



BUSINESS PAPER

Ordinary Council Meeting

18 February 2025

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

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.

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

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.

Our Infrastructure

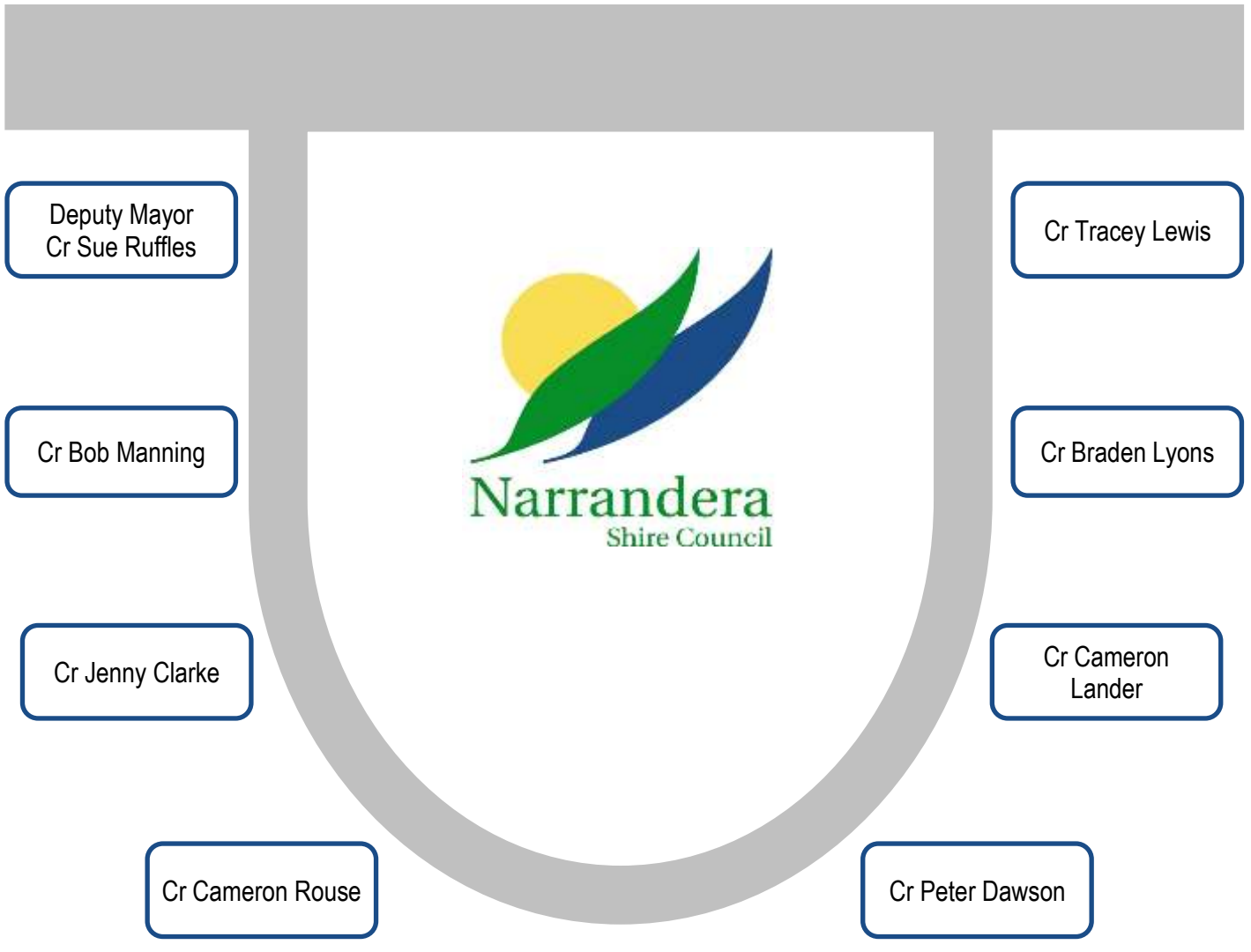
- 4.1 To have an improved and appropriately maintained road network.
- 4.2 Actively investigate opportunities to enhance our potable water quality.
- 4.3 To improve, maintain and value-add to our essential public and recreational infrastructure.

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.

Council Chambers Seating Plan

General Manager George Cowan	Mayor Cr Neville Kschenka	Deputy General Manager Infrastructure Shane Wilson	Deputy General Manager Corporate & Community Cian Middleton
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Media
Live Streaming Guys

Executive Assistant Vicki Maher
Administration Assistant Melissa Johnson

PUBLIC GALLERY

**Notice is hereby given that the Ordinary Meeting of the Narrandera
Shire Council will be held in the Council Chambers on:
Tuesday 18 February 2025 at 2pm**

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1 OPENING OF MEETING

2 ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4 APPLICATIONS FOR ATTENDANCE BY AUDIO-VISUAL LINK

5 DISCLOSURES OF INTERESTS

6 CONFIRMATION OF MINUTES

Ordinary Council Meeting - 10 December 2024



MINUTES

Ordinary Council Meeting

10 December 2024

Unconfirmed

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 10 DECEMBER 2024 AT 2.30PM**

The Mayor declared the Public Forum opened at 1.30pm and welcomed the Councillors, Staff, Media, and those following on the Live Streaming.

ACKNOWLEDGEMENT OF COUNTRY

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

PUBLIC FORUM

Council's Open Space & Recreation Manager and Home & Community Care Manager, gave presentations on their service areas.

The Mayor declared the Ordinary Council meeting opened at **2.30pm**.

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 HOUSE KEEPING

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

3 DISCLOSURE OF POLITICAL DONATIONS

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

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

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

4 REQUEST TO ATTEND BY AUDIO-VISUAL LINK

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

5 PRESENT

Mayor Cr Neville Kschenka, Deputy Mayor Cr Sue Ruffles, Cr Bob Manning, Cr Jenny Clarke OAM, Cr Cameron Rouse, Cr Peter Dawson, Cr Cameron Lander, Cr Braden Lyons, Cr Tracey Lewis

In Attendance

George Cowan (GM), Shane Wilson (DGMI), Cian Middleton (DGMCC), Vicki Maher (EA), Melissa Johnson (CAA)

6 APOLOGIES

Nil

7 DECLARATIONS OF INTEREST

Cr Jenny Clarke OAM declared a Non-Significant Non Pecuniary Interest in item 26.1 under the Local Government Act as *Member of the Rotary Club* and will remain and take part in debate or discussion.

Cr Bob Manning declared a Non-Significant Non Pecuniary Interest in item 26.1 under the Local Government Act as *Member of Rotary* and will remain and take part in debate or discussion..

Cr Cameron Rouse declared a Non Pecuniary Significant Interest in item 26.1 under the Local Government Act as *Citizen of Year and Disability Advocate* and will leave the meeting during discussion and voting on the matter.

8 CONFIRMATION OF MINUTES

RESOLUTION 24/203

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tracey Lewis

That the minutes of the Ordinary Council Meeting held on 12 November 2024 be confirmed.

CARRIED

. ITEMS BROUGHT FORWARD IN THE AGENDA

RESOLUTION 24/204

Moved: Cr Bob Manning
Seconded: Cr Tracey Lewis

1. That confidential Items 26.1, 26.2 and 26.3 be brought forward in the Agenda for consideration, with Item 26.3 being considered first.

CARRIED

26 CONFIDENTIAL BUSINESS PAPER REPORT

RESOLUTION 24/205

Moved: Cr Cameron Lander
Seconded: Cr Jenny Clarke OAM

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 2025 Australia Day Awards Nominations and Event Update

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

26.2 Australia Day Planning Advisory Committee - Minutes - 21 November 2024

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).

26.3 Endacom Pty Ltd

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

CARRIED

26.3 ENDACOM PTY LTD

RESOLUTION 24/206

Moved: Cr Cameron Lander
Seconded: Cr Braden Lyons

That Council:

1. Agrees to sell Lots 272, 274 DP751719 and Lot 2 DP 785518 Red Hill Road, Narrandera to Endacom as outlined in the report.

2. The contract of sale includes special conditions as outlined in the report placing ongoing obligations on Endacom to proceed with the development of the land.
3. Authorises the Mayor and General Manager to sign any documents on behalf of Council in relation to this matter.
4. Authorises the placement of the Seal of Council on any documents relating to this matter.

In Favour: Crs Neville Kschenka, Sue Ruffles, Bob Manning, Jenny Clarke OAM, Cameron Rouse, Peter Dawson, Cameron Lander, Braden Lyons and Tracey Lewis

Against: Nil

CARRIED 9/0

At 2.47pm, Cr Cameron Rouse, after earlier declaring an Interest in Item 26.1, vacated the Chambers during discussions and voting on the matter.

26.1 2025 AUSTRALIA DAY AWARDS NOMINATIONS AND EVENT UPDATE

RESOLUTION 24/207

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the minutes of the 21 November 2024 Australia Day Planning Committee meeting.
2. Endorses the 2025 Australia Day Award recipients in the below categories as selected by the Australia Day Planning Advisory Committee:
 - a. Citizen of the Year.
 - b. Senior Citizen of the Year.
 - c. Young Citizen of the Year.
 - d. Organisation of the Year.
 - e. Environmental Award.
 - f. Disability Advocate Award.

CARRIED

At 3pm, Cr Cameron Rouse returned to the meeting.

26.2 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 21 NOVEMBER 2024

RESOLUTION 24/208

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Confidential Minutes of the Australia Day Planning Advisory Committee held on Thursday 21 November 2024.

CARRIED

OPEN COUNCIL

RESOLUTION 24/209

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

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

CARRIED

9 MAYORAL REPORT

9.1 MAYORAL REPORT - NOVEMBER 2024

RESOLUTION 24/210

Moved: Mayor Cr Neville Kschenka

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Mayoral Report for November 2024.

CARRIED

9.2 MAYORAL REPORT - NARRANDERA MEDICAL SERVICES

RESOLUTION 24/211

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Endorses the actions of the Mayor in offering a recruitment incentive of \$35,000 to cover the cost of subsidised rental of a suitable dwelling and enrolment fee for the next phase of the doctor's training.
2. Requires the General Manager to report back to Council on the establishment of a suitable financial reserve to enable Council to fund this initiative and future requests.
3. Receives a draft policy for consideration.

CARRIED

10 COUNCILLOR REPORTS

10.1 CR LEWIS - ATTENDANCE AT NSW PUBLIC LIBRARIES ASSOCIATION ANNUAL CONFERENCE - SWITCH 2024

RESOLUTION 24/212

Moved: Cr Tracey Lewis

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Receives and notes information provided in the Report 'NSW Public Libraries Association Annual Conference – Switch 2024'.

CARRIED

11 NOTICES OF RESCISSION

Nil

12 NOTICES OF MOTION

12.1 NOTICE OF MOTION - IRRIGATION WAY CANAL BRIDGE

RESOLUTION 24/213

Moved: Cr Bob Manning

Seconded: Cr Tracey Lewis

That Council:

1. Seek support from various users of the Irrigation Way Canal Bridge before the Mayor forms a delegation to meet with Minister Atkinson.

CARRIED

13 QUESTION WITH NOTICE

Nil

14 OUR COMMUNITY

Nil

15 OUR ENVIRONMENT

15.1 NARRANDERA FLORA AND FAUNA RESERVE - LICENCES FOR ENVIRONMENTAL STUDIES

RESOLUTION 24/214

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Cameron Lander

That Council:

1. Concurs with the issue of two concurrent short-term (12 months) Licences numbered 673335 and 673388 received from the NSW Department of Planning, Housing and Infrastructure for the purpose of 'Environmental Studies – Koala Studies'.
2. Council request more information on the process and expectations from the Environmental Studies – Koala Studies.

CARRIED

16 OUR ECONOMY

Nil

17 OUR INFRASTRUCTURE

17.1 NARRANDERA SHOWGROUND LAND MANAGERS - RAW WATER CONNECTION

RESOLUTION 24/215

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Considers the request for assistance from the Narrandera Showground Land Managers to reduce the financial impact of the raw water connection to the Narrandera Showground.
2. Make contribution of \$2,500 to the showground trust from the Mayor and General Manager fund.
3. Establish a payment plan for the remainder of connection fees.

CARRIED

18 OUR LEADERSHIP

18.1 ENDORSEMENT OF TERMS OF REFERENCE FOR CORPORATE AND COMMUNITY SERVICES COMMITTEES

RESOLUTION 24/216

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tracey Lewis

That Council:

1. Endorse the Terms of Reference for the Parkside Cottage Museum Section 355 Committee, appended at *Attachment 1*.
2. Endorse the Terms of Reference for the following Advisory Committees:
 - (a) Arts and Culture Advisory Committee, appended at *Attachment 2*.
 - (b) Bettering Barellan Advisory Committee, appended at *Attachment 3*.
 - (c) Domestic Violence Advisory Committee, appended at *Attachment 4*.
 - (d) Railway Station Community Advisory Committee, appended at *Attachment 5*.
3. Receive a further report regarding the Grong Grong Community Advisory Committee once a meeting of that committee has been held.
4. Receive a further report regarding the appointment of external members to the various committees, following a public expression of interest process commencing December 2024 and concluding February 2025.
5. Amend the Terms of Reference for committees to include that the Council's Alternate Delegate is afforded voting rights in the absence of the main delegate.

CARRIED

19 DEVELOPMENT APPLICATION

Nil

20 PROCUREMENT

Nil

21 POLICY

21.1 POLICY REVIEW - POL060 COMPLAINTS MANAGEMENT POLICY

RESOLUTION 24/217

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Rouse

That Council:

1. Reviews the amended policy titled POL060 Complaints Management Policy.
2. Endorses the proposed amendments for the purpose of exhibition seeking community comment.
3. Deems the policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

22 COMMITTEE REPORTS**22.1 NARRANDERA DOMESTIC VIOLENCE ADVISORY COMMITTEE - MINUTES - 4 NOVEMBER 2024****RESOLUTION 24/218**

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Narrandera Domestic Violence Advisory Committee held on Monday 4 November 2024.

CARRIED**22.2 NARRANDERA STADIUM ADVISORY COMMITTEE - MINUTES - 13 NOVEMBER 2024****RESOLUTION 24/219**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the Minutes of the Narrandera Stadium Advisory Committee held on Wednesday 13 November 2024.
2. Endorses the Terms of Reference subject to the following amendments:
 - a. Section 1 – ‘assistance’ be changed to ‘advice’ to Council who....
 - b. Section 4 – be amended as required when the new Community Strategic Plan is adopted
 - c. Section 6 – recruitment be amended to include ‘advertising be for a minimum of 14 days with a targeted invitation letter to all users groups’.
3. Includes the Narrandera Stadium in tourist information for use as a venue for suitable events.
4. Amend the Terms of Reference to include that the Council’s Alternate Delegate is afforded voting rights in the absence of the main delegate.

CARRIED**22.3 LAKE TALBOT ENVIRONS ADVISORY COMMITTEE - MINUTES - 13 NOVEMBER 2024****RESOLUTION 24/220**

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Minutes of the Lake Talbot Environs Advisory Committee held on Wednesday 13 November 2024.
2. Endorses the Terms of Reference subject to the following amendments:
 - a. Section 1 – purpose of the committee to align with the area’s outcomes and actions contained within the Plan of Management for ‘Lake Talbot and Environs’, with an area map to be included.
 - b. Section 4 – be amended as required when the new Community Strategic Plan is adopted.
 - c. Section 6 – recruitment be amended to include ‘advertising be for a minimum of 14 days with a targeted invitation letter to all user groups’.
3. Amend the Terms of Reference for committees to include that the Council’s Alternate Delegate is afforded voting rights in the absence of the main delegate.

CARRIED

22.4 PARKSIDE COTTAGE MUSEUM S355 COMMITTEE - MINUTES - 8 NOVEMBER 2024

RESOLUTION 24/221

Moved: Cr Bob Manning

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Parkside Cottage Museum S355 Committee held on Friday 8 November 2024.

CARRIED

22.5 ARTS AND CULTURE ADVISORY COMMITTEE - MINUTES - 7 NOVEMBER 2024

RESOLUTION 24/222

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Arts and Culture Advisory Committee held on Thursday 7 November 2024.

CARRIED

22.6 RAILWAY STATION FACILITY ADVISORY COMMITTEE - MINUTES - 7 NOVEMBER 2024**RESOLUTION 24/223**

Moved: Cr Bob Manning

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Minutes of the Railway Station Facility Advisory Committee held on Thursday 7 November 2024.

CARRIED

22.7 NARRANDERA - LEETON SHIRE COUNCILS JOINT AIRPORT MANAGEMENT COMMITTEE - MINUTES - 26 NOVEMBER 2024**RESOLUTION 24/224**

Moved: Cr Bob Manning

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Narrandera - Leeton Shire Councils Joint Airport Management Committee held on Tuesday 26 November 2024.

CARRIED

22.8 BETTERING BARELLAN ADVISORY COMMITTEE - MINUTES - 27 NOVEMBER 2024**RESOLUTION 24/225**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Minutes of the Bettering Barellan Advisory Committee held on Wednesday 27 November 2024.

CARRIED

22.9 AUDIT, RISK AND IMPROVEMENT COMMITTEE - MINUTES - 28 NOVEMBER 2024

RESOLUTION 24/226

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement Committee held on Thursday 28 November 2024.

CARRIED

22.10 ABORIGINAL ELDERS LIAISON - MINUTES - 25 NOVEMBER 2024

RESOLUTION 24/227

Moved: Cr Braden Lyons

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Aboriginal Elders Liaison held on Monday 25 November 2024.

CARRIED

23 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS

23.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - NOVEMBER 2024

RESOLUTION 24/228

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

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

CARRIED

24 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

24.1 STATEMENT OF INVESTMENTS - SEPTEMBER 2024

RESOLUTION 24/229

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the Statement of Investments as at 30 September 2024.

CARRIED

25 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

Items 26.1, 26.2, 26.3 have been considered at another section.

The Meeting closed at 4.21pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 February 2025.

.....
GENERAL MANAGER

.....
CHAIRPERSON

7 MAYORAL MINUTES

7.1 MAYOR REPORT - DECEMBER 2024, JANUARY AND FEBRUARY 2025

Document ID: 780785

Author: Mayor

Theme: 5 - Our Leadership

Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Mayoral report for December 2024, January, and February 2025.

BACKGROUND

Since submitting my last Mayoral Report that was presented to the Ordinary Council meeting of 10 December 2024, I attended the following on behalf of our Council:

Meetings with General Manager: Attended regular morning meetings with the General Manager (GM) George Cowan to discuss various matters. The Deputy Mayor, Cr Sue Ruffles, is also invited to attend the Monday prior to Ordinary Council meetings.

Media Interviews: I had a media interview with 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 in December.

DECEMBER 2024

Tuesday 3: Together with the GM, I joined the Quarterly Update with Murrumbidgee Local Health District (MLHD) Chief Executive Jill Ludford via virtual link.

Thursday 5: The GM and I attended a meeting with a local community member to discuss recent updates on the Lake Coolah Water Storage project.

Later that day, together with fellow Councillors and the GM, I enjoyed attending Barellan's Annual 'Light Up Barellan' event, and the community gathered to celebrate the start of the festive season. Despite the humid evening, spirits were high as residents came together to enjoy a variety of activities, Christmas Carols, Council-provided BBQ, and of course, the lighting of the Christmas tree.

Mayor Kschenka and local singer Belinda Douglas singing carols for the children at the annual Light up Barellan event.



Tuesday 10: I chaired the December 2024 Ordinary Council meeting, and the unconfirmed Minutes of that meeting are submitted for Council’s endorsement.

Later that day, Councillors, Executive staff, and partners enjoyed the Annual Christmas Dinner, which was held this year at the Bidgee Hotel. Special guests also included ex-councillors Narelle Payne, and Kevin Morris.

Cr Kev, as he is affectionately known far and wide, retired after being a Narrandera Shire Councillor representing Barellan and district for 20 straight years. This is an outstanding contribution to the shire. I had the pleasure of presenting the LGNSW 20 Year Certificate of Service Medal and Certificate to Kevin, together with the Narrandera Shire Certificate of Appreciation.

Kevin was accompanied by his partner Louise, who has also contributed much to the community. We wish Kevin and Louise all the very best for the future.



Cr Kevin Morris with certificates, medal, and traditional Narrandera Shire tie.

The 20 Year Service Medal.

Cr Kev, GM George, and Mayor Kschenka.



Wednesday 11: Together with the GM, I joined our regular segment on the local Community Radio, 91.1 Spirit FM, where the GM and I advise the listeners on outcomes of agenda items from the Council meeting, as well as providing any updates on current projects. This informative segment is standardly held at 8:30am on Wednesday following the monthly Council meeting.

Later that day, I joined Council’s Economic Development Manager (EDM) Edwina Kenna, together with special guests Mayor Ruth McRae (Murrumbidgee Shire), Mayor Peter Sharp (Lockhart Shire) and guest EDMs from neighbouring shires, for the launch of the new edition of the Murrumbidgee Trails Visitor Guide.

The launch was celebrated with a special event at Narrandera’s Destination and Discovery Hub. The new visitor guide is out now and features hundreds of local businesses, events, and experiences, and is available from visitor information centres across NSW, Victoria and the ACT, and digital version via this link murrumbidgeetrails.com.au.



Mayor Kschenka,

*Mayor Ruth McRae
(Murrumbidgee
Shire)*

*Mayor Peter Sharp
(Lockhart Shire),*

*Michelle Evans
Economic &
Community
Development
Director (Leeton
Shire)*

Thursday 12: Joined by EDM Edwina Kenna, I attended a meeting with representatives of the Regional Magazine for discussion on the 2025 Edition.

Later that day, and after accepting an invitation, I attended the St Joseph’s School Year 6 Graduation Mass, followed by their traditional dinner held at the Narrandera Ex-Servicemen’s Club. My congratulations go to all graduating students and all the best wishes as they transition into high school.

JANUARY 2025 *“Happy New Year”*

Thursday 9: Together with fellow committee members, I attended the Australia Day Planning Committee meeting. Minutes of the meeting are further presented to Council.

Tuesday 14: I joined Steph Cooke, MP Member for Cootamundra, Cr Cameron Rouse, GM George Cowan, Deputy General Manager Infrastructure (DGMI) Shane Wilson, Deputy General Manager Corporate & Community (DGMCC) Cian Middleton, Water Sewer Manager Shane Squires, Water Sewer Engineer Jacky Shen and EDM Edwina Kenna, for a site visit to the Borellan Treatment Plant (Main Pump Station) and Treatment Ponds, to inspect the progress made on this huge project.



*Jacky Shen
Cr Rouse
Shane Squires
Shane Wilson
Mayor Kschenka
Steph Cooke MP
George Cowan
Cian Middleton.*



Left: Jacky, Shane, Mayor, Steph Cooke MP, George.



Right: Shane, George, Steph, Mayor.



Inspecting the Treatment Ponds.



Treatment Pond.

Tuesday 21: I met with staff to fine-tune details for the Australia Day Ambassadors.

Saturday 25: Australia Day Ambassador Dinner Meet & Greet was held at the Bidgee Hotel and attended by the Australian Ambassador Emma Rossi and Local Ambassador Denise Di Salvia.

Sunday 26: Commencing with a breakfast hosted by the Narrandera Lions Club, I attended the 2025 Australia Day event held at Marie Bashir Park Narrandera. The winners of the 2025 Australia Day Awards were announced, recognising the outstanding contributions of individuals and organisations who have made a lasting impact on our community. Certificates and awards were presented by our ambassadors and myself.

Sports awards were also presented by our Ambassador Emma Rossi, and Gail Murphy read the citations and announced the winners.

MCs on the day were Millie Godden and Hannah McDonald. Beryl Brain, Chairperson of the Australia Day Planning Committee, read the citations for all the nominees.

Australia Day Awards

- Citizen of the Year – Awarded to Mr Kevin Morris
Three Nominations: Rachel Hyde, Adam Conway, and Kevin Morris.
- Young Citizen of the Year – Awarded to Madeline Fraser and Tahlia Gilbert.
- Senior Citizen of the Year – Awarded to Mr John Foster
Two Nominations: John Foster and Bruce Bandy.
- Organisation of the Year – Awarded to Narrandera Fusion Team

Four Nominations: Narrandera Pizzeria, Narrandera Rotary, Narrandera CWA Evening Branch and Narrandera Fusion Team.

- Disability Advocate – Awarded to Bruce Bandy
- Environmental Category – Terry Lawrence was presented with a nomination certificate.



Ambassador Emma Rossi presents Kevin Morris with the Citizen of the Year Award.



Top Left: Tahlia Gilbert – presenting Acknowledgement of Country – Joint Young Citizen of the Year.

Top Centre: Australia Day Ambassador Emma Rossi with Disability Advocate Bruce Bandy.

Top Right: Mayor Kschenka, MCs and Narrandera High School Vice Captains – Millie Goddard & Hannah McDonald.

Bottom: Winners and Nominees – John Foster (Senior Citizen of the Year), Carol – Narrandera CWA Evening Branch (Nominee Organisation of the Year), Peter & Josie Cerillo (Narrandera Pizzeria - Nominee Organisation of the Year), Jenny Clarke (Narrandera Rotary – Nominee Organisation of the Year), Kevin Morris (Citizen of the Year) & Bruce Bandy (Disability Advocate of the Year).

We then travelled to Barellan for their Australia Day events, enjoying a BBQ lunch where we were joined by Steph Cooke MP.

Graeme Davies, Barellan representative on the Australia Day Planning Committee, chaired proceedings by the pool. Entertainment included music and poetry. Special guests were able to catch up with Councillors and Committee members.



2025 Australia Day at Barellan

Citizen of the Year - Kevin Morris, Disability Advocate of the Year - Bruce Bandy. Joined by family and friends.

Later that day, Steph Cooke MP also invited us to the unveiling and hand over of another Fire Truck for the Grong Grong Rural Fire Service Brigade.

Wednesday 29: Mark Anderson from LGNSW Recruitment conducted the General Manager's Annual Review with committee members at the Narrandera Council Chambers. My report on the review committee outcomes is further submitted to Council.

Friday 31: The GM and I travelled to Harden to attend the 7th "Cootamundra Summit" hosted by our local member, Steph Cooke MP. All Ministers or their representatives appeared online. Nerida Mooney, Executive Director Digital Analytics & Insights, represented Minister Scully.

The main topic was the Planning Portal, which has proven to be challenging for almost all councils, increasing workloads and delaying approvals. Training has been implemented and a Council Support line has been established. Generally, the belief is that it was ill conceived, and something needed to be done urgently to fix the problems.

CEO Homes NSW, Rebecca Pinkstone, advised the meeting of the creation of a new task force to lead the state government initiatives on public housing. The General Manager

questioned the performance of the authority in some towns in rural NSW including Narrandera.

The Minister for Regional Transport and Roads, Jenny Aitchison, updated the meeting on happenings in her department and in response to a question from myself, indicated that she would be happy to meet with me and Council representatives in relation to the Canal Bridge.

Water NSW Team Leader, Jane Shepherd, was unable to provide any real guidance on Council's application for funding for the Narrandera Water Treatment Plant.

I raised the issue of cutbacks in services involving the NSW Ambulance Service with the Parliamentary Secretary for Health, Dr Holland, but he indicated that changes involving the loss of intensive care qualified paramedics in rural stations were being implemented.

FEBRUARY 2025

Wednesday 5: Together with the GM, I attended the Quarterly Police/Council meeting (NSC and LSC). There are currently several vacancies for police stationed at Narrandera. The current "*Be a Cop in your Hometown – NSW Police*" program encourages interested people to enquire about that opportunity. See the NSW Police Force website www.police.nsw.gov.au for full details.

Crime is relatively low at the moment, but community members are reminded to remain vigilant and call Crimestoppers to report incidents. When car thefts take place, it is often found that keys have been stolen from inside the resident's home. Owners are reminded that car keys should be kept out of sight in a safe place inside their homes.

Later that day, and together with the GM, I joined a virtual meeting with Murrumbidgee Local Health District (MLHD) Chief Executive Jill Ludford for an update on health services in the Murrumbidgee.

Following this and together with DGMI Shane Wilson, I met with Anglican Bishop Donald Kirk to discuss a proposed development.

Thursday 6: Together with fellow committee members, I attended the Australia Day Planning Committee "Debrief" meeting. Minutes of the meeting are further presented to Council.

Later that day, I met with representatives from the Commonwealth Bank, including Jason McCrea, Narrandera Branch Manager and the area support staff. During the meeting it was confirmed that there is no planned timeframe to close the Narrandera Branch at present, and that they are seeking support from the community and feedback as to what that support could be. They do sponsor community organisations, most recently the Barellan Masters Games.

Later that day, I travelled to Hillston to attend the RAMJO Water Sub-committee's February meeting, followed by the Board meeting dinner.

Discussion was held around buybacks and the effect on communities. The \$160M in compensation is inadequate, but councils are asked to consider what they might like to see in their area.

The methodology in declaring wetlands is questioned, with an enormous number of areas that are just low areas which have never been identified as wetlands.

The proposed water charge increases of 150% for rural areas will see many producers leave the industry. By contrast, charges in the city will increase by 50%.

Friday 7: I joined the quarterly RAMJO Mayors and GMs Board meeting held at Hillston Ex-Servicemen’s Club.

Member for Murray, Helen Dalton was in attendance. She is continuing to make representations regarding water buybacks.

Savings in energy costs are substantial for participating councils, due to the prices negotiated by the Energy Committee lead by GM George Cowan. Grid capacity is an issue for some councils, but not Narrandera.

Discussion was held around the proposed new Code of Meeting Practice. It was agreed that JO's assist small councils and help them to remain small.

Premier's Department: the NSW Budget is due in May 2025, but finances could be tight.

Concerns from the floor were expressed about the Regional Housing Strategy, which does not seem to be centred around smaller towns. RAMJO CEO will represent our region to discuss priorities for RAMJO Councils.

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

Until next time, Mayor Kschenka

8 NOTICES OF MOTION AND QUESTIONS WITH NOTICE**8.1 NOTICE OF MOTION - KARAWATHA DRIVE INTERSECTION**

Document ID: 780699
Author: Cr Bob Manning
Theme: 4 - Our Infrastructure
Attachments: Nil

I, Councillor Bob Manning, hereby submit the following Notice of Motion to the Narrandera Shire Council's Ordinary Meeting of Council be held on 18 February 2025.

MOTION

That:

1. A report be brought back to this Council on the Nallabooma (Karawatha Drive) intersection with State Road (Irrigation Way), regarding plans to upgrade the intersection, improvements, and costs for the better safety of all.

BACKGROUND

Locals attest to difficulties, turning, following vehicles and safety considerations in ground-mist, rain, and night visibility with no intersection lighting.

FINANCIAL**Estimated Cost**

- Roads Ministry with Council limited to lighting or off-road costs.

Budget Line Item

- N/A

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

4 - Our Infrastructure

Strategy

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

Action

4.1.1 - Submit funding applications to maximise opportunities to upgrade the local and regional road network.

9 REPORTS OF COUNCILLORS

Nil

10 REPORTS OF COMMITTEES**10.1 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 9 JANUARY 2025****Document ID: 775485****Author: Events & Visitor Services Team Leader****Authoriser: General Manager****Attachments: 1. Australia Day Planning Advisory Committee Minutes - 9 January 2025****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Advisory Committee held on Thursday 9 January 2025.



MINUTES

Australia Day Planning Committee

9 January 2025

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUSTRALIA DAY PLANNING COMMITTEE
HELD AT THE NDDH
ON THURSDAY, 9 JANUARY 2025 AT 8.30AM**

1 PRESENT

Chair Beryl Brain, Mayor Cr Neville Kschenka, Cr Sue Ruffles, Mrs Helen McDermott, Mr Glenn Bartley, Mr Graeme Davies,

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mr Glenn Bartley

Seconded: Mr Graeme Davies

That apologies from Cr Braden Lyons be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mrs Helen McDermott

Seconded: Mr Graeme Davies

That the minutes of the Australia Day Planning Committee held on 21 November 2024 be confirmed.

CARRIED

5 REPORTS

6.1 AUSTRALIA DAY PLANS AND UPDATE

COMMITTEE RESOLUTION

Moved: Cr Sue Ruffles

Seconded: Mr Graeme Davies

That the Committee:

Receives an update for the plans for Australia Day and confirm their roles for the event.

CARRIED

Local Ambassador – Denise Di Salvia has accepted the honour of being Local Ambassador for Australia Day 2025. Official letter has been sent and acknowledged.

Australia Day Ambassador – official letter coming this week.

Helen McDermott & Beryl Brain – Tattoos, Flags and Programs

Barellan event – 11am – 2pm – Belinda Shanahan - Entertainment

Grong Grong event – 12pm – 4pm – Flag Raising in Grong Grong Park, Royal Hotel – Community BBQ, yabby races and games.

6 GENERAL BUSINESS

7 NEXT MEETING

Thursday 6 February, 2025 8.30am at NDDH

8 MEETING CLOSE

Meeting Closed at 9.27am

The minutes of this meeting were approved by the Chairperson (magiQ #775481) and will be presented to the next meeting for confirmation.

**10.2 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 6
FEBRUARY 2025****Document ID: 781246****Author: Events & Visitor Services Team Leader****Authoriser: General Manager****Attachments: 1. Australia Day Planning Advisory Committee Minutes - 6
February 2025****RECOMMENDATION**

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Advisory Committee held on Thursday 6 February 2025.



MINUTES

Australia Day Planning Committee

6 February 2025

**MINUTES OF NARRANDERA SHIRE COUNCIL
AUSTRALIA DAY PLANNING COMMITTEE
HELD AT THE NDDH
ON THURSDAY, 6 FEBRUARY 2025 AT 8.30AM**

1 PRESENT

Member Glenn Bartley, Member Helen McDermott, Minute Taker Brenda Hartmire, Member Graeme Davies, Mayor Neville Kschenka, Chairperson Beryl Brain, Member Sue Ruffles,

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Mr Glenn Bartley

Seconded: Mr Graeme Davies

That apologies from Member Braden Lyons be received and accepted.

CARRIED

3 BUSINESS ARISING FROM PREVIOUS MINUTES

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

COMMITTEE RESOLUTION

Moved: Mr Graeme Davies

Seconded: Mrs Helen McDermott

That the minutes of the Australia Day Planning Committee held on 9 January 2025 be confirmed.

