

Location: **Narrabri Shire Council Chambers**

46-48 Maitland Street

Narrabri

AGENDA

Ordinary Council Meeting 23 August 2022

Rob Williams GENERAL MANAGER



PUBLIC FORUM (held outside formal Council Meeting)

The Council may hold a public forum prior to each Ordinary Meeting of the Council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting (listed on the Agenda).

Public forums may also be held prior to Extraordinary Council Meetings and meetings of committees of the Council.

Public forums are to be chaired by the mayor or their nominee.

Request to Speak in the Public Forum

To speak at a public forum, a person must first make an application to the Council in the approved form. Applications to speak at the public forum must be received by <u>5pm on the working day before the date on which the public forum is to be held</u> and must identify the item of business on the agenda of the Council meeting the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item.

Approved speakers at the public forum are to register with the Council any written, visual or audio material to be presented in support of their address to the Council, and to identify any equipment needs at 5pm on the working day before the Public Forum.

The General Manager or their delegate may refuse to allow such material to be presented.

A person may apply to speak on no more than 2 items of business on the agenda of the Council Meeting.

Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.

The General Manager or their delegate may refuse an application to speak at a public forum.

No more than three (3) speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the Council Meeting.

If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the general manager or their delegate may, in consultation with the mayor or the mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the council to hear a fuller range of views on the relevant item of business.

Each speaker will be allowed three (3) minutes to address the Council. This time is to be strictly enforced by the Chairperson.

The Chairperson of the meeting can grant one extension of up to a maximum of two (2) minutes, should further information, be considered to be important to the Council. This is solely at the discretion of the Chair.

Speakers at public forums must not digress from their nominated item on the agenda. If a speaker digresses to irrelevant matters, the Chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a Public Forum. Questions put to a speaker must be direct, succinct and without argument. Debate will not be permitted by the speaker, Councillors or staff.

Speakers are under no obligation to answer a question. Answers by the speaker, to each question are to be limited to three (3) minutes.

Speakers at public forums cannot ask questions of the Council, Councillors or Council staff.

The general manager or their nominee may, with the concurrence of the chairperson, address the council for up 5 minutes in response to an address to the council at a public forum after the address and any subsequent questions and answers have been finalised.

Where an address made at a public forum raises matters that require further consideration by council staff, the general manager may recommend that the council defer consideration of the matter pending the preparation of a further report on the matters.

The "Request to Speak in Public Forum", at an Ordinary Council Meeting, can be obtained, from Council's Administration Office, or by downloading it from Council's website at:

http://www.narrabri.nsw.gov.au/speaking-at-public-forum-1232.html



USE OF MOBILE PHONES AND UNAUTHORISED RECORDING OF MEETINGS

Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.

(As per Council's Code of Meeting Practice)

A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the Council.

(As per Council's Code of Meeting Practice)

AUDIO RECORDING NOTICE

Council advises that this Meeting will be recorded for the purpose of webcasting, and made available on the Internet. As such, all those present should refrain from making any defamatory statements. It is requested that Councillors within the duration of the Meeting, limit discussions to only the business on the agenda and what is permissible under our Code of Meeting Practice.

(As per Council's Code of Meeting Practice)



Mayor Cr Ron Campbell



Deputy Mayor Cr Cathy Redding



Cr Rohan Boehm



Cr Robert Browning



Cr John Clements



Cr Brett Dickinson



Cr Greg Lamont



Cr Lisa Richardson



Cr Darrell Tiemens



General Manager Mr Rob Williams



Director Infrastructure Delivery Mrs Eloise Chaplain



Director Corporate & Community Services Mr Andrew Brown



Director Planning and Strategy Ms Donna Ausling





Wellbeing

Recognising safety, health, and wellbeing as a priority for all, especially our staff.



Integrity

Ensuring transparency and honesty in all our activities.



Leadership

Providing guidance and direction to our community and our people.



Community Focus

Delivering prompt, courteous, collaborative, and helpful service, while empowering and responding to the community's changing needs.



Accountability

Accepting our responsibility for the provision of quality services and information to ensure transparency and honesty in all our activities.



Respect

Treating everyone with courtesy, dignity and fairness.



Excellence

Providing services, programs and information which consistently meet and exceed standards.



OUR VISION

"The Narrabri Shire will continue to be a strong and vibrant regional economic growth centre providing a quality living environment for the entire community."



Theme 1: SOCIETY

An empowered, inclusive, and connected community



Theme 2: ENVIRONMENT

A sustainable and compatible natural and built environment



Theme 3: ECONOMY

A strong, diverse, and sustainable economy



Theme 4: CIVIC LEADERSHIP

Council as strong leaders for the community

AGENDA

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1 OPENING PRAYER

Members and officers are asked to be upstanding for the opening prayer.

2 ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Traditional Owners of Country throughout Australia, in particular the Gomeroi People of the Gamilaroi Nation, and recognise their continuing connection to land, waters and culture.

We pay our respects to their Elders past, present and emerging.

3 RECOGNITION OF SERVICE MEN & WOMEN

Council acknowledges the sacrifice made by Australian service men and women, in particular those who gave their lives in defence of the freedom we enjoy today.

4 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

5 DECLARATION OF PECUNIARY AND NON- PECUNIARY INTERESTS

Councillors are reminded of their obligation to declare their interest in any matters listed before them.

In considering your interest, you are reminded to include pecuniary, non-pecuniary and conflicts of interest as well as any other interest you perceive or may be perceived of you.

Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.

Councillors must state their reasons in declaring any type of interest.

6 MATTERS OF GREAT URGENCY

7 ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL (PUBLIC EXCLUDED) MEETING

Extract from Council's Code of Meeting Practice:

- 14 CLOSURE OF COUNCIL MEETINGS TO THE PUBLICGrounds on which meetings can be closed to the public
- 14.1 The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:
 - (a) personnel matters concerning particular individuals (other than councillors),

- (b) the personal hardship of any resident or ratepayer,
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the council, councillors, council staff or council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
- (i) alleged contraventions of the council's code of conduct.

Note: Clause 14.1 reflects section 10A(1) and (2) of the Act.

14.2 The council or a committee of the council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Note: Clause 14.2 reflects section 10A(3) of the Act.

The following matters will be considered in the Closed (Public Excluded) Meeting:

17.1 Road Opening and Closure at 3206 Killarney Gap Road Narrabri

8 PRESENTATIONS

Presentation requests received to date:

1. NIL

9 CONFIRMATION OF MINUTES

RECOMMENDATION

That the minutes of the Ordinary Meeting of the Narrabri Shire Council held on 26 July 2022 comprising Minute Nos enter text to enter text as circularised be confirmed and signed as a correct record by the Mayor.

MINUTES OF NARRABRI SHIRE COUNCIL ORDINARY COUNCIL MEETING

HELD AT THE NARRABRI SHIRE COUNCIL CHAMBERS, 46-48 MAITLAND STREET, NARRABRI ON TUESDAY, 26 JULY 2022 AT 1.00PM

PRESENT: Cr Ron Campbell, Cr Rohan Boehm, Cr Robert Browning, Cr John Clements, Cr

Brett Dickinson, Cr Greg Lamont, Cr Lisa Richardson, Cr Darrell Tiemens

IN ATTENDANCE: Glenn Inglis (Acting General Manager), Donna Ausling (Director Planning and

Strategy), Eloise Chaplain (Director Infrastructure Delivery), Jason Townsend (Acting Director Corporate and Community Services), Alice Gemmell-Smith

(Governance Coordinator), Kira Goodhew (Minute Clerk)

Proceedings of the meeting commenced at 1:02 pm.

1 OPENING PRAYER

Members and officers were upstanding for the opening prayer by Rev. Keith Bates of New Life Christian Fellowship Narrabri, in association with the Narrabri Ministers Fraternal.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the Traditional Owners of the land on which the Council met, the Gamilaroi people, and the Council paid its respects to Elders past, present and emerging.

3 RECOGNITION OF SERVICE MEN & WOMEN

Council acknowledged the sacrifice made by Australian service men and women, in particular those who gave their lives in defence of the freedom we enjoy today.

4 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

COUNCILLOR	DATE/DURATI ON	APOLOGY/LEAVE OF ABSENCE	REASON
Cr Catherine Redding	26/07/2022	Leave of Absence	Leave due to work commitments

LEAVE OF ABSENCE REQUEST

MINUTE 212/2022

Moved: Cr Brett Dickinson Seconded: Cr Lisa Richardson

1. That Council grant a leave of absence to Cr Redding for 27 July 2022 due to work commitments.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett

Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

5 DECLARATION OF PECUNIARY AND NON- PECUNIARY INTERESTS

COUNCILLOR	ITEM NUMBER	PECUNIARY/	REASON
		NON-PECUNIARY	
Cr Lisa Richardson	16.1	Non-Pecuniary Non-Significant	Is the volunteer Treasurer for the Boggabri Business Chamber Inc who has submitted an Expression of Interest to procure some items from the Boggabri Bowling Club listed in item
			16.1.
Cr Greg Lamont	14.5	Pecuniary	Owner of property subject to Planning Certificate 2022/0535.
	16.3	Non-Pecuniary	Financial Member of the Narrabri and District Chamber of Commerce (not on the executive).
		Non-Significant	
Cr John Clements	15.13	Non-Pecuniary	Senior Electorate Officer for the Local Member of Barwon, Roy Butler MP.
		Non-Significant	
	16.3	Non-Pecuniary	Attends the Narrabri and District Chamber of Commerce meetings on behalf of employer.
		Non-Significant	
Cr Darrell Tiemens	16.2	Pecuniary	Owns a business who has submitted an application to Item 16.2.
	16.3	Non-Pecuniary	Financial Member of the Narrabri and District Chamber of Commerce (not on the executive).
		Non-Significant	
Cr Ron Campbell	16.3	Non-Pecuniary	Financial Member of the Narrabri and District Chamber of Commerce (not on the executive).
		Non-Significant	
Cr Robert Browning	16.3	Non-Pecuniary	Financial Member of the Narrabri and District Chamber of Commerce (not on the executive).
		Non-Significant	
Cr Rohan Boehm	16.3	Non-Pecuniary	Financial Member of the Narrabri and Distric Chamber of Commerce (not on the executive).
		Non-Significant	

6 QUESTIONS WITH NOTICE

1. Nil

7 MATTERS OF GREAT URGENCY

1. Nil reports.

8 ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL (PUBLIC EXCLUDED) MEETING

- 16.1. EOI Boggabri Bowling Club
- 16.2. The Exchange Business Activator (TEBA) Professional Advisory Support Program
- 16.3. Narrabri and District Chamber of Commerce 2022 Business Awards Sponsorship proposal Additional Supporting Information
- 16.4. Quarry Development Applications

9 PRESENTATIONS

Presentations made to Council:

1. Nil

10 CONFIRMATION OF MINUTES

MINUTE 213/2022

Moved: Cr John Clements Seconded: Cr Brett Dickinson

1. That the minutes of Ordinary Meeting of the Narrabri Shire Council held on 28 June 2022 as circularised be confirmed and signed as a correct record by the Mayor.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

MINUTE 214/2022

Moved: Cr Darrell Tiemens Seconded: Cr Lisa Richardson

 That the minutes of Extraordinary Meeting of the Narrabri Shire Council held on 20 July 2022 as circularised be confirmed and signed as a correct record by the Mayor.

<u>In Favour:</u> Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

11 MAYORAL MINUTE

11.1 MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR JUNE/JULY 2022

MINUTE 215/2022

Moved: Cr Ron Campbell

That Council note the Mayoral appointments for the period 23 June 2022 to 21 July 2022.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

12 OUR SOCIETY

1. Nil reports.

13 OUR ENVIRONMENT

13.1 DELEGATE REPORT - NARRABRI COAL MINE COMMUNITY CONSULTATIVE COMMITTEE

MINUTE 216/2022

Moved: Cr John Clements Seconded: Cr Brett Dickinson

1. That Council note the Delegate Report on the Narrabri Coal Mine Community Consultative Committee held on 22 June 2022.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

13.2 DELEGATE REPORT - VICKERY COAL MINE COMMUNITY CONSULTATIVE COMMITTEE

MINUTE 217/2022

Moved: Cr John Clements Seconded: Cr Greg Lamont

1. That Council note Councillor Redding's Delegate Report on the Vickery Coal Mine Community Consultative Committee meeting held on 11 May 2022.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

13.3 FLOODPLAIN MANAGEMENT PLANNING UPDATES

MINUTE 218/2022

Moved: Cr John Clements Seconded: Cr Brett Dickinson

1. That Council receive and note the report on Floodplain Management Planning updates as at June

2022.

<u>In Favour:</u> Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

14 OUR ECONOMY

14.1 DRAFT ROYALTIES FOR REJUVENATION SUBMISSION

MINUTE 219/2022

Moved: Cr Darrell Tiemens Seconded: Cr Rohan Boehm

- That Council make a submission to the NSW Department of Regional NSW on the draft Mining Amendment (Royalties for Rejuvenation) Fund Regulation 2022 in accordance with the draft submission attached to this Report.
- 2. That Council incorporate feedback into Council's submission as well as plans to transition to renewable energy in Council's submission. This should include feedback on the Terms of Reference for the Panel referred to in the Regulations.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

14.2 GRANT ACTIVITY REPORT - JANUARY TO JUNE 2022

MINUTE 220/2022

Moved: Cr Greg Lamont Seconded: Cr Lisa Richardson

1. That Council receives and notes the Grant Activity Report for the period between 1 January 2022 to 30 June 2022.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

14.3 INFRASTRUCTURE DELIVERY STATUS REPORT - JULY 2022

MINUTE 221/2022

Moved: Cr Lisa Richardson Seconded: Cr John Clements

1. That Council receive and note the Infrastructure Delivery Status Report – July 2022.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

14.4 ECONOMIC DEVELOPMENT ACTIVITIES UPDATE - JUNE 2022

MINUTE 222/2022

Moved: Cr John Clements Seconded: Cr Rohan Boehm

- 1. That Council receive and note the Economic Development Section activities update highlighted in this report.
- 2. That Council is the lead economic development entity in the Narrabri Shire and therefore should apply for a grant from the Regional NSW Business Case and Strategy Development Fund.
- 3. That Council acknowledge that the Special Activation Precinct investigations and the Northern NSW Inland Port are once in lifetime opportunities for the Narrabri Shire and therefore incorporate the inclusion of a dedicated Council officer to assist with these projects into the grant application.
- 4. That Council incorporate the development of a shopfront located in the Narrabri Central Business District into the grant application.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

Attachments

1 Business Case and Strategy Development Fund Program Guidelines

At 2:22pm, Cr Greg Lamont left the meeting after declaring a pecuniary interest in relation to Item 14.5 (as the owner of the land subject to Planning Certificate 2022/0535) and was not present at or in sight of the meeting during the consideration of the Item.

14.5 DEVELOPMENT SERVICES REPORT - JUNE 2022

MINUTE 223/2022

Moved: Cr John Clements Seconded: Cr Rohan Boehm

That Council receive and note the Development Services Report – June 2022.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Lisa

Richardson and Darrell Tiemens

Against: Nil

CARRIED 7/0

At 2:27 pm, Cr Greg Lamont returned to the meeting.

15 OUR CIVIC LEADERSHIP

15.1 NARRABRI LAWN CEMETERY INTERNAL ROADS AND NARRABRI OLD CEMETERY MAINTENANCE REPORT

MINUTE 224/2022

Moved: Cr Rohan Boehm Seconded: Cr Lisa Richardson

- 1. That Council receive and note the Narrabri Lawn Cemetery Internal Roads and Narrabri Old Cemetery Maintenance Report, further to that;
- (a) Endorse a five-year road and kerb and gutter renewal program for the Narrabri Lawn Cemetery to be considered as part of the 2023/2024 budget deliberations.
- (b) Endorse the installation of signage displaying interment mapping at all Shire Cemeteries including the installation interment row identification letters on the Kerb of the Narrabri Lawn Cemetery.
- 2. That Council publish the five-year plan and proposed mapping of the Narrabri Lawn Cemetery to the public for consultation.
- 3. That Council make applications for grants to bring the program forward.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

15.2 COUNTRY MAYOR'S ASSOCIATION (CMA) - REGIONAL AND RURAL SKILLS FORUM - 4 AUGUST 2022

MINUTE 225/2022

Moved: Cr Lisa Richardson Seconded: Cr Rohan Boehm

- That Council receive and note the report.
- 2. That Council authorise the attendance of the Deputy Mayor to the Regional and Rural Skills Forum.

3. That the General Manger appoint a staff delegate(s) to attend the Regional and Rural Skills Forum and report back to Council on the Forum.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

15.3 2022 LOCAL GOVERNMENT NSW (LGNSW) ANNUAL CONFERENCE

MINUTE 226/2022

Moved: Cr John Clements Seconded: Cr Brett Dickinson

1. That Council:

(a) Receive and note the Report;

(b) Authorise the Mayor and Deputy Mayor to nominate as Voting Delegates;

(c) Authorise the attendance of the General Manager;

(d) Nominate Cr Dickinson, Cr Lamont, Cr Richardson and Cr Tiemens to attend the Conference; and

(e) Workshop any motions to be made to the Conference, at the Councillor Briefing in August 2022.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

SUSPENSION OF STANDING ORDERS

MINUTE 227/2022

Moved: Cr John Clements Seconded: Cr Brett Dickinson

1. That Council suspend standing orders for a break.

<u>In Favour:</u> Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

The Council suspended standing orders, the time being 2:55 pm.

RESUMPTION OF STANDING ORDERS

MINUTE 228/2022

Moved: Cr John Clements Seconded: Cr Greg Lamont

1. That Council resume standing orders.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

The Council resumed standing orders, the time being 3:12 pm.

15.4 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (ALGA) 2022 NATIONAL GENERAL ASSEMBLY

MINUTE 229/2022

Moved: Cr John Clements Seconded: Cr Brett Dickinson

1. That Council receive and note the Delegate's Report.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

15.5 WORK HEALTH AND SAFETY REPORT 2021/2022

MINUTE 230/2022

Moved: Cr Lisa Richardson Seconded: Cr Rohan Boehm

1. That Council receive and note the 2021/2022 Work Health and Safety Report.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

15.6 NARRABRI SHIRE COUNCIL CODE OF CONDUCT 2022

MINUTE 231/2022

Moved: Cr Rohan Boehm Seconded: Cr Brett Dickinson

1. That Council adopt the Narrabri Shire Council Code of Conduct 2022, as attached to this report.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

15.7 INVESTMENT REPORT - JUNE 2022

MINUTE 232/2022

Moved: Cr Darrell Tiemens Seconded: Cr Lisa Richardson

1. That Council note the Investment Report for June 2022.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

15.8 COMMUNITY EVENT POLICY

MINUTE 233/2022

Moved: Cr John Clements Seconded: Cr Greg Lamont

1. That Council adopt the Community Event Policy.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

15.9 DRAFT PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO COUNCILLORS POLICY

MINUTE 234/2022

Moved: Cr Greg Lamont Seconded: Cr Darrell Tiemens

1. That Council endorse the draft Payment of Expenses and Provision of Facilities to Councillors Policy for the purposes of public exhibition for a period of at least 28 days.

2. That Council request a further report to Council, following the exhibition period to consider any public submissions received.

<u>In Favour:</u> Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

15.10 DRAFT LEGISLATIVE COMPLIANCE POLICY

MINUTE 235/2022

Moved: Cr Greg Lamont Seconded: Cr Rohan Boehm

1. That Council endorse the draft Legislative Compliance Policy for the purposes of public exhibition for a period of at least 28 days prior to adoption by Council; and

2. That Council request a further report to Council, following the exhibition period to consider any public submissions received.

<u>In Favour:</u> Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

15.11 DRAFT RECOVERY OF COSTS ORDERS IN LITIGATION POLICY

MINUTE 236/2022

Moved: Cr John Clements Seconded: Cr Rohan Boehm

1. That Council endorse the draft Recovery of Costs Orders in Litigation Policy for the purposes of public exhibition for a period of at least 28 days.

2. That Council request a further report to Council, following the exhibition period to consider any public submissions received.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

15.12 DRAFT DELEGATIONS POLICY

MINUTE 237/2022

Moved: Cr Lisa Richardson Seconded: Cr Greg Lamont

 That Council endorse the draft Delegations Policy for the purposes of public exhibition for a period of at least 28 days prior to adoption by Council; and

2. That Council request a further report to Council, following the exhibition period to consider any public submissions received.

<u>In Favour:</u> Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

At 3:59, Cr John Clements left the meeting after declaring a non-pecuniary non-significant interest in relation to item 15.13, due to being employed by the Local Member for Barwon Roy Butler MP and was not present at or in sight of the meeting during the consideration of the Item.

