) as Community Land under the *Local Government Act*, 1993 and that the reserve be categorised as Natural Area – Bushland.

CARRIED

21.6 DOMESTIC VIOLENCE ADVISORY COMMITTEE

MOTION

Moved: Cr Cameron Lander

Seconded: Cr Sue Ruffles

That Council:

1. Resolves to discontinue the Domestic Violence Advisory Committee.

AMENDMENT

Moved: Cr Kevin Morris

Seconded: Cr Jenny Clarke OAM

That:

1. This report Lay on the Table until February 2023 Council meeting, providing opportunity for further discussion on the future of the committee and how Council can continue to support the community should the committee be discontinued..

CARRIED

The Amendment becomes the Motion and when Put to the meeting, **Carried**.

RESOLUTION 22/304

Moved: Cr Kevin Morris

Seconded: Cr Jenny Clarke OAM

That:

1. This report Lay on the Table until February 2023 Council meeting, providing opportunity for further discussion on the future of the committee and how Council can continue to support the community should the committee be discontinued.

CARRIED

22 POLICY

Nil

23 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

23.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - NOVEMBER 2022

RESOLUTION 22/305

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Council:

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

CARRIED

24 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

24.1 WATER AND WASTEWATER CHARGES UNDETECTED LEAK ANNUAL REPORTING

RESOLUTION 22/306

Moved: Cr Kevin Morris

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained within this report.

CARRIED

24.2 INCOME STATEMENT - NOVEMBER 2022

RESOLUTION 22/307

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 30 November 2022.

CARRIED

24.3 STATEMENT OF INVESTMENTS - NOVEMBER 2022**RESOLUTION 22/308**

Moved: Cr Jenny Clarke OAM

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 November 2022.

CARRIED

24.4 CAPITAL WORKS PROGRAM - NOVEMBER 2022**RESOLUTION 22/309**

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the information contained in the Capital Works report as at 30 November 2022.

CARRIED

24.5 2022 GENERAL LAND REVALUATION OVERVIEW**RESOLUTION 22/310**

Moved: Cr Narelle Payne

Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the 2022 Valuer-General's land revaluations to be used commencing 1 July 2023 for the purpose of levying an ordinary rate on rateable properties.

CARRIED

24.6 STATEMENT OF RATES AND RECEIPTS - NOVEMBER 2022**RESOLUTION 22/311**

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 30 November 2022.

CARRIED

24.7 STATEMENT OF BANK BALANCES - NOVEMBER 2022**RESOLUTION 22/312**

Moved: Cr Peter Dawson

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 30 November 2022.

CARRIED

25 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS**25.1 ADMINISTRATION OF THE ORDINARY ELECTION - SEPTEMBER 2024****RESOLUTION 22/313**

Moved: Cr Narelle Payne

Seconded: Cr Cameron Lander

That Narrandera Shire Council (the Council):

1. Resolves pursuant to s.296(2) and (3) of the Local Government Act 1993 (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.
2. Resolves pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.
3. Resolves pursuant to s.296(2) and (3) of the Act, as applied and modified by s.18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

CARRIED

26 CONFIDENTIAL BUSINESS PAPER REPORTS**RESOLUTION 22/314**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Cameron Lander

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

26.1 2023 Australia Day Awards Nominees

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

CARRIED

26.1 2023 AUSTRALIA DAY AWARDS NOMINEES**RESOLUTION 22/315**

Moved: Cr Kevin Morris

Seconded: Cr Jenny Clarke OAM

That Council:

1. Endorses the 2023 Australia Day Award recipients in the below categories as selected by the Australia Day Planning Advisory Committee
 - a. Endorses the 2023 Australia Day award winners for Organisation of the Year.
 - b. Endorses the 2023 Australia Day award for Young Citizen of the Year.
 - c. Endorses the 2023 Australia Day award winner for Citizen of the Year.
 - d. Endorses the 2023 Australia Day award winner for Environmental Citizen of the Year.
2. Award joint Senior Citizens of the Year to be announced on Australia Day.

CARRIED

27 OPEN COUNCIL**RESOLUTION 22/316**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

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

CARRIED

Prior to closing the meeting, the Mayor thanked Councillors and staff for their assistance and work throughout the year and wished everyong a Merry Christmas.

The Meeting closed at 4.41pm.

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

.....
GENERAL MANAGER

.....
CHAIRPERSON

8 MAYORAL REPORT

Nil

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION

Nil

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS**13.1 ECONOMIC TASKFORCE COMMITTEE - MINUTES - 6 DECEMBER 2022****Document ID: 652780****Author: Executive Assistant****Authoriser: General Manager****Attachments:**

- 1. Economic Taskforce Minutes - 6 December 2022**
- 2. Tourism Stimulus Projects - 2022 December (under separate cover)**
- 3. Economic Stimulus Projects - 2022 December (under separate cover)**
- 4. Economic Development Strategy - 2022 December - Open (under separate cover)**

RECOMMENDATION

That Council receives and notes the:

1. Minutes of the Economic Taskforce Committee meeting held 6 December 2022.
2. Tourism Stimulus Projects (non-confidential) as at December 2022.
3. Economic Stimulus Projects (non-confidential) as at December 2022.
4. Economic Development Strategy (non-confidential) as at December 2022.

**MINUTES OF NARRANDERA SHIRE COUNCIL
ECONOMIC TASKFORCE COMMITTEE
HELD VIA ZOOM
ON TUESDAY, 13 DECEMBER 2022 AT 8.30AM**

Meeting commenced at 8.38am

1 PRESENT

Cr Neville Kschenka, Cr Jenny Clarke OAM, Cr Sue Ruffles, GM George Cowan, TEDC Toneale O'Connell (late), EA Vicki Maher (Minute Taker)

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Neville Kschenka
Seconded: Cr Jenny Clarke OAM

That apologies from Cr Kevin Morris and EDM Peter Dale be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Neville Kschenka
Seconded: Cr Jenny Clarke OAM

That the minutes of the Economic Taskforce Committee held on 4 October 2022 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS**6.1 ECONOMIC DEVELOPMENT STRATEGY****COMMITTEE RESOLUTION**

Moved: Cr Neville Kschenka

Seconded: Cr Jenny Clarke OAM

That the Economic Taskforce Committee:

1. Receive, note, and discuss listed projects.
2. Endorse items written in **Blue** within the Economic Development Strategy for submission to the next Council Business Paper Agenda for consideration in Open Council.

CARRIED

6.2 ECONOMIC STIMULUS PROJECTS - NARRANDERA ENERGISED**COMMITTEE RESOLUTION**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Sue Ruffles

That the Economic Taskforce Committee:

1. Receive and note the Economic Stimulus reports.
2. Endorse items written in **Blue** within the Economic Stimulus reports for submission to the next Council Business Paper Agenda for consideration in Open Council.

CARRIED

6.3 TOURISM STIMULUS PROJECTS - NARRANDERA ENERGISED**COMMITTEE RESOLUTION**

Moved: Cr Sue Ruffles

Seconded: Cr Jenny Clarke OAM

That the Economic Taskforce Committee:

1. Receive and note the Tourism Stimulus reports.
2. Endorse items written in **Blue** within the Tourism Stimulus reports for submission to the next Council Business Paper Agenda for consideration in Open Council.

CARRIED

7 GENERAL BUSINESS

Cr Ruffles

Photography

Sought feedback on which photography being used in brochures/ advertisements/ promotion.

- Local businesses utilised wherever possible and for the appropriate projects.

A Bit of Country & BBQ

Disappointing attendance but weather wasn't very nice. Community members still saying they did not know about the event. Enquired if there are other avenues events can be promoted.

- Events promoted on Council's and Tourism Webpages, Facebook, Narrandera Argus Newspaper, ABC and Community Radio.

Cr Clarke

Rotary Historic Walk Plaques

Sought update on project plaques, if they are ready to be installed.

Canal Walk Bridge

First half placed on peers yesterday (Monday 12 December), second half arriving Friday week. Project moving along well. Units are being fabricated in Albury and shipped to Narrandera to be set in place.

Community Notice Board

Notice Boards have been costed and will be included for consideration by Council in the 2023/24 Budget.

Mayor Cr Kschenka

Council/ Motels/ Flag Joint Packages

Put together joint packages with Council, Motels and possibly Flag, where visitors can stay at Narrandera to visit tourism locations. Consider promoting joint Packages within the Destination Discovery Hub.

8 CORRESPONDENCE

Nil

9 NEXT MEETING

Tuesday 7 February 2023 – 10am – Zoom

10 MEETING CLOSE

The Meeting closed at 9.58am.

The minutes of this meeting were confirmed at the Economic Taskforce Committee held on .

.....
CHAIRPERSON

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ECONOMIC TASKFORCE COMMITTEE
HELD VIA ZOOM
ON TUESDAY, 13 DECEMBER 2022 AT 8.30AM**

Meeting commenced at 8.38am

1 PRESENT

Cr Neville Kschenka, Cr Jenny Clarke OAM, Cr Sue Ruffles, GM George Cowan, TEDC Toneale O'Connell (late), EA Vicki Maher (Minute Taker)

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Neville Kschenka

Seconded: Cr Jenny Clarke OAM

That apologies from Cr Kevin Morris and EDM Peter Dale be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Cr Neville Kschenka

Seconded: Cr Jenny Clarke OAM

That the minutes of the Economic Taskforce Committee held on 4 October 2022 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

6 REPORTS

6.1 ECONOMIC DEVELOPMENT STRATEGY

COMMITTEE RESOLUTION

Moved: Cr Neville Kschenka

Seconded: Cr Jenny Clarke OAM

That the Economic Taskforce Committee:

1. Receive, note, and discuss listed projects.
2. Endorse items written in **Blue** within the Economic Development Strategy for submission to the next Council Business Paper Agenda for consideration in Open Council.

CARRIED

6.2 ECONOMIC STIMULUS PROJECTS - NARRANDERA ENERGISED

COMMITTEE RESOLUTION

Moved: Cr Jenny Clarke OAM

Seconded: Cr Sue Ruffles

That the Economic Taskforce Committee:

1. Receive and note the Economic Stimulus reports.
2. Endorse items written in **Blue** within the Economic Stimulus reports for submission to the next Council Business Paper Agenda for consideration in Open Council.

CARRIED

6.3 TOURISM STIMULUS PROJECTS - NARRANDERA ENERGISED

COMMITTEE RESOLUTION

Moved: Cr Sue Ruffles

Seconded: Cr Jenny Clarke OAM

That the Economic Taskforce Committee:

1. Receive and note the Tourism Stimulus reports.
2. Endorse items written in **Blue** within the Tourism Stimulus reports for submission to the next Council Business Paper Agenda for consideration in Open Council.

CARRIED

7 GENERAL BUSINESS

Cr Ruffles

Photography

Sought feedback on which photography being used in brochures/ advertisements/ promotion.

- Local businesses utilised wherever possible and for the appropriate projects.

A Bit of Country & BBQ

Disappointing attendance but weather wasn't very nice. Community members still saying they did not know about the event. Enquired if there are other avenues events can be promoted.

- Events promoted on Council's and Tourism Webpages, Facebook, Narrandera Argus Newspaper, ABC and Community Radio.

Cr Clarke

Rotary Historic Walk Plaques

Sought update on project plaques, if they are ready to be installed.

Canal Walk Bridge

First half placed on peers yesterday (Monday 12 December), second half arriving Friday week. Project moving along well. Units are being fabricated in Albury and shipped to Narrandera to be set in place.

Community Notice Board

Notice Boards have been costed and will be included for consideration by Council in the 2023/24 Budget.

Mayor Cr Kschenka

Council/ Motels/ Flag Joint Packages

Put together joint packages with Council, Motels and possibly Flag, where visitors can stay at Narrandera to visit tourism locations. Consider promoting joint Packages within the Destination Discovery Hub.

8 CORRESPONDENCE

Nil

9 NEXT MEETING

Tuesday 7 February 2023 – 10am – Zoom

10 MEETING CLOSE

The Meeting closed at 9.58am.

The minutes of this meeting were confirmed at the Economic Taskforce Committee held on .

.....
CHAIRPERSON

Unconfirmed

13.2 ECONOMIC TASKFORCE COMMITTEE - MINUTES - 7 FEBRUARY 2023**Document ID: 656267****Author: Executive Assistant****Authoriser: General Manager****Attachments:**

1. **Economic Taskforce Discussion Notes - 7 February 2023**
2. **Tourism Stimulus Projects - 2023 February (under separate cover)**
3. **Economic Stimulus Projects - 2023 February (under separate cover)**
4. **Economic Development Strategy - 2023 February - Open (under separate cover)**

RECOMMENDATION

That Council:

1. Receives and notes for the Economic Taskforce Committee meeting held 6 February 2023 the non-confidential:
 - a. Discussion Notes
 - b. Stimulus Projects – Tourism
 - c. Stimulus Projects – Economic
 - d. Economic Development Strategy.
2. Endorses the Deputy Mayor and Economic Development Manager to the committee as voting delegates, updating the members in the Terms of Reference to Mayor, Deputy Mayor, Economic Development Manager and three (3) Councillor delegates.

It is recommended that Council endorses the Deputy Mayor and Economic Development Manager as permanent voting delegates of the Committee and that the Terms of Reference (TOR) be updated from Mayor and three (3) Councillor delegates to Mayor, Deputy Mayor, Economic Development Manager and three (3) Councillor delegates.

This update will also bring the Committee TOR in line with Council's Code of Meeting Practice by including a staff or community member.

**RECORD OF NARRANDERA SHIRE COUNCIL
ECONOMIC TASKFORCE COMMITTEE MEETING
HELD VIA ZOOM
ON TUESDAY, 7 FEBRUARY 2023 AT 10AM**

Meeting commenced at 10.04am

As a Quorum was not met, the meeting continued as a discussions session.

1 PRESENT

Cr Neville Kschenka, Cr Jenny Clarke OAM, GM George Cowan, EDM Tiffany Thornton, TEDC Toneale O'Connell, EA Vicki Maher (Minute Taker)

2 APOLOGIES

CONFIRMED

That apologies from Cr Kevin Morris and Cr Sue Ruffles be received and accepted.

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

CONFIRMED

That the minutes of the Economic Taskforce Committee held on 6 December 2022 be confirmed.

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Rotary Historic Walk Plaques

The finish on the signs was of very poor quality requiring all signs to be return for refinishing.

Community Notice Board

Details to be approved at Council's next meeting. Location needs to be considered. Signs can be installed on Footpaths, similar to signs installed in Malls. Kiesling Lane is a possible location. As advised in previous meetings, suitable Grants need to be obtained before the project can move forward.

6 REPORTS**6.1 TOURISM STIMULUS PROJECTS - NARRANDERA ENERGISED****CONFIRMED**

That the Economic Taskforce Committee:

1. Receive and note the Tourism Stimulus reports.
2. Endorse items written in **Blue** within the Tourism Stimulus reports for submission to the next Council Business Paper Agenda for consideration in Open Council.
3. Agreed on the draft sample design of the Koala image for the back of the orange town entrance signs.

6.2 ECONOMIC STIMULUS PROJECTS - NARRANDERA ENERGISED**CONFIRMED**

That the Economic Taskforce Committee:

1. Receive and note the Economic Stimulus reports.
2. Endorse items written in **Blue** within the Economic Stimulus reports for submission to the next Council Business Paper Agenda for consideration in Open Council.

6.3 ECONOMIC DEVELOPMENT STRATEGY**CONFIRMED**

That the Economic Taskforce Committee:

1. Receive, note, and discuss listed projects.
2. Endorse items written in **Blue** within the Economic Development Strategy for submission to the next Council Business Paper Agenda for consideration in Open Council.

7 GENERAL BUSINESS**Cr Clarke**Canal Walk Bridge

Timeline for completion of entrances. Advised the contractors are working on northern entrance now. The southern entrance is more detailed as includes a pram ramp as well as stairs and will take a little longer.

Skywalk

Sought update on the project. Foundations have been laid and waiting for them to set to the requirements.

Solar Farm

Sought clarification to rumours that the Yarrabee Solar Farm is not going ahead? Advised that No, there has been nothing received to suggest that.

New Citizens to Narrandera Shire

The Annual Rotary Welcome to New Citizens Dinner is approaching. Enquired if there are any new citizens that have commenced working with Council? Advised that Council's HRM will contact Rotary to discuss.

Mayor Cr Kschenka

Meeting with Agri Australis

Organise for Mayor, GM and EDM to meet with new GM of Agri Australis, Mr Gerard Engelbrecht.

8 CORRESPONDENCE

Nil

9 NEXT MEETING

Tuesday 4 April 2023 – 10am – Zoom

10 MEETING CLOSE

The Meeting closed at 11.05am.

The record of this meeting was confirmed at the Economic Taskforce Committee held on 4 April 2023.

.....
CHAIRPERSON

**RECORD OF NARRANDERA SHIRE COUNCIL
ECONOMIC TASKFORCE COMMITTEE MEETING
HELD VIA ZOOM
ON TUESDAY, 7 FEBRUARY 2023 AT 10AM**

Meeting commenced at 10.04am

As a Quorum was not met, the meeting continued as a discussions session.

1 PRESENT

Cr Neville Kschenka, Cr Jenny Clarke OAM, GM George Cowan, EDM Tiffany Thornton, TEDC Toneale O'Connell, EA Vicki Maher (Minute Taker)

2 APOLOGIES

CONFIRMED

That apologies from Cr Kevin Morris and Cr Sue Ruffles be received and accepted.

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

CONFIRMED

That the minutes of the Economic Taskforce Committee held on 6 December 2022 be confirmed.

5 BUSINESS ARISING FROM PREVIOUS MINUTES

Rotary Historic Walk Plaques

The finish on the signs was of very poor quality requiring all signs to be return for refinishing.

Community Notice Board

Details to be approved at Council's next meeting. Location needs to be considered. Signs can be installed on Footpaths, similar to signs installed in Malls. Kiesling Lane is a possible location. As advised in previous meetings, suitable Grants need to be obtained before the project can move forward.

6 REPORTS

6.1 TOURISM STIMULUS PROJECTS - NARRANDERA ENERGISED

CONFIRMED

That the Economic Taskforce Committee:

1. Receive and note the Tourism Stimulus reports.
2. Endorse items written in **Blue** within the Tourism Stimulus reports for submission to the next Council Business Paper Agenda for consideration in Open Council.
3. Agreed on the draft sample design of the Koala image for the back of the orange town entrance signs.

6.2 ECONOMIC STIMULUS PROJECTS - NARRANDERA ENERGISED

CONFIRMED

That the Economic Taskforce Committee:

1. Receive and note the Economic Stimulus reports.
2. Endorse items written in **Blue** within the Economic Stimulus reports for submission to the next Council Business Paper Agenda for consideration in Open Council.

6.3 ECONOMIC DEVELOPMENT STRATEGY

CONFIRMED

That the Economic Taskforce Committee:

1. Receive, note, and discuss listed projects.
2. Endorse items written in **Blue** within the Economic Development Strategy for submission to the next Council Business Paper Agenda for consideration in Open Council.

7 GENERAL BUSINESS

Cr Clarke

Canal Walk Bridge

Timeline for completion of entrances. Advised the contractors are working on northern entrance now. The southern entrance is more detailed as includes a pram ramp as well as stairs and will take a little longer.

Skywalk

Sought update on the project. Foundations have been laid and waiting for them to set to the requirements.

Solar Farm

Sought clarification to rumours that the Yarrabee Solar Farm is not going ahead? Advised that No, there has been nothing received to suggest that.

New Citizens to Narrandera Shire

The Annual Rotary Welcome to New Citizens Dinner is approaching. Enquired if there are any new citizens that have commenced working with Council? Advised that Council's HRM will contact Rotary to discuss.

Mayor Cr KschenkaMeeting with Agri Australis

Organise for Mayor, GM and EDM to meet with new GM of Agri Australis, Mr Gerard Engelbrecht.

8 CORRESPONDENCE

Nil

9 NEXT MEETING

Tuesday 4 April 2023 – 10am – Zoom

10 MEETING CLOSE

The Meeting closed at 11.05am.

The record of this meeting was confirmed at the Economic Taskforce Committee held on 4 April 2023.

.....
CHAIRPERSON

**13.3 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 1
FEBRUARY 2023**

Document ID: 655539

Author: Events & Visitor Services Team Leader

Authoriser: General Manager

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

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Advisory Committee held on Wednesday 1 February 2023.

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUSTRALIA DAY PLANNING COMMITTEE
HELD AT THE NARRANDERA VISITORS CENTRE
ON WEDNESDAY, 1 FEBRUARY 2023 AT 8.30AM**

1 PRESENT

Chairperson Beryl Brain, Cr Neville Kschenka, Cr Narelle Payne, Mr Glenn Bartley, Mr Graeme Davies, Ms Helen McDermott, Minute Taker Brenda Hartmire,

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Ms Helen McDermott

Seconded: Mr Glenn Bartley

That apologies from Cr Braden Lyons be received and accepted.

CARRIED

3 DECLARATIONS OF PECUNIARY INTEREST

Nil

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Graeme Davies

Seconded: Cr Neville Kschenka

That the minutes of the Australia Day Planning Committee held on 12 January 2023 be confirmed.

CARRIED

5 BUSINESS ARISING FROM PREVIOUS MINUTES

6 REPORTS

6.1 AUSTRALIA DAY 2023 DEBRIEF

COMMITTEE RESOLUTION

Moved: Cr Neville Kschenka

Seconded: Mr Graeme Davies

NOTIFICATION

Report on Australia Day 2023 Events

Items discussed

1. Australia Day Ceremony at Lake Talbot Water Park
2. Australia Day at Grong Grong
3. Australia Day at Barellan
4. Survival Day March
5. Australia Day Glow Roller Disco
6. Kayaking on Lake Talbot
7. Australia Day Concert – River Country
8. Lake Talbot Water Park – Honey and the Hops

CARRIED

SUMMARY – AUSTRALIA DAY FEEDBACK

EVENT ORGANISERS

Australia Day Ceremony in Narrandera

This year's ceremony was held at the Lake Talbot Water Park and attended by 168 people plus participants. Commencing at 8am with a free breakfast followed by the official Australia Day and Citizenship Ceremony from 9am to 11am. The venue was very suitable with many people being able to utilise the trees on the tiered bank for shade. A marquee was hired which provided greater shade for the stage, located on top of the pump house. This area proved to be a suitable sized area for the formalities. Suggestions were made that extra shade in that area would be beneficial to the Water Park and to any future events wanting to use the space.

A suggestion was made that the flat grass area would benefit from a permanent shade marquee, allowing for comfortable accessible seating with continual shade, as the shade quickly disappeared from that area during the event. A few people gave feedback that Marie Bashir Park is a more accessible location, however they noted it has its own challenges with road noise and visibility for attendees. A suggestion was made that a shuttle bus from Marie Bashir Park to the bottom gate at Lake Talbot Water Park would alleviate both parking and accessibility issues.

The Indigenous welcome included didgeridoo playing and a performance by Dinawan's Connection, these were excellent and greatly appreciated.

It was agreed that the staging area used for the awards will be more formalised in the future as the speaker was unable to see where the presentations were up to. The performance by 3 Tiers was well received.

The Lions Club commented that serving egg and bacon rolls with beverages was an easier and being prepaid meant it was much more efficient for both volunteers and attendees. Getting the food van into place was extremely challenging as the gate angles and roof of the toilets meant the Lions van needed to be first lifted one way then the next. To solve access issue an adjustment of the gate supports would be necessary.

Ambassador Welcome Dinner

An informal welcome dinner with the local ambassador, Lorraine Gawne and Australia Day Ambassador, Lindy Hou was held at the Lazy Lizard Restaurant. The dinner was very enjoyable and attended by 16 people. Mayor Neville Kschenka welcomed the two ambassadors and gave the attendees a quick background on each. Both ambassadors thanked everyone for being there. Lindy spent time getting to know everyone and explained the protocols around her guide dog Comet. Lindy's friend Roslyn, who grew up in Ariah Park also found that many people knew her family.

Australia Day Concert

This was attended by 75 people plus around 30 who popped in to watch throughout the concert. The club had 40 more members visit and 12 more table orders were made. Looking around the room nearly everyone had a table number and drinks from the bar.

General feedback received included; thoroughly enjoyed by both band and attendees, most stayed from beginning to end. Loved the event, diversity of attendees from Mums with young children to line dancers and elderly on walking frames. A great time had by all.

GLOW Roller Disco

This event attracted 72 people ranging in ages, over the 3 hours. Most stayed about 1 – 1.5 hours the weather being very hot contributing to this. The event went well and had quite a few attendees from Leeton.

Kayaking on Lake Talbot

This activity worked very well with a total of 26 hires including many family groups. Kayaks were launched from the Lake Talbot boat. Kayakers were advised to go around the edge of the lake and do a circuit coming back from the Rocky Water Holes end. Participants were advised that they could explore the backwaters.

Out of area visitors were very impressed with the lake area and commented they plan to return for another visit. Visitors were from Griffith, Leeton, Yenda and Victoria. Attendees commented how it was a great initiative of council to allow exploration of the area, most locals who participated didn't realise they could hire the kayaks and some plan to hire for a half day at another time. An idea that has come from the activity is to have a once per month kayak tour of the area including a lunch to explore and experience the wildlife and scenery.

Survival Day March

This was a peaceful inclusive event attended by approximately 90 people across a range of age groups, indigenous and non-indigenous both participating and watching. A real community spirit was felt by all. The feeling from the event was one of empowerment, a community coming together for truth telling.

The Survival Day banner was appreciated, loved and all very grateful to the artist. They loved that everyone could participate to celebrate the culture and stories. A great outcome of this is that there is interest from non-indigenous community members to be involved and help the Narrungdera NAIDOC Committee.

Lake Talbot Water Park

Throughout the day 950 people entered the complex approx. 100 less than previous year. The hot weather may have contributed to this increase. Many people used the free re-entry option as a way to attend other activities or go home for a rest or lunch. The re-entry visitor numbers are not included in the overall total.

There were issues identified around parking, it was suggestion that a shuttle bus be offered from Marie Bashir Park solving issues of both parking and accessibility. Attendees enjoyed the extra shade and seating offered.

Entertainment through the day included swimming games and music. The kiosk played steamed music to the crowd, and at 3.30pm Honey and Hops performed a 3 hour set. Attendees enjoyed the atmosphere and their performance.

Barellan Australia Day

This event went well attended by 40 people. While waiting for the Mayor, Ambassador and entertainers to arrive the crowd enjoyed damper and poetry readings. Live music by 3 Tiers was enjoyed for 2 hours starting later than planned due to the Narrandera Ceremony running longer than scheduled. The delayed start gave people a chance to catch up and stay longer as they enjoyed the music. This year's event was attended by families and range of age groups.

Grong Grong Australia Day

125 people attended the Grong Grong celebrations throughout the day. The event went well, with entertainment provided by Ted Sutherland. In the back courtyard of the Grong Grong Hotel, the weather created a very hot environment, a suggestion was made that extending the event to the road would have been better with more room, breeze and allow for extra seating and activities.

A shuttle bus from Narrandera and back was unfortunately not available but would have been utilised.

6.2 REVIEW OF AUSTRALIA DAY AWARD CATEGORIES

COMMITTEE RESOLUTION

Moved: Mr Glenn Bartley

Seconded: Cr Narelle Payne

Commencing Australia Day 2024 a new category in the awards be included that recognises a person or organisation that has contributed significantly to the disability sector or the promotion of inclusivity and/or accessibility.

Recommend name of the award "Disability and Inclusiveness Award".

CARRIED

7 GENERAL BUSINESS

8 CORRESPONDENCE

9 NEXT MEETING

The committee decided to meet a little earlier so the first meeting will be July 2023 date to be decided closer.

10 MEETING CLOSE

The Meeting closed at 9.30am.

The minutes of this meeting were confirmed at the Australia Day Planning Committee held on .

.....
CHAIRPERSON

13.4 ABORIGINAL ELDERS LIAISON - MINUTES - 6 FEBRUARY 2023

Document ID: 656642

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Aboriginal Elders Liaison Minutes - 6 February 2023

RECOMMENDATION

That Council:

1. Receives and notes the Discussion Notes Minutes of the Aboriginal Elders Liaison held on Monday 6 February 2023.



Discussion Notes

Aboriginal Elders Liaison Meeting

6 February 2023

**DISCUSSION NOTES OF NARRANDERA SHIRE COUNCIL
ABORIGINAL ELDERS LIAISON MEETING
HELD AT THE EMERGENCY OPERATIONS CENTRE
ON MONDAY, 6 FEBRUARY 2023 AT 12PM FOR 12.30PM**

Meeting commenced at 12.50pm

As a Quorum was not met, the meeting continued as a Discussion Session.

1 PRESENT

Chairperson Neville Kschenka, Cr Braden Lyons, Cr Tracey Lewis, GM George Cowan, Elder Cherry Johnson, CLO Suzanne Litchfield, CSM Stacie Mohr

Guest Nioka Dupond

Acknowledgement that there was a lot of “sorry business” in the community at present.

2 APOLOGIES

Nil

5 REPORTS

5.1 BAMBLETT STREET UPGRADE

DISCUSSION

That Group welcomed Nioka Dupond, Aboriginal Landcare Officer and thanked her for attending.

To progress the project, it would be useful if the residents could get together and discuss the proposed plantings. Council to give some feedback on the proposal.

5.2 WIRADJURI WALL UPDATE

DISCUSSION

The Group received the Wiradjuri on the Wall project and were advised of the need for a list of family names to be compiled to go on the front of the wall.

5.3 ABORIGINAL EMPLOYMENT

DISCUSSION

The Group discussed Aboriginal employment and obstacles to local aboriginal residents making applications for jobs at Council and whether another liaison person would help overcome those obstacles.

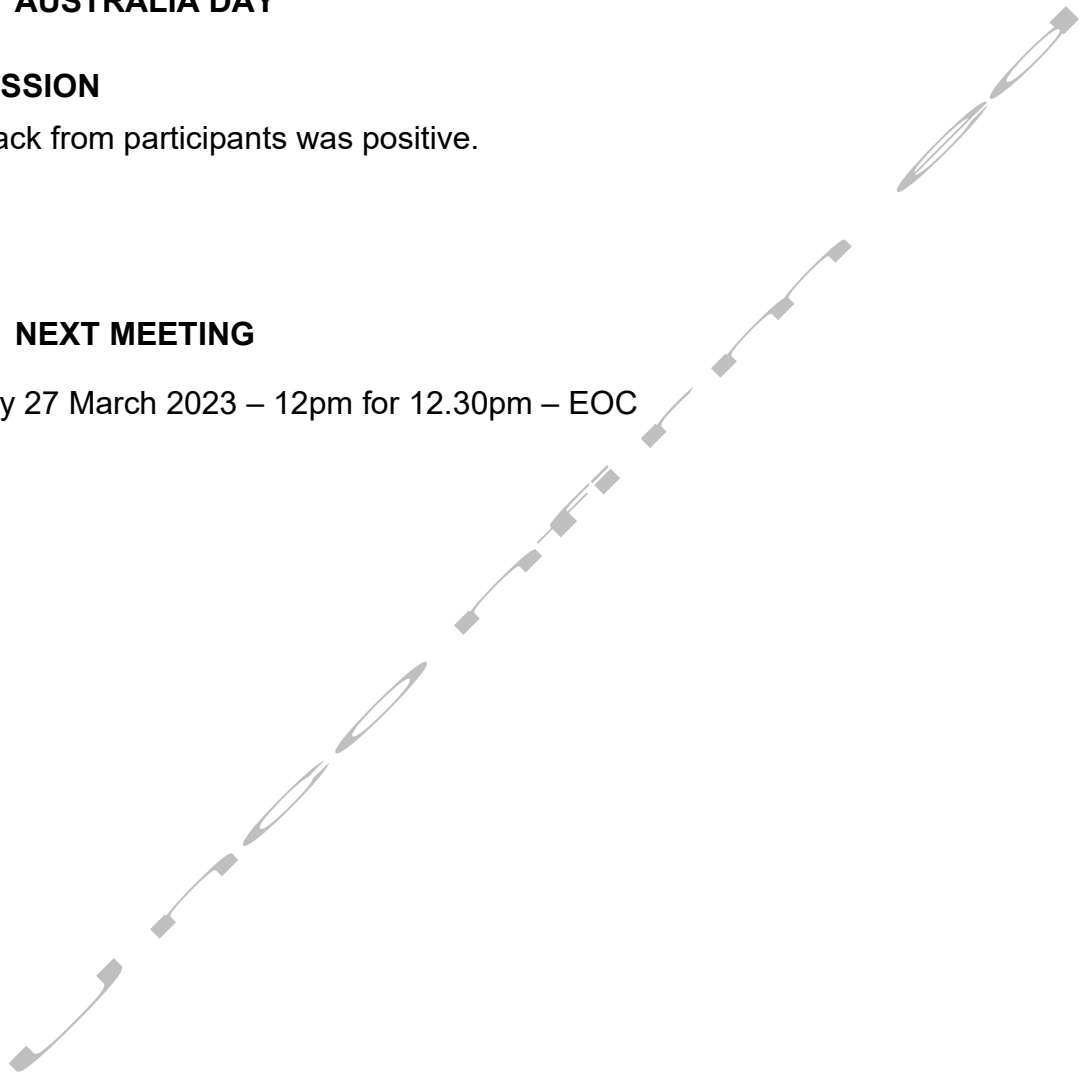
5.4 AUSTRALIA DAY

DISCUSSION

Feedback from participants was positive.

7 NEXT MEETING

Monday 27 March 2023 – 12pm for 12.30pm – EOC



**13.5 NHAG NARRANDERA HEALTH ADVISORY GROUP - MINUTES - 2
DECEMBER 2022**

Document ID: 657981

Author: Executive Assistant

Authoriser: General Manager

**Attachments: 1. NHAG Narrandera Health Advisory Group Minutes - 2
December 2022**

RECOMMENDATION

That Council:

1. Receives and notes the Minutes of the NHAG Narrandera Health Advisory Group held on Friday 2 December 2022.



MINUTES

NHAG Narrandera Health Advisory Group Meeting

2 December 2022

**MINUTES OF NARRANDERA SHIRE COUNCIL
NHAG NARRANDERA HEALTH ADVISORY GROUP MEETING
HELD VIA ZOOM
ON FRIDAY, 2 DECEMBER 2022 AT 3.30PM**

1 PRESENT

Chairperson Mayor Cr Neville Kschenka, GM George Cowan, CDM Sue Killham, Rivpharm- Amanda Simpson, Pathways- Charles Debaecker, Health NSW- Emma Field, Opal Aged Care- Vicki Hopper, Chemist- Melissa Close,

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Opal Aged Care- Vicki Hopper

Seconded: Health NSW- Emma Field

That apologies from Local Member- Steph Cooke MP, CSM Stacie Mohr, Health NSW- Karen Absolom, Health NSW- Lindel Carey and MLHD- Jill Ludford be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: CDM Sue Killham

Seconded: Opal Aged Care- Vicki Hopper

That the minutes of the NHAG Narrandera Health Advisory Group Meeting held on 2 September 2022 be confirmed.

CARRIED

5 REPORTS

5.1 NARRANDERA HEALTH ADVISORY GROUP - UPDATE

COMMITTEE RESOLUTION

Moved: CDM Sue Killham

Seconded: Opal Aged Care- Vicki Hopper

That the Narrandera Health Advisory Group (NHAG) considers the matters raised in this report.

CARRIED

VERBAL REPORT FROM KAREN ABSOLOM-ACCOMMODATION

No work has commenced but funding is secured for the Narrandera Health Service Staff Accommodation upgrade.

Asset Management team led by Darren Green (Manager of Assets and Clinical Technology) are managing the project.

We are currently working on several upgrades across MLHD and there are various forms and options to suit specific requirements by each facility. These range from onsite dorm, onsite modular, offsite houses, leased, rented flats or units etc.

In January 2022, \$300,000 was allocated to the Narrandera Hospital to upgrade the Staff accommodation facilities, as part of the Murrumbidgee Local Health District, Locally Funded Initiative Program.

The District has developed the concept plan in collaboration with staff to ensure it meets staff needs and the heritage requirements.

The works will include upgrade of bathroom amenities, the creation of new en-suites to existing bedrooms and general modernisation.

We look forward to showcasing our achievements upon completion and will keep you updated.

6 GENERAL BUSINESS

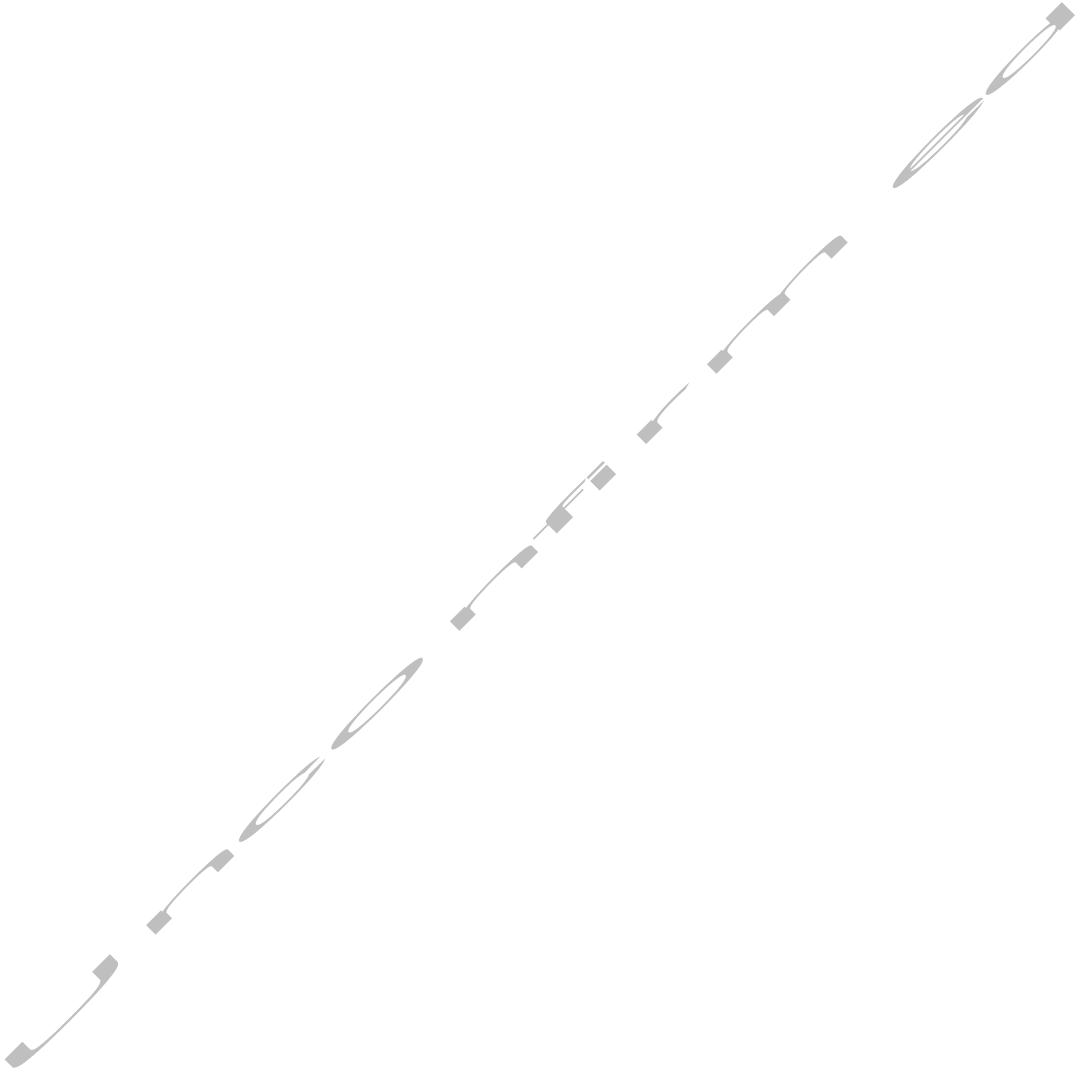
Nil

7 NEXT MEETING

Friday **Date To Be Determined** 2023 – 3.30pm – Zoom

8 MEETING CLOSE

Meeting Closed at 4pm



14 PROCUREMENT

14.1 WESTERN RIVERINA LIBRARIES LIBRARY MANAGEMENT SYSTEM REVIEW

Document ID: 656527

Author: Community Development Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Procurement

Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Western Riverina Libraries – Library Management System Review Report.
2. Endorses the selection by the Western Riverina Libraries Committee of Spydus by Civica as replacement for the existing Libero system.