CARRIED

5 REPORTS

6.1 AUSTRALIA DAY DEBRIEF

COMMITTEE RESOLUTION

Moved: Mrs Helen McDermott

Seconded: Mr Glenn Bartley

That the Committee:

1. Discuss the various Australia Day events and gives feedback
2. Pass on the feedback received to the next committee

CARRIED

AUSTRALIA DAY DEBRIEF

1. Australia Day Ceremony – Marie Bashir Park – 230 people attended
A list of comments were presented and made available for the next committee, overall most comments were positive regarding the venue, flow of the ceremony and Lions Breakfast very much appreciated. Australia Day Ambassador, Emma Rossi showed great interest in the local community and thank you to the local ambassador, Denise Di Salvia.
2. Australia Day at Barellan – Barellan Pool – 95 people attended
More people attended than anticipated with lots of young families. Well received. All quotes in future to be in writing ahead of the day – suggestions free entry to the pool limited to between 11am – 12.30pm.
3. Australia Day at Grong Grong – over 100 people attended
Well attended including a group from Griffith. Flag raising was moved a little earlier due to the weather, activities, food and yabby races at the Royal Hotel were enjoyed by all.
4. Survival Day March – around 50 people attended
Braden Lyons did a great job as lead speaker and march went well.
5. Kayaking on Lake Talbot – over 50 people participated, feedback very positive.
6. Australia Day Concert – not many attended (total 15) due to change in venue but those who did enjoyed the music
7. Australian Films at Plaza Theatre – over 20 attended the Family Movie Oddball, and 17 attended June Again. Great movies and enjoyed by all.
8. Wiradjuri Art Workshop – 8 attendees including two from Melbourne, all said was fabulous when asked for feedback on the day. Post event feedback also very positive.
9. Bush Tucker Sweet Treats – 7 plus the art workshop attendees enjoyed the demonstration. All thoroughly enjoyed the Wattle Seed Scones served with Bush Tucker fruit jam also the lovely cream cake with bush tucker flavours.

6.2 REVIEW OF TERMS OF REFERENCE

COMMITTEE RESOLUTION

Moved: Mrs Helen McDermott

Seconded: Mr Graeme Davies

That the Committee:

1. Revises the current Terms of Reference for the Australia Day Planning Committee
2. Suggests any changes necessary

CARRIED

6 GENERAL BUSINESS

7 NEXT MEETING

Next meeting, new committee to be held in July 2025 details to be confirmed.

8 MEETING CLOSE

Meeting Closed at 9.35am

The minutes of this meeting were approved by the Chairperson (magiQ #781244) and will be presented to the next meeting for confirmation.

11 REPORTS OF THE GENERAL MANAGER

11.1 LAKE COOLAH OFF RIVER STORAGE

Document ID: 781952

Author: General Manager

Authoriser: General Manager

Theme: Our Economy

Attachments: 1. Letter - DCCEEW - Lake Coolah Mejum Swamp [↓](#) 

RECOMMENDATION

That Council:

1. Notes the NSW Government stated position on Lake Coolah
2. Notes the failure of Council's application for funding for the feasibility study.
3. Supports the lodgement of future applications for funding where it is clear that Lake Coolah meets the essential criteria, and which do not commit Council to significant co-contributions.

PURPOSE

The purpose of this report is to update Council on discussions regarding the Lake Coolah Off River storage proposals.

SUMMARY

The report provides an outline of action taken in relation to Lake Coolah and the attempt to obtain funding for a detailed analysis to be undertaken.

At this stage no grant funding programs appear to be available.

BACKGROUND

In August 2024 Council was granted an extension of time to prepare and lodge an application under Stream D of the Resilient Rivers Water Infrastructure Program for funding of a feasibility study designed to assess the value of creating an off-river storage at Lake Coolah.

A consultant was engaged to work with Council and community representatives on the application which was subsequently lodged.

In December, Council received advice that the application was unsuccessful as it failed to meet the essential criteria of "identifying water entitlements that could be transferred to the Commonwealth Water holder" if the project went ahead. I subsequently wrote to the assessment team in NSW Water urging them to consider the application "on its merit". That approach was also rejected.

I also sought advice from that team on the status of the Lake Coolah proposal and my approach eventually found its way to the Director of Regional Water Strategies who has replied (see attachment) advising that Lake Coolah was not progressed through the assessment process. It was not shortlisted because of:

- Stakeholder concerns about potential impacts, including cultural impacts

- Poor suitability as an off-river storage due to high evaporation and water quality issues experienced in shallow lake storages
- Expected environmental impacts, including water quality impacts, impacts on connectivity, and impacts on planned environmental water from capturing high natural flows.

In February 2025, the Federal Government announced that the National Water Grid funding program was open for expressions of interest and Council was approached by community representatives to lodge an application. One of the essential criteria for submissions was the strong support of the NSW government and availability of 50:50 funding.

Because of the response from NSW Water, it is unlikely that any application relating to Lake Coolah would receive their support at this stage.

Community representatives continue to lobby stakeholders for support of the Lake Coolah concept.

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

5.1.7 - Make representations to both Federal and State Government agencies to determine the feasibility of the Lake Mejum and Lake Coolah concept.

ISSUES AND IMPLICATIONS

Policy

- Narrandera Shire Community Strategic Plan

Financial

- The consultant engaged to assist with the preparation of the Resilient Rivers funding application cost approximately \$22,092.00. Considerable staff time also went into the application.

Legal / Statutory

- N/A

Community Engagement / Communication

- A community information session involving interested parties including landowners was held in November 2024.

RISKS

Risks to Council include:

- Reputational risk in our community of not actively pursuing funding options.
- Financial risk if Council becomes committed for further funding knowing, for example that the National Water Grid funding is 50:50.

OPTIONS

1. Option one is recommended and that is to continue to monitor and identify suitable funding programs that would allow a feasibility of the concept to be undertaken.
2. Option two would be to prepare and lodge an EOI under the National Water Grid funding program knowing that it is unlikely to be supported.

CONCLUSION

Continuing to monitor federal funding programs to identify a suitable source of funds to enable a feasibility study or business case to be prepared is the recommended course of action.

Department of Climate Change, Energy, the Environment and Water



Our ref: OUT25/499

Your ref: GC/MJ: F- 132962 & D- 773620

Attn: George Cowan, General Manager

Narrandera Shire Council

141 East Street

Narrandera NSW 2700

10 February 2025

Subject: Lake Coolah – Mejum Swamp off-river storage proposal

Dear George,

Thank you for your letter of 18 December 2024 regarding Lake Coolah and Mejum Swamp. I apologise for the delay in our reply.

The NSW Government is committed to a strategic approach to planning for water security and works with local councils, stakeholders and communities to develop and implement water strategies and plans.

The department acknowledges the exposure of regional communities to Australian Government water buybacks and the potential impact of communities reliant on irrigation. To minimise the risks to our Basin communities and industries from large scale water buybacks, we have developed the *NSW Alternatives to Buybacks Plan*¹. It outlines how commitments in the Murray Darling Basin Plan can be delivered in a way that achieves good environmental outcomes while minimising the exposure of NSW communities to meet water recovery targets.

Draft Murrumbidgee Regional Water Strategy

The department is committed to securing town and regional water security into the future and has invested in developing regional water strategies to identify local challenges and actions to address them.

¹ <https://water.dpie.nsw.gov.au/our-work/plans-and-strategies/alternatives-to-water-buybacks-plan>

Department of Climate Change, Energy, the Environment and Water

The draft Murrumbidgee Regional Water Strategy (May 2022) listed a range of potential options to address regional challenges. Community feedback was sought on these options to determine if they were likely to make a net positive contribution to the RWS's objectives, and this then informed additional options processes, such as cost-benefit, hydrological, economic and environmental assessments, which resulted in a short list of proposed actions.

Option 34, which proposed to investigate a new storage at Lake Mejum-Coolah, progressed through the first stage of the options assessment process. However, it was not shortlisted due to:

- stakeholder concerns about potential impacts, including cultural impacts
- poor suitability as an off-river storage due to high evaporation and water quality issues experienced in shallow lake storages
- expected environmental impacts, including water quality impacts, impacts on connectivity and impacts on planned environmental water from capturing high natural flows.

The draft Murrumbidgee Regional Water Strategy (May 2024) identified alternative options to provide additional mid-river storage in flow constraint points. Option 38, which proposed to expand Bundidgerry off-river storage and new transfer canal, was assessed and shortlisted as a viable option for further consideration.

The Murrumbidgee Regional Water Strategy is expected to be finalised over the coming months. Its Implementation Plan will outline actions to be delivered in the first five years following publication of the strategy.

Draft Murrumbidgee unregulated river water sharing plan – WSP prescribed wetlands

A review of the method and criteria for identifying proposed WSP prescribed wetlands in unregulated water sharing plans on public exhibition is underway. Your letter will be considered as a submission objecting to Lake Coolah – Mejum Swamp as prescribed wetlands. Revised maps will be released by the end of February to show the wetlands to be included as prescribed wetlands in the final water sharing plan.

All licence holders in the Murrumbidgee unregulated water sharing plan area who have their details listed with WaterNSW have been contacted about the water sharing plan replacement and were informed of public information sessions. Public advertising via print, radio and social media was also undertaken.

Department of Climate Change, Energy, the Environment and Water



Other programs

I understand that a new storage at Lake Mejum-Coolah was also considered under two other programs:

- **Resilient Rivers Water Infrastructure Program** – A funding for a feasibility study for this project was deemed ineligible as it is unable to meet the program requirements of not being able to commit to the transfer of an agreed volume of water entitlements to the Australian Government. I understand this was communicated to you via email on 13 December 2024.
- **Sustainable Diversion Limit Adjustment Mechanism (SDLAM) project** – This project was not eligible to be considered as a SDLAM project because it does not meet the legislative requirements of being notified by the Basin Officials Committee as a new SDLAM project by 30 June 2025 and delivered by 31 December 2026. I understand this has been communicated to you also.

It is likely this project would also be detrimental to work to improve connectivity between rivers and wetlands being conducted under the Reconnecting River Country program.

Thank you for providing your suggestion about the development of Lake Mejum-Coolah Swamp into a new off-river storage. I appreciate your engagement in strategic options that we may consider as we plan for the future of the region. Following finalisation of the Murrumbidgee Regional Water Strategy, if you have questions about the implementation of any of the mid-Murrumbidgee storage actions therein, I encourage you to reach out to us again.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Kristanne Andersen".

Kristanne Andersen

Director, Regional Water Strategies
Water Strategy and Policy Division

11.2 ENDORSEMENT OF TERMS OF REFERENCE FOR AUSTRALIA DAY PLANNING ADVISORY COMMITTEE

Document ID: 780652

Author: Events & Visitor Services Team Leader

Authoriser: General Manager

Theme: Our Community

Attachments: 1. TOR Advisory - Australia Day Planning [↓](#) 

RECOMMENDATION

That Council:

1. Endorses the Terms of Reference for the Australia Day Planning Advisory Committee, appended at *Attachment 1*.

PURPOSE

The purpose of this report is to provide Council with revised Terms of Reference for the Australia Day Planning Advisory Committee (refer *Attachments 1*).

SUMMARY

All committees established by Council are governed by Terms of Reference endorsed by Council. Under their current Terms of Reference, committees are constituted to operate for the term of the Council, plus three (3) months. This practice allows the incoming Council an opportunity to consider the committees it requires and delegations to those committees.

Review of Committee Objectives

At its Ordinary Meeting on 15 October 2024, Council appointed Councillor delegates to its various committees for the current 2024-28 term of Council [**res. 24/174**]. Officers have facilitated meetings of each of the committees for the purpose of reviewing Terms of Reference and identifying any potential changes to committee objectives. Minutes of these meetings have been submitted to the February 2025 Ordinary Meeting for noting by Council.

Following this process, a review has been conducted by the Australia Day Planning Advisory Committee. Minor amendments have been actioned as requested by Australia Day Planning Advisory Committee.

Recruitment of Committee Members

Council has invited nominations from members of the community to fill the community representative positions on each committee for the current 2024-28 term of Council. This expression of interest process has been publicly advertised on Council's website and promoted via a range of media platforms, including social, print and radio media.

Once this expression of interest process has concluded in early 2025, a further report will be brought to Council for determination.

BACKGROUND

The *Local Government Act 1993* ("the Act") provides that Council may establish committees to inform its strategy-setting and decision-making processes and provide a mechanism for community involvement in the provision of Council facilities, services and

events. Committees operated by Council can broadly be grouped into four (4) categories, which are summarised in *Table 1*, below.

Table 1 Committee types and purposes

Committee	Summary of Changes
Standing	Established under Clause 20.3 of the Model Code of Meeting Practice, comprising the Mayor and Councillors, for a specific purpose. Such committees are comprised entirely of Councillors.
Statutory	Established to achieve compliance with Council's legislative obligations under an Act of Parliament (eg: Audit, Risk and Improvement Committee; Local Traffic Committee). Such committees may comprise Councillors, as well as community representatives and other stakeholders, depending on the applicable legislation.
Advisory	Established to provide specialist advice to Council with respect to opportunities and challenges pertaining to a certain issue or oversee the implementation of a strategy or major plan of Council. Such committees may include community representatives, Councillors and/or members of Council staff.
Section 355	Established under section 355 of the Act to exercise a function of the Council (eg: management of a Council facility or service). Such committees may include community representatives, Councillors and/or members of Council staff.

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

- Following adoption, the Terms of Reference will serve as each committee’s principal governance document. Terms of Reference clearly outline the purpose, role, objectives, membership and administrative arrangements for each committee.

Financial

- There are no financial implications for Council associated with this report.

Legal / Statutory

- As noted above, the Act provides the framework for Council to establish and operate committees.

Community Engagement / Communication

- As noted above, a public expression of interest process has been administered by Council Officers to recruit community members to serve on the various committees. This process commenced in December 2024 and concluded late January 2025. Expressions of interest were advertised on Council's website and promoted via social, print and radio media.

OPTIONS

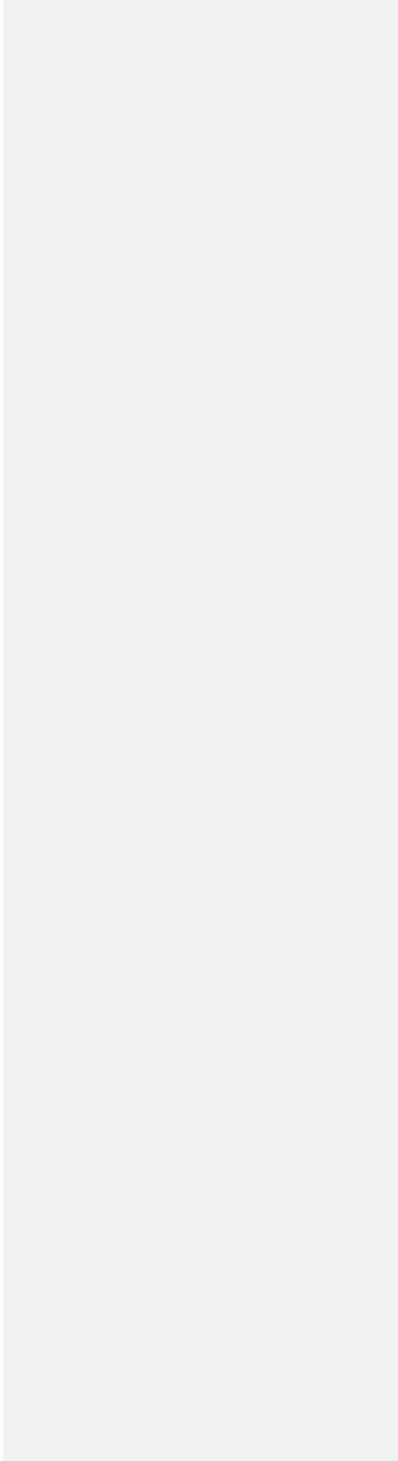
1. Resolve to adopt the revised Terms of Reference (**recommended**).
2. Decline to adopt the revised Terms of Reference.

CONCLUSION

It is recommended that Council endorses the revised Terms of Reference for the Australia Day Planning Advisory Committee (refer *Attachments 1*).



**Australia Day Planning
Advisory Committee
TERMS OF REFERENCE**



NARRANDERA SHIRE COUNCIL

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

Phone: 02 6959 5510
Fax: 02 6959 1884



Committee Name	Australia Day Planning
Committee Type	Advisory
Responsible Section	Economic Development
Document ID	53861
Date Adopted	18 February 2025
1. Purpose	<p>Australia Day is for all Australians, no matter where our personal stories began. Reflect on being Australian, celebrate contemporary Australia and recognise our history.</p> <p>The Australia Day Planning Committee assists Council in delivering safe and enjoyable community events on Australia Day in the townships of Narrandera, Barellan and Grong Grong within available budget resources.</p>
2. Establishment	<p>The Australia Day Planning Committee has been established to provide particular expertise to help the Council to make its decisions and/or help engage community resources and opinion. There are no formal, delegated powers to act in place of Council.</p> <p>Any decisions or recommendations from the Committee need to be adopted by Council at a formal meeting to achieve legal standing.</p> <p>The Australia Day Planning Committee as a Committee of Council is bound by practises established in Council's policies - in particular:</p> <ul style="list-style-type: none"> • Council's Code of Conduct
3. Objectives	<ul style="list-style-type: none"> • Liaison with volunteer groups to ensure that the interests of their particular area are adequately represented • Committee formed to guide the event and operations for Australia Day for Narrandera and oversees the events in Grong Grong and Barellan. • The responsibilities: <ul style="list-style-type: none"> ○ Providing a forum for discussion to help guide the strategic direction of the event. ○ Actively promote the events and award ceremony ○ Determining and fulfilling a process for recommending to Council the winners of the various categories in the Citizen of the Year awards.
4. Objectives from the Community Strategic Plan (CSP)	<p>The objectives of the Australia Day Planning Committee align with the following objectives from the Community Strategic Plan:</p> <ul style="list-style-type: none"> • To feel connected and safe: <ul style="list-style-type: none"> 16. Encouraging the community to initiate the development of innovative and regular events. 17. Support community groups where possible to remain functional into the future.

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

Commented [BH1]: To be updated to new wording for 2025 CSP

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

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

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11.3 ENDORSEMENT OF TERMS OF REFERENCE FOR KOALA REGENERATION ADVISORY COMMITTEE

Document ID: 780632

Author: Events & Visitor Services Team Leader

Authoriser: General Manager

Theme: Our Environment

Attachments: 1. TOR Advisory - Koala Regeneration (Revised 2024) [↓](#) 

RECOMMENDATION

That Council:

1. Endorses the Terms of Reference for the Koala Regeneration Advisory Committee, appended at *Attachment 1*

PURPOSE

The purpose of this report is to provide Council with revised Terms of Reference for the Koala Regeneration Advisory Committee (refer *Attachments 1*).

SUMMARY

All committees established by Council are governed by Terms of Reference endorsed by Council. Under their current Terms of Reference, committees are constituted to operate for the term of the Council, plus three (3) months. This practice allows the incoming Council an opportunity to consider the committees it requires and delegations to those committees.

Review of Committee Objectives

At its Ordinary Meeting on 15 October 2024, Council appointed Councillor delegates to its various committees for the current 2024-28 term of Council [**res. 24/174**]. Officers have facilitated meetings of each of the committees for the purpose of reviewing Terms of Reference and identifying any potential changes to committee objectives. Minutes of these meetings were submitted to the November 2024 Ordinary Meeting for noting by Council.

Following this process, minor amendments have been actioned as requested by Koala Regeneration Advisory Committee.

Recruitment of Committee Members

Council has invited nominations from members of the community to fill the community representative positions on each committee for the current 2024-28 term of Council. This expression of interest process has been publicly advertised on Council's website and promoted via a range of media platforms, including social, print and radio media.

Once this expression of interest process has concluded in early 2025, a further report will be brought to Council for determination.

BACKGROUND

The *Local Government Act 1993* ("the Act") provides that Council may establish committees to inform its strategy-setting and decision-making processes and provide a mechanism for community involvement in the provision of Council facilities, services and events. Committees operated by Council can broadly be grouped into four (4) categories, which are summarised in *Table 1*, below.

Table 1 Committee types and purposes

Committee	Summary of Changes
Standing	Established under Clause 20.3 of the Model Code of Meeting Practice, comprising the Mayor and Councillors, for a specific purpose. Such committees are comprised entirely of Councillors.
Statutory	Established to achieve compliance with Council's legislative obligations under an Act of Parliament (eg: Audit, Risk and Improvement Committee; Local Traffic Committee). Such committees may comprise Councillors, as well as community representatives and other stakeholders, depending on the applicable legislation.
Advisory	Established to provide specialist advice to Council with respect to opportunities and challenges pertaining to a certain issue, or oversee the implementation of a strategy or major plan of Council. Such committees may include community representatives, Councillors and/or members of Council staff.
Section 355	Established under section 355 of the Act to exercise a function of the Council (eg: management of a Council facility or service). Such committees may include community representatives, Councillors and/or members of Council staff.

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

- Following adoption, the Terms of Reference will serve as each committee’s principal governance document. Terms of Reference clearly outline the purpose, role, objectives, membership and administrative arrangements for each committee.

Financial

- There are no financial implications for Council associated with this report.

Legal / Statutory

- As noted above, the Act provides the framework for Council to establish and operate committees.

Community Engagement / Communication

- As noted above, a public expression of interest process has been administered by Council Officers to recruit community members to serve on the various committees. This process commenced in December 2024 and concluded late January 2025. Expressions of interest were advertised on Council's website and promoted via social, print and radio media.

OPTIONS

1. Resolve to adopt the revised Terms of Reference (**recommended**).
2. Decline to adopt the revised Terms of Reference.

CONCLUSION

It is recommended that Council endorses the revised Terms of Reference for the Koala Regeneration Advisory Committee (refer *Attachments 1*).



Koala Regeneration Advisory Committee TERMS OF REFERENCE



NARRANDERA SHIRE COUNCIL

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

Phone: 02 6959 5510
Fax: 02 6959 1884



Committee Name	Koala Regeneration
Committee Type	Advisory
Responsible Section	Economic Development
Document ID	50284
Date Adopted	Proposed Changes from Koala Committee meeting 29 October 2024
1. Purpose	To advise Narrandera Shire Council on the welfare and conservation efforts of the Nationally Significant Koala Colony in the Narrandera LGA with the assistance of NSW National Parks and Wildlife Service and assist Narrandera Shire Council to run the Annual Koala Count.
2. Establishment	The Koala Regeneration Committee has been established to provide particular expertise to help the Council to make its decisions and/or help engage community resources and opinion. There are no formal, delegated powers to act in place of Council. Any decisions or recommendations from the Committee need to be adopted by Council at a formal meeting to achieve legal standing. The Koala Regeneration Committee as a Committee of Council is bound by practises established in Council's policies - in particular: <ul style="list-style-type: none"> • Council's Code of Conduct
3. Volunteer Groups	The Committee will be responsible for the coordination of the following Volunteer Group: <ul style="list-style-type: none"> • Koala Count
4. Objectives	The principal responsibilities of the Koala Regeneration Committee will be: <ul style="list-style-type: none"> • That the Annual Koala Count becomes a Council led event under the direction of the Koala Regeneration Committee in consultation with National Parks and Wildlife Service. • Recommend to Council regarding the preservation of the Narrandera Koala Colony. • Advocate for state and national funding opportunities in support of the Narrandera Koala Colony.
5. Objectives from the Community Strategic Plan (CSP)	The objectives of the Koala Regeneration Committee align with the following objectives from the Community Strategic Plan: <ul style="list-style-type: none"> • To feel connected and safe: <ul style="list-style-type: none"> 16. Encouraging the community to initiate the development of innovative and regular events. 17. Support community groups where possible to remain functional into the future.

	<p>18. Enhanced opportunities for community members to better connect with Council such as participating in one of Council's Committees</p> <ul style="list-style-type: none"> • To value, care for and protect our natural environment <p>22. Preserve and manage our natural environment and native flora and fauna.</p> <p>25. Preserve and promote our local Koala population</p> <ul style="list-style-type: none"> • To support local business and industry to grow and prosper <p>39. Work with regional organisations, industry and local businesses to improve the economic environment for Narrandera Shire</p> <p>42. Promote the Shire and region through active participation in partnerships with other Councils, regional tourism and industry groups</p> <p>48. Support the development and maintenance of appropriate infrastructure within significant recreational destinations including river and forest areas.</p> <p>For more information refer to the 2017-2030 Community Strategic Plan available via Council website:</p>
<p>6. Membership</p>	<p>The Committee is to consist of a minimum of six (6) members:</p> <ul style="list-style-type: none"> • A minimum of four (4) Community representatives • Minimum of one (1) Councillor – appointed by resolution of Council at the commencement of each Council term • One (1) NSW National Parks and Wildlife Service representative • Committee members shall: <ul style="list-style-type: none"> ○ Send an apology if unable to attend a meeting. (Councillor to contact Councillor Alternate) ○ Read Business Papers in advance and undertake necessary research. ○ Raise issues and concerns, and report on initiatives and issues which may be relevant to or of interest to other members. ○ Participate in discussions and decision making. ○ Follow through actions minuted and subsequently adopted by Council.
<p>7. Method of Determining Members</p>	<p>Recruitment and appointment to the Committee:</p> <ul style="list-style-type: none"> • All members of the previous committee be invited to apply • Nominations of interest advertised via social media, print media • Nomination form completed by interested parties • Submissions collected • Report submitted to General Manager • Recommendations to Council • Resolution of Council endorsing members of Committee <p>The process to replace any vacant positions is:</p> <ul style="list-style-type: none"> • Review previous nominations • Nominations of interest advertised via social media, print media • Submissions collected

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

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

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12 REPORTS OF THE DEPUTY GENERAL MANAGER CORPORATE AND COMMUNITY SERVICES


12.1 SPECIAL VARIATION IMPROVEMENT PLAN PROGRESS REPORT - 31 DECEMBER 2024

Document ID: 780000

Author: Deputy General Manager Corporate and Community

Authoriser: Deputy General Manager Corporate and Community Services

Theme: Our Leadership

Attachments: 1. **Special Variation (SV) Improvement Plan Progress Report as at 31 December 2024** [↓](#) 

RECOMMENDATION

That Council:

1. Receives and notes the Special Variation (SV) Improvement Plan Progress Report for the six-month period from 01 July 2024 to 31 December 2024 inclusive, appended at *Attachment 1*.

PURPOSE

The purpose of this report is to provide Council with a summary of actions, delivered and underway, from Council's Special Variation ("SV") Improvement Plan to reflect the organisation's progress towards achieving efficiency improvements and cost containment.

SUMMARY

At its Ordinary Meeting held 21 November 2023, Council resolved to apply to the NSW Independent Pricing and Regulatory Tribunal ("IPART") for a Special Variation ("SV") [**res. 23/208**]. In May 2024, IPART determined to approve Council's SV application.

Prior to making application to IPART, Council's Management prepared an SV Improvement Plan outlining projects and initiatives that, if delivered, could support the organisation in improving efficiency, enhancing productivity, and achieving cost containment. The SV Improvement Plan was included in Council's SV application to IPART and is available for community view from Council's website.

The SV Improvement Plan commits Council to achieving 33 individual actions which are aimed at improving the organisation's efficiency or effectiveness or achieving cost containment. Of these 33 actions, 18 are scheduled for completion in the current 2024-25 financial year. A further 11 actions are scheduled for delivery in 2025-26, with the remaining four actions scheduled for completion in 2026-27.

Each of the 33 actions has been assigned to a member of Council's Executive and Management team for completion. The responsible officer is then responsible for monitoring the successful delivery of the action and providing progress reports via this reporting process.

Status Report

As of 31 December, five (representing 28 per cent) of the 18 actions scheduled for delivery in 2024-25 had been completed, with a further 13 (72 per cent) actions underway. No actions have been deferred or are yet to commence.

Figure 1 SV Improvement Plan - Status of Actions as at 31 December 2024

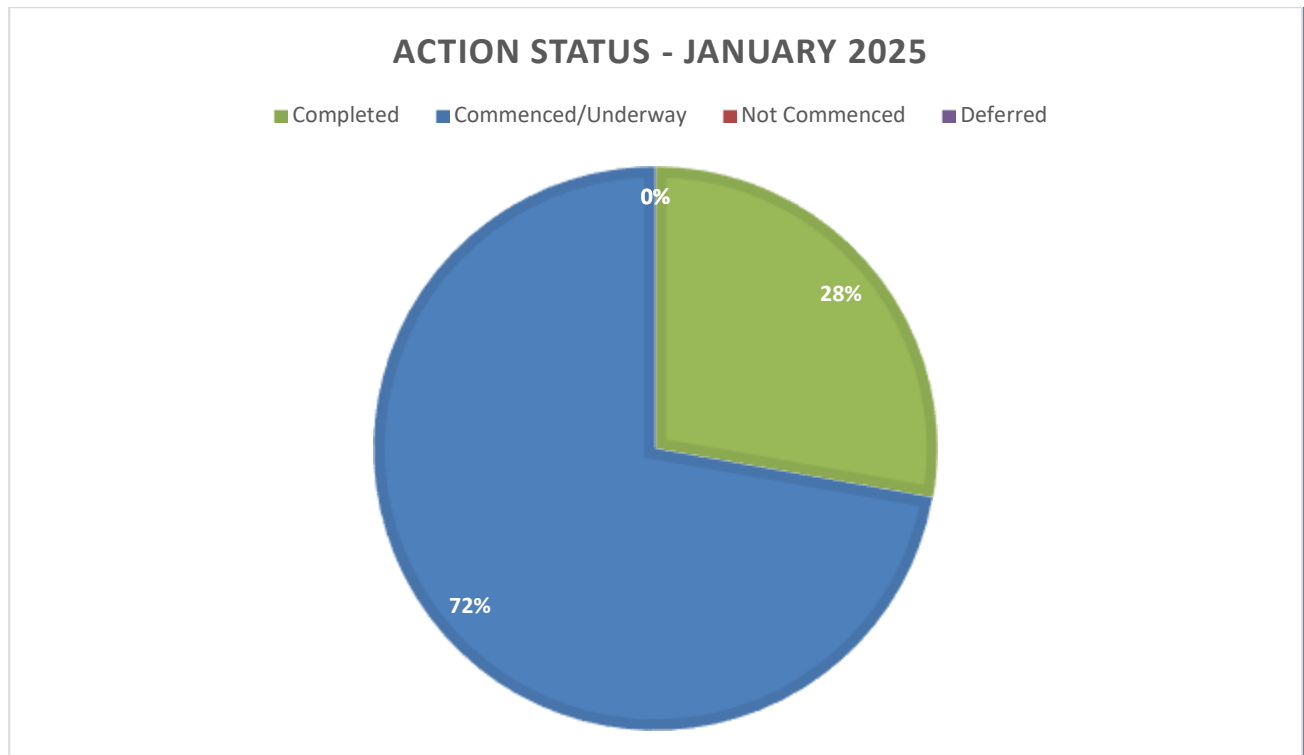


Table 1 Action Status by Department

Department	Action Status				Total
	Commenced	Completed	Not Commenced	Deferred	
Corporate and Community Services	2	4	0	0	6
Executive Services	3	1	0	0	4
Infrastructure Services	8	0	0	0	8
Total	13	5	0	0	18

Key Achievements

Actions completed in the reporting period include:

- Procurement of a new Enterprise Management System (EMS), which is currently being implemented.
- Completion of Works Depot fibre link upgrade from 1Gps to 10Gps, allowing more staff to work onsite at the Works Depot.
- Employment of an IT Trainee in the organisation’s Information Technology section.
- Formalisation of flexible work arrangements via adoption of Flexible Work Arrangements Policy.

BACKGROUND

IPART considers all SV applications against the criteria established by the Office of Local Government (“the OLG”) as set out in the *Guidelines for the Preparation of an Application for a Special Variation to General Income* (“the SV Guidelines”). Under the SV Guidelines, IPART considers the council’s success in achieving productivity improvements and cost containment strategies, prior to determining the outcome of its SV application.

The SV Improvement Plan summarises the productivity improvements and cost containment initiatives already implemented by Management prior to Council’s SV application in November 2023. Importantly, the plan also outlines additional measures which Management has committed to delivering to achieve further cost savings and efficiency improvements. As noted above, the plan is scheduled to be delivered in full by the end of the 2026-27 financial year (being 30 June 2027).

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

- There are no policy implications for Council associated with this report.

Financial

- As part of the reporting conditions imposed by IPART, Council must include further detail in its Annual Report on the specific annual savings achieved as a result of the productivity improvements implemented via delivery of the SV Improvement Plan.

Legal / Statutory

- IPART requires Council to report on its progress in implementing the SV Improvement Plan each year, via our Annual Report.

Community Engagement / Communication

- As noted above, IPART requires Council to communicate its progress in implementing the SV Improvement Plan via the Annual Report. Council may elect, however, to provide more frequent progress reports to the community, and Management has determined to do so via six-monthly Council reports.

RISKS

As detailed above, IPART imposed conditions on its approval of Council’s SV application. One of the conditions is that Council must include information in each Annual Report from

2024-25 to 2030-31 detailing its progress in implementing the SV, as well as other productivity and cost containment measures it has put in place. Supplementary progress reporting via this report ensures Council maintains oversight over Management's progress in achieving its SV Improvement Plan.

CONCLUSION

Implementation of the SV Improvement Plan is progressing. It is recommended that Council resolves to receive and note the progress report as detailed in this report.