15.13 ACCOUNTING TREATMENT OF RURAL FIRE SERVICE ASSETS (RED FLEET)

MINUTE 238/2022

Moved: Cr Greg Lamont Seconded: Cr Brett Dickinson

- 1. That Council writes to the local State Member Roy Butler MP, the Treasurer the Hon Matt Kean MP, Minister for Emergency Services and Resilience the Hon Stephanie Cook MP and the Minister for Local Government Wendy Tuckerman MP:
- (a) Expressing Council's objection to the NSW Government's determination on ownership of Rural Fire Service assets;
- (b) Advising of the impact of the Government's position on Council finances of this accounting treatment;
- (c) Informing that Council will not record RFS assets in Narrabri Shire Council's financial statements;
- (d) Calling on the NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of Rural Fire Service (RFS) assets by acknowledging that rural firefighting equipment is vested in, under the control of and the property of the RFS; and
- (e) Amending s119 of the Rural Fires Act 1997 so that the effect is to make it clear that RFS assets are not the property of councils.
- 2. That Council writes to the Shadow Treasurer Daniel Mookhey MLC, the Shadow Minister for Emergency Services Jihad Dib MP, the Shadow Minister for Local Government Greg Warren MP, the Greens Spokesperson for Local Government Jamie Parker MP and the leaders of the Shooters, Fishers and Farmers, Animal Justice and One Nation parties Robert Borsak MLC, Emma Hurst MLC and Mark Latham MLC:
- (a) Advising Members of Narrabri Shire Council's position, including providing copies of correspondence to NSW Government Ministers; and
- (b) Seeking Members' commitments to support NSW Councils' call to amend the Rural Fires Act 1997 as set out in correspondence.
- 3. That Narrabri Shire Council writes to the Auditor General advising that notwithstanding any overtures of future qualified audits, it will not record RFS assets in Narrabri Shire Council's financial statements, noting that the State Government's own Local Government Accounting Code of Practice and Financial Reporting provides for councils to determine whether or not they record the RFS assets as council assets.
- 4. That Council promotes these messages via its digital and social media channels and via its networks.
- 5. That Council re-affirms its complete support of and commitment to local RFS brigades noting that Narrabri Shire Council's action is entirely directed towards the NSW Government's nonsensical position that rather than being owned and controlled by local brigades, RFS assets are somehow controlled by councils, which councils consider to be a cynical financial sleight of hand abdicating the NSW Government's responsibilities at the cost of local communities.
- 6. That Narrabri Shire Council affirms its support to Local Government NSW (LGNSW) and requests LGNSW continue advocating on Council's behalf to get clarification finally from the State Government about the accounting treatment of RFS assets.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, Brett Dickinson, Greg Lamont, Lisa

Richardson and Darrell Tiemens

Against: Nil

CARRIED 7/0

At 4:00 pm, Cr John Clements returned to the meeting.

15.14 RESOLUTIONS REGISTER - JUNE TO JULY 2022

MINUTE 239/2022

Moved: Cr Rohan Boehm Seconded: Cr Greg Lamont

1. That Council note the Resolutions Register as at 20 July 2022.

2. That the General Manager submit a report and recommendation concerning presentation and prioritisation to Council to reconsider Council's policy position on resolutions made prior to January 2022.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

SUPPLEMENTARY 1.1 LOG OF AUTO-ARCHIVE ACCESS

MINUTE 240/2022

Moved: Cr Rohan Boehm Seconded: Cr Darrell Tiemens

That Council note the Log of Auto-Archive report.

<u>In Favour:</u> Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

16 CONFIDENTIAL (CLOSED COUNCIL) MEETING

At 4.14pm the Chairperson offered the opportunity to members of the public to make representations as to whether any part of the Council meeting should not be considered in Closed Council.

The Acting General Manager advised the Chairperson that no written public submissions or representation had been received as to whether or not part of the meeting should be closed to the public. The Chairperson asked any members of the Council whether any part of the meeting should not be considered in Closed Council.

MINUTE 241/2022

Moved: Cr John Clements Seconded: Cr Greg Lamont

That Council move into Closed (Public Excluded) Meeting of Council and that the press and members of the public be asked to leave the room whilst Council considers the following items:

16.1 EOI - Boggabri Bowling Club

This matter is considered to be confidential under Section 10A(2) - (d)(i) 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.

16.2 The Exchange Business Activator (TEBA) - Professional Advisory Support Program

This matter is considered to be confidential under Section 10A(2) - (d)(i) 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.

16.3 Narrabri and District Chamber of Commerce - 2022 Business Awards Sponsorship Proposal - Additional Supporting Information

This matter is considered to be confidential under Section 10A(2) - (d)(i) 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.

16.4 Quarry Development Applications

This matter is considered to be confidential under Section 10A(2) - (c) 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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

<u>In Favour:</u> Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett

Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

At 4:15 pm, Cr Lisa Richardson left the meeting after declaring a non-pecuniary non-significant interest in relation to Item 16.1, due to being Volunteer Treasurer for the Boggabri Chamber of Commerce and was not present at or in sight of the meeting during the consideration of the Item.

16.1 EOI - BOGGABRI BOWLING CLUB

MINUTE CO-242/2022

Moved: Cr Brett Dickinson Seconded: Cr John Clements

1. That Council approve the transfer of goods as listed here within.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont and Darrell Tiemens

Against: Nil

CARRIED 7/0

At 4:16 pm, Cr Lisa Richardson returned to the meeting.

At 4:16 pm, Cr Darrell Tiemens left the meeting after declaring a pecuniary interest in relation to Item 16.2 due to his business' submission to The Exchange Business Activator's Professional Advisory Support Program and was not present at or in sight of the meeting during the consideration of the Item.

16.2 THE EXCHANGE BUSINESS ACTIVATOR (TEBA) - PROFESSIONAL ADVISORY SUPPORT PROGRAM

CO-MINUTE 243/2022

Moved: Cr John Clements Seconded: Cr Lisa Richardson

- 1. That Council receive and note the report on The Exchange Business Activator (TEBA) Professional Advisory Support Program.
- 2. That the General Manager prepare a Briefing Paper on the full history of Council's involvement in the TEBA program.

<u>In Favour:</u> Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont and Lisa Richardson

Against: Nil

CARRIED 7/0

At 4:42 pm, Cr Darrell Tiemens returned to the meeting.

At 4:43 pm, Crs Greg Lamont, Darrell Tiemens, Ron Campbell, Robert Browning, and Cr Rohan Boehm declared a non-pecuniary non-significant interest in relation to Item 16.3 due to being Financial Members of the Narrabri and District Chamber of Commerce and remained present for the consideration of the Item.

At 4:44 pm, Cr John Clements declared a non-pecuniary non-significant interest in relation to Item 16.3 due to attending Narrabri and District Chamber of Commerce meetings on behalf of his employer and remained present for the consideration of the Item.

MOVE INTO COMMITTEE OF THE WHOLE

MINUTE CO-244/2022

Moved: Cr Lisa Richardson Seconded: Cr John Clements

1. That Council suspend standing orders and move into Committee of the Whole.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

The Council moved into Committee of the Whole, the time being 4:48 pm.

MOVE OUT OF COMMITTEE OF THE WHOLE

MINUTE CO-245/2022

Moved: Cr Lisa Richardson Seconded: Cr John Clements

1. That Council resume standing orders and move out of Committee of the Whole.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

The Council moved out of Committee of the Whole, the time being 5:20 pm.

16.3 NARRABRI AND DISTRICT CHAMBER OF COMMERCE - 2022 BUSINESS AWARDS SPONSORSHIP PROPOSAL - ADDITIONAL SUPPORTING INFORMATION

MOTION

Moved: Cr John Clements Seconded: Cr Greg Lamont

- 1. That Council grants \$10,000 for the Narrabri and District Chamber of Commerce 2022 Business Awards Event, as a one off contribution in recognition of recent hardships in the community.
- 2. That Council develops and adopts a general Community Sponsorship Policy.

AMENDMENT MOTION

Moved: Cr Brett Dickinson Seconded: Cr Darrell Tiemens

- 1. That Council grants \$2,500 for the Narrabri and District Chamber of Commerce 2022 Business Awards Event, as a one off contribution in recognition of recent hardships in the community.
- 2. That Council develops and adopts a general Community Sponsorship Policy.

In Favour: Crs Ron Campbell, Brett Dickinson, Lisa Richardson and Darrell Tiemens

Against: Crs Rohan Boehm, Robert Browning, John Clements and Greg Lamont

The voting being equal; the Mayor exercised a casting vote for the Amendment.

The Amendment was carried and became The Motion.

EQUAL

MINUTE CO-246/2022

Moved: Cr Brett Dickinson Seconded: Cr Darrell Tiemens

- 1. That Council grants \$2,500 for the Narrabri and District Chamber of Commerce 2022 Business Awards Event, as a one off contribution in recognition of recent hardships in the community.
- 2. That Council develops and adopts a general Community Sponsorship Policy.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Lisa

Richardson and Darrell Tiemens

Against: Cr Greg Lamont

CARRIED 7/1

16.4 QUARRY DEVELOPMENT APPLICATIONS

MINUTE CO-247/2022

Moved: Cr John Clements Seconded: Cr Brett Dickinson

- 1. That Council receive and note Quarry Development Applications, further to that:
- (a) Endorse the staged submission of Quarry Development Applications; and
- (b) Endorse the development of a Stakeholder Engagement Strategy.

In Favour: Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

RESOLUTIONS PASSED IN CLOSED

MINUTE CO-248/2022

Moved: Cr John Clements Seconded: Cr Darrell Tiemens

 That Council move out of Closed (Public Excluded) Meeting and that the resolutions from the Closed (Public Excluded) Meeting be read out to those present by the Chair of the Meeting or their nominee.

<u>In Favour:</u> Crs Ron Campbell, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg

Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

The Council moved into open session at 5.36 pm and the General Manager read out to those present the resolutions of the Closed (Public Excluded) Meeting.

17 MEETING CLOSED

The Meeting closed at 5:38 pm.

The minutes of this meeting are scheduled to be confirmed at the Ordinary Council Meeting to be held on 23 August 2022.

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CHAIRPERSON

10 MATTERS OF GREAT URGENCY

Nil reports.

11 QUESTIONS WITH NOTICE

Nil reports.

12 MAYORAL MINUTE

12.1 MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR JULY/AUGUST 2022

Responsible Officer: Rob Williams, General Manager

Author: Deb Woolfenden, Executive Assistant to Mayor and General Manager

Attachments: Nil

RECOMMENDATION

1. That Council note the Mayoral appointments for the period 22 July 2022 to 17 August 2022.

For the information of Councillors, I provide details of my Mayoral appointments and attendances between the following dates 22 July 2022 to 17 August 2022.

22 July 2022

Narrabri Airport Visit

Purpose

To discuss expansion plans for Namoi Aero Club

Attendees

Glenn Inglis, Acting General Manager
Nathan Camac, Manager Property Services
Geoff Smith, Airport Co-ordinator
Andrew Brown, Director Corporate and Community Services
Eloise Chaplain, Director Infrastructure Delivery
Donna Ausling, Director Planning and Strategy
Ken Flower, President Namoi Aero Club

25 July 2022

Interview with local radio station 2MaxFM

26 July 2022

Narrabri Shire Council, Ordinary Council Meeting

1 August 2022

Meeting with Telstra Regional Engagement Manager for New England and Western NSW

Purpose

Meet and Greet

Attendees

Ian George, Telstra Regional Engagement Manager, New England & Western NSW Donna Ausling, Director Planning and Strategy Councillor Darrell Tiemens

2 August 2022

Dinner with Santos

Attendees

Mal Watts, General Manager Commercial, QLD Reds
Pete Fairbairn, Head of Commercial
Jeff Williams, Operations Manager, QLD Reds
Jason Moore, General Manager, NSW Waratahs
Adam Fulepp, General Manager Business Operations, NSW Waratahs

Purpose

Santos Festival of Rugby 2023 Planning

4 August 2022

Country Mayors Association, Skills Forum

Attendees

Country Mayors

Guest Speakers

Cr Ken Keith OAM, Chairman, Country Mayors Association of NSW Hon Fiona Nash, National Commissioner for Rural Education

Han Aliatan Hanakana Minister for Chille and Tunining

Hon Alister Henskens, Minister for Skills and Training

Mr Tim Crakanthorp, Shadow Minister for Skills and TAFE, Shadow Minister for Tertiary Education Mr Edward Cavanagh, Director of Policy, McKell Institute

Cr Jacob Cass, Centre Manager, Parkes Country Universities Centre

Cr Rick Firman Chairman and Julie Briggs CEO Riverina Joint Organisation to outline Riverina's Development Skills Shortages Project

Purpose

In 2020 members were asked to identify the priority issues that they considered affected regional and rural NSW. As circumstances due to natural disasters COVID etc had changed, members were once again in April 2022 requested to review the priorities and advise whether their Council

- Still agreed with the identified 2020 priorities
- Thinks the order of importance should be amended
- Identifies a new priority/priorities to be included in the list and recommends what current priority/priorities should be deleted or pushed back.

33 Councils responded with Skills and Education and Attracting Skills jumping from the number four priority to the number one priority.

As a result, the Executive Committee organised a Regional and Rural Skills Forum

5 August 2022

Country Mayors Association, General Meeting

Attendees

Country Mayors

6 August 2022

Market Stall – Narrabri Rotary Monthly Markets

Attendees

- Michael Davis, Manager Waste Services
- Elodie Lamont, Community Development Co-ordinator
- Donna Ausling, Director Planning and Strategy
- Alice Gemmell-Smith, Governance and Risk Co-ordinator
- Natalie Lewis, Communications Officer
- Councillor Brett Dickinson
- Councillor Darrell Tiemens
- Councillor Rohan Boehm
- Youth Councillor, Tim Mirtschin
- Youth Councillor, Eliza Dampney

Purpose

Celebrate Local Government Week

8 August 2022

Floodplain Management Advisory Committee Meeting

Attendees

- Cr John Clements (Chairperson),
- Community Member Delegate, Jim Purcell
- Cr Brett Dickinson
- Cr Robert Browning
- Cr Ron Campbell
- SES Representative, Anthony Battam
- Community Member Delegate, Jonathon Phelps
- Donna Ausling, Director, Planning and Strategy
- Michelle Henry, Acting Manager Planning and Development
- Vincent O'Connor, Graduate Strategic Planner
- Eloise Chaplain, Director, Infrastructure Delivery
- Shefali Chakrabarty, STANTEC Representative
- Cate McMahon, WISEPOINT Representative
- Matt Hollis, Claire Shultz and Michael Bloem, Constructive Solutions Representatives.

Purpose

To discuss and update the Committee on the following items:

- Boggabri risk management study and plan
- Narrabri floodplain risk management study and plan
- Wee Waa levee upgrade community workshop

9 August 2022

Farewell Morning Tea for Acting General Manager, Glenn Inglis

Attendees

• Indoor Staff and Councillors

Purpose

Thank Glenn Inglis for his time assisting Council as Acting General Manager

11 August 2022

Landline Interview

Attendees

Nathan Morris – Landline National Reporter

Purpose

- Update ABC'S audience as the Nation transitions to a new federal government.
- The reporter will be spending time in different communities like Narrabri to get a feel for what people think with regards to Inland Rail

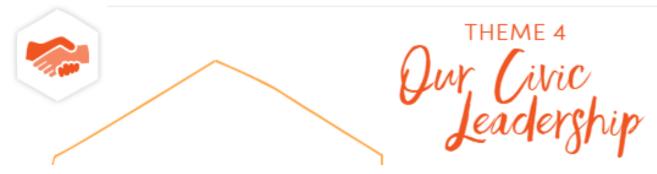
16 August 2022

Tour of Narrabri Shire Depot, Visitor Information Centre, Landfill, STP, Inland Port and SAP site

Attendees

- Rob Williams, General Manager, Narrabri Shire Council
- Andrew Brown, Director Corporate and Community Services
- Donna Ausling, Director Planning and Strategy
- Eloise Chaplain, Director Infrastructure Delivery

13 OUR CIVIC LEADERSHIP



THEME 4: OUR CIVIC LEADERSHIP

STRATEGIC DIRECTION 4: COUNCIL AS STRONG LEADERS FOR THE COMMUNITY

Through extensive community engagement, the Narrabri Shire community identified several civic leadership priority areas to be actioned over the 2022/2026 period.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Integrated strategic planning and reporting
- Community engagement and consultation
- Representation and governance
- Human resource management
- Customer services

- Information services
- Financial services
- Risk management
- Compliance and regulation

COMMUNITY OBJECTIVES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following civic leadership strategic objectives:

- A transparent and accountable Council
- A strong Council that advocates for the Community
- A resilient and sustainable Council

KEY STAKEHOLDERS

- Narrabri Shire Council
- Narrabri Shire Community
- NSW Office of Local Government
- New England Joint Organisation
- Department of Premier and Cabinet
- Department of Prime Minister and Cabinet
- State and Federal Government

13.1 DELEGATE REPORT - FLOODPLAIN MANAGEMENT ADVISORY COMMITTEE (FMAC) MINUTES - 8 AUGUST 2022

Responsible Officer: Rob Williams, General Manager

Author: John Clements, Councillor

Attachments: 1. Floodplain Management Advisory Committe Minutes - 8 August 2022

(under separate cover)

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.2 A strong Council that advocates for the Community

Strategy 4.2.2 Work cooperatively and appropriately with external parties to advocate for the

community's best interests

RECOMMENDATION

1. That Council note the Delegate Report on the Floodplain Management Advisory Committee meeting held on 8 August 2022.

DELEGATES REPORT

The Floodplain Management Advisory Committee held a meeting on Monday 8 August 2022.

The Minutes from the meeting are attached.

13.2 DELEGATE REPORT - CENTRAL NORTHERN REGIONAL LIBRARY (CNRL) MINUTES AND AGENDA FOR ANNUAL GENERAL MEETING AND ORDINARY MEETING - 16 MARCH 2022

Responsible Officer: Rob Williams, General Manager

Author: Catherine Redding, Deputy Mayor

Attachments: 1. CNRL AGM Minutes - 16 March 2022 (under separate cover)

2. CNRL Ordinary Meeting Minutes - 16 March 2022 (under separate

cover) 🔼

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.2 A strong Council that advocates for the Community

Strategy 4.2.2 Work cooperatively and appropriately with external parties to advocate for the

community's best interests

RECOMMENDATION

1. That Council note the Delegate Report on the Central Northern Regional Library (CNRL) Annual General Meeting and Ordinary Meeting held on 16 March 2022.

DELEGATES REPORT

The Central Northern Regional Library (CNRL) held an Annual General Meeting and Ordinary Meeting on 16 March 2022.

The Minutes from the meetings are attached.

13.3 DELEGATE REPORT - NSW PUBLIC LIBRARIES ASSOCIATION NORTH EAST FULL ZONE MEETING - 12 MAY 2022

Responsible Officer: Rob Williams, General Manager

Author: Catherine Redding, Deputy Mayor

Attachments: 1. NSW Public Libraries Association - North East Full Zone Meeting

Minutes - 12 May 2022 (under separate cover)

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.2 A strong Council that advocates for the Community

Strategy 4.2.2 Work cooperatively and appropriately with external parties to advocate for the

community's best interests

RECOMMENDATION

1. That Council note the Delegate Report on the NSW Public Libraries Association North East Full Zone Meeting held on 12 May 2022.

DELEGATES REPORT

The NSW Public Libraries Association North East Full Zone Meeting held Thursday 12 May 2022.

The Minutes from the meeting are attached.

13.4 DELEGATE REPORT - MAULES CREEK COAL COMMUNITY CONSULTATIVE COMMITTEE MEETING - WEDNESDAY 25 MAY 2022

Responsible Officer: Rob Williams, General Manager

Author: Brett Dickinson, Councillor

Attachments: 1. Maules Creek Coal Community Consultative Committee Meeting -

Wednesday 25 May 2022 (under separate cover)

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.2 A strong Council that advocates for the Community

Strategy 4.2.2 Work cooperatively and appropriately with external parties to advocate for the

community's best interests

RECOMMENDATION

1. That Council note the Delegate Report on the Maules Creek Coal Community Consultative Committee Meeting held on Wednesday 25 May 2022.

DELEGATES REPORT

The Maules Creek Coal Community Consultative Committee Meeting was held on Wednesday 25 May 2022.

The Minutes from the meeting are attached.

13.5 COUNTRY MAYORS ASSOCIATION OF NSW GENERAL MEETING MINUTES - FRIDAY 5 AUGUST 2022

Responsible Officer: Rob Williams, General Manager

Author: Ron Campbell, Mayor

Attachments: 1. Country Mayors Association of NSW General Meeting Minutes -

Friday 5 August 2022 (under separate cover)

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.2 A strong Council that advocates for the Community

Strategy 4.2.2 Work cooperatively and appropriately with external parties to advocate for the

community's best interests

RECOMMENDATION

1. That Council note the Delegate Report on the Country Mayors Association of NSW General Meeting on Friday 5 August 2022.