PURPOSE

The purpose of this report is to provide an overview of the Western Riverina Libraries (WRL) – Library Management System review and selection.

BACKGROUND

In early 2022 it was decided to compare Library Management System products to see if WRL was still getting value for money. The current product had stagnated for some years, with consistent price increases without updates or improvements in functionality. Riverina Regional Library, which had long been a beta test site for Libero and a backup for us, undertook its own investigations and decided to migrate to another system.

Libero, our current Library Management System, had increased in price by 13% over the previous four years. Product improvements and development were promised annually but not being delivered. As a result, what the product delivered in terms of flexibility and service was lagging behind comparable Library Management Systems on the market. We were also advised that, under new ownership, prices for the Libero system were scheduled to increase further at a rate of 5% p.a for the next five years. WRL had used Libero for over 20 years, but it was felt the product was increasingly becoming both overpriced and outdated.

Under the terms of the WRL agreement, the decision on the Co-Operative's Library Management System is made by the Administrative Council, Griffith City, in consultation with the Library Committee and Staff. As a result of the issues previously noted, a review of Library Management Systems was undertaken with comparisons being done of the following systems:

- Libero by Insight Informatics (existing Library Management System)
- Spydus by Civica
- SirsiDynix

The products were compared on the following criteria:

- Price and licensing models
- Product quality and features
- Usability for both staff and members

The result of the comparisons, demonstrations and trials undertaken by Library Staff on the selected systems, was a decision by the WRL Co-Operative to move from Libero to Spydus by Civica, the current market leader in this space.

The Spydus product comes with more functionality for the libraries using it and, as shown in the table below, is cheaper annually, on a fixed five-year contract. It is estimated that WRL will save in excess of \$100,000 over the contract period.

Prices ex GST	Current year	Year 1	Year 2	Year 3	Year 4	Year 5	Total 5-year cost
Libero (5% increase each year*)	\$59,426	\$62,397	\$65,517	\$68,793	\$72,233	\$75,845	\$344,785
Spydus	\$0	\$49,042	\$45,442	\$45,442	\$45,442	\$45,442	\$230,810
							(\$113,975)

*Based on Libero’s advice to budget for 5% increases in AWOTE each year. 17/01/2022.

Spydus is cloud-based, as is the existing Libero system, which reduces issues for Library and IT staff at each branch. Council’s IT team will assist with settings for the implementation; however the system does not require ongoing support by Council IT and will not impact current or projected Council IT infrastructure.

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

Theme

Procurement

Strategy

N/A

Action

N/A

ISSUES AND IMPLICATIONS

Policy

- Nil

Financial

- The decision to migrate Library Management Systems will reduce cost increases for this component of WRL Co-Operative expenses over the next five years.

Legal / Statutory

- Nil

Community Engagement / Communication

- Nil

Human Resources / Industrial Relations (if applicable)

- Nil

RISKS

Nil

OPTIONS

1. Receive and endorse the report.

CONCLUSION

It is recommended that Council:

1. Receives and notes the overview of the WRL – Library Management System Review
2. Endorses the selection by the WRL Committee of Spydus by Civica as replacement for the existing Libero system.

RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Western Riverina Libraries – Library Management System Review Report.
2. Endorses the selection by the Western Riverina Libraries Committee of Spydus by Civica as replacement for the existing Libero system.

14.2 TENDER - T22-23-02 DESIGN AND CONSTRUCT LANDERVALE FIRE STATION**Document ID: 657729****Author: Deputy General Manager Infrastructure****Authoriser: Deputy General Manager Infrastructure****Theme: Procurement****Attachments: 1. Weighted Assessment - Landervale Fire Station - Confidential****RECOMMENDATION**

That Council:

1. Accepts the tender by Joss Facility Management of \$649,512 ex GST, for the Design and Construction of the new Landervale Fire Station, in accordance with Section 55 of the Local Government Act 1993.

PURPOSE

The purpose of this report is to determine the outcome of the open tender for the Design and Construction of the new Landervale Fire Station which closed at 4pm on Friday 20 January 2023. Council is managing the project on behalf of the NSW Rural Fire Service (NSW RFS).

SUMMARY

The tender assessment panel determined that Joss Facility Management is the preferred tenderer, scoring highest in the evaluation process and tendering the construction cost that was deemed best value for money (refer to confidential attachment for evaluated scores). They performed strongly in all criteria and demonstrated their skills and abilities to be able to deliver the project. Contacted referees indicated that the company was good to deal with, kept to schedules and had no safety issues.

BACKGROUND

Council is undertaking the procurement and project management function on behalf of NSW RFS and undertook an open tender process for the Design and Construction of the new Landervale Fire Station which is fully funded by the NSW RFS.

Tender Process

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

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

Table 2 – Evaluation Criteria and Weighting

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

Tender Assessment

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

Table 3 – Tenders received

Tenders Received	Fixed Price – ex GST
Colin Joss & Co t/a Joss Facility Management	\$649,512
Australian Indigenous Business Services Pty Ltd	\$817,335

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

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

Table 4 – Final evaluation scores

Conforming Tenders	
Joss Facility Management	Australian Indigenous Business Services Pty Ltd
4.30	2.50

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

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

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

Theme

Procurement

Strategy

N/A

Action

N/A

ISSUES AND IMPLICATIONS**Policy**

- Council Procurement Policy and Tendering Guidelines

Financial

- The total project costs are covered by the NSW RFS:
Tendered offer is \$649,512 excluding GST, which is within the approved amended project budget of the NSW RFS.

Legal / Statutory

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

Community Engagement / Communication

- The new Landervale Fire Station was previously exhibited during the development application process.

RISKS

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

OPTIONS

1. Accept the tendered offer by Joss Facility Management for the construction of the Design and Construction of the new Landervale Fire Station.
2. Resolve to not accept any tenders. This will result in the project being delayed beyond the allowable timeline for the grant.
3. Resolve to select another tender and determine where the additional funds would be allocated from.

CONCLUSION

It is recommended that Council accepts the tender by Joss Facility Management of \$649,512 ex GST, for the Design and Construction of the new Landervale Fire Station.

RECOMMENDATION

That Council:

Accepts the tender by Joss Facility Management of \$649,512 ex GST, for the Design and Construction of the new Landervale Fire Station, in accordance with Section 55 of the Local Government Act 1993.

15 DEVELOPMENT APPLICATION

Nil

16 OUR COMMUNITY**16.1 RE-ESTABLISHMENT OF AN ALCOHOL-FREE ZONE****Document ID: 652369****Author: Traffic Airport Engineer****Authoriser: Deputy General Manager Infrastructure****Theme: Our Community****Attachments: 1. Alcohol Free Zone Narrandera****RECOMMENDATION**

That Council:

1. Adopts the proposal for re-establishment of an Alcohol-Free Zone in East Street and surrounds as shown on Attachment 1 for a further four-year period of 27 February 2023 until 26 February 2027 in accordance with Section 644B of the Local Government Act 1993.

PURPOSE

The Narrandera central business district (CBD) and Marie Bashir Park have both previously been areas in which consumption of alcohol was prohibited. The Alcohol-Free Zone expired on 25 November 2022, and this report recommends action to re-establish these zones.

SUMMARY

The proposed re-establishment of an alcohol-free zone within Narrandera CBD will act as an early intervention measure and assist NSW Police to prevent the escalation of irresponsible street drinking to actual incidents involving serious crime.

BACKGROUND

As per legislative requirements, Council is required to review and advertise its intention to re-establish an alcohol-free zone with or without amendments for a four-year period. The proposed re-establishment of the existing zone has been supported by NSW Police.

As part of the proposed re-establishment of the alcohol-free zone, Council must provide copies of the proposal to NSW Police, liquor licenses, registered clubs whose premises border on, adjoin or are adjacent to the proposed zone.

The required consultation is currently occurring with various agencies and, as in previous years when the alcohol-free zones had expired, no adverse comments are expected. However, if requests for additional alcohol-free zones are received these will be assessed individually as per legislative requirements.

It is proposed that Council support re-establishment of the Alcohol-Free Zone for a further four years effective 27 February 2023-26 February 2027. The zone has operated effectively for several years, and re-establishment is supported by NSW Police and local hoteliers to assist in the prevention of unruly behaviour.

In conjunction with the re-establishment of an alcohol-free zone, it is suggested that Council has the flexibility to suspend or cancel the zone at Council's discretion for special events and/or applications by licensed premises within the CBD.

The NSW Local Government Act 1993 Section 645 makes reference to suspension or cancellation of alcohol-free zones and reads as follows:

1. The Council may, at the request of any person or body or of its own motion, suspend the operation of an alcohol free zone by publishing notice of the suspension in a manner that the Council is satisfied is likely to bring the notice to the attention of members of the public in the area as a whole or in a part of the area that includes the zone concerned.

2. During the period indicated in such a notice as the period of suspension, the zone does not operate as an alcohol free zone.

3. In like manner the Council may at any time cancel the operation of an alcohol free zone.

In relation to any proposed suspension or cancellation of the alcohol-free zone, it is recommended that as part of any request or special event application the following conditions be included as part of the approval process:

- The approval only allows for the responsible consumption of alcohol at the time and in the area noted in the event application.
- That Council takes no responsibility for personal injuries or damage to property that occurs as a result of the consumption of alcohol in the area noted.
- That NSW Police and Council retain the right to use their discretion to overrule the approval if they deem it necessary for the safety of the general public.
- That this approval does not allow for the consumption or provision of alcohol to individuals under the age of eighteen.
- This approval does not remove the requirement under the Liquor Act 2001 to apply for a liquor license if required by the Act.
- That this approval must be available at the event and must be presented to the NSW Police if/when requested. Failure to present the permit will result in the exemption being cancelled.

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

Theme

1 - Our Community

Strategy

1.3 - To feel connected and safe.

Action

1.1.3 - Work with event organisers to promote and improve participation in local events and festivals.

ISSUES AND IMPLICATIONS

Policy

- N/A

Financial

- Alterations to existing signage estimated at less than \$1,000 to be funded from Council's urban maintenance signage fund.

Legal / Statutory

- NSW Ministerial Guidelines
- Local Government Act 1993 sections 644, 645 and 646

Community Engagement / Communication

- NSW Police, hoteliers, clubs, cafes, licensed restaurants, Narrandera community

RISKS

The risk to Council is around the potential issues in the event that the re-establishment of the alcohol-free zone is not supported, as this will result in no lawful ability for police to stop people drinking in these areas. This lack of control could result in an increase of alcohol related issues and anti-social behaviour on the streets.

OPTIONS

1. Re-establish the existing
2. Amend the existing
3. Resolve to revoke the

Option 1 is recommended as it serves to provide the police and community with the tools to have a safer community.

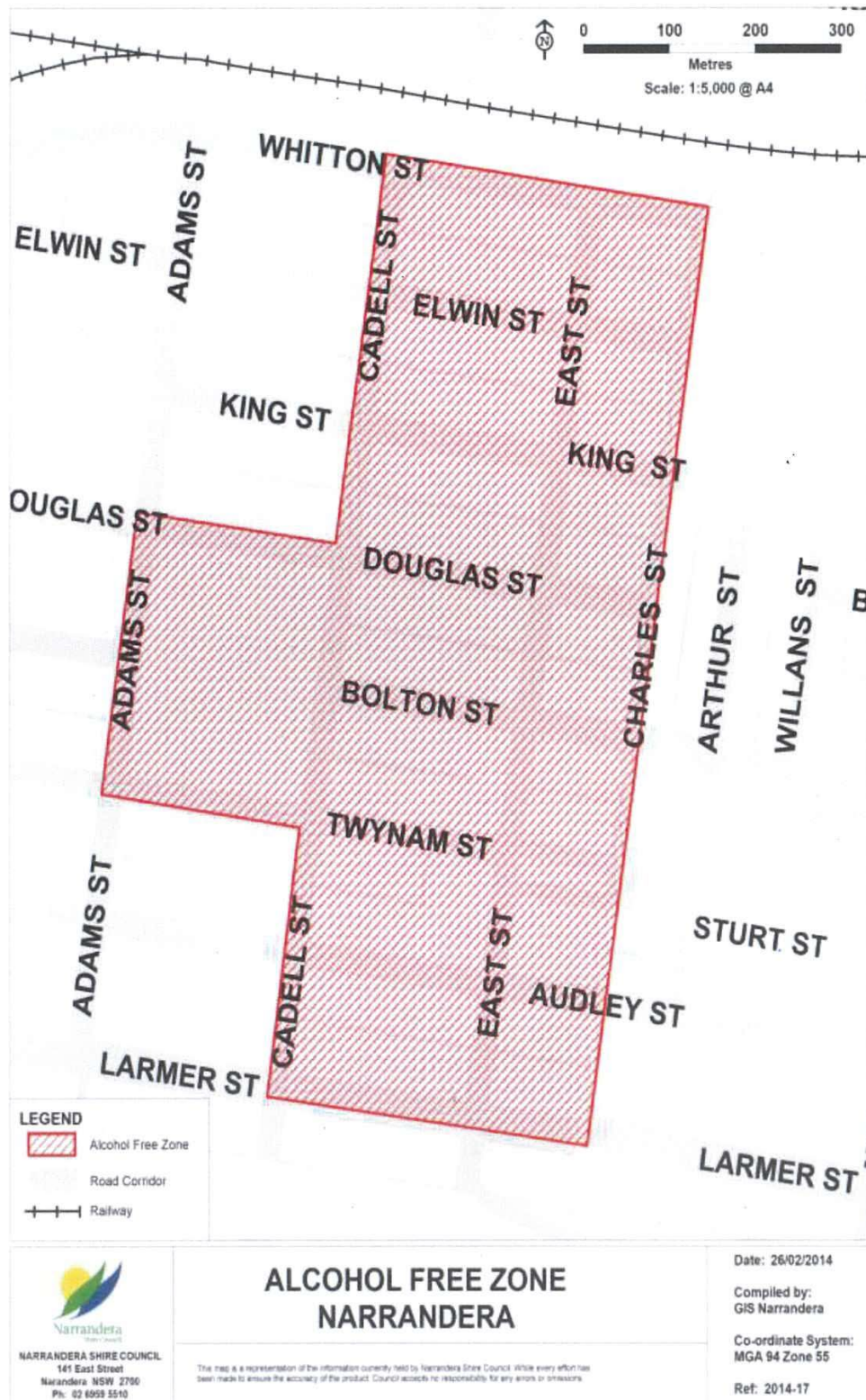
CONCLUSION

The proposed re-establishment of the alcohol-free zone within Narrandera CBD will continue to assist NSW Police in preventing liquor and other related offences.

RECOMMENDATION

That Council:

Adopts the proposal for re-establishment of an Alcohol-Free Zone in East Street and surrounds as shown on Attachment 1 for a further four-year period of 27 February 2023 until 26 February 2027 in accordance with Section 644B of the Local Government Act 1993.



17 OUR ENVIRONMENT

Nil

18 OUR ECONOMY

Nil

19 OUR INFRASTRUCTURE

19.1 BARELLAN SEWER UPDATE AND TENDERING METHOD

Document ID: 656737

Author: Water and Sewer Engineering Officer

Authoriser: Deputy General Manager Infrastructure

Theme: Our Infrastructure

Attachments: Nil

RECOMMENDATION

That Council:

1. Receives the information contained in this report, and
2. Approves the tender to be called via the open tender method for the construction of the Barellan Sewer in accordance with Clause 166 Local Government (General) Regulation 2021 and Section 55 of the Local Government Act 1993.

PURPOSE

The purpose of this report is to give a brief update on the progress of the Barellan Sewer project, and to select a tendering method for the construction phase.

SUMMARY

The Barellan Sewer project has experienced some delays during the design phase and cost estimates have been updated, resulting in an increase in overall project cost. The current funding arrangements are being adjusted with assistance to the NSW Government. In readiness for the procurement phase, staff propose to use the open tender method for construction of the sewer scheme with the tender proposed to be called in May 2023.

BACKGROUND

The Barellan Sewer project has been in the design phase since early 2020. There have been significant delays with COVID-19 and weather impacting the survey and concept design phases in 2020. Regulatory approvals have also caused significant delays, with the concept design taking six months to be approved, a requirement for the detailed design phase to begin.

The detailed design has now been substantially completed, with design reviews now being undertaken. Some minor design changes have been identified and are being worked on, with an aim to complete the work by the end of March 2023, allowing the project to progress to the construction phase.

Updated construction cost estimates based on the original detailed design were prepared in late 2022. These estimates were found to be much higher than the original project cost estimates which were prepared in 2018-19, upon which the project grant funding amount was based.

Design changes to reduce construction costs have been identified and are currently being undertaken with input from Department of Primary Industries staff.

Staff and consultants are working with the Department of Primary Industries and Infrastructure NSW to secure increased grant funding to make up the current funding shortfall.

The design will be finalised, and final approvals granted by April, allowing Council to go to tender in May. Clause 166 of the Local Government (General) Regulation 2021 requires that Council decides whether tenders are to be by open tendering or selective tendering. Given the scale and potential wide interest in the project, it is recommended that the tendering method be via open tender, to achieve best value for money for Council.

It is expected that the tender process will be complete by August, including a further report to Council to consider the tender assessment, with the project to be operational by the end of 2024.

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

Theme

4 - Our Infrastructure

Strategy

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

Action

4.2.1 - Implement the adopted Integrated Water Cycle Management Plan (IWCM).

ISSUES AND IMPLICATIONS

Policy

- NSC procurement policy will be followed for the tendering process

Financial

- Council's portion of the increased project cost is 25% of the total amount and is expected to be \$450,000 with sources currently being identified for inclusion in the upcoming budget.

Legal / Statutory

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

Community Engagement / Communication

- A general project update was provided at the recent Community Listening Post conducted in Barellan.
- An additional community information session will be held in Barellan once a construction contractor has been engaged and prior to the beginning of construction.

Human Resources / Industrial Relations (if applicable)

- N/A

RISKS

There is a risk that the State Government will not be forthcoming with additional funding for the project. That would potentially require additional design changes to further reduce costs, delaying the project further.

The procurement process has the potential risk of the submitted tenders being higher than the estimated cost, this could delay the progression until funding is available.

OPTIONS

1. Receive the information contained in this report and approve the recommendation to go to open tender for construction of the Barellan Sewer.
2. Receive the information contained in this report and not approve the recommendation to go to open tender for construction of the Barellan Sewer.
3. Resolve to not go to tender for the project, thus delaying or cancelling the progression of the Barellan Sewer.

CONCLUSION

Implementation of the Barellan Sewer project has been delayed, but staff are working to achieve the best outcome for Barellan whilst minimising the cost to Council. The project is on track to go to open tender for the construction phase in the first half of 2023, with the completion expected in late 2024.

RECOMMENDATION

That Council:

1. Receives the information contained in this report, and

Approves the tender to be called via the open tender method for the construction of the Barellan Sewer in accordance with Clause 166 Local Government (General) Regulation 2021 and Section 55 of the Local Government Act 1993.

20 OUR LEADERSHIP

20.1 MAYOR REPORT - DECEMBER 2022 & JANUARY/FEBRUARY 2023

Document ID: 639915
Author: Mayor
Authoriser: General Manager
Theme: Our Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receive and note the Mayoral Report for December 2022 and January / February 2023.

BACKGROUND

Since submitting my last Mayor's Report that was presented to the Ordinary Council meeting of 14 December 2022, 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. The Deputy Mayor, Cr Cameron Lander, is also invited to attend the Monday prior to Ordinary Council meetings.

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

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

DECEMBER 2022

Friday 2: I attended the Narrandera Health Alliance Committee meeting. Minutes of the meeting are further presented to Council.

Tuesday 6: After accepting the invitation from the Narrandera East Infants School, I attended the students' 2022 Award Presentations and had the privilege of presenting an award.

Also on this day, together with the GM and Council's Community Development Manager Sue Killham, I enjoyed spending time with the residents of Barellan for the Annual Light-Up Barellan Christmas Tree event. Prior to the event, Council installed festoon lighting around the BBQ shelter to add to the atmosphere.

Merry Christmas





Community Development Manager Sue Killham, GM George Cowan, and President of the Barellan & District War Memorial Club, Graham Pellegrino, cooking the BBQ

Thursday 8: After accepting the invitation from the St Joseph’s Primary School, I attended the students’ 2022 Year 6 Graduation dinner and awards held at the Narrandera Ex-Servicemen’s Club and had the privilege of presenting an award.

Saturday 10: Narrandera Business Group Christmas in Narrandera Promotion and prize draw.

Sunday 11: Opened the Lions Club Annual Carols by Candlelight in Marie Bashir Park. This is an important community event for Narrandera and those attending enjoyed performances by local school and community groups, as well as by individual soloists. I had the privilege of welcoming those in attendance.

Tuesday 13: Together with fellow committee members, I attended and chaired the Economic Taskforce Committee meeting. Minutes of the meeting are further presented to Council.

Also on this day, joined by Deputy General Manager Infrastructure (DGMI) Shane Wilson, I attended onsite visits to point out firsthand Council’s continued concerns around traffic management at the Canal Bridge on Irrigation Way, Karawatha Drive intersection and Irrigation Way/Newell Highway intersection. TfNSW Senior Manager, Community & Place Partner – Riverina Murray Joanne Cheshire and her fellow TfNSW representative joined us. We also took this opportunity to ask that they inspect the level of the Poison Waterholes Creek culvert on the Newell Highway near Gillenbah and that consideration be given to raising the culvert above flood levels. This would eliminate the Newell Highway being closed in minor flood events when Gillenbah is still open.

Later this day, after accepting the invitation from the Narrandera High School, I was pleased to attend the students’ Annual Award Ceremony and present two very prestigious

awards. My Congratulations to Mahlei Gilmour for achieving Dux of the School 2021 and to Rebekah Beer for receiving the Perseverando Award.



It is great to see so many of our Shire's youth doing very well in their schooling activities and achieving high standards.



Mahlei Gilmour and Rebekah Beer



Wednesday 14: I chaired the monthly Councillors Briefing Session and Ordinary Council meeting. Unconfirmed Minutes of the Council meeting are submitted for Council's endorsement.

Also on this day, attending on my behalf, Deputy Mayor Cr Cameron Lander joined the Narrandera Public School's staff and students for their Annual Award Presentations event to present an award from Council.

Later that day, Councillors, Executive staff, and partners enjoyed the annual Christmas dinner that was held at the Blue Apron Restaurant.

Wednesday 21: Together with the GM, I enjoyed our regular segment on the local Community Radio, 91.1 Spirit FM, where the GM and I advise the listeners on outcomes of agenda items from the Council meeting, as well as providing any updates on current projects. This informative segment is standardly held at 8:30am on Wednesday following the monthly Council meeting.

JANUARY 2023 **Happy New Year**

Thursday 5: Together with GM, Councillors, Youth Council members, staff, residents of the water tower area, and representatives from Narrandera Tennis Club, I attended the grant announcement with the Hon, Paul Toole, NSW Deputy Premier and our Local Member for Cootamundra Electorate, Steph Cooke MP.

It was an honour to welcome Deputy Premier Toole to Narrandera again for him to announce successful grants from various grand funding rounds.

The grant of \$660,000 from the SCCF R5, will go toward the development of a recreation facility at the Narrandera Water Tower area. The project will include a small toilet block, a picnic shelter and BBQ area which will be well utilised by locals and visitors alike and children will find the playground most enjoyable.



The grant of \$249,597 for the Community Safety Upgrade Program will ensure Narrandera’s security systems are upgraded to a high level and assist in promoting safety within our community.

The community projects funded for the Barellan Clydesdale Committee and Narrandera Tennis Club are also very much appreciated.



Thursday 19: Together with the GM, we had our regular segment on the local Community Radio, 91.1 Spirit FM, where the GM and I advise the listeners on outcomes of agenda items from the Council meeting, as well as providing any updates on current projects.

Wednesday 25: Escorted our Australia Day Ambassador, Lindy Hou and Roslyn Harper from their accommodation at the Camelia Motel to the Ambassador Welcome Dinner which was held at the Lazy Lizard Restaurant.

Guests included our Local Ambassador, Lorraine Gawne, with husband Bruce, Deputy Mayor Cr Cameron Lander and wife Vickie, and Committee members.



Thursday 26: Escorted our Australia Day Ambassador Lindy Hou, Roslyn and Comet, Lindy’s guide dog, to the Australia Day celebrations venue, Lake Talbot Water Park, where the day commenced with a delicious breakfast provided by the Narrandera Lions Club.

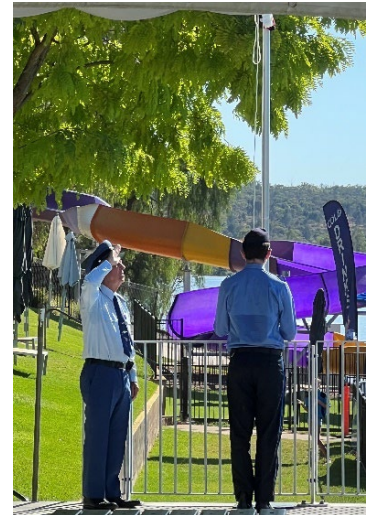
Other special guests at the event included Local Ambassador Lorraine Gawne, GM George Cowan, Councillors and Committee members. It was very good to see so many community members relaxing in the shade on the tiers of our beautiful complex's grounds to enjoy the service.

MCs on the day were Maddie and Eliza Fraser from Narrandera Youth Council.

At the commencement of the ceremony, Richard Gilbert did the Welcome to Country in Wiradjuri language. Ruben Bamblett then played the didgeridoo. Dinawan Connection Aboriginal Dance Group performed the Wiradjuri Cleansing and Welcome which received many positive comments.

The Flag Raising Ceremony was performed by the Narrandera Air League.

The annual Sports Awards ceremony was conducted, with the presentations being made by Gayle Murphy, Helen McDermott and assisted by our ambassadors. Well done to all recipients of these awards. It is great to see the variety of sports available in our shire being so well attended.



During the Australia Day service, I had the privilege of conducting the Citizenship Ceremony for Lai Heng LIM and Cy Ramirez.

Congratulations again to Lai Hen and Cy for taking the Pledge and becoming the newest Australian Citizens to Narrandera.

A very sincere thank you to all the Australia Day Award nominees for their contribution to the community and congratulations on being acknowledged.

It was my privilege to assist in presenting awards to the various winners, assisted by Ambassadors Lindy and Lorraine, and to the winners in each category, congratulations.

For the well-deserved honour of being acknowledged for his contributions over many years, it was pleasing that the 2023 Citizen of the Year recipient was Rex Evans.



Congratulations Rex.



At the conclusion of the ceremony, I took Ambassador Lindy and Roslyn to the Barellan Flag Raising Ceremony and lunch at the Barellan swimming complex where they were able to meet and chat with residents. I introduced Lindy to address the crowd that was present. My thanks go to all those involved in organising the Barellan event.



All award winners and new citizens. Seated next to me are Local Ambassador Lorraine Gawne, Australian Ambassador Lindy Hou and Comet

FEBRUARY 2023

Monday 6: Unfortunately, due to substantial “sorry business” within the Aboriginal community at the time, the Aboriginal Elders Liaison meeting was held as a Discussion session only. Discussion Notes of the meeting are further presented to Council.

Tuesday 7: Due to there not being quorum, the Economic Taskforce Committee meeting was held as a Discussion session. Discussion Notes of the meeting are further presented to Council.

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:

Receive and note the Mayoral Report for December 2022 and January / February 2023.

20.2 DOMESTIC VIOLENCE ADVISORY COMMITTEE

Document ID: 656124
Author: Community Support Manager
Authoriser: Deputy General Manager Corporate and Community
Theme: Our Community
Attachments: Nil

RECOMMENDATION

That Council:

1. Resolves to discontinue the Domestic Violence Advisory Committee.

PURPOSE

The purpose of this report is for Council to resolve to discontinue the Domestic Violence Advisory Committee due to lack of community interest after the resignation of two of the three appointed community representatives.

SUMMARY

Council has made several attempts to recruit community representatives for the Domestic Violence Advisory Committee and has been unsuccessful in obtaining community interest and therefore recommends that the committee be discontinued.

BACKGROUND

The Narrandera Domestic Violence Committee operated for many years as an incorporated association with the objective of raising awareness of domestic and family violence issues within the community. The committee was unable to fund public liability insurance due to limited financial resources, resulting in the dissolution of the incorporated association.

Jul 2019	Council resolved to establish a Domestic Violence Advisory Committee for inclusion in Council’s Committee structure for the purpose of raising awareness of domestic and family violence issues within Narrandera Shire.
Aug 2019	Council appointed four members of the community and two Councillor delegates to the committee.
Jul 2020	Council received resignations from three of the community representatives.
Aug-Oct 2020	Council followed the steps below to fill the vacant positions in accordance with the Terms of Reference: <ul style="list-style-type: none"> • Investigated previous nominations • Advertised for nominations of interest via social media, print media • Collected submissions • Submitted report to General Manager • Submitted recommendations to Council • Sought resolution of Council endorsing committee members

Nov 2020	Council appointed four new community representatives who served on the committee until the end of the term.
Dec 2021	Council and committee term expired requiring community representative nominations to be called for the new term for all committees.
Jan 2022	Council appointed two Councillor delegates to the committee.
Apr2022	Council appointed three community representatives to the committee.
May 2022	The committee held its first, and only, committee meeting in May 2022. Terms of reference endorsed, and committee chair elected.
Oct & Nov 2022	Council received resignations from two community representatives, leaving the committee with only one community representative.

Based on the lack of community representatives and interest in the Domestic Violence Advisory Committee, it is recommended that Council resolves to discontinue the committee. As outlined in the Terms of Reference, the following functions of the committee will instead be administered by Council staff where appropriate to do so:

- Development, provision and dissemination of information to raise awareness of domestic and family violence issues and support services within Narrandera Shire, through the use of Council’s social media platforms, community newsletters, community radio and news outlets.
- Participation in activities to raise awareness of domestic violence and to advocate for the safety of all community members, such as highlighting dates and months of significance. Council will utilise the domestic violence awareness banners to assist in raising awareness once per year during a month of significance and when budget and banner schedule allows.
- Advise Council on strategies and practices that assist in educating the community with regards to domestic violence through delivery plan updates and council reports.
- Advise Council on the enhancement of service provision for people affected by family and domestic violence by actively participating in existing committees and groups including the Narrandera Health Advisory Group and through representatives on external committees and groups.

The Committee’s objectives align with the following objectives from the CSP:

- 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 also safe.

Updates on these objectives are provided half yearly in the delivery program.

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

Theme

5 - Our Leadership

Strategy

5.2 - Promote a community spirit that encourages volunteerism and values effective partnerships.

Action

5.2.1 - Through energised Advisory Committees seek input for the improvement of facilities and services under their management.

ISSUES AND IMPLICATIONS**Policy**

- NA

Financial

- Council makes an annual budget allocation for the Domestic Violence Advisory Committee. The Committee has a budget of \$1500.

Legal / Statutory

- Local Government Act 1993.

Community Engagement / Communication

- Committee nominations were advertised on several occasions through social media and the Narrandera Argus
- This matter is being presented in the ordinary business paper for discussion.

Human Resources / Industrial Relations (if applicable)

- Council staff are required to provide administrative support to the committee. Functions of the committee are administered by Council staff.

RISKS

Council is allocating finances and resources to a committee that has been ineffective and unable to operate in its intended purpose. A continuation of this committee will require the continued use of these resources.

OPTIONS

1. Council resolves to discontinue the Domestic Violence Advisory Committee
2. Council resolves to readvertise for new community members to be appointed to the Domestic Violence Advisory Committee.

CONCLUSION

Council has made several attempts to recruit community representatives for the Domestic Violence Advisory Committee and has been unsuccessful in obtaining community interest. The recommendation is that the committee be discontinued.

RECOMMENDATION

That Council:

1. Resolves to discontinue the Domestic Violence Advisory Committee.

20.3 RISK MANAGEMENT AND INTERNAL AUDIT FOR LOCAL GOVERNMENT IN NSW**Document ID: 657004****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community****Theme: Our Leadership****Attachments:**

1. **Proposed Guidelines for Audit, Risk and Improvement Committees (under separate cover)**
2. **Proposed Terms of Reference (under separate cover)**
3. **Proposed Internal Audit Charter (under separate cover)**

RECOMMENDATION

That Council:

1. Adopts the Terms of Reference and Internal Audit Charter as presented, which will then be reported to the next Audit, Risk and Improvement Committee meeting to be held 8 March 2023; and
2. Provides direction on the appointment of a non-voting Council member to the new Audit, Risk and Improvement Committee; and
3. Provides direction on the payment of fees to the chairperson and independent members.

PURPOSE

The purpose of this report is to advise Council that the new guidelines for risk management and internal audit for NSW Local Government were released in draft form during December 2022. It will be recommended that Council adopts the proposed model Internal Audit Charter and the model Terms of Reference for the Audit, Risk and Improvement Committees (ARIC).

The Terms of Reference and Internal Audit Charter as presented have been endorsed by the Executive Leadership Team.

SUMMARY

The *Local Government Act, 1993* (the Act), the *Local Government (General) Regulation, 2021* (the Regulation) and the December 2022 guidelines require each council in NSW to have:

1. an audit, risk and improvement committee that continuously reviews and provides independent advice to the Council on how it is functioning and managing risk
2. a robust risk management framework that accurately identifies and mitigates the risks facing the Council and its operations
3. an effective internal audit function that provides independent advice as to whether the Council is functioning effectively and the Council's internal controls to manage risk are working.

These three governance mechanisms are key elements to ensure that councils are doing things the best way that they can for their communities and are on track to delivering their community's goals and objectives contained within the Community Strategic Plan and supporting documents.

All councils and joint organisations are required under the Act to have an ARIC from 1 July 2024.

Amendments are currently being made to the *Local Government (General Regulation 2021)* to require all councils and joint organisations to have a risk management framework and an internal audit function and to prescribe membership requirements for audit risk and improvement committees. Councils and joint organisations will be required to comply with these requirements from 1 July 2024. Commencing with the 2024-25 annual report, councils will be required to attest to their compliance with the requirements within their annual reports.

The attached model Terms of Reference (ToR) and Internal Audit Charter (IAC) documents for Audit, Risk and Improvement Committees have been amended to personalise them for use by Narrandera Shire Council and are attached to this report under separate cover.

BACKGROUND

Present ARIC

The current ARIC was formed in 2014 as part of Council's governance structure following the issue of guidelines issued by the Office of Local Government in 2010.

At the present time, Council has a single Councillor voting member of ARIC with two independent members (one of whom is the chairperson) appointed following an advertising campaign in 2019 and assessment of the applications based on qualifications and experience. The voting members elected the chairperson.

New ARIC

Commencing 1 July 2024, the ARIC is to comprise as a minimum:

- one independent chairperson
- at least two independent members
- an option for Council to appoint one non-voting Councillor; however, the Mayor cannot be appointed as the Council member.

All persons appointed must satisfy the independence and eligibility criteria. Council must not appoint a person unless the independence and eligibility test has been applied.

Generally, the independence test excludes Councillors from any NSW Council, and as well the person must not:

- have been a candidate of the last election of the Council
- be a person who has held office in the Council during its present term
- be currently employed by the Council or joint organisation or been employed during the last 12 months
- have a close personal relationship with a Councillor or a person who has a senior role in the Council that may lead to a real or perceived conflict of interest.

The independence test also states that the person must not be a person currently (or in the past three years) or (who has a close family member who is a substantial shareholder, owner, officer or employee of a company) employed by a company that has supplied any

material goods and services to the Council which directly affects subjects or issues considered by ARIC.

The essential eligibility criteria for a chairperson seeks a person who:

- demonstrates leadership qualities and can develop effective working relationships
- has a sound understanding of good governance
- understands local government financial reporting
- has had extensive senior level experience in governance and management of complex organisations
- has functional knowledge in areas such as risk management, performance management of human resources, internal and external auditing
- has a professional and ethical approach to the exercise of their duties.

The desirable criteria for a chairperson is the holder of a professional qualification or membership such as Institute of Internal Auditors, CPA Australia and Chartered Accountants Australia and New Zealand.

The essential eligibility criteria for independent members must demonstrate that they have:

- the ability to read and understand financial statements
- the ethical requirements of good governance
- a functional knowledge of risk management, performance management, human resources, internal and external auditing
- the time to the exercise their duties
- the capacity to devote the necessary time and preparedness to undertake any training on ARIC matters.

The desirable criteria for an independent member is an extensive senior level experience in governance or a professional qualification or membership such as Institute of Internal Auditors, CPA Australia and Chartered Accountants Australia and New Zealand.

Eligibility for appointment as a non-voting Councillor member is similar to that of independent members.

Membership to the ARIC is limited to a maximum of two four-year appointments with at least a two-year break required before being considered for further appointment. It is possible to apply for an exemption, where it has not been possible to replace a chairperson or members of ARIC, by writing to the Office of Local Government.

To administer the new guidelines the General Manager will appoint an Audit Executive to provide support for ARIC. The main functions are a coordination and administrative role:

- managing the contract for the provision of internal audit services by an external provider
- managing the internal audit budget
- ensuring the external service provider completes internal audits in-line with the ARIC four-year workplan
- supplying information to ARIC members
- monitoring corrective actions arising from internal audit reports

- assisting ARIC to ensure that Council’s internal audit activities comply with the new guidelines.

The December 2022 guidelines encourage the Audit Executive role to limit any real or perceived bias or conflicts of interest by removing responsibility for managing any risks or implementing any audit recommendations or corrective actions in their other duties at Council.

Key relationships for ARIC will be with the General Manager, External Auditor, Internal Auditor, the Governance and Engagement Manager, the Audit Executive, and other staff as approved by the General Manager and Council itself. Accountability of ARIC is still by way of providing minutes to Council and also by encouragement to keep Council informed of the progress of any corrective actions being undertaken or opportunities for longer term improvements.

From 1 July 2024 (i.e.: by 30 June annually commencing 2025) the ARIC must provide Council with an annual assessment, inclusive of a summary of the work undertaken during the year, an assessment and overview of the internal audit function, advice on the Term of Reference and other views or opinions on the Council the Committee may wish to share. Before providing this information to Council, it must be provided to the General Manager for an action plan to be developed and both of the documents can then be presented to Council through an annual assurance meeting.