Special Variation Improvement Plan Progress Report

Actions Scheduled for 2024-2025 Financial Year



Special Variation Improvement Plan Progress Report

Actions Scheduled for 2024-2025 Financial Year

Code	Action Name	Comments	Responsible Officer	Status	Progress
1	Review Council's current utility (water, electricity and gas) usage and identify ways to reduce usage/costing - target a 10% saving	The new Power Purchase Agreement (PPA) for the large sites and street lighting is set to reduce the energy cost for these sites by 18 per cent annually.	Projects and Assets Manager	Progressing	20%
2	Improvements to Asset Management Plans - changes to asset management spend and improvement plan	Council is currently implementing a new asset management system.	Projects and Assets Manager	Progressing	30%
3	Review roads hierarchy as part of the service review plan	Road Hierarchy Review is currently being investigated with a Service Review to look at the overall roads network and levels of service.	Works Manager	Progressing	10%
4	Develop service review program for year 3 and beyond - one per year.	A draft Service Review Framework has been developed and will be tabled at the next Audit, Risk and Improvement Committee meeting (March 2025) for review.	Governance & Engagement Manager	Progressing	25%
5	Implement organisational flexible workplace arrangements.	Flexible work arrangements implemented via formalisation of Flexible Work Arrangements Policy.	Human Resources Manager	Completed	100%
6	Implement Climate Action Strategy, including solar power implementation.	Council is continuing to implement the short and medium plans outlined in the Climate Action Strategy. Stage 1 solar implementation project has been completed.	Projects and Assets Manager	Progressing	30%
7	Procure a new Enterprise Management Solution and commence implementation.	Council has gone to market and awarded the tender to MagiQ software. Implementation has commenced with modules coming online as the migration data is cleansed, imported and verified as correct.	Information Technology Manager	Completed	100%

Special Variation Improvement Plan Progress Report – 31 December 2024

Code	Action Name	Comments	Responsible Officer	Status	Progress
8	Implement technology to assist in management of weeds, parks and gardens and cemeteries.	At the present time OSR use technology to monitor biosecurity issues, a tree plotter used for tree management also Toro central irrigation management system for water irrigation.	Open Space Recreation Manager	Progressing	95%
9	Undertake section and position review when positions become vacant and ensure positions are reviewed before advertising.	Managers have a responsibility to reassess every position as the positions becomes vacant. If it is determined that a position should be reviewed due to additional workload or additional responsibilities, then a complete review of the position description is required before the position is advertised.	Human Resources Manager	Progressing	80%
10	Undertake resourcing reviews for all works, to determine most efficient and effective delivery option.	A review of the most efficient and effective way to undertake all works is being undertaken as part of the initial planning phase of the projects. This has not seen a reduction in project cost; however, it has ensured that the nonfiscal elements such as risk and project timings has been reduced.	Deputy GM Infrastructure	Ongoing commitment	50%
11	Implementation/improved use of GPS tracking on all light and heavy fleet.	Implementation of the Plant and Fleet tracking is mostly complete, additional uses and automatic reporting is being investigated as an enhancement to the management system.	Works Manager	Progressing	10%
12	Consider administrative burden when implementing additional reporting processes.	Streamlining corporate reporting and enhancing governance processes is an ongoing commitment. During the reporting period, implementation of a new Risk Management software solution continued, and is expected to be finalised in early 2025. Further corporate reporting and system improvements are scheduled for delivery in the 2025 calendar year.	Governance & Engagement Manager	Progressing	50%
13	Standardise plant and equipment where practicable.	The management of both Plant and Fleet is being reviewed as a whole across the organisation, with any replacements being reviewed for appropriateness and to be in line with current Council items to standardise.	Works Manager	Progressing	20%

Special Variation Improvement Plan Progress Report – 31 December 2024

Code	Action Name	Comments	Responsible Officer	Status	Progress
14	Consolidate whole Economic and Development team into new Destination and Discovery Hub to increase team efficiency and morale.	This action is under review by the staff and is part of a project to improve working conditions for all.	General Manager	Progressing	50%
15	Review new visitor centre staffing.	Staffing has been assessed following the increased service offering requirements of the new facility with increased foot-traffic and increased visitor engagement opportunities through gallery displays and the impending Discovery zone. Two Visitor Services Officer positions have been vacated and one new Visitor Services Officer role will be implemented together with a Tourism Trainee position.	Economic Development Manager	Progressing	60%
16	Employ an IT trainee as part of staff building and opportunity for local school leaver.	Council was successful in obtaining funding from the Office of Local Government via the 'Fresh Start for Local Government Apprentices, Trainees and Cadets Program' to recruit several trainees, including an IT Trainee. Recruitment for IT Trainee has commenced and is expected to be finalised in January 2025.	Information Technology Manager	Completed	100%
17	Upgrade Depot fibre link from 1Gps to 10Gps to improve connectivity to administration building, allowing more staff to work onsite.	The Fibre Optic Link from the Administration Building to the works depot has been upgraded to 10Gps which has allowed extra Infrastructure staff to work at the depot.	Information Technology Manager	Completed	100%
18	Review Council minute-binding.	Council minute-binding ceased has ceased production. Total savings from this measure, including printing, binding and courier fees as well as employee costs, total \$4,000 per annum.	Records Officer	Completed	100%


12.2 ENDORSEMENT OF SUBMISSION ON DRAFT MODEL CODE OF MEETING PRACTICE

Document ID: 778342

Author: Deputy General Manager Corporate and Community

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Leadership

Attachments: 1. **Model Code of Meeting Practice Consultation Draft (Office of Local Government, December 2024)** [↓](#) 

RECOMMENDATION

That Council:

1. Receives and notes the consultation draft of the new Model Code of Meeting Practice, issued by the Office of Local Government on 17 December 2024 and appended at *Attachment 1*.
2. Authorises the General Manager to make a submission to the Office of Local Government opposing the proposed restrictions on pre-meeting briefing sessions, prior to 28 February 2025.

PURPOSE

The purpose of this report is to seek Council endorsement for a submission on the draft Model Code of Meeting Practice (“the Model Meeting Code”) issued by the Office of Local Government (“the OLG”). Specifically, this report recommends that Council opposes the proposed restriction on pre-meeting briefing sessions.

SUMMARY

On 17 December 2024, the OLG announced via Circular 24-23 that it was seeking feedback on proposed amendments to the Model Meeting Code (refer *Attachment 1*). The consultation period commenced prior to Christmas, with submissions on the draft Model Meeting Code closing Friday, 28 February 2025. Circular 24-23 can be [accessed here](#).

Amendments to the Model Meeting Code include restricting councils from holding pre-meeting briefing sessions. A complete summary of proposed amendments has been included at *Attachment 2*. Recognising the important role that pre-meeting briefing sessions have in allowing Councillors to become better informed on matters before Council for consideration and decision-making, it is recommended that Council makes a formal submission to OLG expressing its opposition to the proposed restriction.

BACKGROUND

Under the *Local Government Act 1993* (“the Act”) and accompanying *Local Government (General Regulation 2021* (“the Regulation”), all local councils in NSW are required to develop and adopt both a Code of Conduct and Code of Meeting Practice. Both codes must incorporate all mandatory provisions of the Model Code of Conduct and Model Meeting Code as prescribed under the Regulation.

In September 2024, the OLG released a *Councillor Conduct and Meeting Practices* discussion paper in it foreshadowed a range of proposed amendments to both the Model Code of Conduct and Model Meeting Code. Amongst other reforms, the discussion paper

flagged a ban on closed pre-meeting briefing sessions, which are currently permitted under the Model Meeting Code to brief Councillors on matters before Council, prior to formal decision-making via a Council meeting. The discussion paper can be [accessed here](#).

In its submission to OLG on the discussion paper, Local Government NSW (“LGNSW”) expressed strong opposition to the proposed ban on pre-meeting briefing sessions in the absence of the public, noting that briefing sessions are not used for formal decision-making and provide Councillors with an opportunity to become better-informed prior to decision-making:

“LGNSW (and our members) appreciate that members of the public have a right to know what decisions are made by their elected representatives. Briefing sessions are not a decision-making forum and are not where decisions are made. The decisions are made during council meetings, in full view of the public.

Briefing sessions provide elected representatives an opportunity to ask questions of staff (some of whom may not attend council meetings) which may be too sensitive to ask or respond to in public. Banning these sessions will result in elected representatives being less informed, which will in turn lead to poorer decisions.

It is acknowledged that Councils have the ability to use formal committee structures or to resolve to go into closed (confidential) sessions of formal council meetings, however these formats are for distinctly different purposes and are not substitutes for briefing sessions.

By way of comparison, the NSW Government, Opposition and Crossbench are briefed on draft legislation before it’s tabled in Parliament, and Ministers receive briefings from staff and departmental officers as part of the process of preparing draft bills and motions for consideration and before debating matters in Parliament. These private briefings lead to better informed MPs and more informed decision making once a matter comes to the public forum in Parliament.

LGNSW agrees that mayors may need to have candid conversations with the general manager outside of formal meetings. However, we have serious concerns with the proposal to specifically allow mayors to be provided with information that may affect or impact or be taken into account by the mayor in their deliberations or decisions, which is not also to be provided to other councillors. All councillors should continue to have a right to be provided with the same information that other councillors receive from their council, which may affect or impact or be taken into account in their deliberations or decisions.”

On 17 December 2024, the OLG subsequently announced via Circular 24-23 that it was seeking feedback on proposed amendments to the Model Meeting Code. The amendments include restricting councils from holding briefing sessions. Circular 24-23 can be [accessed here](#).

Council Officers recognise that individual Councillors may have different views on the merits of these various reforms, and as such, have not recommended these other reforms be addressed via a formal submission. Instead, it is recommended that Council uses its submission to express opposition to the ban on pre-meeting briefing sessions, for the reasons outlined by LGNSW above.

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**

- There are no policy implications for Council associated with this report.

Financial

- There are no financial implications for Council associated with this report.

Legal / Statutory

- As noted above, the Act and Regulation provide that Council must develop and adopt a Code of Meeting Practice. Council's Code of Meeting Practice must incorporate all mandatory provisions of the Model Meeting Code prescribed by the OLG. Council will need to revise and re-adopt its Code of Meeting Practice, should the Model Meeting Code be prescribed.

Community Engagement / Communication

- There are no community engagement or communication requirements for Council associated with this report.

RISKS

There is a risk, in that should Council determine at the February Ordinary Meeting not to make a submission on the draft Model Meeting Code, there will be no further opportunity to provide feedback. The OLG elected to undertake consultation on the draft Model Meeting Code over the Christmas-New Year period, with submissions closing Friday, 28 February 2025. Given Council does not hold an Ordinary Meeting in the month of January, this matter could not have been considered earlier.

CONCLUSION

Proposed amendments to the Model Meeting Code restricting the use of pre-meeting briefing sessions will affect Council's capacity to brief Councillors on matters coming to Council for resolution, prior to Councillors making decisions on those matters at Council meetings. It is recommended that Council authorises the General Manager to make a submission to the OLG opposing the restriction of pre-meeting briefing sessions.

Office of Local Government



A new model code of meeting practice

Consultation draft

December 2024

olg.nsw.gov.au



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The Department of Planning, Housing and Infrastructure acknowledges that it stands on Aboriginal land. We acknowledge the Traditional Custodians of the land and we show our respect for Elders past, present and emerging through thoughtful and collaborative approaches to our work, seeking to demonstrate our ongoing commitment to providing places in which Aboriginal people are included socially, culturally and economically.

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Minister's foreword

Council meetings are where a council's most important decisions are made. They are where councillors, as democratically elected representatives, set the future direction of their council. For these reasons, it is important that meetings are effective, allow for robust, respectful debate and result in actionable outcomes for New South Wales communities.

Unfortunately, there has been a shift in the culture in local government. Debate in council meetings has been stifled by code of conduct complaints that aim to silence councillors from expressing contrary views. Rather than productively disagreeing, there have been too many cases where councillors have resorted to disorderly conduct, distracting from the critical work that is done in council meetings. By making changes to the Model Code of Meeting Practice for Local Councils in NSW, I hope to set a new balance between mayors, councillors and general managers and restore dignity to the council chamber.

Under the *Local Government Act 1993*, mayors are responsible for presiding at meetings of the council. Under the proposed changes outlined in this paper and the consultation draft of the new Model Meeting Code, they will have greater powers to control the agenda and activities of their council and better enforce order in meetings. Mayors will have the power to take immediate action against disorderly councillors or members of the public in meetings, which I hope will lessen the need for councils to resort to the broken code of conduct process. By further providing that mayors be granted respect, by standing when they enter, councils can begin to build a culture where it is the accepted duty of the mayor to run a dignified and democratic council chamber.

The changes will also reinforce the boundaries between councillors and general managers by depoliticising the role they play in council meetings. General managers will no longer need to provide advice on motions requiring the expenditure of funds. Disputes over the future direction of a council and the spending of ratepayer money should rightfully occur between elected councillors.



The Hon. Ron Hoenig MP
Minister for Local Government

The most important of the reforms is to end private councillor briefing sessions. While well-intentioned as a means of educating councillors on matters before council, these sessions have had a corrosive effect on the transparency of council decision making. Communities are entitled to know the deliberations of their councillors and the nature of the advice given to assist them in making responsible decisions. These changes will ensure that all material given to a councillor to make a decision in a council meeting is provided in a public fashion.

Local government is the legitimate third tier of Government in New South Wales. Through these reforms, I aim to uplift the standards at council meetings so that they should, as best as possible, resemble the forthright and effective debate that occurs at the State and Federal levels. It is the duty of all councils to work together to provide outcomes that lead to better lives for the communities they are elected to serve. These outcomes are decided within the confines of the council chambers. It is critical that councillors can make these informed decisions in an environment that supports democracy, transparency and where elected representatives are given the respect they deserve.

Introduction

The Office of Local Government (OLG) is inviting feedback from the local government sector and others on proposed amendments to the Model Code of Meeting Practice for Local Councils in NSW (Model Meeting Code).

A consultation draft of the new Model Meeting Code has been published on OLG's website at www.olg.nsw.gov.au. The proposed amendments to the Model Meeting Code are indicated in track changes.

The amendments are part of the Government's agenda to ensure that councillors are visibly in control of their councils, demonstrating to the community that decision making is genuinely local.

The reform of the codes and procedures governing how councillors gather, debate and make decisions was flagged by the Minister for Local Government as part of the discussion paper issued in September, "[Councillor conduct and meeting practice: a new framework](#)".

The proposed amendments to the Model Meeting Code are the first tranche of reforms to the regulation of meetings. The second tranche will be legislated in 2025 as part of the measures implemented to reform the regulation of councillor conduct and will have a particular focus on behaviour at meetings.

Information on how to make a submission together with targeted questions is provided at the end of this paper.

The feedback OLG receives will be used to inform the amendments that are ultimately made to the Model Meeting Code.

It is anticipated that the new Model Meeting Code will be prescribed in early 2025.

What is the Model Meeting Code?

The Model Meeting Code is prescribed under the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation).

Section 360 of the Act provides that:

- The regulations may prescribe a model code of meeting practice for the conduct of meetings of councils and committees of councils of which all the members are councillors.
- The Model Meeting Code may contain both mandatory and non-mandatory provisions.
- A council must, not later than 12 months after an ordinary election of councillors, adopt a code of meeting practice that incorporates the mandatory provisions of the model meeting code prescribed by the regulations. The adopted code may also incorporate the non-mandatory provisions and other provisions.
- A meeting code adopted or amended by the council must not contain provisions that are inconsistent with the mandatory provisions.
- A council and a committee of the council of which all the members are councillors must conduct its meetings in accordance with the code of meeting practice adopted by it.

The current version of the Model Meeting Code was prescribed in 2021.

What policy objectives inform the proposed amendments?

The proposed amendments to the Model Meeting Code have been foreshadowed in the discussion paper OLG issued in September, "[Councillor conduct and meeting practice: a new framework](#)" (the September discussion paper).

A council chamber is a chamber of democracy, and the mayor as figurehead represents the authority of that council.

A key focus of the Government's reform agenda for the regulation of council meetings, is to promote community confidence in councils' decision making by ensuring that the forum in which decisions are made is conducted in a way that is befitting to a democratic institution comprising of elected representatives.

As observed in the September discussion paper, council meetings can be conducted without the appropriate level of dignity or reverence that suggests the importance of the debate and the need for civility. Councillors are not expected to agree with each other. In fact, debate is encouraged, but the debate should be fair and respectful.

The September discussion paper proposed the following reforms to the way council meetings are conducted:

- Conferring power on mayors to expel councillors for acts of disorder and to remove a councillor's entitlement to receive a fee for the month in which they have been expelled from a meeting.
- Requiring councillors to apologise for an act of disorder at the meeting at which it occurs and, if they fail to comply at that meeting, at each subsequent meeting until they comply. Each failure to apologise becomes an act of misbehaviour and may see the councillor lose their entitlement to receive their fee for a further month.
- Expanding the grounds for mayors to expel members of the public from the chamber for acts of disorder and enable the issuing of a penalty infringement notice where members of the public refuse to leave a meeting after being expelled.
- Promoting transparency and addressing corruption risks by banning councillor briefing sessions. The community has the right to understand the mode of reasoning behind council decisions without material being provided to councillors by council staff behind closed doors.

The proposed amendments to the Model Meeting Code give effect to many of these reforms and expand upon them. They are designed to deliver the following outcomes:

- promoting transparency, integrity and public participation
- promoting the dignity of the council chamber
- depoliticising the role of the general manager
- simplifying the Model Meeting Code.

The amendments to the Model Meeting Code will be given legal force through an update to the reference to the code in the Regulation. These amendments will also prescribe the restrictions on briefing sessions.

What changes are being proposed?

A brief overview of the proposed changes is provided below. This is not a complete or detailed summary of the proposed changes.

Councils and others should review the accompanying draft Model Meeting Code for a more complete and detailed view of the proposed changes. These are made in track changes in the document.

Promoting transparency, integrity and public participation

The proposed amendments will promote greater transparency and public participation by:

- Removing pre-meeting councillor briefings. It is the Government's expectation that any material provided to councillors, other than the mayor, that will affect or impact or be considered by councillors in their deliberations or decisions made on behalf of the community must be provided to them in either a committee meeting or council meeting. The restriction on briefing sessions will be prescribed in the Regulation.
- Requiring information considered at closed meetings to be made public after it ceases to be confidential, as recommended by ICAC. The general manager will, after consulting with the council, be required to publish business papers for items considered in closed meetings on the council's website after the information in them ceases to be confidential.
- Requiring recordings of meetings to be published on council websites for longer. Recordings must be published on council websites for the balance of the council term, or, in the case of an election year, for at least 12 months.
- Providing that councils must not make final planning decisions without a staff report containing an assessment and recommendation, as recommended by ICAC.
- Requiring councils to give reasons where they make a decision on a planning matter that departs from the staff recommendation, as recommended by ICAC.

Promoting the dignity of the council chamber

The proposed amendments will promote the dignity of the council chamber by:

- Enhancing the authority of the mayor. The mayor will be permitted to call extraordinary meetings without a request and the restrictions on mayoral minutes will be removed.
- Requiring councillors to stand when a councillor addresses the meeting, or when the mayor enters the chamber, as well as by mandating modes of address at meetings.
- Removing the option for councils to reduce the duration of speeches, to ensure all councillors may have their say on important community issues.
- Making clear to the community that decisions are made in council meetings and not in other forums that the community can't access, like briefing sessions.
- Refining the definitions of disorder to remove phrases that could be weaponised to impede debate.
- Providing as a default that councillors are to attend meetings in person. Councillors will only be permitted to attend meetings by audio visual link where they are prevented from attending a meeting in person because of ill health or another medical reason or unforeseen caring responsibilities. Councillors will not be permitted to participate in meetings at which a mayoral election is being held by audio visual link. To facilitate this, the rules governing attendance at meetings by audio visual link will be mandated.
- Restricting the circumstances in which the council may withhold a leave of absence. Where a councillor gives an apology from attending a meeting, the council will be deemed to have accepted the apology and granted a leave of absence from the meeting unless the council resolves otherwise and gives reasons for its decision.
- Removing the option for staff to attend meetings by audio visual link.
- Strengthening the deterrence against disorder by codifying the common law position that allows councillors to be expelled from successive meetings where they fail to apologise for an act of disorder at an earlier meeting.

Depoliticising the role of the general manager

The proposed amendments will depoliticise the role of the general manager by:

- Removing the requirement for general managers to prepare reports for notices of motion. General managers will no longer be required to prepare reports on notices of motions with financial implications or to identify sources of funding where a notice of motion proposes expenditure that has not been budgeted for. These will be matters for the council to determine.
- Providing that the mayor, not the general manager has discretion on whether council staff should respond to questions with notice. It will be open to the mayor to rule a question with notice out of order at the meeting if it breaches the disorder provisions of the council's code of meeting practice.
- Conferring responsibility on the council to determine staff attendance at meetings. Because councillors are best placed to determine what support they require from staff at meetings, it will be a matter for the council to determine which staff attend meetings.

Simplifying the Model Meeting Code

The proposed amendments will simplify the Model Meeting Code by:

- Streamlining the code by removing unnecessary provisions.
- Removing the non-mandatory rules governing public forums. Councils will be free to determine their own rules for public forums.
- Simplifying the rules governing public representations to the council on the closure of meetings to the public.
- Simplifying the rules for dealing with urgent business without notice at meetings.
- Simplifying the rules of debate by removing the provisions allowing motions to be foreshadowed.
- Mandating some current non-mandatory provisions including those allowing meetings to be cancelled or held by audio visual link in the event of natural disasters and public health emergencies and those governing councillors' attendance at meetings by audio visual link.

Restricting councils from holding briefing sessions

Proposed amendments to the Regulation will restrict councils from holding briefing sessions. The amendments will establish the appropriate ways councillors are to make decisions and receive information based on the following principles:

- Decision making by councillors must be through a resolution adopted at a council or committee meeting.
- Information is to be provided to councillors through clear and established channels:
 - information may be provided to councillors by staff in response to a request for information or action made through the councillor request system,
 - general information to assist councillors' understanding of sector wide issues (e.g. legislative changes), should be received from the general manager (and other external sources),
 - training materials to meet learning and development requirements come through established training programs,
 - information to enable councillors to understand the function, service delivery standards, strengths, weaknesses, threats and opportunities of council operations should be provided in periodic workshop format (e.g. an annual strategic planning workshop), and
 - information requiring a specific decision or resolution of council is to be provided by the general manager as a part of a report prepared for the business papers of a council or committee meeting.
- The distribution of information in a meeting or format that is not consistent with the above pathways (e.g. through briefing sessions), is not permitted.
- The mayor will not be subject to these restrictions and may receive information in order to undertake their functions under the Act.

What are the next steps?

After reviewing submissions received on the consultation draft of the Model Meeting Code, the Minister's approval will be sought for the prescription of the new Model Meeting Code. If approved, it will be prescribed by Regulation.

The amendment Regulation prescribing the new Model Meeting Code will also contain provisions that will amend the Regulation to give effect to some of the proposed new measures contained in it, including:

- changes to the definitions of acts of disorder,
- a requirement for recordings of meetings to be retained on council websites for at least 12 months or for the balance of the council term, whichever is the longer period, and
- the pathways in which councillors can receive information and the restriction on briefing sessions.

As noted above, the proposed amendments to the Model Meeting Code are the first tranche of the Government's reform agenda for the regulation of council meetings.

In 2025, the Government will be introducing legislation to implement the reforms to the regulation of councillor

conduct foreshadowed in the September discussion paper. These will have a particular focus on behaviour at meetings and will complement the proposed amendments to the Model Meeting Code.

The proposed amendments to the Act will:

- empower mayors to expel councillors from meetings for acts of disorder
- remove a councillor's entitlement to receive a fee for a month in which they have been expelled from a meeting
- confer a right of review on councillors in relation to a decision to expel them from a meeting and the resulting loss of their entitlement to receive a fee.

Amendments will also be made to the Act and Regulation (as required) to empower councils to issue penalty infringement notices to members of the public who disrupt meetings.

Submissions

Have your say

We now want to hear from you.

Key questions to consider:

- Will the proposed amendments made in the consultation draft of the Model Meeting Code achieve the policy outcomes identified in this paper?
- Are there any other amendments you would suggest that will achieve these policy outcomes?
- Will the proposed amendments have any unintended consequences?
- Are there any other amendments the Government should consider?

How to make a submission

Submissions can be made using the online form available on OLG's website at www.olg.nsw.gov.au.

OR

By email: olg@olg.nsw.gov.au

OR

By post: Office of Local Government
Locked Bag 3015 NOWRA NSW 2541

Submissions should be labelled "Model Meeting Code amendments" and marked to the attention of OLG's Council Governance Team.

Closing date

COB Friday 28 February 2025

Privacy Notice

When you give us your feedback, OLG will be collecting some personal information about you, in particular:

- your name
- your email address
- the name of your organisation (if provided).

All feedback received through this consultation process may be made **publicly available**. Please do not include any personal information in your feedback that you do not want published.

As part of the consultation process, we may need to share your information with people outside OLG, including other public authorities and government agencies. We may also use your email contact details to send you notifications about further feedback opportunities or the outcome of the consultation.

You should also be aware there may be circumstances when OLG is required by law to release information (for example, in accordance with the requirements of the *Government Information (Public Access) Act 2009*). There is also a privacy policy located on OLG's website that explains how some data is automatically collected (such as your internet protocol (IP) address) whenever you visit OLG's website. The link to that policy is <https://www.olg.nsw.gov.au/about-us/privacy-policy/>

Further information

For more information, please contact OLG's Council Governance Team on (02) 4428 4100 or via email at olg@olg.nsw.gov.au.

Office of Local Government

olg.nsw.gov.au



12.3 DELIVERY PROGRAM 2022-26 MID-YEAR PROGRESS REPORT - 31 DECEMBER 2024**Document ID: 780624****Author: Governance and Engagement Manager****Authoriser: Deputy General Manager Corporate and Community Services****Theme: Our Leadership****Attachments: 1. Delivery Program 2022-26 Mid-Year Progress Report 31 December 2024 (under separate cover) ****RECOMMENDATION**

That Council:

1. Receives and notes the Delivery Program 2022-26 Mid-Year Progress Report as at 31 December 2024, appended as *Attachment 1*.
2. Notes that the report will be published to Council's website and made available for public view.

PURPOSE

The purpose of this report is to provide Council with a progress report on the implementation of the organisation's four-year Delivery Program for the six-month period from 1 July to 31 December 2024 inclusive.

SUMMARY

The Delivery Program 2022-26 Mid-Year Progress Report as at 31 December 2024 ("the Progress Report"), appended at *Attachment 1*, summarises Council's progress in achieving the various actions, projects and programs outlined in the Delivery Program over the six-month period from 1 July to 31 December 2024 inclusive.

Council has committed to delivering 59 actions during the 2024-25 financial year. These actions focus on achieving the Narrandera Shire community's vision as outlined in the Community Strategic Plan.

Each of the 59 actions contained in the Delivery Program for delivery in 2024-25 has been assigned to a member of Council's Executive and Management team for completion. The responsible officer is then responsible for monitoring the successful delivery of the action and providing progress reports via this reporting process.

Status Report

As of 31 December, 12 (representing 20 per cent) of the 59 actions scheduled for delivery in 2024-25 had been completed, with a further 47 (80 per cent) actions underway. No actions have been deferred or are yet to commence.

Figure 1 SV Improvement Plan - Status of Actions as at 31 December 2024

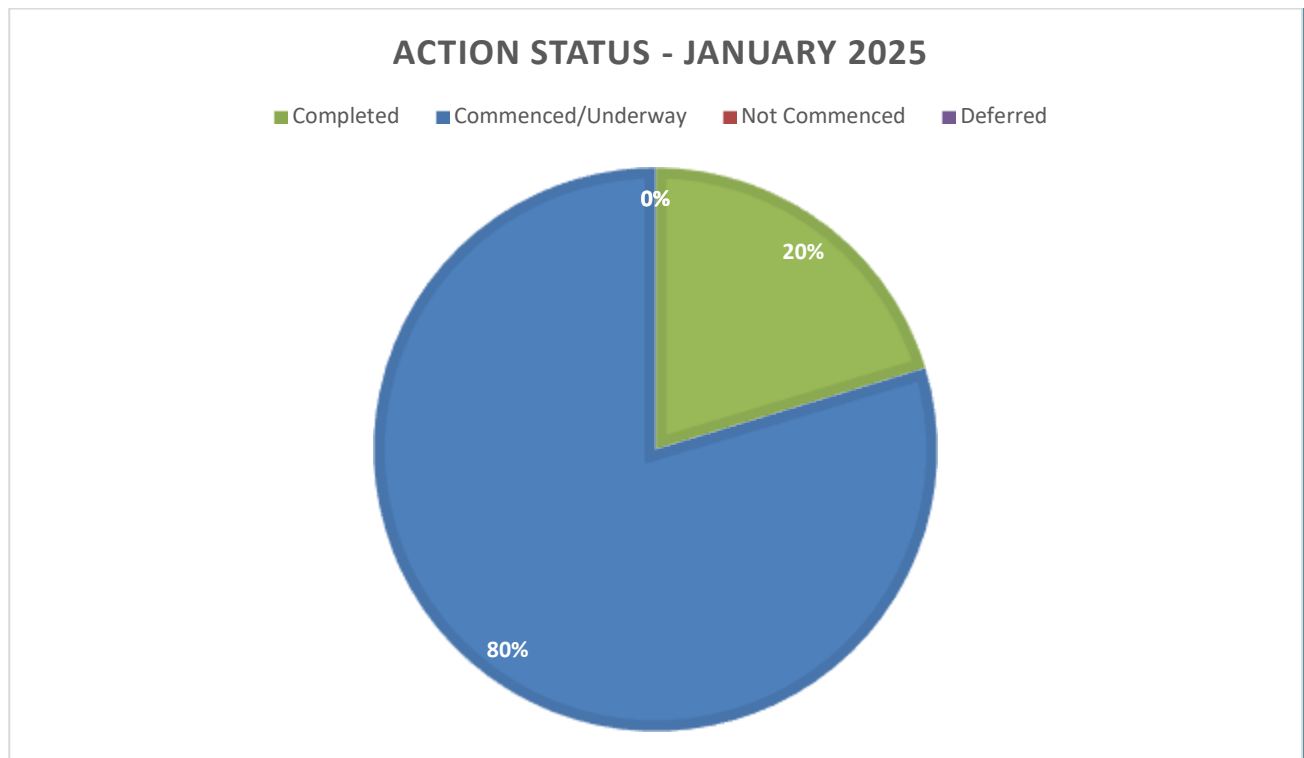


Table 1 Action Status by Department

Department	Action Status				Total
	Commenced	Completed	Not Commenced	Deferred	
Corporate and Community Services	12	5	0	0	17
Executive Services	14	6	0	0	20
Infrastructure Services	21	1	0	0	22
Total	47	12	0	0	59

Key Achievements

Actions achieved in the reporting period include:

- Undertaking a significant community consultation exercise to inform the development of Council’s new 10-year Community Strategic Plan and four-year Disability Inclusion Action Plan.
- Processing Development Applications totalling \$7.36 million in value.
- Completing the Wiradjuri Honour Wall and holding the official opening in October 2025.
- Finalising the replacement of the existing public CCTV cameras and commencing installation of additional cameras at selected locations around the Narrandera Shire.
- Narrandera-Leeton Community Transport travelling over 95,000 kilometres in providing services to clients, including 1,920 trips for Commonwealth Home Support Programme (CHSP) clients.

- Commencing a substantial upgrade of play facilities at Marie Bashir Park, which – once delivered – will revitalise the original Adventure Park concept.
- Entering into a six-year fixed price contract with Iberdrola Energy for Council's large sites and streetlighting, as part of the regional Council Power Purchasing Agreement (PPA).
- Completing an upgrade of the Bundigerry Walking Track to better protect environmentally sensitive areas along the northern boundary of Lake Talbot.
- Receiving and investigating 174 stray animal reports, processing 33 animal registrations, and rehoming 102 impounded animals.

BACKGROUND

The Integrated Planning and Reporting ("IP&R") framework contained in the *Local Government Act 1993* ("the Act") requires Council to develop and adopt a suite of strategic documents that include the 10-year Community Strategic Plan, four-year Delivery Program and annual Operational Plan. Council's General Manager must ensure that regular progress reports are provided to Council detailing the organisation's progress towards implementing the Delivery Program and Operational Plan.

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

Theme

5 - Our Leadership

Strategy

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

Action

5.1.2 - Support ethical, transparent and accountable corporate governance.

ISSUES AND IMPLICATIONS

Policy

- There are no policy implications for Council associated with this report.

Financial

- There are no financial implications for Council associated with this report.

Legal / Statutory

- As detailed above, the combined Delivery Program and Operational Plan is part of Council's IP&R framework, which Council is required to develop and adopt under the Act. Section 404 of the Act requires the General Manager to provide regular reports at least every six months to Council on the progress of actions within the Delivery Program.

Community Engagement / Communication

- There are no community engagement or communication requirements for Council associated with this report. However, the Delivery Program aligns with Council's Community Strategic Plan, which was developed via extensive community consultation. Further, the Progress Report appended at *Attachment 1* will be published to Council's website for public view.

RISKS

Provision of this Mid-Year Progress Report as presented ensures Council complies with its statutory obligations in relation to IP&R under the Act.

CONCLUSION

It is recommended that Council receive and note the Delivery Program 2022-26 Mid-Year Progress Report as at 31 December 2024.

12.4 DISABILITY INCLUSION ACTION PLAN 2022-26 MID-YEAR PROGRESS REPORT - 31 DECEMBER 2024**Document ID:** 781125**Author:** Governance and Engagement Manager**Authoriser:** Deputy General Manager Corporate and Community Services**Theme:** Our Leadership**Attachments:** 1. Disability Inclusion Action Plan Mid-Year Progress Report 31 December 2024 (under separate cover) **RECOMMENDATION**

That Council:

1. Receives and notes the Disability Inclusion Action Plan 2022-26 Mid-Year Progress Report as at 31 December 2024, appended as *Attachment 1*, and
2. Publishes the report to the community using the website of Council.

PURPOSE

The purpose of this report is to provide Council with a progress report on the implementation of the organisation's four-year Disability Inclusion Action Plan for the six-month period from 1 July to 31 December 2024 inclusive.

SUMMARY

This plan has been developed to demonstrate Council's commitment to improve access, inclusion, and the quality of life for people living with disabilities.

BACKGROUND

The Disability Inclusion Action Plan (DIAP) 2022-26 Mid-Year Progress Report as at 31 December 2024 ("the Progress Report"), appended at *Attachment 1*, summarises Council's progress in achieving the various actions, projects and programs outlined in the DIAP over the six-month period from 1 July to 31 December 2024 inclusive.

Council has committed to delivering 12 actions during the life of the plan. These actions focus on achieving the Narrandera Shire community's vision as outlined in the Community Strategic Plan.

Each of the 12 actions contained in the DIAP have been assigned to a member of Council's Executive and Management team for completion. The responsible officer is then responsible for monitoring the successful delivery of the action and providing progress reports via this reporting process.