DELEGATES REPORT

The Country Mayors Association of New South Wales held a General Meeting on Friday 5 August 2022.

The Minutes from the meeting are attached.

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13.6 COUNTRY MAYORS ASSOCIATION OF NSW RURAL SKILLS FORUM MINUTES - THURSDAY 4 AUGUST 2022

Responsible Officer: Rob Williams, General Manager

Author: Catherine Redding, Deputy Mayor

Attachments: 1. Country Mayors Association of NSW - Rural Skills Forum Minutes - 4

August 2022 (under separate cover)

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.2 A strong Council that advocates for the Community

Strategy 4.2.2 Work cooperatively and appropriately with external parties to advocate for the

community's best interests

RECOMMENDATION

1. That Council note the Delegate Report on the Country Mayors Association of NSW Rural Skills Forum held on 4 August 2022.

DELEGATES REPORT

The Country Mayors Association of NSW held a Skills Forum on Thursday 4 August 2022.

The Minutes from the meeting are attached.

13.7 MEMBERSHIP - MINING AND ENERGY RELATED COUNCILS NSW

Responsible Officer: Donna Ausling, Director Planning and Strategy

Author: Donna Ausling, Director Planning and Strategy

Attachments: 1. Letter from Mining and Energy Related Councils NSW 4 🚡

2. Fact Sheet $\sqrt[4]{2}$

3. MERC Newsletter - June 2022 🗓 🖫

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.2 A strong Council that advocates for the Community

Strategy 4.2.2 Work cooperatively and appropriately with external parties to advocate for the

community's best interests

EXECUTIVE SUMMARY

The Mining and Energy Related Councils NSW Incorporated (MERC) have written to Council to invite consideration by Council to re-join the Association.

RECOMMENDATION

1. That Council endorse the attendance of the Mayor or General Manager, or both, to attend MERC's meeting in Sydney on 2 September 2022 for the purposes of assessing the value proposition of membership and prepare a further report for consideration.

BACKGROUND

Council's previous membership of MERC concluded in 2016.

CURRENT SITUATION

MERC have written to Council to invite consideration by Council to re-join the Association. A copy of their letter to Council is shown at **Attachment 1**.

Shown at **Attachment 2** is the MERC Fact Sheet that outlines purpose, vision, history, achievements and advantages of membership.

MERC seeks to be the peak support body for local government impacted by mining and energy related activities in NSW.

MERC currently has 19 member Councils throughout NSW and a copy of their latest newsletter is shown at **Attachment 3**.

An invitation has been extended to Council by MERC to attend their next meeting on 2 September 2022. This would provide an opportunity to meet Committee members and assess the value proposition of membership.

FINANCIAL IMPLICATIONS

Membership is \$8,024 (GST inclusive) per annum. However, there is no current allocation in the 2022/2023 budget.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

Nil.

EXTERNAL CONSULTATION

Nil.

INTERNAL CONSULTATION

• Acting General Manger.



The Acting General Manager Narrabri Shire Council PO Box 261 NARRABRI NSW 2390 19th July 2022

Dear Mr Inglis,

I am writing to request Narrabri Shire Council consider re-joining the Association of Mining & Energy Related Councils NSW Incorporated (MERC), given the growth of mining and energy developments in your local government area, plus having a new Council with seven new councillors and a huge regional economic potential with the Inland Port, Strategic Activation Precinct (SAP) and Inland Rail projects.

I have attached a Fact Sheet outlining details on what MERC does, its background, achievements, advantages of being a member and it's future aspirations that would complement the outcomes, objectives and strategies in your newly endorsed 10-year Community Strategic Plan 2022/2032 (CSP), indicated as follows:

- 1. Society An empowered, inclusive and connected community Objectives 1.2 & 1.3;
- 2.Environment A sustainable and compatible natural & built environment Objective 2.3;
- 3. Economy A strong, diverse and sustainable economy Objective 3.3;
- 4. Civic Leadership Council as strong leaders for the community Objective 4.2 & 4.3.

By being a member of the Association, this will assist your Council with achieving the above outcomes, their respective objectives and strategies outlined in the CSP and Delivery Program in these telling times.

As the debate on renewable energy and Coal Seam Gas solutions for alternate energy sources increases and the need for support with associated ongoing negotiations with both government and the private sector continues, the Association of Energy & Mining Related Councils is therefore a cost effective solution for local government councils affected by mining and energy as an advocate.

The Association is striving to grow even more and has the potential to become an even "stronger voice". We would like Narrabri Shire Council to join our dynamic and proactive Association to increase your voice and to help achieve the Vision and Strategic Directions in the fact sheet attached to make mining and energy related local government areas in NSW better places in which to live and grow.

If you have any enquiries on the aforementioned, please don't hesitate to contact the Executive Officer, Greg Lamont by phone on 0407937636 or by email info@miningrelatedcouncils.asn.au or myself on 0425798068 or by email michael.banasik@wollondilly.nsw.gov.au

Yours faithfully

Cr Michael Banasik Chair

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FACT SHEET

Vision

Councils affected by mining and energy related production *need* a voice: a voice that understands the issues and a voice that is listened to. The Association of Mining & Energy Related Councils NSW Incorporated *is* that voice.

The Association of Mining & Energy Related Councils NSW Incorporated vision is to be the peak support body for councils impacted by mining and energy related activities in NSW by empowering, resourcing and advocating on their behalf and on behalf of their communities.

History

Mining has a strong and proud history in NSW having been undertaken since the 1790s and it continues to contribute significantly to the state's economic wellbeing. Notwithstanding these obvious benefits, there are also unintended consequences of mining that can negatively burden or adversely affect local communities, both directly and on a continuing basis.

With this in mind, the Association of Coal Related Councils was established in 1982 in Wollongong to present a comprehensive, co-ordinated and co-operative approach to State and Federal Governments on behalf of affected councils.

After a number of years, the Association also took on representation of metalliferous councils and became known as the Association of Mining Related Councils. The Association continued to grow and adapt and in 1999 embraced all aspects of mining, including extractive industries, gas exploration, quarries and minerals.

To incorporate the growing demand for renewable energy, in 2017 the Association again adopted a new direction, renaming itself the Association of Mining and Energy Related Councils NSW.

The Association has successfully evolved and progressed since its inception and yet throughout its various adaptations has retained its original focus of advocating on behalf of its members in a comprehensive, co-ordinated and co-operative approach to the State and Federal Governments. Changes aside, its relevance as an alliance of impacted Councils in NSW is as critical now as back in 1982

Achievements

The Association currently has 19 member councils throughout NSW. As a united voice, the Association:

- was represented on the NSW Government's Resources for Regions Panel which allowed the Association to be involved in criteria development and funding decisions by the state government for the provision of social and physical infrastructure where mining has expanded.
- has been involved in developing guidelines on voluntary planning agreements (VPAs) with the Department Planning, Infrastructure and Environment and stakeholders (NSW Minerals Council).

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- is regularly consulted by the state government and its departments in relation to the ever changing legislation surrounding mining, energy and CSG developments.
- has been asked by the Minister for Energy, the Hon Matt Kean to be part of the Reference Panel for the Renewable Energy Zone pilots being established throughout NSW as the government grapples with energy supply in NSW without Liddell and Eraring Power Stations.

Advantages of Being a Member

- The Association has a long and commendable history with a dearth of experienced representatives who come together in a united, apolitical and influential voice.
- In addition to its members, the Association has developed a panel of environmental, planning, mining, social and economic impact consultants who may be accessed by member Councils.
- MERC delegates have the opportunity to be appointed to working parties set up by industry
 working parties on specific matters to assist members. For example, VPA Framework,
 Regional Advisory Forum, Resources for Regions, Renewable Energy Zones Reference
 Panel, etc.
- MERC delegates have the opportunity to network with experienced Councillors and
 professional planning staff at its quarterly meetings, as well as being able to raise specific
 issues with higher-level decision makers such as Members of Parliament, relevant
 Departmental Staff and other keynote speakers.
- The Association continually seeks expert advice for the benefit of its members. For example, it is working with DPIE, the NSW Minerals Council and the University of Technology Sydney (UTS) on improving the current planning consultation process on developments prior to the release of an EIS using the 'participatory consultation modelling' system.
- MERC is progressive and forward-thinking. For example, liaising with the University of Western Australia and University of Queensland in the Commonwealth Research Centre for Transformation of Mining Economies (CRC TiME) to rejuvenate economic development and communities post mining. MERC also recently joined the Orana Opportunity Network (ON2) which has links to University of Newcastle research entities.
- The Association of Mining & Energy Related Councils is financially viable and able to
 engage consultants and research agencies to undertake studies and/or prepare submissions on
 behalf of members. Refer web page www.miningrelatedcouncils.asn.au for list of latest
 submissions. Membership is \$8024, inclusive of GST for 2021-22, increased by rate peg of
 (.03%) for 2022-2023, can be funded from VPA and/or CE funds annually.

The Future

MERC developed its 2020-23 three-year Strategic Plan with appropriate deliverables, actions, outcomes and KPIs to ensure its Vision Statement is met and to provide for a greater focus on renewable energy such as emerging Renewable Energy Zones. MERC is developing various Position Statements as guides for its members to consider and continues to educate its members on what affected Councils are doing with solar, battery and wind farming, etc. There is room for change with our name eg Association of Energy & Mining Related Councils to address energy in a greater light.

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MERC Newsletter - June 2022

Introduction

Delegates, here is the June MERC Newsletter, please circulate the Newsletter to your fellow Councillors and senior staff, so they can appreciate and understand the excellent work the Association and you are doing on behalf of your Council and community, with regard to mining and energy related matters.

New format for Newsletter

A suggestion by Cr Scott Ferguson, Blayney Shire Council Mayor and member of the Executive Committee of MERC that the newsletter have an Executive Summary at the front so busy delegates and staff of member Councils can have a quick read of the issues within the newsletter on matters of interest to them. Thereafter they can delve further into the details.

As we realise everyone is time poor so here goes with a different format for you. There will be an Executive Summary with governance items and then summaries of other items with more details are located further in. This should still give delegates the information they need albeit in a more condensed way. Hope you enjoy and any feedback would be appreciated.

EXECUTIVE SUMMARY

(a) GOVERNANCE MATTERS

i. Next Meetings of Association – Next Ordinary meeting to be held in Sydney 2nd September 2022 at Club York, Second Level, 99 York Sydney. Executive Committee meetings will be called by Chair beforehand. After that a 2 day mini conference, AGM and Ordinary meeting to be held in Dubbo, arrangements and dates to be sorted. A discussion held with Dubbo event staff on 13th July on how it may work – more later.

- ii. <u>COVID-19 Virus Impact on MERC In 2022 MERC will be resuming its' activities in the normal manner.</u> What this means for MERC delegates is that 2022 will have quarterly as "face to face" meetings with use of zoom in exceptional circumstances. Executive Committee meetings will be by zoom means as determined.
- iii. <u>Speakers for Next Meeting in Sydney</u> Minister for Planning, Minister for Energy, Minister for Regional NSW and Deputy Premier will be pursued. CEO NSW Minerals Council has confirmed for 2nd September meeting in Sydney..
- iv. Orana Opportunity Network (O2N) MERC is trialling as a Bronze Member of ON2 for 12 months. Their Newsletters are available on their website on o2n@o2n.org.au.
- v. <u>CRC Transformation in Mining Economies (CRCTIME)</u> MERC is a partner with CRC TiME on a no cost but consultative basis. They provide updates on progress with opportunity for members to join webinars, workshops, surveys etc. Latest update is below.
- vi. Renewable Energy Zones (REZ) Mike Young, Executive Director Planning & Communities, Energy Corporation, Department Energy & Climate Change provided delegates with an informative insight on what is happening with Renewable Energy Zones in NSW. There is an opportunity for MERC to be part of a working party with Energy Co to successfully roll out the REZ's. Waiting for Mike to get back to EO to talk about opportunities for MERC to be involved in the REZ roll-out.

(b) MATTERS OF INTEREST

i. Department Fair Trading - Proposed Constitutional Changes

The NSW Government wants to update rules for the day-to-day operation of incorporated associations so they are fairer, more productive and better meet the needs of the community and business. We have drafted a proposed Regulation* that keeps many of the existing rules, but introduces some new requirements in areas such as:

- using technology for committee and general meetings
- financial reporting requirements
- postal or electronic ballots
- filling casual vacancies.

ii. Mine Safety News - NSW Mines Regulator

We've released a consolidated report on air quality, dust or other airborne contaminants at above surface coal mines, based on findings from our assessment of 36 mines between December 2020 and October 2021. Airborne contaminants include fumes, mist, gas, vapour, dust or other microorganism that are potentially harmful to workers.

We commend the sites with best practice controls and monitoring equipment to ensure exposure to airborne contaminants is minimised, however workers at some sites had difficulty identifying the range of airborne contaminant hazards in their workplace.

Of the 36 sites assessed under the inspection program, 17 separate mines were given notices relating to the principal hazard of air quality or dust or other airborne contaminants. The **consolidated report** includes key assessment findings as well as recommendations to industry

iii. Hunter Valley Mining Land Could Create 13,000 jobs if Reused.

Repurposing defunct mining land for use by the renewable energy, agriculture, manufacturing and conservation sectors could create more than 13,000 jobs in the Hunter Valley, a report says.

Key points:

- 130,000 hectares of mining land is scheduled for release over the next two decades;
- A report says the land could be "maximised" for use by various sectors;
- Environmental lobby group Lock the Gate commissioned the report by EY Consulting.

The Diversification and Growth: Transforming Mining Land in the Hunter Valley report, commissioned by Lock the Gate, says \$3.7 billion in gross economic output over a 25-year period could be generated, alongside \$7b in potential industry output, if steps are taken to transform former coal mining sites. It also argues more needs to be done than the current "minimum legal standard" that mine owners have to abide by in terms of land rehabilitation.

"The release of land as mines are scheduled to close and the global shift from coal provides the Hunter with new opportunities to pivot its economic base while leveraging its major workforce, industry and supply chain strengths," the report by EY Consulting said

Research from the University of Newcastle released to the ABC earlier this year concluded that almost 17,000 people in the Hunter Valley worked in a direct or indirect mining job, and that 50 per cent of Greater Hunter residents wanted to see a transition away from fossil fuels.

"For the Hunter, the phasing down of fossil fuel based industries creates several key vulnerabilities, especially managing the transition of its large industrial employment base," the report said.

iv. CRC for Transformations in Mining Economies (CRC TiME)

CSIRO Futures is partnering with the Cooperative Research Centre for Transformations in Mining Economics (CRC TiME) to scope a potential project on the opportunity for the Australian Mining, Equipment, Technology and Services (METS) sector to improve mine closure outcomes. While this study is in the scoping phase they are seeking interviews with key CRC TiME partners to guide the direction of the project, including identifying key questions that the project should seek to address and opportunities for the project to add value to the sector.

Other topics discussed in this interview may include:

- Barriers to successful mine closure
- Strengths of the Australian METS sector in mine closure activities
- Opportunities for the METS sector to support local solutions to improve economic, environmental and social outcomes.

Interview with Executive Officer occurred 10th June where NSW's Resources for Rejuvenation project was outlined to them.

v. Hunter Hydrogen Symposium

RDA Orana and the Orana Opportunity Network are proud to be partnering with New H2 in the development of the Hydrogen Hub in the Hunter and are working to ensure that the hub supports hydrogen projects in our region.

Following a year of work, New H2, is presenting the Hunter Hydrogen Symposium, bringing together leaders across government, industry and academia to explore the most recent developments, challenges and opportunities across the Hydrogen sector.

The event includes a limited-seat industry dinner on Tuesday, August 2nd at Fort Scratchley – co-hosted by HunterNet and Business Hunter – followed by a full-day symposium at Rydges Newcastle. The symposium will showcase the hydrogen projects underway across the region, provide an update on policy developments, and discuss the latest advancements in hydrogen research and innovation. The symposium will also provide a platform to navigate the conversations required for both industry and community in the Hunter that will support and underpin the region's growth. Enquiries to RDA Orana

vi. Environment Protection Licence

New standard conditions for large mines with an Environment Protection Licence come into effect from 2nd July 2022. The reforms are set out in Schedule 8A of the Mining Regulation 2016 & will bring greater consistency across all large mines in NSW.

vii. Andrew Bray, National Director, Re-Alliance, June 2022 writes:-"We're in the midst of an energy crisis. Power prices are rising, there's a threat of blackouts in some states and the Australian Energy Market Operator has just temporarily suspended the electricity spot market. All this has been brought about by a number of factors – the key one being our reliance on fossil fuels.

Outages at coal-fired power stations have exacerbated an energy supply crunch, and the high cost of fossil fuel generation has made the market "impossible to operate". We need an energy market that can operate with stability and provide affordable power to Australians.

The good news is that we know how to achieve this: by investing in renewable energy infrastructure. Renewables can provide us with clean, reliable and cheap power, and with an abundance of solar and wind, we can be self-reliant on our energy sources.

Regional communities must be active participants in our energy transformation, and we want to see more accessible decision-making processes, higher and fairer payments to transmission hosts and neighbours, and action to coordinate best possible local outcomes during the peak construction phase.

Last week, we were pleased to see two key announcements that promise a swifter and more thoughtful approach to our transition to renewables.

 Energy ministers from across the country met and agreed to develop a national transition plan for Australia's energy sector to reach net zero.

With a breakdown in collaborative action between energy ministers over the past decade, it was heartening to see ministers meeting collegially again. They focused on actions to address the current energy challenges, but also recognised the need for large-scale renewable generation and agreed to develop a strategy to transition to net zero. We hope this is the start of a much-needed coordinated approach to Australia's energy transition.

Read more about what this meeting means for our energy future.



2. The NSW Government announced a \$1.2billion investment in transmission and storage infrastructure to facilitate the development of NSW's Renewable Energy Zones.

Urgently building transmission infrastructure is crucial to our energy transformation, and so we're pleased to see this investment from the NSW Government.

We hope this development will be thoughtful and incorporate more community voices and needs, such as for increased and fair landholder payment arrangements for those hosting new transmission infrastructure. Read more about this announcement.

In other renewable energy news, the **2022 National Renewables in Agriculture Conference and Expo** is happening in Albury on Thursday 18 August. Integrating agricultural practices into a renewables future is critical, and as interest in on-farm renewable energy explodes amid skyrocketing electricity prices, it's a pertinent time to be having these discussions. Click here for tickets and more info.

Our energy system is clearly in a mess right now, but we know the steps that are needed to fix it. If we have the courage to make these changes and bring regional communities with us at the same time, we're hopeful that this could be the last energy crisis we see.

viii. Renewable Energy Zones (REZ's)

A REZ is a hub of renewable projects across a region that forma a modern-day power station, producing a large amount of energy for the State. The State Government has set them up in the New England, Southern NSW and Hunter/Central Coast Regions. The latest updates from Energy Corporation NSW & NSW Consumer Trustee, by James Hayes, CEO EnergyCo:

"We are pleased to announce that the NSW Government has reached another important milestone in delivering the Central-West Orana REZ Access Scheme. Access Schemes are a key part of the NSW Government's plan to coordinate new renewable energy and storage investment in REZs across the state".

If MERC is to get more involved in the REZ's it would need to have a discussion at a future meeting to review the current Strategic Plan actions and how it would like to resource any actions if it were to become more involved in the processes across the whole of the State given the growth of the REZ throughout NSW. Waiting on Mike to outline how this would work.

ix. Related Matters of Interest – Coal Mining, Renewable Energy & Microgrid Issues

"Recycling Centre Tests Solar System Made of Second-Hand Panels in Landmark Plot" Sophie

Vorath writes on 14th July 2022: "A waste and recycling centre in the New South Wales regional centre of Dubbo has become the testing ground for a ground breaking solar project – the installation of an 8kW PV system using second hand panels.

Dubbo Regional Council (DRC) announced its participation in the trial on Tuesday, in partnership with Blue Tribe, CSIRO, Solar Professionals and the New South Wales state government. Council's role is to host the second-hand solar system on its Small Vehicle Receival Centre at the Whylandra Waste and Recycling Centre.

If all goes to plan, it's hoped that Dubbo residents can reuse solar panels in their own homes or businesses. The project was born when School Infrastructure NSW, faced with the challenge of de-commissioning around 30,000 PV modules over the coming few years, engaged Blue Tribe to help work out how to manage the solar waste stream responsibly.