Below is a table summarising the transition to the new guidelines; the action tasks, timeframe and a budget will be discussed at a future ARIC meeting:

Tasks to transition to new ARIC guidelines by 1 July 2024

Task	Sub Task	Action	Date	Budget
Adopt the Terms of Reference (ToR)	ELT endorses the proposed ToR for Narrandera Shire Council ARIC	Endorse	14/02/23	Nil
	Council resolves to adopt ToR for ARIC	Resolution	21/02/23	Nil
	ARIC adopts ToR	Resolution	08/03/23	Nil
Internal Audit Charter (IAC)	ELT endorses the proposed IAC for Narrandera Shire Council ARIC	Endorse	14/02/23	Nil
	Council resolves to adopt IAC for ARIC	Resolution	21/02/23	Nil
	ARIC adopts IAC	Resolution	08/03/23	Nil
Appoint ARIC Staff	GM consults with ARIC Chairperson to determine staffing requirements Position description(s) amended/created to reflect role for Audit Executive Officer Position descriptions amended/created for additional staffing if required (unlikely) Recruitment process completed ARIC resourcing in place			
Appoint Committee	Confirm Council insurance covers ARIC members Council decides on non-voting Councillor If Councillor is to be appointed, then the Councillor must address the criteria for			

	<p>appointment</p> <p>Council appoints Councillor to ARIC if it agrees to do so</p> <p>Council determines fee for members</p> <p>Advertise for Chairperson and minimum two independent members</p> <p>Assess responses against membership criteria</p> <p>Mayor and General Manager appoint Chairperson</p> <p>Chairperson recommends independents to be appointed</p> <p>Provide appointment notice to independent members</p> <p>Develop member Professional Development Plan</p> <p>Undertake Member induction process</p> <p>Review Council meeting schedule for ARIC assurance meeting</p>			
ARIC Plan	<p>ARIC adopts four-year work plan covering S428A - appendix 2</p> <p>ARIC work plan adopted by Council</p> <p>ARIC adopts annual agenda to address functions</p>			
Risk Management	<p>Develop and adopt Risk Management Framework</p> <p>Update Risk Management Policy</p> <p>Develop process for strategic review and monitoring</p>			
Internal Audit	<p>Adopt internal audit workplan linked to strategic objectives and risks</p> <p>GM and Chairperson delegation to Council employee for oversight of the Internal Audit function</p> <p>Adoption of four-year internal audit workplan</p>			

Model Terms of Reference

The Model Term of Reference provided by the Office of Local Government has been personalised for use by Narrandera Shire Council and is attached to this report under separate cover. Essentially the attached ToR defines the purpose and structure of the ARIC.

Model Internal Audit Charter

The Model Internal Audit Charter provided by the Office of Local Government has also been personalised for use by Narrandera Shire Council and is attached to this report under separate cover. Essentially the attached IAC is a document from Council that establishes in writing an instrument or contract of what is expected.

Appointment of non-voting Councillor

The new guidelines make it optional for a Councillor to be appointed, as long as the Councillor meets the desirable criteria for an independent member as previously outlined. The Councillor must have a capacity to form independent judgements, have a professional and ethical approach to the exercise of their duties, as well as preparedness to undertake any training on the operation of ARIC.

Positive aspects of appointment would be the creation of a direct link between Council and the ARIC, with the opportunity for the Councillor to act as a conduit for the flow of information and updates between the two groups. There is also the potential for the Councillor, through the exercise of their duties, to encourage suitable community members to apply to become a member of ARIC when the opportunity next arises.

Negative aspects of appointment could be that the Councillor may have difficulty understanding that they have no voting rights at an ARIC meeting, also there is the potential for recommendations from the ARIC to be amended at the next Council meeting by the non-voting Councillor.

Fees paid to the chairperson and independent members

The payment of fees to the chairperson and independent members is not a requirement under the new guidelines, rather the guidelines state that the payment of fees is a matter for discussion between Council, the chairperson and independent members.

The chairperson and independent members are able to serve on ARIC in a voluntary capacity, which is the case at present. The current Chairperson is reimbursed costs such as travel.

The following payment information has been collected from other regional councils:

- Mid-Western Regional Council – chairperson is paid \$1,000 per meeting; members paid \$800 per meeting
- Forbes Shire Council – chairperson is paid \$1,000 per meeting, also travel at award rate; members paid \$750 per meeting
- Murrumbidgee Council – chairperson is paid \$12,552 annually, also travel at award rate; members paid \$1,255 per meeting.

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

- The new ARIC guidelines will relate to the new Risk Management Policy which is currently under development.

Financial

- The Audit, Risk and Improvement Committee currently has an annual budget to support salaries, internal audits, professional development and the reimbursement of expenses incurred by the chairperson.
- There will be additional expenditure should remuneration payments be made to the chairperson and independent members.

Legal / Statutory

- *Local Government Act, 1993*
- *Local Government (General) Regulation, 2021*
- Risk Management and Internal Audit for Local Government in NSW dated December 2022.

Community Engagement / Communication

- Achieved by presenting this document to Council at the ordinary meeting of Council to be held 21 February 2023.

Human Resources / Industrial Relations (if applicable)

- There are no perceived risks at this point in time.

RISKS

The contents of this report originate from the recently issued guidelines titled Risk Management and Internal Audit for Local Government in NSW dated December 2022 from the Office of Local Government.

OPTIONS

There are no options available at this point in time.

CONCLUSION

The recommendation will be for Council to adopt the attached Terms of Reference, also the Internal Audit Charter based on the model documents provided by the Office of Local Government. Once adopted, the documents will be presented to the next ARIC meeting scheduled for 8 March 2023.

Council may wish to also provide direction on the appointment of a non-voting Councillor member also the payment of fees to the chairperson and independent members.

RECOMMENDATION

That Council:

1. Adopts the Terms of Reference and Internal Audit Charter as presented, which will then be reported to the next Audit, Risk and Improvement Committee meeting to be held 8 March 2023; and
2. Provides direction on the appointment of a non-voting Council member to the new Audit, Risk and Improvement Committee; and
3. Provides direction on the payment of fees to the chairperson and independent members.

21 POLICY**21.1 POLICY REVIEW - POL006 RISK MANAGEMENT POLICY 2023****Document ID: 655941****Author: Enterprise Risk and Safety Officer****Authoriser: General Manager****Theme: Policy****Attachments: 1. POL006 Risk Management Policy 202X****RECOMMENDATION**

That Council:

1. Receives the revised POL006 Risk Management Policy.
2. Endorses POL006 Risk Management Policy be presented to the Audit Risk and Improvement Committee in March 2023 for comment.

PURPOSE

The purpose of this report is to present Council with the revised POL006 Risk Management Policy. POL006 Risk Management Policy will be presented to Audit Risk and Improvement Committee (ARIC) in March after which will return to Council to consider any comments by ARIC before adoption.

SUMMARY

The intent of this policy is to:

- Express Narrandera Shire Council's commitment to implementing organisation-wide risk management principals, systems, and processes to ensure the consistent, efficient, and effective assessment of risk in all Council's planning, decision making and operational processes.
- This policy has been revised to incorporate and align to the guidelines released by The Office of Local Government for Risk Management and Internal Audit for local government in NSW in December 2022.
- The Risk Management Policy will be used in conjunction with the Risk Management Framework procedure (under review) which will provide in-depth detail on Council's Risk Management Framework - outline the roles, responsibilities, procedures, standards, tools, and documentation to be used for managing risk.

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

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

ISSUES AND IMPLICATIONS**Policy**

- Revised POL006 Risk Management Policy
- Previously CS150 Risk Management Policy

Financial

- N/A

Legal / Statutory

- Work Health and Safety Act 2011 (NSW)
- Work Health and Safety Regulation 2017 (NSW)
- Local Government Act 1993 (NSW)
- Local Government (State) Award 2010 (NSW)

Community Engagement / Communication.

- The policy is available on Council's website.

RISKS

N/A

OPTIONS

1. Endorse POL006 Risk Management Policy be presented to ARIC for review.
2. Request staff to review and amend the policy prior to returning it to Council for consideration.

CONCLUSION

That Council endorse the revised POL006 Risk Management Policy for review by the Audit Risk and Improvement Committee.

RECOMMENDATION

That Council:

1. Receives the revised POL006 Risk Management Policy.
2. Endorses POL006 Risk Management Policy be presented to the Audit Risk and Improvement Committee in March 2023 for comment.



Risk Management Policy 2023

POL006



NARRANDERA SHIRE COUNCIL

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Policy No: POL006
Policy Title: Risk Management Policy
Section Responsible: Human Resources
Minute No:
Doc ID: 543698

1. INTENT

The purpose of this policy is to express Narrandera Shire Council's (Council) commitment to implementing organisation-wide risk management principals, systems and processes to ensure the consistent, efficient and effective assessment of risk in all Council's planning, decision making and operational processes.

2. SCOPE

This policy applies to all Narrandera Shire Council Councillors, management, staff, volunteers and contractors across all council activities and processes.

This policy is to be read in conjunction with Risk Management Framework Procedure (D – 532465).

3. OBJECTIVE

Council provides critical services and infrastructure to the residents, ratepayers and visitors of Narrandera. Council also has service agreements and contractual obligations with government and non-government agencies, organisations and its own strategic goals and objectives that Council seek to achieve on behalf of the community. Therefore, it is incumbent on Council to understand the internal and external risks that may impact the delivery of those services, contracts and strategic objectives and have processes in place to identify, mitigate, manage and monitor those risks to ensure the best outcome for Council's employees and the community.

Council has developed a risk management framework consistent with AS/NZS ISO 31000:2018 Risk Management Guidelines (to the extent that the limited resources available to Council will allow). The risk management framework will assist Council to identify, treat, monitor and review all risks to its operations and strategic objectives and apply appropriate internal controls.

4. PROVISIONS

This policy will be implemented through the Narrandera Shire Enterprise Risk Management Framework. Perceived risks will be captured in the Enterprise Risk Register with assessments made for likelihood and consequence.

Risk consequences are to be developed such as quantifiable risk consequences aligned to Narrandera Shire’s community strategic plans and delivery of service level expectations.

5. DEFINITIONS

Risk	Effect of uncertainty on objectives
Likelihood	Chance of event occurring resulting in the consequences defined
Consequence	Outcome of an event affecting objectives, expressed qualitatively, quantitatively, or semi-qualitatively

6. ROLES AND RESPONSIBILITIES

Council aims to create a positive risk management culture where risk management is integrated into all everyday activities and managing risks is an integral part of governance, good management practice and decision making.

As defined in Council’s risk management framework all employees are responsible for identifying and managing risk within their work areas. Key responsibilities include

- Being familiar with, and understanding the principals of risk management
- Complying with all policies, procedures and practices relating to risk management
- Alerting management to risks that exist within their area
- Performing any risk management activities as part of their daily role

Risk management is a core responsibility for all senior staff/ management at Council, in addition to the above senior staff/ management are responsible for:

- Ensuring all staff manage their risks within their own work areas – risks should be anticipated and reasonable protective measures taken
- Encouraging openness and honesty in the reporting and escalation of risks
- Ensuring all employees have the appropriate capability to perform their risk management roles
- Reporting to the General Manager on the status of risk and controls
- Identifying and communicating improvements in Council risk management policies and procedures.

To ensure Council is effectively managing risk and complying with its statutory obligations, Council's audit, risk and improvement committee and internal audit function is responsible for reviewing the Councils:

- Risk management processes and procedures
- Risk management strategies for major projects or undertakings
- Control environment and insurance arrangements
- Business continuity planning arrangements
- Fraud control plan

7. MONITORING AND REVIEW

Council is committed to continually improving its ability to manage risk. Council will review this policy and its risk management framework at least annually to ensure it continues to meet requirements of the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, and Council's requirements.

8. RELATED LEGISLATION

- *Local Government Act, 1993*
- *Local Government (General) Regulation, 2005*

9. RELATED POLICIES AND DOCUMENTS

- Narrandera Shire Enterprise Risk Management Framework - 532465
- Narrandera Shire Council Enterprise Risk Register - 434540
- Narrandera Shire Work Health and Safety Policy - 649448
- Narrandera Shire Community Strategic Plan - 613012
- Narrandera Shire Delivery Program - 608297
- Narrandera Shire Operational Plan - 608298
- International Organisation for Standardisation (ISO 31000:2018 – Risk Management Guidelines)

10. VARIATION

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

11. PREVIOUS VERSIONS

This policy was previously named:

- CS150 Risk Management Policy Doc No 8351

EXTERNAL (to Council)

POLICY HISTORY

Responsible Officer	Enterprise Risk and Safety Officer			
Approved by	General Manager			
Approval Date	XX Month 202X			
GM Signature (Authorised staff to insert signature)				
Next Review	XX Month 202X			
Version Number	Endorsed by ELT	Endorsed by Council	Endorsed by ARIC	Date signed by GM
1 Adopted	XX Month 202X	XX Month 202X	XX Month 202X	XX Month 202X
2 Reviewed	XX Month 202X			

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

12. Acknowledgement of Training Received (if required)

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

21.2 POLICY REVIEW - POL134 WORK HEALTH SAFETY**Document ID: 649255****Author: Enterprise Risk and Safety Officer****Authoriser: General Manager****Theme: Policy****Attachments: 1. POL134 Work Health and Safety Policy 202X****RECOMMENDATION**

That Council:

1. Adopts the revised POL134 WHS Policy.

PURPOSE

The purpose of this report is to present Council with the revised POL134 WHS Policy.

SUMMARY

The intent of this policy is to:

- Ensure, as far as is reasonably practicable, that Council complies with its legislative obligations as required by various acts governing work health, safety and injury management through consultation and risk management.
- Commit to a system that allows Council to identify and assess risks and eliminate and/or minimise risk to health and safety of workers and others.
- Promote work health and safety as a shared responsibility of all in the workplace.
- Clearly define roles and responsibilities for Work Health and Safety (including Councillors) – further defined in WHS Roles and Responsibilities Procedure.

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

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

ISSUES AND IMPLICATIONS**Policy**

- Revised POL134 WHS Policy

Financial

- N/A

Legal / Statutory

- Work Health and Safety Act 2011 (NSW)
- Work Health and Safety Regulation 2017 (NSW)
- Local Government Act 1993 (NSW)
- Local Government (State) Award 2010 (NSW)

Community Engagement / Communication.

- The policy is available on Council's website.

RISKS

N/A

OPTIONS

1. Adopt POL134 WHS Policy.
2. Request staff to review and amend the policy prior to returning it to Council for consideration.

CONCLUSION

That Council adopts the revised POL134 WHS policy for public exhibition.

RECOMMENDATION

That Council:

1. Adopts the revised POL134 WHS Policy.



Work Health & Safety Policy 202X

POL134



NARRANDERA SHIRE COUNCIL

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Policy No: POL134
Policy Title: Work Health & Safety Policy
Section Responsible: Human Resources
Minute No/Ref:
Doc ID: 411899

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1 INTENT

Narrandera Shire Council (Council) recognises its obligations as a Person Conducting a Business or Undertaking (PCBU) under the Work Health and Safety Act 2011 and Regulation 2017 that it has a primary duty of care to manage Work Health and Safety (WHS) at Council.

Council is committed to providing a safe and healthy workplace for everyone with a focus on developing effective:

- safety leadership at all levels
- consultation and communication mechanisms
- risk management processes
- promotion of a safety culture
- health and wellbeing initiatives
- injury management and return to work program.

2 SCOPE

This policy applies to all Council workers and applies to all work carried out at workplaces under Council's control or management and or as part of Councils business or undertakings including work environment, plant, structures, substances, systems of work, projects, facilities, or events.

3 OBJECTIVE

The objective of this policy is to:

- Ensure, as far as is reasonably practicable, that Council complies with its legislative obligations as required by various acts governing work health, safety and injury management through consultation and risk management.
- Commit to a system that allows Council to identify and assess risks and eliminate and/or minimise risk to health and safety of workers and others.
- Promote work health and safety as a shared responsibility of all in the workplace.
- Clearly define roles and responsibilities for Work Health and Safety
- Promote effective consultation on Work Health and Safety matters with workers and others

4 POLICY STATEMENT

Council believes that during the delivery of services and facilities to the Narrandera Shire Community, and the public in general, there are no jobs or tasks of a worker that are so important as to warrant the performance of an unsafe act.

5 PROVISIONS

5.1 WORK HEALTH AND SAFETY MANAGEMENT SYSTEM (WHSMS)

In order to implement the general provisions of the WHS Policy, a Work Health and Safety Management System (WHSMS) incorporating WHS Policy, procedures, and programs will be developed and updated in compliance with the Work Health and Safety Act 2011, Work Health and Safety Regulation 2017 and AS/NZS 4801 and 4804 guidance standards.

5.2 WHSMS ELEMENTS

WHSMS will relate to all aspects of work health and safety including the following elements:

- Management commitment
- Responsibilities and accountabilities
- Consultation
- Risk management
- Inductions
- Contractor management
- Volunteer management
- Injury management, rehabilitation and return to work
- Health and wellbeing initiatives
- Reporting of incidents, accidents, injuries, and illnesses
- Work health and safety training
- Purchasing
- Record keeping
- Auditing

5.3 POLICY COMMITMENT

Council recognises its fundamental duties under the WHS Act 2011 Division 2, Council's General Manager (GM) and Deputy General Managers known as the Executive Leadership Team (ELT) are considered "Officers" under the WHS Act.

This WHSMS will ensure the well-being of all workers and others in workplaces throughout the organisation. While Council recognises that safety is everyone's responsibility, specific responsibilities are outlined as part of the WHSMS and are consistent with Australian Standards 4801 and 4804 that provides a high standard of workplace health and safety.

Council will conduct its activities and provide a safe and healthy work environment which:

- Protects the health, safety and welfare of all people affected by its workplace activities
- Actively encourages Worker consultation in all matters affecting work health and safety

- Promotes employee participation in minimising risk in work practices by providing the necessary site inspections, resources, and training
- Strives for continuous improvement in its health and safety performance to comply with the Work Health and Safety Act 2011 and Regulation 2017 (NSW) to achieve best practice standards
- Requires the commitment and cooperation of the Executive Leadership Team (ELT), workers, contractors and visitors
- Each Manager and Supervisor is responsible and accountable for the implementation of, and compliance with, this WHS Policy and the WHSMS Program in their respective work areas.

Each Worker is responsible and accountable for their cooperation and compliance with this WHS Policy, and the WHSMS to ensure risk minimisation in the workplace.

In supporting this WHS Policy, Council will:

- comply with all relevant legislation and subsidiary codes, and provide the resources necessary to meet these requirements
- develop, design, operate and maintain a healthy and safe workplace for all workers and others
- conduct site inspections, consult with workers in work health and safety matters to determine ways of eliminating or controlling risks in the workplace using the hierarchy of control
- provide information, training, education, and instruction to enable workers to perform their duties in a safe and healthy environment
- encourage the rehabilitation of injured staff through workplace post-injury management plans and procedures
- promote health and safety awareness by the development and implementation of training, safe work procedures and practices
- require all staff, contractors, and visitors to comply with all relevant WHS legislation and subordinate documents and to report all injuries and incidents, and participate and assist in accident investigations to prevent reoccurrence
- be Proactive and regularly review the Council WHSMS performance as part of a continuous improvement plan and report to the Safety Committee

Council will aim to meet the following high-level goals in order to achieve this objective

- Continuous improvement in the area of safety-related incidents at Council workplaces
- Continuous improvement in the area of lost time hours occurring as a result of workplace injuries.

Council is committed to providing a workplace free of bullying and harassment and has developed a Bullying Prevention and Management Policy and Procedure, to assist with minimising psychosocial injuries in the workplace so far as reasonably practicable.

5.4 COMPLIANCE

Worker Compliance to WHS Policy:

- All workers are required to comply with this Policy and associated procedures.
- Failure to comply could be considered a breach and would be dealt with in accordance with Discipline Procedures under the New South Wales Local Government (State) Award.
- Non-Council employees failing to comply with this Policy could be considered as breaching their contract or tender with Council.

6 DEFINITIONS

Person Conducting a Business or Undertaking – (PCBU): A person conducts a business or undertaking:

- Whether the person conducts the business or undertaking alone or with others.
- Whether or not the business or undertaking is conducted for profit or gain.
- An elected member of a local authority does not in that capacity conduct a business or undertaking.

Officer: An officer is a person who makes decisions or participates in making decisions that affect the whole or a substantial part of a business or undertaking and has the capacity to significantly affect the financial standing of the business or undertaking. Council's General Manager (GM) and Deputy General Managers known as the Executive Leadership Team (ELT) are considered "Officers" under the WHS Act, because they meet definition (as per the Corporations Act (Cth) 2001) as people who make decisions or participate in making decisions that affect the whole or a substantial part of a business or undertaking and have the capacity to significantly affect the financial standing of the business or undertaking.

Worker: A person is a worker if the person carries out work in any capacity for a person conducting a business or undertaking, including work as:

- An employee; or
- A contractor or subcontractor; or
- An employee of a contractor or subcontractor; or
- An employee of a labour hire company who has been assigned to work in the person's business or undertaking; or
- An apprentice or trainee; or
- A student gaining work experience; or
- A volunteer

Others: Is taken to mean others at a worksite, including but not limited to visitors, customers, and members of the public.

Health and Safety Representative (HSR): In relation to a worker, means the health and safety representative elected for the work group of which the worker is a member. A HSR has been elected to represent their work area in relation to work safety.

Health and Safety Committee (HSC): A committee formed from the existing Health and Safety Representatives and management to undertake specific project or corporate Work Health and Safety reviews

7. ROLES AND RESPONSIBILITIES

7.1 Narrandera Shire Council Legal Responsibilities as Person Conducting Business or Undertaking (PCBU)

In accordance with the Work Health and Safety Act 2011, the Council (in its legal capacity as a Person Conducting a Business or Undertaking (PCBU) has a primary duty of care to ensure workers are not exposed to a risk to their health and safety while at work, and that others are not put at risk from work carried out.

The Council must meet these obligations, so far as is reasonably practicable, by ensuring:

- Safe systems of work,
- A safe work environment,
- Provision and safe use of plant, structures, and substances,
- Facilities for the welfare of workers are adequate,
- Notification and recording of workplace incidents,
- Adequate information, training, instruction, and supervision is provided,
- Provision of any information and or instruction to ensure staff work in a safe manner, and
- Effective systems are in place for monitoring the health of workers and workplace conditions.

Council must also have meaningful and open consultation about work, health and safety with its workers and Work, Health and Safety Committee as per POL135 Health Safety Committee Policy 2021 (556614). Council must consult, cooperate, and coordinate about WHS hazards and requirements with other organisations with whom they share WHS duties.

7.2 Officer

It is an Officer's duty to exercise due diligence to ensure their business or undertaking fulfils its health and safety obligations under the Work Health and Safety Act 2011 and Regulation 2017. Council Officers are the members of ELT.

Essential elements of due diligence for an Officer are interrelated and cumulative in nature. These elements require an Officer to:

- Acquire and keep up to date knowledge of work health and safety matters
- Gain an understanding of the operations of the business and the hazards and risks involved
- Ensure appropriate resources and processes are provided as far as is reasonably practicable to enable hazards to be identified and risks to be eliminated or minimised
- Ensure information regarding incidents, hazards and risks is received and the information is responded to in a timely way

- Ensure the PCBU has, and implements, processes for complying with any legal duty or obligation
- Ensure processes are verified, monitored, and reviewed.

7.3 Workers, Councillors and others

Workers and others must, while at work:

- Take reasonable care for their own health and safety, and that their acts or omissions do not adversely affect the health and safety of other persons,
- Comply with any reasonable instruction from Council's managers, and
- Cooperate with and follow all Council WHS policies and procedures
- Responsibilities are provided in further detail, in Section 4 of each position description.

7.4 Managers and Supervisory staff

Managers and supervisors are responsible for ensuring that WHS is considered in all activities under their control, including ensuring the adequacy of the supervision they provide to employees, students, volunteers, or contractors under their control.

Staff in supervisory positions, have additional responsibilities which include:

- Ensure compliance with policies and procedures through effective consultation and risk management
- Lead by example safety initiatives in the workplace
- Responsibilities are provided in further detail, in Section 4 of each position description.

7.5 Health and Safety Representatives (HSR's)

HSR's are elected to represent their work area in relation to work safety. HSR's are responsible for:

- Representing the workers in their unit in relation to WHS issues
- Ensuring the relevant area manager is informed of potential hazards and risks at any workplace of represented workers
- Undertaking training in an approved training course as required
- HSR's are not responsible for ensuring an area complies with their legal responsibilities
- HSR's are not accountable for any actions performed in good faith as part of their HSR role.

7.6 Health and Safety Committees (HSC)

The HSC is responsible for working on specific projects and corporate health and safety initiatives with management. These committees will utilise the existing area committee structures or may be formed as special project committees depending on the need. They may be involved in activities including:

- WHS Policy and procedure review

- WHS Management review
- Develop the Council-wide WHS Plan
- Review WHS performance and progress against the plan on a quarterly basis
- Corporate health and wellbeing program initiatives
- Auditing and inspections

8 RELATED LEGISLATION

- Work Health and Safety Act 2011 (NSW)
- Work Health and Safety Regulation 2017 (NSW)
- Local Government Act 1993 (NSW)
- Local Government (State) Award 2010 (NSW)

9 RELATED POLICIES AND DOCUMENTS

- Disciplinary Policy
- WHS Committee Policy
- WHS Roles and Responsibilities Policy
- WHS Planning and Reporting Procedure
- Bullying Prevention and Management Policy
- Bullying Prevention and Management Procedure

10 VARIATION

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

11 PREVIOUS VERSIONS

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

- WHS-POL001 Work Health & Safety Policy
- WHS014 Work Health Safety Policy

12 POLICY HISTORY

Responsible Officer	Enterprise Risk and Safety Officer		
Approved by	General Manager		
Approval Date	DD Month 202Y		
GM Signature (Authorised staff to insert signature)			
Next Review	1 February 2024		
Version Number	Endorsed by ELT	Endorsed by Consultative Committee and/or WHS Committee	Date signed by GM
1 Adopted	-	-	2010
2 Reviewed	-	-	2012
3 Reviewed	21/07/2014	5/11/2014	30/01/2015
4 Reviewed	18/07/2016	7/09/2016	-
5 Reviewed	14/05/2019	-	26/06/2019
6 Reviewed	30/11/2021	18/03/2022	DD/MM/YYYY
7 Reviewed	22/11/2022		

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13 Acknowledgement of Training Received

I hereby acknowledge that I have received, read and understood a copy of Council's Work Health & Safety Policy.	
Employee Name	
Position Title	
Signature	
Date	

21.3 POLICY DRAFT - POL161 COUNCIL DEVELOPMENT APPLICATION - CONFLICT OF INTEREST POLICY**Document ID: 657675****Author: Deputy General Manager Infrastructure****Authoriser: Deputy General Manager Infrastructure****Theme: Policy****Attachments: 1. Draft POL161 Council Development Application - Conflict of Interest****RECOMMENDATION**

That Council:

1. Receives and endorses the new draft POL161 Council Development Application - Conflict of Interest Policy for the purpose of public exhibition.
2. Deems POL161 Council Development Application - Conflict of Interest Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

PURPOSE

The purpose of this report is to introduce for discussion and adoption of the statutorily required draft policy on POL161 Council Development Application - Conflict of Interest Policy for Narrandera Shire Council.

SUMMARY

The intent of this policy is to identify these conflicts of interest early. Finding ways to address them is crucial to good governance and allows councils to strengthen their relationship with communities and build and enhance trust.

BACKGROUND

Councils are development regulators, but they also can be the developer, landowner or hold a commercial interest in the land they regulate. Where councils have this dual role, an inherent conflict can arise between their interests in the development and their duty as regulator.

The following requirements have been introduced into the Environmental Planning and Assessment Regulation 2021 to address conflicts of interest in council-related development:

Councils must adopt and have a policy that specifies how conflicts of interest in connection with council-related development applications will be handled. The policy must comply with the requirements in these Guidelines (section 66A).

Council-related development applications must now be accompanied by either a management strategy statement, which explains how the council will manage potential

conflicts of interest, or a statement that the council has no management strategy for the application (section 36A).

Councils must record conflicts of interest in connection with each council-related development application, and the measures taken to manage the conflicts, in their existing DA register (section 242A).

Council-related development applications must be exhibited for a minimum of 28 days to ensure transparency during the assessment process (Environmental Planning and Assessment Act 1979, schedule 1, clause 9B).

While the regulation changes do not mandate the use of the framework once a development consent is issued, it is best practice when developing their policies for councils to also address conflicts that may occur after development consent has been granted.

The draft policy has been prepared in accordance with the NSW Department of Planning and Environment, Council-related Development Application Conflict of Interest Guidelines which ensures that Council is meeting the statutory obligations of the Environmental Planning and Assessment Regulation 2021.

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

Theme

Policy

Strategy

N/A

Action

N/A

ISSUES AND IMPLICATIONS

Policy

- The draft Council Development Application - Conflict of Interest will be a new policy.

Financial

- N/A

Legal / Statutory

- This policy is a legislative requirement under the *Environmental Planning and Assessment Regulation 2021*.

Community Engagement / Communication

- Before draft POL161 Council Development Application - Conflict of Interest Policy can be adopted by Council, it will require community consultation for a minimum period of twenty-eight days.

Human Resources / Industrial Relations (if applicable)

- N/A

RISKS

The implementation of this policy will manage potential conflicts of interest and increase transparency at all stages of the development process for council-related development.

OPTIONS

There are no options available to Council at this time, as this is an NSW Government regulatory requirement in which there is no ability to opt in or out.

CONCLUSION

The Council Development Application - Conflict of Interest policy is a statutory requirement and is presented to Council consideration and adoption for public exhibition.

RECOMMENDATION

That Council:

1. Receives and endorses the new draft POL161 Council Development Application - Conflict of Interest Policy for the purpose of public exhibition.
2. Deems POL161 Council Development Application - Conflict of Interest Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.



Council Development Application - Conflict of Interest Policy 202X

POL161



NARRANDERA SHIRE COUNCIL

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

Phone: 02 6959 5510
Fax: 02 6959 1884



Policy No: POL161
Policy Title: Council Development Application - Conflict of Interest Policy
Section Responsible: Development & Environment
Minute No/Ref: XXXXXXX
Doc ID: 643794

1. INTENT

This policy aims to manage potential conflicts of interest and increase transparency at all stages of the development process for Council-related development.

2. SCOPE

This Policy applies to all Councillors, Council employees, committee members, contractors and volunteers.

3. OBJECTIVE

The objectives of this policy are to:

- ensure that development assessment recommendations are properly made, and that all parties are dealt with fairly
- avoid any occasion for suspicion of improper conduct in the exercise of development assessment functions
- ensure that no action, statement or communication to any party conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

4. POLICY STATEMENT

Council is committed to ensuring that development assessment recommendations are provided to Council in a defensible, open and transparent manner where there is a conflict of interest or perceived conflict of interest in relation to the landowner, applicant or applicant's consultant.

5. PROVISIONS

5.1 Conflict of Interest

For the purposes of this policy, there is a conflict of interest or a perceived conflict of interest for development applications for which the landowner, applicant or applicant's consultant (who may represent the applicant and/or have prepared the Statement of Environmental Effects, architectural plans or other development application documentation) is:

- a. the Council
- b. a Councillor
- c. a Council staff member
- d. a member of Parliament (either the Parliament of New South Wales or Parliament of the Commonwealth)
- e. a person who was a Council staff member within the previous three years
- f. a company or other body of which a person referred to in paragraphs a. to e., or a nominee, partner or employer of the person, is a shareholder or member
- g. a relative (within the meaning of the Local Government Act 1993) of a person referred to in paragraphs a. to e.

5.2 Management controls and strategies

A number of developments undertaken by Council will be considered exempt under State Environmental Planning Policy (Transport and Infrastructure) 2021 or State Environmental Planning Policy (Exempt and Complying Development Codes) 2008, however for those that require development consent, consideration to the type of management controls are considered below.

- a. The following management controls may be applied to *non-controversial small-scale development*, with no submission received during public consultation process.
 - i. the assessment of an application for council-related development.
 - assessment a of an application are to be undertaken by council staff.
 - ii. the determination of an application for council-related development.
 - The determination of an application are to be undertaken by council staff under delegation
 - iii. the regulation and enforcement of approved council-related development.
 - The to be undertaken by council staff under delegation, who are not directly involved with the delivery of the development.
- b. The following management controls may be applied to *controversial development*, where submission or notable community interest is received during public consultation process.
 - i. the assessment of an application for council-related development.
 - assessment a of an application are to be undertaken by council staff, with a peer review to be undertaken by another council or consultant.

- ii. the determination of an application for council-related development.
 - The determination of an application are to be undertaken by Council at a formal Council meeting.
 - iii. the regulation and enforcement of approved council-related development.
 - The to be undertaken by council staff and reporting of key milestones to the full council.
- c. The following management controls may be applied to *development with a capital investment value of \$2 to \$5 million dollars*.
- i. the assessment of an application for council-related development.
 - assessment a of an application are to be undertaken consultant.
 - ii. the determination of an application for council-related development.
 - The determination of an application are to be undertaken by Council at a formal Council meeting.
 - iii. the regulation and enforcement of approved council-related development.
 - Peer review by a neighbouring council and/or entering into a shared services arrangement with a neighbouring council or engagement of a private certifier.

The management strategy for the following kinds of development is that no management controls need to be applied:

- a. commercial fit outs and minor changes to the building façade
- b. internal alterations or additions to buildings that are not a heritage item
- c. advertising signage
- d. minor building structures projecting from a building facade over public land (such as awnings, verandas, bay windows, flagpoles, pipes, and services)
- e. development where the council might receive a small fee for the use of their land.

5.3 Identifying whether a potential conflict of interest exists, assessment of level risk and determination of appropriate management controls

- a. Development applications lodged with the Council that are council-related development are to be referred to the general manager (or a delegate) for a conflict-of-interest risk assessment.
- b. The General Manager is to:
 - i. assess whether the application is one in which a potential conflict of interest exists
 - ii. identify the phase(s) of the development process at which the identified conflict of interest arises
 - iii. assess the level of risk involved at each phase of the development process
 - iv. determine what (if any) management controls should be implemented to address the identified conflict of interest (in each phase of the development process if necessary) having regard to any controls and strategies outlined in clause 5 of the policy and the outcome of the general manager's assessment of the level of risk involved as set out clause 5.3.b.iii of the Policy

Note: The General Manager could determine that no management controls are necessary in the circumstances.

- c. Document the proposed management approach for the proposal in a statement that is then to be published on the NSW Planning Portal.

6. DEFINITIONS

6.1 In this Policy:

- *application* means an application for consent under Part 4 of the Act to carry out development and includes an application to modify a development consent it does not include an application for a complying development certificate.
- *council* means Narrandera Shire Council.
- *council-related development* means development for which the Council is the applicant, developer (whether lodged by or on behalf of council), landowner, or has a commercial interest in the land that is the subject of the application, where it will also be the regulatory or consent authority.
- *development process* means application, assessment, determination, and enforcement
- *the Act* means the *Environmental Planning and Assessment Act 1979*.
- *non-controversial small-scale development* means a development in which community has little or no objection or concern and could include buildings or subdivision of land which is already zoned for the specific purpose of the subdivision.
- *controversial development* means a development that has attracted negative comments or submission throughout the project planning or development exhibition period.

6.2 A word or expression used in this Policy has the same meaning as it has in the Act, and any instruments made under the Act, unless it is otherwise defined in this Policy.

6.3 Notes included in this policy do not form part of the Policy.

7. ROLES AND RESPONSIBILITIES

7.1 STAFF

- Read, understand and comply with this Policy.

7.2 MANAGER DEVELOPMENT ENVIRONMENT & DEPUTY GENERAL MANAGER INFRASTRUCTURE

- Provide guidance to Councillors, Executive and other Council staff as to the content and implementation of this Policy
- Ensure the timely review of this Policy
- Assist in investigations of alleged non-compliance with this Policy.

7.3 GENERAL MANAGER & DEPUTY GENERAL MANAGERS

- Lead staff (either directly or through delegated authority) in their understanding of and compliance with this Policy and related documents.

7.4 COUNCILLORS

- Provide leadership in adhering to the requirements of this Policy.

8. RELATED LEGISLATION

- Environmental Planning and Assessment Act 1979
- Local Government Act 1993

9. RELATED POLICIES AND DOCUMENTS

- Code of Conduct
- Code of Conduct Procedures

10. VARIATION

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

11. PREVIOUS VERSIONS

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

- N/A

POLICY HISTORY

Responsible Officer	Manager Development & Environment		
Approved by	General Manager		
Approval Date	DD Month 202Y		
GM Signature (Authorised staff to insert signature)			
Next Review	DD Month 202Y		
Version Number	Endorsed by ELT	Endorsed by Council	Date signed by GM
1 Adopted	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY

2 Reviewed	DD/MM/YYYY	DD/MM/YYYY	DD/MM/YYYY
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12. Acknowledgement of Training Received

I hereby acknowledge that I have received, read and understood a copy of Council's Council Development Application – Conflict of Interest Policy.	
Employee Name	
Position Title	
Signature	
Date	

22 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

22.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - DECEMBER 2022 & JANUARY 2023

Document ID: 650626

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 December 2022 and January 2023.

PURPOSE

The purpose of this report is to inform Council of Development Applications and other development services provided during December 2022 and January 2023.

BACKGROUND

Development & Complying Development Applications

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

Stage Reached	December	January
Lodged	1	6
Stop-the-Clock / Under Referral / Awaiting Information	3	1
Under Assessment	-	-
Determined	4	4

The value of Development and Complying Development Applications approved by Council during December 2022 and January 2023 is detailed in the following tables:

Development Type	2022/2023					
	December		January		Year to Date	
	Number	Value \$	Number	Value \$	Number	Value \$
Residential	3	\$ 1,140,000	1	\$ 687,000	18	\$ 2,907,625
Industrial					1	\$ 146,000
Commercial	1	\$ 77,000	2	\$ 1,980,010	14	\$ 5,171,265
Rural Residential					0	\$ -
Subdivisions					2	\$ -
Other					0	\$ -
TOTAL	4	\$ 1,217,000	3	\$ 2,667,010	35	\$ 8,224,890

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 December 2022 and January 2023.

December 2022

No	Type	Lot	DP/SP	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
023-22-23	L/C	10	2597	17A Rupert St NARRANDERA	1 into 4 lot subdivision 4 x dwellings	Conditionally Approved	-	34
025-22-23	L	6	79876	134-138 Larmer St NARRANDERA	Alterations & additions	Conditionally Approved	10	25
026-22-23	L	19	356467	128 Whitton St NARRANDERA	Dwelling additions	Conditionally Approved	-	13

January 2023

No	Type	Lot	DP/SP	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
021-22-23	L/I	9	758757	14-16 Argus St NARRANDERA	1 into 2 lot subdivision	Conditionally Approved	-	88*
029-22-23	L	2	1033278	Sandy Creek Rd BARELLAN	1 into 2 lot subdivision	Conditionally Approved	-	1
030-22-23	L	66	1288793	12 Paterson Pl NARRANDERA	1MW Solar Farm	Conditionally Approved	-	16
032-22-23	L	46	751722	3579 Kamarah Rd KAMARAH	Dwelling	Conditionally Approved	-	6
001-22-23	CDC	A	33869	149-151 East St NARRANDERA	Alterations	Conditionally Approved	-	2

* Delay due to RFS referral.