Status Report

As of 31 December, four (representing 33 per cent) of the 12 actions scheduled for delivery in 2024-25 had been completed, with a further eight (67 per cent) actions underway. No actions have been deferred or are yet to commence.

Figure 1 Disability Inclusion Action Plan - Status of Actions as at 31 December 2024

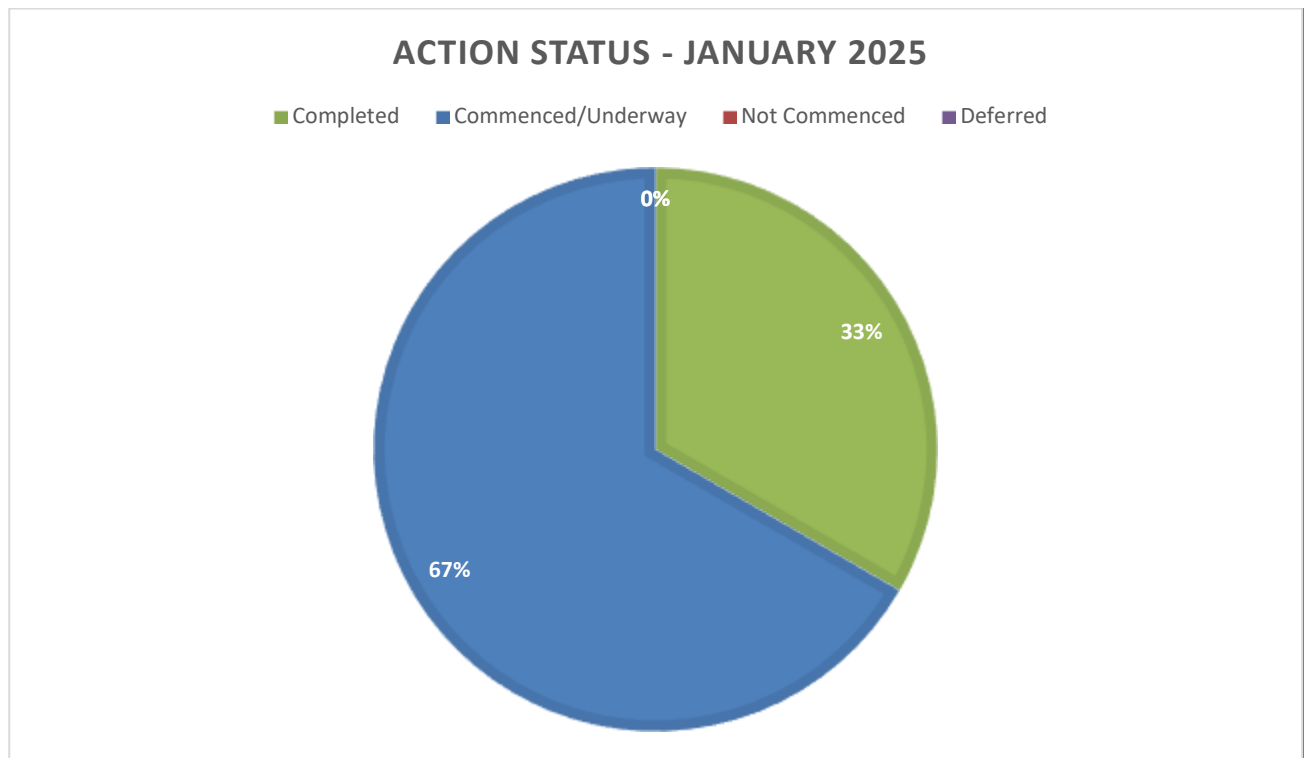


Table 1 Action Status by Department

Department	Action Status				Total
	Commenced	Completed	Not Commenced	Deferred	
Corporate and Community Services	3	1	0	0	4
Executive Services	4	3	0	0	7
Infrastructure Services	1	0	0	0	1
Total	8	4	0	0	12

Key Achievements

Actions achieved in the reporting period include:

- Continuing to provide IT skills training, via the Narrandera Library, to upskill members of the community and support them to better engage with technology and improve access for online services.
- Continuing to provide resources and materials, via the Narrandera Library, for National Disability Insurance Scheme (“NDIS”) clients.
- Assisting the Narrandera Medical Centre in attracting and retaining GPs to ensure continuity of care for local residents.
- Attaining grant funding to deliver youth mental health workshops in 2025 (dates of delivery to be confirmed).
- Continuing the organisation’s commitment to modifying work conditions, workspaces and practices, where required, to facilitate employment of people with disability.

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**

- There are no policy implications for Council associated with this report.

Financial

- There are no financial implications for Council associated with this report.

Legal / Statutory

- Council is required to develop and adopt a Disability Inclusion Action Plan under the *Disability Inclusion Action Act 2014*. The DIAP must outline the individual actions, programs, projects and services Council will undertake to improve access and inclusion for people with disability in the local community.

Community Engagement / Communication

- There are no community engagement or communication requirements for Council associated with this report. The DIAP was, however, developed via community consultation, and the Progress Report appended at *Attachment 1* will be published to Council's website for public view.

Human Resources / Industrial Relations (if applicable)

- There are no human resources or industrial relations implications for Council associated with this report.

RISKS

Provision of this report reflects sector better-practice and ensures Council is actively monitoring the organisation's progress in implementing the endorsed DIAP.

CONCLUSION

It is recommended that Council receives and notes the Disability Inclusion Action Plan 2022-26 Mid-Year Progress Report as at 31 December 2024.

12.5 COMMUNITY ENGAGEMENT OUTCOMES REPORT - DEVELOPMENT OF COMMUNITY STRATEGIC PLAN & DISABILITY INCLUSION ACTION PLAN

Document ID: 778555

Author: Governance and Engagement Manager

Authoriser: Deputy General Manager Corporate and Community

Theme: Our Leadership

Attachments: 1. **Stronger Together Community Engagement Outcomes Report (under separate cover)** 

RECOMMENDATION

That Council:

1. Receives the *Stronger Together* Community Engagement Outcomes Report, appended at *Attachment 1*.
2. Notes that the results and findings of the *Stronger Together* community engagement will be used to develop the draft Community Strategic Plan and draft Disability Inclusion Action Plan, which will be tabled at the March Ordinary Meeting for public exhibition.

PURPOSE

The purpose of this report is to provide Council with the *Stronger Together* Community Engagement Outcomes Report (*Attachment 1*), which will also be published on Council's website for community view.

SUMMARY

Consistent with its statutory requirements, Council has undertaken community engagement to inform the development of its new CSP and DIAP. In response to community feedback from previous consultations, Council engaged an external consultant, Projectura Pty Ltd ("Projectura"), to design, facilitate and evaluate the community engagement process, titled *Stronger Together*.

The *Stronger Together* community engagement was delivered between October and December 2024, with 183 people (representing 3.2 per cent of the local population) participating in the process. Further detail on the results and findings of the community engagement are set out in the Community Engagement Outcomes Report appended at *Attachment 1*.

The results and findings of the *Stronger Together* community engagement will inform the development of Council's draft Community Strategic Plan ("CSP") and draft Disability Inclusion Action Plan ("DIAP"), both which will be tabled at the March Ordinary Meeting for public exhibition.

BACKGROUND

Under the IP&R provisions of the *Local Government Act 1993* ("the Local Government Act"), Council is required to develop and adopt a 10-year CSP outlining the community's vision, priorities, and aspirations for the future of the Narrandera Shire. Under the IP&R framework, the CSP is the highest level of strategic planning undertaken by Council and

guides the development of all other strategies and plans, including the four-year Delivery Program and annual Operational Plan.

While the CSP is the community’s document, Council has a custodial role in engaging, preparing, and refining the plan on behalf of its community. As per the IP&R framework, Council must review and re-adopt its CSP in line with the NSW local government election cycle. This process must be completed by 30 June 2025.

Under the *Disability Inclusion Act 2014*, Council is required to develop a DIAP every four years. The DIAP must clearly outline the measures Council will put in place to support people with disability to better access support and services available in the community and participate in community life.

Council Officers are prioritising the development of Council’s new IP&R framework over the first half of 2025, in line with the organisation’s statutory requirements. *Table 1*, below, summarises the key milestones for this process.

Table 1 IP&R Milestones

Ordinary Meeting	Milestone
March 2025	Public exhibition of draft 2025-40 Community Strategic Plan
	Public exhibition of draft 2025-29 Disability Inclusion Action Plan
April 2025	Public exhibition of draft 2025-35 Long-Term Financial Plan
	Public exhibition of draft 2025-29 Delivery Program
	Public exhibition of draft 2025-26 Operational Plan & Budget
May 2025	Adoption of draft 2025-40 Community Strategic Plan (post-exhibition)
	Adoption of draft 2025-29 Disability Inclusion Action Plan (post-exhibition)
June 2025	Adoption of draft 2025-35 Long-Term Financial Plan (post-exhibition)
	Adoption of draft 2025-29 Delivery Program (post-exhibition)
	Adoption of draft 2025-26 Operational Plan & Budget (post-exhibition)

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

- There are no policy implications for Council associated with this report.

Financial

- There are no financial implications for Council associated with this report.

Legal / Statutory

- Under the IP&R provisions of the Local Government Act, Council is required to develop and adopt a CSP and accompanying strategic plans. Similarly, Council is required under the Disability Inclusion Act to develop a four-year DIAP. Both strategic documents are required to be informed by appropriate community and stakeholder engagement. The results and findings of the *Stronger Together* community engagement will be used by Council Officers to inform the preparation of both the CSP and DIAP.

Community Engagement / Communication

- The *Stronger Together* Community Engagement Outcomes Report will be published to Council's website and made available for community view.

RISKS

As noted above, Council has various statutory requirements in relation to the development, review, and implementation of its IP&R framework. This process must be underpinned by robust community engagement. The *Stronger Together* consultation was designed to ensure the Narrandera Shire community was provided the opportunity to provide input into this process. Council Officers will be progressing the development of the new IP&R framework over the coming months to meet the statutory timeframe of having all strategic plans adopted by 30 June, prior to the commencement of the 2025-26 financial year.

CONCLUSION

Following the completion of the *Stronger Together* community engagement, it is recommended that Council resolve to receive the Community Outcomes Engagement Report (*Attachment 1*). The Community Engagement Outcomes Report will also be published on Council's website and available for community view. Further reports regarding the draft CSP and draft DIAP will be provided to Council at its March Ordinary Meeting.

12.6 PECUNIARY INTEREST RETURNS FOR COUNCILLORS POST-2024 LOCAL GOVERNMENT ELECTIONS

Document ID: 779718

Author: Governance and Engagement Manager

Authoriser: Deputy General Manager Corporate and Community Services

Theme: Our Leadership

Attachments: Nil

RECOMMENDATION

That Council:

1. Formally notes the tabling of the Disclosure of Pecuniary Interest Returns by Councillors following the 2024 Local Government Elections, pursuant to clause 4.25 of the Code of Conduct.

PURPOSE

The purpose of this report is table before Council the required Disclosures of Pecuniary Interest Returns lodged with the General Manager, as listed in this report, following the 2024 Local Government elections in accordance with Council's Code of Conduct.

SUMMARY

All Councillors have duly completed and lodged their written Pecuniary Interest Returns within the prescribed period.

BACKGROUND

Part 4 of the Code of Conduct requires Councillors to make and lodge with the General Manager a written return of interests within three (3) months after:

- a. Becoming a Councillor,
- b. 30 June each year, and
- c. The Councillor becoming aware of an interest they are required to disclose under the Code that has not previously been disclosed.

Section 440 of the *Local Government Act 1993* ("the LG Act") provides that the General Manager is required to keep a register of all Pecuniary Interest Returns lodged under the Code. The General Manager is also required to table all returns at a full meeting of the Council, being the first meeting held after the last day specified by the Code for lodgement.

The Register of Pecuniary Interest Returns is categorised as open access information for the purposes of the *Government Information (Public Access) Act 2009* ("the GIPA Act") and *Government Information (Public Access) Regulation 2018*. Accordingly, written returns are made available for inspection from Council's website at www.narrandera.nsw.gov.au and in-person at Council's Customer Service Centre.

Consistent with the Office of Local Government's Circular 19/21 – Release of IPC Guideline 1 Returns of Interests, and the *Public Interest Disclosures Act 2022*; Councillors' signatures and residential addresses are redacted prior to publication, other property or interests remain viewable by the community.

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**

- Council's Code of Conduct provides that Councillors must lodge written Pecuniary Interest Returns, within three (3) months of the end of each financial year as well as separately within three (3) months after becoming a Councillor. Accordingly, Councillors are required to complete and lodge new Pecuniary Interest Returns due to the 2024 Local Government Elections having been held in September 2024.

Financial

- There are no financial implications for Council associated with this report.

Legal / Statutory

- As noted above, the Act requires Council's General Manager to keep a register of written returns of interest, and to table written returns at the first Council meeting held after the last day specified by the Code for lodgement.
- The Register of Pecuniary Interest Returns is categorised as open access information under the GIPA Act and is made publicly accessible via Council's website and Customer Service Centre.

Community Engagement / Communication

- There are no community engagement or communication requirements for Council associate with this report.



RISKS

Tabling of Councillors' written returns of interest and subsequent publication on Council's website ensures compliance with Council's Code of Conduct, the LG Act and the GIPA Act.

CONCLUSION

It is recommended that Council formally notes the tabling of Disclosure of Pecuniary Interest Returns by Councillors following the 2024 Local Government Elections, pursuant to clause 4.25 of the Code of Conduct.

12.7 QUARTERLY BUDGET REVIEW STATEMENT (QBRS) - DECEMBER 2024 (QUARTER 2)

Document ID: 780758
Author: Chief Financial Officer (Responsible Accounting Officer)
Authoriser: Deputy General Manager Corporate and Community Services
Theme: Our Leadership
Attachments: 1. December Quarterly Budget Review Statement [↓](#) 
 2. December Capital Expenditure Statement [↓](#) 

RECOMMENDATION

That Council:

1. Receives and notes the December 2024 Quarterly Budget Review Statement, appended at *Attachment 1*, and endorses the variations contained therein.

PURPOSE

The purpose of this report is to present the December Quarterly budget Review Statement

SUMMARY

The General fund forecast net operating result from continuing operations after the quarter is a surplus \$900,000 compared to the original budget forecast result of a surplus of \$9,042,000.

The General Fund forecast net operating result before grants and contributions provided for capital after the quarter is a deficit of \$5,980,000 compared to original budget forecast of \$886,000. This is a result of the Financial Assistance Grant prepayment totalling \$5,558,351.

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

Operating Position before Capital Grants			
Fund	Original (000’s)	September (000’s)	December (000’s)
General	886	-5,232	-5,980
Water	-92	-288	-288
Sewer	476	356	356
Consolidated	1,270	-5,164	-5,912

BACKGROUND

Clause 203 of the *Local Government (General) Regulation 2021* (“the LG Regulation”) provides that the Responsible Accounting Officer must submit to Council, not later than two months after the end of each quarter (except the June Quarter), a statement that shows by reference to the estimate of income and expenditure set out in the Operational Plan that Council has adopted for the current year, a revised estimate of the income and

expenditure for that year. The budget statement must include a note by the Responsible Accounting Officer as to whether or not she believes that the financial position of Council is satisfactory, having regard to the original estimate of income and expenditure.

The LG Regulation mandate a minimum of six statements that must be produced. These include:

1. Statement by the Responsible Accounting Officer,
2. Income and Expenses Statement,
3. Capital Budget Statement,
4. Cash and Investments Position Statement,
5. Key Performance Indicators, and
6. 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 2024.

Legal / Statutory

- This report ensures Council's compliance with the *Local Government (General) Regulation 2021*, Part 9 Division 3 Clause 203.

Community Engagement / Communication

- There are no community consultation requirements for Council associated with this report.

Human Resources / Industrial Relations (if applicable)

- There are no human resources or industrial relations implications for Council associated with this report.

RISKS

Council's budgets are monitored in accordance with the adopted Operational Plan and Long-Term Financial Plan. It is essential for Council to monitor programs against budget to avoid depending on savings from other programs and to utilise reserves that had been set aside for other specific purposes.

VARIATIONS

Variations during the December quarter are detailed in **Attachment 1** with an overall summary below by Fund and Activity.

Consolidated Fund

Rates and Annual charges

Rates and annual charges are lower than initially budgeted by \$7,000, with the income to be collected in 2025-26.

Other revenues

Council's other revenue sources rose by \$26,000, primarily due to reimbursable insurance expenses, which were offset by additional costs allocated to Materials and Services.

Operating grants and contributions

Council secured an Australia Day grant of \$12,000, along with an additional \$22,000 allocation for the Regional Roads grant.

Capital grants and contributions

Adjustments were made to Council's grants and contributions, including \$587,000 for outstanding flood recovery funds and approved grants for the Barellan Sportsground scoreboard, amounting to \$27,500.

Interest on Investments

Council benefited from favourable investment returns during the first half of the financial year, resulting in an additional \$108,000 in revenue above budget expectations.

Employee benefits and oncosts

Employee benefits and oncosts saw a reduction of \$143,000 which includes:

- The reallocation of \$248,000 to Materials and Services.
- Increased expenses of \$100,000 due to changes in management.

Materials and services

Materials and services increased \$1,045,000 relating to:

- Reallocation of \$700,000 Regional Emergency Road Repair funding from capital to operating expenditure.
- The reallocation of \$248,000 from employee benefits and oncosts.
- Additional \$25,000 for Red Hill industrial surveying, funded from reserves.
- Additional \$26,000 for Lake Talbot pool insurance expenses, recovered by other revenues.
- Youth week activities increased \$11,000, allocated from s7.4 development contributions reserve.
- Australia Day expenses increased \$12,000, funded by an operating grant.

Depreciation and amortisation

Amortisation costs increased by \$10,000 due to the leasing of three community transport vehicles.

Capital expenditure

Capital expenditure decreased \$521,000 relating to:

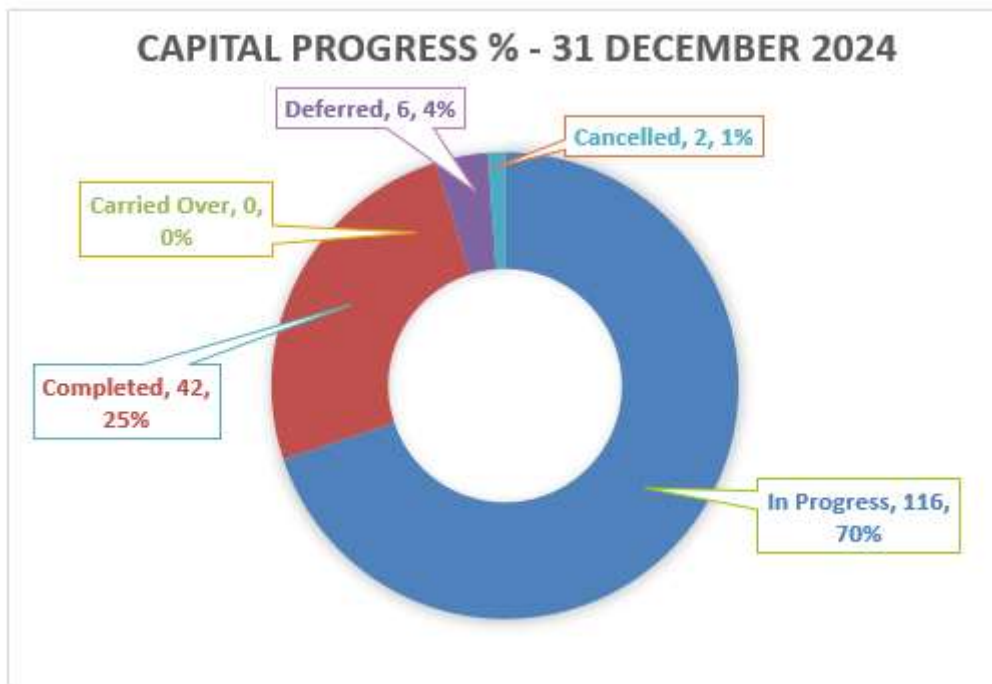
- A \$700,000 reallocation of Regional Emergency Road Repair Grant funds from capital to operating expenditure.
- \$62,000 for Red Hill Industrial expansion design, funded from reserves.
- Sewer main relines decreased \$300,000, with funds moved to reserves.
- \$450,000 allocated for the purchase of a new traxcavator for the Waste Depot, funded from reserves.
- IT projects (Chambers network cabling, Depot & HACC replace network cabling) for \$65,000 have been deferred to 2024-25 with funds transferred to reserve.
- Successful grant funding: Barellan Sportsground scoreboard \$27,500

Reserve transfers

Transfers relating to reserves include:

- IT reserve increased \$65,000 for deferred capital projects.
- Narrandera Business Centre Master Plan reserve increased \$587,000 for the reimbursement of outstanding flood monies.
- Property development reserve decreased \$87,000 to fund the red hill design and planning works.
- Waste management decreased \$450,000 to fund the purchase of the new Traxcavator.
- Developer contributions decreased \$11,000 for the allocation to the youth week activity costs.
- Specific grants and contributions decreased \$16,000 to fund the annual cost of the community transport vehicle leases.
- Sewer Fund increased \$300,000 due to a part deferral of the sewer main relines project.

The Quarterly Capital report for December is appended at *Attachment 2*.



Key Performance Indicators



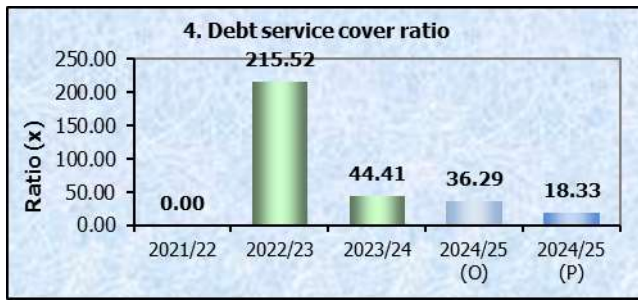
This ratio measures Council's achievement of containing operating expenditure within operating revenue.



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.



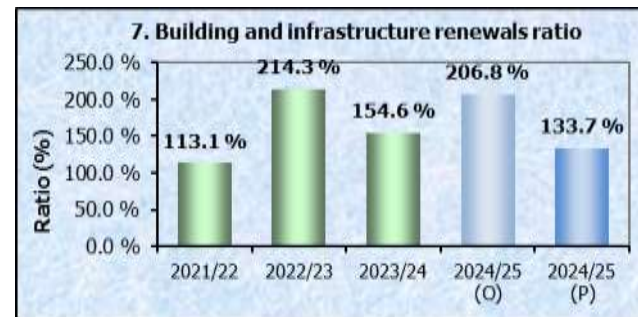
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.



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.

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/24 to 31/12/24

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Narrandera Shire Council

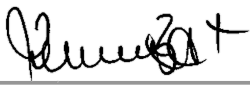
Quarterly Budget Review Statement
for the period 01/10/24 to 31/12/24

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 2024

It is my opinion that the Quarterly Budget Review Statement for Narrandera Shire Council for the quarter ended 31/12/24 indicates that Council's projected financial position at 30/6/25 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: 

Rebecca Best
Rebecca Best
Responsible accounting officer

date:

5/02/2025

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/10/24 to 31/12/24

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2024

Income & expenses - Council Consolidated

(\$000's)	Original budget 2024/25	Approved Changes			Revised budget 2024/25	Variations for this Dec Qtr		Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRs	Sept QBRs						
Income										
Rates and annual charges	10,638	-	-	18	10,656	(7)			10,649	10,537
User charges and fees	3,225	-	-	2	3,227	-			3,227	1,081
Other revenues	1,175	37	-	5	1,217	27			1,244	279
Grants and contributions - operating	8,985	(5,509)	-	(56)	3,420	38			3,458	1,303
Grants and contributions - capital	8,574	2,618	-	(3,622)	7,570	614			8,184	733
Interest and investment revenue	1,112	-	-	-	1,112	108			1,220	172
Net gain from disposal of assets	92	-	-	-	92	-			92	-
Other income	234	-	-	-	234	-			234	104
Total income from continuing operations	34,035	(2,854)	-	(3,653)	27,528	780			28,308	14,209
Expenses										
Employee benefits and on-costs	9,318	3	-	(88)	9,233	(143)			9,090	4,308
Borrowing costs	151	-	-	-	151	2			153	69
Materials and services	7,518	577	-	439	8,534	1,045			9,579	3,663
Depreciation and amortisation	6,736	-	-	-	6,736	10			6,746	3,369
Impairment of receivables	6	-	-	-	6	-			6	4
Legal costs	47	-	-	-	47	-			47	8
Consultants	-	-	-	-	-	-			-	-
Other expenses	415	-	-	-	415	-			415	237
Total expenses from continuing operations	24,191	580	-	351	25,122	914			26,036	11,658
Net operating result from continuing operations	9,844	(3,434)	-	(4,004)	2,406	(134)			2,272	2,551
Discontinued operations - surplus/(deficit)					-				-	
Net operating result from all operations	9,844	(3,434)	-	(4,004)	2,406	(134)			2,272	2,551
Net Operating Result before Capital Items	1,270	(6,052)	-	(382)	(5,164)	(748)			(5,912)	1,818

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31/12/24 and should be read in conjunction with the total QBRs report

Narrandera Shire Council

Consolidated Income Statement

for the period ending 31 December 2024

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	10,638	10,649	10,537
User charges and fees	3,225	3,227	1,081
Other revenues	1,175	1,244	279
Grants and contributions provided for operating purposes	8,985	3,458	1,303
Grants and contributions provided for capital purposes	8,574	8,184	733
Interest and investment revenue	1,112	1,220	172
Other income	233	234	104
Net gain from the disposal of assets	92	92	-
Total income from continuing operations	34,034	28,308	14,209
Expenses from continuing operations			
Employee benefits and on-costs	9,318	9,090	4,308
Materials and services	7,564	9,626	3,671
Borrowing costs	151	153	69
Depreciation and amortisation	6,737	6,746	3,369
Impairment of receivables	6	6	4
Other expenses	415	415	237
Total expenses from continuing operations	24,191	26,036	11,658
Operating result from continuing operations	9,843	2,272	2,552
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	9,843	2,272	2,552
Net operating result for the year before grants and contributions provided for capital purposes	1,269	(5,912)	1,819

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/10/24 to 31/12/24

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2024

Income & expenses - General Fund

(\$000's)	Original budget 2024/25	Approved Changes			Revised budget 2024/25	Variations for this Dec Qtr		Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sept QBRS		Notes			
Income									
Rates and annual charges	7,949	-	-	17	7,966	(7)		7,959	7,962
User charges and fees	1,481	-	-	2	1,483	-		1,483	593
Other revenues	1,175	37	-	5	1,217	27		1,244	279
Grants and contributions - operating	8,985	(5,509)	-	(56)	3,420	38		3,458	1,303
Grants and contributions - capital	8,156	1,732	-	(3,622)	6,266	614		6,880	569
Interest and investment revenue	784	-	-	-	784	108		892	126
Net gain from disposal of assets	92	-	-	-	92	-		92	-
Other income	234	-	-	-	234	-		234	104
Total income from continuing operations	28,856	(3,740)	-	(3,654)	21,462	780		22,242	10,936
Expenses									
Employee benefits and on-costs	8,565	3	-	(100)	8,468	(143)		8,325	3,899
Borrowing costs	21	-	-	-	21	2		23	4
Materials and services	5,205	577	-	134	5,916	1,045		6,961	2,935
Depreciation and amortisation	5,555	-	-	-	5,555	10		5,565	2,778
Impairment of receivables	6	-	-	-	6	-		6	4
Legal costs	47	-	-	-	47	-		47	8
Consultants	-	-	-	-	-	-		-	-
Other expenses	415	-	-	-	415	-		415	237
Total expenses from continuing operations	19,814	580	-	34	20,428	914		21,342	9,865
Net operating result from continuing operations	9,042	(4,320)	-	(3,688)	1,034	(134)		900	1,071
Discontinued operations - surplus/(deficit)					-			-	
Net operating result from all operations	9,042	(4,320)	-	(3,688)	1,034	(134)		900	1,071
Net Operating Result before Capital Items	886	(6,052)	-	(66)	(5,232)	(748)		(5,980)	502

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/24 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

General Fund Income Statement

for the period ending 31 December 2024

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	7,949	7,959	7,962
User charges and fees	1,481	1,483	593
Other revenues	1,175	1,244	279
Grants and contributions provided for operating purposes	8,985	3,458	1,303
Grants and contributions provided for capital purposes	8,156	6,880	569
Interest and investment revenue	784	892	126
Other income	233	234	104
Net gain from the disposal of assets	92	92	-
Total income from continuing operations	28,855	22,242	10,936
Expenses from continuing operations			
Employee benefits and on-costs	8,565	8,325	3,899
Materials and services	5,252	7,008	2,943
Borrowing costs	21	23	4
Depreciation and amortisation	5,555	5,565	2,778
Impairment of receivables	6	6	4
Other expenses	415	415	237
Total expenses from continuing operations	19,814	21,342	9,865
Operating result from continuing operations	9,041	900	1,072
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	9,041	900	1,072
Net operating result for the year before grants and contributions provided for capital purposes	885	(5,980)	503

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/10/24 to 31/12/24

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2024

Income & expenses - Water Fund

(\$000's)	Original budget 2024/25	Approved Changes			Revised budget 2024/25	Variations for this Dec Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sept QBRS					
Income									
Rates and annual charges	940	-	-	1	941	-	941	942	
User charges and fees	1,277	-	-	-	1,277	-	1,277	203	
Other revenues	-	-	-	-	-	-	-	-	
Grants and contributions - operating	-	-	-	-	-	-	-	-	
Grants and contributions - capital	10	140	-	-	150	-	150	(106)	
Interest and investment revenue	281	-	-	-	281	-	281	43	
Net gain from disposal of assets	-	-	-	-	-	-	-	-	
Other income	-	-	-	-	-	-	-	-	
Total income from continuing operations	2,508	140	-	1	2,649	-	2,649	1,082	
Expenses									
Employee benefits and on-costs	379	-	-	12	391	-	391	221	
Borrowing costs	-	-	-	-	-	-	-	-	
Materials and services	1,507	-	-	185	1,692	-	1,692	506	
Depreciation and amortisation	704	-	-	-	704	-	704	352	
Impairment of receivables	-	-	-	-	-	-	-	-	
Legal costs	-	-	-	-	-	-	-	-	
Consultants	-	-	-	-	-	-	-	-	
Other expenses	-	-	-	-	-	-	-	-	
Total expenses from continuing operations	2,590	-	-	197	2,787	-	2,787	1,079	
Net operating result from continuing operations	(82)	140	-	(196)	(138)	-	(138)	3	
Discontinued operations - surplus/(deficit)					-		-		
Net operating result from all operations	(82)	140	-	(196)	(138)	-	(138)	3	
Net Operating Result before Capital Items	(92)	-	-	(196)	(288)	-	(288)	109	

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/24 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

Water Fund Income Statement

for the period ending 31 December 2024

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	940	941	942
User charges and fees	1,277	1,277	203
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	10	150	(106)
Interest and investment revenue	281	281	43
Other income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	2,508	2,649	1,082
Expenses from continuing operations			
Employee benefits and on-costs	379	391	221
Materials and services	1,507	1,692	506
Borrowing costs	-	-	-
Depreciation and amortisation	704	704	352
Impairment of receivables	-	-	-
Other expenses	-	-	-
Total expenses from continuing operations	2,590	2,787	1,079
Operating result from continuing operations	(82)	(138)	3
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	(82)	(138)	3
Net Operating Result for the year before Grants and Contributions provided for Capital Purposes	(92)	(288)	109

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/10/24 to 31/12/24

Income & expenses budget review statement

Budget review for the quarter ended 31 December 2024

Income & expenses - Sewer Fund

(\$000's)	Original budget 2024/25	Approved Changes			Revised budget 2024/25	Variations for this Dec Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sept QBRS					
Income									
Rates and annual charges	1,749	-	-	-	1,749	-		1,749	1,633
User charges and fees	467	-	-	-	467	-		467	285
Other revenues	-	-	-	-	-	-		-	-
Grants and contributions - operating	-	-	-	-	-	-		-	-
Grants and contributions - capital	408	746	-	-	1,154	-		1,154	270
Interest and investment revenue	47	-	-	-	47	-		47	3
Net gain from disposal of assets	-	-	-	-	-	-		-	-
Other income	-	-	-	-	-	-		-	-
Total income from continuing operations	2,671	746	-	-	3,417	-		3,417	2,191
Expenses									
Employee benefits and on-costs	374	-	-	-	374	-		374	188
Borrowing costs	130	-	-	-	130	-		130	65
Materials and services	806	-	-	120	926	-		926	222
Depreciation and amortisation	477	-	-	-	477	-		477	239
Impairment of receivables	-	-	-	-	-	-		-	-
Legal costs	-	-	-	-	-	-		-	-
Consultants	-	-	-	-	-	-		-	-
Other expenses	-	-	-	-	-	-		-	-
Total expenses from continuing operations	1,787	-	-	120	1,907	-		1,907	714
Net operating result from continuing operations	884	746	-	(120)	1,510	-		1,510	1,477
Discontinued operations - surplus/(deficit)					-			-	
Net operating result from all operations	884	746	-	(120)	1,510	-		1,510	1,477
Net Operating Result before Capital Items	476	-	-	(120)	356	-		356	1,207

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/24 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

Sewer Fund Income Statement

for the period ending 31 December 2024

	Original Budget	Dec Revised Budget	Actual YTD
Income from continuing operations			
Rates and annual charges	1,749	1,749	1,633
User charges and fees	467	467	285
Other revenues	-	-	-
Grants and contributions provided for operating purposes	-	-	-
Grants and contributions provided for capital purposes	408	1,154	270
Interest and investment revenue	47	47	3
Other income	-	-	-
Net gain from the disposal of assets	-	-	-
Total income from continuing operations	2,671	3,417	2,191
Expenses from continuing operations			
Employee benefits and on-costs	374	374	188
Materials and services	805	926	222
Borrowing costs	130	130	65
Depreciation and amortisation	478	477	239
Impairment of receivables	-	-	-
Other expenses	-	-	-
Total expenses from continuing operations	1,787	1,907	714
Operating result from continuing operations	884	1,510	1,477
Operating result from discontinued operations	-	-	-
Net operating result for the year attributable to Council	884	1,510	1,477
Net operating result for the year before grants and contributions provided for capital purposes	476	356	1,207