As Blue Tribe tells it, "numerous ideas were developed and the Second Life Solar concept was born." That concept – and plans to give it a test-run with a second-hand system in Dubbo – then received NSW government backing in the second round of the Environment Protection Authority's Circular Solar grants program.

The Circular Grants scheme aims to address the estimated 3,000–10,000 tonnes a year of waste solar panels and battery systems NSW alone is expected to be generating by 2025; and 40,000-71,000 tonnes per year by 2035.

Solar panel collection and recycling programs will be a huge part of the solution to this waste problem, and a dedicated solar recycling industry is slowly establishing itself in Australia, via start-ups including Reclaim PV, the Solar Recovery Corporation, and a co-operative called Lotus Energy.

But recycling is not the only option. As One Step reported here, another important avenue that is being explored is the market for second-hand panels, which currently exists at a niche level, only – but holds major potential.

Solar panels are designed to operate for 25-30 years but as consumers upgrade to larger rooftop systems, they are often replacing modules that are still fully operational and less than 10 years old — and because they don't know what else to do with them they often wind up in the tip. In Dubbo, which has been a leader in rooftop solar uptake in New South Wales, this threatens to become a big problem for local waste management services — unless, of course, it can be flipped into an even bigger opportunity.

"There are more than 2.8 million small-scale solar systems installed Australia-wide, and Dubbo is the second largest installer of small-scale solar systems in NSW," said the DRC's manager of

resource recovery and efficiency, John Wisniewski. "So if we can find extended uses for our solar panels, we'll be reducing our overall environmental footprint," he said, adding that the trial would also help boost the service life of solar panels, increase the uptake of renewables and help meet Council's 50% renewable energy target.

"Around the country we are installing record amounts of rooftop solar systems but at the same time we are also throwing away fully functioning older solar modules into landfill," said James McGregor from the Blue Tribe Company. "As we transition to 100% renewables it is like filling up a bucket with a hole in the bottom of it. "This project is about giving these panels a second life by diverting them from landfill and utilising them to continue to generate clean energy to help us get to NSW's net zero targets sooner," he added.

"We couldn't think of a better place to trial this than at DRC's Whylandra Waste and Recycling Centre in the heart of one of the leading solar communities in Australia."

NSW isn't the only state exploring this avenue for used solar panels. A Queensland-based research project investigating the potential to reuse second-hand solar panels, including on the rooftops of households unable to afford the cost of a new PV system, recently won the backing of Energy Consumers Australia.

The project, called Reclaimed PV Panels Market Assessment, and led by the University of Queensland, will use the \$42,869 ECA grant to explore potential revenue streams and consumer interest for used solar panels. The project will also identify current market or policy barriers to reusing, repurposing, and recycling discarded solar modules, and explore opportunities to use a circular economy to better include consumers not currently able to access PV due to financial constraints".

"Warren Buffett Snaps Up 2 Australian Solar Farms & Big PV & Storage Pipeline" Giles Parkinson, 7th July 2022 writes: "US investment magnate Warren Buffett has made his first major play into the Australian renewables sector, with the purchase of two operating solar farms in New South Wales, and a deal to co-develop a multi-gigawatt pipeline of solar and battery storage projects.

The two NSW projects are the 150MW (ac) Suntop solar farm and the 105MW (ac) Gunnedah solar farm, which have been bought from Canadian Solar by CalEnergy Resources Australia, a subsidiary of Northern Powergrid, which is in turn is owned by Buffett's Berkshire Hathaway Energy Co.

The deal between Canadian Solar and Buffett's CalEnergy extends to a multi-year development services agreement that provides a framework for the two companies to work together to build out Canadian Solar's growing renewable energy pipeline in Australia.

Buffett's main renewables play so far has been through MidAmerican Energy, based in Dec Moines, Idaho, along with much of his other businesses, but of his renewables play has been in wind energy, not solar.

MidAmerican boasts more than 7,300MW of wind capacity and 64MW of solar energy in its renewable energy portfolio and has plans for a big 2GW wind project with some 50GW of solar.

He is also behind the Gemini project in Nevada which will boast 690MW of solar and 590MW of battery storage (no duration revealed).

"We are delighted to work with CalEnergy in Australia to grow their renewable energy portfolio," said Dr. Shawn Qu, the chairman and CEO of Canadian Solar. "The sale of these projects in New South Wales paves the way for a strong collaboration between our respective companies. In Australia, we have now brought seven development projects to NTP (notice-to-proceed) and beyond and continue to develop and grow our multi-GW solar and storage pipeline. "I look forward to continuing to contribute to Australia's decarbonization and renewable energy growth ambitions."

Suntop and Gunnedah both have long term supply agreements with global online shopping giant Amazon for around two thirds of their output, part of Amazon's commitment to source the equivalent of all its electricity consumption from renewables. Amazon announced in May that both Suntop and Gunnedah had started sending power to the grid.

Canadian Solar says the two projects, which have a combined capacity of 345MW (on a dc basis) have now reached substantial completion and are expected to generate more than 700,000MWh a year, avoiding more than 450,000 tonnes of CO2-equivalent emissions annually.

These are the first operating assets in Australia for CalResources, which has focused mainly on the oil and gas industry since being established in the 1970s and owns two as yet undeveloped gas projects in Australia. It also owns projects in the UK and Poland. Its project developments are managed by Perth-based Travis Enman, an ex Woodside and Shell executive who established the company's Australian operations since 2011.

"EnergyAustralia Downgraded Over Coal Plant Breakdowns, Coal Supply Shortages" Giles Parkinson writes 7th July 2022: "The repeated breakdowns at the ageing Yallourn coal generator in Victoria and the coal supply shortages at the Mt Piper coal generator in Victoria have led to a significant downgrade of EnergyAustralia by the international ratings agency S&P Global Ratings.

The downgrade to BBB- from BBB+, and its negative watch, will lead to a bigger bill for borrowings, and comes as analysts take stock of depleted earnings, margin calls, and the possibility that EnergyAustralia – one of the country's big three "gen-tailers" – may breach its debt covenants and go its parent for more funds.

EnergyAustralia and other big coal generators should be rolling in windfall profits given the high wholesale electricity prices in Australia, but the fact that many have suffered multiple outages and have also had to buy coal supplies on the spot market has led to big losses instead.

S&P says EnergyAustralia is facing a \$200 million hit to its earnings this calendar year, a \$1 billion liquidity crunch on the margin calls, and its ability to cash in on high prices in coming years is in doubt because its coal generators are not reliable.

"EA has faced several unplanned outages at its coal plants, mainly at the ageing Yallourn plant, along with coal supply shortages at Mount Piper. Management actions have not yet materially improved operational performance over the past few years," it noted. "Exacerbating this are

volatile wholesale market conditions. Several baseload coal plant outages, extreme weather, low output from renewables, and high demand have forced up electricity prices.

"It says EA faces potential liquidity issues, despite a cash balance of around \$490 million, and will have to use its parent company CLP as a "backstop" for any further liquidity needs "over the next 12 months at least."

The issue is further complicated by the uncertainties created by the age of Yallourn plant, questions about resumption of adequate coal to Mount Piper, and the future course of coal prices. EA also needs to spend on transitioning its portfolio to replace its retiring fleet, including in at least one big battery project in Victoria, and potentially some pumped hydro projects in NSW.

"We believe EA may be at risk of breaching one of its debt covenants, being the interest coverage ratio. The interest coverage ratio threshold is required to be greater than 1.45x and is calculated on a rolling 12-month basis as of end of June and December. "We believe that the management will be proactive in managing any potential breaches, if required. We will monitor the progress; and this risk is incorporated into the negative outlook.

S&P notes that EA's dependence on fossil fuels (54 per cent coal and 30 per cent gas) that are subject to more frequent outages and other operational issues leave it exposed to climate transition risk, like its other big peers who have also failed to keep up with the switch to

renewables. "Exposure to flooding and end-of-life asset retirement costs and associated waste management also increase medium-term environmental risks."

Meanwhile, Origin Energy, which has made similar profit warnings because of coal supply problems for its Eraring coal generator, has confirmed one of the four units at what is the country's biggest coal generator remains out of action. "A fault caused unit 1 at Eraring to come offline on Tuesday evening, and our onsite team is currently working to diagnose the cause and the actions we need to take to rectify it over coming days. Eraring's other units are not affected," a spokesperson said."

"Works Start at Big NSW Solar Project to Power NBN" Michael Mazenbarb 7th July writes: "Construction works have commenced at a south-central New South Wales solar farm, and will mark the first step towards the National Broadband Network sourcing all of its power needs from renewable energy sources.

The 75MW Wyalong solar farm is being developed by Greek-based Mytilineos and will sell around half of its output to NBN Co under a 10-year power purchase agreement, the first of several NBN expects to sign to meet its 100 per cent renewable energy target. A ground-breaking ceremony for the project was attended by federal communications minister Michelle Rowland, who said the solar project would supply the NBN with 80GWh, enough to supply the broadband network with around one-fifth of its energy needs.

"This initiative will not only support NBN Co with their climate transition, it will also support Australia's transition to net-zero and create up to 150 jobs in the Griffith and West Wyalong community and stimulate the local economy," Rowland said.

"It is critical Australian organisations and communities find ways to reduce emissions, and NBN Co through its 100 per cent renewables commitment is not only reducing emissions, it is also the first Australian telecommunications company and Australian government business to join the global RE100 initiative," Rowland added.

The event was also attended by former Nationals leader, and local MP, Michael McCormack, with the project to involve the installation of around 127,000 solar panels and engaging 150 workers during the construction phase. Construction of the solar farm is expected to be completed over the next six months, with first power produced in late 2022.

NBN Co announced its commitment to the RE100 initiative in December last year, which sees corporate energy buyers commit to purchasing the equivalent of all their electricity needs from renewable energy sources. It has committed to transitioning to 100 per cent renewables by the end of 2025 and will participate in the Science-based Targets Initiative, with NBN indicating it will publish targets for its Scope 1, Scope 2, and Scope 3 emissions later this year.

NBN Co chief development officer, Gavin Williams, welcomed the commencement of construction at the first project that will supply renewable power to the telecommunications company. "It's particularly pleasing that we are moving from ambition to action and demonstrating through deeds rather than words, our commitment to reduce emissions and support the nation's transition to a net-zero carbon economy," Williams said. "We have a strong commitment to helping make the network as efficient and resilient as possible."

"As we deliver on our company purpose to lift the digital capability of Australia not only are we aligning with the latest climate science we are also playing a role in helping support climate technologies and the livelihoods of people working in new energy jobs."

Telstra announced a commitment to shifting to 100 per cent renewable energy in early 2020, and Optus made a similar commitment in May this year – but neither of the telecommunications giants appear to have signed up to the RE100 initiative.

"Whitehaven Coal Urges NSW to Keep Hands off Coal Cash Cow" Peter Ker Resources reporter in the Financial Review, Jul 18, 2022 writes: "Cashed up coal miner Whitehaven says it will make sure politicians in NSW understand the consequences of increasing royalties ahead of next year's state election, as a global energy shortage prompts customers to seek contracts that are double or triple the normal duration. The politics of energy dominated Whitehaven's investor update on Monday, which sparked a surge in the company's share price to record levels when managing director Paul Flynn indicated next month's full-year earnings would be 15 times higher than last year.

A series of geopolitical interventions over the past two years have caused extraordinary turbulence in coal markets and resulted in prices for top quality NSW thermal coal being nine times higher than they were in August 2020. At \$US433.90 a tonne on Friday, top quality NSW thermal coal was close to the record price of \$US436.07 a tonne set on May 20. Prior to September last year the price had never been higher than the \$US194.79 set in 2008 and the price was below \$US50 per tonne in August 2020.

China's ban on Australian coal in 2020 combined with numerous weather and pandemic related disruptions to mines in several nations – including multiple incidents of flooding in NSW – to drive coal prices to record levels long before war in Ukraine prompted many coal consumers to blacklist Russian products and drive prices even higher. European nations will officially stop using Russian coal on August 10 and Mr Flynn said Whitehaven had agreed to send a few shipments of NSW coal to European customers.

But fresh from a trip to Whitehaven's biggest sales destination, Japan, Mr Flynn said he remained focused on servicing the North Asian customers that had supported the business over the past decade and the South East Asian customers that are expected to be the world's strongest future growth market for thermal coal. Mr Flynn said those Asian customers were more focused on long-term security of supply than the extremely high prices they were having to pay for coal.

"Customers are really just worried about continuity of supply, they were quite measured in their conversations, they all understand cycles come and go they were starting to raise their attention more toward two to three-year type contracts and it was really just about locking in that physical supply rather than price right now," he said. "Our existing customers, they are starting to look at longer-term arrangements so where we have had an evergreen type annual contract, they are looking to do something a little more firm and put a second or third year on the back of that.

"It is really just about locking in that physical supply rather than price right now. There is a tricky balance we are going to have to manage here in terms of interest from non-traditional jurisdictions and balancing the needs of existing customers who have been with us a long time. That promotes more [coal market] tightness and presumably a longer horizon of good pricing here."

Whitehaven said it expects to report <u>\$3 billion</u> of <u>full-year earnings</u> before interest, tax, depreciation and amortisation (EBITDA) next month; up from <u>\$204.5 million</u> for the year to June 2021.

Less than two years after the miner was asking lenders for covenant relief, Whitehaven now has net cash of \$1 billion and will continue making huge cashflows for a while yet based on the traditional lag of several months between market prices and the prices Whitehaven's customers pay for their coal.

Whitehaven has a share buyback program underway and Mr Flynn will reveal more about the company's plans for shareholder returns on August 25. Record coal prices and profits are prompting governments to seek a bigger share of the spoils; the Queensland government infuriated miners last month when it added three new levels to the state's coal royalty regime.

Mr Flynn said the changes were "very negative" and had reduced the net present value of Whitehaven's undeveloped Winchester South coking coal project in Queensland by 3 per cent. Winchester South was supposed to be Whitehaven's first step beyond mining in NSW and Mr Flynn said he hoped NSW did not follow suit next year.

"We will be making sure that NSW government leading up to the election in March next year understands the critical role the resources sector plays in NSW and ... further investment needs certainty," he said. "Unpredictable things that occur, such as in Queensland, don't really foster the

confidence necessary to commit billions of dollars of capital to the projects this industry typically spends."

The NSW government did not change coal royalty rates in last month's pre-election budget but many in the mining industry fear it will be politically easier to raise royalties next year after the election

Asked whether governments still cared whether there was investment in more coal projects, Mr Flynn said he believed they did, particularly in Queensland where coal was a big part of the economy. Whitehaven has all state and federal approvals in hand to build a new coal mine at the Vickery site in NSW where Rio Tinto previously mined coal with high-energy content.

In previous years Mr Flynn expressed frustration that Vickery was being delayed by slow approvals processes and legal challenges by environmentalists, but in the past 18 months Whitehaven has repeatedly signalled that it is not in a rush to develop the mine.

Mr Flynn extended the wait for development of Vickery again on Monday when he said Whitehaven was unlikely to take a final investment decision on the project within the next 12 months; a comment he has been making for more than 18 months now.

By waiting longer before developing Vickery, Whitehaven may allow the market for skilled labour to cool from the extreme tightness that is currently forcing it to pay quarterly retention bonuses to key staff. Consumables are also extremely expensive at the moment, with Mr Flynn revealing that suppliers were imposing 26 per cent increases on the price of truck tyres.

It may also allow Whitehaven to use Vickery – which is expected to cost between \$700 million and \$1 billion – as leverage in royalty discussions with politicians ahead of the NSW election in March 2023.

Mr Flynn said the strong interest Japanese coal-fired power generators had shown in buying Vickery's coal in years gone by remained evident on his recent trip to Japan. "They know there is going to be structural tightness in the market for some time to come and speaking to the customers, across a few customers there was an aggregate of some 3000 new megawatts coming on, ultra-super critical plants, all of which would be ideally suited to Vickery," he said, in reference to the new coal-fired power stations under construction in Japan.

"They are brand new units coming on with 30 or 40 year type horizons on them and they are wondering where that coal of the future is going to come from if people stop investing [in new mines]."

Whitehaven shares traded above \$6 on Monday morning for the first time since the company took on its modern structure in 2012 when three small companies – Aston Resources, Whitehaven Coal and Coalworks – combined to form a single company.

Shaw and Partners analyst Peter O"Connor said it was "not ludicrous" to suggest Whitehaven shares could soon be fetching \$10 per share. "The cash cow will keep on giving for at least another couple of quarters, at this super elevated rate, not least because of pricing lags," he said in a note.

Asked whether he was seeing evidence that sustainability focused investors were changing their attitudes toward coal in the wake of the energy price crisis sweeping much of the world, Mr Flynn said he believed change was underway.

"The sentiment has certainly moved. No one is forgetting the [emissions reduction] commitments that each country has made but I think everyone is looking at this and saying 'look how fragile our energy system is'," he said.

Disclaimer The comments and details in the articles in this newsletter do not reflect the views, policies or position of the Association or its member Councils and are sourced and reproduced from public media outlets by the Executive Officer to provide information for members that they may not already be exposed to in their Local Government areas

Contacts

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13.8 SPORTING WALL OF FAME- ASSESSMENT PANEL

Responsible Officer: Donna Ausling, Director Planning and Strategy

Author: Marie Labonte, Community Development Officer

Attachments: 1. Sporting Wall of Fame Policy 🗓 🖺

DELIVERY PROGRAM ALIGNMENT

1 Society - An empowered, inclusive and connected community

Objective 1.1 A safe and healthy community

Strategy 1.1.3 Enhance opportunities for participation in sport and recreation across the Shire

EXECUTIVE SUMMARY

Council has called for nominations for the Sporting Wall of Fame Assessment Panel as per the endorsed Policy. Nomination was open from 1 March 2022 to 30 June 2022 and a total of twelve (12) responses have been received. The assessment panel will need to be re-formed to review and determine if new nominations meet the four (4) eligibility criteria. A Councillor appointment is sought to this Panel. The Award will be held on 26 January 2023, on Australia Day.

RECOMMENDATION

1. That Council appoints a Councillor to the Sporting Wall of Fame Assessment Panel in accordance with Section 4(i) of the Sporting Wall of Fame Policy.

BACKGROUND

In 2001, Narrabri was named in an Australia-wide competition run by the Nine Television Network as Australia's Sportiest Town. The Award was made in recognition of the number of outstanding sportspersons who had been born in, or who had lived in the Narrabri Shire.

In 2001, Narrabri Shire Council in cooperation with Channel 9, constructed the Narrabri Shire Sporting Wall of Fame to make a permanent record of the achievements of the town and district sportspersons including those who were part of the original honour bestowed upon the town in 2001. The Sporting Wall of Fame was erected at Leitch Oval in Tibbereena Street, Narrabri and listed 94 sportspeople who were successful in their chosen sport prior to 2002.

In August 2012, Council resolved to add a further ten (10) names to the Sporting Wall of Fame of sportspersons who were successful in their chosen sport between 2002 and 2012. These nominations were widely advertised including in the Namoi Valley Independent, The Courier, The Wee Waa News and online. The Policy was subsequently endorsed at the August 2020 Ordinary Meeting of Council and a copy of same is attached to this Report for the information of Council.

CURRENT SITUATION

As detailed in the preceding section, nominations were opened from 1 March 2022 to 30 June 2022 and Council has received thirteen (13) new nominations. The Assessment Panel will now need to be

convened to review and determine if the new nominations meet the four (4) eligibility criteria. The assessment process will comprise five (5) panellists, as outlined in the Policy.

As the Panel has not met for some time a new Assessment Panel will need to be convened, in accordance with section 4(i) of the enclosed Policy. The CEO of the Northern Inland Academy of Sport (NIAS), the principal/delegate from Narrabri High School and Wee Waa High School have agreed to participate on the Assessment Panel and following the Councillor appointment will meet to make recommendations. A further Report will be submitted to Council detailing the Panel's recommendations and proposed next steps.

FINANCIAL IMPLICATIONS

The original Sporting Wall of Fame Committee proposed that there may be on average one (1) new nomination process each year. It was anticipated that the cost every four (4) years will be approximately \$1600 in accordance with the Report submitted at the Ordinary Council Meeting on 25 August 2020. However, given the thirteen (13) new nominations received in 2022, it is anticipated that the expenditure for the Sporting Wall of Fame recognition will exceed these previous budget estimates. Further information will be provided in respect of potential budgetary implications in the context of the Panel's final recommendations.

STATUTORY AND POLICY IMPLICATIONS

Detailed in the body of the Report.

CONSULTATION

External Consultation

- CEO of the Northern Inland Academy of Sport (NIAS).
- Principal/delegate from Narrabri High School.
- Principal/delegate from Wee Waa High School.

Internal Consultation

- Acting General Manager.
- Director Planning and Strategy.
- Manager Tourism and Cultural Services.
- Community Development Coordinator.