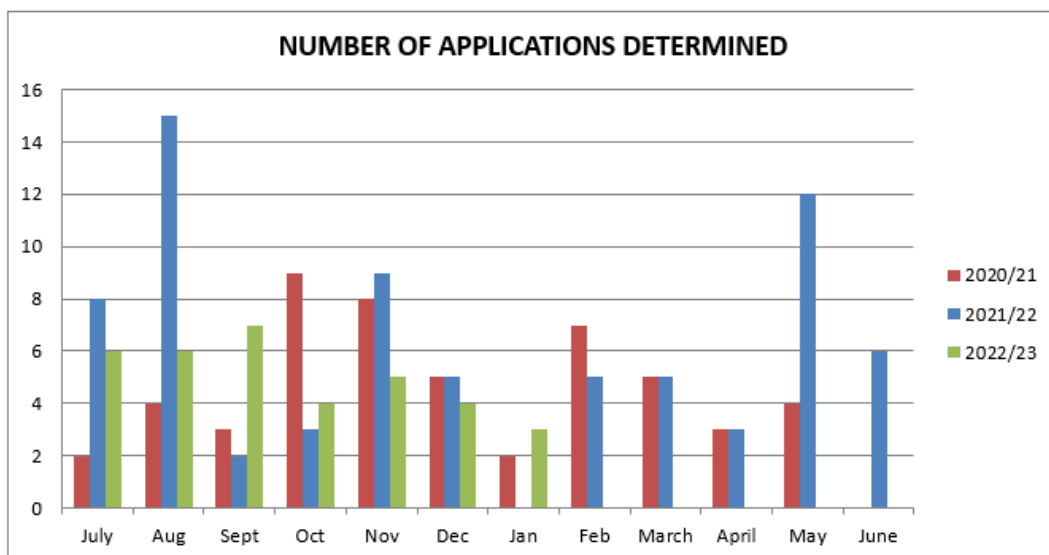
Type explanation

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

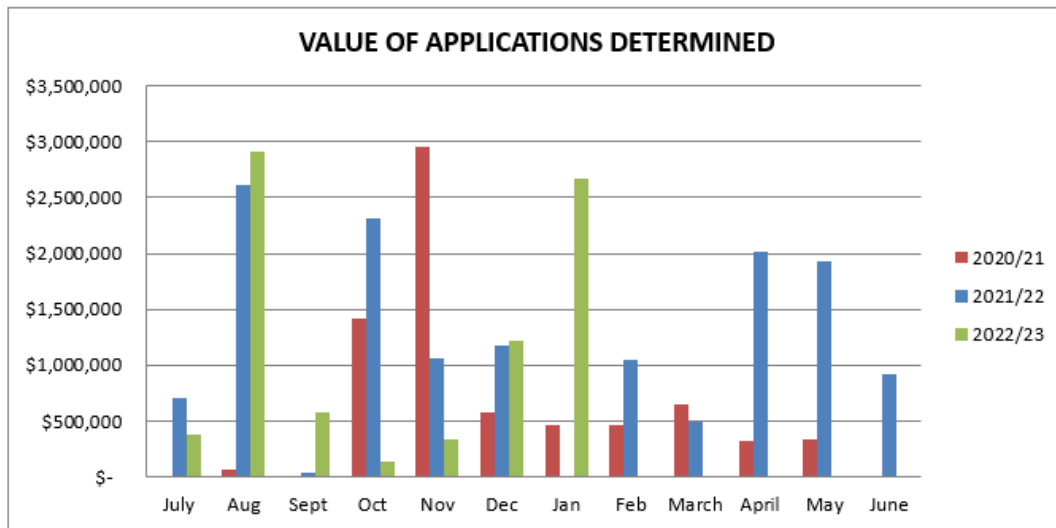
Comparison determination times

2020-21	Narrandera Shire Council average	30 days
2021-22	Narrandera Shire Council average	25 days
2022-23	Narrandera Shire Council average YTD	18.9 days

This graph details the comparative number of Development and Complying Development Applications determined by month since 2020-21.



This graph details the comparative value of Development & Complying Development Applications determined by month since 2020-21.



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

Certificates Issued

A summary of other development services activities undertaken during December 2022 and January 2023 is detailed in the following table:

Certificate Type	December	January
Construction Certificates	2	1
Building Certificates	-	-
Subdivision Certificates	-	1
Occupation Certificates	1	3
Section 10.7 (previously 149) Certificates	23	23
Swimming Pool Compliance Certificates	-	2
On-Site Septic Management System Certificates	-	-
S68 Approvals	-	-

Construction Activities

A summary of Critical Stage building inspections undertaken during December 2022 and January 2023 is detailed in the following tables:

Building Surveyor Inspections	December	January
Critical Stage Inspections	13	6

Compliance Activities

A summary of compliance services activities undertaken during December 2022 and January 2023 is detailed in the following tables:

Companion Animal Activity – Dogs	December	January
Impounded	8	9
Returned	5	5
Rehomed	3	2

Companion Animal Activity – Cats	December	January
Impounded	12	5

Returned	-	1
Rehomed	-	-

Compliance Activity	December	January
Call outs	17	14
Infringement warnings/fines issued	-	-
Menacing/Dangerous dog incidents	-	-

RECOMMENDATION

That Council:

Receives and notes the Development Services Activities Report for December 2022 and January 2023.

23 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

23.1 INCOME STATEMENT - DECEMBER 2022

Document ID: 649914

Author: Senior Finance Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments: 1. December 2022 Income Statement

RECOMMENDATION

That Council:

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

PURPOSE

The purpose of this report is to present Council with the Statement of Income for the period ending 31 December 2022.

SUMMARY

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

BACKGROUND

Adopted Budget

The original budget was adopted by Council on 21 June 2022. The budget will be reviewed at the end of each quarter during the year; subsequent reports will have the revised budget disclosed.

Rates & Annual Charges

Rates & Charges are reported as fully received because revenue is accounted for once the rates levy has been run. Rates notices for 2022-23 were issued on 4 July 2022.

Depreciation

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

Major Variations to Budget

There are no major variations to budget evident.

CONCLUSION

Council receives and notes the information contained in the Income statement report for the period ending 31 December 2022.

RECOMMENDATION

That Council:

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

Narrandera Shire Council

Consolidated Income Statement for the period ending 31 December 2022

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	8,597	8,583	8,597
User charges and fees	3,213	3,705	1,355
Other revenues	721	732	551
Grants and contributions provided for operating purposes	7,643	4,131	2,017
Grants and contributions provided for capital purposes	7,739	17,323	203
Interest and investment revenue	228	228	2
Rental income	225	225	98
Net gain from the disposal of assets	92	92	230
Total income from continuing operations	28,458	35,019	13,053
Expenses from continuing operations			
Employee benefits and on-costs	8,450	8,477	4,019
Materials and services	5,732	6,423	4,004
Borrowing costs	47	47	24
Depreciation and amortisation	6,117	6,117	3,059
Impairment of receivables	6	6	3
Other expenses	404	496	224
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	20,756	21,566	11,333
Operating result from continuing operations	7,702	13,453	1,721
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	7,702	13,453	1,721
Net operating result for the year before grants and contributions provided for capital purposes	(37)	(3,870)	1,518

Narrandera Shire Council

General Fund Income Statement
for the period ending 31 December 2022

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	6,254	6,240	6,248
User charges and fees	1,615	2,107	866
Other revenues	721	732	551
Grants and contributions provided for operating purposes	7,643	4,131	2,017
Grants and contributions provided for capital purposes	4,671	12,118	164
Interest and investment revenue	136	136	3
Rental Income	225	225	98
Net gain from the disposal of assets	92	92	230
Total income from continuing operations	21,357	25,781	10,177
Expenses from continuing operations			
Employee benefits and on-costs	7,769	7,796	3,661
Materials and services	3,753	4,452	3,122
Borrowing costs	8	8	4
Depreciation and amortisation	5,097	5,097	2,549
Impairment of receivables	6	6	3
Other expenses	404	496	224
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	17,037	17,855	9,563
Operating result from continuing operations	4,320	7,926	615
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	4,320	7,926	615
Net operating result for the year before grants and contributions provided for capital purposes	(351)	(4,192)	451

Narrandera Shire Council

Water Fund Income Statement for the period ending 31 December 2022

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	846	846	848
User charges and fees	1,421	1,421	439
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	10	368	57
Interest and investment revenue	76	76	(8)
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	2,353	2,711	1,336
Expenses from continuing operations			
Employee benefits and on-costs	343	343	215
Materials and services	1,264	1,262	570
Borrowing costs	-	-	-
Depreciation and amortisation	667	667	334
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	2,274	2,272	1,119
Operating result from continuing operations	79	439	218
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	79	439	218
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	69	71	161

Narrandera Shire Council

Sewer Fund Income Statement
for the period ending 31 December 2022

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	1,497	1,497	1,501
User charges and fees	177	177	50
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	3,058	4,837	(18)
Interest and investment revenue	16	16	7
Rental income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	4,748	6,527	1,540
Expenses from continuing operations			
Employee benefits and on-costs	338	338	143
Materials and services	715	709	312
Borrowing costs	39	39	20
Depreciation and amortisation	353	353	177
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	1,445	1,439	652
Operating result from continuing operations	3,303	5,088	889
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	3,303	5,088	889
Net operating result for the year before grants and contributions provided for capital purposes	245	251	907

23.2 STATEMENT OF RATES AND RECEIPTS - DECEMBER 2022

Document ID: 650452
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 December 2022.

PURPOSE

The purpose of this report is to present to Council the Statement of Rates and Receipts as at 31 December 2022.

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 01.07.2022	765,360.21
22/23 Rate levies & supplementary levies (excl. postponed amounts)	<u>8,706,106.25</u>
	9,471,466.46
Less Pensioner rebates	<u>204,088.60</u>
NET BALANCE	9,267,377.86
Less receipts to 31.12.2022	<u>5,112,098.69</u>
	<u><u>4,155,279.17</u></u>

Actual % Rate Collection to Net Balance as at 31.12.2022	=	<u>55.16%</u>
Comparative % Collection to Net Balance as at 04.01.2022	=	<u>56.15%</u>
Anticipated % Collection Rate as at 30.06.2023	=	<u>94.00%</u>

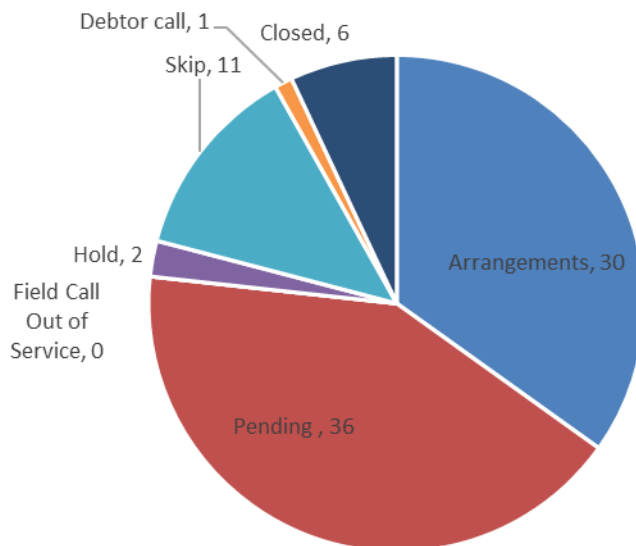
Water Consumption/Sewer Usage Charges

Arrears as at 01.07.2022	204,203.80
22/23 Water / Sewer usage charges, supplementary levies & interest	<u>470,057.78</u>
NET BALANCE	674,261.58
Less receipts to 31.12.2022	<u>468,014.97</u>
	<u><u>206,246.61</u></u>

OVERDUE RATES AND CHARGES

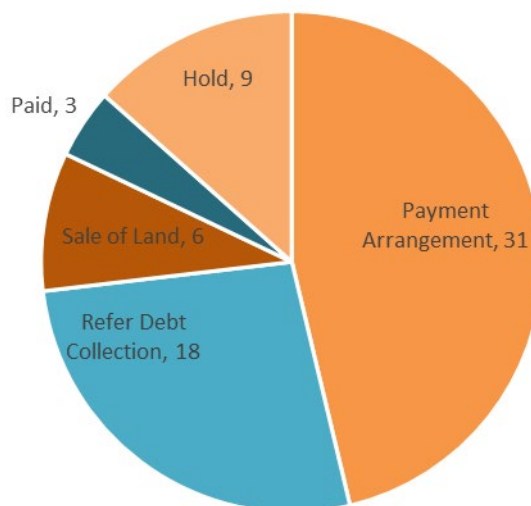
The table below provides information on the status of outstanding accounts under the management of Council’s debt recovery agency.

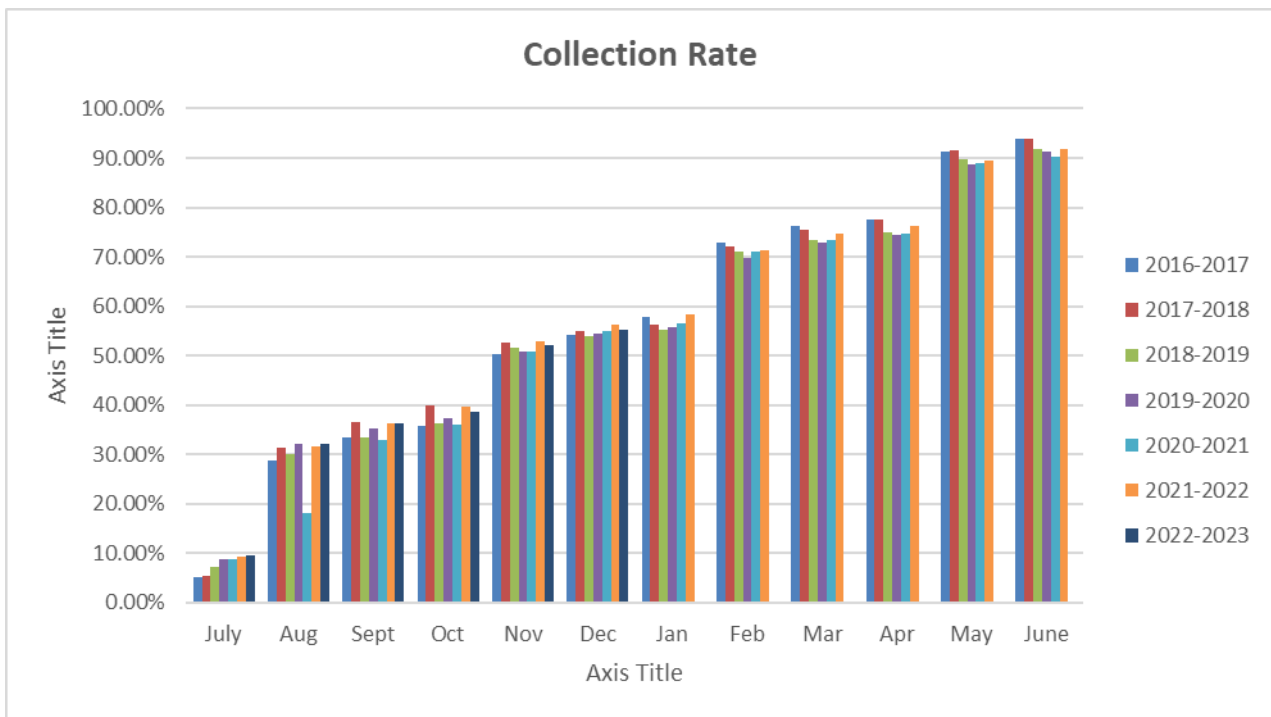
Debt Recovery Agency



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

Narrandera Shire Council





RECOMMENDATION

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 31 December 2022.

23.3 STATEMENT OF BANK BALANCES - DECEMBER 2022

Document ID: 650478

Author: Costing Officer

Authoriser: Deputy General Manager Corporate and Community

Theme: Statutory and Compulsory Reporting – Financial / Audit

Attachments: Nil

RECOMMENDATION

That Council:

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

PURPOSE

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

BACKGROUND

Opening Cashbook Balance	1,148,804.61
Plus Receipt	3,894,959.99
Less Payments	4,249,153.03
Current Cashbook Balance	<u>794,611.57</u>
Statement Summary	
Opening Statement Balance	976,179.38
Plus Receipts	3,954,209.13
Less Payments	4,251,850.05
Current Statement Balance	<u>678,538.46</u>
Plus Unpresented Receipts	115,090.83
Less Unpresented Payments	-982.28
Reconciliation Balance	<u>794,611.57</u>
GL BALANCE	<u>794,611.57</u>
Unpaid Creditors	730,399.53
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 December 2022.

23.4 STATEMENT OF INVESTMENTS - DECEMBER 2022

Document ID: 650517

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 December 2022.

PURPOSE

The purpose of this report is to present to Council the investments held as at 31 December 2022.

SUMMARY

<u>Fund Balance (GL)</u>	
General	16,767,007.94
Water	6,034,140.78
Sewerage	2,471,228.71
Trust	86,009.33
	25,358,386.76

BACKGROUND

The actual interest income to 31 December 2022 is \$234,358 and compares favourably with the budget for the month of \$88,860.

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
Bendigo Bank	1,000,000.00	3.96%	4.00%	A-2	30 Jun 2023
National Australia Bank (On call)	272,377.43	1.08%	0.10%	A-1+	31 Dec 2022
National Australia Bank	1,000,000.00	3.96%	1.50%	A-1+	5 Jan 2023
National Australia Bank	1,000,000.00	3.96%	1.85%	A-1+	19 Apr 2023
National Australia Bank	1,000,000.00	3.96%	3.93%	A-1+	9 Aug 2023
National Australia Bank	1,000,000.00	3.96%	4.45%	A-1+	29 Sep 2023
National Australia Bank	1,000,000.00	3.96%	4.05%	A-1+	5 Oct 2023
National Australia Bank	1,000,000.00	3.96%	4.20%	A-1+	5 Dec 2023
Commonwealth Bank	1,000,000.00	3.96%	0.78%	A-1+	20 Jan 2023
Commonwealth Bank	1,000,000.00	3.96%	1.87%	A-1+	6 Feb 2023
Commonwealth Bank	1,000,000.00	3.96%	0.85%	A-1+	24 Feb 2023
Commonwealth Bank	1,000,000.00	3.96%	1.00%	A-1+	9 Mar 2023
Commonwealth Bank	1,000,000.00	3.96%	1.88%	A-1+	14 Apr 2023
Commonwealth Bank	1,000,000.00	3.96%	2.97%	A-1+	16 May 2023
Commonwealth Bank	750,000.00	2.97%	3.23%	A-1+	2 Jun 2023
Commonwealth Bank	1,000,000.00	3.96%	3.68%	A-1+	8 Jun 2023
Commonwealth Bank	1,000,000.00	3.96%	4.30%	A-1+	21 Jun 2023
Suncorp	1,000,000.00	3.96%	3.96%	A-1	26 Jul 2023
Westpac Bank	500,000.00	1.98%	1.05%	A-1+	16 Feb 2023
Westpac Bank	1,000,000.00	3.96%	1.10%	A-1+	16 Mar 2023
Westpac Bank	1,000,000.00	3.96%	1.88%	A-1+	12 Apr 2023
Westpac Bank	1,000,000.00	3.96%	2.87%	A-1+	26 May 2023
Westpac Bank	1,000,000.00	3.96%	4.11%	A-1+	25 Aug 2023
Westpac Bank	1,000,000.00	3.96%	4.17%	A-1+	1 Sep 2023
Westpac Bank	1,000,000.00	3.96%	4.28%	A-1+	23 Oct 2023
Westpac Bank	750,000.00	2.97%	4.18%	A-1+	5 Nov 2023
Westpac Bank	1,000,000.00	3.96%	4.36%	A-1+	22 Nov 2023
Total Council Funds	25,272,377.43	100%			
Trust Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
Bendigo Bank (Tourist)	32,499.57	32.38%	0.70%	A-2	21 Mar 2023
National Australia Bank (Art)	53,509.76	67.62%	3.70%	A-1+	2 Aug 2023
Total Trust Funds	86,009.33	100%			

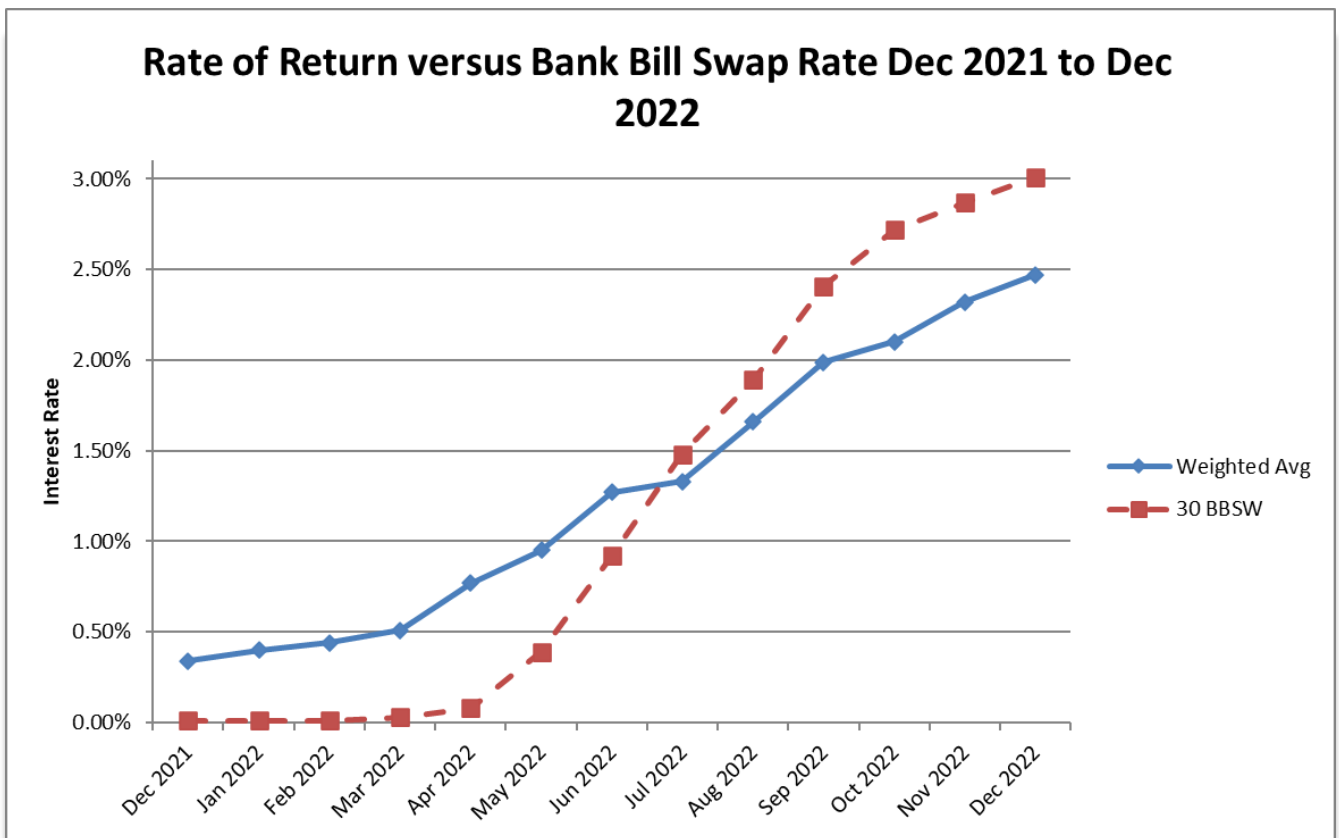
Individual Limits					
Institution	Rating		Value	Council %	
Bendigo Bank	BBB+	A2	\$ 1,032,499.57	4.1%	Max 10%
Elders Rural Bank	BBB+	A2	\$ -	0.0%	Max 10%
IMB	BBB	A3	\$ -	0.0%	Max 10%
NAB	AA-	A1+	\$ 6,325,887.19	25.0%	Max 35%
Suncorp	A+	A1	\$ 1,000,000.00	3.9%	Max 25%
StGeorge	AA	A1+	\$ -	0.0%	Max 35%
Macquarie Bank	A+	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 8,750,000.00	34.5%	Max 35%
Westpac	AA-	A1+	\$ 8,250,000.00	32.5%	Max 35%
			\$ 25,358,386.76	100%	

b. Application of Investment Funds

Application of Restricted Funds		
Allocation	Description	\$'000
Externally Restricted	Water Supply	\$ 6,297
	Sewer Supply	\$ 3,011
	Developer Contributions	\$ 428
	Domestic Waste	\$ 1,483
	Unexpended Grants	\$ 3,107
	Stormwater	\$ 493
Internally Restricted	Discretion of Council	\$ 10,539
Unrestricted	Allocated to current budget	\$ -
Total		\$ 25,358

c. Investment Portfolio Performance

Monthly Investment Performance				
Period Ending	Investments	Weighted	BBSW 30	Variance
Dec 2021	24,949,769.83	0.34%	0.010%	0.33%
Jan 2022	23,949,774.56	0.40%	0.010%	0.39%
Feb 2022	23,869,784.73	0.44%	0.010%	0.43%
Mar 2022	24,219,795.30	0.51%	0.030%	0.48%
Apr 2022	28,623,267.10	0.77%	0.080%	0.69%
May 2022	28,623,284.37	0.95%	0.390%	0.56%
Jun 2022	28,893,424.59	1.27%	0.920%	0.35%
Jul 2022	27,153,758.44	1.33%	1.480%	-0.15%
Aug 2022	28,634,622.31	1.66%	1.890%	-0.23%
Sep 2022	27,735,436.96	1.99%	2.410%	-0.42%
Oct 2022	27,716,692.46	2.10%	2.720%	-0.62%
Nov 2022	26,517,775.04	2.32%	2.870%	-0.55%
Dec 2022	25,358,386.76	2.47%	3.010%	-0.54%



d. Investment Commentary

The investment portfolio decreased by \$1.1M for the month of December, with the next investment to reach maturity on 5 January 2023. The December period reported income totalling \$3.8M, while payments to suppliers and staff costs amounted to \$4.2M.

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

Central banks and the market are at odds regarding projected interest rates. It appears the cash rate may be increased throughout 2023. Increasing rates will have a positive impact on returns from Council's portfolio. Changes in the market are based on predictions of continuation of increases in the core inflation rate.

e. Responsible Officer Certification

I hereby certify that the investments listed above have been made in accordance with section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2021 and Council's 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 December 2022.

23.5 CAPITAL WORKS PROGRAM - JANUARY 2023**Document ID: 651437****Author: Senior Finance Officer****Authoriser: Deputy General Manager Corporate and Community****Theme: Statutory and Compulsory Reporting – Financial / Audit****Attachments:**

1. January 2023 Capital Program
2. January 2023 Capital Expenditure
3. January 2023 Operational Expenditure

RECOMMENDATION

That Council:

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

PURPOSE

The purpose of this report is to enable Council to track the progress of capital works programs for the period ending 31 January 2023.

BACKGROUND

Works listed in the attachment are for works against new budgeted projects for the 2022-23 financial year. Key operational expenses are also included in this report and have been highlighted separately.

PROGRESS TO DATE IN EACH AREA**Administration**

Administration projects are scheduled as follows:

- Software Licencing, Integrated Software System and the CCTV System for the Main Street will be reviewed throughout the year.
- A replacement UPS for the server room is being organised for the Sophos Intercept X project.
- Alternative quotes are being investigated for the Data Safe Projects.
- A new 100” TV has been procured and local contractor engaged for installation of new cabling for the Chamber projector upgrade.
- Switches have been procured, but are on backorder until May, for replacement of Network Switches project.
- The installation of two cameras at Marie Bashir Park Grandstand will commence in February 2023.
- The GDA Dataset Transition project and GIS Imagery will commence in March 2023.
- The Councillor iPad Project and the Replacement of Desktops and Laptops will commence in April 2023.

- Completed projects: Firewall Replacement, Disaster Recovery Planning and Secure Wireless Network.

Environment

- Tender prices for the new Landervale Fire Shed are included in a report to Council
- Stormwater Improvement project has been delayed due to wet weather. Works are to be re-scheduled.
- The design of transfer area is underway for the Masterplan Works Stage 1.
- New security fencing with CCTV will commence in 2023.
- Consultants have been engaged with detailed design underway for the Drainage and Improvement work project.
- The Drainage Improvement Works at Driscoll Road are to re-commence in February.
- The project scope of works for the Waste Depot Improvement at Barellan is being reviewed prior to the detailed design and procurement.

Housing & Community Amenities

- A consultant has been engaged and is reviewing mapping and records for the Cemetery Management Plans and Mapping software. First meeting was scheduled in December.
- Furniture for the Narrandera Cemetery is to be ordered at the completion of the Cemetery Master Plan 2023.
- Completed works: Grong Grong Cemetery furniture.

Recreation & Culture

- Procurement commenced in November for the Kidz Zone Library Grant project.
- The Book and Resources Annual replacement procurement is ongoing.
- Works to be completed by end February for the Narrandera Sportsground drainages and soak.
- Proposals are currently being obtained from suitable suppliers for the Narrandera Park Irrigation Management System.
- Barellan Sportsground sealing parking area and driveway works are to be undertaken at the completion of the netball court upgrade.
- Demolition works have been rescheduled to commence in February following the end of the school holiday period for the Lake Talbot Water Park Additional/Remedial works.
- The grant application was successful for the Lake Talbot Recreation Viewing Platform, Rotary Lookout and Lake Talbot Recreation Area Improvements, recreational seating and shelter revamp and toilet block landscaping projects. Works are being scoped.
- Scoping to begin in February for the Narrandera Memorial Gardens lawn area and garden beds. Landscaping to commence in March.
- Festoon renewal has been completed for the Festive Light Upgrade and Renewal, with further scope to be determined.
- The system is currently being commissioned for the Biosecurity Mapping System.
- The first site meeting is complete, with the masterplan being prepared for consultation for the Marie Bashir Park Adventure Playground Upgrades.

- The Adventure Playground Inclusive Spaces project is to be incorporated with the Marie Bashir Park Adventure Playground masterplan.
- The following projects are grant dependent: Marie Bashir Park seating and BBQ areas including two shelters, Marie Bashir Park Furniture, Grong Grong Park Furniture, Brewery Flats Landscaping, Furniture, painting, etc.
- Grants have been sought (unsuccessfully) for designs and approval documents for the Lake Talbot Deepening Works.
- Discussions to be undertaken with community user groups for the Grong Grong Earth Park – RMS funding.
- Completed Works: Narrandera Sportsground Clubrooms Stage 2 (awaiting final invoice), Renewal of BBQ Elements, shade structures and seating works located on the plant room at Lake Talbot Pool, Narrandera Park Oval Grandstand upgrade, Barellan Playground upgrades and festive decorations project, Barellan Park BBQ, Remote Signage and replacement of café furniture at Barellan Pool.

Playground on the Murrumbidgee

- Construction is underway for the Destination & Discovery Hub, with building at lock-up stage.
- Procurement for new signage is proceeding for the extension of Bike and Hike Trails, with installation to be undertaken when access to all sites is available.
- Bridge has been installed for the pedestrian bridge which will connect Brewery Flat to East Street, with approaches being constructed.
- The footbridge construction needs to be completed before scheduling work for the Northbank Walking Track.
- Base footings are complete for the Elevated Walk, Viewing Platform, deck, and pedestrian access, with Sky Walk to be installed in March.

Local Roads and Community Infrastructure Round 1

- Completed works: Kiesling Lane Beautification Project.

Local Roads and Community Infrastructure Round 2

- Installation of the Barellan Pump Track is complete, landscaping to commence in February.
- The concrete base is complete for the Wiradjuri Memorial Wall Stage 1, with stone and artwork to occur early 2023.
- Works are being planned for the Narrandera Flora and Fauna Reserve.
- Completed works: Barellan Cemetery Toilet.

Local Roads and Community Infrastructure Round 3

- Typical design is to be prepared for the North Narrandera bicycle and walking paths at Racecourse Road and Watermain street, with procurement to commence in February.
- Demolition of the former Narrandera Sportsground clubhouse and changerooms is to be undertaken in February.
- Quotations have been called for the Barellan Sportsground Spectator Pavilion.
- Requests for quotes are now closed for the Narrandera Pump Track, currently under assessment.

- Fencing quotes for the Henry Mathieson Oval off-leash dog area are currently being evaluated, with works scheduled for March 2023.
- Planning and procurement process is underway for the Grong Grong Community Improvement Project.
- The Narrandera Business Centre Master Plan (NBCMP) – Consultants have been engaged for East Street between Twynam and Bolton Streets to review the existing master plan. Council report to go to April Council meeting. The Bolton Street project has been deferred due to funding reallocation.
- Completed Works: Barellan Hall toilet upgrade.

Stronger Country Community Funding Round 4

- The revised design has been completed for the Barellan Netball Courts. Quotations are being reviewed.
- The water refill stations along the walk and cycle paths in five locations have an expected completion date of February.
- Completed works: Lake Talbot Water Park entrance upgrade and fencing and Narrandera Sportsground changeroom facilities upgrade and Narrandera Sports Stadium.

Stronger Country Community Funding Round 5

- Scope is to be determined for the Community Safety upgrade program.
- The project is being scoped for the Recreation Upgrade at Narrandera Water Tower.

Transport & Communication

- Works are to be scheduled for Urban Roads Construction – Laneways, Urban Pavement Rehabilitation.
- Urban Kerb & Gutter Replacement and Urban Footpath Replacement works to commence on East Street near the new Kurrajong building.
- The Urban Footpath Additional funds requested – to Railway overpass design is to be undertaken in conjunction with north Narrandera footpath project.
- Urban Roads Construction project funds are to be held as potential grant contribution for Fixing Local Road Round 4 (FLR4).
- \$215,000 of the Rural Sealed Roads Construction funds are to be used as contribution to successful grant funding on Erigolia Road under Remote Roads Upgrade Pilot Program. Procurement has commenced for the culvert widening at Erigolia Road. Successful grant funding under Remote Roads Upgrade Pilot Program.
- Urban Reseals are scheduled to commence in February 2023.
- Rural Roads Reseals - Racecourse Road and East Street (Audley to Larmer) projects are on-hold to determine if they are still the highest priority.
- Roads Resheeting – (Unsealed Rural Roads) project to be held until the Natural Disaster funding is determined.
- Funding has been approved for Flood Damage Repairs (AGRN1001) for the January 2022 event, with works to be undertaken over the next 18months.
- Emergency works are still being completed for the Flood Damage repairs (AGRN1034) September 2022 event. Long term repairs are being scoped.

- Works are to be undertaken with the flood repairs for the Roads to Recovery project – Curtis Road – Gravel re-sheet.
- Works to be scheduled for MR370 (to Lockhart) and MR596 Back Yamma Road (south-west of Morundah). MR7608 (Barellan Road) works are to be completed in the third quarter.
- Works are to be completed in the third quarter for the Repair Grant with 50% contribution Block Grant. RR7608 – Barellan Road CH4.46 to 6.15 works have commenced.
- Active Transport - Walking project grant was successful. Remainder of works to occur in April.
- Emergency Drainage works are continuing between other projects.
- Gas is now complete with Telstra to commence in February. Water realignment prior to construction of intersection for the new road at Red Hill Industrial Estate. Majority of the roads are sealed already.
- Completed Works: Rural Road Reseals at Syme and Arrambee Roads. SZI Adams and Douglas Streets and Mulga Street, Barellan. Roads to Recovery projects – Kangaroo Plains, Murrell Creek, Euratha Roads Gravel re-sheet and Willans Lane as part of the Laneway Upgrade. Heavy patch works - MR243 (Canola Way Grong Grong-Coolamon).

Fixing Local Roads

- Works on the Brewarrana Bridge Retrofitting is being planned with materials being purchased.
- Narrandera Bus Route – Minor additional signage works are required for Pamandi Road. Works are scheduled for February for the section at Cowabbie Road reseal.
- Completed works: Mejum Park Road.

Fixing Country Bridges

- Works are being scheduled for Molly's Bridge and Somerset Bridge.

Economic Affairs

- Preparation for procurement is underway for the Light Vehicles, Trucks and Trailers, Heavy Plant Sales. New pump has been purchased during the flood and minor plant as needed for other plant Capital.
- Building Renewal and Upgrades annual program is underway.
- Scope is to be determined for the design of additions for the Administration building.
- Design and costings are being prepared for the Works depot new vehicle storage shed.
- Final scope is to be determined for the Quarry Communications Tower Static Line Replace and Structural Inspection. Procurement is to proceed in March.
- The Airport committee during the October meeting elected not to pursue any additional capital works for the Airport Terminal this financial year other than the Parallel taxiway; Project deferred.
- Extension has been confirmed to April 2024 for the Airport taxiway. Alternate pavement design is now complete. Drainage works are scheduled to start prior to EOFY.

- Awaiting on a visit for maintenance checks and adjustments for the Security and Wildlife Perimeter fencing at the airport. Expected to be completed February.
- Waiting on construction and delivery of the new building at the works depot.
- Works are to be scheduled for the Council Chambers cleanout of storage facility.
- Tender has been called for the Solar Panels, with report to go to March Council meeting.
- Lake Talbot Tourist Park Power Sites project was an unrealised grant and the Council funds have been relocated back to the source.