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/10/24 to 31/12/24

Capital budget review statement

Budget review for the quarter ended 31 December 2024

Capital budget - Council Consolidated

(\$000's)	Original budget 2024/25	Approved changes			Revised budget 2024/25	Variations for this Dec Qtr	Notes	Projected year end result	Actual YTD figures
		Carry forwards	Other than by QBRS	Sept QBRS					
Capital expenditure									
New assets									
- Plant & Equipment	1,093	-	-	-	1,093	450		1,543	152
- Land & Buildings	4,975	37	-	(4,900)	112	62		174	63
- Office Equipment	35	11	-	-	46	16		62	-
- Other Structures	500	1,536	-	78	2,114	-		2,114	882
- Roads Bridges & Footpaths	841	331	-	-	1,172	-		1,172	111
- Recreational	110	623	-	20	753	-		753	239
- Drainage	3,000	220	-	-	3,220	-		3,220	-
- Water	260	291	-	65	616	57		673	157
- Sewer	500	3,125	-	-	3,625	-		3,625	3,677
- Pool	-	-	-	-	-	-		-	-
Renewal assets (replacement)									
- Plant & Equipment	-	-	-	-	-	-		-	-
- Land & Buildings	552	7	-	-	559	(6)		553	206
- Roads, Bridges, Footpaths	4,729	4,216	-	(95)	8,850	(712)		8,138	3,104
- Office Equipment	615	170	-	-	785	(65)		720	187
- Other Structures	559	931	-	(260)	1,230	34		1,264	784
- Library Books	33	-	-	-	33	-		33	3
- Recreational	5	-	-	-	5	-		5	-
- Drainage	135	17	-	(135)	17	-		17	11
- Water	494	490	-	-	984	(57)		927	126
- Sewer	637	690	-	(450)	877	(300)		577	9
- Pool	120	-	-	-	120	-		120	-
Loan repayments (principal)	289	-	-	-	289	-		289	144
Total capital expenditure	19,482	12,695	-	(5,677)	26,500	(521)		25,979	9,855
Capital funding									
Rates & other untied funding	4,248	1,303	-	(25)	5,526	16		5,542	2,493
Capital grants & contributions	8,471	7,127	-	(4,412)	11,186	(684)		10,502	3,632
Reserves:									
- External restrictions/reserves	4,269	3,734	-	(520)	7,483	150		7,633	3,132
- Internal restrictions/reserves	2,494	531	-	(720)	2,305	(3)		2,302	598
New loans									
Receipts from sale of assets									
- Plant & equipment	-	-	-	-	-	-		-	-
- Land & buildings	-	-	-	-	-	-		-	-
Total capital funding	19,482	12,695	-	(5,677)	26,500	(521)		25,979	9,855
Net capital funding - surplus/(deficit)	-	-	-	-	-	-		-	-

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/12/24 and should be read in conjunction with the total QBRS report

Financial Performance Statement
for the period 01/10/24 to 31/12/24

Cash & investments budget review statement

Budget review for the quarter ended 31 December 2024

Cash & investments - Council Consolidated

\$000's)	Balance 30-Jun-24	Original	Approved changes			Revised Balance 2024/25	Variations		Projected year end result	Actual YTD figures
		Balance 2024/25	Balance forwards	Other than by QBRs	Sept QBRs		Balance Dec	Note Qtr		
Externally restricted ⁽¹⁾										
Developer Contributions	559	65	(44)	-	-	580	(11)		569	604
Specific Purpose Unexpended Grants	8,159	(1,352)	(4,891)	-	-	1,916	-		1,916	7,248
Unspent Grants & Contributions Liability	1,519	-	-	-	-	1,519	(16)		1,503	416
Water Supplies	6,181	(88)	(641)	-	(260)	5,192	-		5,192	6,192
Sewerage Service	892	(11)	(690)	-	330	521	300		821	186
Waste Management	1,647	7	(218)	-	20	1,456	(450)		1,006	2,287
Stormwater Management	41	(894)	-	-	885	32	1		33	116
Crown Lands	423	81	(94)	-	-	410	-		410	457
Unspent Internal Loans	2,047	-	(2,047)	-	-	-	-		-	-
Total externally restricted	21,468	(2,192)	(8,625)	-	975	11,626	(176)		11,450	17,506
1) Funds that must be spent for a specific purpose										
Internally restricted ⁽²⁾										
Employee Leave Entitlements	1,301	-	-	-	-	1,301	-		1,301	1,301
Replacement - Plant & Vehicles	2,155	120	-	-	-	2,275	-		2,275	2,709
Carried Over Works	1,417	-	(1,417)	-	-	-	65		65	576
Information Technology Replacement	600	(317)	(146)	-	-	137	-		137	537
Cemetery Perpetual	483	24	(20)	-	-	487	-		487	483
Organisational Strategy & Governance	1,563	(49)	-	-	-	1,514	-		1,514	1,517
Community Transport	366	-	-	-	-	-	-		-	366
Council Committees	64	-	-	-	-	64	-		64	64
Property Development	609	(720)	-	-	720	609	(87)		522	531
Organisational Service Assets & Projects	910	(15)	(365)	1,969	-	2,499	587		3,086	2,120
Quarry Rehabilitation	180	15	-	-	-	195	-		195	190
Financial Assistance Grant	5,558	-	(5,558)	-	-	-	-		-	1,735
Reverse Cycle Vending Machine	4	3	-	-	-	7	-		7	7
Bonds, Retentions & Trusts	229	-	-	-	-	229	-		229	229
Total internally restricted	15,439	(939)	(7,506)	1,969	720	9,317	565		9,882	12,365
2) Funds that Council has earmarked for a specific purpose										
Unrestricted (ie. available after the above Restr)	585	-	-	-	-	951	-		366	366
Total Cash & investments	37,492	(3,131)	(16,131)	1,969	1,695	21,894	389		21,698	30,237

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/24 to 31/12/24

Cash & investments budget review statement

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 \$30,237,093

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 31/12/24

Reconciliation status

The YTD cash & investment figure reconciles to the actual balances held as follows: **March**
\$ 000's

Cash at bank (as per bank statements)		60
Investments on hand		30,177
less: unpresented cheques	(Timing Difference)	-
add: undeposited funds	(Timing Difference)	-
less: identified deposits (not yet accounted in ledger)	(Require Actioning)	-
add: identified outflows (not yet accounted in ledger)	(Require Actioning)	-
less: unidentified deposits (not yet actioned)	(Require Investigation)	-
add: unidentified outflows (not yet actioned)	(Require Investigation)	-
Reconciled cash at bank & investments		30,237
Balance as per QBRS review statement:		30,237
Difference:		-

Narrandera Shire Council

Quarterly Budget Review Statement

for the period 01/10/24 to 31/12/24

Contracts budget review statement

Budget review for the quarter ended 31 December 2024

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
Brandi Projects	Narrandera Destination Discovery Hub Fit Out	\$ 510,829	18/12/24		Y	
Projectura Pty Ltd	Community Consult. Community Stategic/Disability Inclusion Action Plan	\$ 70,510	30/09/24	31/03/2025	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 31/12/24 and should be read in conjunction with the total QBRS report

Narrandera Shire Council

Quarterly Budget Review Statement
for the period 01/10/24 to 31/12/24

Consultancy & legal expenses budget review statement

Consultancy & legal expenses overview

Expense	YTD expenditure (actual dollars)	Budgeted (Y/N)
Consultancies	221,630	Y
Legal Fees	8,356	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

Rates and Debtors Legal Costs	\$	2,585.00
General Legal Expenses	\$	5,771.00
Other Legal Expenses	\$	-

Consultancies

Amato Management	Finance Support	\$	18,480.00
Kim Biggs Consulting	Museum Advisor	\$	13,245.00
Xeros Piccolo Consulting Engineers	Bridge Designs	\$	19,300.00
Laurie Knight	Finance Support	\$	3,520.00
Mitchell Hanlon Consulting	Surveying	\$	12,500.00
MJM Consulting Engineers	Site Inspections	\$	2,400.00
LOGO Management	Engineering services	\$	152,184.55

RESERVE DETAILS 2024-2025											
RESERVE DETAILS	Balance 30 Jun 2024	Budget Transfer 24/25	Other	Carry over	Sept	Dec	March	Net Transfer 24/25	Balance 30 Jun 2025	25/26 Budget Movement	Balance 30 Jun 2026
GENERAL FUND - DETAILS											
Employee's Leave Entitlement											
Employee's Leave Entitlement	\$ 1,301,000.00							\$ -	\$ 1,301,000.00		\$ 1,301,000.00
Plant & Vehicle Replacement											
Plant & Vehicle Replacement	\$ 2,155,286.87	\$ 119,941.00						\$ 119,941.00	\$ 2,275,227.87	-\$ 106,056.00	\$ 2,169,171.87
Information Technology Replacement											
Street Camera Replacement	\$ 1,000.00			-\$ 1,000.00				-\$ 1,000.00	\$ -		\$ -
Computer Replacement	\$ 599,349.98	-\$ 317,006.00		-\$ 145,006.94		\$ 65,000.00		-\$ 397,012.94	\$ 202,337.04		\$ 202,337.04
Carry Over Works											
Carry Over Operating Program	\$ 113,483.77			-\$ 113,483.77				-\$ 113,483.77	\$ 0.00		\$ 0.00
Carry Over Capital Program	\$ 1,303,036.54			-\$ 1,303,036.54				-\$ 1,303,036.54	-\$ 0.00		-\$ 0.00
Organisational service assets and projects											
Public Art & Festive Tree Maintenance	\$ 49,228.36	\$ 20,000.00						\$ 20,000.00	\$ 69,228.36		\$ 69,228.36
Infrastructure Replacement & Renewal	\$ 188,984.01	-\$ 84,965.00	\$ 1,659,000.00	-\$ 365,217.90				\$ 1,208,817.10	\$ 1,397,801.11	\$ 320,000.00	\$ 1,717,801.11
Narrandera Business Centre Master Plan	\$ 18,191.03		\$ 309,919.84			\$ 586,686.00		\$ 896,605.84	\$ 914,796.87		\$ 914,796.87
Delivery of Aged strategies	\$ 201,666.15							\$ -	\$ 201,666.15		\$ 201,666.15
Shire Property Renewal & Cyclical Maint.	\$ 354,483.00							\$ -	\$ 354,483.00		\$ 354,483.00
Visitor Centre Building Replacement	-\$ 0.00							\$ -	-\$ 0.00		-\$ 0.00
Renewable Energy	\$ 86,898.00	\$ 50,000.00						\$ 50,000.00	\$ 136,898.00		\$ 136,898.00
Narrandera Park Landscape	\$ 10,176.00							\$ -	\$ 10,176.00		\$ 10,176.00
Organisational strategy and governance											
Election & Integrated Planning Exp	\$ 59,195.91	-\$ 48,500.00						-\$ 48,500.00	\$ 10,695.91		\$ 10,695.91
Financial Management Reserve Strategy	\$ 1,461,079.78							\$ -	\$ 1,461,079.78		\$ 1,461,079.78
Employee Training Programs	\$ 42,500.00							\$ -	\$ 42,500.00		\$ 42,500.00
Community Transport											
Community Transport	\$ 365,525.36							\$ -	\$ 365,525.36		\$ 365,525.36
Financial Assistance Grant											
Financial Assistance Grant	\$ 5,558,351.00			-\$ 5,558,351.00				-\$ 5,558,351.00	\$ -		\$ -
Council Committees											
Committee - Barellan Museum	\$ 4,156.68							\$ -	\$ 4,156.68		\$ 4,156.68
Committee - Koala Committee	\$ 18,616.46							\$ -	\$ 18,616.46		\$ 18,616.46
Committee - Railway Station	\$ 11,642.60							\$ -	\$ 11,642.60		\$ 11,642.60
355 Committee - Parkside Museum	\$ 4,071.36							\$ -	\$ 4,071.36		\$ 4,071.36
Committee - Barellan Hall	\$ 22,663.95							\$ -	\$ 22,663.95		\$ 22,663.95
Committee - Grong Grong Community Hall	\$ 2,553.66							\$ -	\$ 2,553.66		\$ 2,553.66
Committee - Domestic Violence	\$ 186.90							\$ -	\$ 186.90		\$ 186.90
Cemetery Perpetual											
N'dra Cemetery - Perpetual mtnce all	\$ 482,762.88	\$ 23,472.00		-\$ 20,000.00				\$ 3,472.00	\$ 486,234.88	\$ 23,472.00	\$ 509,706.88
Property Development											
Property Development (Red Hill)	\$ 609,464.95	-\$ 720,000.00			\$ 720,000.00	-\$ 86,946.00		-\$ 86,946.00	\$ 522,518.95		\$ 522,518.95
Quarry Rehabilitation											
Quarry Rehabilitation	\$ 52,112.07	\$ 15,000.00						\$ 15,000.00	\$ 67,112.07	\$ 15,000.00	\$ 82,112.07
Quarry Maintenance	\$ 127,726.22							\$ -	\$ 127,726.22		\$ 127,726.22
Reverse Cycle Vending Machine											
Reverse Cycle Vending Machine	\$ 4,360.29	\$ 3,210.00						\$ 3,210.00	\$ 7,570.29	\$ 3,158.00	\$ 10,728.29
Waste Management											
Narrandera Waste Depot	\$ 884,584.45	\$ 6,939.00		-\$ 217,876.33	\$ 19,939.00	-\$ 450,000.00		-\$ 640,998.33	\$ 243,586.12	\$ 155,826.00	\$ 399,412.12
Narrandera Waste Depot - Excavation	\$ 104,704.00							\$ -	\$ 104,704.00		\$ 104,704.00
Narrandera Waste Depot - Rehabilitation	\$ 368,644.00							\$ -	\$ 368,644.00		\$ 368,644.00
Barellan Waste Depot	\$ 76,421.29							\$ -	\$ 76,421.29		\$ 76,421.29
Barellan Waste Depot - Excavation	\$ 36,592.00							\$ -	\$ 36,592.00		\$ 36,592.00
Barellan Waste Depot - Rehabilitation	\$ 53,429.00							\$ -	\$ 53,429.00		\$ 53,429.00
Narrandera Depot Compactor Expenses	\$ 48,379.00							\$ -	\$ 48,379.00		\$ 48,379.00
Grong Grong Waste Depot Rehabilitation	\$ 73,876.00							\$ -	\$ 73,876.00		\$ 73,876.00

RESERVE DETAILS 2024-2025

RESERVE DETAILS	Balance 30 Jun 2024	Budget Transfer 24/25	Other	Carry over	Sept	Dec	March	Net Transfer 24/25	Balance 30 Jun 2025	25/26 Budget Movement	Balance 30 Jun 2026
Crown Reserves											
Lake Talbot Tourist Park	\$ 422,685.51	\$ 80,774.00		-\$ 94,102.57	\$ 402.00			-\$ 12,926.57	\$ 409,758.94	\$ 80,589.00	\$ 490,347.94
Stormwater											
Narrandera Stormwater Reserve	\$ 29,045.16	-\$ 902,758.00			\$ 884,996.00	\$ 1,150.00		-\$ 16,612.00	\$ 12,433.16	\$ 12,650.00	\$ 25,083.16
Barellan Stormwater Reserve	\$ 11,639.98	\$ 8,850.00				-\$ 200.00		\$ 8,650.00	\$ 20,289.98		\$ 20,289.98
Developer Contributions											
Section 7.11 (94)	\$ 60,273.84							\$ -	\$ 60,273.84		\$ 60,273.84
Section 7.12 (94A)	\$ 235,299.31		-\$ 43,597.96					-\$ 43,597.96	\$ 191,701.35		\$ 191,701.35
Section 7.4 - Youth activities	\$ 211,100.00					-\$ 11,100.00		-\$ 11,100.00	\$ 200,000.00		\$ 200,000.00
Section 7.4	\$ 52,635.71	\$ 65,000.00						\$ 65,000.00	\$ 117,635.71	\$ 65,000.00	\$ 182,635.71
Bonds, Retentions & Trusts											
Kaniva Quarry	\$ 30,000.00							\$ -	\$ 30,000.00		\$ 30,000.00
Arts Centre Trust	\$ 55,489.63							\$ -	\$ 55,489.63		\$ 55,489.63
Sale of Land	\$ 139,490.86							\$ -	\$ 139,490.86		\$ 139,490.86
Barellan Toddler Pool Retention	\$ 3,539.30							\$ -	\$ 3,539.30		\$ 3,539.30
External Restrictions (Note 6 order)											
Water Fund											
Asset Replacement	\$ 5,303,713.99	-\$ 98,052.00	\$ -	\$ -	-\$ 260,158.00	\$ -	\$ -	-\$ 358,210.00	\$ 4,945,503.99	-\$ 3,066,689.00	\$ 1,878,814.99
Carry Over Works	\$ 640,955.80	\$ -	\$ -	-\$ 640,955.80	\$ -	\$ -	\$ -	-\$ 640,955.80	-\$ 0.00		-\$ 0.00
Retention - Pine Hill Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Section 64	\$ 236,366.80	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 246,366.80	\$ 10,000.00	\$ 256,366.80
Sewer Fund											
Asset Replacement	\$ 103,539.92	-\$ 19,454.00	\$ -	\$ -	\$ 330,011.00	\$ 300,000.00	\$ -	\$ 610,557.00	\$ 714,096.92	\$ 78,869.00	\$ 792,965.92
Carry Over Works	\$ 690,120.77	\$ -	\$ -	-\$ 690,120.77	\$ -	\$ -	\$ -	-\$ 690,120.77	-\$ 0.00		-\$ 0.00
Unspent Loan	\$ 2,046,816.74	\$ -	\$ -	-\$ 2,046,816.74	\$ -	\$ -	\$ -	-\$ 2,046,816.74	-\$ 0.00		-\$ 0.00
Section 64	\$ 99,064.43	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	\$ 107,064.43	\$ 8,000.00	\$ 115,064.43
General Fund - External Restrictions											
Specific Purpose Unexpended Grants	\$ 8,158,914.91	-\$ 1,351,618.00	\$ -	-\$ 4,890,510.16	\$ -	-\$ 16,182.00	\$ -	-\$ 6,258,310.16	\$ 1,900,604.75	-\$ 1,353,920.00	\$ 546,684.75
Other Contributions	\$ 103,248.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103,248.64		\$ 103,248.64
Unspent grant & contributions Liability	\$ 1,416,209.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,416,209.68		\$ 1,416,209.68
Developer Contributions	\$ 559,308.86	\$ 65,000.00	\$ -	-\$ 43,597.96	\$ -	-\$ 11,100.00	\$ -	\$ 10,302.04	\$ 569,610.90		\$ 569,610.90
Waste Management	\$ 1,646,629.74	\$ 6,939.00	\$ -	-\$ 217,876.33	\$ 19,939.00	-\$ 450,000.00	\$ -	-\$ 640,998.33	\$ 1,005,631.41		\$ 1,005,631.41
Stormwater	\$ 40,685.14	-\$ 893,908.00	\$ -	\$ -	\$ 884,996.00	\$ 950.00	\$ -	-\$ 7,962.00	\$ 32,723.14		\$ 32,723.14
Crown Reserves	\$ 422,685.51	\$ 80,774.00	\$ -	-\$ 94,102.57	\$ 402.00	\$ -	\$ -	-\$ 12,926.57	\$ 409,758.94		\$ 409,758.94
Total External Restrictions	\$ 21,468,260.92	-\$ 2,192,319.00	\$ -	-\$ 8,623,980.33	\$ 975,190.00	-\$ 176,332.00	\$ -	-\$ 10,017,441.33	\$ 11,450,819.59	-\$ 4,323,740.00	\$ 7,127,079.59
Internal Restrictions (Note 6 order)											
Plant & vehicle replacement	\$ 2,155,286.87	\$ 119,941.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,941.00	\$ 2,275,227.87	-\$ 106,056.00	\$ 2,169,171.87
Employee Leave Entitlements	\$ 1,301,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,301,000.00	\$ -	\$ 1,301,000.00
Carry over works	\$ 1,416,520.31	\$ -	\$ -	-\$ 1,416,520.31	\$ -	\$ -	\$ -	-\$ 1,416,520.31	-\$ 0.00		-\$ 0.00
Community Transport	\$ 365,525.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 365,525.36	\$ -	\$ 365,525.36
Organisational strategy and governance	\$ 1,562,775.69	-\$ 48,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	-\$ 48,500.00	\$ 1,514,275.69	\$ -	\$ 1,514,275.69
Cemetery Perpetual	\$ 482,762.88	\$ 23,472.00	\$ -	-\$ 20,000.00	\$ -	\$ -	\$ -	\$ 3,472.00	\$ 486,234.88	\$ 23,472.00	\$ 509,706.88
Council Committees	\$ 63,891.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,891.61	\$ -	\$ 63,891.61
Information Technology Replacement	\$ 600,349.98	-\$ 317,006.00	\$ -	-\$ 146,006.94	\$ -	\$ 65,000.00	\$ -	-\$ 398,012.94	\$ 202,337.04	\$ -	\$ 202,337.04
Property Development	\$ 609,464.95	-\$ 720,000.00	\$ -	\$ -	\$ 720,000.00	-\$ 86,946.00	\$ -	-\$ 86,946.00	\$ 522,518.95	\$ -	\$ 522,518.95
Organisational service assets and projects	\$ 909,626.55	-\$ 14,965.00	\$ 1,968,919.84	-\$ 365,217.90	\$ -	\$ 586,686.00	\$ -	\$ 2,175,422.94	\$ 3,085,049.49	\$ 320,000.00	\$ 3,405,049.49
Quarry Rehabilitation	\$ 179,838.29	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	\$ 194,838.29	\$ 15,000.00	\$ 209,838.29
Financial Assistance Grant	\$ 5,558,351.00	\$ -	\$ -	-\$ 5,558,351.00	\$ -	\$ -	\$ -	-\$ 5,558,351.00	\$ -	\$ -	\$ -
Reverse Cycle Vending Machine	\$ 4,360.29	\$ 3,210.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,210.00	\$ 7,570.29	\$ 3,158.00	\$ 10,728.29
Bonds, Retentions & Trusts	\$ 228,519.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 228,519.79	\$ -	\$ 228,519.79
Total Internal Restrictions	\$ 15,438,273.57	-\$ 938,848.00	\$ 1,968,919.84	-\$ 7,506,096.15	\$ 720,000.00	\$ 564,740.00	\$ -	-\$ 5,191,284.31	\$ 10,246,989.26	\$ 255,574.00	\$ 10,502,563.26
Total Restrictions	\$ 36,906,534.49	-\$ 3,131,167.00	\$ 1,968,919.84	-\$ 16,130,076.48	\$ 1,695,190.00	\$ 388,408.00	\$ -	-\$ 15,208,725.64	\$ 21,697,808.85	-\$ 4,068,166.00	\$ 17,629,642.85

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2024-25 AS AT - 31 December

Complete	Carryover	Deferred	Grant Dependent	Cancelled	Revote	Key Operational
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No.	Project	Adopted Budget	Revised Budget	Total Expenditure	Balance	%	Comments
1	Councillor iPad Project	20,000	20,000	17,293	2,707	100%	Project completed.
2	GDA Dataset Transition & Imagery	-	11,466	-	11,466	0%	Will investigate options.
3	Chambers Access Control System Replacement	-	25,186	-	25,186	25%	New system has been ordered and working with contractor to configure system before installation.
4	Chambers Network Cabling replacement	40,000	-	-	0	0%	Deferred to 25/26
5	Replace Desktops/Laptops	20,000	20,000	1,072	18,929	0%	Will order replacements starting in April.
6	Software Licencing	30,000	30,000	-	30,000	0%	Will review throughout the financial year.
7	Replace Backup Hardware	5,000	-	-	0	0%	Complete
8	Upgrade Phone System	60,000	60,000	-	60,000	0%	Developing RFQ.
9	Business Continuity Site	10,000	10,000	-	10,000	0%	Reviewing DR requirements
10	Electronic Signature Software	20,000	20,000	-	20,000	0%	Organising Quotes.
11	Council Chambers Streaming Upgrades	5,000	5,000	-	5,000	0%	Ordered and waiting for installation.
12	Integrated Software System	380,000	525,007	168,667	356,340	80%	magiQ Cloud ERP implementation in progress
13	Depot & HACC Replace network cabling	20,000	-	-	0	0%	Deferred to 25/26
14	Chambers HACC & Library - Alarm & Access Control	20,000	20,000	-	20,000	0%	Awaiting installation of new Access Control system at the Chambers
15	Website replacement	-	15,500	-	15,500	0%	
16	Landervale Fire Shed	-	29,828	512	29,316	0%	Shed complete with power easement being finalised
17	Gillenbah Station Amenities	-	7,105	455	6,650	0%	Construction complete, awaiting formal advice from RFS.
18	OSR - Asset Backlog (funded by Special Variation)	60,000	100,000	-	100,000	0%	Adjustment to be made in Sept QBR \$40k try from Irrigation at the Dog Park. 60k will be allocated to fund the MBP Infants area refurbishment
19	CRIF 23-24 Weeds Program grant	-	47,871	4,191	43,680	0%	Plant Items to be procured commencing December 2024. Control programs have commenced in the Bundidgerry area
20	New security fencing and CCTV (Narrandera Waste Depot)	-	128,240	20,575	107,665	0%	Continued upgrade works
21	Purchase of new Traxcavator	-	450,000	-	450,000	0%	
22	Further Masterplan works stage 1	-	89,636	89,636	-0	0%	Complete
23	Greenwaste handling facility	150,000	150,000	-	150,000	0%	Planning underway
24	Stormwater improvement Works	134,996	-	1,960	-1,960	0%	Cancelled
25	Narrandera Urban Stormwater Upgrade	3,000,000	3,000,000	-	3,000,000	0%	Awaiting successful grant funding and second part SV
26	Library - Book & Resources annual replacement	32,787	32,787	2,783	30,004	0%	Procurement is ongoing throughout the year
27	Library - Replacement of Service Desk	5,000	5,000	-	5,000	0%	Procurement underway
28	LT Pool - Access improvements	25,000	25,000	-	25,000	0%	Planning underway
29	Barellan Pool - Safety Signage & Pool Marking to Current Standards	7,000	7,000	-	7,000	0%	To be completed after the pool season
30	Barellan Pool - Replace Café Furniture	3,000	3,000	-	3,000	0%	To be completed after the pool season
31	Ndra Park Irrigation Management System	-	104,638	636	104,001	0%	Flow meters installed, systems progressing trialling water sensors
32	Ndra Memorial Park lawn areas & garden beds	-	2,989	-	2,989	0%	Minor landscaping works planned, previous allocation used for essential fountain repairs.
33	Adventure playground upgrade - Infant area	300,000	-	359,446	-359,446	0%	cancelled duplicate of 300-1046
34	BrIn Playground - Upgrades and festive decorations	5,000	5,000	-	5,000	0%	Planning underway for playground repairs
35	OLG DRF - Construction of flood relief gates	-	120,000	-	120,000	0%	Planning commenced with MI.
36	OLG DRF - Replacement of soft fall in MBP	-	150,000	74,590	75,410	0%	Infants area completed
37	OLG DRF - Flood levies at water supply bores	-	100,000	-	100,000	0%	Design options being finalised
38	OLG DRF - Ndra Library Stormwater structure	-	17,387	9,278	8,109	0%	Works continuing
39	OLG DRF - Youth development program	-	175,000	4,182	170,818	0%	Planning underway
40	OLG DRF - Community Information Boards	-	50,000	700	49,300	0%	Planning underway

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2024-25 AS AT - 31 December

Complete	Carryover	Deferred	Grant Dependent	Cancelled	Revote	Key Operational
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No.	Project	Adopted Budget	Revised Budget	Total Expenditure	Balance	%	Comments
41	OLG DRF - Economic Development Strategy & Signage	-	17,600	952	16,648	0%	Strategy complete, signage yet to be carried out.
42	OLG DRF - Lismoyle Road Betterment Project	-	200,000	-	200,000	0%	Approval received from the OLG, works in planning stage
43	OLG DRF - Replacement of trees	-	85,000	-	85,000	0%	Works currently being scoped -planting will be identified in 2020-25 tree audit
44	LRCI R3 Brewery Flat Boat ramp & Toilets	-	20,976	26,190	-5,214	0%	Complete
45	LRCI R3 Brewery Flat - Connecting Walkway	-	497	13,753	-13,256	0%	Completed, creek crossing construction to be investigated under the reconnecting rivers proposals
46	LRCI R3 Barellan Sportsground Scoreboard	-	114,793	91,127	23,666	0%	Scoreboard complete Telstra grant successful BUFC 12,500, Cricket NSW grant successful 15,000. remaining funds to contribute to LRCI 3 Park Safety Program
47	LRCI 4 Barellan Pool - Toddler Pool	-	505,562	495,833	9,729	0%	Project complete
48	LRCI 4 D&DH Interpretative Fit Out	-	249,315	92,878	156,437	0%	Project delivery from Jan 2025 until Jun 2025.
49	LRCI 4 MBP - Playground Upgrade Stage 1	-	317,308	-	317,308	0%	Complete
50	LRCI 4 Narrandera Footpaths Upgrade	-	245,692	96,999	148,693	0%	Victoria Ave footpath nearing completion, other works planned for Q4
51	LRCI 4 Narrandera Laneway Upgrades	-	325,246	239,478	85,768	0%	Four laneways completed, remaining being scheduled
52	LRCI 3 Park Safety Program	-	83,657	82,751	906	0%	Grant \$43455.00 saving from Barellan scoreboard to contribute to this project
53	CRIP Upgrade Lake talbot Reserve - stairs, BBQ shelter, walking trails and seating.	-	84,890	20,654	64,236	0%	Stairs to be installed, disable parking bay to be completed, planned February 2025. Remaining funds to go towards LT Rec Area - Accessibility project.
54	SCCF5 - Community Safety Upgrade Program (CCTV)	-	261,630	146,923	114,707	70%	Project Progressing.
55	SCCF5 - Recreation Upgrade Narrandera Water tower	-	103,831	44,606	59,225	0%	Fencing to be installed
56	EV Charging station	-	-	-	0	0%	Grant funding approved - Planning Commenced
57	LT Rec Area - Accessibility project	-	42,200	89,597	-47,397	0%	Bundidgerry Walking track upgrade works complete. Signage to be ordered pending available funds from CRIP Lake Talbot project
58	Stadium & Sportsground Masterplan	30,000	30,000	-	30,000	0%	Scope being prepared- to be raised at the next stadium meeting
59	Cemetery management plans and mapping software	-	120,853	-	120,853	0%	Draft Plan of Management and records review completed, documents currently under review
60	Urban Roads Construction	140,106	140,106	-	140,106	0%	Planning stage
61	Urban Emergency Drainage Works - January Event	53,562	53,562	3,579	49,983	0%	Works continuing between other major projects
62	Urban Roads Construction - Laneways	43,640	43,640	-	43,640	0%	Planning stage, in conjunction with LRCI4 laneways
63	Urban Reseals	335,522	335,522	-	223,898	33%	Remaining works planned for Q3
64	Old Narrandera Rd – Barellan Rd to Martin Rd – Reseal			37,588			Complete***
65	Barellan St – Junee St to Willandra St – Reseal			-			Complete***
66	Willandra St – Berrembed St to Barellan St – Reseal			6,781			Complete
67	Barellan St – Junee St to Willandra St – Reseal			8,691			Complete
68	River St – CH 0.74 – Watermain St – Reseal			6,441			Complete
69	Frank St – Adam St to Bradley St – Reseal			-			
70	Clifford Rd – Bells St to CH 0.43 – Reseal			15,076			Complete
71	Dalgetty St – Camellia Dr to Stanley St – Reseal			-			
72	Stanley St – Boundary Rd to Dalgetty St – Reseal			9,889			Complete
73	Margaret St – Ferrier St to Dalgetty St – Reseal			-			
74	May St – Start to End – Reseal			-			
75	Riverine St – Start to End – Reseal			-			
76	Grosvenor St – Margaret St to Elizabeth St – Reseal			15,777			Complete
77	Garner Rd – Bells Rd to Dangar Dr – Reseal			11,381			Complete