SPORTING WALL OF FAME POLICY

Responsible Department: Corporate and Community Services
Responsible Section: Tourism and Community Development

Responsible Officer: Manager Tourism and Community Development

Objective

- To provide clear guidance on the Eligibility Criteria by which new nominations for the Sporting Wall of Fame will be assessed, and determined;
- To provide timeframes for accepting new nominations and upgrading the honour wall in Tibbereena Street,
 Narrabri; and
- Provide guidelines on the Panel who will assess the new nominations for inclusion.

Introduction

In 2001, Narrabri was named in an Australia-wide competition run by the Nine Television Network as Australia's Sportiest Town. The award was made in recognition of the number of outstanding sportsmen and women who had been born in or who had lived in the Narrabri Shire.

In 2011, Narrabri Shire Council, in co-operation with Channel 9, constructed Narrabri Shire Sporting Wall of Fame to make a permanent record of the achievements of the town and district sportsmen and women including those who were part of the original honour bestowed upon the town in 2001. The Sporting Wall of Fame was erected at Leitch Oval in Tibbereena Street, Narrabri and listed 94 sportspeople who were successful in their chosen sport prior to 2002.

In August 2012, Council resolved to add a further 10 names to the Sporting Wall of Fame of sportspeople who were successful in their chosen sport between 2002 and 2012. These nominations were widely advertised including in the Namoi Valley Independent, The Courier, the Wee Waa News and online.

This Policy outlines the Eligibility according to four criteria; timeframes for new nominations; and the assessment of the nominations for inclusion on the Narrabri Shire Sporting Wall of Fame.

Policy

1. Eligibility Criteria

1.1. Residential Status

Candidates must be able to prove

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Document Set ID: 1783679 Version: 12, Version Date: 30/09/2021



- 1.1.1. That they are a current resident of the Narrabri Shire, or previously resided in the Shire, during which time they learnt, developed or refined their acclaimed sporting talent.
- 1.1.2. Provide a letter, or some other form of evidence, from a local Narrabri Shire sporting association to prove 1.1.1.

1.2. Sporting Selection

Candidates must be able to prove

- 1.2.1. That they have been formally selected as a National / Australian representative, or
- 1.2.2. That they have been a National / Australian or World Champion or Olympic representative.

1.3. Recognition of Sport

Candidates must be able to show that the sport in which they have acclaimed performance is a sport which

- 1.3.1. Is recognised at a National / Australian level; and
- 1.3.2. It is a Sport that is currently listed on the Australian Sports Directory that is not obscure or novel and is longstanding and established.

(refer https://www.sportaus.gov.au/australian sports directory) see Annexure 1

1.4. Recognition of Sporting Achievement (s)

Candidates must be able to provide to the Assessment Panel / Council the following two documents:

- 1.4.1. A resume setting out the sporting representation / level of performance of the applicant; and
- 1.4.2. A formal letter, on official letterhead, signed by a delegate / authority from the National / Australian / World or Olympic association certifying the representation and / or level of performance of the nominee.

2. Timeframes for New Nominations

Council will call for nominations once every twelve (12) months and nominations will be collated for consideration and formal assessment by the panel who will convene every four (4) years, following the Summer Olympics. The nominating period will be open for a period of four (4) months to allow sufficient time for nominators to obtain supporting documentation. Nominations to open 1 March and close 30 June of the same year.

3. Nomination Process

Advertising for nominations for the Sporting Wall of Fame to begin late February and be widespread across
the Shire and into neighbouring Shires and the local Radio Stations.

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- Nominations open from 1 March 30 June of the same year.
- · Nominators to submit a nomination form and ensure all eligibility criteria is met.
- Nominators to submit accompanying supporting documentation with the nomination form.
- Late nominations will not be accepted. Nominators will need to apply next time nominations are called.
- All nominations will be forwarded to the Assessment Panel for consideration.

4. Assessment Panel

An assessment panel will be formed in July to review and determine if the new nominations meet the four (4) Eligibility Criteria. The Assessment Panel will comprise five (5) panellists:

- One (1) Councillor
- II) One (1) representative from a multi-discipline sporting association
- III) One (1) The General Manager (or delegate)
- IV) Two (2) Principals from local High Schools ie. One each from Narrabri High School and Wee Waa High School (or a delegate).

Only those nominations deemed to meet the full Eligibility Criteria will be recommended for inclusion on the Sporting Wall of Fame in the August Report to Council.

The delegated Council Officer will arrange for purchasing the plaques with the new inclusions and notify relevant nominees as to success or the grounds for which their nomination was declined. Unveiling of the new nominees for inclusion will take place as part of the Australia Day awards ceremony the following year the nominations are called for.

References

Local Government Act (NSW) 1993.

History

Minute Number	Meeting Date	Description of Change	
093/2020	May 26, 2020	Draft Policy endorsed for Exhibition	
137/2020	August 25, 2020	Policy formally adopted	
	August 25, 2020	Rebranded	

13.9 RESOLUTIONS REGISTER - JULY TO AUGUST 2022

Responsible Officer: Andrew Brown, Director Corporate and Community Services

Author: Jason Townsend, Manager Governance and Risk

Attachments: 1. Outstanding Resolutions Register 17 August 2022 🗓 🖺

2. Completed Resolution Register 17 August 2022 U

DELIVERY PROGRAM ALIGNMENT

4 Leadership

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning

and reporting

Strategy 4.4.2 Ensure effective and sound local governance practice

EXECUTIVE SUMMARY

Good governance and transparency dictate that Council maintains a Resolutions Register, and for it to be brought before Ordinary Council Meetings. The Resolutions Register, as at 17 August 2022, is therefore presented to Council.

RECOMMENDATION

- 1. That Council receive and note the outstanding Resolutions Register as at 17 August 2022.
- 2. That Council receive and note the completed Resolutions Register as at 17 August 2022.

••

BACKGROUND

Council Resolutions are, insofar as they are lawful, binding upon the General Manager and executive arm of Council. It is important, and standard industry practice, that a register of resolutions and actions is maintained to ensure transparency and accountability in enacting those resolutions.

Bringing the register before Council at Ordinary Council Meetings will provide Council and the public with situational awareness of the implementation of its resolutions, ensuring transparency and promoting accountability.

CURRENT SITUATION

The register has been updated as at 16 August 2022 and is attached to this report. This register lists the outstanding resolutions and action items, as well as a comment on current status. Some of the resolutions and action items are historical and, where no action is possible, a report will be brought to Council seeking resolution.

The format for this report has been changed following feedback from Councillors.

This month also sees the addition of resolutions completed in the period since the last Ordinary Council Meeting, following feedback from Councillors.

Governance and Risk intends to present the Resolutions Register in a report to each month's Ordinary Council Meeting.

FINANCIAL IMPLICATIONS

Nil

STATUTORY AND POLICY IMPLICATIONS

Nil

CONSULTATION

Nil

External Consultation

Nil

Internal Consultation

- Executive Management.
- Senior Management.



Resolution Register

(Outstanding)

Criteria
Directorate(s):
Meeting(s):
Officer(s):
Date From:
Date To:

Council

Printed: 17 August 2022 11:03 AM

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
1	01/11/2017	464/2014	Heavy Vehicle Parking	Resolution not found - no minutes document	Director Planning and Strategy		30/09/2022	17 Aug 2022 - 10:43 AM - Manager Governance and Risk Revised Target Date changed by: Manager Governance and Risk From: 23 Aug 2022 To: 30 Sep 2022 Reason: To be reviewed at Policy Review
2	01/11/2017	307/2015	Cemetery Management Plan	Resolution not found - no minutes document	Manager Parks and Open Spaces	15/11/2017	31/12/2022	10 Aug 2022 - 2:58 PM - Director Infrastructure Delivery Revised Target Date changed by: Director Infrastructure Delivery From: 31 Jul 2022 To: 31 Dec 2022 Reason: Waiting on finalisation of Eulah Creek Cemetery Plan prior to reporting on the Cemetery Management Plan to Council as it would need to include the final plan for this cemetery.
3	25/09/2018	224/2018	Acquisition of Land for Expansion for Narrabri Landfill	 MINUTE 224/2018 That Council: Commence action by negotiation or compulsory acquisition to acquire a 15-metre wide strip of land having a total area of approximately one (1) hectare adjoining the Narrabri Landfill site, being part of Lot 153 in DP588798. Authorise the General Manager to negotiate a sale price in accordance with advice from an independent Certified Practising Valuer, and meet all reasonable survey and legal costs associated with this acquisition. Make all necessary arrangements to: Classify the land as operational land in accordance with section 31 of the Local Government Act 1993. Apply its Common Seal to any necessary documents relating to the acquisition. 	Manager Property Services	09/10/2018	01/06/2023	15 Aug 2022 - 11:04 AM - Manager Property Services Revised Target Date changed by: Manager Property Services From: 30 Sep 2022 To: 01 Jun 2023 Reason: Investigations are on going.
4	30/10/2018	240/2018	Road Network Condition Assessment	MINUTE 240/2018 That Council note the condition and assessment report with no changes to the existing proposed road services 2018/2019 budgets. That Council undertaken community consultation to determine the levels of services and risk that are acceptable to road users within Narrabri Shire.	Manager Road Services	13/11/2018	30/06/2023	17 May 2022 - 3:39 PM - Director Infrastructure Delivery Next condition Assessment budgeted for FY23 in line with the four year cycle. Community consultation to be completed in FY23 as part of further development of Roads Strategy.
5	26/02/2019	025/2019	Single Property - Amendment to Local Government Boundary	MINUTE 025/2019 That Council: 1. Support the proposed boundary change. 2. Seek a Council resolution from Moree Plains Shire Council	Governance Coordinator	12/03/2019	30/09/2022	20 Jul 2022 - 7:45 AM - Governance Coordinator Revised Target Date changed by: Governance Coordinator From: 31 Jul 2022 To: 30 Sep 2022 Reason: Outcome awaiting decision from the NSW Office of Local Government and the Minister for Local Government. No further action required by Narrabri Shire Council or Moree Plains Shire Council at this stage.

Narrabri Shire Council



Resolution Register

(Outstanding)

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No.	Start Date	Minute	Report Title	Resolution	Responsible	Original	Revised	Current Status
				that also supports the boundary change. 3. Authorise making a joint proposal to the Minister for Local Government and His Excellency the Governor of New South Wales. 4. Request a provision for the payment of any outstanding rates and charges to be included in a proclamation to affect the boundary change.	Officer	Target Date	Target Date	
6	23/02/2021	038/2021	Provision Of New Doctors Residence in Boggabri	 MINUTE 038/2021 That Council provide a suitable prefabricated home on vacant Council land at 37 Dalton Street Boggabri, at an estimated cost of \$274,800. That the provision of the home be funded from the Maules Creek Coal Voluntary Planning Agreement (VPA) for Boggabri Community projects. That Council upon the successful completion of the new residence, place 29 Laidlaw St, Boggabri for sale with an authorised real estate agent in its current condition; any profits from sale are to be placed into a reserve for Community Projects within Boggabri. That rental income received from 37 Dalton Street, Boggabri be placed into a reserve (restricted) for maintenance and upkeep of the 37 Dalton Street Boggabri. That Council approve the use of the Council Seal for all relevant documents to enact this resolution. 	Manager Property Services	09/03/2021	01/07/2023	15 Aug 2022 - 11:03 AM - Manager Property Services Revised Target Date changed by: Manager Property Services From: 28 Feb 2023 To: 01 Jul 2023 Reason: Quotes currently being sourced.
7	27/07/2021	120/2021	Notice of Motion - Doctors Creek land erosion issue	1. That Council seeks an urgent meeting of all appropriate NSW Government authorities regarding the significant erosion immediately downstream of the Doctors Creek bridge from the February 2020 rain event. With the intent that the outcome of the meeting map the way forward in dealing with the erosion issues. 2. That Council requests that the previous report from Doctors Creek bank erosion be examined in conjunction with the proposed solution to the erosion issues.	Director Infrastructure Delivery	26/08/2021	31/08/2022	17 May 2022 - 3:46 PM - Director Infrastructure Delivery Report to be prepared for Council detailing Formal discussions with Crown

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(Outstanding)

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No.	Start Date	Minute	Report Title	Resolution	Responsible	Original	Revised	Current Status
8	27/07/2021	131/2021	Notice of Motion - Rural Banking Options (Wee Waa)	1. That Council notes that: a. Bank branch and ATM closures are leaving many communities without access to financial services, especially in regional Australia. b. Since 1975 the number of bank branches in regional Australia has fallen by more than 60 per cent, and there are more than 1,500 communities across Australia with no bank branches at all. c. A large proportion of the population, including the elderly, disabled, small businesses and local schools and charities, will always have a need for face-to-face financial services despite advances in technology. d. For hundreds of communities, their only access to ash and financial services is through Bank@Post at their community Post Office. e. Bank@Post is an essential service to all communities, but is vulnerable to commercial decision-making by the banks, which can choose to withdraw their participation. 2. That Council calls on the Commonwealth Parliament to pass the Commonwealth Postal Savings Bank Bill to establish a post office people's bank, fully guaranteed by the Commonwealth, as a dedicated postal savings bank, operating exclusively through Australia Post's corporate and licensed post offices, which will ensure basic banking services—including deposit-taking, business and personal lending, and access to cash—are available to all Australians, and will contribute to Australia's national economic development. 3. That Council write to the Local State and Federal Members of Parliament, to inform them of Councils desire to support the passage of the Commonwealth Postal Savings Bank Bill through Parliament.	Manager Governance and Risk	Target Date 26/08/2021	Target Date 27/09/2022	16 Aug 2022 - 12-47 PM - Manager Governance and Risk Revised Target Date changed by: Manager Governance and Risk From: 23 Aug 2022 To: 27 Sep 2022 Reason: Moved to September meeting due to size of Aug meeting agenda and priority.
9	15/02/2022	014/2022	Notice of Motion - Use of iPad Technology by Councillors	MINUTE 014/2022 THAT (i) That the General Manager provide a report to the 22 nd March 2022 Ordinary meeting detailing the following:-	Manager Governance and Risk	17/03/2022	27/09/2022	15 Aug 2022 - 12:12 PM - Manager Governance and Risk Revised Target Date changed by: Manager Governance and Risk From: 1 Sep 2022 To: 27 Sep 2022 Reason: Ongoing reporting of access.

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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised	Current Status
				the details of how emails and other Council documents are auto-archived for the purposes of complying with any legal requirements and details of all relevant legislation and other responsibilities that are relevant to this. Also, that offsite backup and protection from tampering be detailed in the report. (ii) That the General Manager present a report outlining a new or existing Policy for approval or modification on proposed protocols that would need to be observed to allow access to auto-archived material. This should include penalties for access outside of the finalised policy. (iii) That the General Manager provide a report to each Ordinary Meeting of Council detailing the number of accesses to auto-archived material that have been undertaken, by whom and the reason for access, ensuring process that excludes any detail in reports that could identify an individual.				
10	22/03/2022	062/2022	Notice of Motion - Urgent Works on Melburra Road (Off Killarney Gap Road)	1. That the General Manager provide a report to the appropriate budget briefing of council on: (a) what work has been undertaken on Melburra Rd the last three (3) years and the cost; (b) the result of General Manager, or delegate, meeting on site with interested Councillors and the Melburra Road Users Group to discuss options such as concreting the culverts, fencing, regular grading etc., to ensure they have a reliable and safe road to use; (c) as a result of (b) what works are proposed to rectify the problems, the cost and source of funds.	Manager Road Services	21/04/2022	31/10/2022	10 Aug 2022 - 3:03 PM - Director Infrastructure Delivery Revised Target Date changed by: Director Infrastructure Delivery From: 26 Jul 2022 To: 31 Oct 2022 Reason: Information provided to Council further engagement to be completed with key stakeholders
11	22/03/2022	064/2022	Notice of Motion - Narrabri West Railway Museum	MINUTE 064/2022 1. That the General Manager submit a report to a future meeting of Council on the history of attempts to have the Narrabri West Railway Museum being established in the old Narrabri West Water Tower, information on any possible grant sources to complete the Museum, if any existing funding sources are in reserves or trust or any details on entities that may have been involved in the past.	Manager Tourism and Cultural Services	21/04/2022	01/07/2022	10 Jun 2022 - 1:13 PM - Manager Tourism and Cultural Services I'm meeting with stakeholders to discuss this but not till the 16 June 2022

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No.	Start Date	Minute	Report Title	Resolution	Responsible	Original	Revised	Current Status
12	22/03/2022	070/2022	Council Committees	MINUTE 070/2022 1. That Council hold a workshop to consider the formation of Council standing committees.	Manager Governance and Risk	Target Date 21/04/2022	Target Date 27/09/2022	16 Aug 2022 - 12:48 PM - Manager Governance and Risk Revised Target Date changed by: Manager Governance and Risk From: 5 Jul 2022 To: 27 Sep 2022 Reason: Moved to Sept Meeting for new GM to discuss with Councillors at Sep Briefing.
13	26/04/2022	111/2022	Deferral of workshop on Council Standing Committees	MINUTE 111/2022 1. That Council defer the workshop to discuss Council Standing Committees within three (3) months.	Manager Governance and Risk	26/05/2022	06/09/2022	16 Aug 2022 - 12:48 PM - Manager Governance and Risk Revised Target Date changed by: Manager Governance and Risk From: 5 Jul 2022 To: 06 Sep 2022 Reason: For discussion at Sept Briefing
14	26/04/2022		Narrabri Underground Voluntary Planning Agreement (VPA) Update	THE ITEM WAS NOT FOUND (BOOKMARK: PDF2_REPORTNAME_14369) CHECK THE INTEGRITY OF THE ITEM IN THE MINUTES DOCUMENT DOCUMENT: \\NSC-YARRIE\INFOCOUNCIL\CONFIDENTIAL REPORTS\ALICEG\CO_20220426_MIN_2517_CLOSED.DOCX RESOLUTION NOT FOUND	Acting Manager Planning and Development	26/05/2022	30/09/2022	10 Aug 2022 - 2:20 PM - Acting Manager Planning and Development Revised Target Date changed by: Acting Manager Planning and Development From: 31 Jul 2022 To: 30 Sep 2022 Reason: Explanotory note being drafted to be sent to Lindsay Taylor Lawyers to Review
15	28/06/2022	172/2022	Crown Lands - Boston Street Bridge Licence	1. That Council make representations to the Minister and to LGNSW as follows: a. Request the Minister to use the powers under section 12.15 of the Crown Land Management Act to waive the rent for the Boston Street bridge and to establish, as a principle, that where local government provides a non-commercial facility on Crown land for the sole purpose of a public benefit that rent be waived or alternatively a nominal rent be payable in perpetuity on demand; and b. Request LGNSW, on behalf of local government, to support Council's representations to the Minister.	Manager Property Services	28/07/2022	01/12/2022	15 Aug 2022 - 11:00 AM - Manager Property Services Revised Target Date changed by: Manager Property Services From: 31 Aug 2022 To: 01 Dec 2022 Reason: Still awaiting a response from Crown / Minister
16	28/06/2022	CO- 200/2022	Shannon Estate - Sale of residential land	MINUTE CO-199/2022 1. That Council adopt the Assessed Market Value as outlined in the attached confidential valuations as the minimum sale price for each remaining lot within Shannon Estate.	Manager Property Services	28/07/2022	01/12/2022	15 Aug 2022 - 9:34 AM - Manager Property Services Revised Target Date changed by: Manager Property Services From: 28 Jul 2022 To: 01 Dec 2022 Reason: All remaining lots are under contract and are set to settle by Christmas