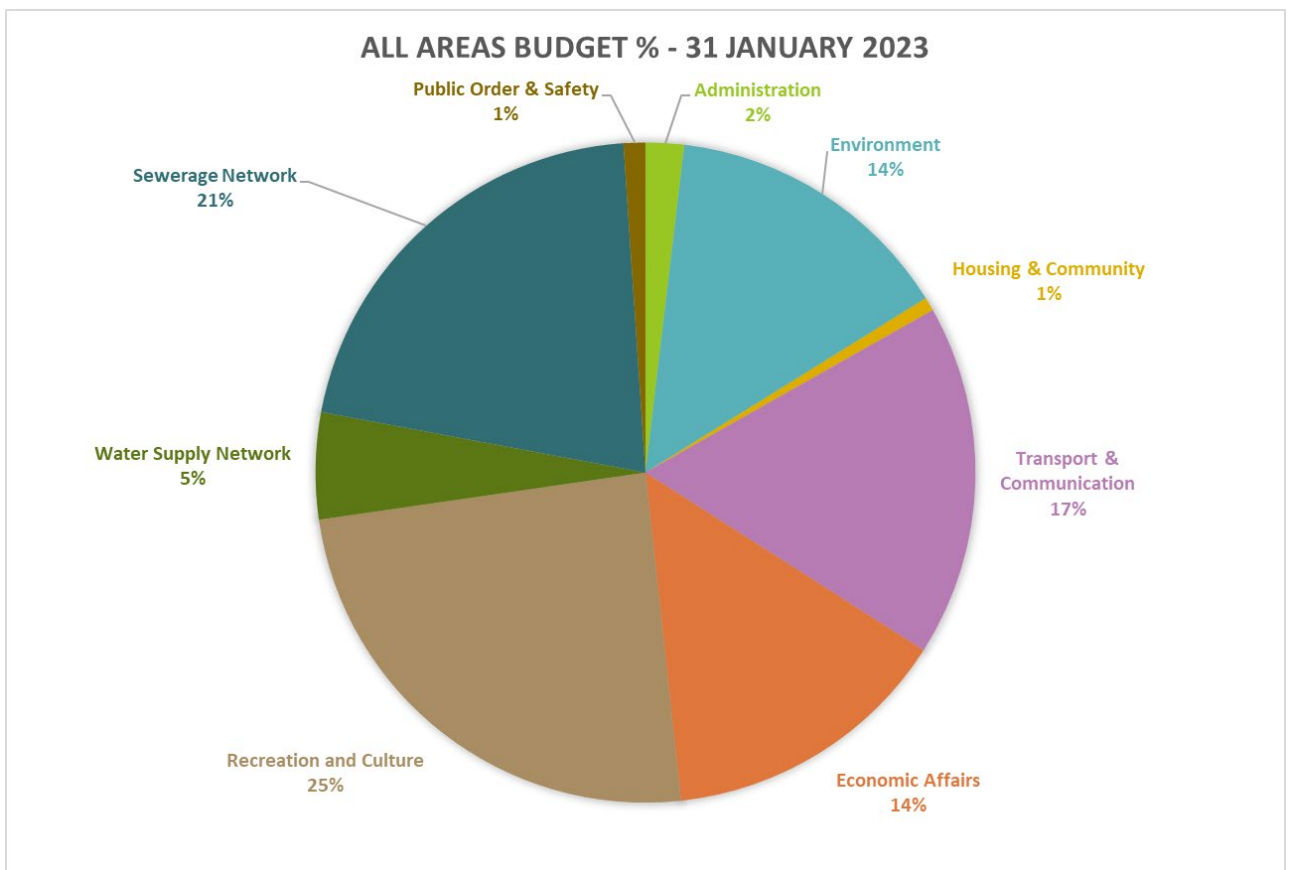
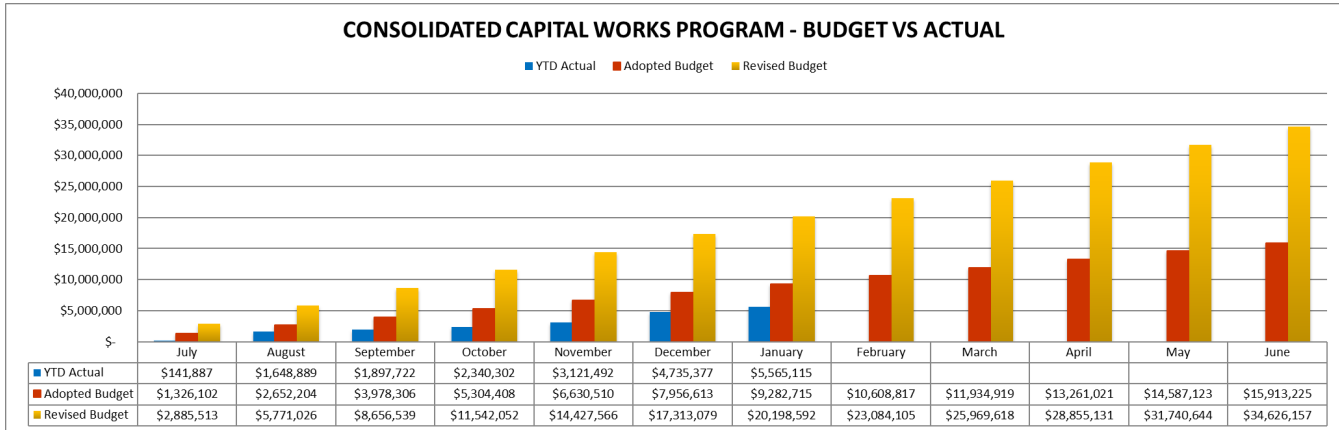
Water Supplies

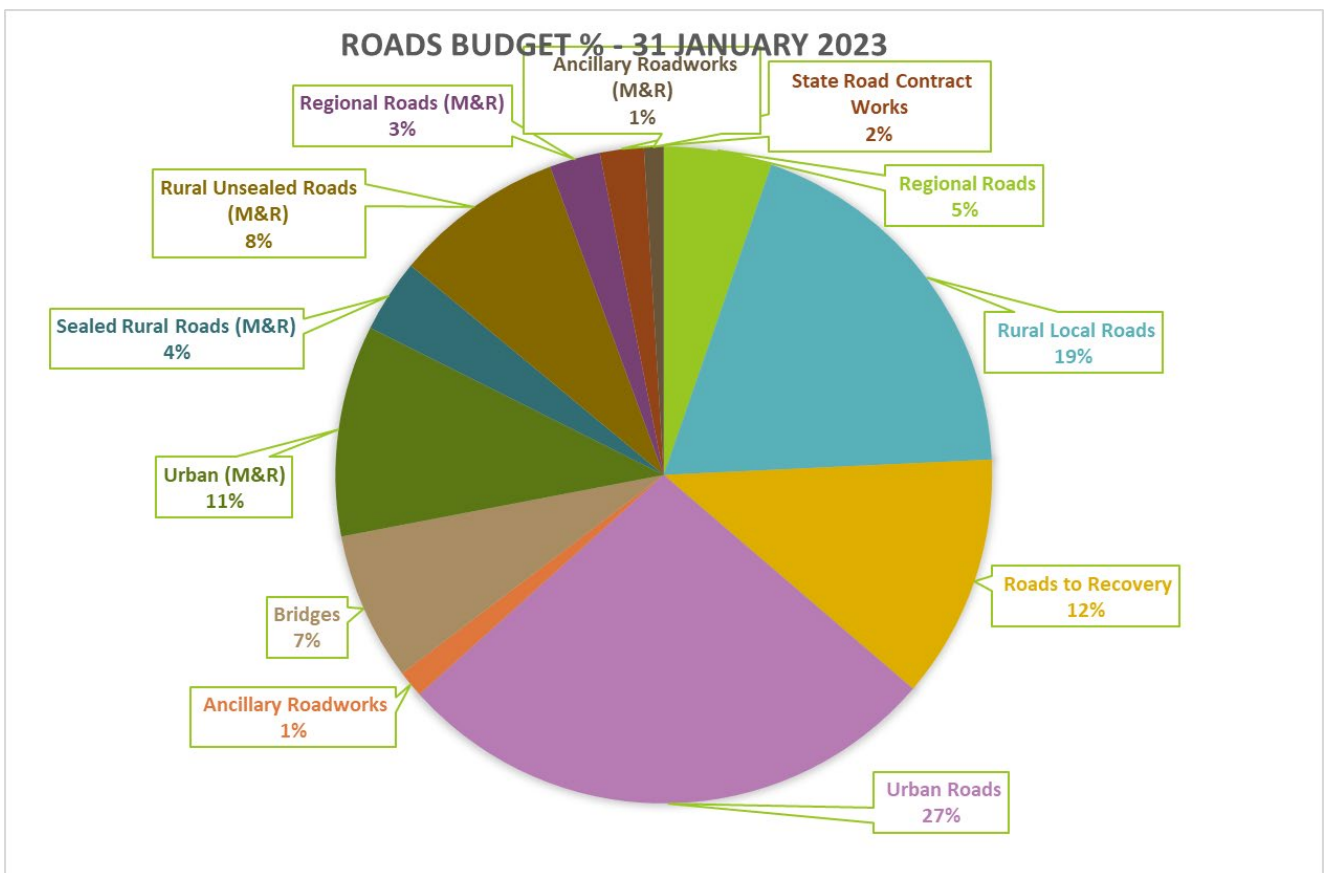
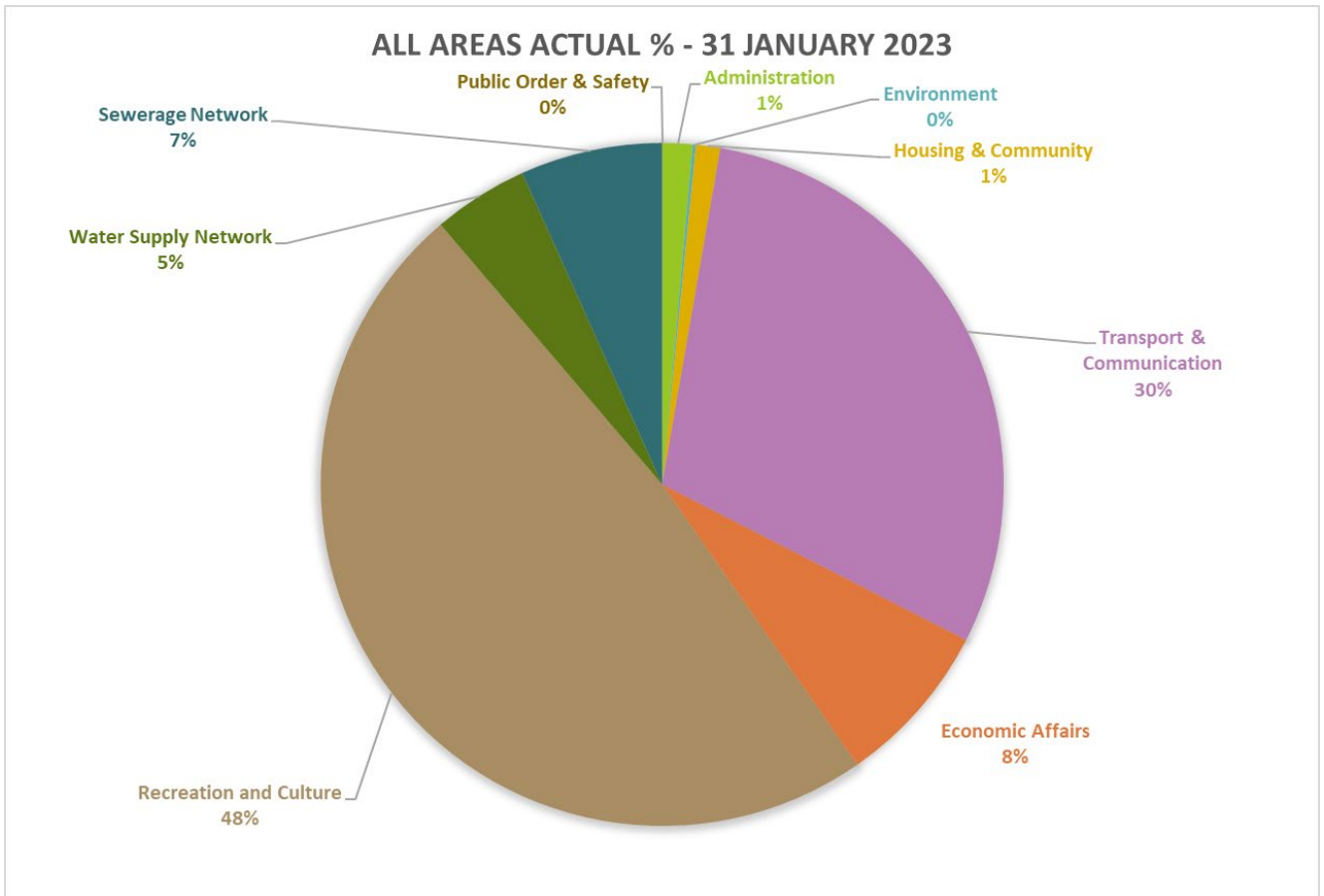
- Service replacements will be performed as required.
- Works are expected to commence in February for the Watermain replacements at Grosvenor Street.
- Hydrant and Valve replacements program is being developed.
- Work on the Water Treatment Plant (WTP) filter upgrade design is to be completed in conjunction with the scoping study.
- Awaiting acceptance of the final funding deed for the Water Treatment Plant (WTP) scoping study.
- The hydraulic model is complete for the North Zone Pressure Pump to fix low pressure issues, with specifications being developed.
- Procurement is underway for the Pine Hill Reservoir fencing and demolition.
- Pine Hill Pumps replacement works are to be programmed.
- Department of Planning, Industry and Environment (DPIE) concurrence for Groundwater Study has been provided for the Integrated Water Cycle Management (IWCM) Additional Works. Study report is pending.
- Site survey has been completed for the Gordon Street fencing with procurement underway.
- Works are underway for the cul-de-sac Ring Mains.
- Tenders are being sought for the Telemetry Software and Hardware Upgrade, with works to commence in April.
- Installation is to be completed in February for the Bulk Water Filling Stations.
- Tender has been called for the Solar project with report to go to March Council meeting.
- Funds are to be reallocated in December QBR for the Household Filter Project.
- Completed Projects: King Street watermain replacement. Taggle Software and Implementation, and Pine Hill Reservoir Upgrade.

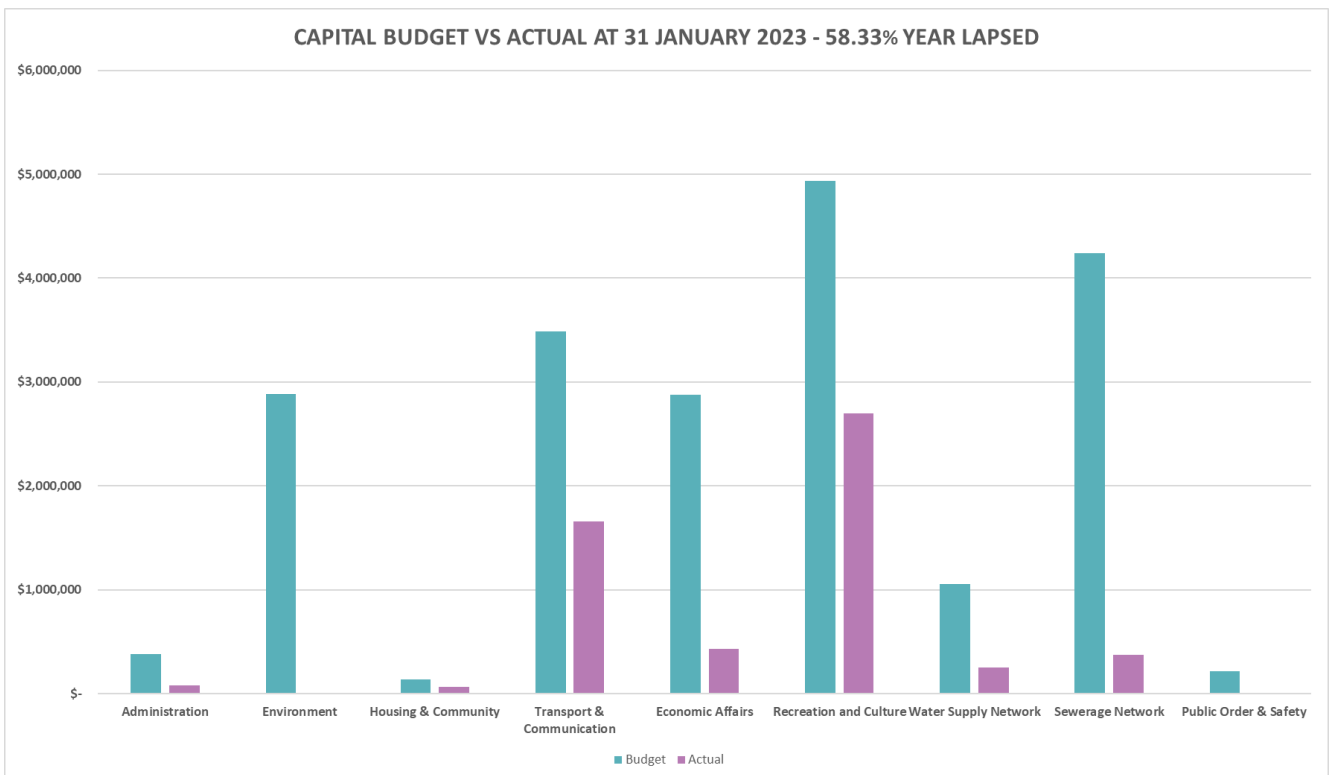
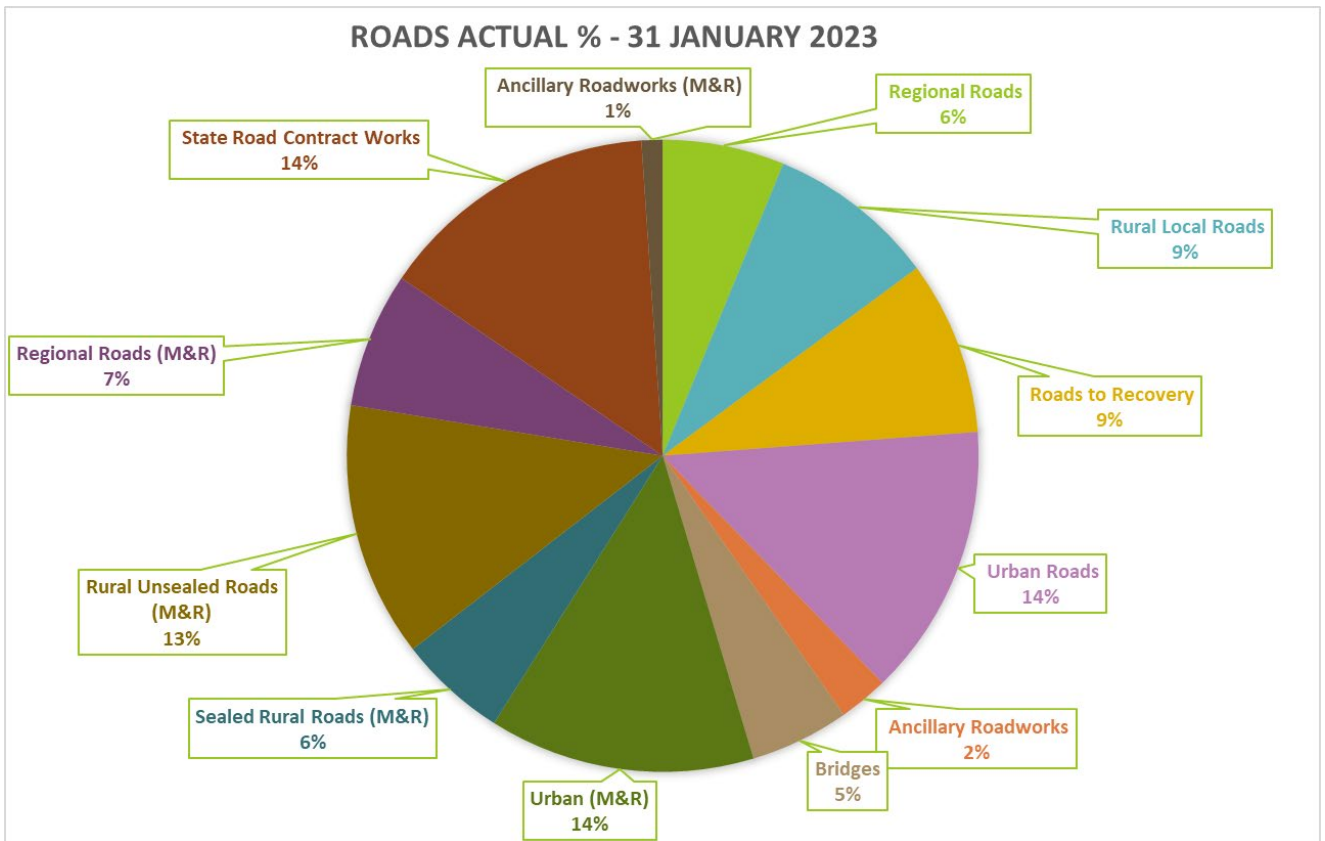
Sewerage Supplies

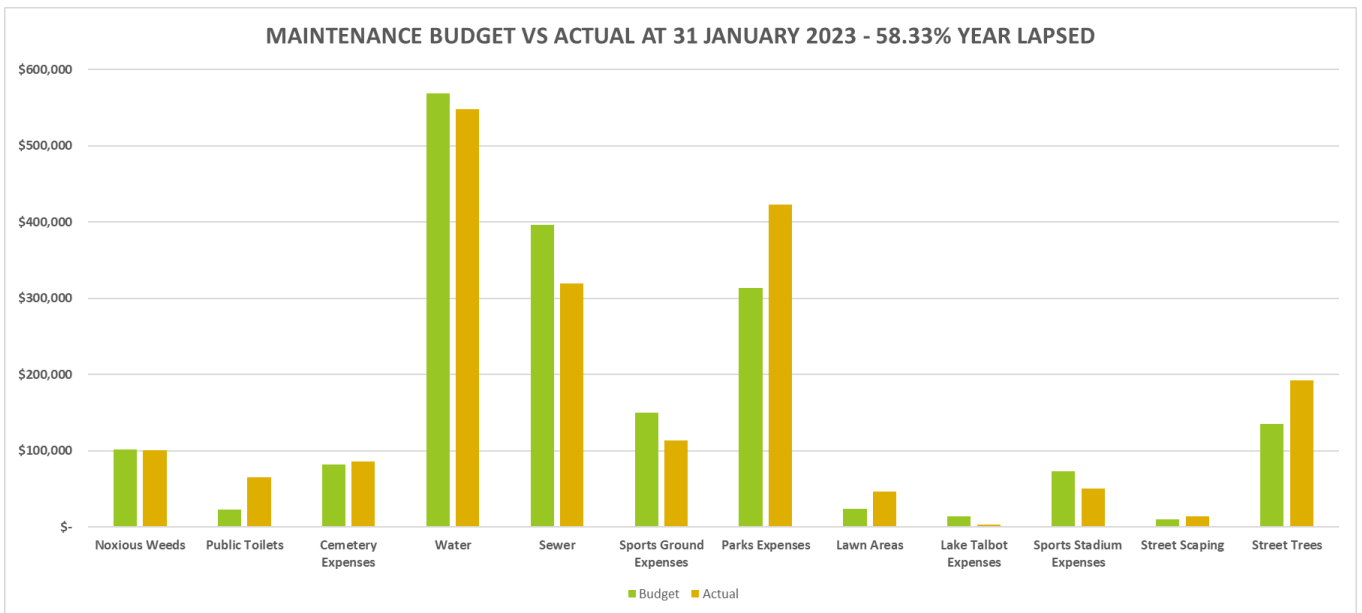
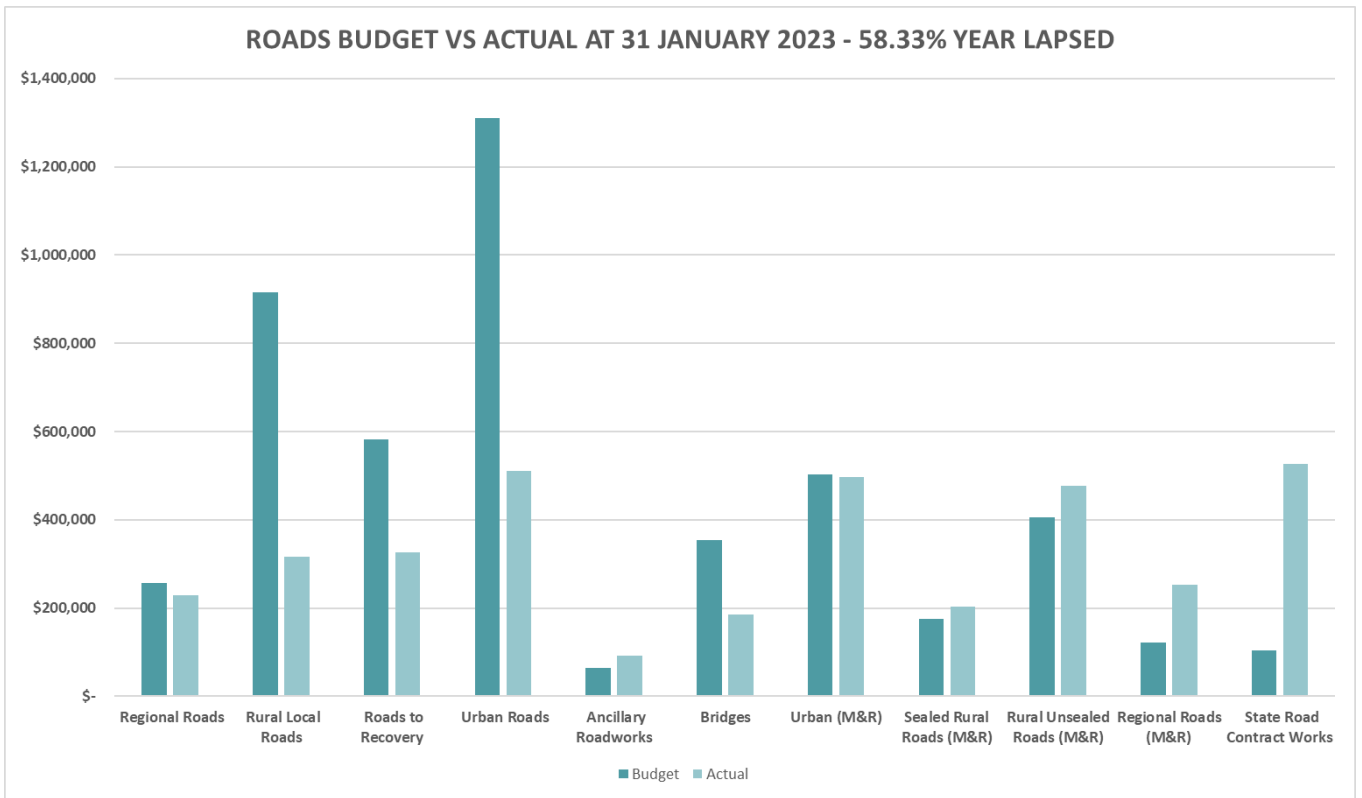
- Design review is underway for the Barellan Sewer, with construction to begin mid-2023.
- Quotes have been received for the Primary Filter which are outside of the budget. Project has been delayed pending grant funding.
- Quotes for the Flow Meters for Pump Stations 2,3 and 4 have been received outside of budget. A review of the scope is being undertaken.
- Public consultation is underway for the Narrandera West Sewer Extension.

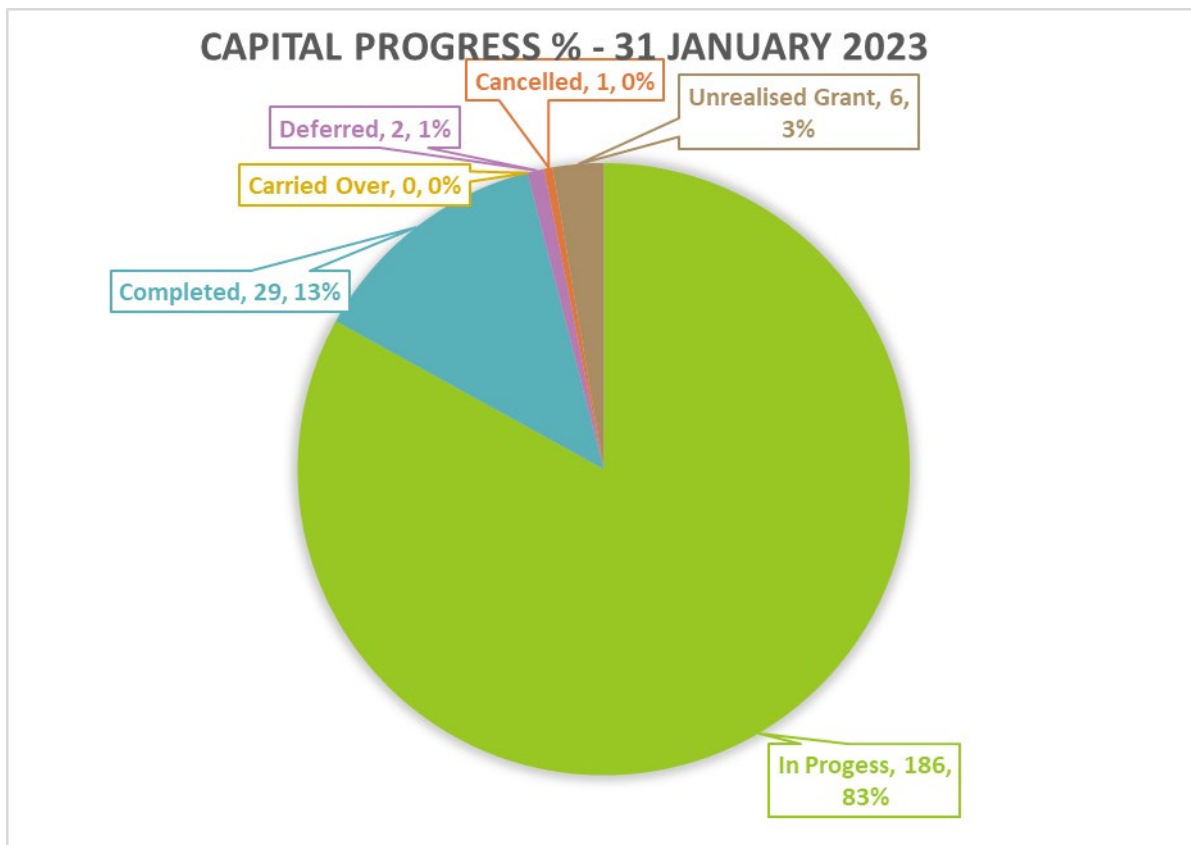
- The Sewer Main relines are to commence in April 2023.
- Tenders are being sought for the Telemetry Hardware and Software Upgrades. Works are to commence in April.
- Tender has been called for the Solar project with report to go to March Council meeting.











TERMINOLOGY

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

- **Ledger Number:** This is a reference number for staff to link the report to Council's accounting records.
- Capital works are funded from several sources. Codes that denote revenue sources are:
 - **Revenue:** Projects funded from revenue raised from Rates & Annual charges, User Fees and Other Revenue.
 - **Reserve:** Jobs funded from Council's reserves and unspent grants.
 - **Grant & Contributions:** Funding from other Government departments, councils, or organisations.
- **Budget:** This is the total allocation to complete the project.
- **YTD Exp:** Total expenditure allocated to project as of report date.
- **Balance:** Amount of unspent funds including commitments for each program at reporting date.
- **Graph:** The graph at the top of the report displays the original budget adopted by Council, the revised budget and year to date expenditure, including commitments.

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 January 2023.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at January 2022

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

58.33%

Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
1 Councillor iPad Project	20,000		\$20,000.00	\$0.00	\$20,000.00	0%	Will commence in April.
2 Sophos Intercept X	15,000	\$870	15,000	\$7,281.00	\$6,848.67	54%	Started organising replacement UPS for server room.
3 Data Safe	2,000		\$2,000.00	\$0.00	\$2,000.00	0%	Investigating alternatives for quotes.
4 GDA Dataset Transition	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	Will commence in March.
5 Chamber projector upgrade	10,000	\$8,411	\$10,000.00	\$76.32	\$1,512.95	85%	New 100" TV has been delivered and awaiting local contractor for installation of new cabling.
6 Replace Desktops/Laptops	25,000	\$1,437	\$25,000.00	\$5,719.44	\$17,843.51	29%	Will commence in April.
7 Software Licencing	10,000	\$640	\$10,000.00	\$2,675.00	\$6,685.00	33%	Will review throughout the year.
8 Replace Firewall	-	\$2,324	\$26,031.00	\$26,030.97	-\$2,323.97	109%	Completed. Awaiting final invoice.
9 Secure Wireless Network	-		3,668	\$5,765.50	-\$2,098.00	157%	Completed. Adjustment in December QBR
10 Replace Network Switches	10,000	\$7,716	\$40,000.00	\$15,994.91	\$16,289.09	59%	Several switches on back order until May.
11 Disaster Recovery Planning	-	\$3,378	\$5,460.00	\$1,942.50	\$140.00	97%	Completed.
12 Integrated Software System	400,000		\$420,000.00	\$2,688.00	\$417,312.00	1%	Will review throughout the year.
13 GIS Imagery	-		\$10,000.00	\$0.00	\$10,000.00	0%	Will commence in March.
14 Two Cameras at Marie Bashir Park Grandstand	4,000		\$4,000.00	\$1,112.22	\$2,887.78	28%	Will commence in February.
15 CCTV system for the Main Street	54,866	\$378	\$54,866.00	\$10,268.04	\$44,219.60	19%	Will review throughout the year.
16 Landervale Fire Shed	-		370,000	\$0.00	\$370,000.00	0%	Tender prices high, RFS reviewing available budget.
17 New security fencing and CCTV	150,000		\$150,000.00	\$0.00	\$150,000.00	0%	Works to commence in 2023
18 Masterplan works stage 1	187,000		\$321,803.91	\$7,300.00	\$314,503.91	2%	Design of transfer area underway.
19 Barellan Waste Depot Improvement Works	-	\$4,091	\$87,000.00	\$691.61	\$82,217.48	5%	The project scope of works are being reviewed, prior to the detailed design and procurement.
20 Stormwater improvement Works	100,000		\$100,000.00	\$0.00	\$100,000.00	0%	Works were delayed due to weather. Works to be re-scheduled.
21 Drainage Improvement Works	4,000,000	\$242,033	\$4,250,000.00	\$0.00	\$4,007,967.09	6%	Consultants engaged with detailed design underway.
22 Drainage Improvement Driscoll Rd	-	\$2,920	\$33,172.17	\$268.97	\$29,982.75	10%	Works to commence 22 February.
23 Narrandera Cemetery Furniture	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	To be ordered at the completion of the Cemetery master plan 2023.
24 Cemetery management plans and mapping software	140,000	\$38,182	\$140,000.00	\$0.00	\$101,818.18	27%	Consultant has been engaged and reviewing mapping and record. First meeting mid December 2022.
25 Narrandera Library - Kid Zone Library Grant	-	\$25,985	\$35,523.00	\$2,443.64	\$7,094.17	80%	Procurement to commence in November.
26 Narrandera Library - Book & Resources annual replacement	31,514		\$31,514.00	\$5,561.46	\$25,952.54	18%	Procurement ongoing.
27 Lake Talbot Pool Renewal of BBQ Elements	6,000		6,000	\$7,228.99	-\$1,228.99	120%	Completed.
28 Lake Talbot Additonal/Remedial Works	-	\$25,852	82,139	\$24,364.51	\$31,922.13	61%	Demolition works to be reschedule to commence in February 2023 following the end of the school holiday period
29 Lake Talbot Pool Install shade structures and seating located on Plant Room	-		\$28,841.00	\$28,748.00	\$93.00	100%	Completed.
30 Barellan Pool Replace Café Furniture	2,500		\$2,500.00	\$2,272.73	\$227.27	91%	Completed.
31 Barellan Sportsground Sealing parking area/driveway	30,000		\$30,000.00	\$0.00	\$30,000.00	0%	Works to be undertaken at the completion of netball Court upgrade.
32 Ndra Sportsground Drainage & Soak	-	\$1,828	\$100,000.00	\$39,788.15	\$58,383.85	42%	Works to be completed by End February.
33 Ndra Sportsground Clubrooms - Stage 2	-		\$18,820.71	\$25,022.05	-\$6,201.34	133%	Works complete, Awaiting final invoice.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at January 2022

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

58.33%

	Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
34	Ndra Park Oval Grandstand upgrade	-		38,077	\$36,803.40	\$1,273.68	97%	Completed.
35	Grong Grong Earth Park - RMS	-		\$8,531.36	\$0.00	\$8,531.36	0%	Discussions to be undertaken with community user group
36	Ndra Park Irrigation Management System	125,000		\$250,000.00	\$0.00	\$250,000.00	0%	Proposals currently being obtained from suitable suppliers, system to be commissioned mid February 2023
37	Narrandera Playgrounds Upgrades	10,000		\$10,000.00	\$0.00	\$10,000.00	0%	First site meeting complete. Master plan being prepared for consultation.
38	Barellan Playground Upgrades and festive decorations	13,000		13,000	\$0.00	\$13,000.00	0%	Completed.
39	Barellan Parks BBQ replacement	8,000		8,000	\$9,472.73	-\$1,472.73	118%	Completed - Adjustment in December QBR.
40	Ndra Memorial Park lawn areas & garden beds	20,000		\$20,000.00	\$0.00	\$20,000.00	0%	Scoping to begin February, March landscaping.
41	Festive Light Upgrade / Renewal	14,200		\$14,200.00	\$5,402.74	\$8,797.26	38%	Festoon renewal completed - Further Scope to be determined
42	POM - Destination & Discovery Hub	-	\$901,960	2,286,487	\$1,391,395.86	-\$6,868.62	100%	Construction underway, with building at lock up stage.
43	POM - Extension of Bike & Hike Trails	-	\$16,244	\$61,810.36	\$0.00	\$45,566.72	26%	Procurement for new signage complete, with installation to be undertaken when access to all sites are available.
44	POM - Northbank Walking Track	-		\$13,746.18	\$0.00	\$13,746.18	0%	awaiting footbridge construction to be completed before scheduling work
45	POM - Design Pedestrian bridge Brewery Flat to East St	-	\$36,559	\$342,163.29	\$315,629.73	-\$10,025.21	103%	bridge installed with approaches being constructed.
46	POM - Elevated Walk, Viewing Platform, Deck & Pedestrian Access	-	\$314,800	\$810,455.00	\$250,921.11	\$244,733.89	70%	Base footings complete, with sky walk to be installed in March.
47	Biosecurity Mapping System	23,060	\$9,676	\$23,060.00	\$11,860.00	\$1,523.64	93%	System currently being commissioned.
48	Remote Signage	7,500	\$215	10,500	\$9,527.00	\$758.00	93%	Completed. Funds to be used on Barellan Pump track remote signs.
49	LRCI - Kiesling Lane Beautification	-		\$4,361.49	\$2,257.20	\$2,104.29	52%	Completed.
50	Laneway Upgrade - Drain and seal a selected laneway.	-		\$21,054.12		\$1,431.13	93%	
51	Willans Lane	-			\$19,622.99			Completed.
52	LRCI R2 - Barellan Pump Track	-	\$762	51,039	\$41,340.83	\$8,935.74	82%	Installation complete. Landscaping to commence February
53	LRCI R2 - MBP Wiradjuri Memorial Wall Stage 1	-	\$30,091	\$236,860.01	\$138,912.05	\$67,857.05	71%	Concrete base complete, with stone and artwork to occur early 2023.
54	LRCI R2 - Brln Cemetery - Toilet	-		\$20,377.98	\$96.98	\$20,281.00	0%	Works Complete, remaining funds to be reallocated in March QBR.
55	LRCI R2 - Ndra Flora and Fauna reserve - Upgrade carpark & entrance	-		\$54,975.00	\$5.00	\$54,970.00	0%	Works being planned.
56	ECP Adventure playground inclusive space	100,000		\$175,000.00	\$0.00	\$175,000.00	0%	To be incorporated with MBP playground Masterplan
57	LRCI 3 North Narrandera Footpaths (Racecourse Rd and Watermain St Bicycle and Walking Paths)	-		\$290,000.00	\$0.00	\$290,000.00	0%	Typical design prepared with procurement to commence February.
58	LRCI 3 Narrandera Sportsground Spectator Pavilion	-	\$95,315	\$200,000.00	\$59,249.58	\$45,435.42	77%	Demolition of existing building is to be undertaken in February.
59	LRCI 3 Narrandera Pump Track	-		\$200,000.00	\$210.57	\$199,789.43	0%	RFQ closed, currently under assessment.
60	LRCI 3 Barellan Hall Toilet upgrade	-		60,000	\$60,829.46	-\$829.46	101%	Works complete. funds to be reallocated in December QBR
61	LRCI 3 Barellan Sportsground Spectator Pavilion	-	\$280	\$130,000.00	\$421.13	\$129,298.87	1%	Tender called.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at January 2022