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2024-25 AS AT - 31 December

Complete	Carryover	Deferred	Grant Dependent	Cancelled	Revote	Key Operational
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No.	Project	Adopted Budget	Revised Budget	Total Expenditure	Balance	%	Comments
78	Urban Pavement Rehabilitation	141,255	141,255	-	141,255	0%	Planning stage
79	Urban K&G Replacement	16,806	16,806	-	16,806	0%	Planning stage, working with urban construction and resealing program
80	Urban Footpath Replacement	11,204	11,204	-	11,204	0%	Planning stage
81	Rural Roads Reseals	205,022	401,481		0	100%	
82	Sandy Creek Rd – CH 0.94-1.44			31,654			Complete
83	Brobenah Hall Rd - CH 11.0-13.1			119,965			
84	Back Morundah Rd - Nortons Rd – CH6.60			249,862			
85	FLR R1 - Brewarrana Bridge Retrofitting	-	224,011	226,932	-2,920	0%	Construction completed, finalising costs
86	Rural Sealed Roads Construction	339,015	154,424		149,403	0%	Planning stage
87	Pethers Roads Sealing			5,021			Complete
88	FLR R4 - Old Wagga Road Rehab	-	839,479	88,258	751,221	0%	Works in planning, Environmental approvals with Department DCCEEW
89	Flood Damage Repairs AGRN1001	-	740,399		139,434	0%	
90	Holloway Rd Culvert			389,118			Complete, finalising costs
91	Grong Grong River Road			211,846			Complete, finalising costs
92	Roads Resheeting (Unsealed roads)	337,924	522,849	-	522,849	0%	Planning stage in conjunction with RERRF works and AGRN1001 resheeting material costs
93	Regional Roads Capital Works (Block grant)	356,400	344,760		239,260	0%	
94	MR243 - Canola Way to (GG, Ganmain, Matong & Coolamon)			49,362			Complete
95	MR370 - To Lockhart			1,236			Will be reviewed throughout the financial year
96	MR596 - Back Yamma Road (south-west of Morundah)			665			Will be reviewed throughout the financial year
97	MR7608 - Barellan Road			54,236			Planning construction Q3
98	Roads to Recovery RTR	1,391,842	1,296,576		441,037	0%	
99	Loobys Rd CH1.75-4.08 Resheet	-		63,860			Completed
100	Dows Rd CH 0.0-5.64 Resheet	-		145,698			Completed
101	Davies Rd CH 0.0-2.37 Resheet	-		61,602			Completed
102	Junee St CH 0.43-0.7 Rehabilit	-		39,879			Completed
103	Federal Park Rd CH 0.0-0.57	-		112,435			Completed
104	Quilters Rd CH0.0-4.85 Resheet	-		98,767			Completed
105	Settlement Rd CH 1.70-4.44 Resheet	-		84,543			Completed
106	Glen Moor Rd CH 4.80-5.30 Resheet	-		12,817			Completed
107	Landervale Rd CH2.04-4.70 New Seal	-		148,259			Completed
108	Centenary Rd CH16.12-18.70	-		87,678			Completed
109	Geddes Rd CH 2.41-5.65 Resheet	-		-			Commenced
110	REGIONAL EMERGENCY ROAD REPAIR FUND	1,400,000	2,841,669		2,143,071	25%	
111	Minor Heavy Patches - Urban	-		19,711			Commenced, reviewing as needs
112	Minor Heavy Patches - Rural	-		24,701			Commenced, reviewing as needs
113	Sealed Roads Shoulder Grading	-		2,543			Ongoing operational costs - Planned to avoid wet weather
114	Gravel Roads Grading	-		48,117			Ongoing operational costs
115	Formed Roads Grading	-		6,885			Ongoing operational costs - Planned to avoid wet weather
116	Nolans Rd CH 0.0-1.5 resheet	-		28,946			Completed
117	Nolans Rd CH 1.9-2.9 resheet	-		38,731			Completed
118	Mejum Rd CH 4.6-5.63 Resheet	-		70,544			Completed
119	Davies Rd CH 2.53-4.53 Resheet	-		69,604			Completed
120	Erigolia Rd Heavy Patching	-		185,110			Completed
121	Bunganbil Rd CH 3.26-3.66 Reha	-		-			Planning stage

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Complete	Carryover	Deferred	Grant Dependent	Cancelled	Revote	Key Operational
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No.	Project	Adopted Budget	Revised Budget	Total Expenditure	Balance	%	Comments
122	Bunganbil Rd CH 8.0-9.16 Rehab	-	-	-	-		Planning stage
123	Donaldson Rd CH 2.0-6.62 Reshe	-	-	73,259	-		Completed
124	Cove Rd CH 0.0-1.2 Resheet	-	-	41,763	-		Completed
125	Bulloak Tank CH 9.77-11.19 Resheet	-	-	9,846	-		Design nearing completion, works planned for Q3/Q4
126	Landervale Rd CH 2.04-4.70 Resheet	-	-	40,018	-		Completed
127	Quandong Park Rd CH 4.80-5.80 Resheet	-	-	38,821	-		Completed
128	Red Hill Industrial Expansion - Design	-	51,946	51,946	0	0%	Complete
129	Red Hill Industrial Expansion - Sewer	930,000	-	-	0	0%	Project deferred awaiting successful grant funding
130	Red Hill Industrial Expansion	3,970,000	10,000	10,000	0	0%	Project deferred awaiting successful grant funding
131	Gateway/Entrance signs	-	9,355	1,920	7,435	21%	Yet to be completed.
132	LT Tourist Park - Reseal driveways	-	74,103	6,463	67,640	9%	Project will commence in 2025
133	Light Vehicles	213,375	213,375	51,606	161,769	24%	Program underway
134	Trucks & Trailers	93,000	93,000	11,529	81,471	12%	Program underway
135	Heavy Plant Purchases	766,470	766,470	88,547	677,923	12%	Program underway
136	Other Plant Capital	20,000	20,000	-	20,000	0%	Program underway
137	Building renewal & upgrades in portfolio	152,327	153,483	99,721	53,762	65%	Scheduled renewal and unplanned works have commenced
138	PAM - Buildings Asset Backlog (funded by Special Variation)	400,000	400,000	106,096	293,904	27%	Scheduled renewal works have commenced
139	GG Sportsground - Toilet / Shower Fit out	25,000	25,000	-	25,000	0%	Procurement commenced
140	SES Airport Hanger	-	13,894	13,893	0	100%	Project complete - QBR adjustment in December report
141	Airport - Replace Wind Socks	50,000	50,000	4,500	45,500	9%	Quotes have been sought delivery expected March 2025.
142	Airport - Amenity building for SES	50,000	50,000	-	50,000	0%	Being undertaken by Project/Assets section.
143	Water - Services Replacements	20,000	20,000	17,524	2,476	88%	As needed
144	Water - WTP filter/Upgrade design	-	28,569	1,138	27,431	4%	
145	Water - North Zone Pressure Pump - low pressure issues	37,434	37,434	201	37,234	1%	RFQ to be sought
146	Water - Main Replacements	300,000	243,244	55,290	187,954	23%	
147	Water - Main Replacements 2023-24	-	266,419	34,148	232,271	13%	Rupert street nearing completion, Whitton Street to commence next
148	Water - Hydrant and Valve replacements	65,000	152,712	2,886	149,826	2%	To be scheduled
149	Water - IWCM Additional Works	-	74,783	-	74,783	0%	Final report pending
150	Water - WTP Scoping Study	-	111,419	25,279	86,139	23%	Awaiting final report
151	Water - Gordon St fencing	-	14,548	498	14,051	3%	procurement to be undertaken
152	Water - Cul-de-sac ring mains	-	118,121	118,121	-0	100%	Works completed
153	Water - Telemetry hardware upgrade	-	135,792	15,630	120,162	12%	Design complete, tender for construction commenced
154	Water - Pine Hill Pumps Replacement	26,401	26,401	-	26,401	0%	RFQ to be sought
155	Water - Main Pump Overhaul and Maintenance	45,000	45,000	-	45,000	0%	RFQ to be sought
156	Water - SCADA online analysers	70,000	70,000	-	70,000	0%	To be completed in conjunction with SCADA upgrade in 2025
157	Water - Back power inputs for pump stations	70,000	70,000	-	70,000	0%	To be completed in conjunction with SCADA upgrade in 2025
158	Water - Automatic hydrant flushing	120,000	120,000	-	120,000	0%	RFQ to be sought
159	Water - Renew Bore Flowmeters	-	65,000	11,742	53,258	18%	Installation underway
160	Sewer - Borellan Sewer	-	3,124,902	3,677,229	-552,327	118%	Nearing completion, final costings being collated. Report to be sent to March council meeting once variations have been finalised
161	Sewer - Telemetry hardware upgrade	97,457	97,457	-	97,457	0%	Design complete, tender for construction commenced
162	Sewer - Telemetry software upgrade	40,000	40,000	707	39,293	2%	Design complete, tender for construction commenced
163	Sewer - Main Relines	350,000	440,121	7,785	432,336	2%	Project deferred to 25/26
164	Sewer - Manhole Replacements	150,000	-	81	-81	0%	Deferred
165	Sewer - SCADA online analysers	50,000	50,000	-	50,000	0%	To be completed in conjunction with SCADA upgrade in 2025

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Complete	Carryover	Deferred	Grant Dependent	Cancelled	Revote	Key Operational
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No.	Project	Adopted Budget	Revised Budget	Total Expenditure	Balance	%	Comments
166	Sewer - Backup power inputs for pump stations	50,000	50,000	-	50,000	0%	To be completed in conjunction with SCADA upgrade in 2025
167	Grant Dependant						
168	Narrandera Cemetery - Furniture	5,000	5,000	-	5,000	0%	grant dependent
169	Barellan Cemetery - Furniture	5,000	5,000	-	5,000	0%	grant dependent
170	LT Pool - Replace Remaining Fencing (125m)	50,000	50,000	-	50,000	0%	grant dependent
171	LT Pool - Shotcreate Treatment crib wall	35,000	35,000	-	35,000	0%	grant dependent
172	Brln Sportsground - Lighting Upgrades Eastern	84,000	84,000	-	84,000	0%	grant dependent
173	Brln Sportsground - Storm water drainage works	30,000	30,000	-	30,000	0%	grant dependent
174	Ndra Sportsground Hot mixing spectator walkways	50,000	50,000	-	50,000	0%	grant dependent
175	Irrigation Dog Park CRIF2023/24	40,000	40,000	-	40,000	0%	grant depended - council funds of \$40k to be allocated in Sept QBR to the OSR backlog project
176	Grong Grong Park - Furniture	5,000	5,000	2,285	2,715	46%	grant dependent
177	MBP Paths & Uplighting	120,000	120,000	-	120,000	0%	grant dependent
178	MBP PowerPoint vendor sites	30,000	30,000	-	30,000	0%	grant dependent
179	Brln Park - Furniture	10,000	10,000	-	10,000	0%	grant dependent
180	Barellan Main Street Planter Boxes	40,000	40,000	-	40,000	0%	grant dependent
181	Replace Barellan Main street BBQ shelter	50,000	50,000	-	50,000	0%	grant dependent
182	Ndra Park - Lighting/uplighting memorials & trees	30,000	30,000	-	30,000	0%	grant dependent
183	Ndra Memorial Park - Larmer St - Irrigation, driveways, curb etc.	180,000	180,000	-	180,000	0%	grant dependent
184	Boating Pontoon x 3	30,000	30,000	-	30,000	0%	grant dependent
185	Stadium Lighting Replacement	5,000	5,000	-	5,000	0%	grant dependent
186	Parkside Museum - Outdoor Space Upgrade	50,000	50,000	-	50,000	0%	grant dependent
187	Get NSW Active	627,000	627,000	-	627,000	0%	grant dependent
188	Sewer - Primary Filter	400,000	400,000	-	400,000	0%	Grant funding to be sought
189	Operational						
190	Newell Hwy Contribution Grong Grong Reseal		93,050	-	93,050	0%	Ongoing operational costs
191	Newell Hwy Contribution Grong Grong town entrance signs		1,667	-	1,667	0%	Completed
192	Grong Grong Earth Park - RMS		-	-	0	0%	Ongoing operational costs
193	Urban Roads Maintenance	880,596	880,596	427,213	453,383	49%	Ongoing operational costs
194	Sealed Rural Roads Maintenance	339,584	339,584	138,241	201,343	41%	Ongoing operational costs
195	Rural Unsealed Roads Expenses	712,907	712,907	481,357	231,550	68%	Ongoing operational costs
196	Regional Roads (M&R Grant)	251,240	251,240		126,557	50%	Ongoing operational costs
197	MR243 - Canola Way to (GG, Ganmain, Matong & Coolamon)			23,153			Ongoing operational costs
198	MR370 - To Lockhart			31,496			Ongoing operational costs
199	MR596 - Back Yamma Road (south-west of Morundah)			43,449			Ongoing operational costs
200	MR7608 - Barellan Road			26,586			Ongoing operational costs
201	REGIONAL EMERGENCY ROAD REPAIR FUND			-	-59,082	0%	Ongoing operational costs
202	Potholes/Patching - Local Roads			59,082			Ongoing operational costs
203	Sealed Roads Pavement Maint			-			Ongoing operational costs
204	Noxious Weeds Expenses	219,467	219,467	124,756	94,711	57%	Ongoing operational costs
205	Public Toilets Expenses	122,828	122,828	59,324	63,504	48%	Ongoing operational costs
206	Cemetery Expenses	163,895	163,895	72,384	91,511	44%	Ongoing operational costs
207	Sports Ground Expenses	329,795	329,795	157,602	172,193	48%	Ongoing operational costs

KEY OPERATIONAL & CAPITAL WORKS EXPENSES 2024-25 AS AT - 31 December

Complete	Carryover	Deferred	Grant Dependent	Cancelled	Revote	Key Operational
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No.	Project	Adopted Budget	Revised Budget	Total Expenditure	Balance	%	Comments
208	Parks Expenses	750,575	750,575	450,516	300,059	60%	Ongoing operational costs
209	Lawn Areas	40,000	40,000	35,391	4,609	88%	Ongoing operational costs
210	East Street - Street Scaping	22,963	22,963	22,832	131	99%	Ongoing operational costs
211	Street Trees	320,170	320,170	177,123	143,047	55%	Ongoing operational costs
212	Lake Talbot Expenses	26,358	26,358	10,984	15,374	42%	Ongoing operational costs
213	Sports Stadium Expenses	122,523	122,523	74,168	48,355	61%	Ongoing operational costs
214	Water incident and emergency management plan	12,500	12,500	-	12,500	0%	works commencing
215	Backflow prevention administration	5,000	5,000	-	5,000	0%	works commencing
216	DWMS annual review	12,500	12,500	-	12,500	0%	works commencing
217	DWMS external review	30,000	30,000	-	30,000	0%	works commencing
218	Asset condition ratings	60,000	60,000	-	60,000	0%	works commencing
219	Recycled water management plan review and implementation	22,500	22,500	-	22,500	0%	works commencing
220	Recycled water asset condition ratings	15,000	15,000	-	15,000	0%	works commencing
221	Data Digitisation Project			-	0	0%	works commencing
222	Bores Expenses	52,247	52,247	109,436	-57,189	209%	Ongoing operational costs
223	Pump Station Expenses	140,802	140,802	163,510	-22,708	116%	Ongoing operational costs
224	Mains Expenses	360,629	360,629	196,287	164,342	54%	Ongoing operational costs
225	Recycled Water	53,718	53,718	5,292	48,426	10%	Ongoing operational costs
226	Reservoirs Expenses	29,359	29,359	36,642	-7,283	125%	Ongoing operational costs
227	Reservoirs cleaning expense	22,500	22,500	-	22,500	0%	works commencing
228	Water Supply Licence	31,953	31,953	4,402	27,551	14%	Ongoing operational costs
229	Water modelling software licence	15,000	15,000	7,062	7,938	47%	
230	Chlorine & Chemicals Expenses	24,401	24,401	12,757	11,644	52%	Ongoing operational costs
231	Meter Reading Expenses	46,036	46,036	1,542	44,494	3%	Ongoing operational costs
232	Telemetry System Maintenance	9,619	9,619	3,446	6,173	36%	Ongoing operational costs
233	Hydrant Flushing Program	77,343	77,343	13,587	63,756	18%	Ongoing operational costs
234	Pump Stations Electricity Expenses	309,000	309,000	129,164	179,836	42%	Ongoing operational costs
235	Sewer Incident & Emergency Plan	12,500	12,500	-	12,500	0%	
236	Trade waste administration	5,000	5,000	-	5,000	0%	
237	Sewer asset condition ratings	60,000	60,000	-	60,000	0%	
238	Sewer Main Augmentation Design	-	70,000	37,240	32,760	53%	
239	Pump Station Expenses	113,552	113,552	42,094	71,458	37%	Ongoing operational costs
240	Mains Expenses	222,562	222,562	144,034	78,528	65%	Ongoing operational costs
241	Treatment Works Expenses	289,257	289,257	139,357	149,900	48%	Ongoing operational costs
242	Telemetry System Maintenance	2,185	2,185	-	2,185	0%	Ongoing operational costs
243	Sewer Heating & Electricity	103,000	103,000	32,427	70,573	31%	Ongoing operational costs

12.8 MONTHLY STATEMENT OF INVESTMENTS - OCTOBER 2024

Document ID: 780485
Author: Chief Financial Officer (Responsible Accounting Officer)
Authoriser: Deputy General Manager Corporate and Community Services
Theme: Our Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Statement of Investments as at 31 October 2024.

PURPOSE

The purpose of this report is to provide details to Council of its investment portfolio as at 31 October 2024, and confirm that Council’s Responsible Accounting Officer has certified that the investments listed have been made in accordance with the *Local Government Act 1993* (“the Act”), the *Local Government (General) Regulation 2021* (“the Regulation”) and Council’s Investment Policy.

SUMMARY

In accordance with clause 212 of the Regulation, the Responsible Accounting Officer must provide Council with a monthly written report setting out details of Council’s investments under section 625 of the Act. The report must also include certification that Council’s investments have been made in accordance with the Act, the Regulation, and Council’s adopted Investment Policy.

Table 1, below, summarises the value of Council’s investments. As illustrated, Council’s investments totalled \$30.91 million as at 31 October 2024.

Table 1 Summary of Council's investments as at 31 October 2024

Fund	Balance
General	22,592,990.70
Water	6,286,611.05
Sewerage	1,977,050.72
Trust	57,598.21
Total	30,914,250.68

BACKGROUND

The actual interest income to 31 October 2024 is \$495,473 which compares favourably with the budget of \$353,333.

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

This report concludes with the Responsible Officer’s Certification.

a. Council Investments

Council Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (On call)	621,635.95	2.01%	1.15%	A-1+	31 Oct 2024
National Australia Bank	1,000,000.00	3.24%	5.40%	A-1+	4 Nov 2024
National Australia Bank	1,000,000.00	3.24%	5.15%	A-1+	11 Nov 2024
National Australia Bank	1,000,000.00	3.24%	5.35%	A-1+	26 Nov 2024
National Australia Bank	1,000,000.00	3.24%	5.25%	A-1+	4 Dec 2024
National Australia Bank	1,000,000.00	3.24%	5.10%	A-1+	24 Dec 2024
National Australia Bank	200,000.00	0.65%	5.45%	A-1+	1 Jul 2025
National Australia Bank	1,000,000.00	3.24%	5.35%	A-1+	11 Jul 2025
Commonwealth Bank	1,000,000.00	3.24%	5.02%	A-1+	20 Jan 2025
Commonwealth Bank	1,000,000.00	3.24%	4.85%	A-1+	3 Feb 2025
Commonwealth Bank	1,000,000.00	3.24%	4.95%	A-1+	11 Mar 2025
Commonwealth Bank	1,000,000.00	3.24%	4.90%	A-1+	10 Apr 2025
Commonwealth Bank	1,000,000.00	3.24%	5.07%	A-1+	14 Apr 2025
Commonwealth Bank	1,000,000.00	3.24%	4.94%	A-1+	19 May 2025
Commonwealth Bank	1,000,000.00	3.24%	4.94%	A-1+	5 Jun 2025
Suncorp	1,000,000.00	3.24%	5.42%	A-1	2 Dec 2024
Suncorp	1,000,000.00	3.24%	5.23%	A-1	21 Jan 2025
Suncorp	1,000,000.00	3.24%	5.07%	A-1	28 Jan 2025
Suncorp	1,000,000.00	3.24%	5.04%	A-1	25 Mar 2025
Suncorp	1,000,000.00	3.24%	5.25%	A-1	30 Apr 2025
Bendigo Bank	1,000,000.00	3.24%	5.18%	A-2	14 May 2025
Bendigo Bank	1,000,000.00	3.24%	5.13%	A-2	26 Jun 2025
IMB	1,000,000.00	3.24%	5.05%	A-2	10 Feb 2025
Westpac Bank	1,000,000.00	3.24%	4.98%	A-1+	19 Nov 2024
Westpac Bank	1,000,000.00	3.24%	5.10%	A-1+	23 Dec 2024
Westpac Bank	1,000,000.00	3.24%	5.15%	A-1+	9 Jan 2025
Westpac bank	1,000,000.00	3.24%	5.16%	A-1+	28 Feb 2025
Westpac Bank	1,034,999.09	3.35%	5.13%	A-1+	3 Mar 2025
Westpac Bank	1,000,000.00	3.24%	5.29%	A-1+	30 May 2025
Westpac Bank	1,000,000.00	3.24%	5.31%	A-1+	12 Jun 2025
Westpac Bank	1,000,000.00	3.24%	4.83%	A-1+	28 Aug 2025
Westpac Bank	1,000,000.00	3.24%	4.94%	A-1+	2 Sep 2025
Total Council Funds	30,856,635.04	100%			
Trust Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (Art)	57,598.21	100.00%	5.20%	A-1+	1 Aug 2025
Total Trust Funds	57,598.21	100%			

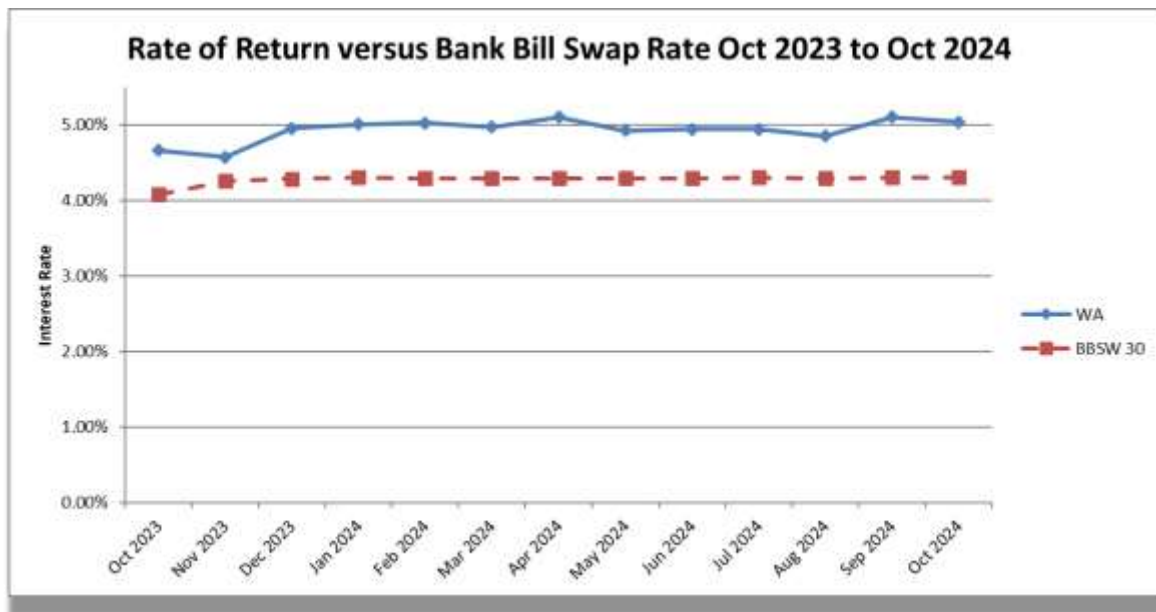
Individual Limits					
Institution	Rating		Value	Council %	
Bendigo Bank	BBB+	A2	\$ 2,000,000.00	6.5%	Max 10%
Elders Rural Bank	BBB+	A2	\$ -	0.0%	Max 10%
IMB	BBB	A3	\$ 1,000,000.00	3.2%	Max 10%
NAB	AA-	A1+	\$ 6,879,234.16	22.3%	Max 35%
Suncorp	A+	A1	\$ 5,000,000.00	16.2%	Max 25%
StGeorge	AA	A1+	\$ -	0.0%	Max 35%
Macquarie Bank	A+	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 7,000,000.00	22.6%	Max 35%
Westpac	AA-	A1+	\$ 9,034,999.09	29.2%	Max 35%
			\$ 30,914,233.25	100%	

b. Application of Investment Funds

Application of Restricted Funds		
Allocation	Description	\$'000
External Restrictions	Water Supply	\$ 6,266
	Sewer Supply	\$ 2,061
	Developer Contributions	\$ 559
	Waste Management	\$ 1,647
	Unexpended Grants	\$ 5,174
	Stormwater	\$ 41
	Crown Lands	\$ 423
Internally Restricted	Discretion of Council	\$ 14,562
Unrestricted	Allocated to current budget	\$ 181
Total		\$ 30,914

c. Investment Portfolio Performance

Monthly Investment Performance				
Period Ending	Investments	Weighted	BBSW 30	Variance
Oct 2023	31,771,481.68	4.67%	4.08%	0.59%
Nov 2023	34,022,087.16	4.58%	4.26%	0.32%
Dec 2023	34,023,576.24	4.96%	4.29%	0.67%
Jan 2024	33,075,007.62	5.01%	4.31%	0.70%
Feb 2024	33,075,903.95	5.03%	4.30%	0.73%
Mar 2024	31,611,721.32	4.98%	4.30%	0.68%
Apr 2024	27,812,376.68	5.11%	4.30%	0.81%
May 2024	28,462,881.68	4.93%	4.30%	0.63%
Jun 2024	31,204,406.83	4.95%	4.30%	0.65%
Jul 2024	36,208,784.99	4.95%	4.31%	0.64%
Aug 2024	35,812,613.44	4.86%	4.30%	0.56%
Sep 2024	32,414,513.16	5.11%	4.31%	0.80%
Oct 2024	30,914,233.25	5.04%	4.31%	0.73%



d. Investment Commentary

The investment portfolio decreased by \$1,500,280 during October, with the next investment reaching maturity on 4 November 2024. Term deposit interest rates reduced slightly during October but remain stable.

RESPONSIBLE OFFICER CERTIFICATION

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

Council’s Investment Policy was reviewed and adopted on 15 March 2024.

12.9 MONTHLY STATEMENT OF INVESTMENTS - NOVEMBER 2024

Document ID: 780484
Author: Chief Financial Officer (Responsible Accounting Officer)
Authoriser: Deputy General Manager Corporate and Community Services
Theme: Our Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Statement of Investments as at 30 November 2024.

PURPOSE

The purpose of this report is to provide details to Council of its investment portfolio as at 30 November 2024, and confirm that Council’s Responsible Accounting Officer has certified that the investments listed have been made in accordance with the *Local Government Act 1993* (“the Act”), the *Local Government (General) Regulation 2021* (“the Regulation”) and Council’s Investment Policy.

SUMMARY

In accordance with clause 212 of the Regulation, the Responsible Accounting Officer must provide Council with a monthly written report setting out details of Council’s investments under section 625 of the Act. The report must also include certification that Council’s investments have been made in accordance with the Act, the Regulation, and Council’s adopted Investment Policy.

Table 1, below, summarises the value of Council’s investments. As illustrated, Council’s investments totalled \$28.91 million as at 30 November 2024.

Table 1 Summary of Council's investments as at 30 November 2024

Fund	Balance
General	21,889,129.74
Water	6,144,706.23
Sewerage	823,965.68
Trust	57,598.21
Total	28,915,399.86

BACKGROUND

The actual interest income to 30 November 2024 is \$521,609 which compares favourably with the budget of \$441,667.

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

This report concludes with the Responsible Officer’s Certification.

a. Council Investments

Council Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (On call)	622,802.56	2.16%	1.15%	A-1+	30 Nov 2024
National Australia Bank	1,000,000.00	3.47%	5.25%	A-1+	4 Dec 2024
National Australia Bank	1,000,000.00	3.47%	5.10%	A-1+	24 Dec 2024
National Australia Bank	200,000.00	0.69%	5.45%	A-1+	1 Jul 2025
National Australia Bank	1,000,000.00	3.47%	5.35%	A-1+	11 Jul 2025
National Australia Bank	1,000,000.00	3.47%	5.10%	A-1+	26 Nov 2025
Commonwealth Bank	1,000,000.00	3.47%	5.02%	A-1+	20 Jan 2025
Commonwealth Bank	1,000,000.00	3.47%	4.85%	A-1+	3 Feb 2025
Commonwealth Bank	1,000,000.00	3.47%	4.95%	A-1+	11 Mar 2025
Commonwealth Bank	1,000,000.00	3.47%	4.90%	A-1+	10 Apr 2025
Commonwealth Bank	1,000,000.00	3.47%	5.07%	A-1+	14 Apr 2025
Commonwealth Bank	1,000,000.00	3.47%	4.94%	A-1+	19 May 2025
Commonwealth Bank	1,000,000.00	3.47%	4.94%	A-1+	5 Jun 2025
Suncorp	1,000,000.00	3.47%	5.42%	A-1	2 Dec 2024
Suncorp	1,000,000.00	3.47%	5.23%	A-1	21 Jan 2025
Suncorp	1,000,000.00	3.47%	5.07%	A-1	28 Jan 2025
Suncorp	1,000,000.00	3.47%	5.04%	A-1	25 Mar 2025
Suncorp	1,000,000.00	3.47%	5.25%	A-1	30 Apr 2025
Bendigo Bank	1,000,000.00	3.47%	5.18%	A-2	14 May 2025
Bendigo Bank	1,000,000.00	3.47%	5.13%	A-2	26 Jun 2025
IMB	1,000,000.00	3.47%	5.05%	A-2	10 Feb 2025
Westpac Bank	1,000,000.00	3.47%	5.10%	A-1+	23 Dec 2024
Westpac Bank	1,000,000.00	3.47%	5.15%	A-1+	9 Jan 2025
Westpac bank	1,000,000.00	3.47%	5.16%	A-1+	28 Feb 2025
Westpac Bank	1,034,999.09	3.59%	5.13%	A-1+	3 Mar 2025
Westpac Bank	1,000,000.00	3.47%	5.29%	A-1+	30 May 2025
Westpac Bank	1,000,000.00	3.47%	5.31%	A-1+	12 Jun 2025
Westpac Bank	1,000,000.00	3.47%	4.83%	A-1+	28 Aug 2025
Westpac Bank	1,000,000.00	3.47%	4.94%	A-1+	2 Sep 2025
Westpac Bank	1,000,000.00	3.47%	5.10%	A-1+	25 Nov 2025
Total Council Funds	28,857,801.65	100%			
Trust Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (Art)	57,598.21	100.00%	5.20%	A-1+	1 Aug 2025
Total Trust Funds	57,598.21	100%			

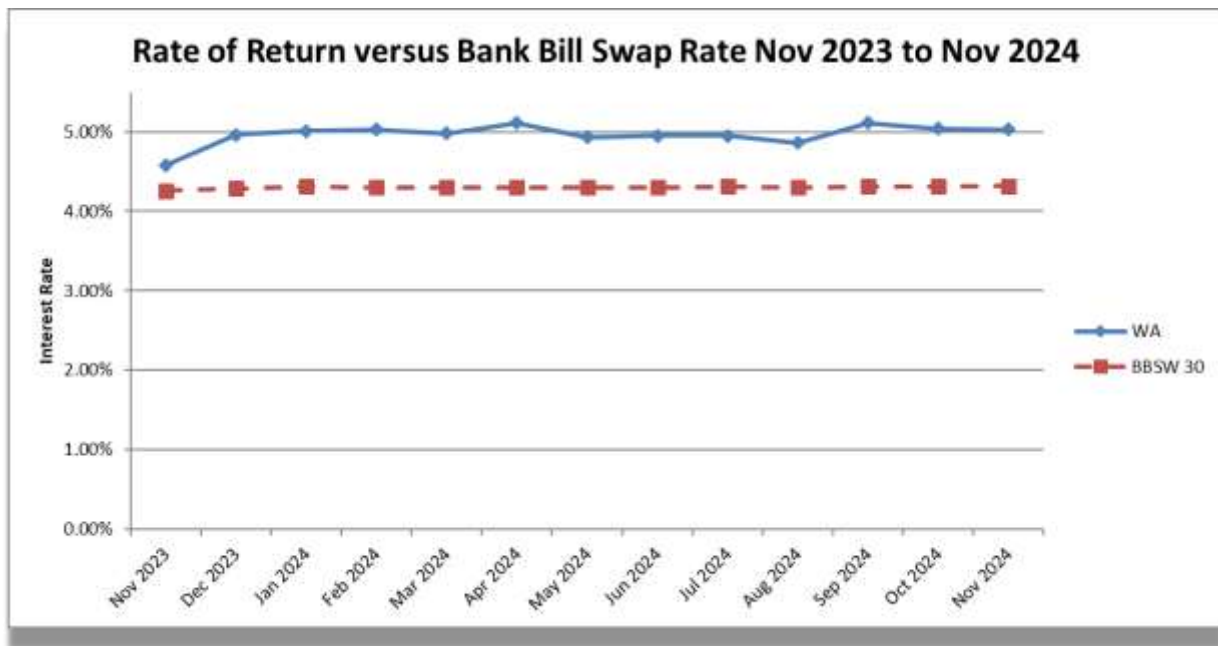
Individual Limits					
Institution	Rating		Value	Council %	
Bendigo Bank	BBB+	A2	\$ 2,000,000.00	6.9%	Max 10%
Elders Rural Bank	BBB+	A2	\$ -	0.0%	Max 10%
IMB	BBB	A3	\$ 1,000,000.00	3.5%	Max 10%
NAB	AA-	A1+	\$ 4,880,400.77	16.9%	Max 35%
Suncorp	A+	A1	\$ 5,000,000.00	17.3%	Max 25%
StGeorge	AA	A1+	\$ -	0.0%	Max 35%
Macquarie Bank	A+	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 7,000,000.00	24.2%	Max 35%
Westpac	AA-	A1+	\$ 9,034,999.09	31.3%	Max 35%
			\$ 28,915,399.86	100%	

b. Application of Investment Funds

Application of Restricted Funds		
Allocation	Description	\$'000
External Restrictions	Water Supply	\$ 6,266
	Sewer Supply	\$ 2,061
	Developer Contributions	\$ 559
	Waste Management	\$ 1,647
	Unexpended Grants	\$ 5,174
	Stormwater	\$ 41
	Crown Lands	\$ 423
Internally Restricted	Discretion of Council	\$ 12,563
Unrestricted	Allocated to current budget	\$ 181
Total		\$ 28,915

c. Investment Portfolio Performance

Monthly Investment Performance				
Period Ending	Investments	Weighted	BBSW 30	Variance
Nov 2023	34,022,087.16	4.58%	4.26%	0.32%
Dec 2023	34,023,576.24	4.96%	4.29%	0.67%
Jan 2024	33,075,007.62	5.01%	4.31%	0.70%
Feb 2024	33,075,903.95	5.03%	4.30%	0.73%
Mar 2024	31,611,721.32	4.98%	4.30%	0.68%
Apr 2024	27,812,376.68	5.11%	4.30%	0.81%
May 2024	28,462,881.68	4.93%	4.30%	0.63%
Jun 2024	31,204,406.83	4.95%	4.30%	0.65%
Jul 2024	36,208,784.99	4.95%	4.31%	0.64%
Aug 2024	35,812,613.44	4.86%	4.30%	0.56%
Sep 2024	32,414,513.16	5.11%	4.31%	0.80%
Oct 2024	30,914,233.25	5.04%	4.31%	0.73%
Nov 2024	28,915,399.86	5.03%	4.32%	0.71%



d. Investment Commentary

The investment portfolio decreased by \$1,998,833 during November due to an increase in creditor payments for grant funded programs. The next investment reaches maturity on 2 December 2024. Term deposit interest rates remained favourable during November.