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No.	Start Date	Minute	Report Title	Resolution	Responsible	Original	Revised	Current Status
				 That Council delegate authority to the General Manager and Mayor to accept offers for the purchase of the land at a price at or above the minimum sale price for each remaining lot and execute relevant documentation to complete the sale with Council's seal to be attached if required. 	Officer	Target Date	Target Date	
17	26/07/2022	217/2022	Delegate Report - Vickery Coal Mine Community Consultative Committee	MINUTE 217/2022 1. That Council note Councillor Redding's Delegate Report on the Vickery Coal Mine Community Consultative Committee meeting held on 11 May 2022.	Executive Assistant	25/08/2022	25/08/2022	1 Aug 2022 - 11:08 AM - Governance Coordinator Action reassigned to Executive Assistant by: Governance Coordinator for the reason: Action as required.
18	26/07/2022	222/2022	Economic Development Activities Update - June 2022	 MINUTE 222/2022 That Council receive and note the Economic Development Section activities update highlighted in this report. That Council is the lead economic development entity in the Narrabri Shire and therefore should apply for a grant from the Regional NSW Business Case and Strategy Development Fund. That Council acknowledge that the Special Activation Precinct investigations and the Northern NSW Inland Port are once in lifetime opportunities for the Narrabri Shire and therefore incorporate the inclusion of a dedicated Council officer to assist with these projects into the grant application. That Council incorporate the development of a shopfront located in the Narrabri Central Business District into the grant application. 	Manager Economic Development	25/08/2022	25/09/2022	15 Aug 2022 - 9:27 AM - Manager Economic Development Revised Target Date changed by: Manager Economic Development From: 25 Aug 2022 To: 25 Sep 2022 Reason: Grant application preparation is in process in line with the terms of the Council resolution.
19	26/07/2022	225/2022	Country Mayor's Association (CMA) - Regional and Rural Skills Forum - 4 August 2022	1. That Council receive and note the report. 2. That Council authorise the attendance of the Deputy Mayor to the Regional and Rural Skills Forum. 3. That the General Manger appoint a staff delegate(s) to attend the Regional and Rural Skills Forum and report back to Council on the Forum.	Executive Assistant	25/08/2022	23/08/2022	16 Aug 2022 - 12:49 PM - Manager Governance and Risk Revised Target Date changed by: Manager Governance and Risk From: 25 Aug 2022 To: 23 Aug 2022 Reason: Report to Aug Council Meeting

Narrabri Shire Council



Resolution Register

(Outstanding)

Criteria
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	10.							
No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
20	26/07/2022	226/2022	2022 Local Government NSW (LGNSW) Annual Conference	 MINUTE 226/2022 That Council: (a) Receive and note the Report; (b) Authorise the Mayor and Deputy Mayor to nominate as Voting Delegates; (c) Authorise the attendance of the General Manager; (d) Nominate Cr Dickinson, Cr Lamont, Cr Richardson and Cr Tiemens to attend the Conference; and (e) Workshop any motions to be made to the Conference, at the Councillor Briefing in August 2022. 	Executive Assistant		20/10/2022	16 Aug 2022 - 12:49 PM - Manager Governance and Risk Revised Target Date changed by: Manager Governance and Risk From: 25 Aug 2022 To: 20 Oct 2022 Reason: Delegates selected. Event to happen in Oct.
21	26/07/2022	238/2022	Accounting Treatment of Rural Fire Service Assets (Red Fleet)	1. That Council writes to the local State Member Roy Butler MP, the Treasurer the Hon Matt Kean MP, Minister for Emergency Services and Resilience the Hon Stephanie Cook MP and the Minister for Local Government Wendy Tuckerman MP: (a) Expressing Council's objection to the NSW Government's determination on ownership of Rural Fire Service assets; (b) Advising of the impact of the Government's position on Council finances of this accounting treatment; (c) Informing that Council will not record RFS assets in Narrabri Shire Council's financial statements; (d) Calling on the NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of Rural Fire Service (RFS) assets by acknowledging that rural firefighting equipment is vested in, under the control of and the property of the RFS; and (e) Amending \$119 of the Rural Fires Act 1997 so that the effect is to make it clear that RFS assets are not the property of councils. 2. That Council writes to the Shadow Treasurer Daniel Mookhey MLC, the Shadow Minister for Emergency Services Jihad Dib MP, the Shadow Minister for Local Government Greg Warren MP, the Greens Spokesperson for Local Government Jamie Parker MP and the leaders of the Shooters, Fishers and Farmers, Animal Justice and One Nation parties Robert Borsak MLC, Emma Hurst MLC and Mark Latham MLC:		25/08/2022	25/08/2022	10 Aug 2022 - 3:40 PM - Luke Meppem Action reassigned to Director Corporate and Community Services by: Meppem, Luke for the reason: Advocacy letter required to come from senior staff with appropriate delegation.

Narrabri Shire Council



Resolution Register

(Outstanding)

Criteria
Directorate(s):
Meeting(s):
Officer(s):
Date From:
Date To:

Council

Printed: 17 August 2022 11:03 AM

No.	Start Date	Minute	Report Title	Resolution	Responsible	Original	Revised	Current Status
				 (a) Advising Members of Narrabri Shire Council's position, including providing copies of correspondence to NSW Government Ministers; and (b) Seeking Members' commitments to support NSW Councils' call to amend the Rural Fires Act 1997 as set out in correspondence. 3. That Narrabri Shire Council writes to the Auditor General advising that notwithstanding any overtures of future qualified audits, it will not record RFS assets in Narrabri Shire Council's financial statements, noting that the State Government's own Local Government Accounting Code of Practice and Financial Reporting provides for councils to determine whether or not they record the RFS assets as council assets. 4. That Council promotes these messages via its digital and social media channels and via its networks. 5. That Council re-affirms its complete support of and commitment to local RFS brigades noting that Narrabri Shire Council's action is entirely directed towards the NSW Government's nonsensical position that rather than being owned and controlled by local brigades, RFS assets are somehow controlled by councils, which councils consider to be a cynical financial sleight of hand abdicating the NSW Government's responsibilities at the cost of local communities. 6. That Narrabri Shire Council affirms its support to Local Government NSW (LGNSW) and requests LGNSW continue advocating on Council's behalf to get clarification finally from the State Government about the accounting treatment of RFS assets. 		Target Date	Target Date	
22	26/07/2022	<u>CO-</u> 242/2022	EOI - Boggabri Bowling Club	MINUTE CO-242/2022 1. That Council approve the transfer of goods as listed here within.	Manager Property Services	25/08/2022	31/10/2022	15 Aug 2022 - 9:27 AM - Manager Property Services Revised Target Date changed by. Manager Property Services From: 25 Aug 2022 To: 31 Oct 2022 Reason: Successful applicants have been notified. Removal items to take place in september.
23	26/07/2022		Narrabri and District Chamber of Commerce - 2022 Business Awards Sponsorship Proposal - Additional Supporting Information	MINUTE CO-246/2022 That Council grants \$2,500 for the Narrabri and District Chamber of Commerce 2022 Business Awards Event, as a one off contribution in recognition of recent hardships in the community. That Council develops and adopts a general Community	Manager Economic Development	25/08/2022	30/09/2022	17 Aug 2022 - 10:42 AM - Manager Governance and Risk Revised Target Date changed by: Manager Governance and Risk From: 30 Sep 2022 To: 30 Sep 2022 Reason: Policy to be brought to September OCM

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(Outstanding)

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Printed: 17 August 2022 11:03 AM

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
				Sponsorship Policy.				
24	26/07/2022	CO- 247/2022	Quarry Development Applications	MINUTE CO-247/2022 1. That Council receive and note Quarry Development Applications, further to that: (a) Endorse the staged submission of Quarry Development Applications; and (b) Endorse the development of a Stakeholder Engagement Strategy.		25/08/2022	25/08/2022	17 Aug 2022 - 10:42 AM - Manager Governance and Risk Action reassigned to Director Infrastructure Delivery by: Manager Governance and Risk for the reason: Reassigned to correct Directorate for action.

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(Completed Actions)

Criteria
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Meeting(s):
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Date From:
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Council

Printed: 17 August 2022 10:33 AM

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
	25/09/2018	223/2018	Short to Medium Term Strategy for the Supply of Industrial Land	MINUTE 223/2018 That Council: 1. Make all necessary arrangements to: a. Service and subdivide Lot 3 DP1178374 into two (2) lots in accordance with Narrabri Industrial Area flood options assessment; b. Delegate authority to the General Manager to set a reserve for each lot in accordance with the valuation report received; c. Sell each lot created from the subdivision of Lot 3 DP 1178374 via public auction; d. Restrict any proceeds from the sale of the subdivision for the delivery of additional industrial land. 2. Commence a feasibility assessment of the acquisition and development of Lots 5821 DP844304 and 5822 DP844304 for industrial land use upon interest being shown by TAFE NSW to transfer ownership of their land. 3. Write to the current owners of Lots 10-13 DP1242823 Caroline Way Narrabri advising them of the additional development density opportunities provided by the recent flood study.	Manager Property Services		01/08/2022	15 Aug 2022 - 11:04 AM - Manager Property Services Action completed by: Manager Property Services Surplus land review to be undertaken
2	26/02/2019	014/2019	Notice of Motion – Second Town Water Supply (Narrabri)	MINUTE 014/2019 That Council commence investigation into dual water supply for the township of Narrabri.	Manager Water Services	12/03/2019	01/01/2023	10 Aug 2022 – 2:59 PM – Manager Water Services Action completed by: Director Infrastructure Delivery Included in the IWCMP

Narrabri Shire Council



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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
3	26/04/2022	101/2022	Chairing and Effective Meeting Procedures for Councillors	MINUTE 101/2022 1. That the General Manager engage the services of Local Government NSW to provide the Chairing & Effective Meetings Workshop as a face to face workshop commencing at 10.30am.	Manager Governance and Risk	26/05/2022		10 Aug 2022 - 12:09 PM - Manager Governance and Risk Action completed by: Manager Governance and Risk Complete and paid for.
4	26/04/2022	CO- 121/2022	Unauthorised Dwelling at 164 Killara Road, Jacks Creek	 MINUTE CO-121/2022 That Council receive and note the Report. That Council receive progressive updates in relation to the unauthorised development works located at 164 Killara Road, Jacks Creek being Lot 1511 in DP831514. 	Director Planning and Strategy	26/05/2022	01/08/2022	10 Aug 2022 - 1:51 PM - Director Planning and Strategy Action completed by: Director Planning and Strategy Matter now under assessment.
5	22/03/2022	059/2022	Notice of Motion – Narrabri Lawn Cemetery & Old Narrabri Cemetery	 MINUTE 059/2022 That the General Manager provide a report to Council on: (a) the cost of repairing or resurfacing the internal roads and the signposting of where plots are located at the Narrabri Lawn Cemetery to match the Cemetery Register and the source of funds to undertake the works in the 2022-2023 Capital Works Program; (b) the cost of and what level of service is provided in mowing the rows and between the rows, maintaining signage, picking up rubbish etc., at the Old Narrabri Cemetery to improve its appearance and protect the asset; (c) the options of the engagement of Corrective Services and/or Community Service Order people or grant funded employment programs or other options to 	Manager Parks and Open Spaces	21/04/2022	21/04/2022	26 Jul 2022 - 4:08 PM - Manager Parks and Open Spaces Action completed by: Director Infrastructure Delivery Report to Council July 2022

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(Completed Actions)

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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
				assist in the maintenance of the Old Narrabri Cemetery.				
6	24/05/2022	152/2022	Overview of Proposed Aboriginal Community Development Initiatives and Programs	 MINUTE 152/2022 That Council receive and note the Report. That Council seek a briefing regarding the enshrinement of a Voice for the Aboriginal and Torres Strait Islander people into the Constitution of Australia in line with the Uluru Statement: Voice, Treaty and Truth, prior to formally advising the University of New South Wales of its decision. That Council engage with Aboriginal and Torres Strait Islander peoples of the Gamilaraay Nation (within the Narrabri Shire Local Government Area) regarding their views on the Uluru Statement: Voice, Treaty and Truth. 	Director Planning and Strategy	23/06/2022	21/08/2022	10 Aug 2022 - 1:53 PM - Director Planning and Strategy Action completed by: Director Planning and Strategy Completed. Briefing session with University representatives coordinated for the August 2022 Councillor Briefing session.
7	24/05/2022	155/2022	Lease to NSW Telecommunications Authority	1. That Council enter into a lease agreement with The New South Wales Government Telecommunications Authority for Four (4) x Five (5) Year sequential leases. 2. That Council delegate authority to the General Manager to enter into the lease agreements and execute relevant documentation.	Manager Property Services	23/06/2022	30/09/2022	15 Aug 2022 - 11:01 AM - Manager Property Services Action completed by: Manager Property Services Leases have been executed
8	28/06/2022	171/2022	Town Clocks Maintenance	MINUTE 171/2022 1. That Council approve the relocation of power supply at a cost of \$2,800.00 to be funded from the 2022-2023 Parks and Open Spaces budget. 2. That Council approaches the Narrabri Old Gaol and Museum in relation to displaying the	Manager Parks and Open Spaces	28/07/2022	30/09/2022	26 Jul 2022 – 4:08 PM – Manager Parks and Open Spaces Action completed by: Director Infrastructure Delivery Reported to Council June 2022

Narrabri Shire Council



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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
				Narrabri Town Clock mechanism.				
9	26/07/2022	215/2022	Mayoral Minute – Mayoral Appointments for June/July 2022	MINUTE 215/2022 1. That Council note the Mayoral appointments for the period 23 June 2022 to 21 July 2022.	Executive Assistant	25/08/2022	25/08/2022	1 Aug 2022 - 10:58 AM - Executive Assistant Action completed by: Governance Coordinator No further action required.
10	26/07/2022	216/2022	Delegate Report – Narrabri Coal Mine Community Consultative Committee	MINUTE 216/2022 1. That Council note the Delegate Report on the Narrabri Coal Mine Community Consultative Committee held on 22 June 2022.	Director Planning and Strategy	25/08/2022	25/08/2022	10 Aug 2022 - 1:53 PM - Director Planning and Strategy Action completed by: Director Planning and Strategy Matter completed.
11	26/07/2022	218/2022	Floodplain Management Planning Updates	MINUTE 218/2022 1. That Council receive and note the report on Floodplain Management Planning updates as at June 2022.	Director Planning and Strategy	25/08/2022	25/08/2022	10 Aug 2022 - 1:54 PM - Director Planning and Strategy Action completed by: Director Planning and Strategy Matter completed. Update report only.
12	26/07/2022	219/2022	Draft Royalties for Rejuvenation Submission	 MINUTE 219/2022 That Council make a submission to the NSW Department of Regional NSW on the draft Mining Amendment (Royalties for Rejuvenation) Fund Regulation 2022 in accordance with the draft submission attached to this Report. That Council incorporate feedback into Council's submission as well as plans to transition to renewable energy in Council's submission. This should include feedback on the Terms of Reference for the Panel referred to in the Regulations. 	Director Planning and Strategy	25/08/2022	25/08/2022	10 Aug 2022 - 1:50 PM - Director Planning and Strategy Action completed by: Director Planning and Strategy Matter now complete.
13	26/07/2022	220/2022	Grant Activity Report - January to	MINUTE 220/2022	Manager Economic	25/08/2022	25/08/2022	10 Aug 2022 - 1:50 PM - Manager Economic Development Action completed by: Director Planning and Strategy

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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
			June 2022	 That Council receives and notes the Grant Activity Report for the period between 1 January 2022 to 30 June 2022. 	Development			Matter now complete.
14	26/07/2022	221/2022	Infrastructure Delivery Status Report – July 2022	MINUTE 221/2022 1. That Council receive and note the Infrastructure Delivery Status Report – July 2022.	Director Infrastructure Delivery	25/08/2022	25/08/2022	10 Aug 2022 - 2:14 PM - Director Infrastructure Delivery Action completed by: Director Infrastructure Delivery noted
15	26/07/2022	223/2022	Development Services Report - June 2022	MINUTE 223/2022 1. That Council receive and note the Development Services Report – June 2022.	Acting Manager Planning and Development	25/08/2022	25/08/2022	10 Aug 2022 - 1:49 PM - Acting Manager Planning and Development Action completed by: Director Planning and Strategy Matter now complete.
16	26/07/2022	224/2022	Narrabri Lawn Cemetery Internal Roads and Narrabri Old Cemetery Maintenance Report	 MINUTE 224/2022 That Council receive and note the Narrabri Lawn Cemetery Internal Roads and Narrabri Old Cemetery Maintenance Report, further to that; (a) Endorse a five-year road and kerb and gutter renewal program for the Narrabri Lawn Cemetery to be considered as part of the 2023/2024 budget deliberations. (b) Endorse the installation of signage displaying interment mapping at all Shire Cemeteries including the installation interment row identification letters on the Kerb of the Narrabri Lawn Cemetery. That Council publish the five-year plan and proposed mapping of the Narrabri Lawn Cemetery to the public for consultation. That Council make applications for grants to bring the program forward. 	Manager Parks and Open Spaces	25/08/2022	25/08/2022	10 Aug 2022 - 2:41 PM - Manager Parks and Open Spaces Action completed by: Director Infrastructure Delivery Report presented July Council Meeting 2022

Narrabri Shire Council



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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
17	26/07/2022	229/2022	Australian Local Government Association (ALGA) 2022 National General Assembly	MINUTE 229/2022 1. That Council receive and note the Delegate's Report.	Director Planning and Strategy	25/08/2022	25/08/2022	10 Aug 2022 - 1:54 PM - Director Planning and Strategy Action completed by: Director Planning and Strategy Matter completed. Update report only.
18	26/07/2022	230/2022	Work Health and Safety Report 2021/2022	MINUTE 230/2022 1. That Council receive and note the 2021/2022 Work Health and Safety Report.	Manager Governance and Risk	25/08/2022	25/08/2022	9 Aug 2022 - 3:23 PM - Manager Governance and Risk Action completed by: Manager Governance and Risk No action required. Comments regarding strategic direction noted by Section.
19	26/07/2022	231/2022	Narrabri Shire Council Code of Conduct 2022	MINUTE 231/2022 1. That Council adopt the Narrabri Shire Council Code of Conduct 2022, as attached to this report.	Director Corporate and Community Services	25/08/2022	25/08/2022	1 Aug 2022 - 11:07 AM - Director Corporate and Community Services Action completed by: Governance Coordinator Adopted Code of Conduct branded and placed on Council's website and uploaded into Council's records system.
20	26/07/2022	232/2022	Investment Report - June 2022	MINUTE 232/2022 1. That Council note the Investment Report for June 2022.	Acting Manager FInancial Services	25/08/2022	25/08/2022	10 Aug 2022 - 3:38 PM - Acting Manager Flnancial Services Action completed by: Acting Manager Flnancial Services Council Noted investment report
21	26/07/2022	233/2022	Community Event Policy	MINUTE 233/2022 1. That Council adopt the Community Event Policy.	Director Corporate and Community Services	25/08/2022	25/08/2022	1 Aug 2022 - 11:01 AM - Director Corporate and Community Services Action completed by: Governance Coordinator No submissions received during Public Exhibition period. Final adopted policy branded and uploaded to website and Council's document management system.
22	26/07/2022	234/2022	Draft Payment of Expenses and Provision of Facilities to Councillors Policy	MINUTE 234/2022 1. That Council endorse the draft Payment of Expenses and Provision of Facilities to Councillors Policy for the purposes of public exhibition for a period of at least 28 days.	Director Corporate and Community Services	25/08/2022	25/08/2022	1 Aug 2022 - 11:00 AM - Director Corporate and Community Services Action completed by: Governance Coordinator Draft policy placed on public exhibition for 28 days. Report to be presented to September 2022 Ordinary Council Meeting with submissions (if any) and final policy for adoption.

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				 That Council request a further report to Council, following the exhibition period to consider any public submissions received. 				
23	26/07/2022	235/2022	Draft Legislative Compliance Policy	1. That Council endorse the draft Legislative Compliance Policy for the purposes of public exhibition for a period of at least 28 days prior to adoption by Council; and 2. That Council request a further report to Council, following the exhibition period to consider any public submissions received.	Director Corporate and Community Services	25/08/2022	25/08/2022	1 Aug 2022 - 11:00 AM - Director Corporate and Community Services Action completed by: Governance Coordinator Draft policy placed on public exhibition for 28 days. Report to be presented to September 2022 Ordinary Council Meeting with submissions (if any) and final policy for adoption.
24	26/07/2022	236/2022	Draft Recovery of Costs Orders in Litigation Policy	 MINUTE 236/2022 That Council endorse the draft Recovery of Costs Orders in Litigation Policy for the purposes of public exhibition for a period of at least 28 days. That Council request a further report to Council, following the exhibition period to consider any public submissions received. 	Director Corporate and Community Services	25/08/2022	25/08/2022	1 Aug 2022 - 11:00 AM - Director Corporate and Community Services Action completed by: Governance Coordinator Draft policy placed on public exhibition for 28 days. Report to be presented to September 2022 Ordinary Council Meeting with submissions (if any) and final policy for adoption.
25	26/07/2022	237/2022	Draft Delegations Policy	 MINUTE 237/2022 That Council endorse the draft Delegations Policy for the purposes of public exhibition for a period of at least 28 days prior to adoption by Council; and That Council request a further report to Council, following the exhibition period to consider any public submissions received. 	Director Corporate and Community Services	25/08/2022	25/08/2022	1 Aug 2022 - 11:00 AM - Director Corporate and Community Services Action completed by: Governance Coordinator Draft policy placed on public exhibition for 28 days. Report to be presented to September 2022 Ordinary Council Meeting with submissions (if any) and final policy for adoption.