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

58.33%

	Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
62	LRCI 3 Grong Grong Community Improvements	-		\$60,000.00	\$0.00	\$60,000.00	0%	Planning and procurement process underway
63	LRCI 3 HM Oval - Off leash dog area	40,000		\$100,000.00	\$0.00	\$100,000.00	0%	Fencing quotes currently being evaluated. Works scheduled to be completed by March 2023.
64	SCCF4 - Ndra Sportsground changeroom facilities upgrade	-		184,651	\$197,843.88	-\$13,193.31	107%	Completed.
65	SCCF4 - Barellan Netball Courts	-	\$5,745	\$273,500.00	\$4,186.36	\$263,568.19	4%	Revised design complete, quotations being reviewed.
66	SCCF4 - Narrandera Sports Stadium	-	\$31,163	\$67,625.00	\$34,321.47	\$2,141.03	97%	Completed.
67	SCCF4 - Lake Talbot Water Park Entrance Upgrade / Fencing	-		6,696	\$15,621.80	-\$8,925.68	233%	Works complete, funds to be reallocated in December QBR
68	SCCF4 - Water refill Stations along walk/cycle paths (5locations)	-		\$49,273.16	\$34,549.56	\$14,723.60	70%	Expected completion February.
69	Solar Panels	-		200,000	\$0.00	\$200,000.00	0%	Tender called report to March Council meeting.
70	LTP Power sites	-		637,806	\$0.00	\$637,806.00	0%	Unrealised Grant - Council funds to be relocated back to the source.
71	SCCF5 - Community safety upgrade program (CCTV)	-		-	\$0.00	\$0.00		Scope to be determined.
72	SCCF5 - Recreation Upgrade at Narrandera Water Tower	-		-	\$0.00	\$0.00		Project being scoped.
73	LT Rec Area Improvements	12,000		\$12,000.00	\$0.00	\$12,000.00	0%	grant successful works being scoped.
74	LT Rec Seating and Shelter Revamp	-		\$10,000.00	\$0.00	\$10,000.00	0%	grant successful works being scoped.
75	LT Rec Toilet block landscaping	-		\$20,000.00	\$130.12	\$19,869.88	1%	grant successful works being scoped.
76	LT Rec Viewing Platform from lookout	68,000		\$68,000.00	\$0.00	\$68,000.00	0%	grant successful works being scoped.
	New Scoreboards - Narrandera Stadium	-	\$10,973	-	\$0.00	-\$10,972.73		
77	GG Cemetery Furniture	-		\$3,834.00	\$3,128.00	\$706.00	82%	Works complete.
78	Emergency Drainage Works - Urban Stormwater January Event	-		\$106,292.68	\$0.00	\$106,292.68	0%	Works continuing between other projects,
79	New Road - Red Hill Industrial Estate	-	\$53,990	\$420,000.00	\$490,547.71	-\$124,538.15	130%	Gas complete, Telstra to commence February, water realignment prior to construction of intersection. Majority of roads are sealed already.
80	NBCMP	-	\$70,795	\$1,158,855.86		\$1,088,060.86	0%	
81	Bolton Street	-			\$0.00			project deferred due to funding reallocation
82	LRCI R3 East St between Twynam & Bolton	-			\$0.00			Consultants engaged to review existing master plan. Report to April Council Meeting.
83	Urban Roads Construction	134,666		\$152,000.18		\$152,000.18	0%	To be held as potential grant contribution for FLR4
84	Urban Roads Construction - Laneways	41,945		\$41,945.00		\$41,945.00	0%	works to be scheduled
85	Urban Reseals	123,627		\$123,627.00		\$123,627.00	0%	New data being reviewed to determine highest priority. Scheduled for February.
86	Racecourse Rd				\$0.00			Projects on hold to determine if still the highest priority
87	East Street (Audley to Larmer)				\$0.00			Projects on hold to determine if still the highest priority
88	Urban Pavement Rehabilitation	135,769		95,749	\$194.27	\$95,554.73	0%	works to be scheduled
89	Urban K&G Replacement	16,153		\$16,153.00	\$0.00	\$16,153.00	0%	Works to commence on East St near Kurrajong new building.
90	Urban Footpath Replacement	10,769		\$10,769.00	\$0.00	\$10,769.00	0%	Works to commence on East St near Kurrajong new building.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at January 2022

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

58.33%

	Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
91	Urban Footpath Add. Funds requested - To railway overpass	-		\$100,000.00	\$0.00	\$100,000.00	0%	Design is to be undertaken in conjunction with north narrandera footpath project.
92	Rural Sealed Roads Construction	231,786		231,786		\$231,786.00	0%	\$215,000 contribution to successful grant funding on Erigolia Rd under Remote Roads Upgrade Pilot Program
96	Erigolia Road (Widening)	-			\$27,194.96			Procurement commenced for culvert widening. Successful grant funding under Remote Roads Upgrade Pilot Program.
93	Roads Resheeting - (Unsealed rural roads)	324,802		\$324,802.00		\$324,802.00	0%	To be held until Natural Disaster funding determined
94	FLR - Brewarrana Bridge Retrofitting	-	\$1,039	\$388,012.50		\$386,973.71	0%	Works being planned with materials being purchased.
97	FLR Narrandera Bus Route	-		\$430,750.64		\$142,441.86	67%	
98	Pamandi Rd	-			\$16,325.20			minor additional signage works needed
99	Cowabbie Rd	-			\$5,927.79			Works to be scheduled February.
100	Mejum Park Rd	-			\$266,055.79			Completed.
101	Rural Roads Reseals	157,845		\$183,951.06		\$183,340.78	0%	New data being reviewed to determine highest priority. Scheduled for February.
102	Syme Road (New Seal)	-			\$385.30			Completed.
103	Arrabee Road resheet & Seal	-			\$224.98			Completed.
104	Flood Damage Repairs AGRN1001 (January 2022)	-	\$21,500	-		-\$21,500.00		Funding approved with works to be undertaken over the next 18months.
105	Holloway Rd Culvert	-			\$0.00			
106	Grong Grong River Road	-			\$0.00			
107	Mejum Rd	-			\$0.00			
108	Mannings Rd	-			\$0.00			
109	Middle Rd	-			\$0.00			
110	Kingston Rd	-			\$0.00			
111	Devlins Bridge Rd	-			\$0.00			
112	Galore Park Rd	-			\$0.00			
113	Galore Forest Rd	-			\$0.00			
114	Higgins Rd	-			\$0.00			
115	Jacksons Rd	-			\$0.00			
116	Gepperts Rd	-			\$0.00			
117	Mimosa Rd	-			\$0.00			
118	The Gap Rd	-			\$0.00			
119	Lismoyle Rd	-			\$0.00			
120	Strontian Rd	-			\$0.00			
121	Hulmes Rd	-			\$0.00			
122	Hewson Rd	-			\$0.00			
123	Flood Damage Repairs AGRN1034 (September 2022)	-	\$6,889	-		-\$164,356.38		Emergency works still being complete, with long term repairs being scoped.
124	Pinehope Rd	-			\$2,636.92			
125	Angle Rd	-			\$0.00			
126	Old Wagga Rd	-			\$373.40			

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at January 2022

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

58.33%

	Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
127	Grong Grong River Road	-			\$1,302.22			
128	Mejum Rd	-			\$7,236.98			
129	Mannings Rd	-			\$87.58			
130	Middle Rd	-			\$0.00			
131	Kingston Rd	-			\$3,445.34			
132	Devlins Bridge Rd	-			\$10,247.87			
133	Galore Park Rd	-			\$2,760.63			
134	Galore Forest Rd	-			\$16,852.41			
135	Jacksons Rd	-			\$4,449.33			
136	Higgins Rd	-			\$3,768.45			
137	Gepperts Rd	-			\$963.66			
138	Mimosa Rd	-			\$2,461.26			
139	The Gap Rd	-			\$5,029.50			
140	Kangaroo Plains Rd	-			\$2,139.95			
141	Lismoyle Rd	-			\$0.00			
142	Strontian Rd	-			\$26,406.51			
143	Hulmes Rd	-			\$0.00			
144	Hewson Rd	-			\$0.00			
145	Buckingbong Rd	-			\$12,655.88			
146	Campbells Rd	-			\$6,899.78			
147	Davis Rd	-			\$46.83			
148	Jolleys Rd	-			\$4,226.83			
149	Irons Rd	-			\$12,591.06			
150	Mundurra Rd	-			\$8,022.28			
151	Scotts Rd	-			\$1,000.75			
152	Cheridool Rd	-			\$6,491.25			
153	Sandy Creek Rd	-			\$0.00			
154	Brobenah Hall Rd	-			\$0.00			
155	Raes Lane	-			\$0.00			
156	Bassett Rd	-			\$0.00			
157	Norrison Rd	-			\$749.54			
158	Owers Rd	-			\$1,620.12			
159	Federal park Rd	-			\$0.00			
160	Kywong Rd	-			\$10,013.67			
161	Mitchell Rd	-			\$2,764.19			
162	Tahmoor Rd	-			\$223.10			
160	Fixing Country Bridges	-		\$606,966.53		\$416,388.67	31%	
161	FCB - Molly's Bridge	-	\$2,109		\$36,804.00			Works being scheduled
162	FCB - Somerset Bridge	-	\$2,771		\$148,893.46			Works being scheduled
163	Roads to Recovery Grant	997,362		\$997,362.00		\$671,503.19	33%	Resheet work estimate of \$635,000. Remainder to be reseals
164	Kangaroo Plains Rd - Gravel Resheet				\$95,586.52			Completed.

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	Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
165	Murrell Creek Rd - Gravel Resheet				\$137,165.71			Completed.
166	Curtis Rd - Gravel resheet				\$1,551.09			Works to be undertaken with flood repairs.
167	Euratha Rd - Gravel resheet				\$91,555.49			Awaiting Gravel costings
168	Regional Roads (Capital Component of Block Grant)	268,200		268,200		\$178,245.73	34%	
169	MR243 - Canola Way to (GG, Gainain, Matong & Coolamon)				\$17,449.79			Heavy patch works complete.
170	MR370 - To Lockhart				\$2,345.58			works to be scheduled
171	MR596 - Back Yamma Road (south-west of Morundah)				\$2,800.11			works to be scheduled
172	MR7608 - Barellan Road		\$19,327		\$48,031.52			works planned to be completed in third quarter.
173	Repair Grant (with 50 % contrib. Block Grant)	173,200		\$173,200.00	\$0.00	\$173,200.00	0%	works planned to be completed in third quarter.
174	RR7608 - Barellan Road CH 4.46 to 6.15				\$0.00			Works commenced.
175	SZI - Adams and Douglas Streets	-		55,180	\$55,179.81	\$0.18	100%	Completed.
176	SZI - Mulga St Barellan Refuge	-		3,929	\$1,502.91	\$2,426.11	38%	Completed.
177	Active Transport - Cycling	50,000		-	\$0.00	\$0.00	0%	Grant Unsuccessful
178	Active Transport - Walking (Mulga St Barellan)	50,000		50,000	\$35,620.36	\$14,379.64	71%	Remainder of works to occur in April.
179	Light Vehicles	415,749		415,749	\$56,284.17	\$359,464.83	14%	Preparation for procurement underway.
180	Trucks & Trailers	109,500		\$109,500.00	\$66,397.48	\$43,102.52	61%	Preparation for procurement underway.
181	Heavy Plant Sales	783,800	\$31,864	\$783,800.00	\$149,470.50	\$602,465.86	23%	Preparation for procurement underway.
182	Other Plant Capital	20,000		\$20,000.00	\$53,795.45	-\$33,795.45	269%	New Pump purchased during flooding, minor plant as needs
183	Building renewal and upgrades	146,412	\$17,375	152,026	\$71,643.76	\$63,007.53	59%	Renewal program underway.
184	Design of additions for the Administration building	50,000		\$50,000.00	\$0.00	\$50,000.00	0%	Scope to be determined.
185	Works - New vehicle storage shed	125,000		\$125,000.00	\$0.00	\$125,000.00	0%	Design and costings being prepared.
186	Council Chambers Cleanout of Storage Facility	-		\$5,709.14	\$0.00	\$5,709.14	0%	Works to be scheduled
187	New building at Depot	-	\$97,213	\$139,483.00	\$7,407.50	\$34,862.53	75%	awaiting construction and delivery of office
188	Quarry Comms Tower Static Line Replace & Structural Inspection	20,000		\$20,000.00	\$0.00	\$20,000.00	0%	Final scope to be determined - Procurement to proceed in March
189	Airport Terminal painting , Blinds and improvements	15,000		\$15,000.00	\$0.00	\$15,000.00	0%	Airport Committee 22 October elected not to have capital works for 22/23 other than the parallel taxiway suggest carry over into 23/24.
190	Airport Security & Wildlife Perimeter fencing	-		\$25,106.17	\$14,845.50	\$10,260.67	59%	Awaiting on a visit for some maintenance checks and adjustments, expected completion February.
191	Airport Taxiway	-	\$3,960	\$2,175,326.00	\$13,936.78	\$2,157,429.22	1%	Extension confirmed to 30 April 2024. Alternate design now complete. Drainage works are scheduled to start prior to EOFY.
192	Services Replacements	20,000	\$5,141	60,000	\$55,138.85	-\$279.76	100%	As required
193	WTP filter/Upgrade design	-		\$41,912.00	-\$30.86	\$41,942.86	0%	Works to be completed in conjunction with scoping study.
194	North Zone Pressure Pump - low pressure issues	-		\$38,994.54	\$1,560.12	\$37,434.42	4%	Hydraulic model complete, specification being developed.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at January 2022

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

58.33%

	Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
195	Water Main Replacements	300,000		340,090		\$247,406.09	27%	
196	King St Watermain Replacement				\$86,102.70			Completed.
197	Grosvenor St Watermain Replace				\$6,581.54			To commence in Febuary
198	Hydrant and Valve replacements	65,000		\$104,781.15	\$17,159.58	\$87,621.57	16%	Program being developed.
199	Pine Hill Reservoir Upgrade	-		\$15,241.63	\$9,831.05	\$5,410.58	65%	Completed.
200	Pine Hill reservoir fencing/ demolition	-		\$49,450.41	\$999.12	\$48,451.29	2%	Procurement underway.
223	Solar	-		500,000	\$0.00	\$500,000.00	0%	Tender called report to March Council meeting.
201	IWCM Additional Works	-		\$130,774.00	\$0.00	\$130,774.00	0%	DPIE concurrence for Groundwater Study provided, consultants engaged. Study report pending.
202	Taggle Software and implementation	-		17,014	\$17,013.73	-\$0.00	100%	Completed.
203	Household Filter Project	-		17,826	\$6,333.58	\$11,492.42	36%	Ongoing - funds to be reallocated in December QBR
204	Gordon St fencing	-		\$30,781.26	\$3,622.88	\$27,158.38	12%	Site survey complete, procurement underway.
205	Cul-de-sac ring mains	-	\$2,200	\$100,584.16	\$3,564.02	\$94,820.14	6%	Works underway.
206	Telemetry software upgrade	-		\$26,993.25	\$26,465.26	\$527.99	98%	Tenders being sought, Works to commence in April
207	Telemetry hardware upgrade	-		\$149,645.65	\$0.00	\$149,645.65	0%	Tenders being sought, Works to commence in April
208	Pine Hill Pumps Replacement	-		\$28,661.22	\$2,260.40	\$26,400.82	8%	Works to be programmed.
209	WTP Scoping Study	-		\$150,000.00	\$0.00	\$150,000.00	0%	Awaiting acceptance of final funding deed.
210	Bulk Water Filling Station	-	\$7,800	15,993	\$14,704.02	-\$6,511.07	141%	Installation to be completed in Febuary
211	Primary Filter (sewer)	-		\$100,736.80	\$6,272.62	\$94,464.18	6%	Quotes have been received. Outside of budget, project delayed pending grant funding.
212	Flow meters for Pump Stations 2, 3, 4	-		\$35,455.78	\$0.00	\$35,455.78	0%	Quotes received outside of budget review of scope being undertaken.
213	Barellan Sewer	3,050,000	\$35,939	\$6,132,845.66	\$366,095.90	\$5,730,811.12	7%	Design review underway with construction tender to begin in mid 2023.
214	Narrandera West Sewer Extension	-		\$11,525.71	\$0.00	\$11,525.71	0%	Public consultation underway.
215	Sewer Main Relines	350,000		\$350,000.00	\$621.90	\$349,378.10	0%	To commence April 23
224	Solar	-		500,000	\$0.00	\$500,000.00	0%	Tender called report to March Council meeting.
216	Telemetry hardware upgrade	-		\$100,000.00	\$1,243.80	\$98,756.20	1%	Tenders being sought, Works to commence in April
217	Telemetry software upgrade	-		\$40,000.00	\$0.00	\$40,000.00	0%	Tenders being sought, Works to commence in April
Grant Dependant - Capital								
218	MBP seating and BBQ areas including shelters x2	40,000		\$40,000.00	\$0.00	\$40,000.00	0%	Grant dependent
219	MBP Furniture	25,000		\$25,000.00	\$0.00	\$25,000.00	0%	Grant dependent (50/50)
220	Grng Grng Park Furniture	5,000		\$5,000.00	\$0.00	\$5,000.00	0%	Grant dependent
221	Brewery Flats landscaping, furniture, painitng etc.	8,000		\$8,000.00	\$0.00	\$8,000.00	0%	Grant dependent
222	LT Deepening Works	2,000,000		\$2,000,000.00	\$0.00	\$2,000,000.00	0%	Grants sought for designs and approval documents.
Operational								
225	Newell Hwy Contribution Grong Grong Reseal	-		\$93,050.00	\$0.00	\$93,050.00	0%	Ongoing operational costs
226	Newell Hwy Contribution Grong Grong town entrance signs	-		\$8,000.00	\$6,332.72	\$1,667.28	79%	Ongoing operational costs.

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2022-23 - as at January 2022

Complete	Unrealised Grant	Cancelled
Carryover	Key Operational	Deferred

58.33%

Project	Adopted Budget	Committed	Revised Budget	22-23 Expenditure	Balance	%	Comments
227 Urban Roads Maintenance	761,128	\$14,298	\$761,128.00	\$491,209.01	\$255,621.46	66%	Ongoing operational costs.
228 Sealed Rural Roads Maintenance	299,366	\$8,416	\$299,366.00	\$203,335.50	\$87,614.44	71%	Ongoing operational costs.
229 Rural Unsealed Roads Expenses	694,431	\$29,252	\$694,431.00	\$476,720.67	\$188,458.09	73%	Ongoing operational costs
230 Regional Roads (M&R Grant)	207,600		\$207,600.00	\$253,672.00	-\$46,072.00	122%	Ongoing operational costs
231 State Road Contract Works RMCC	179,132	\$18,206	\$179,132.00	\$527,118.37	-\$366,192.62	304%	Ongoing operational costs. Additional works approved due to extreme weather.
232 Active Transport Plan	80,000		\$80,000.00	\$39,541.78	\$40,458.22	49%	Consultants engaged.
233 Noxious Weeds Expenses	174,165		\$174,165.00	\$100,745.85	\$73,419.15	58%	Ongoing operational costs
234 Public Toilets Expenses	40,035		\$40,035.00	\$65,349.08	-\$25,314.08	163%	Ongoing operational costs
235 Cemetery Expenses	140,201		\$140,201.00	\$86,097.21	\$54,103.79	61%	Ongoing operational costs
236 Sports Ground Expenses	257,454		\$257,454.00	\$114,109.76	\$143,344.24	44%	Ongoing operational costs
237 Parks Expenses	538,147		\$538,147.00	\$423,006.13	\$115,140.87	79%	Ongoing operational costs
238 Lawn Areas	41,004		\$41,004.00	\$46,527.75	-\$5,523.75	113%	Ongoing operational costs
239 East Street - Street Scaping	17,455	\$318	\$17,455.00	\$13,975.74	\$3,161.08	82%	Ongoing operational costs
240 Street Trees	231,547	\$4,094	\$231,547.00	\$192,679.88	\$34,773.26	85%	Ongoing operational costs (Emergency tree works due to storms included)
241 Lake Talbot Expenses	24,725		\$24,725.00	\$3,746.89	\$20,978.11	15%	Ongoing operational costs
242 Sports Stadium Expenses	126,378		\$126,378.00	\$50,689.57	\$75,688.43	40%	Ongoing operational costs
243 Bores Expenses	43,500	\$11,907	\$43,500.00	\$35,985.41	-\$4,392.10	110%	Ongoing operational costs
244 Pump Station Expenses	129,800	\$7,815	\$129,800.00	\$106,514.37	\$15,470.18	88%	Ongoing operational costs
245 Mains Expenses	339,200	\$16,479	\$339,200.00	\$183,498.80	\$139,222.70	59%	Ongoing operational costs
246 Recycled Water	50,560	\$70	\$50,560.00	\$2,459.88	\$48,030.12	5%	Ongoing operational costs
247 Reservoirs Expenses	27,300	\$4,545	\$27,300.00	\$31,582.41	-\$8,826.96	132%	Ongoing operational costs
248 Water Supply Licence	30,080		\$30,080.00	\$15,484.16	\$14,595.84	51%	Ongoing operational costs
249 Chlorine & Chemicals Expenses	23,000	\$629	\$23,000.00	\$17,395.74	\$4,975.27	78%	Ongoing operational costs
250 Meter Reading Expenses	28,710		\$28,710.00	\$30,129.84	-\$1,419.84	105%	Ongoing operational costs to be rectified with the introduction of the taggle software.
251 Telemetry System Maintenance	9,030	\$1,364	\$9,030.00	\$6,553.10	\$1,113.26	88%	Ongoing operational costs
252 Hydrant Flushing Program	75,000		\$75,000.00	\$809.66	\$74,190.34	1%	Contractor completed works for this financial year.
253 Pump Stations Electricity Expenses	218,225		\$218,225.00	\$117,582.90	\$100,642.10	54%	Ongoing operational costs
254 Pump Station Expenses	105,450	\$6,186	\$105,450.00	\$70,970.06	\$28,293.58	73%	Ongoing operational costs
255 Mains Expenses	198,380	\$5,082	\$198,380.00	\$84,134.77	\$109,163.39	45%	Ongoing operational costs
256 Treatment Works Expenses	228,730	\$17,942	\$228,730.00	\$120,395.12	\$90,392.53	60%	Ongoing operational costs
257 Sewer Heating & Electricity	145,247		\$145,247.00	\$43,925.91	\$101,321.09	30%	Ongoing operational costs
258 Telemetry System Maintenance	2,035		\$2,035.00	\$0.00	\$2,035.00	0%	Ongoing operational costs

Capital Expenditure as at 31 January 2023

	Sum of Adopted Budget	Sum of Revised Budget	Sum of 22-23 Expenditure	Sum of Committed	Sum of Balance
Administration					
Information Technology	\$ 555,866.00	\$ 651,024.50	\$ 79,553.90	\$ 25,153.97	\$ 546,316.63
Environment					
Stormwater	\$ 4,100,000.00	\$ 4,383,172.17	\$ 268.97	\$ 244,953.36	\$ 4,137,949.84
Narrandera Landfill	\$ 337,000.00	\$ 471,803.91	\$ 7,300.00		\$ 464,503.91
Barellan Waste	\$ -	\$ 87,000.00	\$ 691.61	\$ 4,090.91	\$ 82,217.48
Housing & Community Amenities					
Narrandera Cemetery	\$ 145,000.00	\$ 145,000.00	\$ -	\$ 38,181.82	\$ 106,818.18
Local Roads Comm. & Infrastructure	\$ -	\$ 80,377.98	\$ 60,926.44		\$ 19,451.54
Grong Grong Cemetery	\$ -	\$ 3,834.00	\$ 3,128.00		\$ 706.00
Transport & Communication					
Regional Roads	\$ 441,400.00	\$ 441,400.00	\$ 228,094.29	\$ 47,716.36	\$ 165,589.35
Rural Roads	\$ 714,433.00	\$ 1,559,302.20	\$ 316,114.02	\$ 1,038.79	\$ 1,269,344.35
Urban Roads	\$ 462,929.00	\$ 2,246,445.84	\$ 510,364.97	\$ 124,785.44	\$ 1,611,295.43
Roads To Recovery	\$ 997,362.00	\$ 997,362.00	\$ 325,858.81		\$ 671,503.19
Ancillary Roadworks	\$ 100,000.00	\$ 109,109.01	\$ 92,303.08		\$ 16,805.93
Bridges	\$ -	\$ 606,966.53	\$ 185,697.46	\$ 4,880.40	\$ 416,388.67
Economic Affairs					
Airport	\$ 15,000.00	\$ 2,215,432.17	\$ 28,782.28	\$ 3,960.00	\$ 2,182,689.89
Buildings	\$ 341,412.00	\$ 1,330,023.98	\$ 79,051.26	\$ 125,560.25	\$ 1,125,412.47
Plant	\$ 1,329,049.00	\$ 1,329,049.00	\$ 325,947.60	\$ 31,863.64	\$ 971,237.76
Local Roads Comm. & Infrastructure	\$ -	\$ 54,975.00	\$ 5.00		\$ 54,970.00
Recreation and Culture					
Lake Talbot Pool	\$ 6,000.00	\$ 116,979.91	\$ 60,341.50	\$ 25,852.27	\$ 30,786.14
Lake Talbot Recreation Area	\$ 2,080,000.00	\$ 2,110,000.00	\$ 130.12		\$ 2,109,869.88
Library	\$ 31,514.00	\$ 67,037.00	\$ 8,005.10	\$ 25,985.19	\$ 33,046.71
Marie Bashir Park	\$ 175,000.00	\$ 250,000.00	\$ -		\$ 250,000.00
Urban Roads	\$ -	\$ 290,000.00	\$ -		\$ 290,000.00
Barellan Park	\$ 21,000.00	\$ 21,000.00	\$ 9,472.73		\$ 11,527.27
Narrandera Parks	\$ 155,560.00	\$ 283,560.00	\$ 21,387.00	\$ 9,891.36	\$ 252,281.64
Barellan Pool	\$ 2,500.00	\$ 2,500.00	\$ 2,272.73		\$ 227.27
Ndra Memorial Park	\$ 34,200.00	\$ 34,200.00	\$ 5,402.74		\$ 28,797.26
Barellan Sportsground	\$ 30,000.00	\$ 30,000.00	\$ -		\$ 30,000.00
Narrandera Sportsground	\$ -	\$ 156,897.79	\$ 101,613.60	\$ 1,828.00	\$ 53,456.19
Grong Grong Park	\$ 5,000.00	\$ 5,000.00	\$ -		\$ 5,000.00
Brewery Flats	\$ 8,000.00	\$ 8,000.00	\$ -		\$ 8,000.00
Playground on the Murrumbidgee	\$ -	\$ 3,514,661.61	\$ 1,957,946.70	\$ 1,269,561.95	\$ 287,152.96
Local Roads Comm. & Infrastructure	\$ 40,000.00	\$ 982,260.07	\$ 242,391.36	\$ 126,447.91	\$ 613,420.80
Stronger Country Community Funding	\$ -	\$ 581,744.85	\$ 286,523.07	\$ 36,907.95	\$ 258,313.83
Parks Expenses	\$ -	\$ 8,531.36	\$ -		\$ 8,531.36
Water Supply Network					
Water	\$ 385,000.00	\$ 1,810,942.55	\$ 251,305.99	\$ 15,140.91	\$ 1,544,495.65
Sewerage Network					
Sewer	\$ 3,400,000.00	\$ 7,270,563.95	\$ 374,234.22	\$ 35,938.64	\$ 6,860,391.09
Public Order & Safety					
Rural Fire Service	\$ -	\$ 370,000.00	\$ -		\$ 370,000.00
Grand Total	\$ 15,913,225.00	\$ 34,626,157.38	\$ 5,565,114.55	\$ 2,199,739.12	\$ 26,888,498.67

Key Operational as at 31 January 2023

Row Labels	Sum of Adopted Budget	Sum of Revised Budget	Sum of 22-23 Expenditure	Sum of Committed	Sum of Balance
Housing & Community Amenities					
Noxious Weeds	\$ 174,165.00	\$ 174,165.00	\$ 100,745.85		\$ 73,419.15
Public Toilets	\$ 40,035.00	\$ 40,035.00	\$ 65,349.08		-\$ 25,314.08
Cemetery Expenses	\$ 140,201.00	\$ 140,201.00	\$ 86,097.21		\$ 54,103.79
Transport & Communication					
Regional Roads	\$ 207,600.00	\$ 207,600.00	\$ 253,672.00		-\$ 46,072.00
State Roads	\$ 179,132.00	\$ 179,132.00	\$ 527,118.37	\$ 18,206.25	-\$ 366,192.62
Urban Roads	\$ 761,128.00	\$ 862,178.00	\$ 497,541.73	\$ 14,297.53	\$ 350,338.74
Sealed Rural Roads	\$ 299,366.00	\$ 299,366.00	\$ 203,335.50	\$ 8,416.06	\$ 87,614.44
Unsealed Rural Roads	\$ 694,431.00	\$ 694,431.00	\$ 476,720.67	\$ 29,252.24	\$ 188,458.09
Ancillary Roadworks	\$ 80,000.00	\$ 80,000.00	\$ 39,541.78		\$ 40,458.22
Water Supplies					
Water	\$ 974,405.00	\$ 974,405.00	\$ 547,996.27	\$ 42,807.82	\$ 383,600.91
Sewer Supplies					
Sewer	\$ 679,842.00	\$ 679,842.00	\$ 319,425.86	\$ 29,210.55	\$ 331,205.59
Recreation and Culture					
Sports Ground Expenses	\$ 257,454.00	\$ 257,454.00	\$ 114,109.76		\$ 143,344.24
Parks Expenses	\$ 538,147.00	\$ 538,147.00	\$ 423,006.13		\$ 115,140.87
Lawn Areas	\$ 41,004.00	\$ 41,004.00	\$ 46,527.75		-\$ 5,523.75
Lake Talbot Expenses	\$ 24,725.00	\$ 24,725.00	\$ 3,746.89		\$ 20,978.11
Sports Stadium Expenses	\$ 126,378.00	\$ 126,378.00	\$ 50,689.57		\$ 75,688.43
Street Scaping	\$ 17,455.00	\$ 17,455.00	\$ 13,975.74	318.18	\$ 3,161.08
Street Trees	\$ 231,547.00	\$ 231,547.00	\$ 192,679.88	4093.86	\$ 34,773.26
Grand Total	\$ 5,467,015.00	\$ 5,568,065.00	\$ 3,962,280.04	\$ 146,602.49	\$ 1,459,182.47

23.6 STATEMENT OF RATES AND RECEIPTS - JANUARY 2023

Document ID: 655418
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 January 2023.

PURPOSE

The purpose of this report is to present to Council the Statement of Rates and Receipts as at 31 January 2023.

SUMMARY

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

BACKGROUND

Rates and Charges

Arrears as at 01.07.2022	765,360.21
22/23 Rate levies & supplementary levies (excl. postponed amounts)	<u>8,712,635.53</u>
	9,477,995.74
Less Pensioner rebates	<u>203,984.60</u>
NET BALANCE	9,274,011.14
Less receipts to 31.01.2023	<u>5,306,143.98</u>
	<u><u>3,967,867.16</u></u>

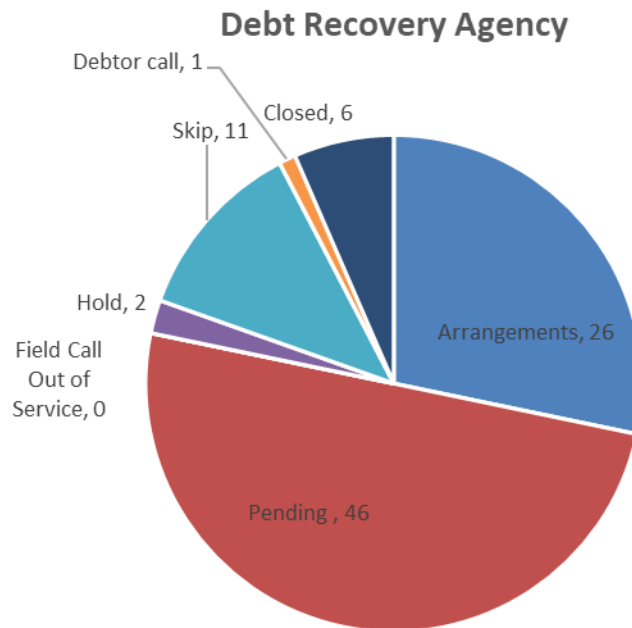
Actual % Rate Collection to Net Balance as at 31.01.2023	= <u>57.22%</u>
Comparative % Collection to Net Balance as at 31.01.2022	= <u>58.22%</u>
Anticipated % Collection Rate as at 30.06.2023	= <u>94.00%</u>

Water Consumption/Sewer Usage Charges

Arrears as at 01.07.2022	204,203.80
22/23 Water / Sewer usage charges, supplementary levies & interest	<u>791,333.71</u>
NET BALANCE	995,537.51
Less receipts to 31.01.2023	<u>543,631.84</u>
	<u><u>451,905.67</u></u>

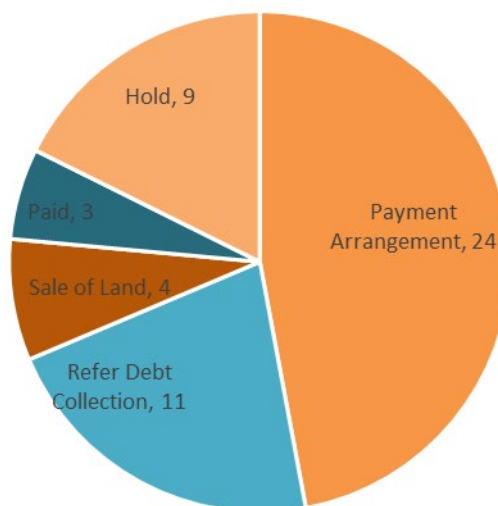
OVERDUE RATES AND CHARGES

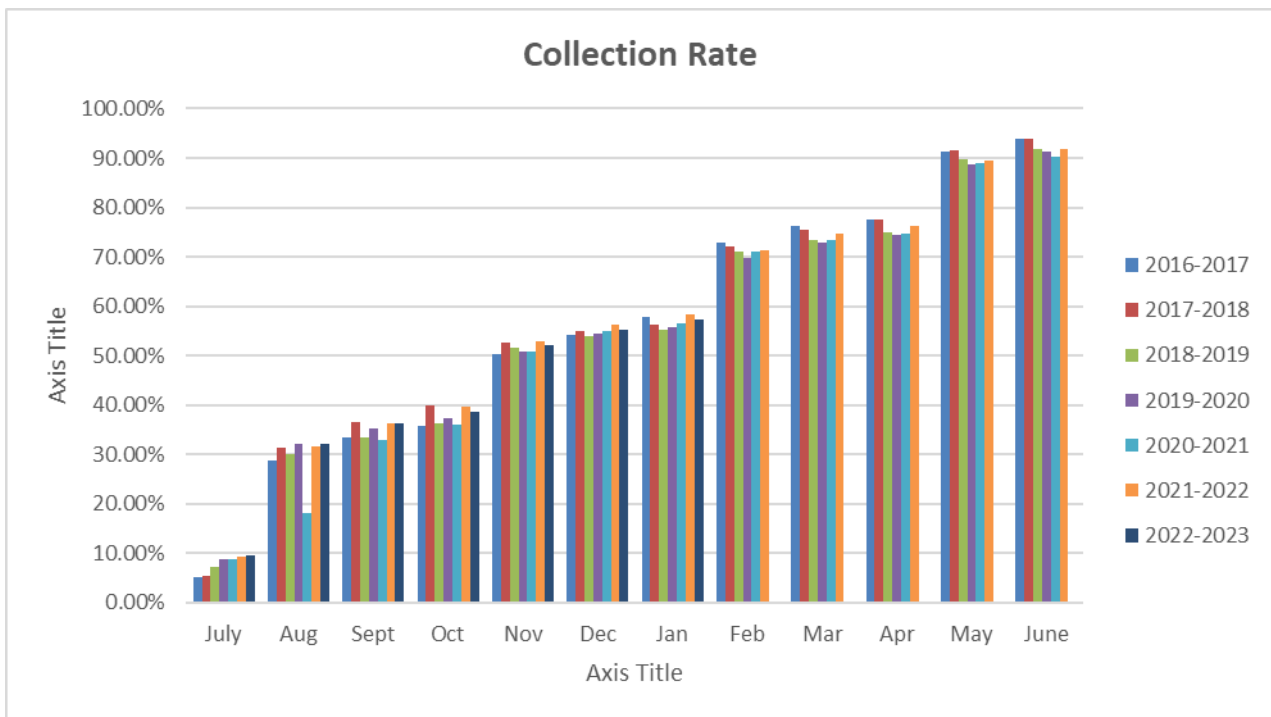
The table below provides information on the status of outstanding accounts under the management of Council’s debt recovery agency.



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

Narrandera Shire Council





RECOMMENDATION

That Council:

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

23.7 STATEMENT OF BANK BALANCES - JANUARY 2023

Document ID: 655528
Author: Costing Officer
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: Nil

RECOMMENDATION

That Council:

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

PURPOSE

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

BACKGROUND

Opening Cashbook Balance	796,113.74
Plus Receipt	4,297,554.02
Less Payments	4,816,777.19
Current Cashbook Balance	<u>276,890.57</u>
Statement Summary	
Opening Statement Balance	680,040.63
Plus Receipts	4,416,397.49
Less Payments	4,840,518.34
Current Statement Balance	<u>255,919.78</u>
Plus Unpresented Receipts	19,968.51
Less Unpresented Payments	-1,002.28
Reconciliation Balance	<u>276,890.57</u>
GL BALANCE	<u>276,890.57</u>
Unpaid Creditors	-1,015.47
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 January 2023.

23.8 INCOME STATEMENT - JANUARY 2023**Document ID: 655659****Author: Senior Finance Officer****Authoriser: Deputy General Manager Corporate and Community****Theme: Statutory and Compulsory Reporting – Financial / Audit****Attachments: 1. January 2023 Income Statement.pdf****RECOMMENDATION**

That Council:

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

PURPOSE

The purpose of this report is to present Council with the Statement of Income for the period ending 31 January 2023.

SUMMARY

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

BACKGROUND**Adopted Budget**

The original budget was adopted by Council on 21 June 2022. The budget will be reviewed at the end of each quarter during the year; subsequent reports will have the revised budget disclosed.

Rates & Annual Charges

Rates & Charges are reported as fully received because revenue is accounted for once the rates levy has been run. Rates notices for 2022-23 were issued on 4 July 2022.

Depreciation

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

Major Variations to Budget

There are no major variations to budget evident.

CONCLUSION

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

RECOMMENDATION

That Council:

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

Narrandera Shire Council

Consolidated Income Statement
for the period ending 31 January 2022

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	8,597	8,583	8,597
User charges and fees	3,213	3,705	1,733
Other revenues	721	732	751
Grants and contributions provided for operating purposes	7,643	4,131	1,884
Grants and contributions provided for capital purposes	7,739	17,323	932
Interest and investment revenue	228	228	28
Other income	225	225	117
Net gain from the disposal of assets	92	92	231
Total income from continuing operations	28,458	35,019	14,273
Expenses from continuing operations			
Employee benefits and on-costs	8,450	8,477	4,862
Materials and services	5,732	6,423	4,457
Borrowing costs	47	47	24
Depreciation and amortisation	6,117	6,117	3,059
Impairment of receivables	6	6	3
Other expenses	404	496	227
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	20,756	21,566	12,632
Operating result from continuing operations	7,702	13,453	1,642
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	7,702	13,453	1,642
Net operating result for the year before grants and contributions provided for capital purposes	(37)	(3,870)	710

Narrandera Shire Council

General Fund Income Statement
for the period ending 31 January 2022

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	6,254	6,240	6,247
User charges and fees	1,615	2,107	922
Other revenues	721	732	751
Grants and contributions provided for operating purposes	7,643	4,131	1,884
Grants and contributions provided for capital purposes	4,671	12,118	891
Interest and investment revenue	136	136	19
Other Income	225	225	117
Net gain from the disposal of assets	92	92	231
Total income from continuing operations	21,357	25,781	11,062
Expenses from continuing operations			
Employee benefits and on-costs	7,769	7,796	4,427
Materials and services	3,753	4,452	3,514
Borrowing costs	8	8	4
Depreciation and amortisation	5,097	5,097	2,549
Impairment of receivables	6	6	3
Other expenses	404	496	227
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	17,037	17,855	10,724
Operating result from continuing operations	4,320	7,926	339
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	4,320	7,926	339
Net operating result for the year before grants and contributions provided for capital purposes	(351)	(4,192)	(553)

Narrandera Shire Council

Water Fund Income Statement
for the period ending 31 January 2022

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	846	846	848
User charges and fees	1,421	1,421	738
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	10	368	20
Interest and investment revenue	76	76	(1)
Other income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	2,353	2,711	1,605
Expenses from continuing operations			
Employee benefits and on-costs	343	343	261
Materials and services	1,264	1,262	611
Borrowing costs	-	-	-
Depreciation and amortisation	667	667	334
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	2,274	2,272	1,206
Operating result from continuing operations	79	439	400
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	79	439	400
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	69	71	380

Narrandera Shire Council

Sewer Fund Income Statement
for the period ending 31 January 2022

	Original Budget	Sep Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	1,497	1,497	1,502
User charges and fees	177	177	73
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	3,058	4,837	21
Interest and investment revenue	16	16	10
Other income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	4,748	6,527	1,606
Expenses from continuing operations			
Employee benefits and on-costs	338	338	174
Materials and services	715	709	332
Borrowing costs	39	39	20
Depreciation and amortisation	353	353	177
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	1,445	1,439	703
Operating result from continuing operations	3,303	5,088	904
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	3,303	5,088	904
Net operating result for the year before grants and contributions provided for capital purposes	245	251	883

23.9 STATEMENT OF INVESTMENTS - JANUARY 2023

Document ID: 655949

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 January 2023.