RESPONSIBLE OFFICER CERTIFICATION

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

12.10 MONTHLY STATEMENT OF INVESTMENTS - DECEMBER 2024

Document ID: 780498
Author: Chief Financial Officer (Responsible Accounting Officer)
Authoriser: Deputy General Manager Corporate and Community Services
Theme: Our Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Statement of Investments as at 31 December 2024.

PURPOSE

The purpose of this report is to provide details to Council of its investment portfolio as at 31 December 2024, and confirm that Council’s Responsible Accounting Officer has certified that the investments listed have been made in accordance with the *Local Government Act 1993* (“the Act”), the *Local Government (General) Regulation 2021* (“the Regulation”) and Council’s Investment Policy.

SUMMARY

In accordance with clause 212 of the Regulation, the Responsible Accounting Officer must provide Council with a monthly written report setting out details of Council’s investments under section 625 of the Act. The report must also include certification that Council’s investments have been made in accordance with the Act, the Regulation, and Council’s adopted Investment Policy.

Table 1, below, summarises the value of Council’s investments. As illustrated, Council’s investments totalled \$30.16 million as at 31 December 2024.

Table 1 Summary of Council's investments as at 31 December 2024

Fund	Balance
General	23,731,682.66
Water	6,191,955.34
Sewerage	185,694.24
Trust	57,598.21
Total	30,166,930.45

BACKGROUND

The actual interest income to 31 December 2024 is \$805,976 which compares favourably with the budget of \$530,000.

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

This report concludes with the Responsible Officer’s Certification.

a. Council Investments

Council Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (On call)	1,874,333.15	6.23%	1.15%	A-1+	31 Dec 2024
National Australia Bank	200,000.00	0.66%	5.45%	A-1+	1 Jul 2025
National Australia Bank	1,000,000.00	3.32%	5.35%	A-1+	11 Jul 2025
National Australia Bank	1,000,000.00	3.32%	5.00%	A-1+	19 Nov 2025
National Australia Bank	1,000,000.00	3.32%	5.10%	A-1+	26 Nov 2025
National Australia Bank	1,000,000.00	3.32%	5.05%	A-1+	4 Dec 2025
National Australia Bank	1,000,000.00	3.32%	5.00%	A-1+	19 Dec 2025
Commonwealth Bank	1,000,000.00	3.32%	5.02%	A-1+	20 Jan 2025
Commonwealth Bank	1,000,000.00	3.32%	4.85%	A-1+	3 Feb 2025
Commonwealth Bank	1,000,000.00	3.32%	4.95%	A-1+	11 Mar 2025
Commonwealth Bank	1,000,000.00	3.32%	4.90%	A-1+	10 Apr 2025
Commonwealth Bank	1,000,000.00	3.32%	5.07%	A-1+	14 Apr 2025
Commonwealth Bank	1,000,000.00	3.32%	4.94%	A-1+	19 May 2025
Commonwealth Bank	1,000,000.00	3.32%	4.94%	A-1+	5 Jun 2025
Suncorp	1,000,000.00	3.32%	5.23%	A-1	21 Jan 2025
Suncorp	1,000,000.00	3.32%	5.07%	A-1	28 Jan 2025
Suncorp	1,000,000.00	3.32%	5.04%	A-1	25 Mar 2025
Suncorp	1,000,000.00	3.32%	5.25%	A-1	30 Apr 2025
Suncorp	1,000,000.00	3.32%	5.13%	A-1	22 Sep 2025
Bendigo Bank	1,000,000.00	3.32%	5.18%	A-2	14 May 2025
Bendigo Bank	1,000,000.00	3.32%	5.13%	A-2	26 Jun 2025
IMB	1,000,000.00	3.32%	5.05%	A-2	10 Feb 2025
Westpac Bank	1,000,000.00	3.32%	5.15%	A-1+	9 Jan 2025
Westpac bank	1,000,000.00	3.32%	5.16%	A-1+	28 Feb 2025
Westpac Bank	1,034,999.09	3.44%	5.13%	A-1+	3 Mar 2025
Westpac Bank	1,000,000.00	3.32%	5.29%	A-1+	30 May 2025
Westpac Bank	1,000,000.00	3.32%	5.31%	A-1+	12 Jun 2025
Westpac Bank	1,000,000.00	3.32%	4.83%	A-1+	28 Aug 2025
Westpac Bank	1,000,000.00	3.32%	4.94%	A-1+	2 Sep 2025
Westpac Bank	1,000,000.00	3.32%	5.10%	A-1+	25 Nov 2025
Total Council Funds	30,109,332.24	100%			
Trust Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (Art)	57,598.21	100.00%	5.20%	A-1+	1 Aug 2025
Total Trust Funds	57,598.21	100%			

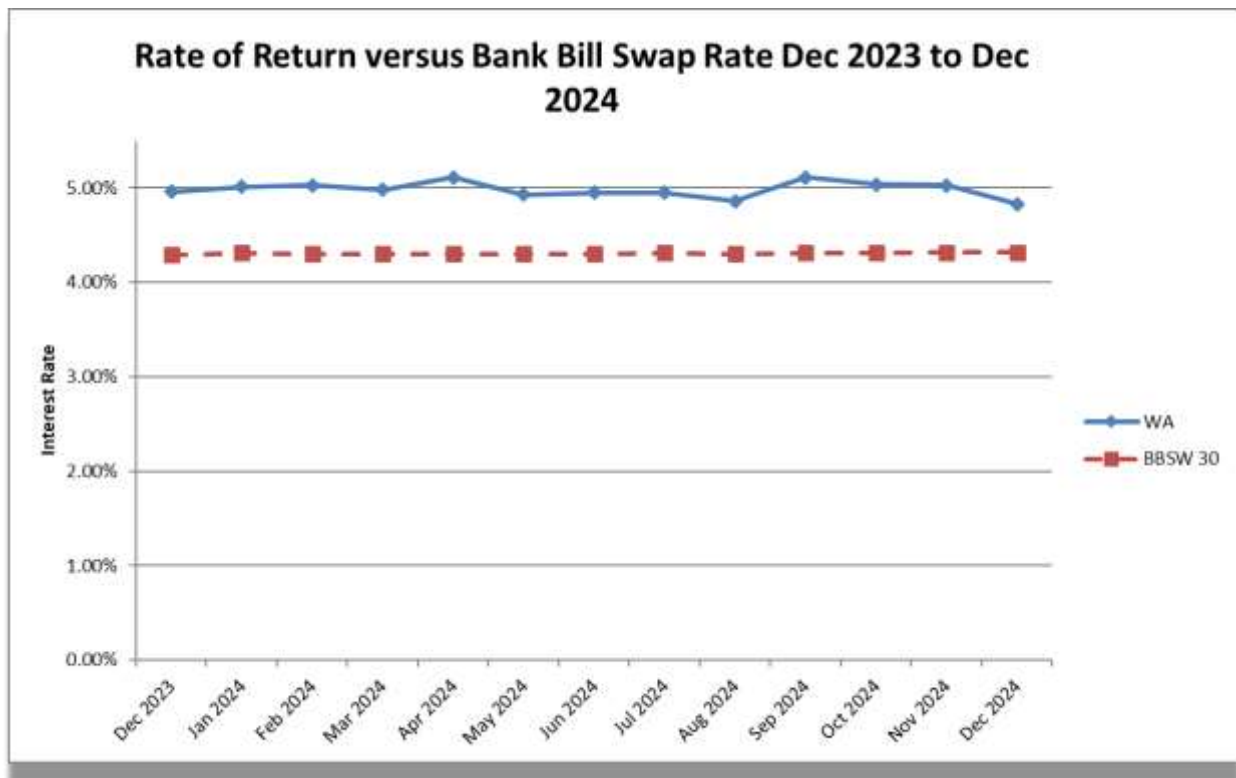
Individual Limits					
Institution	Rating		Value	Council %	
Bendigo Bank	BBB+	A2	\$ 2,000,000.00	6.6%	Max 10%
Elders Rural Bank	BBB+	A2	\$ -	0.0%	Max 10%
IMB	BBB	A3	\$ 1,000,000.00	3.3%	Max 10%
NAB	AA-	A1+	\$ 7,131,931.36	23.6%	Max 35%
Suncorp	A+	A1	\$ 5,000,000.00	16.6%	Max 25%
StGeorge	AA	A1+	\$ -	0.0%	Max 35%
Macquarie Bank	A+	A1	\$ -	0.0%	Max 25%
Commonwealth Bank	AA-	A1+	\$ 7,000,000.00	23.2%	Max 35%
Westpac	AA-	A1+	\$ 8,034,999.09	26.6%	Max 35%
			\$ 30,166,930.45	100%	

b. Application of Investment Funds

Application of Restricted Funds		
Allocation	Description	\$'000
External Restrictions	Water Supply	\$ 6,192
	Sewer Supply	\$ 185
	Developer Contributions	\$ 559
	Waste Management	\$ 1,647
	Unexpended Grants	\$ 6,377
	Stormwater	\$ 41
	Crown Lands	\$ 423
Internally Restricted	Discretion of Council	\$ 14,562
Unrestricted	Allocated to current budget	\$ 181
Total		\$ 30,167

c. Investment Portfolio Performance

Monthly Investment Performance				
Period Ending	Investments	Weighted	BBSW 30	Variance
Dec 2023	34,023,576.24	4.96%	4.29%	0.67%
Jan 2024	33,075,007.62	5.01%	4.31%	0.70%
Feb 2024	33,075,903.95	5.03%	4.30%	0.73%
Mar 2024	31,611,721.32	4.98%	4.30%	0.68%
Apr 2024	27,812,376.68	5.11%	4.30%	0.81%
May 2024	28,462,881.68	4.93%	4.30%	0.63%
Jun 2024	31,204,406.83	4.95%	4.30%	0.65%
Jul 2024	36,208,784.99	4.95%	4.31%	0.64%
Aug 2024	35,812,613.44	4.86%	4.30%	0.56%
Sep 2024	32,414,513.16	5.11%	4.31%	0.80%
Oct 2024	30,914,233.25	5.04%	4.31%	0.73%
Nov 2024	28,915,399.86	5.03%	4.32%	0.71%
Dec 2024	30,166,930.45	4.83%	4.32%	0.51%



d. Investment Commentary

The investment portfolio increased by \$1,251,531 during December as a result of receipts from the second rates instalment. The next investment reaches maturity on 9 January 2025. Term deposit interest rates remained stable during December.

RESPONSIBLE OFFICER CERTIFICATION

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

12.11 MONTHLY STATEMENT OF INVESTMENTS - JANUARY 2025

Document ID: 780507
Author: Chief Financial Officer (Responsible Accounting Officer)
Authoriser: Deputy General Manager Corporate and Community Services
Theme: Our Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Statement of Investments as at 31 January 2025.

PURPOSE

The purpose of this report is to provide details to Council of its investment portfolio as at 31 January 2025, and confirm that Council’s Responsible Accounting Officer has certified that the investments listed have been made in accordance with the *Local Government Act 1993* (“the Act”), the *Local Government (General) Regulation 2021* (“the Regulation”) and Council’s Investment Policy.

SUMMARY

In accordance with clause 212 of the Regulation, the Responsible Accounting Officer must provide Council with a monthly written report setting out details of Council’s investments under section 625 of the Act. The report must also include certification that Council’s investments have been made in accordance with the Act, the Regulation, and Council’s adopted Investment Policy.

Table 1, below, summarises the value of Council’s investments. As illustrated, Council’s investments totalled \$29.11 million as at 31 January 2025.

Table 1 Summary of Council’s investments as at 31 January 2025

Fund	Balance
General	22,877,485.07
Water	6,079,430.53
Sewerage	103,752.66
Trust	57,598.21
Total	29,118,266.47

BACKGROUND

The actual interest income to 31 January 2025 is \$928,836 which compares favourably with the budget of \$618,333.

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

This report concludes with the Responsible Officer’s Certification.

a. Council Investments

Council Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (On call)	1,825,669.17	6.28%	1.15%	A-1+	31 Jan 2025
National Australia Bank	200,000.00	0.69%	5.45%	A-1+	1 Jul 2025
National Australia Bank	1,000,000.00	3.44%	5.35%	A-1+	11 Jul 2025
National Australia Bank	1,000,000.00	3.44%	5.00%	A-1+	19 Nov 2025
National Australia Bank	1,000,000.00	3.44%	5.10%	A-1+	26 Nov 2025
National Australia Bank	1,000,000.00	3.44%	5.05%	A-1+	4 Dec 2025
National Australia Bank	1,000,000.00	3.44%	5.00%	A-1+	19 Dec 2025
Commonwealth Bank	1,000,000.00	3.44%	4.85%	A-1+	3 Feb 2025
Commonwealth Bank	1,000,000.00	3.44%	4.95%	A-1+	11 Mar 2025
Commonwealth Bank	1,000,000.00	3.44%	4.90%	A-1+	10 Apr 2025
Commonwealth Bank	1,000,000.00	3.44%	5.07%	A-1+	14 Apr 2025
Commonwealth Bank	1,000,000.00	3.44%	4.94%	A-1+	19 May 2025
Commonwealth Bank	1,000,000.00	3.44%	4.94%	A-1+	5 Jun 2025
Suncorp	1,000,000.00	3.44%	5.04%	A-1+	25 Mar 2025
Suncorp	1,000,000.00	3.44%	5.25%	A-1+	30 Apr 2025
Suncorp	1,000,000.00	3.44%	5.13%	A-1+	22 Sep 2025
Suncorp	1,000,000.00	3.44%	5.00%	A-1+	20 Oct 2025
Suncorp	1,000,000.00	3.44%	4.96%	A-1+	20 Jan 2026
Bendigo Bank	1,000,000.00	3.44%	5.18%	A-2	14 May 2025
Bendigo Bank	1,000,000.00	3.44%	5.13%	A-2	26 Jun 2025
IMB	1,000,000.00	3.44%	5.05%	A-2	10 Feb 2025
Westpac Bank	1,000,000.00	3.44%	5.16%	A-1+	28 Feb 2025
Westpac Bank	1,034,999.09	3.56%	5.13%	A-1+	3 Mar 2025
Westpac Bank	1,000,000.00	3.44%	5.29%	A-1+	30 May 2025
Westpac Bank	1,000,000.00	3.44%	5.31%	A-1+	12 Jun 2025
Westpac Bank	1,000,000.00	3.44%	4.83%	A-1+	28 Aug 2025
Westpac Bank	1,000,000.00	3.44%	4.94%	A-1+	2 Sep 2025
Westpac Bank	1,000,000.00	3.44%	5.10%	A-1+	25 Nov 2025
Westpac Bank	1,000,000.00	3.44%	4.89%	A-1+	9 Jan 2026
Total Council Funds	29,060,668.26	100%			
Trust Term Deposits					
Borrower	Value	%	Yield	Rating	Maturity
National Australia Bank (Art)	57,598.21	100.00%	5.20%	A-1+	1 Aug 2025
Total Trust Funds	57,598.21	100%			

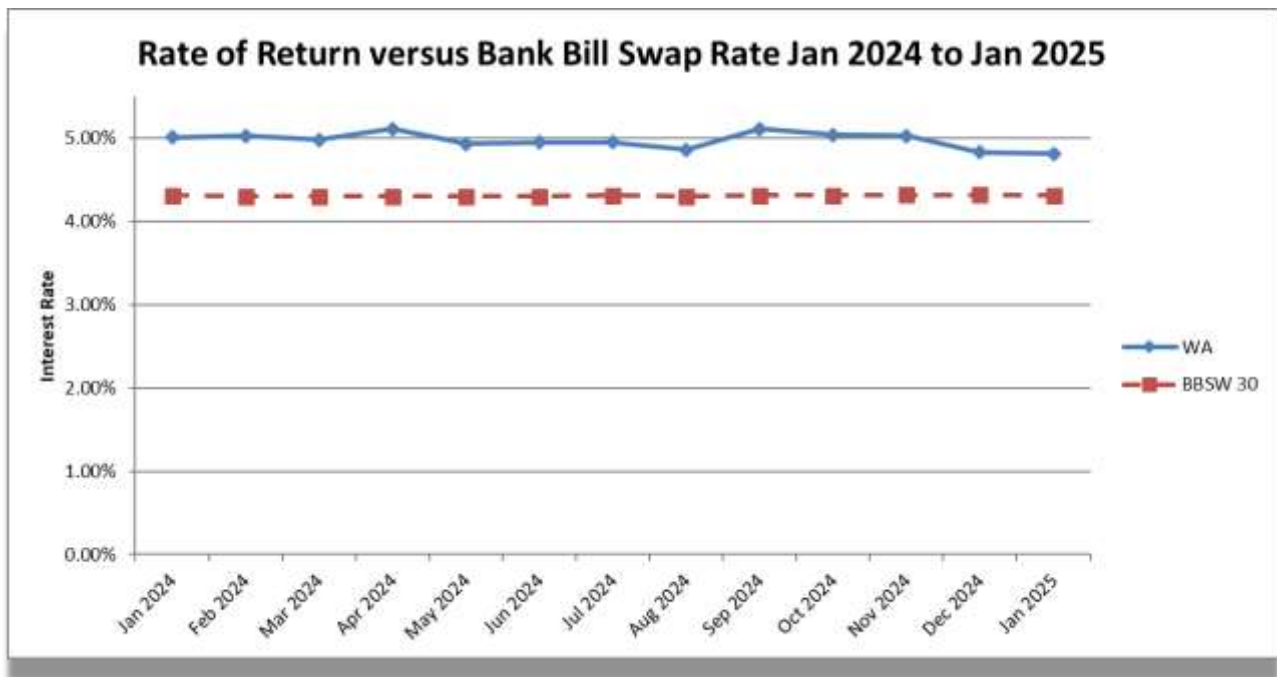
Individual Limits					
Institution	Rating		Value	Council %	
Bendigo Bank	BBB+	A2	\$ 2,000,000.00	6.9%	Max 10%
Elders Rural Bank	BBB+	A2	\$ -	0.0%	Max 10%
IMB	BBB	A3	\$ 1,000,000.00	3.4%	Max 10%
NAB	AA-	A1+	\$ 7,083,267.38	24.3%	Max 35%
Suncorp	AA-	A1+	\$ 5,000,000.00	17.2%	Max 35%
StGeorge	AA	A1+	\$ -	0.0%	Max 35%
Commonwealth Bank	AA-	A1+	\$ 6,000,000.00	20.6%	Max 35%
Westpac	AA-	A1+	\$ 8,034,999.09	27.6%	Max 35%
			\$ 29,118,266.47	100%	

b. Application of Investment Funds

Application of Restricted Funds		
Allocation	Description	\$'000
External Restrictions	Water Supply	\$ 6,192
	Sewer Supply	\$ 185
	Developer Contributions	\$ 559
	Waste Management	\$ 1,647
	Unexpended Grants	\$ 5,828
	Stormwater	\$ 41
	Crown Lands	\$ 423
Internally Restricted	Discretion of Council	\$ 14,062
Unrestricted	Allocated to current budget	\$ 181
Total		\$ 29,118

c. Investment Portfolio Performance

Monthly Investment Performance				
Period Ending	Investments	Weighted Average	BBSW 30 day rate	Variance
Jan 2024	33,075,007.62	5.01%	4.31%	0.70%
Feb 2024	33,075,903.95	5.03%	4.30%	0.73%
Mar 2024	31,611,721.32	4.98%	4.30%	0.68%
Apr 2024	27,812,376.68	5.11%	4.30%	0.81%
May 2024	28,462,881.68	4.93%	4.30%	0.63%
Jun 2024	31,204,406.83	4.95%	4.30%	0.65%
Jul 2024	36,208,784.99	4.95%	4.31%	0.64%
Aug 2024	35,812,613.44	4.86%	4.30%	0.56%
Sep 2024	32,414,513.16	5.11%	4.31%	0.80%
Oct 2024	30,914,233.25	5.04%	4.31%	0.73%
Nov 2024	28,915,399.86	5.03%	4.32%	0.71%
Dec 2024	30,166,930.45	4.83%	4.32%	0.51%
Jan 2025	29,118,266.47	4.81%	4.31%	0.50%



d. Investment Commentary

The investment portfolio decreased by \$1,048,664 during January as grant-funded and capital projects progress. The next investment reaches maturity on 3 February 2025. Term deposit interest rates decreased slightly but remained stable during January.

RESPONSIBLE OFFICER CERTIFICATION

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

Council’s Investment Policy was reviewed and adopted on 15 March 2024.

12.12 MONTHLY FINANCIAL PERFORMANCE REPORT - JANUARY 2025

Document ID: 779021
Author: Chief Financial Officer
Authoriser: Deputy General Manager Corporate and Community Services
Theme: Our Leadership
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Monthly Financial Performance Report for the month of January 2025, as detailed in this report.

PURPOSE

The purpose of this report is to provide Council with an overview of the organisation’s financial position and performance for the month of January 2025.

SUMMARY

Consolidated Operating Statement

All figures shown in the below table are shown as they appear in Council’s management accounting system. Any amendments to Council’s budget that may be required in response to significant variances are done so via the Quarterly Budget Review (“QBR”) process.

Table 1 Consolidated Income Statement – January 2025

Consolidated Income Statement January 2025	Original Budget \$'000	Q2 Budget \$'000	Actual YTD \$'000	Variance YTD \$'000	Actual vs Budget %
Income from continuing operations					
Rates and annual charges	10,638	10,656	10,537	119	99%
User charges and fees	3,225	3,227	1,240	1,987	38%
Other revenues	1,175	1,180	296	884	25%
Grants and contributions provided for operating purposes	8,985	3,378	1,970	1,408	58%
Grants and contributions provided for capital purposes	8,574	7,607	815	6,792	11%
Interest and investment revenue	1,112	1,112	350	762	31%
Other income	233	233	149	84	64%
Net gain from the disposal of assets	92	92	-	92	0%
Total income from continuing operations	34,034	27,485	15,357	12,128	
Expenses from continuing operations					
Employee benefits and on-costs	9,318	9,233	5,317	3,916	58%
Materials and services	7,564	8,581	4,432	4,149	52%
Borrowing costs	151	151	68	83	45%
Depreciation and amortisation	6,737	6,737	3,373	3,364	50%
Impairment of receivables	6	6	4	2	67%
Other expenses	415	415	237	178	57%
Total expenses from continuing operations	24,191	25,123	13,431	11,692	
Operating result from continuing operations	9,843	2,362	1,926	436	
Net operating result before capital grants and contributions	1,269	(5,245)	1,111	(6,356)	

Detailed income statement variance analysis is provided to Council via the QBR Statement. The QBR Statement for Q2 (ending 31 December 2024) has been included in this Business Paper.

Financial Performance by Fund

The following Tables summarise Council's financial performance for the reporting period by Fund.

Table 2 General Fund Operating Statement - January 2025

General Fund Income Statement January 2025	Original Budget \$'000	Q2 Budget \$'000	Actual YTD \$'000	Variance YTD \$'000	Actual vs Budget %
Income from continuing operations					
Rates and annual charges	7,949	7,966	7,962	4	100%
User charges and fees	1,481	1,483	751	732	51%
Other revenues	1,175	1,180	296	884	25%
Grants and contributions provided for operating purposes	8,985	3,378	1,970	1,408	58%
Grants and contributions provided for capital purposes	8,156	6,303	651	5,652	10%
Interest and investment revenue	784	784	266	518	34%
Other income	233	233	149	84	64%
Net gain from the disposal of assets	92	92	-	92	0%
Total income from continuing operations	28,855	21,419	12,045	9,374	
Expenses from continuing operations					
Employee benefits and on-costs	8,565	8,468	4,810	3,658	57%
Materials and services	5,252	5,963	3,583	2,380	60%
Borrowing costs	21	21	4	17	19%
Depreciation and amortisation	5,555	5,555	2,783	2,773	50%
Impairment of receivables	6	6	4	2	67%
Other expenses	415	415	237	178	57%
Total expenses from continuing operations	19,814	20,428	11,421	9,008	
Operating result from continuing operations	9,041	991	625	367	
Net operating result before capital grants and contributions	885	(5,312)	(27)	(5,286)	

Table 3 Water Fund Operating Statement – January 2025

Water Fund Income Statement January 2025	Original Budget \$'000	Q2 Budget \$'000	Actual YTD \$'000	Variance YTD \$'000	Actual vs Budget %
Income from continuing operations					
Rates and annual charges	940	941	942	(1)	100%
User charges and fees	1,277	1,277	204	1,073	16%
Other revenues	-	-	-	-	0%
Grants and contributions provided for operating purposes	-	-	-	-	0%
Grants and contributions provided for capital purposes	10	150	(106)	256	-71%
Interest and investment revenue	281	281	76	205	27%
Other income	-	-	-	-	0%
Net gain from the disposal of assets	-	-	-	-	0%
Total income from continuing operations	2,508	2,649	1,116	1,533	
Expenses from continuing operations					
Employee benefits and on-costs	379	391	278	113	71%
Materials and services	1,507	1,692	598	1,094	35%
Borrowing costs	-	-	-	-	0%
Depreciation and amortisation	704	704	352	352	50%
Impairment of receivables	-	-	-	-	0%
Other expenses	-	-	-	-	0%
Total expenses from continuing operations	2,590	2,787	1,228	1,559	
Operating result from continuing operations	(82)	(138)	(112)	(26)	
Net operating result before capital grants and contributions	(92)	(288)	(6)	(282)	

Table 4 Sewer Fund Operating Statement – January 2025

Sewer Fund Income Statement January 2025	Original Budget \$'000	Q2 Budget \$'000	Actual YTD \$'000	Variance YTD \$'000	Actual vs Budget %
Income from continuing operations					
Rates and annual charges	1,749	1,749	1,633	116	93%
User charges and fees	467	467	285	182	61%
Other revenues	-	-	-	-	0%
Grants and contributions provided for operating purposes	-	-	-	-	0%
Grants and contributions provided for capital purposes	408	1,154	270	884	23%
Interest and investment revenue	47	47	8	39	17%
Other income	-	-	-	-	0%
Net gain from the disposal of assets	-	-	-	-	0%
Total income from continuing operations	2,671	3,417	2,196	1,221	
Expenses from continuing operations					
Employee benefits and on-costs	374	374	229	145	61%
Materials and services	805	926	251	675	27%
Borrowing costs	130	130	64	66	49%
Depreciation and amortisation	478	478	239	240	50%
Impairment of receivables	-	-	-	-	0%
Other expenses	-	-	-	-	0%
Total expenses from continuing operations	1,787	1,908	783	1,126	
Operating result from continuing operations	884	1,509	1,414	96	
Net operating result before capital grants and contributions	476	355	1,144	(789)	

Investments and Borrowings

Clause 212 of the *Local Government (General) Regulation 2021* requires the Responsible Accounting Officer (Chief Financial Officer) provide Council with a monthly written report setting out details of Council’s investments under section 625 of the *Local Government Act 1993* (“the Local Government Act”). Accordingly, details of Council’s investments and borrowings as at 31 January 2025 are set out in a separate report included in this Business Paper.

Capital Works

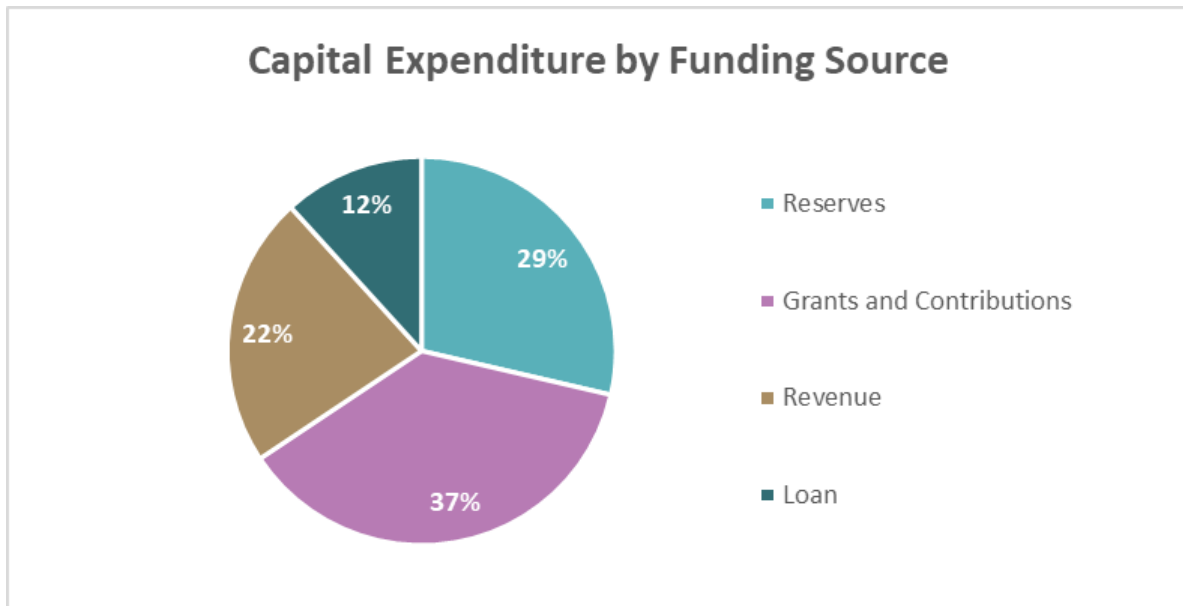
As at 31 January 2025, capital expenditure is \$10.24 million against a YTD budget of \$13.62 million for the same period, and a 2024-25 FY budget of \$23.36 million. Commitments (approved purchase orders to external suppliers) of \$427,070 have been raised for delivery this year.

Current expenditure against budget indicates that delivery of works is trending slightly behind of anticipated timing, noting that delivery typically accelerates in the second half of the financial year. Delivery of works can be impacted by several factors, including weather conditions, availability of suppliers, and any required procurement and approval processes.

Detailed information on the delivery of Council’s Capital Works Program is contained in quarterly Capital Works Reports provided to Council. The Capital Works Report for Q2 (ending 31 December) has been included in this Business Paper.

Council’s capital expenditure is funded via a combination of grants, contributions, restricted funds and general revenue. *Figure 1*, below, illustrates capital expenditure for the reporting period by funding source.

Figure 1 Capital Expenditure by Funding Source



Bank Balances

The Table below sets out the funds held in Council’s operating account as at 31 January 2025.

Table 5 Bank Balances – January 2025

	Amount (\$)
Opening Cashbook Balance	\$59,364.71
Plus Receipt	\$4,499,340.10
Less Payments	-\$4,261,155.57
Current Cashbook Balance	\$297,549.24
Statement Summary	
Opening Statement Balance	\$57,342.71
Plus (+) Receipts	\$4,499,340.10
Less (-) Payments	-\$4,261,155.57
Current Statement Balance	\$295,527.24
Plus (+) Unpresented Receipts	
Less (-) Unpresented Payments	\$2,022.00
Reconciliation Balance	\$297,549.24
General Ledger Balance	\$297,549.24
Unpaid Creditors	-\$6.75
Overdraft Limit arranged with Bank 01/01/1989	\$350,000.00

Rates and Receipts

The Table below sets out Council’s rates reconciliation as at 31 January 2025.

Table 6 Rates Reconciliation – January 2025

Rates and Charges

Arrears as at 01.07.2024	\$	835,380.60
24-25 Rates & supplementary levies	\$	10,444,707.40
	\$	11,280,088.00
Less pensioner rebates	-\$	204,803.12
Net Balance	\$	11,484,891.12
Less receipts to 09.02.2025	-\$	6,762,320.57
	\$	4,722,570.55

Actual % Rate Collection as at 09.02.2025	58.88%
Comparative % Rate Collection 09.02.2024	58.90%

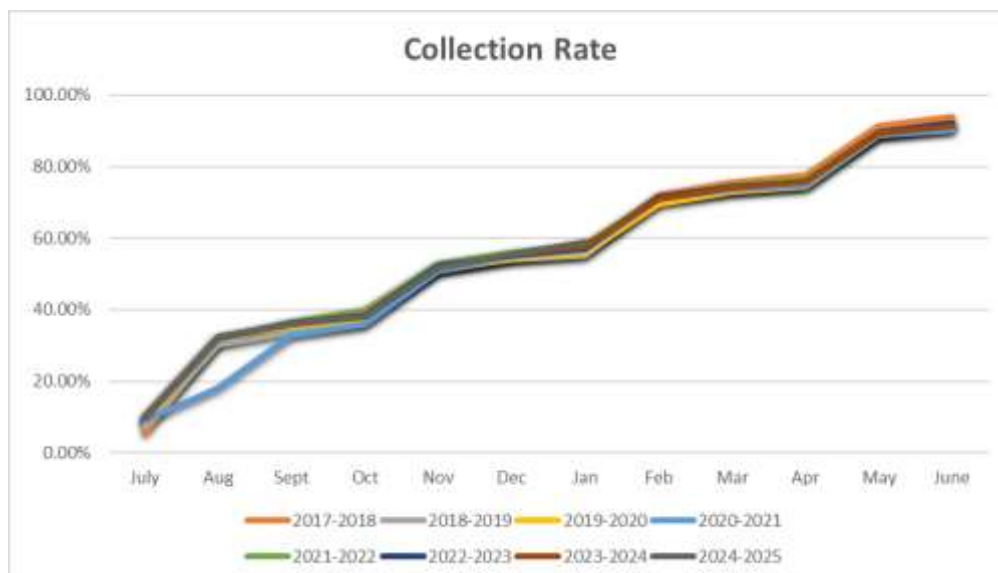
Water and Sewer Usage Charges

Arrears as at 01.07.2024	\$	251,837.21
24-25 usage charges, supplementary levies	\$	432,098.06
Net Balance	\$	683,935.27
Less receipts to 09.02.2025	\$	565,562.08
	\$	118,373.19

Collection rate

Council’s rate collection for the month was 58.88 per cent, which is comparable to the same period in 2024 (58.90 per cent). The anticipated collection rate as at the end of the current financial year (30 June 2025) remains 94 per cent.

Figure 2 Collection Rate



BACKGROUND

The monthly Financial Performance Report has been prepared by Council’s Responsible Accounting Officer (Chief Financial Officer) in accordance with the requirements of the:

- *Local Government Act 1993,*

- *Local Government (General) Regulation 2021*,
- Local Government Code of Accounting Practice and Financial Reporting, and
- Australian Accounting Standards.