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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
26	26/07/2022	239/2022	Resolutions Register - June to July 2022	 MINUTE 239/2022 That Council note the Resolutions Register as at 20 July 2022. That the General Manager submit a report and recommendation concerning presentation and prioritisation to Council to reconsider Council's policy position on resolutions made prior to January 2022. 	Director Corporate and Community Services	25/08/2022	25/08/2022	1 Aug 2022 - 11:02 AM - Director Corporate and Community Services Action completed by: Governance Coordinator No further action required.
27	26/07/2022	240/2022	Log of Auto-Archive access	MINUTE 240/2022 1. That Council note the Log of Auto-Archive report.	Director Corporate and Community Services	25/08/2022	25/08/2022	1 Aug 2022 - 11:02 AM - Director Corporate and Community Services Action completed by: Governance Coordinator No further action required.

Narrabri Shire Council



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Page 90 Item 13.9- Attachment 2

13.10 ORDINARY COUNCIL MEETING SCHEDULE UNTIL SEPTEMBER 2023

Responsible Officer: Rob Williams, General Manager

Author: Deb Woolfenden, Executive Assistant

Attachments: Nil

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.1 A transparent and accountable Council

Strategy 4.1.2 Enforce good governance, risk management, and statutory compliance

EXECUTIVE SUMMARY

Conventionally, councils set Ordinary Council Meeting dates on an annual basis from September to September. Currently, Narrabri Shire Council's schedule runs to September 2022. Therefore, Council needs to resolve meeting dates until September 2023.

RECOMMENDATION

- 1. That Council set the dates for the Ordinary Council Meetings as follows:
 - a. Tuesday, 18 October 2022;
 - b. Tuesday, 22 November 2022;
 - c. Tuesday, 20 December 2022;
 - d. Tuesday, 28 February 2023;
 - e. Tuesday, 28 March 2023;
 - f. Tuesday, 25 April 2023;
 - g. Tuesday, 21 May 2023;
 - h. Tuesday, 27 June 2023;
 - i. Tuesday, 25 July 2023;
 - j. Tuesday, 22 August 2023; and
 - k. Tuesday, 26 September 2023.

BACKGROUND

The Ordinary Council Meeting calendar is set by Council annually. Traditionally, Council holds its Ordinary Council Meetings on the fourth Tuesday of the month. Exceptions to this are: December, when the Ordinary Council Meeting is held on the third Tuesday of the month; and January, when no Ordinary Council Meeting is held.

CURRENT SITUATION

Narrabri Shire Council needs to resolve ongoing meeting dates until September 2023. Traditionally, Council holds its Ordinary Council Meetings on the fourth Tuesday of the month. Exceptions to this are: December, when the Ordinary Council Meeting is held on the third Tuesday of the month; and January, when no Ordinary Council Meeting is held.

A number of Councillors will be attending the Local Government NSW Annual Conference on this date. From 23 October 2022 to 25 October 2022, a number of Narrabri Shire Councillors will be attending the Local Government NSW Annual Conference, to debate and discuss the key issues, in working towards a better post-COVID. Accordingly, it is proposed to bring the date of the Ordinary Council Meeting forward to 18 October 2022.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Manager Governance and Risk.
- Director Corporate and Community Services.

13.11 NARRABRI SHIRE COUNCIL CODE OF MEETING PRACTICE 2022

Responsible Officer: Andrew Brown, Director Corporate and Community Services

Author: Jason Townsend, Manager Governance and Risk

Attachments:

- 1. Draft Code of Meeting Practice 2022 Option 1 Can Appear via AVL with an Opening Prayer (under separate cover)
- 2. Draft Code of Meeting Practice 2022 Option 2 Cannot Appear via AVL with an Opening Prayer (under separate cover)
- 3. Draft Code of Meeting Practice 2022 Option 3 Can Appear via AVL with an Opening Affirmation (under separate cover)
- 4. Draft Code of Meeting Practice 2022 Option 4 Cannot Appear via AVL with an Opening Affirmation (under separate cover)

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.1 A transparent and accountable Council

Strategy 4.1.2 Enforce good governance, risk management, and statutory compliance

EXECUTIVE SUMMARY

With the Ordinary Local Government Election occurring in December 2021, all NSW councils are required to review and re-adopt their several strategic documents including their Code of Meeting Practice.

RECOMMENDATION

- 1. That Council endorse Option 1 as the draft Code of Meeting Practice 2022 for public exhibition for 28 days; OR
- 2. That Council endorse Option 2 as the draft Code of Meeting Practice 2022 for public exhibition for 28 days; OR
- 3. That Council endorse Option 3 as the draft Code of Meeting Practice 2022 for public exhibition for 28 days; OR
- 4. That Council endorse Option 4 as the draft Code of Meeting Practice 2022 for public exhibition for 28 days.

BACKGROUND

All NSW councils are required to have an adopted Code of Meeting Practice that is based on the Model Code of Meeting Practice as prescribed by the NSW Office of Local Government.

CURRENT SITUATION

Council's Governance and Risk Section have reviewed Narrabri Shire Council's Code of Meeting Practice to ensure it remains fit for purpose and developed a suite of standard forms to accompany the Code of Meeting Practice.

Two options are presented, based on feedback from Councillors at the August workshop.

Option 1

- Allows for Councillors to attend Council Meetings by audio-visual link with the Council's permission; and
- 2. Includes an opening prayer instead of an opening affirmation.

Option 2

- 1. Prohibits Councillors from attending via audio-visual link except where all the Council is meeting by audio-visual link (due to emergency, public health order etc); and
- 2. Includes an opening prayer instead of an opening affirmation.

Option 3

- 3. Allows for Councillors to attend Council Meetings by audio-visual link with the Council's permission; and
- 4. Includes an opening affirmation instead of an opening prayer.

Option 2

- 3. Prohibits Councillors from attending via audio-visual link except where all the Council is meeting by audio-visual link (due to emergency, public health order etc); and
- 4. Includes an opening affirmation instead of an opening prayer

Amendments to the Model Code of Meeting Practice

Due to the nature of the Model Code of Meeting Practice, councils are very limited in the amendments that can be made to their own document. Amendments can only be adding the optional clauses, amending the optional clauses, and adding new clauses.

The attached documents show these with the following colours:

- Black text clauses that are mandatory and inflexible.
- Red text clauses that are deemed as optional by the Model Code of Meeting Practice
- Purple text clauses that have been inserted by Council and are specific to Narrabri Shire Council.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Local Government Act 1993 (NSW) pt 2 div 1 ss 360-364:

Section 360 Conduct of meetings of councils and committees

- 1) 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 code may contain both mandatory and non-mandatory provisions.
- 3) 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 code prescribed by the regulations. The adopted code may also incorporate the non-mandatory provisions and other provisions.

- 4) A code adopted or amended by the council must not contain provisions that are inconsistent with the mandatory provisions.
- 5) 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.

Section 361 Preparation, public notice and exhibition of draft code

- 1) Before adopting a code of meeting practice, a council must prepare a draft code.
- 2) The council must give public notice of the draft code after it is prepared.
- 3) The period of public exhibition must not be less than 28 days.
- 4) The public notice must also specify a period of not less than 42 days after the date on which the draft code is placed on public exhibition during which submissions may be made to the council.
- 5) The council must publicly exhibit the draft code in accordance with its notice.

Section 362 Adoption of draft code

- After considering all submissions received by it concerning the draft code, the council may decide
 - a) to amend those provisions of its draft mandatory code that are non-mandatory provisions, or
 - b) to adopt the draft code as its code of meeting practice.
- 2) If the council decides to amend its draft code, it may publicly exhibit the amended draft in accordance with this Division or, if the council is of the opinion that the amendments are not substantial, it may adopt the amended draft code without public exhibition as its code of meeting practice.

Section 363 Amendment of the code

A council may amend a code adopted under this Part by means only of a code so adopted.

Section 364 Public availability of the code

- 1) The code of meeting practice adopted under this Division by a council must be available for public inspection free of charge at the office of the council during ordinary office hours.
- 2) Copies of the code must be available free of charge or, if the council determines, on payment of the approved fee.

Once adopted, the Narrabri Shire Code of Meeting Practice 2022 will replace the Narrabri Shire Council Code of Meeting Practice 2021.

CONSULTATION

External Consultation

- Office of Local Government.
- Local Government Governance Network.

Internal Consultation

Customer Relations Coordinator.

13.12 POLICY FRAMEWORK AND REVIEW

Responsible Officer: Andrew Brown, Director Corporate and Community Services

Author: Alice Gemmell-Smith, Governance Coordinator

Attachments: 1. Draft Policy Framework 🗓 🖺

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.1 A transparent and accountable Council

Strategy 4.1.2 Enforce good governance, risk management, and statutory compliance

EXECUTIVE SUMMARY

Council's Governance and Risk Team have identified that a Policy Framework would greatly assist Council when reviewing and implementing policies.

The draft Policy Framework has been developed to reflect the current needs of the organisation and to align with best practice principles.

RECOMMENDATION

1. That Council adopt the draft Policy Framework as attached to this report.

BACKGROUND

Council is required to review all Policies within 12 months of an Ordinary Council Election. This relates to our Council Policies, rather than Operational Protocols and Procedures. During the process of reviewing all Narrabri Shire Council policies, following the Ordinary Local Government Election in December 2021, Council's Governance and Risk Section have identified that a Policy Framework would greatly assist Council when reviewing and implementing policies.

CURRENT SITUATION

Council currently has over 80 policies, and a significant number of operational protocols. Council's Governance and Risk Section have developed a Policy Framework to help guide Council when developing and reviewing policies, operational protocols and procedures.

The Policy Framework aims to:

- Continually streamline and improve documents in their Policy Suite (Policy Register);
- Engage Councillors more actively and effectively in strategic policy development;
- Ensure document development, review and implementation are appropriately resourced, systemic, and systematic (reducing administrative burden);
- Engage staff in policy development and review;

• Develop documents that better engage with diverse communities and support reconciliation, such as ensuring all documentation is written in plain language and is cohesive with both Western and Indigenous Governance principles.

The adoption of a Policy Framework marks the start of Council's post-election Policy Review. The Governance and Risk Section will bring the first tranche of policies to the September Ordinary Council Meeting. This tranche will consist of Corporate and Community Services, and Planning and Strategy Directorates' policies. The Infrastructure Delivery Directorate policies will be brought to the October Ordinary Council Meeting.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

External Consultation

- Dr Kai Jensen of Policy Train regarding emerging trends in policy development and effective practice for policy developers and managers. Dr Jensen is an experienced thought-leader in organisational policy development and policy management. Dr Jensen is available to assist Narrabri Shire Council to conduct a Think Tank on Institutional policy best practices and streamlining the Council Policy Framework.
- 2. Deborah Arney, former Governance Coordinator and current Contracts and Procurement Administrator (Acting), Wollongong Council, regarding the development of their new Policy Framework document (which was supplied in a pdf via email and the consultation and engagement process that is occurring to rationalise their policy framework and practices. They are aiming to reduce the number of current policies.
- 3. Consultation with Local Government Professionals Australia, NSW the peak body for local government professionals and managers. Feedback was sought from Governance colleagues at the forefront of good practice, change, innovation and the continuous improvement of local government policy.

Internal Consultation

1. Governance and Risk Section.





POLICY FRAMEWORK

Responsible Department: Corporate and Community Services

Responsible Section: Governance and Risk

Responsible Officer: Manager Governance and Risk

Effective Date:

Introduction

Policies, protocols, and processes help Narrabri Shire Council (Council) achieve its goals, ensure compliance with legislation, guide decision-making, manage risks, and provide a roadmap for innovative operations and positive outcomes for local communities. Governance documents protect Council and Council Officers from non-compliance and define and shape culture by communicating an organisation's values, what officers can expect from the Council (benefits), what Council expects from its officers (Code of Conduct), and what the community can expect from Council.

Chapter 1 - Purpose, Objectives and Scope

This document intends to establish a Policy Framework, standards and principles for the development, approval, implementation, management, and review of Council's governance documents (policies, operational protocols, and related processes).

1. Objective

- 1.1. The objectives of Council's Policy Framework are to:
 - (a) develop a suite of governance documents that are easily accessed, written clearly in easy-tounderstand language and reflect governance best practices;
 - (b) set a hierarchy of governance documents;
 - (c) achieve compliance with legislation and other regulatory requirements;
 - (d) enable Council to consistently achieve its strategic objectives, make decisions, manage risks, be effectively resourced, innovate and maximise quality and efficiency across all operations;
 - (e) provide appropriate quality assurance and monitoring processes for policy and operational protocol development, amendment and review and de-activating or removing policies and protocols that are no longer relevant; and
 - (f) increase community, officer and organisational satisfaction by ensuring the framework is person-centred, supports cultural safety and wellness, outlines the principles, roles and responsibilities of quality governance and includes measures of success and indicators of poorquality governance.
- 1.2. The governance of Council is underpinned by Council's Policy Framework, which outlines how Council operates in a fair, responsible, and transparent way. Council's Policy Framework intends to guide people

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- regarding appropriate content and categorisation for seamless governance and reduced administrative burden.
- 1.3. The framework will provide the consistent, logical structure, principles, and critical considerations for managing the Council's Policy Register (the official source of Council's governance documentation), policies, and protocols documents.

2. Scope

- 2.1. Council's Policy Framework applies to the Mayor, Councillors and Committees of Council, Council's Senior Staff, the General Manager, Council officers (employees, contractors, and subcontractors) to ensure Council is accountable, fair, and transparent in its relationship with the community.
- 2.2. For the purpose of the Policy Framework, Council must comply with various legislation.

Chapter 2 - Definitions

Term	Meaning
Australian Law	Australian common law, federal laws enacted by the Parliament of Australia, and laws enacted by the Parliaments of the Australian states and territories.
Author	The responsible Council officer(s) assigned to draft, amend, or review a document.
Council Officer	A person authorised in writing by Council to undertake duties for Council (including Council's employees, contractors, and subcontractors).
Delegated Authority	A Committee of Council or Council officer that Council has delegated a function under the Delegations Register or by other resolution or measure.
Delegations Register	The register of Council officers or Committees of Council that have been delegated approval functions under sections 377, 378, and 379 of the <i>Local Government Act 1993</i> (NSW) or by other legislation or resolution.
Governance Document Suite	A collection of mandatory documents including Australian Law (legislation and associated Regulations), a By-law, an Office of Local Government (OLG) Guideline, Circular, or Code under section 23A of the <i>Local Government Act 1993</i> (NSW), a Policy, or Operational Protocol.
Legislation	An Act or Regulation created by the Parliaments of New South Wales and/or the Commonwealth of Australia.
Operational Protocol	A Council-wide, strategic and operational document describing how the Council implements a mandatory standard and required practice or policy through a series of prescribed actions or tasks that must be performed to achieve a specific intent or outcome.
Policy	A high-level, Council-wide, strategic document with an overarching statement or mandatory principle guiding Council's intentions or objectives through decision making, which has been approved and adopted by Council.

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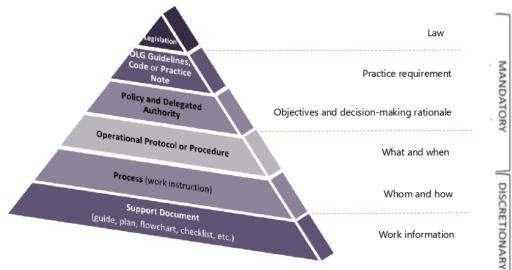
Term	Meaning
Process	Refers to a document usually established by a department Supervisor that provides detailed direction toward best practice, that tells how an officer should perform a series of sequential steps and sub-steps to achieve a specific task or outcome. Processes promote collegiality (seeking an informed second opinion from an experienced colleague) and are flexible as they afford discretion and judgment involving comparing and evaluating possible courses of action or decision-making after considering various possibilities.
Rescind	The retraction, removal, or deletion of a document in the Policy Suite deemed to be obsolete.
Senior Staff	Those Council officers who are employed under contract in accordance with section 338 of the <i>Local Government Act 1993</i> (NSW), and who are identified as such in Council's organisational structure.
Support Document	All documents, information, and records, regardless of their form, medium or author, that officers use to implement, evidence, or review "good practice" and trace actions, steps, decisions, outcomes, and recommendations for improving processes.

Chapter 3 – Policy Statement

3. Hierarchy

- 3.1. Council's Governance Document Suite operates in the following hierarchy (from highest to lowest):
 - (a) Legislation;
 - (b) OLG guidelines, codes, circulars, and practice notes for functions that Council carries out under the *Local Government Act 1993* (NSW);
 - (c) Policies that prescribe mandatory obligations about Council's strategies and operations and approval responsibilities contained in Council's Delegations Register;
 - (d) Operational Protocols that prescribe mandatory obligations and operational procedures, responsibilities, or a series of Council functions;
 - (e) Processes (work instructions) that explain in detail how to implement, manage, and review work tasks, steps, and sub-steps from start to finish;
 - (f) Support documents (guides, plans, flowcharts, checklists, tutorials, maps, diagrams, photos, screenshots, illustrations, videos, notes, templates or supporting evidence) provide further information or improve clarity for how Council officers perform a task or step.





- 3.2. Where there is an inconsistency between documents that are at different levels of the hierarchy, the level document will prevail to the extent of any inconsistency.
- 3.3. If there is any inconsistency between peer level documents, the approval authority for those documents will decide the appropriate interpretation.

4. Principles

- 4.1. Council requires Council's Governance Document Suite to:
 - (a) be concise, written in plain English, and logically sequenced;
 - (b) articulate policy separately from protocols;
 - (c) provide a discernible distinction between strategic governance and operational management;
 - (d) mitigate all relevant risks to the extent possible and articulate expectations, responsibilities and consequences for actions and decisions;
 - (e) uphold and be consistent with:
 - (i) applicable legislation and standards;
 - (ii) any document higher in the Governance Document Suite hierarchy;
 - (iii) Council's strategic plan, vision, and values;
 - (iv) the principles and requirements set out in Council's Code of Conduct;
 - (v) community expectations.
- 4.2. The development, implementation, management, and review of all documents in the Council's Governance Document Suite must:
 - (a) be systemic and systematic;
 - (b) identify the department which is primarily responsible for administration and scheduled review;
 - (c) be appropriately consultative; and
 - (d) be informed by principles of continuous improvement and sector best practices.
- 4.3. A schedule, annexure, or another appendage to a document in Council's Governance Document Suite forms part of that document.
- 4.4. Adopted Council Policies must be published on Council's website and recorded in Council's Policy Register. These policies are:
 - (a) In force from the time specified as the 'effective date'; and

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(b) remain in force until the document is rescinded by decision of Council or superseded by another inconsistent policy.

5. Approval Authorities

- 5.1. Council Policy is established by a resolution of the Council.
- 5.2. Operational Protocols are established by directive of the General Manager or their delegate.

6. Implementation and review

- 6.1. Once a policy is adopted, it:
 - (a) Is in force from the document's, resolution's, or approval's stated "effective date", if stated;
 - (b) Is in force from the date immediately following the approval or adoption, if no effective date is stated; and
 - (c) Remains in force until the document is rescinded, superseded, or suspended.
- 6.2. The General Manager must ensure that each Council Policy and protocol is reviewed within 12 months following an Ordinary Council Election to examine whether the document remains relevant, current, and effective.
- 6.3. Circumstances that may also trigger the development of a new document or review of an existing document may include:
 - (a) legislative, audit or other external needs;
 - (b) changes to Council's strategic direction or structure;
 - (c) content gaps or overlaps;
 - (d) mitigation of specific risks; or
 - (e) scheduled reviews.
- 6.4. Any amendment of an existing Policy deemed minor and administrative (i.e. changing position title, legislative details, organisation references or correcting typographical errors) may be implemented by the General Manager.
- 6.5. Any amendment of an existing Policy that changes its intent or constitutes significant re-wording must be submitted to Council for resolution.
- 6.6. Details about Policy reviews and amendments (minor or significant) will be recorded in the "History" of the Policy document.

History

Minute Number	Meeting Date	Description of Change
		Adopted

13.13 DELIVERY PROGRAM 6 MONTHLY PROGRESS REPORT - JUNE 2022

Responsible Officer: Andrew Brown, Director Corporate and Community Services

Author: Alice Gemmell-Smith, Governance Coordinator

Attachments: 1. Delivery Program Progress Report - June 2022 (under separate cover)

Adebe

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.1 A transparent and accountable Council

Strategy 4.1.4 Ensures transparent and accountable decision making for our community

EXECUTIVE SUMMARY

Council's Delivery Program 6 Monthly Progress Report provides Councillors and the community with an update on the organisation's progress in achieving its objectives and strategies identified in the Community Strategic Plan. This is the eighth time such a report has been provided to Council and the Community. There are 106 measures in total that demonstrate how Council is progressing.

The attached report shows most measures are well underway towards reaching the estimated target or have achieved the target already.