PURPOSE

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

SUMMARY

<u>Fund Balance (GL)</u>	
General	16,663,671.99
Water	6,001,821.97
Sewerage	2,507,250.87
Trust	86,009.33
	25,258,754.16

BACKGROUND

The actual interest income to 31 January 2023 is \$294,589 and compares favourably with the budget for the month of \$103,670.

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

1.

a. Council Investments

Council Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
Bendigo Bank	1,000,000.00	3.97%	4.00%	A-2	30 Jun 2023
National Australia Bank (On call)	2,172,744.83	8.63%	0.10%	A-1+	31 Jan 2023
National Australia Bank	1,000,000.00	3.97%	1.85%	A-1+	19 Apr 2023
National Australia Bank	1,000,000.00	3.97%	3.93%	A-1+	9 Aug 2023
National Australia Bank	1,000,000.00	3.97%	4.45%	A-1+	29 Sep 2023
National Australia Bank	1,000,000.00	3.97%	4.05%	A-1+	5 Oct 2023
National Australia Bank	1,000,000.00	3.97%	4.20%	A-1+	5 Dec 2023
Commonwealth Bank	1,000,000.00	3.97%	1.87%	A-1+	6 Feb 2023
Commonwealth Bank	1,000,000.00	3.97%	0.85%	A-1+	24 Feb 2023
Commonwealth Bank	1,000,000.00	3.97%	1.00%	A-1+	9 Mar 2023
Commonwealth Bank	1,000,000.00	3.97%	1.88%	A-1+	14 Apr 2023
Commonwealth Bank	1,000,000.00	3.97%	2.97%	A-1+	16 May 2023
Commonwealth Bank	750,000.00	2.98%	3.23%	A-1+	2 Jun 2023
Commonwealth Bank	1,000,000.00	3.97%	3.68%	A-1+	8 Jun 2023
Commonwealth Bank	1,000,000.00	3.97%	4.30%	A-1+	21 Jun 2023
Suncorp	1,000,000.00	3.97%	3.96%	A-1	26 Jul 2023
Westpac Bank	500,000.00	1.99%	1.05%	A-1+	16 Feb 2023
Westpac Bank	1,000,000.00	3.97%	1.10%	A-1+	16 Mar 2023
Westpac Bank	1,000,000.00	3.97%	1.88%	A-1+	12 Apr 2023
Westpac Bank	1,000,000.00	3.97%	2.87%	A-1+	26 May 2023
Westpac Bank	1,000,000.00	3.97%	4.11%	A-1+	25 Aug 2023
Westpac Bank	1,000,000.00	3.97%	4.17%	A-1+	1 Sep 2023
Westpac Bank	1,000,000.00	3.97%	4.28%	A-1+	23 Oct 2023
Westpac Bank	750,000.00	2.98%	4.18%	A-1+	5 Nov 2023
Westpac Bank	1,000,000.00	3.97%	4.36%	A-1+	22 Nov 2023
Total Council Funds	25,172,744.83	100%			
Trust Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
Bendigo Bank (Tourist)	32,499.57	32.38%	0.70%	A-2	21 Mar 2023
National Australia Bank (Art)	53,509.76	67.62%	3.70%	A-1+	2 Aug 2023
Total Trust Funds	86,009.33	100%			

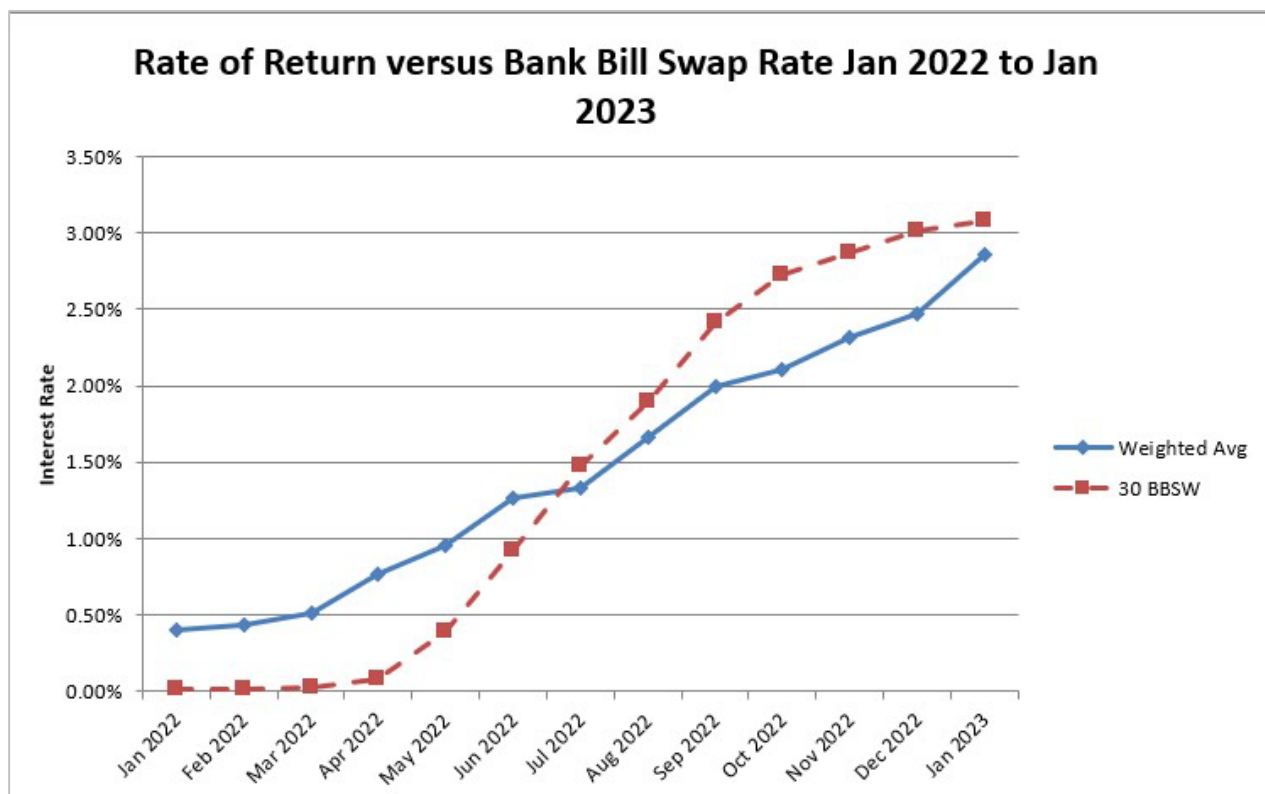
Individual Limits					
Institution	Rating		Value	Council %	
Bendigo Bank	BBB+	A2	\$ 1,032,499.57	4.1%	Max 10%
Elders Rural Bank	BBB+	A2	\$ -	0.0%	Max 10%
IMB	BBB	A3	\$ -	0.0%	Max 10%
NAB	AA-	A1+	\$ 7,226,254.59	28.6%	Max 35%
Suncorp	A+	A1	\$ 1,000,000.00	4.0%	Max 25%
StGeorge	AA	A1+	\$ -	0.0%	Max 35%
Macquarie Bank	A+	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 7,750,000.00	30.7%	Max 35%
Westpac	AA-	A1+	\$ 8,250,000.00	32.7%	Max 35%
			\$ 25,258,754.16	100%	

b. Application of Investment Funds

Application of Restricted Funds		
Allocation	Description	\$'000
External Restrictions	Water Supply	\$ 6,297
	Sewer Supply	\$ 3,011
	Developer Contributions	\$ 428
	Domestic Waste	\$ 1,483
	Unexpended Grants	\$ 3,107
	Stormwater	\$ 493
Internally Restricted	Discretion of Council	\$ 10,439
Unrestricted	Allocated to current budget	\$ -
Total		\$ 25,258

c. Investment Portfolio Performance

Monthly Investment Performance				
Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
Jan 2022	23,949,774.56	0.40%	0.010%	0.39%
Feb 2022	23,869,784.73	0.44%	0.010%	0.43%
Mar 2022	24,219,795.30	0.51%	0.030%	0.48%
Apr 2022	28,623,267.10	0.77%	0.080%	0.69%
May 2022	28,623,284.37	0.95%	0.390%	0.56%
Jun 2022	28,893,424.59	1.27%	0.920%	0.35%
Jul 2022	27,153,758.44	1.33%	1.480%	-0.15%
Aug 2022	28,634,622.31	1.66%	1.890%	-0.23%
Sep 2022	27,735,436.96	1.99%	2.410%	-0.42%
Oct 2022	27,716,692.46	2.10%	2.720%	-0.62%
Nov 2022	26,517,775.04	2.32%	2.870%	-0.55%
Dec 2022	25,358,386.76	2.47%	3.010%	-0.54%
Jan 2023	25,258,754.16	2.39%	3.080%	-0.69%



d. Investment Commentary

The investment portfolio decreased by \$100K for the month of January, with the next investment to reach maturity on 6 February 2023. The January period reported income totalling \$4.4M, while payments to suppliers and staff costs amounted to \$4.8M.

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

Central banks and the market are at odds regarding projected interest rates. It appears the cash rate may be increased throughout 2023. Increasing rates will have a positive impact on returns from Council's portfolio. Changes in the market are based on predictions of continuation of increases in the core inflation rate.

e. Responsible Officer Certification

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

23.10 QUARTERLY BUDGET REVIEW - DECEMBER 2022

Document ID: 656045
Author: Finance Manager
Authoriser: Deputy General Manager Corporate and Community
Theme: Statutory and Compulsory Reporting – Financial / Audit
Attachments: 1. December 2022 Quarterly Budget Review Statement

RECOMMENDATION

That Council:

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

PURPOSE

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

SUMMARY

The General Fund forecast net operating result from continuing operations after the quarter is a surplus \$11,774,000 compared to the original budget forecast result of a surplus of \$4,320,000.

The General Fund forecast net operating result before grants and contributions provided for capital after the quarter is a deficit of \$3,652,000 compared to original budget forecast deficit of \$351,000. This is a result of transferring out \$4,124,547 for the Financial Assistance Grant (FAG) that was received in advance last financial year.

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

Operating Position before Capital Grants			
	Original	Sept	Dec
Fund	(000's)	(000's)	(000's)
General	-351	-4,192	-3,652
Water	69	71	141
Sewer	245	251	298
Consolidated	-37	-3,870	-3,213

BACKGROUND

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

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

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

5 - Our Leadership

Strategy

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

Action

5.1.2 - Support ethical, transparent and accountable corporate governance.

ISSUES AND IMPLICATIONS

Nil

Policy

- Nil

Financial

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

Legal / Statutory

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

Community Engagement / Communication

- N/A

Human Resources / Industrial Relations (if applicable)

- N/A

RISKS

N/A

VARIATIONS

Variations during the December quarter are detailed below by Fund and Activity.

General Fund

Budget Variation	Amount	Funding Source	Net Impact Favourable / (Unfavourable)
Rates & Annual Charges - \$6k favourable			
Domestic Waste Revenues	\$6,000	Revenue	\$6,000
<i>Annual charge higher than budgeted</i>			
User charges and fees - \$328k favourable			
Waste disposal revenues	\$8,000	Revenue	\$328,000
Community Transport user fees	\$31,200	Revenue	
Sportsground revenues	\$7,000	Revenue	
Private work revenue	\$80,000	Revenue	
<i>Higher than anticipated income received</i>			
Road maintenance council contract	\$201,400	Revenue	
<i>Increased income for road maintenance due to floods</i>			
Other revenues - \$209k fav			
Statecover incentive payment	\$1,000	Revenue	\$209,000
<i>Higher than anticipated revenue received</i>			
RFS Reimbursable Revenue	(\$12,700)	Revenue	
<i>Reduced income offset in materials and services</i>			
Flood-Storm Damage income	\$180,700	Revenue	
<i>21-22 road flood event income received, transfer to plant reserve</i>			
Gravel pit maintenance revenues	\$18,000	Revenue	
<i>Recovery of gravel pit expenses, unknown at budget development</i>			
TfNSW (Profit) Revenues	\$22,000	Revenue	
<i>Increased income resulting from additional flood works</i>			
Operating grants and contributions - \$25k favourable			
Regional Youth Summer Break 2023	\$15,000	Grant	\$25,000
Mosquito Control revenue	\$10,000	Grant	
<i>Successful grant funding received</i>			
Regional Roads grant revenue	\$10,000	Grant	
<i>Higher than anticipated grant funding received</i>			

Regional weeds grant revenue	(\$2,500)	Grant	
Road Safety Project income	(\$7,500)	Grant	
<i>Lower than anticipated grant funding received</i>			
Capital grants and contributions - \$3,308k favourable			
Section 7.12 (94A) contributions	\$40,000	Grant	
Regional Roads Repair Grant Rev.	\$18,000	Grant	
<i>Higher than anticipated income received</i>			
Stronger County Community Round 5	\$909,500	Grant	
Flood Damage restoration	\$1,900,000	Grant	\$3,308,000
Remote Road Pilot program	\$859,500	Grant	
<i>Successful grant funding received</i>			
Building Better Regions Grant	(\$419,000)	Grant	
<i>Unsuccessful grant</i>			
Interest and investment revenue - \$259k favourable			
Interest on investments	\$259,000	Revenue	\$259,000
<i>Higher rate on return than the original budget forecast</i>			
Employee benefits and oncosts - \$249k favourable			
IT Salaries	\$4,000	Revenue	\$249,000
Dev & Comp Wages & Salaries	\$18,000	Revenue	
Urban Rds - Wages & Salaries	\$100,000	Revenue	
Sealed Rural Road Wages & Salaries	\$50,000	Revenue	
Rural Unsealed - Wages & Salaries	\$50,000	Revenue	
Street Trees - Wages & Salaries	\$20,000	Revenue	
Playing Fields Expenses W&S	\$9,000	Revenue	
Parks Expenses - Wages & Salaries	\$31,000	Revenue	
Wages Staff - Special Leave Exp	(\$4,000)	Revenue	
Aerodrome Expenses W&S	(\$15,000)	Revenue	
<i>Budget transfer offset with materials and services</i>			
RSO Wages & Salaries	\$3,000	Grant	
<i>Reduced expenses offset by reduced income</i>			
Compactor W&S	(\$7,000)	Reserve	

<i>Higher than budgeted expenses</i>			
Gravel Pit Establish/Rehab W&S Exp	(\$3,000)	Revenue	
Respite Wages & Salaries	(\$7,000)	Revenue	
<i>Expenses offset by increased revenue</i>			
Materials and services - \$717k (unfavourable)			
Web Page Support Expenses	(\$4,000)	Revenue	
Planning Projects	(\$18,000)	Revenue	
Parks Expenses - Materials & Contracts	(\$17,000)	Revenue	
Lawn Areas - Materials & Contracts	(\$18,000)	Revenue	
Urban Rds - Materials & Contracts	(\$100,000)	Revenue	
Sealed Rural Rd Material & Contracts	(\$50,000)	Revenue	
Rural Unsealed Materials & Contracts	(\$50,000)	Revenue	
Street Tree - Materials & Contracts	(\$20,000)	Revenue	
Public Toilet Expenses M&C	(\$9,000)	Revenue	
Other Leave Recovered	\$4,000	Revenue	
Aerodrome Expenses M&C	\$15,000	Revenue	
<i>Budget transfer offset from employee benefits and oncosts</i>			
Gravel Pit Establish/Rehab M&C Exp	(\$15,000)	Revenue	(\$717,000)
Private Works - Materials & Contracts	(\$80,000)	Revenue	
Mosquito Control Expenses	(\$10,000)	Grant	
State Road Contract Works M&C	(\$201,000)	Revenue	
Youth Grant Expenses	(\$15,000)	Grant	
HMMS Materials & Contracts	(\$15,000)	Revenue	
OHS Training/Resources	(\$2,000)	Revenue	
<i>Expenses offset by increased income</i>			
Stadium - Materials & Contracts	\$16,000	Revenue	
<i>Budget transferred to Capital expenses</i>			
RSO Project Expenses	\$4,000	Grant	
RFS Reimbursable Expenses M&C	\$11,000	Revenue	
<i>Reduced expenses offset by reduced income</i>			
LTPC Electricity Expenses	(\$39,000)	Revenue	

Organisation Salary Structure Review	(\$30,000)	Revenue	
Public Toilets Cleaning Contract	(\$60,000)	Revenue	
<i>Expenses offset by increased interest on investment income</i>			
Compactor M&C	(\$10,000)	Reserve	
<i>Higher than budgeted expenses</i>			
Finance Software Maintenance Exp	(\$4,000)	Revenue	
<i>Budget transfer from finance contractor exp</i>			
Consultants - \$4k favourable			
Finance Contractor Expenses	\$4,000	Revenue	\$4,000
<i>Budget transfer to finance software expenses</i>			
Total Favourable			\$3,671,000
Capital Expenditure – \$3,062k (unfavourable)			
SCCF5 - Community safety upgrade program (CCTV)	(\$249,500)	Grant	
SCCF5 - Recreation Upgrade Ndra Water Tower	(\$660,000)	Grant	
Erigolia shoulder widening	(\$859,500)	Grant	
<i>Successful grant funding received</i>			
BBR6 - Solar Panels	\$100,000	Grant	
BBR6 - LTTP Power sites	\$638,000	Grant	
<i>Unsuccessful grant, council contribution returned to reserves</i>			
Ndra Stadium New Scoreboards	(\$16,000)	Revenue	
<i>New project funded from stadium operational budget</i>			(\$3,062,000)
Flood damage	(\$1,900,000)	Grant	
<i>Income received for 21/22 flood event</i>			
Light vehicles	(\$54,000)	Reserve	
<i>Higher than anticipated plant purchases funded from reserve</i>			
Regional roads repair grant	(\$27,500)	Grant	
<i>Higher than anticipated grant approval</i>			
POM - Destination & Discovery Hub	(\$32,500)	Reserve	
<i>Tourist trust funds allocated to project for anticipated overspend</i>			
Sophos Intercept X	\$2,000	Revenue	

Secure Wireless Network	(\$2,000)	Revenue	
<i>Funds reallocated from revenue for overspend</i>			
LT Pool Renewal of BBQ Elements	(\$1,230)	Reserve	
LTWP Additional/Remedial Works	\$10,160	Reserve	
LRCI 3 Barellan Hall Toilet upgrade	(\$2,360)	Revenue	
SCCF4 - Ndra Sportsground changeroom facilities upgrade	(\$13,190)	Revenue	
SCCF4 - Lake Talbot Water Park Entrance Upgrade / Fencing	(\$8,930)	Reserve	
Building renewal and upgrades	\$15,550	Revenue	
<i>Funds reallocated from revenue and reserve for overspend</i>			
Reserve Transfers – \$609k (unfavourable)			
Plant & vehicle replacement	(\$22,000)	Reserve	
Employee Leave Entitlements	(\$23,000)	Reserve	
Other Internal	(\$8,000)	Reserve	
Cemetery Perpetual	(\$7,000)	Reserve	
Information Technology Replacement	(\$4,000)	Reserve	
Property Development (Red Hill)	(\$500)	Reserve	
Organisational Service Assets & Proj.	(\$51,000)	Reserve	
Quarry Rehabilitation	(\$1,000)	Reserve	
<i>Anticipated increased interest on investment income allocated to internal reserves</i>			
Organisational Service Assets & Proj.	(\$169,000)	Reserve	(\$609,000)
Lake Talbot Tourist Park	(\$150,000)	Reserve	
<i>Unsuccessful grant, council contribution returned to reserve</i>			
Developer Contributions	(\$40,000)	Reserve	
<i>Transfer section 7.12 (94A) additional income to reserve</i>			
Tourist Trust	\$32,500	Reserve	
<i>Funds allocated to Destination & Discovery hub project</i>			
Domestic Waste Management	(\$9,000)	Reserve	
Specific Purpose Unexpended Grants	(\$8,000)	Reserve	
<i>Additional income transferred to reserve</i>			
Plant & Vehicle Replacement	(\$149,000)	Reserve	

<i>Flood damage and RTA income \$203k less \$54k plant purchases</i>	
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Water Fund

Budget Variation	Amount	Funding Source	Net Impact Favourable / (Unfavourable)
Grants & Contributions - Capital - \$250k (unfavourable)			(\$250,000)
Building Better Regions Grant	(\$250,000)	Grant	
<i>Unsuccessful grant</i>			
Interest and investment revenue - \$70k favourable			\$70,000
Interest Earned on Investments	\$70,000	Revenue	
<i>Higher rate on return than the original budget forecast</i>			
Employee benefits and oncosts - \$29k (unfavourable)			(\$29,000)
Bores Expenses - Wages & Salaries	(\$7,000)	Revenue	
Pump Stations - Wages & Materials	(\$14,000)	Revenue	
Reservoirs - Wages & Salaries	(\$8,000)	Revenue	
<i>Budget transfer offset with materials and services</i>			
Materials and services - \$29k favourable			\$29,000
Bores Exp - Materials & Contracts	\$7,000	Revenue	
Mains Exp - Materials & Contracts	\$24,000	Revenue	
Reservoirs Exp - Materials & Contracts	(\$2,000)	Revenue	
<i>Budget transfer offset with employee benefits and oncost</i>			
Total Unfavourable			(\$180,000)
Capital Expenditure – \$250k favourable			\$250,000
Solar	\$250,000	Grant	
<i>Unsuccessful grant</i>			
Services Replacements	(\$40,000)	Reserve	
Water Main Replacements	\$55,000	Reserve	
Household Filter Project	(\$15,000)	Reserve	
<i>Funds reallocated between projects for overspend</i>			
Reserve Transfers - \$70k (unfavourable)			(\$70,000)
Asset replacement	(\$70,000)	Reserve	

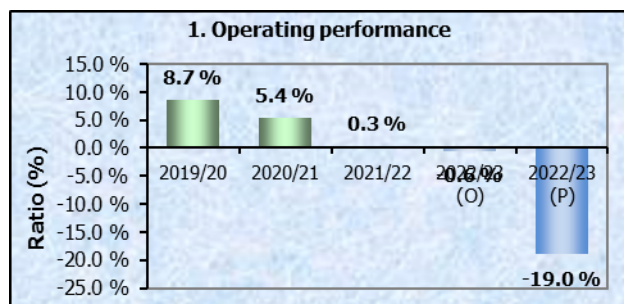
<i>Anticipated increased interest on investment transferred to reserve</i>	
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Income from user charges was budgeted slightly lower than the previous year with the anticipation of further wet weather but rainfall has again been higher than predicted. As such, income from user charges is again likely to be 20% lower than forecast and may result in an operating deficit for the second year.

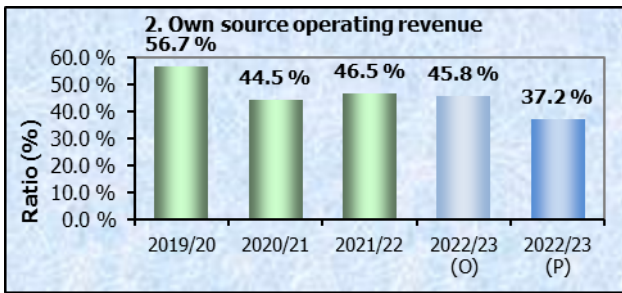
Sewer Fund

Budget Variation	Amount	Funding Source	Net Impact Favourable / (Unfavourable)
Grants & Contributions - Capital - \$250k (unfavourable)			
Building Better Regions Grant	(\$250,000)	Grant	(\$250,000)
<i>Unsuccessful grant</i>			
Interest and investment revenue - \$47k favourable			
Interest Earned on Investments	\$47,000	Revenue	\$47,000
<i>Higher rate on return than the original budget forecast</i>			
Total Unfavourable			(\$203,000)
Capital Expenditure - \$250k favourable			
Solar	\$250,000	Grant	\$250,000
<i>Unsuccessful grant</i>			
Reserve Transfers - \$47k (unfavourable)			
Asset Replacement	(\$47,000)	Reserve	(\$47,000)
<i>Anticipated increased interest on investment transferred to reserve</i>			

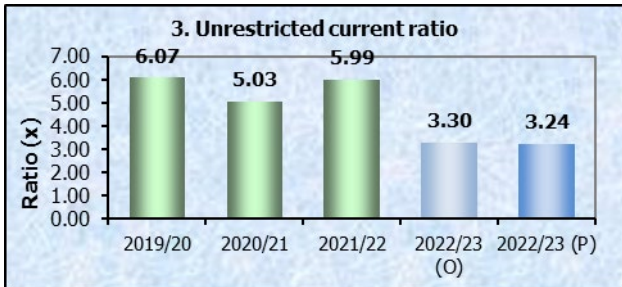
Key Performance Indicators



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



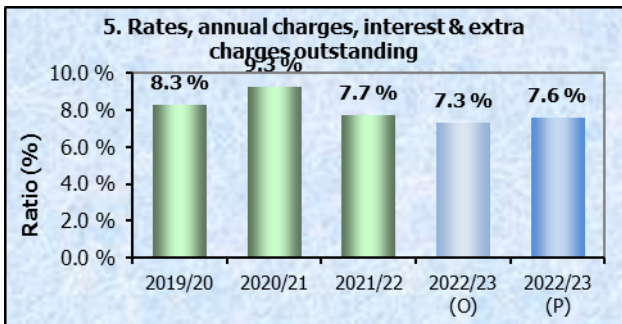
This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions.



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



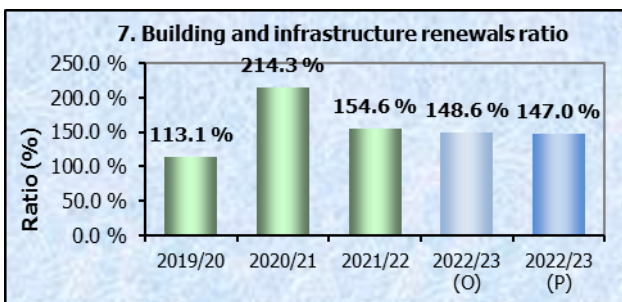
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.



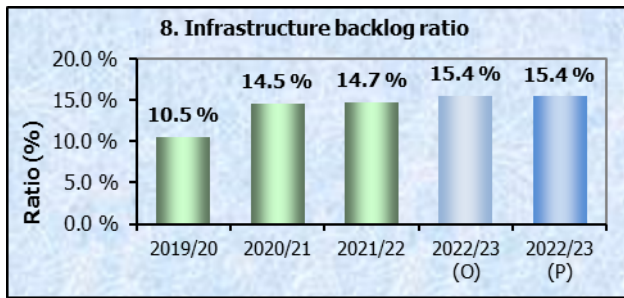
To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.



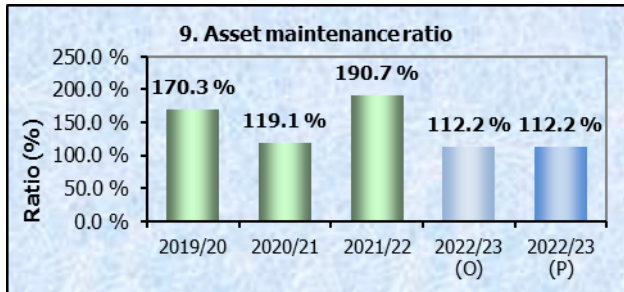
This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.



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



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



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

CONCLUSION

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

RECOMMENDATION

That Council:

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

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/22 to 31/12/22

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Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/22 to 31/12/22


Report by responsible accounting officer

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

31 December 2022

It is my opinion that the Quarterly Budget Review Statement for Narrandera Shire Council for the quarter ended 31/12/22 indicates that Council's projected financial position at 30/6/23 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:



Martin Hiscox

Martin Hiscox
Responsible accounting officer

date: 23-01-2023

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/22 to 31/12/22

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2022

Income & expenses - Council Consolidated

(\$000's)	Original budget 2022/23	Approved Changes			Revised budget 2022/23	Variations for this Dec Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs	Sep QBRs					
Income									
Rates and annual charges	8,597	-	-	(14)	8,583	6	8,589	8,597	
User charges and fees	3,213	-	-	492	3,705	328	4,033	1,355	
Other revenues	721	-	-	11	732	209	941	551	
Grants and contributions - operating	7,643	(4,202)	410	203	4,054	25	4,079	2,017	
Grants and contributions - capital	7,739	8,973	-	611	17,323	2,808	20,131	203	
Interest and investment revenue	228	-	-	-	228	376	604	2	
Net gain from disposal of assets	92	-	-	200	292	-	292	230	
Fair value increment on investment properties	-	-	-	-	-	-	-	-	
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	
Other income	225	-	-	-	225	-	225	98	
Share of interests in joint ventures	-	-	-	-	-	-	-	-	
Total income from continuing operations	28,458	4,771	410	1,503	35,142	3,752	38,894	13,053	
Expenses									
Employee benefits and on-costs	8,450	-	-	27	8,477	(220)	8,257	4,019	
Borrowing costs	47	-	-	-	47	-	47	24	
Materials and services	5,563	252	38	421	6,274	688	6,962	3,951	
Depreciation and amortisation	6,117	-	-	-	6,117	-	6,117	3,060	
Impairment of receivables	6	-	-	-	6	-	6	3	
Legal costs	46	-	-	-	46	-	46	36	
Consultants	123	21	-	(3)	141	(4)	137	17	
Other expenses	404	-	-	-	404	-	404	224	
Interest & investment losses	-	-	-	-	-	-	-	-	
Net Loss from disposal of assets	-	-	-	-	-	-	-	-	
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	
Share of interests in joint ventures	-	-	-	-	-	-	-	-	
Total expenses from continuing operations	20,756	273	38	445	21,512	464	21,976	11,334	
Net operating result from continuing operations	7,702	4,498	372	1,058	13,630	3,288	16,918	1,719	
Discontinued operations - surplus/(deficit)	-	-	-	-	-	-	-	-	
Net operating result from all operations	7,702	4,498	372	1,058	13,630	3,288	16,918	1,719	
Net Operating Result before Capital Items	(37)	(4,475)	372	447	(3,693)	480	(3,213)	1,516	

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/22 and should be read in conjunction with the total QBRs report

Narrandera Shire Council												
10 Year Financial Plan for the Years ending 30 June 2033												
INCOME STATEMENT - CONSOLIDATED												
Scenario: Budget 2022-2032 - Recommended (rolled over from V11)												
	Actuals	Current Year	Projected Years					Projected Years				
	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations												
Revenue:												
Rates & Annual Charges	8,962,000	8,588,754	8,856,408	9,221,286	9,255,085	9,512,135	9,841,142	10,072,922	10,310,348	10,553,561	10,802,704	11,056,623
User Charges & Fees	3,873,000	4,033,347	3,299,869	3,382,175	4,244,128	4,430,056	4,540,638	4,653,992	4,770,189	4,889,297	5,011,391	5,131,572
Other Revenues	1,957,000	919,866	721,497	442,734	442,977	443,227	443,482	443,744	444,013	444,288	444,570	444,570
Grants & Contributions provided for Operating Purposes	9,267,000	4,079,652	7,292,811	7,379,926	7,493,122	7,608,579	7,726,344	7,846,461	7,968,982	8,093,949	8,221,731	8,204,067
Grants & Contributions provided for Capital Purposes	6,824,000	20,130,870	538,000	823,000	6,670,500	6,619,250	250,500	245,500	263,000	425,500	188,000	188,000
Interest & Investment Revenue	188,000	602,250	328,710	441,290	486,450	439,225	439,226	435,225	438,925	434,925	434,925	434,925
Other Income:												
Net Gains from the Disposal of Assets	363,000	291,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	209,000	225,004	227,931	230,930	234,002	237,151	240,376	243,681	247,068	250,537	254,092	254,092
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
Total income from Continuing Operations	30,443,000	38,871,242	21,356,725	22,012,841	28,917,765	29,381,122	23,573,209	24,033,025	24,534,024	25,183,058	25,448,913	25,805,349
Expenses from Continuing Operations												
Employee Benefits & On-Costs	8,234,000	8,295,230	8,513,239	8,671,458	8,846,981	9,011,874	9,194,206	9,366,043	9,548,458	9,734,521	9,924,306	10,122,792
Borrowing Costs	39,000	45,744	142,080	137,385	132,540	127,539	122,378	117,049	111,545	105,917	100,768	95,602
Materials & Contracts	8,392,000	7,084,735	5,428,921	5,597,987	5,606,817	5,734,794	6,424,938	6,653,737	6,701,968	6,845,715	6,993,067	7,152,771
Depreciation & Amortisation	5,937,000	6,117,411	6,248,765	6,340,765	6,394,365	6,448,975	6,750,615	6,812,225	6,875,004	6,938,974	7,004,159	7,004,159
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	47,000	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120
Other Expenses	590,000	403,426	413,037	422,888	432,985	443,334	453,943	464,816	475,962	487,386	499,095	511,573
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	43,000	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	23,282,000	21,952,666	20,752,161	21,176,602	21,419,807	21,772,637	22,952,199	23,419,990	23,719,057	24,118,633	24,527,515	24,893,016
Operating Result from Continuing Operations	7,161,000	16,918,576	604,565	836,238	7,497,958	7,608,485	621,010	613,035	814,967	1,064,425	921,399	912,332
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-
Net Operating Result for the Year	7,161,000	16,918,576	604,565	836,238	7,497,958	7,608,485	621,010	613,035	814,967	1,064,425	921,399	912,332
Net Operating Result before Grants and Contributions provided for Capital Purposes	337,000	(3,212,294)	66,565	13,238	827,458	989,235	370,510	367,535	551,967	638,925	733,399	724,332

Narrandera Shire Council

Consolidated Income Statement

for the period ending 31 December 2022

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	8,597	8,589	8,597
User charges and fees	3,213	4,033	1,355
Other revenues	721	941	551
Grants and contributions provided for operating purposes	7,643	4,079	2,017
Grants and contributions provided for capital purposes	7,739	20,131	203
Interest and investment revenue	228	604	2
Other income	225	225	98
Net gain from the disposal of assets	92	292	230
Total income from continuing operations	28,458	38,894	13,053
Expenses from continuing operations			
Employee benefits and on-costs	8,450	8,257	4,019
Materials and services	5,732	7,145	4,004
Borrowing costs	47	47	24
Depreciation and amortisation	6,117	6,117	3,059
Impairment of receivables	6	6	3
Other expenses	404	404	224
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	20,756	21,976	11,333
Operating result from continuing operations	7,702	16,918	1,721
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	7,702	16,918	1,721
Net operating result for the year before grants and contributions provided for capital purposes	(37)	(3,213)	1,518

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/22 to 31/12/22

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2022

Income & expenses - General Fund

(\$000's)	Original budget 2022/23	Approved Changes			Revised budget 2022/23	Variations for this Dec Qtr	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS				
Income								
Rates and annual charges	6,254	-	-	(14)	6,240	6	6,246	6,248
User charges and fees	1,615	-	-	492	2,107	328	2,435	866
Other revenues	721	-	-	11	732	209	941	551
Grants and contributions - operating	7,643	(4,202)	410	203	4,054	25	4,079	2,017
Grants and contributions - capital	4,671	6,846	-	601	12,118	3,308	15,426	164
Interest and investment revenue	136	-	-	-	136	259	395	3
Net gain from disposal of assets	92	-	-	200	292	-	292	230
Fair value increment on investment properties	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-
Other income	225	-	-	-	225	-	225	98
Share of interests in joint ventures	-	-	-	-	-	-	-	-
Total income from continuing operations	21,357	2,644	410	1,493	25,904	4,135	30,039	10,177
Expenses								
Employee benefits and on-costs	7,769	-	-	27	7,796	(249)	7,547	3,661
Borrowing costs	8	-	-	-	8	-	8	4
Materials and services	3,584	252	38	429	4,303	717	5,020	3,069
Depreciation and amortisation	5,097	-	-	-	5,097	-	5,097	2,549
Impairment of receivables	6	-	-	-	6	-	6	3
Legal costs	46	-	-	-	46	-	46	36
Consultants	123	21	-	(3)	141	(4)	137	17
Other expenses	404	-	-	-	404	-	404	224
Interest & investment losses	-	-	-	-	-	-	-	-
Net Loss from disposal of assets	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-
Share of interests in joint ventures	-	-	-	-	-	-	-	-
Total expenses from continuing operations	17,037	273	38	453	17,801	464	18,265	9,563
Net operating result from continuing operations	4,320	2,371	372	1,040	8,103	3,671	11,774	614
Discontinued operations - surplus/(deficit)	-	-	-	-	-	-	-	-
Net operating result from all operations	4,320	2,371	372	1,040	8,103	3,671	11,774	614
Net Operating Result before Capital Items	(351)	(4,475)	372	439	(4,015)	363	(3,652)	450

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/22 and should be read in conjunction with the total QBRS report