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

- There are no policy implications for Council associated with this report.

Financial

- This report illustrates Council's financial position as at the end of the reporting month.

Legal / Statutory

- Section 8B of the Local Government Act mandates the principles of sound financial management that apply to local councils. Specifically, section 8B(c) provides that councils should have effective processes for performance management and reporting in place to support effective financial decision-making.

Community Engagement / Communication

- There are no community engagement or communication requirements for Council associated with this report.

RISKS

As noted above, Council is required to implement appropriate processes for performance management and reporting to support informed financial decision-making. Provision of this monthly report enables Councillors to better understand the organisation's financial position and overall performance, thereby supporting informed decision-making.

CONCLUSION

Council's financial position remains sound. It is recommended that Council resolves to receive and note the Financial Performance Report for the month of January 2025.

13 REPORTS OF THE DEPUTY GENERAL MANAGER INFRASTRUCTURE SERVICES**13.1 NARRANDERA WATER TREATMENT PLANT - TREATMENT OPTIONS REPORT****Document ID:** 780459**Author:** Deputy General Manager Infrastructure**Authoriser:** Deputy General Manager Infrastructure**Theme:** Our Infrastructure**Attachments:** 1. Narrandera Water Treatment Plant Options Report (under separate cover) **RECOMMENDATION**

That Council endorses:

1. The Treatment Options Report for the new Narrandera Water Treatment Plant prepared by NSW Public Works.
2. That grant funding be sought to undertake the preconstruction activities, acknowledging that a co-contribution is required.
3. That an application be made to acquire the identified Crown land adjacent to the proposed site.

PURPOSE

The purpose of this report is for Council to consider the Treatment Options Report for the new Narrandera Water Treatment Plant and determine the progression to the next stage for the project.

SUMMARY

Although taking longer than desired, the Council Treatment Options Report for a new Narrandera Water Treatment Plant prepared by NSW Public Works has been finalised. This report evaluates treatment options based on raw water characteristics and taste test results, using a multi-criteria analysis (MCA) that considers costs, environmental impacts, performance, construction complexity, and operability. The preferred option, Option 3, includes a lagoon sedimentation clarifier, rapid gravity filtration, UV disinfection, chlorination, and waste management lagoons. The plant will be located next to the existing council depot, requiring some acquisition of adjoining Crown land. The high level estimated cost for the entire project is \$28.5 million including the water treatment plant \$23.5 million, additional infrastructure works \$3.5 million and preconstruction activities up to \$1.5 million, excluding contingencies.

With the report completed, the Council is able to seek funding for the next phase which involves creating a concept design report, conducting environmental assessments, and drafting construction specifications, estimated to cost up to \$1.5 million. Council plans to apply for grants from the Federal Government's National Water Grid program which provides a 50/50 funding match, potentially supplemented by the NSW Government. Once funding is secured, preconstruction activities will take about 12 months before moving to

detailed design and construction, representing a major investment in local infrastructure and sustainable water management.

BACKGROUND

Council has been undertaking an Integrated Water Cycle Management Plan (IWCM) for several years, in which an additional phase was added for the development of a Treatment Options Report for the new Narrandera Water Treatment Plant. This plan has been prepared by the NSW Public Works, with the final Treatment options report now having been received.

In developing the options report, we took into account the characteristics of the raw water sources, whether from bores or rivers, along with the results from taste tests that informed the multi-criteria analysis (MCA). The MCA framework evaluates all options against five weighted criteria: capital and operational expenditure, environmental impact, performance and efficiency, construction complexity, and operability, to identify the most suitable treatment system.

After scoring the options, the preferred choice was Option 3, which includes a lagoon sedimentation clarifier, rapid gravity media filtration, UV disinfection, and chlorination, with lagoons designated for waste management.

The proposed development of a new treatment plant is located on the southern side of the existing Council Works Depot (as shown in the image below), with some additional land to be acquired from the adjoining Crown land. In addition to the treatment plant, the project includes the installation of new rising main pipework and the conversion of the existing treatment tank into a raw water storage facility with the entire project is \$28.5 million including the water treatment plant \$23.5 million, additional infrastructure works \$3.5 million and preconstruction activities up to \$1.5 million, excluding contingencies.



Location of New Water Treatment Plant – south of Council works depot Barellan Road

With the report now finalised, the Council is ready to pursue funding for the next phase of the project. This phase will involve developing a comprehensive concept design report, which includes necessary environmental assessments, a business case with cost-benefit analysis, and detailed construction specifications. The estimated cost for these preconstruction activities is projected to be an upper limit of \$1.5 million. It is important to note that, according to current grant funding models, these activities must be completed before any construction funding can be approved.

The Council plans to seek funding through the Federal Government's National Water Grid grants program, which operates on a 50/50 funding basis. It is anticipated that the NSW Government may contribute at least 25% of the funding, with the Council covering the remaining costs.

Once the necessary funding is secured, it is expected that the preconstruction activities will take approximately 12 months to complete. Following this period, the project will be shovel-ready, paving the way for a detailed design and subsequent construction process.

Overall, this project represents a significant investment in local infrastructure, aimed at enhancing water treatment capabilities and ensuring sustainable water management for the community.

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

Theme

4 - Our Infrastructure

Strategy

4.2 - Actively investigate opportunities to enhance our potable water quality.

Action

4.2.2 - Continue to address water quality issues within the potable water supply network.

ISSUES AND IMPLICATIONS

Financial

As detailed above, the next stage of the project is to undertake the preconstruction activities that are estimated to cost \$1.5 million, in which 75% is hoped to be secured from the State and Federal Governments. This will result in the Council having to contribute \$375,000 to this phase, which have already been allocated in the long-term financial plan to be allocated from the water reserve.

It has been previously identified that the cost of water will increase once the plant is operational, any such increase will be known and considered once the detailed concept design report has been completed, at which time the defined project costings will be known. A further report will be presented to Council prior to progressing to seek funding for the construction phase, as which time the refined construction and future operational costs will be known, and any increased consumption cost will be presented.

Legal / Statutory

Once the preconstruction activities are completed, the Council will need to obtain approval from the NSW Department of Climate Change, Energy, the Environment and Water, in accordance with Section 60 of the Local Government Act 1993.

Community Engagement / Communication

There is no requirement for any formal community engagement at this stage, however it is proposed that communications will be shared to ensure that residents of Narrandera are aware that the project is progressing.

RISKS

At this stage, the primary risk is associated with securing the necessary funding to advance to the next phase of the project.

The upcoming preconstruction activities will play a crucial role in identifying and assessing potential risks. These activities may include feasibility studies, environmental assessments, and stakeholder consultations, which will provide valuable insights into the project's viability and potential obstacles.

OPTIONS

1. Accept the Treatment Options Report for the new Narrandera Water Treatment Plant and endorse the recommendation to seek funding to under the preconstruction activities as per the recommendation.
2. Resolve to not accept the Treatment Options Report and advise the alternates that are being sort. Not recommended given the technical nature of the assessment requirements.
3. Decide to discontinue with the new Narrandera Water Treatment Plant project.

CONCLUSION

In conclusion, the Treatment Options Report for the new Narrandera Water Treatment Plant has been received, identifying Option 3 as the preferred treatment system. With a high-level cost estimate of \$27.0 million for the plant and infrastructure, the Council is now prepared to seek funding for the next phase, which entails comprehensive preconstruction activities estimated at \$1.5 million. By pursuing funding through the Federal Government's National Water Grid grants program and potentially securing additional support from the NSW Government, the Council aims to complete these activities within 12 months, positioning the project for subsequent construction. This initiative is a vital investment in local infrastructure, enhancing water treatment capabilities and promoting sustainable water management for the Narrandera community into the future.

13.2 FIXING LOCAL ROADS 4 - OLD WAGGA ROAD UPGRADE

Document ID: 780969
Author: Deputy General Manager Infrastructure
Authoriser: Deputy General Manager Infrastructure
Theme: Our Infrastructure
Attachments: Nil

RECOMMENDATION

That Council:

1. Acknowledges the environmental constraints found on Old Wagga Road and supports the reduced scope of works to be restricted to the 1.7km section of road east from Elizabeth Avenue.

PURPOSE

The purpose of this report is to inform the Council of the need to vary the project scope for the Old Wagga Road upgrade due to environmental constraints.

SUMMARY

In February 2023, Council secured an \$815,539 grant through the Fixing Local Roads Program for the rehabilitation of Old Wagga Road in Narrandera. Initially, the plan involved widening and rehabilitating 3.6km of the road, which included renewing pavements, upgrading drainage, and improving intersections. However, during the design phase, it was discovered that the area is home to the vulnerable Pine Donkey Orchid, prompting an environmental review. This assessment revealed potential impacts on four threatened ecological communities and 26 threatened species.

To mitigate these impacts, alternative designs were considered but it was determined they would compromise road safety. Council received advice that no works could commence until further studies, estimated to cost around \$100,000 and take at least 12 months, were completed.

Faced with a tight deadline to complete the project and no ability to reallocate grant funds, Council has two options: to abandon the project, or to modify it to focus on a 1.7km stretch of road from Elizabeth Street that would not affect the Pine Donkey Orchid. Given the resources already invested, the remaining budget will allow for upgrades and enhanced drainage in this section, with future considerations for the impacted areas to be made once the revised works are underway.

BACKGROUND

In February 2023 Council received \$815,539 grant funding through the Fixing Local Roads Round 4 program for the rehabilitation and maintenance of Old Wagga Road, Narrandera. This was originally scoped to be widening and rehabilitation of 3.6km of Old Wagga Road, from Elizabeth Street to Ridgeview Road and included the renewal of pavement and wearing surfaces, new seal, upgraded drainage and reinstate clear zones, improvement to vertical curves and an intersection re-alignment.

Shortly after commencement of the design phase commenced, Council was advised by a community member that the area was home to a rare orchid. With this knowledge, Council

as part of its due diligence, engaged consultants to undertake an environmental review of the proposed area impacted by the upgrades.

The consultant's analysis, site visits and habitat assessments undertaken found four (4) threatened ecological communities and twenty-six (26) threatened species were considered as having the potential of being impacted because of the works. Assessments of significance and significant impact criteria assessments were conducted to determine the significance of impacts on threatened animals and plants deemed likely to occur. The outcome of these assessments determined that a significant impact to *Diuris tricolor* (Pine Donkey Orchid), listed as Vulnerable under the Biodiversity Conservation Act 2016, is likely a result of the proposal.

As a result of the findings, Council undertook a design review to determine if there were options that would provide the road safety outcome whilst limiting the impact on the Pine Donkey Orchid and other animals and plants. This review formed the opinion that moving away from the original design would have an unacceptable safety outcome and therefore the original design was retained.

Referral to the NSW Department of Climate Change, Energy, the Environment and Water (DCCEEW) was undertaken at which time they advised no works could be conducted within the area of the identified Pine Donkey Orchid until the further studies are undertaken. These studies would include a Biodiversity Development Assessment Report, including a credit liability under the Biodiversity Offset Scheme. The cost for the additional studies is around \$100,000 and would take a period of not less than 12 months to be completed. Dependent of the findings of the studies, Council would likely have to pay for credits into the Biodiversity Offset Scheme for any removal of the Pine Donkey Orchid which could cost anything up to \$50,000.

Council staff met with DCCEEW to determine any other ways to progress the matter, as the project must be completed by July 2025. The other option was to assess the assumed presence of the flora and fauna which considered the potential cost of credit liability under the Biodiversity Offset Scheme for the identified threatened ecological communities and threatened species. The consultant undertook this task and an estimated cost to Council via this method would be around \$3 million.

Given these findings, a meeting was held with Transport for NSW, who are administering the Fixing Local Roads grant, who advised there was no ability to reallocate the funds to an alternate road or extend the project funding beyond 30 June 2025. This resulted in two potential options for Council, one being to cease the project and return the funds.

The second was to seek variation to reduce the scope of the works to the areas known not to impact the Pine Donkey Orchid, this being the 1.7km section of road east from Elizabeth Avenue. Based on the cost already expended on the design and environmental assessment, the remaining budget will be adequate to undertake the upgrades plus enhanced drainage in this section of the road.

Consideration will be given to the desire and funding arrangements for the remaining section impacted by the environmental constraints once the works on the variation are underway.

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

4 - Our Infrastructure

Strategy

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

Action

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

ISSUES AND IMPLICATIONS**Financial**

The current funding allocation will be adequate to complete the amended scope for the project, including the ability to undertake some drainage enhancement.

Legal / Statutory

The protection and impacts on threatened species are legislated under the Biodiversity Conservation Act 2016, with it being an offence to knowingly impact any threatened species such as the Pine Donkey Orchid.

RISKS

There are no risks associated with reducing the scope to avoid the potential impacts and additional studies at this time, only a missed opportunity to have the entire section of road upgraded for improved user safety.

OPTIONS

1. Acknowledge the environmental constraints found on Old Wagga Road and support the reduced scope, as per the recommendation.
2. Resolve to abandon the project and return any remaining funds to Transport for NSW.

CONCLUSION

In conclusion, the rehabilitation of Old Wagga Road has faced significant challenges due to the presence of the vulnerable Pine Donkey Orchid and other threatened species. Despite thorough assessments and consultations, the original design could not be altered without compromising road safety. Consequently, Council has opted to focus on a revised scope for the project, targeting the 1.7km stretch from Elizabeth Avenue, ensuring compliance with environmental regulations while still achieving necessary upgrades. Future considerations will address the remaining impacted areas once the initial works are underway.

Given that these populations have been identified within this area, any future works on this section of road or surrounding areas will need to have consideration to potential impact on the Pine Donkey Orchid and other flora and fauna. This includes any substantive works in the adjoining Rocky Water Holes reserve.

13.3 SECTION 7.12 LOCAL INFRASTRUCTURE CONTRIBUTION PLAN 2025

Document ID: 780959

Author: Deputy General Manager Infrastructure

Authoriser: Deputy General Manager Infrastructure

Theme: Our Infrastructure

Attachments: 1. **Draft Section 7.12 Local Infrastructure Contribution Plan 2025 (under separate cover)** 

RECOMMENDATION

That Council:

1. Reviews the Draft Section 7.12 Local Infrastructure Contribution Plan 2025 and endorses it for public consultation for a minimum 28-day period.

PURPOSE

The purpose of this report is for Council to review and endorse the rewritten Section 7.12 Local Infrastructure Contribution Plan 2025 so it can be placed on public exhibition.

SUMMARY

This Plan is the Draft Section 7.12 Local Infrastructure Contribution Plan 2025 for Narrandera Shire Council and has been developed to meet the requirements of the Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulation 2021.

The Plan allows Council and accredited certifiers to levy contributions from developments to fund public amenities and services. Once adopted, it will replace the current two plans, being the Narrandera Section 94A Contributions Plan 2014 and Narrandera Shire Council Section 94 Contributions Plan – Pine Hill 1994.

BACKGROUND

The Draft Section 7.12 Local Infrastructure Plan 2025, has been adapted from the two current plans, being the Narrandera Section 94A Contributions Plan 2014 and Narrandera Shire Council Section 94 Contributions Plan – Pine Hill 1994. The levy rates have been retained as below. The Plan will apply to all development, with exception to those single dwelling-based development.

Cost of Development	Contribution levy rate %
All development valued up to and including \$100,000	0%
All development valued between \$100,000 to \$200,000	0.5%
All development valued in excess of \$200,000	1%

Review of the current contribution plans was identified as an improvement action under the Special Variation Improvement Plan, and it provides an opportunity to capture some previously exempt areas, such as renewable energy, whilst meeting current regulatory requirements.

The Narrandera Shire Council Section 94 Contributions Plan – Pine Hill 1994 was developed to recoup the costs of infrastructure required at the time. However, the current plan fails to meet the legislative requirements, nor can a nexus be formed for any future developments in this area. This plan is therefore proposed to be repealed.

Council could, if desired, establish a Local Infrastructure Contribution Plan under Section 7.11 of the EP&A Act, for the collection of a contribution (either monetary or in the form of land) for the provision or extension of infrastructure where development creates the need for that infrastructure. It is determined by the increased demand for infrastructure the development creates (that is, where there is a nexus between the development and the infrastructure) and the share of the total demand that the developer must pay (called apportionment). Once this demand has been established, the developer must pay for a certain portion. It would allow for a contribution to be paid for each lot that is created or alike, however this type of plan can be complex in its ability to justify the increase in demand on infrastructure and have a clear nexus, especially with the limited subdivisions that are undertaken.

It is strongly recommended that the Council only considers the Section 7.12 Local Infrastructure Plan 2025 to provide the flexibility and income without the potential impediment to the creation of subdivision in the future.

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

N/A

ISSUES AND IMPLICATIONS

Policy

- This Plan will replace both the Narrandera Section 94A Contributions Plan 2014 and Narrandera Shire Council Section 94 Contributions Plan – Pine Hill 1994.
- The current Section 64 (LG Act 1993) developer contribution plan for water and sewer will remain current.

Legal / Statutory

- The development of the Plan has been undertaken in accordance with the Environmental Planning & Assessment Act and associated regulations, guidelines and Planning directions.

Community Engagement / Communication

- A minimum 28-day consultation process must be undertaken once endorsed by Council for community consultation.

RISKS

By not accepting the reviewed Plan, Council is at risk of not complying with the legislative requirements and will not collect development contributions to which it is entitled under the Plan.

OPTIONS

1. Endorse the Section 7.12 Local Infrastructure Contribution Plan 2025 as presented.
2. Amend and endorse the Section 7.12 Local Infrastructure Contribution Plan 2025.
3. Refuse to endorse and retain the current outdated contribution plans.

CONCLUSION

The Section 7.12 Local Infrastructure Contribution Plan 2025 will ensure that the Council is compliant with the legislative requirements and provide the opportunity to collect contribution funds that are permitted under the Act.

13.4 NARRANDERA ENTRANCE STATEMENT AND LIZARD SCULPTURE

Document ID: 780462
Author: Deputy General Manager Infrastructure
Authoriser: Deputy General Manager Infrastructure
Theme: Our Infrastructure
Attachments: Nil

RECOMMENDATION

That Council:

1. Considers the entrance statement signage to be placed on the vacant block on the corner of Larmer and Cadell Streets, Narrandera and, if supportive
 - a. nominates the preferred base design for sign
 - b. endorses the allocation of funding within the upcoming 2025-26 budget deliberations.
2. Considers the installation of a Bearded Dragon sculpture in front of the Destination & Discovery Hub and, if supportive
 - a. endorses the allocation of funding within the upcoming 2025-26 budget deliberations.

PURPOSE

The purpose of this report is for Council to consider the installation and funding of an entrance statement to be placed on the vacant block on the corner of Larmer and Cadell Streets, Narrandera, and the installation of a Bearded Dragon sculpture in front of the Destination & Discovery Hub.

SUMMARY

The placement of an entrance statement on the vacant land in the southern approach to Narrandera would allow for all to know that they have arrived, whilst providing a glimpse of the local attractions. The installation would allow for the remaining space on the site to be used for other selected purposes, while ensuring the vision of the signage is not impacted.

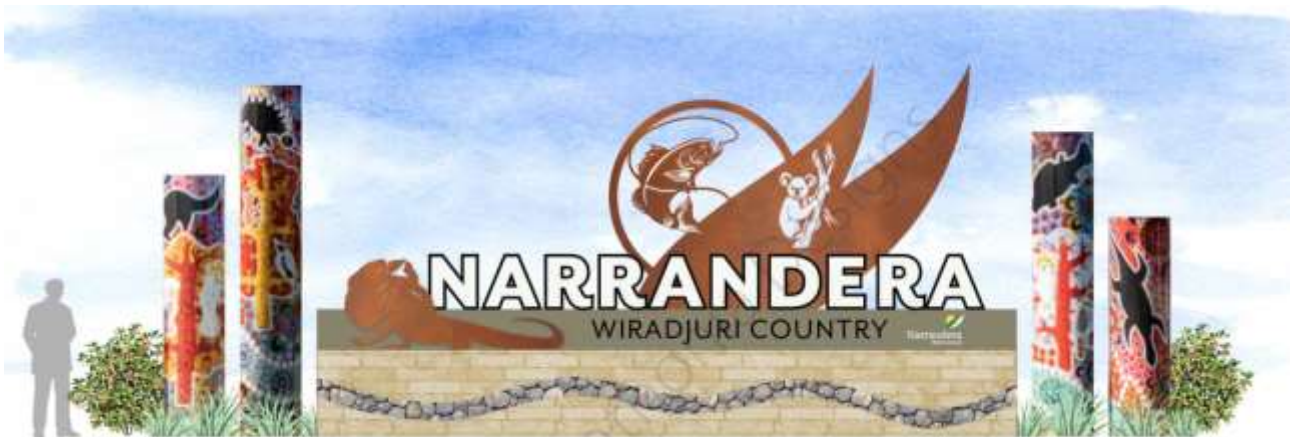
The installation of a Bearded Dragon sculpture would create another point of interest and is currently one element of the local Aboriginal totem that has not been publicised greatly.

BACKGROUND**Entrance Statement**

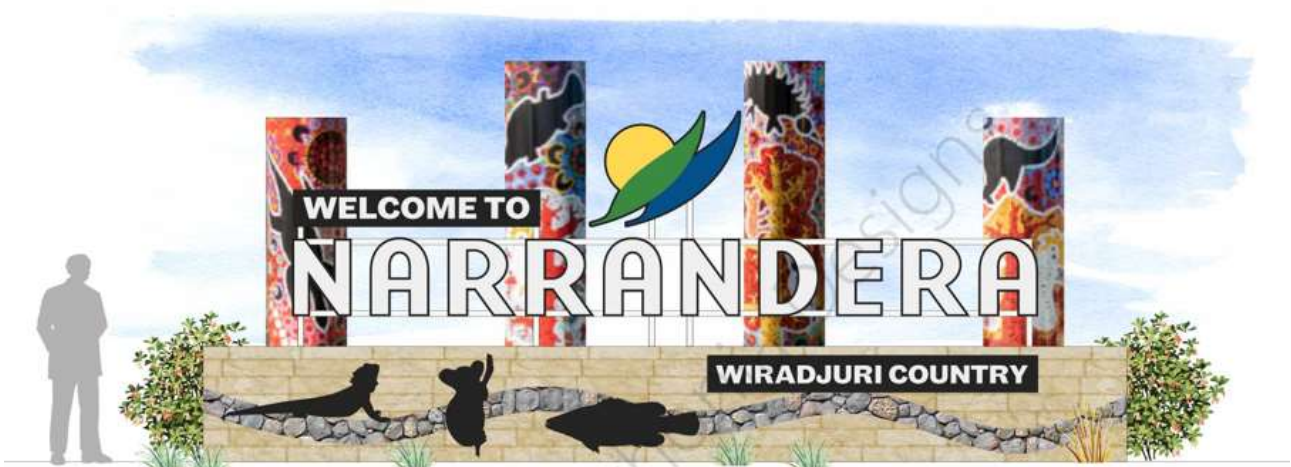
Council, at the June 2024 Ordinary Council meeting, resolved to investigate concept design and cost estimates on an entrance statement for the block on the corner of Larmer and Cadell Streets, and report back to Council as soon as possible.

The services of Danthonia Designs were engaged to development a couple of concepts that would represent Narrandera and the surrounds. The following were provided for consideration.

Option 1



Option 2



The indicative location for the entrance statement is shown on the photo below.



Additional to the signage, there will be a need to undertake some lighting, landscaping, and irrigation to the area to ensure that the beautification is able to be easily maintained and the statement's appearance optimised. Once done, further consideration to the use of the remaining land can be better considered.

Bearded Dragon Sculpture

Interest has been shown for the creation of a large Bearded Dragon sculpture for Narrandera. Investigation as to the suitable company and location was undertaken to which the following was identified.

In researching companies that specialise in the creation of large sculpture, it was identified that Natureworks was one Australian company that has delivered large life-like sculptures for over 25 years. These have included a nine-metre-long frilled lizard sculpture at the Australian Reptile Park and the Megafauna sculptures at Australian National Botanic Gardens, as per the images below. These and more projects can be seen at <https://natureworks.com.au/project-categories/big-things/>



This giant Megalania lizard was one of the megafauna sculptures at the botanic gardens

An initial proposal has been provided to undertake the production of a heavy duty five-metre-long Eastern Bearded Dragon (indicative image below with frills down). This sculpture will have a 50 plus year lifespan, with a reasonable degree of vandalism treatment. The piece will be public space friendly, but still capture the spiky nature of the lizard, without being a hazard when people climb or sit on the lizard.



The identified site for placement of the sculpture is suggested to be within the teardrop garden bed at the front of the Destination & Discovery Hub.

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

Choose an item.

ISSUES AND IMPLICATIONS

Policy

- Nil

Financial

- There are currently no budgets available for the two projects as detailed within the report. This would need to be allocated and funded within a future budget process. The required budgets are detailed below for each of the projects.

- Entrance statement – supply and installation cost, including lighting and landscaping, is estimated at \$180,000; an annual operational cost of \$4,000; plus depreciation. It is noted that this project has been identified within the future projects list with an estimated budget of \$250,000.
- Lizard – supply and installation cost, including lighting and landscaping, is estimated at \$55,000 with only depreciation costs on an annual basis.

Legal / Statutory

- Nil

Community Engagement / Communication

- There has been no community consultation on either project at this stage. However, once a direction is known, the projects will be further developed and community consultation will be undertaken.

RISKS

The greatest risk associated with this report and the subsequent decision is the potential community opinions about the projects and allocation of funds more specifically.

OPTIONS

1. Resolve to support the progression of both projects as detailed within the report, including the selection of the preferred entrance statement design and allocation of funds in the upcoming budget.
2. Support only one of the projects and provide direction and budget for the selected project.
3. Resolve not to support either of the projects.

CONCLUSION

The identified projects will be features within Narrandera and will be points of interest for the broader region.

13.5 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - DECEMBER 2024 & JANUARY 2025

Document ID: 780723
Author: Administration Assistant
Authoriser: Deputy General Manager Infrastructure
Theme: Our Environment
Attachments: Nil

RECOMMENDATION

That Council:

1. Receives and notes the Development Services Activities Report for December 2024 and January 2025.

PURPOSE

The purpose of this report is to inform Council of Development Applications and other development services provided during December 2024 and January 2025.

BACKGROUND

Development & Complying Development Applications

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

Stage Reached	December	January
Lodged	5	2
Stop-the-Clock / Under Referral / Awaiting Information	1	-
Determined	4	4

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

Development Type	2024-25					
	DECEMBER		JANUARY		Year to Date	
	Number	Value \$	Number	Value \$	Number	Value \$
Residential	3	\$ 596,000	2	\$ 165,000	21	\$ 5,277,037
Industrial	-	\$ -	-	\$ -	0	\$ -
Commercial	1	\$ 255,000	1	\$ -	9	\$ 2,983,629
Rural Residential	-	\$ -	-	\$ -	1	\$ 120,000
Subdivisions	-	\$ -	1	\$ -	2	\$ -
Other	-	\$ -	-	\$ -	0	\$ -
TOTAL	4	\$ 851,000	4	\$ 165,000	33	\$ 8,380,666

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

December 2023

No	Type	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
CDC 003-24-25	L	163 Audley St NARRANDERA	Change of Use (workshop to laundry)	Conditionally Approved	-	3 notification not required
CDC 004 24-25	L	32 Audley St NARRANDERA	Dwelling addition	Conditionally Approved	-	3 notification not required
DA 021 24-25	L	4 Camellia Dr NARRANDERA	Dwelling & dual occupancy	Conditionally Approved	-	10
DA 022 24-25	L	2 Powell St NARRANDERA	Dwelling	Conditionally Approved	-	10

January 2024

No	Type	Address	Development Type	Determination	STC / RFI Days	ACTIVE Business Days
DA 023 24-25	L	19 Cadell St NARRANDERA	Change of Use (depot – depot)	Conditionally Approved	-	10
DA 024 24-25	L	50 Twynam St NARRANDERA	Dwelling Additions	Conditionally Approved	-	10
MOD DA 021 24-25	L	4 Camellia Dr NARRANDERA	Dwelling & dual occupancy	Conditionally Approved	-	10
MOD DA 013 23- 24	L / I (RFS)	170 Pine Hill Rd NARRANDERA	1 into 3 lot subdivision	Conditionally Approved	130	42

*Active Business Days - As per the Environmental Planning and Assessment Act 1979 the period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition. These figures have been adjusted to account for these timeframes.

Type explanation

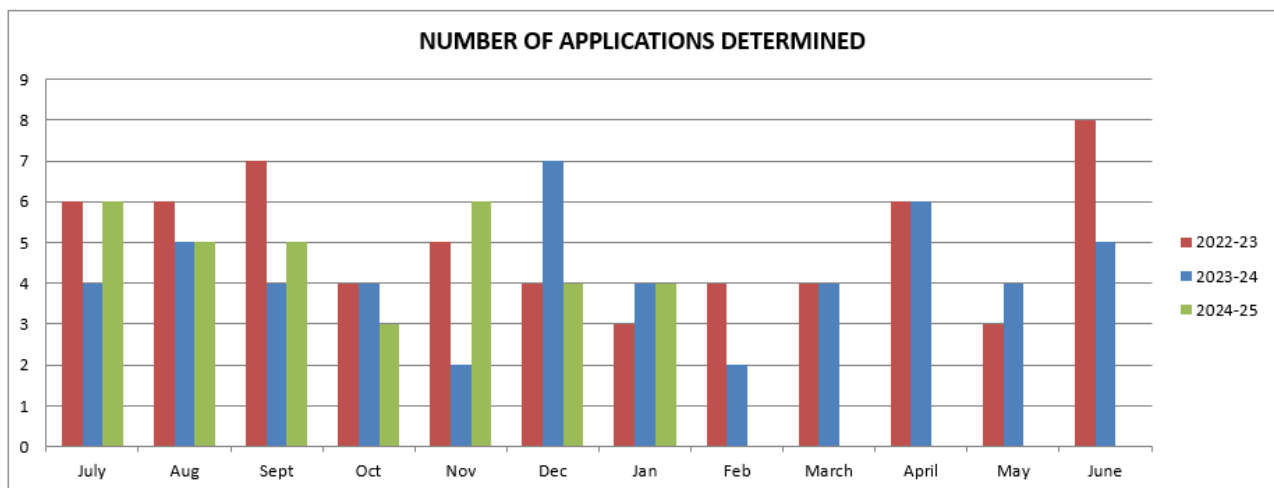
Local (L) – Delegated authority	Merit based assessment where development consent is required. Target determination time of 40 business days.
Council (L/C)	Local development determined by Council at an ordinary meeting.

Integrated (I)	Merit based assessment where approval from other authorities, such as TfNSW, 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.
Request for further information	Request for further information.
Complying (CDC)	Fast track approval process without the need for a full development application if specific criteria are met.

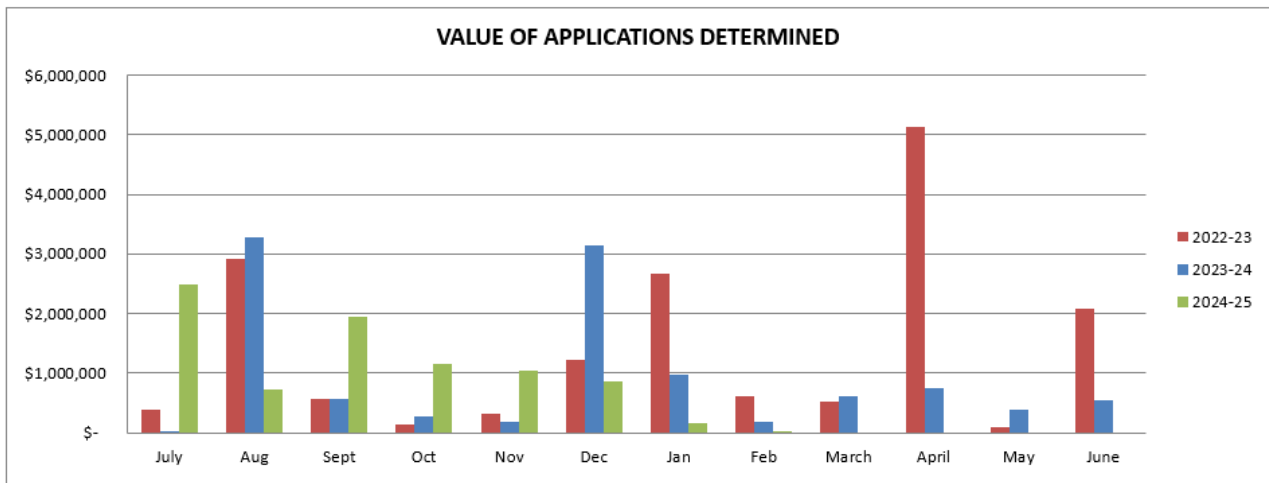
Comparison determination times

2020-21	Narrandera Shire Council average	30 days
2021-22	Narrandera Shire Council average	25 days
2022-23	Narrandera Shire Council average	18.6 days
2023-24	Narrandera Shire Council average YTD	12.9 days
2024-25	Narrandera Shire Council average YTD	12.2 days

This graph details the comparative number of Development and Complying Development Applications determined by month over the past 3 years.



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



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

Certificates Issued

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

Certificate Type	December	January
Construction Certificates	1	1
Building Certificates	-	-
Subdivision Certificates	-	-
Occupation Certificates	2	1
Section 10.7 (previously 149) Certificates	15	28
Swimming Pool Compliance Certificates	-	1
S68 Approvals	-	-

Construction Activities

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

Building Surveyor Inspections	December	January
Critical Stage Inspections	8	3

Compliance Activities

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

Companion Animal Activity – Dogs	December	January
Impounded	16	6
Returned	5	5
Rehomed	4	8

Companion Animal Activity – Cats	December	January
Impounded	19	14
Returned	1	1
Rehomed	17	-

Compliance Activity	December	January
Call outs	-	15
Infringement warnings/fines issued	-	5
Menacing/Dangerous dog incidents	-	-

14 CONFIDENTIAL MATTERS**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*:

14.1 Mayor Report - General Manager Annual Review 2024-25

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).

- 15 REPORT OF CONFIDENTIAL RESOLUTIONS**
- 16 CONCLUSION OF MEETING**