Narrandera Shire Council												
10 Year Financial Plan for the Years ending 30 June 2033												
INCOME STATEMENT - GENERAL FUND												
Scenario: 2022-2032 2.0% rates, no increase FAG \$2m Loan Storm												
	Actuals	Current Year	Projected Years					Projected Years				
	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations												
Revenue:												
Rates & Annual Charges	6,111,000	6,245,521	6,453,426	6,599,914	6,749,920	6,903,529	7,060,831	7,221,916	7,386,878	7,555,810	7,728,812	7,905,883
User Charges & Fees	2,611,000	2,435,095	1,661,711	1,703,113	1,745,558	1,789,071	1,833,679	1,879,409	1,926,291	1,974,352	2,023,623	2,069,109
Other Revenues	1,957,000	919,866	721,497	442,734	442,977	443,227	443,482	443,744	444,013	444,288	444,570	444,570
Grants & Contributions provided for Operating Purposes	9,267,000	4,079,652	7,292,811	7,379,926	7,493,122	7,608,579	7,726,344	7,846,461	7,968,982	8,093,949	8,221,731	8,204,067
Grants & Contributions provided for Capital Purposes	6,582,000	15,425,532	520,000	430,000	277,500	226,250	232,500	227,500	245,000	407,500	170,000	170,000
Interest & Investment Revenue	117,000	395,250	196,150	270,350	347,750	359,750	354,750	350,750	346,250	341,750	337,250	337,250
Other Income:												
Net Gains from the Disposal of Assets	381,000	291,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500	91,500
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	209,000	225,004	227,931	230,930	234,002	237,151	240,376	243,681	247,068	250,537	254,092	254,092
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
Total income from Continuing Operations	26,635,000	30,017,420	17,165,026	17,148,468	17,382,330	17,659,057	17,983,462	18,304,962	18,655,981	19,159,687	19,271,578	19,476,471
Expenses from Continuing Operations												
Employee Benefits & On-Costs	7,405,000	7,584,240	7,817,709	7,962,117	8,123,554	8,274,078	8,441,754	8,598,643	8,765,810	8,936,320	9,110,240	9,292,445
Borrowing Costs	19,000	8,439	107,233	105,402	102,628	99,158	95,814	92,942	90,146	87,295	84,993	82,748
Materials & Contracts	6,252,000	5,143,223	3,879,734	3,476,014	3,432,865	3,507,575	3,560,581	3,718,875	3,694,848	3,764,543	3,836,003	3,916,780
Depreciation & Amortisation	5,111,000	5,097,242	5,167,667	5,198,340	5,229,565	5,261,353	5,293,715	5,326,662	5,360,204	5,394,353	5,429,120	5,429,120
Impairment of Investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	47,000	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120	6,120
Other Expenses	590,000	403,426	413,037	422,888	432,985	443,334	453,943	464,816	475,962	487,386	499,095	511,573
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	43,000	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Loss	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	19,467,000	18,242,690	16,891,500	17,170,880	17,327,717	17,591,620	17,851,927	18,208,058	18,393,090	18,676,016	18,965,571	19,238,786
Operating Result from Continuing Operations	7,168,000	11,774,730	273,526	(22,413)	54,613	67,437	131,535	96,904	262,891	483,670	306,006	237,686
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-
Net Operating Result for the Year	7,168,000	11,774,730	273,526	(22,413)	54,613	67,437	131,535	96,904	262,891	483,670	306,006	237,686
Net Operating Result before Grants and Contributions provided for Capital Purposes	586,000	(3,650,802)	(246,474)	(452,413)	(222,887)	(158,815)	(100,965)	(130,596)	17,891	76,170	136,006	67,686

Narrandera Shire Council

General Fund Income Statement
for the period ending 31 December 2022

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	6,254	6,246	6,248
User charges and fees	1,615	2,435	866
Other revenues	721	941	551
Grants and contributions provided for operating purposes	7,643	4,079	2,017
Grants and contributions provided for capital purposes	4,671	15,426	164
Interest and investment revenue	136	395	3
Other Income	225	225	98
Net gain from the disposal of assets	92	292	230
Total income from continuing operations	21,357	30,039	10,177
Expenses from continuing operations			
Employee benefits and on-costs	7,769	7,547	3,661
Materials and services	3,753	5,203	3,122
Borrowing costs	8	8	4
Depreciation and amortisation	5,097	5,097	2,549
Impairment of receivables	6	6	3
Other expenses	404	404	224
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	17,037	18,265	9,563
Operating result from continuing operations	4,320	11,774	615
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	4,320	11,774	615
Net operating result for the year before grants and contributions provided for capital purposes	(351)	(3,652)	451

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/22 to 31/12/22

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2022

Income & expenses - Water Fund

(\$000's)	Original budget 2022/23	Approved Changes			Revised budget 2022/23	Variations for this Dec Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS					
Income									
Rates and annual charges	846	-	-	-	846	-	846	848	
User charges and fees	1,421	-	-	-	1,421	-	1,421	439	
Other revenues	-	-	-	-	-	-	-	-	
Grants and contributions - operating	-	-	-	-	-	-	-	-	
Grants and contributions - capital	10	348	-	10	368	(250)	118	57	
Interest and investment revenue	76	-	-	-	76	70	146	(8)	
Net gain from disposal of assets	-	-	-	-	-	-	-	-	
Fair value increment on investment properties	-	-	-	-	-	-	-	-	
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	
Other income	-	-	-	-	-	-	-	-	
Share of interests in joint ventures	-	-	-	-	-	-	-	-	
Total income from continuing operations	2,353	348	-	10	2,711	(180)	2,531	1,336	
Expenses									
Employee benefits and on-costs	343	-	-	-	343	29	372	215	
Borrowing costs	-	-	-	-	-	-	-	-	
Materials and services	1,264	-	-	(2)	1,262	(29)	1,233	570	
Depreciation and amortisation	667	-	-	-	667	-	667	334	
Impairment of receivables	-	-	-	-	-	-	-	-	
Legal costs	-	-	-	-	-	-	-	-	
Consultants	-	-	-	-	-	-	-	-	
Other expenses	-	-	-	-	-	-	-	-	
Interest & investment losses	-	-	-	-	-	-	-	-	
Net Loss from disposal of assets	-	-	-	-	-	-	-	-	
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	
Share of interests in joint ventures	-	-	-	-	-	-	-	-	
Total expenses from continuing operations	2,274	-	-	(2)	2,272	-	2,272	1,119	
Net operating result from continuing operations	79	348	-	12	439	(180)	259	217	
Discontinued operations - surplus/(deficit)	-	-	-	-	-	-	-	-	
Net operating result from all operations	79	348	-	12	439	(180)	259	217	
Net Operating Result before Capital Items	69	-	-	2	71	70	141	160	

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/22 and should be read in conjunction with the total QBRS report

Narrandera Shire Council												
10 Year Financial Plan for the Years ending 30 June 2033												
INCOME STATEMENT - WATER FUND												
Scenario: 2022-2032 Yr 1 7% User, 2-5 2.5%, 3-5 7.5%, 6-10 2.5%												
	Actuals	Current Year	Projected Years				Projected Years					
	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations												
Revenue:												
Rates & Annual Charges	792,000	846,005	867,599	934,002	774,881	834,330	855,632	877,468	899,849	922,789	946,303	969,961
User Charges & Fees	1,098,000	1,421,400	1,456,934	1,493,358	2,308,274	2,445,981	2,507,130	2,569,808	2,634,054	2,699,905	2,767,403	2,836,588
Other Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Grants & Contributions provided for Operating Purposes	-	-	-	-	-	-	-	-	-	-	-	-
Grants & Contributions provided for Capital Purposes	16,000	118,081	10,000	10,000	5,635,000	5,635,000	10,000	10,000	10,000	10,000	10,000	10,000
Interest & Investment Revenue	51,000	145,690	111,906	147,018	113,621	47,641	51,885	51,700	56,700	56,700	61,700	61,700
Other Income:												
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
Total income from Continuing Operations	1,957,000	2,531,175	2,446,440	2,584,378	8,831,775	8,962,951	3,424,648	3,508,976	3,600,602	3,689,394	3,785,406	3,878,249
Expenses from Continuing Operations												
Employee Benefits & On-Costs	452,000	372,280	350,046	356,947	363,985	371,165	378,488	385,958	393,577	401,349	409,276	417,461
Borrowing Costs	-	-	-	-	-	-	-	-	-	-	-	-
Materials & Contracts	1,348,000	1,232,854	1,294,311	1,325,608	1,357,677	1,390,538	1,972,758	2,020,974	2,070,384	2,121,017	2,172,906	2,227,229
Depreciation & Amortisation	515,000	667,369	680,338	693,566	707,059	720,822	947,360	965,929	984,869	1,004,188	1,023,894	1,023,894
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	18,000	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Loss	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	2,333,000	2,272,503	2,324,695	2,376,121	2,428,722	2,482,525	3,298,607	3,372,861	3,448,830	3,526,555	3,606,075	3,668,584
Operating Result from Continuing Operations	(376,000)	258,672	121,745	208,257	6,403,053	6,480,427	126,041	136,115	151,772	162,840	179,331	209,665
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-
Net Operating Result for the Year	(376,000)	258,672	121,745	208,257	6,403,053	6,480,427	126,041	136,115	151,772	162,840	179,331	209,665
Net Operating Result before Grants and Contributions provided for Capital Purposes	(392,000)	140,591	111,745	198,257	768,053	845,427	116,041	126,115	141,772	152,840	169,331	199,665

Narrandera Shire Council

Water Fund Income Statement

for the period ending 31 December 2022

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	846	846	848
User charges and fees	1,421	1,421	439
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	10	118	57
Interest and investment revenue	76	146	(8)
Other income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	2,353	2,531	1,336
Expenses from continuing operations			
Employee benefits and on-costs	343	372	215
Materials and services	1,264	1,233	570
Borrowing costs	-	-	-
Depreciation and amortisation	667	667	334
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	2,274	2,272	1,119
Operating result from continuing operations	79	259	218
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	79	259	218
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	69	141	161

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/22 to 31/12/22

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2022

Income & expenses - Sewer Fund

(\$000's)	Original budget 2022/23	Approved Changes			Revised budget 2022/23	Variations for this Dec Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS					
Income									
Rates and annual charges	1,497	-	-	1,497	-		1,497	1,501	
User charges and fees	177	-	-	177	-		177	50	
Other revenues	-	-	-	-	-		-	-	
Grants and contributions - operating	-	-	-	-	-		-	-	
Grants and contributions - capital	3,058	1,779	-	4,837	(250)		4,587	(18)	
Interest and investment revenue	16	-	-	16	47		63	7	
Net gain from disposal of assets	-	-	-	-	-		-	-	
Fair value increment on investment properties	-	-	-	-	-		-	-	
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-		-	-	
Reversal of impairment losses on receivables	-	-	-	-	-		-	-	
Other income	-	-	-	-	-		-	-	
Share of interests in joint ventures	-	-	-	-	-		-	-	
Total income from continuing operations	4,748	1,779	-	6,527	(203)		6,324	1,540	
Expenses									
Employee benefits and on-costs	338	-	-	338	-		338	143	
Borrowing costs	39	-	-	39	-		39	20	
Materials and services	715	-	-	709	(6)		709	312	
Depreciation and amortisation	353	-	-	353	-		353	177	
Impairment of receivables	-	-	-	-	-		-	-	
Legal costs	-	-	-	-	-		-	-	
Consultants	-	-	-	-	-		-	-	
Other expenses	-	-	-	-	-		-	-	
Interest & investment losses	-	-	-	-	-		-	-	
Net Loss from disposal of assets	-	-	-	-	-		-	-	
Revaluation decrement/impairment of IPPE	-	-	-	-	-		-	-	
Fair value decrement on investment properties	-	-	-	-	-		-	-	
Share of interests in joint ventures	-	-	-	-	-		-	-	
Total expenses from continuing operations	1,445	-	-	1,439	-		1,439	652	
Net operating result from continuing operations	3,303	1,779	-	5,088	(203)		4,885	888	
Discontinued operations - surplus/(deficit)	-	-	-	-	-		-	-	
Net operating result from all operations	3,303	1,779	-	5,088	(203)		4,885	888	
Net Operating Result before Capital Items	245	-	-	6	251	47	298	906	

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/22 and should be read in conjunction with the total QBRS report

Narrandera Shire Council												
10 Year Financial Plan for the Years ending 30 June 2033												
INCOME STATEMENT - SEWER FUND												
Scenario: 2022-2032 2.5% yr 1-10												
	Actuals	Current Year	2023/24				Projected Years					
	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations												
Revenue:												
Rates & Annual Charges	1,459,000	1,497,228	1,535,382	1,687,369	1,730,284	1,774,276	1,924,679	1,973,538	2,023,622	2,074,962	2,127,589	2,180,778
User Charges & Fees	164,000	176,852	181,223	185,704	190,296	195,004	199,829	204,775	209,844	215,040	220,366	225,875
Other Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Grants & Contributions provided for Operating Purposes	-	-	-	-	-	-	-	-	-	-	-	-
Grants & Contributions provided for Capital Purposes	226,000	4,587,257	8,000	383,000	758,000	758,000	8,000	8,000	8,000	8,000	8,000	8,000
Interest & Investment Revenue	20,000	63,000	22,475	26,220	27,000	32,775	32,775	32,775	35,975	35,975	35,975	35,975
Other Income:												
Net Gains from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Fair value increment on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of revaluation decrements on IPPE previously expensed	-	-	-	-	-	-	-	-	-	-	-	-
Reversal of impairment losses on receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Gain	-	-	-	-	-	-	-	-	-	-	-	-
Total income from Continuing Operations	1,869,000	6,324,337	1,747,081	2,282,293	2,705,581	2,760,055	2,165,283	2,219,087	2,277,441	2,333,977	2,391,930	2,450,629
Expenses from Continuing Operations												
Employee Benefits & On-Costs	377,000	338,710	345,484	352,394	359,442	366,631	373,963	381,442	389,071	396,853	404,790	412,886
Borrowing Costs	20,000	38,995	36,667	34,280	31,832	29,322	26,747	24,107	21,399	18,622	15,775	12,854
Materials & Contracts	792,000	708,658	754,875	796,365	816,274	836,681	891,598	913,888	936,736	960,154	984,158	1,008,762
Depreciation & Amortisation	311,000	352,800	400,760	448,859	457,740	466,799	509,539	519,634	529,931	540,433	551,146	551,146
Impairment of investments	-	-	-	-	-	-	-	-	-	-	-	-
Impairment of receivables	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Interest & Investment Losses	-	-	-	-	-	-	-	-	-	-	-	-
Net Losses from the Disposal of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Revaluation decrement/impairment of IPPE	-	-	-	-	-	-	-	-	-	-	-	-
Fair value decrement on investment properties	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities - Loss	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses from Continuing Operations	1,500,000	1,439,163	1,537,787	1,631,899	1,665,289	1,699,433	1,801,848	1,839,072	1,877,137	1,916,062	1,955,868	1,985,647
Operating Result from Continuing Operations	369,000	4,885,175	209,294	650,394	1,040,292	1,060,622	363,435	380,016	400,304	417,914	436,062	464,982
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
Net Profit/(Loss) from Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-
Net Operating Result for the Year	369,000	4,885,175	209,294	650,394	1,040,292	1,060,622	363,435	380,016	400,304	417,914	436,062	464,982
Net Operating Result before Grants and Contributions provided for Capital Purposes	143,000	297,917	201,294	267,394	282,292	302,622	355,435	372,016	392,304	409,914	428,062	456,982

Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 31 December 2022

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	1,497	1,497	1,501
User charges and fees	177	177	50
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	3,058	4,587	(18)
Interest and investment revenue	16	63	7
Other income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	4,748	6,324	1,540
Expenses from continuing operations			
Employee benefits and on-costs	338	338	143
Materials and services	715	709	312
Borrowing costs	39	39	20
Depreciation and amortisation	353	353	177
Impairment of receivables	-	-	-
Other expenses	-	-	-
Net loss from the disposal of assets	-	-	-
Total expenses from continuing operations	1,445	1,439	652
Operating result from continuing operations	3,303	4,885	889
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	3,303	4,885	889
Net operating result for the year before grants and contributions provided for capital purposes	245	298	907

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/22 to 31/12/22

Capital budget review statement

Budget review for the quarter ended 31 December 2022

Capital budget - Council Consolidated

(\$000's)	Original budget 2022/23	Approved changes			Revised budget 2022/23	Variations for this Dec Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sep QBRS					
Capital expenditure									
New assets									
- Land & Buildings	145	2,446	-	-	2,591	49	2,640	1,368	
- Office Equipment	59	15	-	-	74	-	74	2	
- Other Structures	686	4,130	-	370	5,186	(99)	5,087	227	
- Roads Bridges & Footpaths	142	19	420	20	601	-	601	581	
- Recreational	2,044	98	-	-	2,142	(1)	2,141	22	
- Drainage	-	33	-	-	33	-	33	-	
- Water	-	962	-	20	982	(235)	747	45	
- Sewer	3,050	3,731	-	-	6,781	(250)	6,531	292	
- Pool	-	29	-	-	29	-	29	29	
Renewal assets (replacement)									
- Plant & Equipment	1,329	-	-	-	1,329	54	1,383	255	
- Land & Buildings	196	316	65	-	577	(1)	576	389	
- Roads, Bridges, Footpaths	2,574	2,921	-	(40)	5,455	2,787	8,242	928	
- Office Equipment	544	80	-	-	624	-	624	74	
- Other Structures	251	1,894	-	-	2,145	282	2,427	185	
- Library Books	31	-	-	-	31	-	31	5	
- Recreational	18	309	-	-	327	-	327	63	
- Drainage	4,100	-	-	250	4,350	-	4,350	-	
- Water	385	444	-	-	829	(15)	814	191	
- Sewer	350	140	-	-	490	-	490	1	
- Pool	9	82	-	-	91	(9)	82	33	
Loan repayments (principal)	143	-	-	-	143	-	143	72	
Total capital expenditure	16,056	17,649	485	620	34,810	2,562	37,372	4,762	
Capital funding									
Rates & other untied funding	3,130	882	-	-	4,012	16	4,028	888	
Capital grants & contributions	7,386	11,029	-	600	19,015	2,778	21,793	2,619	
Reserves:									
- External restrictions/reserves	826	3,680	-	20	4,526	(150)	4,376	261	
- Internal restrictions/reserves	2,714	2,058	485	-	5,257	(82)	5,175	994	
New loans	2,000	-	-	-	2,000	-	2,000	-	
Receipts from sale of assets									
- Plant & equipment	-	-	-	-	-	-	-	-	
- Land & buildings	-	-	-	-	-	-	-	-	
Total capital funding	16,056	17,649	485	620	34,810	2,562	37,372	4,762	
Net capital funding - surplus/(deficit)	-	-	-	-	-	-	-	-	

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/22 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/22 to 31/12/22

Cash & investments budget review statement

Budget review for the quarter ended 31 December 2022

Cash & investments - Council Consolidated

(\$000's)	Balance 30-Jun-22	Original Balance 2022/23	Approved changes			Revised Balance 2022/23	Variations Balance Dec Qtr	Notes	Projected year end result	Actual YTD figures
			Balance forwards	Other than by QBRs	Sep QBRs					
Externally restricted ⁽¹⁾										
Developer Contributions	717	261	-	-	-	978	40		1,018	768
Specific Purpose Unexpended Grants	3,316	76	(2,403)	-	374	1,363	8		1,371	4,134
Water Supplies	6,192	398	(1,058)	-	(8)	5,524	70		5,594	6,173
Sewerage Service	796	164	(529)	-	6	437	47		484	875
Domestic Waste Management	1,430	(136)	(222)	-	-	1,072	9		1,081	1,824
Stormwater Management	500	(98)	(139)	-	2	265	-		265	574
Crown Lands	214	84	(170)	-	(1)	127	150		277	263
Unspent Internal Loans	1,562	-	(1,562)	-	-	-	-		-	1,472
Total externally restricted	14,727	749	(6,083)	-	373	9,766	324		10,090	16,083
⁽¹⁾ Funds that must be spent for a specific purpose										
Internally restricted ⁽²⁾										
Employee Leave Entitlements	1,288	-	-	-	-	1,288	23		1,311	1,288
Replacement - Plant & Vehicles	1,468	(182)	-	-	-	1,286	171		1,457	1,365
Carried Over Works	901	-	(901)	-	-	-	-		-	760
Information Technology Replacement	590	(341)	(9)	-	-	240	4		244	586
Cemetery Perpetual	403	4	-	-	-	407	7		414	403
Other	29	-	-	372	-	401	8		409	401
Council Committees	57	-	-	-	-	57	-		57	57
Property Development	244	-	-	(420)	200	24	-		24	24
Organisational Service Assets & Projects	5,076	(79)	(2,048)	(65)	(110)	2,774	220		2,994	4,793
Quarry Rehabilitation	35	15	-	-	-	50	1		51	35
Financial Assistance Grant	4,125	-	(4,125)	-	-	-	-		-	-
Bonds, Retentions & Trusts	156	-	-	-	-	156	(32)		124	156
Total internally restricted	14,372	(583)	(7,083)	(113)	90	6,683	402		7,085	9,868
⁽²⁾ Funds that Council has earmarked for a specific purpose										
Unrestricted (ie. available after the above Restricti	143	-	-	-	-	143	-		-	212
Total Cash & investments	29,242	166	(13,166)	(113)	463	16,592	726		17,175	26,163

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/22 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/22 to 31/12/22

Cash & investments budget review statement

Comment on cash & investments position

Not applicable

Investments

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

Cash

The Cash at Bank figure included in the Cash & Investment Statement totals \$26,162,709

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 31/12/22

Reconciliation status

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

		\$ 000's
Cash at bank (as per bank statements)		680
Investments on hand		25,369
less: unrepresented cheques	(Timing Difference)	1
add: undeposited funds	(Timing Difference)	115
less: identified deposits (not yet accounted in ledger)	(Require Actioning)	-
add: identified outflows (not yet accounted in ledger)	(Require Actioning)	-
less: unidentified deposits (not yet actioned)	(Require Investigation)	-
add: unidentified outflows (not yet actioned)	(Require Investigation)	-
Reconciled cash at bank & investments		26,163
Balance as per QBRs review statement:		26,163
Difference:		-

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/22 to 31/12/22

Contracts budget review statement

Budget review for the quarter ended 31 December 2022

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

Contractor	Contract detail & purpose	Contract value (GST inc.)	Start date	Duration of contract	Budgeted (Y/N)	Notes
Cleanaway	Kerbside Waste & Recycling collection service	355,782	01/08/22	4Yrs 10mnths	Y	

Notes:

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

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/22 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/22 to 31/12/22

Consultancy & legal expenses budget review statement

Consultancy & legal expenses overview

Expense	YTD expenditure (actual dollars)	Budgeted (Y/N)
Consultancies	16,978	Y
Legal Fees	36,240	Y

Definition of a consultant:

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

Comments

Expenditure included in the above YTD figure includes:

Details

Legal Fees

Debt Recovery Legal Fees	\$	13,028.37
General Legal Expenses	\$	-
Lease & License Agreements	\$	269.00
Other Legal Expenses	Sale of Land Expenses and Debt recovery	\$ 22,943.00

Consultancies

Noel Thomson Architecture P/L	Heritage Advisor Services	\$	4,450.00
Kim Biggs Consulting	Museum Advisor	\$	6,028.32
National Audits Group	Auditor	\$	6,500.00

BUDGETED RESERVE BALANCES

RESERVE DETAILS	Balance 30 Jun 2022	Budget Transfer 22/23	Other	Carry over	Sept	Dec	Net Transfer 22/23	Balance 30 Jun 2023	23/24 C/O	23/24 Budget Movement	Balance 30 Jun 2024	24/25 Budget Movement	Balance 30 Jun 2025
GENERAL FUND - DETAILS													
Employee's Leave Entitlement													
Employee's Leave Entitlement	\$ 1,287,888.00					\$ 22,605.00	\$ 22,605.00	\$ 1,310,493.00			\$ 1,310,493.00		\$ 1,310,493.00
Plant & Vehicle Replacement													
Plant & Vehicle Replacement	\$ 1,467,614.39	-\$ 182,577.00				\$ 171,494.00	-\$ 11,083.00	\$ 1,456,531.39		\$ 63,272.00	\$ 1,519,803.39	\$ 73,228.00	\$ 1,593,031.39
Information Technology Replacement													
Street Camera Replacement	\$ 1,000.00	-\$ 1,000.00					-\$ 1,000.00	\$ -			\$ -		\$ -
Computer Replacement	\$ 589,104.04	-\$ 340,000.00		-\$ 8,976.00		\$ 4,215.00	-\$ 344,761.00	\$ 244,343.04		-\$ 230,000.00	\$ 14,343.04		\$ 14,343.04
Carry Over Works													
Carry Over Operating Program	\$ 18,818.56			-\$ 18,818.56			-\$ 18,818.56	-\$ 0.00			-\$ 0.00		-\$ 0.00
Carry Over Capital Program	\$ 882,071.89			-\$ 882,071.89			-\$ 882,071.89	\$ 0.00			\$ 0.00		\$ 0.00
Organisational service assets and projects													
Public Art & Festive Tree Maintenance	\$ 20,000.00	\$ 5,800.00				\$ 453.00	\$ 6,253.00	\$ 26,253.00		\$ 20,000.00	\$ 46,253.00	\$ 20,000.00	\$ 66,253.00
Infrastructure Replacement & Renewal	\$ 1,923,722.61	-\$ 38,060.00		-\$ 1,527,842.54	-\$ 110,000.00	\$ 176,218.00	-\$ 1,499,684.54	\$ 424,038.07		\$ 185,000.00	\$ 609,038.07	-\$ 25,000.00	\$ 584,038.07
Narrandera Business Centre Master Plan	\$ 2,005,287.03			-\$ 205,274.00		\$ 31,594.00	-\$ 173,680.00	\$ 1,831,607.03			\$ 1,831,607.03		\$ 1,831,607.03
Delivery of Aged strategies	\$ 298,872.73			-\$ 100,959.62		\$ 3,296.00	-\$ 97,663.62	\$ 201,209.11			\$ 201,209.11		\$ 201,209.11
Shire Property Renewal & Cyclical Maintenance	\$ 632,364.00	-\$ 96,412.00	-\$ 65,000.00	-\$ 28,841.00		\$ 7,760.00	-\$ 182,493.00	\$ 449,871.00		-\$ 30,000.00	\$ 419,871.00		\$ 419,871.00
Visitor Centre Building Replacement	\$ 174,957.00			-\$ 174,957.00			-\$ 174,957.00	\$ -			\$ -		\$ -
Renewable Energy	\$ -	\$ 50,000.00				\$ 878.00	\$ 50,878.00	\$ 50,878.00		\$ 50,000.00	\$ 100,878.00	\$ 50,000.00	\$ 150,878.00
Narrandera Park Landscape	\$ 20,681.08			-\$ 10,681.08		\$ 176.00	-\$ 10,505.08	\$ 10,176.00			\$ 10,176.00		\$ 10,176.00
Other Internal Reserves													
Election & Integrated Planning Exp	\$ 29,026.91					\$ 509.00	\$ 509.00	\$ 29,535.91			\$ 29,535.91		\$ 29,535.91
Financial Management Reserve Strategy			\$ 372,374.00			\$ 7,198.00	\$ 379,572.00	\$ 379,572.00			\$ 379,572.00		\$ 379,572.00
Financial Assistance Grant													
Financial Assistance Grant	\$ 4,124,547.00			-\$ 4,124,547.00			-\$ 4,124,547.00	\$ -			\$ -		\$ -
Council Committees													
Committee - Barellan Museum	\$ 3,865.78						\$ -	\$ 3,865.78			\$ 3,865.78		\$ 3,865.78
Committee - Koala Committee	\$ 18,208.46						\$ -	\$ 18,208.46			\$ 18,208.46		\$ 18,208.46
Committee - Railway Station	\$ 9,074.38						\$ -	\$ 9,074.38			\$ 9,074.38		\$ 9,074.38
355 Committee - Parkside Museum	\$ 3,133.00						\$ -	\$ 3,133.00			\$ 3,133.00		\$ 3,133.00
Committee - Barellan Hall	\$ 21,479.96						\$ -	\$ 21,479.96			\$ 21,479.96		\$ 21,479.96
Committee - Grong Grong Community Hall	\$ 1,041.83						\$ -	\$ 1,041.83			\$ 1,041.83		\$ 1,041.83
Committee - Domestic Violence	\$ 186.90						\$ -	\$ 186.90			\$ 186.90		\$ 186.90
Cemetery Perpetual													
N'dra Cemetery - Perpetual mtncce all	\$ 403,633.32	\$ 3,472.00				\$ 7,146.00	\$ 10,618.00	\$ 414,251.32		\$ 23,472.00	\$ 437,723.32	\$ 23,472.00	\$ 461,195.32
Property Development													
Property Development (Red Hill)	\$ 243,774.04		-\$ 420,000.00		\$ 200,000.00	\$ 417.00	-\$ 219,583.00	\$ 24,191.04			\$ 24,191.04		\$ 24,191.04
Quarry Rehabilitation													
Quarry Rehabilitation	\$ 35,452.03	\$ 15,000.00				\$ 886.00	\$ 15,886.00	\$ 51,338.03		\$ 15,000.00	\$ 66,338.03	\$ 15,000.00	\$ 81,338.03
Domestic Waste Management													
Narrandera Waste Depot	\$ 624,484.46	-\$ 135,875.00		-\$ 134,803.91		\$ 8,605.00	-\$ 262,073.91	\$ 362,410.55		-\$ 258,126.00	\$ 104,284.55	\$ 143,020.00	\$ 247,304.55
Narrandera Waste Depot - Excavation	\$ 104,704.00						\$ -	\$ 104,704.00			\$ 104,704.00		\$ 104,704.00
Narrandera Waste Depot - Rehabilitation	\$ 368,644.00						\$ -	\$ 368,644.00			\$ 368,644.00		\$ 368,644.00
Barellan Waste Depot	\$ 120,278.00			-\$ 87,000.00			-\$ 87,000.00	\$ 33,278.00			\$ 33,278.00		\$ 33,278.00
Barellan Waste Depot - Excavation	\$ 36,592.00						\$ -	\$ 36,592.00			\$ 36,592.00		\$ 36,592.00
Barellan Waste Depot - Rehabilitation	\$ 53,429.00						\$ -	\$ 53,429.00			\$ 53,429.00		\$ 53,429.00
Narrandera Depot Compactor Expenses	\$ 48,379.00						\$ -	\$ 48,379.00			\$ 48,379.00		\$ 48,379.00
Grong Grong Waste Depot Rehabilitation	\$ 73,876.00						\$ -	\$ 73,876.00			\$ 73,876.00		\$ 73,876.00
Crown Reserves													
Lake Talbot Tourist Park	\$ 213,699.54	\$ 84,023.00		-\$ 170,000.00	-\$ 1,448.00	\$ 150,000.00	\$ 62,575.00	\$ 276,274.54		\$ 83,885.00	\$ 360,159.54	\$ 83,743.00	\$ 443,902.54
Stormwater													
Narrandera Stormwater Reserve	\$ 483,521.24	-\$ 81,475.00		-\$ 139,464.85	\$ 2,296.00		-\$ 218,643.85	\$ 264,877.39			\$ 264,877.39		\$ 264,877.39
Barellan Stormwater Reserve	\$ 16,535.11	-\$ 16,150.00					-\$ 16,150.00	\$ 385.11			\$ 385.11		\$ 385.11
Unspent Internal Loans													
Developer Contributions													
Section 7.11 (94)	\$ 55,881.97						\$ -	\$ 55,881.97			\$ 55,881.97		\$ 55,881.97
Section 7.12 (94A)	\$ 160,760.58	-\$ 53,866.00					-\$ 53,866.00	\$ 106,894.58			\$ 106,894.58		\$ 106,894.58
Section 7.4	\$ 250,662.50	\$ 315,000.00				\$ 40,000.00	\$ 355,000.00	\$ 605,662.50		\$ 65,000.00	\$ 670,662.50	\$ 65,000.00	\$ 735,662.50
Bonds, Retentions & Trusts													
Kaniva Quarry	\$ 30,000.00						\$ -	\$ 30,000.00			\$ 30,000.00		\$ 30,000.00
Tourist Trust	\$ 32,499.57					-\$ 32,499.57	-\$ 32,499.57	-\$ 0.00		-\$ 0.00	-\$ 0.00		-\$ 0.00
Arts Centre Trust	\$ 53,323.12						\$ -	\$ 53,323.12			\$ 53,323.12		\$ 53,323.12
Sale of Land	\$ 40,153.27						\$ -	\$ 40,153.27			\$ 40,153.27		\$ 40,153.27

BUDGETED RESERVE BALANCES

RESERVE DETAILS	Balance 30 Jun 2022	Budget Transfer 22/23	Other	Carry over	Sept	Dec	Net Transfer 22/23	Balance 30 Jun 2023	23/24 C/O	23/24 Budget Movement	Balance 30 Jun 2024	24/25 Budget Movement	Balance 30 Jun 2025
External Restrictions (Note 6 order)													
Water Fund													
Asset Replacement	\$ 5,113,050.50	\$ 387,532.00	\$ -	\$ -	\$ 17,924.00	\$ 69,500.00	\$ 439,108.00	\$ 5,552,158.50		\$ 443,520.00	\$ 5,995,678.50	\$ 194,335.00	\$ 6,190,013.50
Carry Over Works	\$ 1,058,025.05	\$ -	\$ -	\$ 1,058,025.05	\$ -	\$ -	\$ 1,058,025.05	\$ -		\$ -	\$ 0.00	\$ -	\$ 0.00
Retention - Pine Hill Construction Section 64	\$ 20,701.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,701.90		\$ -	\$ 20,701.90	\$ -	\$ 20,701.90
	\$ 171,136.27	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	\$ 20,000.00	\$ 191,136.27		\$ 10,000.00	\$ 201,136.27	\$ 10,000.00	\$ 211,136.27
Sewer Fund													
Asset Replacement	\$ 267,105.08	\$ 156,245.00	\$ -	\$ -	\$ 6,074.00	\$ 47,270.00	\$ 209,589.00	\$ 476,694.08		\$ 158,600.00	\$ 635,294.08	\$ 4,587.00	\$ 630,707.08
Carry Over Works	\$ 529,074.01	\$ -	\$ -	\$ 529,074.01	\$ -	\$ -	\$ 529,074.01	\$ -		\$ -	\$ 0.00	\$ -	\$ 0.00
Unspent Loan Section 64	\$ 1,562,232.61	\$ -	\$ -	\$ 1,562,232.61	\$ -	\$ -	\$ 1,562,232.61	\$ -		\$ -	\$ -	\$ -	\$ -
	\$ 78,184.09	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	\$ 86,184.09		\$ 8,000.00	\$ 94,184.09	\$ 8,000.00	\$ 102,184.09
General Fund - External Restrictions													
Specific Purpose Unexpended Grants (from separate sheet)	\$ 1,150,146.28	\$ 76,356.00	\$ -	\$ 236,410.98	\$ -	\$ 8,492.00	\$ 151,562.98	\$ 998,583.30	\$ -	\$ 80,018.00	\$ 1,078,601.30	\$ 83,800.00	\$ 1,162,401.30
Other Contributions	\$ 109,581.36	\$ -	\$ -	\$ 109,581.36	\$ -	\$ -	\$ 109,581.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unspent grant & contributions Liability	\$ 2,056,566.00	\$ -	\$ -	\$ 2,056,566.00	\$ 374,239.00	\$ -	\$ 1,682,327.00	\$ 374,239.00	\$ -	\$ -	\$ 374,239.00	\$ -	\$ 374,239.00
Developer Contributions	\$ 467,305.05	\$ 261,134.00	\$ -	\$ -	\$ -	\$ 40,000.00	\$ 301,134.00	\$ 768,439.05	\$ -	\$ 65,000.00	\$ 833,439.05	\$ 65,000.00	\$ 898,439.05
Domestic Waste Management	\$ 1,430,386.46	\$ 135,875.00	\$ -	\$ 221,803.91	\$ -	\$ 8,605.00	\$ 349,073.91	\$ 1,081,312.55	\$ -	\$ 258,126.00	\$ 823,186.55	\$ 143,020.00	\$ 966,206.55
Stormwater	\$ 500,056.35	\$ 97,625.00	\$ -	\$ 139,464.85	\$ 2,296.00	\$ -	\$ 234,793.85	\$ 265,262.50	\$ -	\$ -	\$ 265,262.50	\$ -	\$ 265,262.50
Crown Reserves	\$ 213,699.54	\$ 84,023.00	\$ -	\$ 170,000.00	\$ 1,448.00	\$ 150,000.00	\$ 62,575.00	\$ 276,274.54	\$ -	\$ 83,885.00	\$ 360,159.54	\$ 83,743.00	\$ 443,902.54
Total External Restrictions	\$ 14,727,250.55	\$ 749,790.00	\$ -	\$ 6,083,158.77	\$ 373,237.00	\$ 323,867.00	\$ 4,636,264.77	\$ 10,090,985.78	\$ -	\$ 590,897.00	\$ 10,681,882.78	\$ 583,311.00	\$ 11,265,193.78
Internal Restrictions (Note 6 order)													
Plant & vehicle replacement	\$ 1,467,614.39	\$ 182,577.00	\$ -	\$ -	\$ -	\$ 171,494.00	\$ 11,083.00	\$ 1,456,531.39	\$ -	\$ 63,272.00	\$ 1,519,803.39	\$ 73,228.00	\$ 1,593,031.39
Employee Leave Entitlements	\$ 1,287,888.00	\$ -	\$ -	\$ -	\$ -	\$ 22,605.00	\$ 22,605.00	\$ 1,310,493.00	\$ -	\$ -	\$ 1,310,493.00	\$ -	\$ 1,310,493.00
Carry over works	\$ 900,890.45	\$ -	\$ -	\$ 900,890.45	\$ -	\$ -	\$ 900,890.45	\$ 0.00	\$ -	\$ -	\$ 0.00	\$ -	\$ 0.00
Other Internal	\$ 29,026.91	\$ -	\$ 372,374.00	\$ -	\$ -	\$ 7,707.00	\$ 380,081.00	\$ 409,107.91	\$ -	\$ -	\$ 409,107.91	\$ -	\$ 409,107.91
Cemetery Perpetual	\$ 403,633.32	\$ 3,472.00	\$ -	\$ -	\$ -	\$ 7,146.00	\$ 10,618.00	\$ 414,251.32	\$ -	\$ 23,472.00	\$ 437,723.32	\$ 23,472.00	\$ 461,195.32
Council Committees	\$ 56,990.31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,990.31	\$ -	\$ -	\$ 56,990.31	\$ -	\$ 56,990.31
Information Technology Replacement	\$ 590,104.04	\$ 341,000.00	\$ -	\$ 8,976.00	\$ -	\$ 4,215.00	\$ 345,761.00	\$ 244,343.04	\$ -	\$ 230,000.00	\$ 14,343.04	\$ -	\$ 14,343.04
Property Development	\$ 243,774.04	\$ -	\$ 420,000.00	\$ -	\$ 200,000.00	\$ 417.00	\$ 219,583.00	\$ 24,191.04	\$ -	\$ -	\$ 24,191.04	\$ -	\$ 24,191.04
Organisational service assets and projects	\$ 5,075,884.45	\$ 78,672.00	\$ 65,000.00	\$ 2,048,555.24	\$ 110,000.00	\$ 220,375.00	\$ 2,081,852.24	\$ 2,994,032.21	\$ -	\$ 225,000.00	\$ 3,219,032.21	\$ 45,000.00	\$ 3,264,032.21
Quarry Rehabilitation	\$ 35,452.03	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 886.00	\$ 15,886.00	\$ 51,338.03	\$ -	\$ 15,000.00	\$ 66,338.03	\$ 15,000.00	\$ 81,338.03
Financial Assistance Grant	\$ 4,124,547.00	\$ -	\$ -	\$ 4,124,547.00	\$ -	\$ -	\$ 4,124,547.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bonds, Retentions & Trusts	\$ 155,975.96	\$ -	\$ -	\$ -	\$ -	\$ 32,499.57	\$ 32,499.57	\$ 123,476.39	\$ -	\$ -	\$ 123,476.39	\$ -	\$ 123,476.39
Total Internal Restrictions	\$ 14,371,780.90	\$ 583,777.00	\$ 112,626.00	\$ 7,082,968.69	\$ 90,000.00	\$ 402,345.43	\$ 7,287,026.26	\$ 7,084,754.64	\$ -	\$ 96,744.00	\$ 7,181,498.64	\$ 156,700.00	\$ 7,338,198.64
Total Restrictions	\$ 29,099,031.45	\$ 166,013.00	\$ 112,626.00	\$ 13,166,127.46	\$ 463,237.00	\$ 726,212.43	\$ 11,923,291.03	\$ 17,175,740.42	\$ -	\$ 687,641.00	\$ 17,863,381.42	\$ 740,011.00	\$ 18,603,392.42

24 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

PUBLIC MEETING CLOSES

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

25 CONFIDENTIAL BUSINESS PAPER REPORTS**RECOMMENDATION**

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

25.1 Mayoral Report - General Manager 2022/23 Annual Review

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

RETURN TO PUBLIC MEETING

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