RECOMMENDATION

1. That Council adopt the Delivery Program 6 Monthly Progress Report, as attached, detailing Council's progress in meeting its objectives, strategies and measures up to the June 2022 period.

BACKGROUND

In 2009, the NSW Government introduced the Integrated Planning and Reporting (IPR) Framework. The IPR Framework recognises that most communities share similar aspirations:

- A safe, healthy, and pleasant place to live;
- A sustainable environment;
- Opportunities for social interaction;
- Opportunities for education and employment; and,
- Reliable infrastructure.

This framework allows NSW councils to draw their various plans together, understand how they interact and get the maximum leverage from their efforts by planning holistically and sustainably for the future.

CURRENT SITUATION

This report is the Council's tenth progress report against its four-year 2017-2021 Delivery Program, originally covering progress from 1 July 2017 – 30 June 2021; now extending to 30 June 2022 due to the extenuating circumstances of the COVID-19 pandemic.

In the attached report, progress has been graphed for each measure, showing movement across each six-month interval (July to December and January to June). This trend data is mapped against the estimated target, to show progress towards reaching the target progressively.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

This report satisfies the requirements of Section 404 of the Local Government Act 1993 (the LG Act).

Section 404(5) of the LG Act outlines that the General Manager must ensure that regular progress reports are provided to the Council, reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided at least every 6 months.

As outlined within the report this is the tenth 6 monthly update report on the progress of the Council's 2017/2021 Delivery Program.

CONSULTATION

External Consultation

Data utilised in measuring progress on achieving strategies is sourced from numerous external agencies including but not limited to:

- The Australian Bureau of Statistics ("ABS").
- The Office of Local Government.
- Roads and Maritime Services.
- The Environmental Protection Agency.
- National Parks and Wildlife Service.
- Australian Early Development Census.
- Tourism Research Australia.

Internal Consultation

- Executive Management.
- Senior Management.

13.14 OPERATIONAL AND SERVICE PLAN ANNUAL REPORT - JUNE 2022

Responsible Officer: Andrew Brown, Director Corporate and Community Services

Author: Alice Gemmell-Smith, Governance Coordinator

Attachments: 1. Operational and Service Plan Annual Report (under separate cover)

Adebe

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.1 A transparent and accountable Council

Strategy 4.1.1 Ensure all operations are pre-planned and executed in the best interests of the

community

EXECUTIVE SUMMARY

Council's Operational and Service Plan Annual Report provides the community Council's progress in achieving its strategic objectives through specific actions, key performance measures and capital works projects from July 2021 to June 2022 consistent with Council's adopted 2021/2022 Operational Plan.

RECOMMENDATION

1. That Council adopt the Operational and Service Plan Annual Report, as attached, detailing Council's progress in meeting its actions, capital works and key performance measures for the 2021/2022 financial year.

BACKGROUND

In 2009, the NSW Government introduced the Integrated Planning and Reporting (IPR) Framework. The IPR Framework recognises that most communities share similar aspirations:

- A safe, healthy, and pleasant place to live;
- A sustainable environment;
- Opportunities for social interaction;
- Opportunities for education and employment; and,
- Reliable infrastructure.

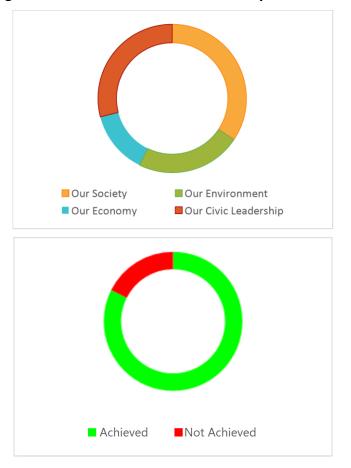
This framework allows NSW councils to draw their various plans together, understand how they interact and get the maximum leverage from their efforts by planning holistically and sustainably for the future.

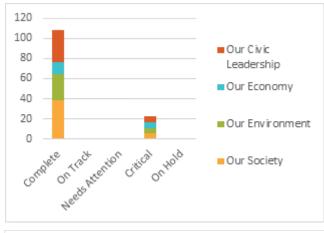
CURRENT SITUATION

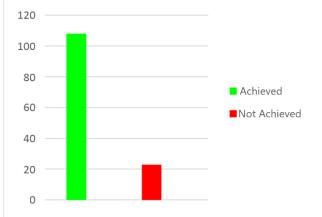
The attached operational and service plan report provides the community with Council's progress in meeting its agreed actions, capital works program and key performance measures from July 2021 to June 2022 consistent with adopted 2021/2022 Operational Plan.

As at the end of the 2021/2022 financial year, Council successfully achieved over **82%** of its agreed actions, as outlined in Figure 1.

Figure 1 – Council's End of Year Result by Theme and Action







FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Local Government Act 1993 (NSW) s 8C.

Local Government (General) Regulation 2021 (NSW) reg 196A.

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Executive Management.
- Senior Management.

13.15 QUARTERLY BUDGET REVIEW STATEMENT - JUNE 2022

Responsible Officer: Andrew Brown, Director Corporate and Community Services

Author: Luke Meppem, Budget Coordinator

Attachments: 1. June 2022 Quarterly Budget Review 🗓 🖺

DELIVERY PROGRAM ALIGNMENT

4 Leadership

Objective 4.2 Decision making will ensure Council remains financially sustainable

Strategy 4.2.1 Maintain and improve Council's financial sustainability with a focus on core business

EXECUTIVE SUMMARY

This report is presented to Council quarterly to revise estimates of income and expenditure in accordance with clause 203 of the *Local Government (General) Regulation 2021* (NSW).

RECOMMENDATION

1. That Council note the Quarterly Budget Review Statement for the period ending 30 June 2022.

BACKGROUND

The budget review statement is provided in two (2) formats. The first being by type and reflective of how the end of year Income Statement is reported. The second being by activity as per Note B1-1 of the Annual Financial Statements.

Council's Note B1-1 reflects the individual service plans that have been established as an additional reporting layer to the community. Pages 3 to 6 of the attachment provides an additional level of the information from the summary that appears on page 2.

CURRENT SITUATION

This budget review is for the quarter ending 30 June 2022 and is attached for Council consideration.

Council is still working to finalise the figures for the 2021/2022 financial year. As a result, the figures in this report are draft and subject to change. Finalised figures will be presented in the annual financial statements.

The projected Operating Result (excluding capital Income) was a surplus of \$1,824,000. The estimated actual operating result (excluding capital Income) is a surplus of \$4,340,000.

Variations to the year-end budgeted result as listed in the '% YTD versus budget.' column on page 2 of the attached Quarterly Budget Review Statement are summarised by Directorate below. Only variations greater than 10% or \$50,000 have been listed:

Directorate	Variation	Reason
Income		
Planning, Strategy & People	(\$1,803,000)	Expected Santos VPA was not received.
Corporate & Community Services	\$247,000	Increased land sales.
Infrastructure Delivery	(\$7,589,000)	Capital roads grants not received due to delay in projects
Expenditure		
Planning, Strategy & People	(\$974,000)	Ongoing staff vacancies, SAP project required fewer external costs than anticipated.
Corporate & Community Services	\$320,000	Increased property maintenance, Increased crossing theatre costs relating to more events/movies post COVID.
Infrastructure Delivery	(\$550,000)	Savings in Swimming Pools due to staff vacancies and Water Services due to contractors cost lower than budgeted.

The capital budget on page 7 of Quarterly Budget Review Statement shows that council spent \$18,731,000 of a \$34,474,000 budget. Council was unable to complete all capital works projects due supply chain issues and wet weather delays. This particularly affected road projects and the new waste cell.

FINANCIAL IMPLICATIONS

The major actual versus budget variations (greater than 10% or \$50,000) are detailed below:

Planning, Strategy and People Income (Actual versus budget variance of (\$1,803,000))

Development Services

 Reduced income received of \$1,449,000 due to the Santos VPA (\$2million) not being received. Other income is higher than budgeted due to increased development fees received.

Strategic Planning

 Reduced income received by \$312,000, due to grant funding for flood projects not being fully received in the financial year.

Planning, Strategy and People Expenditure (Actual versus budget variance of (\$974,000))

Development

• \$272,000 under budget due to staff vacancies in all sections.

Strategic Planning

• \$635,000 unexpended due to the ongoing flood grant projects, staff vacancies and the SAP project not requiring as many external costs as relevant projects completed internally.

Economic Development

\$58,000 under expended due to less N2IP marketing and promotions costs and the allocation
of directors' wages changed during the year resulting in less being allocated to economic
development.

Corporate & Community Services Income (Actual versus budget variance of \$247,000)

Airport Services

• \$180,000 in reduced income compared to budget due to less passenger flights, also a final grant payment for \$90,000 that is yet to be received.

Property Services

• \$390,000 increased income more than budgeted due to increased profit from land sales.

Corporate & Community Services Expenditure (Actual versus budget variance of \$336,000)

Cultural Facilities

• \$297,000 over expended due to increased events post COVID and increased cinema film hire and other cinema related expenses due to increased movies in the last quarter.

Property Services

• \$227,000 overspend due to increased maintenance on council properties, increased cleaning due to new contract, increase in sales related costs due to higher number of land sales.

Financial Services

• \$113,000 underspend due to less debt recovery costs, as less action was taken than expected. There were also staff vacancies for 3 months.

Infrastructure Delivery Income (Actual versus budget variance of (\$7,589,000))

Parks & Open Spaces

• \$180,000 in reduced income due to wet season preventing the sale of water licence, still awaiting finalisation of grant payments.

Projects & Assets

• \$364,000 in extra income received from the sale of plant due to current market conditions.

Solid Waste Management Services

• Increase of \$213,000 due to the current price of scrap metal received.

Roads & Ancillary Services

• \$7,819,000 less in income due to delays in receiving flood claims and delays in completing grant funded capital works.

Infrastructure Delivery Expenditure (Actual versus budget variance of (\$559,000))

Solid Waste Management

• \$124,000 decrease in expenditure across the service, found due to efficiencies in operational changes.

Projects & Assets

• \$330,000 reduction in expenditure due to staff vacancies in fleet and projects and assets, some costs will be added which are committed for the project management framework.

Water & Sewerage Services

- \$218,000 saving in water services expenditure due to reduced cost of contractors used for management projects and the integrated water cycle management plan completion delayed.
- \$159,000 saving in Sewerage services expenditure due to staff vacancies and allocations as well as the financial revaluation of water and sewer assets taking longer than anticipated.

Roads & Ancillary Services

 \$626,000 over expended due to extra maintenance work on Pilliga Road, extra grading, slashing, and tar patching due to the increased complaints received resulting from the continuing wet weather.

Swimming Pools

• \$190,000 savings resulting from the vacancies in senior pool staff throughout the season.

STATUTORY AND POLICY IMPLICATIONS

Nil

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Executive Management.
- Senior Management.
- Manager Financial Services.

Quarterly Budget Review Statement

for the period 01/04/22 to 30/06/22

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Report by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for Narrabri Shire Council for the quarter ended 30/06/22 indicates that Council's projected financial position at 30/6/22 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:	Luke Meppem	date: 31/07/22
	Luke Meppem Responsible Accounting Officer	

Page 1

Income & Expenses Budget Review Statement

Budget review for the quarter ended 30 June 2022

Income & Expenses (Income Statement) - Council Consolidated

	Original	Appro	ved Chan	ges	Revised	Actual	% YTD
(\$000's)	Budget	Sep	Dec	Mar	Budget	YTD	versus
	2021/22	QBRS	QBRS	QBRS	2021/22	figures	Budget
Income							
Rates and Annual Charges	21,697		102	(74)	21,725	21,840	101%
User Charges and Fees	8,744	(15)	(915)	(24)	7,790	8,456	109%
Interest and Investment Revenues	333	(54)	5	(15)	269	332	123%
Other Revenues	1,971	(84)	78	21	1,986	1,987	100%
Grants & Contributions - Operating	12,059	(3,448)	(56)	5,920	14,475	15,454	107%
Grants & Contributions - Capital	19,853	142	519	(4,503)	16,011	4,903	31%
Other Income	156	3	16		175	161	92%
Total Income from Continuing Operations	64,813	(3,456)	(251)	1,325	62,431	53,133	85%
Expenses							
Employee Costs	18,103	(222)	(183)	142	17,840	16,707	94%
Borrowing Costs	253	(32)	(100)	(24)	197	193	98%
Materials & Contracts	13,134	134	102	(306)	13,064	14,099	108%
Depreciation	11,252	(158)	85	226	11,405	11,215	98%
Legal Costs	130	(1)	5	(2)	132	148	112%
Consultants	1.042	108	31	(30)	1,151	534	46%
Other Expenses	772	(2)	37	-	807	795	99%
Net Loss from disposal of assets	_	-			-	199	
Total Expenses from Continuing Operations	44,686	(173)	77	6	44,596	43,890	98%
Net Operating Result from Continuing Operation	20.127	(3,283)	(328)	1,319	17,835	9,243	
not operating result from continuing operation	20,121	(0,200)	(525)	1,010	11,000	5,245	
Discontinued Operations - Surplus/(Deficit)					-		
Net Operating Result from All Operations	20,127	(3,283)	(328)	1,319	17,835	9,243	
Net Operating Result excl. Capital Income	274	(3,425)	(847)	5,822	1,824	4,340	

This statement provides a summary of the end of year result based on the presentation format for the Income Statement in Council's annual financial reporting. 'Grants & Contributions - Capital' are included in the 'Net Operating Result from All Operations', but then excluded to provide the 'Net Operating Result before Capital Items'.

Budget review for the quarter ended 30 June 2022

Income & Expenses (Directorate Summary) - Council (Consolida	te d				Choice:
	Original	Appro	ved Chan	ges	Revised	Actual	% YTD
(\$000's)	Budget	Sep	Dec	Mar	Budget	YTD	verses
	2021/22	QBRS	QBRS	QBRS	2021/22	figures	Budget
Income							
General Purpose Revenue	21,521	(3,530)	-	6,148	24,139	24,087	100%
Strategic Management	47	-	-	-	47	32	68%
Planning, Strategy & People	4,316	11	120	(48)	4,399	2,596	59%
Corporate & Community Services	2,625	(62)	128	(7)	2,684	2,931	109%
Infrastructure Delivery	42,107	120	(202)	(4,429)	37,596	30,007	80%
Total Income from Continuing Operations	70,616	(3,461)	46	1,664	68,865	59,653	87%
Adjustment for internal income budgeted	(5,199)	5	(297)	(339)	(5,830)	(5,412)	
Adjustment for capital sales budgeted	(604)				(604)	(1,108)	
	64,813	(3,456)	(251)	1,325	62,431	53,133	
Expenses							
Strategic Management	409	2	(45)	266	657	628	96%
Planning, Strategy & People	5,349	147	50	175	5,696	4,722	83%
Corporate & Community Services	9,184	(146)	(4)	(70)	8,964	9,284	104%
Infrastructure Delivery	34,943	(181)	373	(26)	35,109	34,550	98%
Total Expenses from Continuing Operations	49,885	(178)	374	345	50,426	49,302	98%
Adjustment for internal income budgeted	(5,199)	5	(297)	(339)	(5,830)	(5,412)	93%
	44,686	(173)	77	6	44,596	43,890	98%
Net Operating Result incl. Capital Income	20,127	(3,283)	(328)	1,319	17,835	9,243	
Net Operating Result excl. Capital Income	274	(3,425)	(847)	5,822	1,824	4,340	

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Detailed Income & Expenses Budget Review Statement of Directorate Summary (on page 2)

Budget review for the quarter ended 30 June 2022 Income & Expenses - General Purpose Income

	Original		Approved (Changes		Revised	Actual	% YTD
(\$000's)	Budget	Other than	Sep	Dec	Mar	Budget	YTD	verses
	2021/22	by QBRS	QBRS	QBRS	QBRS	2021/22	figures	Budget
Income								_
Rates & Charges	13,839					13,839	13,787	100%
Interest & Investment Revenue	175		(21)			154	154	100%
General Purpose (Untied) Grants	7,507		(3,509)		6,148	10,146	10,146	100%
Total Income from Continuing Operations	21,521	-	(3,530)	-	6,148	24,139	24,087	100%
Expenses								
Rates & Charges	118					118	118	100%
Total Expenses from Continuing Operations	118	-	-	-	-	118	118	
Net Operating Result before Capital Items	21,403	-	(3,530)	-	6,148	24,021	23,969	

Budget review for the quarter ended 30 June 2022

Income & Expenses - Planning, Strategy &	People							
	Original		Approved C	Changes		Revised	Actual	% YTD
(\$000's)	Budget	Other than	Sep	Dec	Mar	Budget	YTD	verses
	2021/22	by QBRS	QBRS	QBRS	QBRS	2021/22	figures	Budget
Income								
Development	3,751	-	(3)	-	(88)	3,660	2,211	60%
Statutory Land Use Planning	3,410		(3)		15	3,422	1,928	56%
Building Surveying and Certification	160		-		(71)	89	105	118%
Regulatory Enforcement	174		-		(50)	124	153	123%
Environmental Health	7				18	25	25	100%
Economic Development	38	-	-	60	-	98	100	102%
Economic Development	5		-	50		55	55	100%
Northern NSW Inland Port (N2IP)	33			10		43	45	105%
Governance & Risk	26	50	14	-	-	90	52	58%
Governance	26		14			40	1	3%
Risk	_	50				50	51	102%
Human Resources	60	(50)	-	60	40	110	104	95%
Human Resources Management	10	. ,				10	8	80%
Organisational Development	50	(50)		60	40	100	96	96%
Strategic Planning	441	-	-	-	-	441	129	29%
Strategic Land Use Planning	441		_			441	129	29%
Total Income from Continuing Operations	4,316	-	11	120	(48)	4,399	2,596	59%
Expenses								
Development	1,481	_	73	52	(58)	1,548	1,276	82%
Statutory Land Use Planning	504		33	28	(12)	553	452	82%
Building Surveying and Certification	345		1	20	(41)	305	150	49%
Regulatory Enforcement	608		39	24	(5)	666	650	98%
Environmental Health	24		-		(0)	24	24	100%
Economic Development	581		55	(11)	(95)	530	472	89%
Economic Development	89		33	2	(11)	113	117	104%
Northern NSW Inland Port (N2IP)	348		22	(13)	(84)	273	224	82%
Small Business Liaison	144			(13)	(04)	144	131	91%
Governance & Risk	931	283	17	9	328	1,568	1,539	98%
Governance	626	(25)	(2)	8	294	901	851	94%
Corporate Planning	305	(126)	19	1	12	211	249	118%
Risk	-	434			22	456	439	96%
Human Resources	1,106	(308)	2			800	820	103%
Human Resources Management	647	(300)	(22)		60	685	693	101%
Organisational Development	459	(308)	24		(60)	115	127	110%
Strategic Planning	1,250	(300)		_	-	1,250	615	49%
Strategic Land Use Planning	1,250					1,250	615	49%
Total Expenses from Continuing Operations	5,349	(25)	147	50	175	5,696	4,722	83%
Net Operating Result before Capital Items	(1,033)	25	(136)	70	(223)	(1,297)	(2,126)	
Discontinued Operations - Surplus/(Deficit)						-		
Net Operating Result from All Operations	(1,033)	25	(136)	70	(223)	(1,297)	(2,126)	
			, ,		. ,	,	, , ,	

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Net Operating Result from All Operations

Detailed Income & Expenses Budget Review Statement of Directorate Summary (on page 2)

icome irport Services Airport Management Airside Operations Landside Operations Aviation Fuel Facilities	Budget 2021/22 433 1 403	Sep QBRS	Dec QBRS	Mar QBRS	Budget 2021/22	YTD figures
irport Services Airport Management Airside Operations Landside Operations Aviation Fuel Facilities	433 1 403	QDINO	QDING			
Airport Management Airside Operations Landside Operations Aviation Fuel Facilities	1 403			45.10	202 1/22	
Airside Operations Landside Operations Aviation Fuel Facilities	403	-	-	-	433	253
Landside Operations Aviation Fuel Facilities				-	1	1
Aviation Fuel Facilities					403	228
	16	-			16	14
	13				13	10
ommunity Relations ultural Facilities	20 909	37	(31)	(2)	20 913	7 958
TCT Management	505	31	(31)	(2)	313	16
TCT Management TCT Cinemas & Front of House	306	(10)			296	389
The Crossing Café & Kitchen	232	(22)	(30)		180	173
TCT Events	266	(73)	(1)	(2)	190	263
Libraries Management	105	142	-	-	247	117
nancial Services	169	3	(1)	(41)	130	113
formation Services	5	-	-	5	10	7
IT Technical Support	5			-	5	2
IT Corporate Network	-			5	5	5
roperty Services	875	(46)	160	19	1,008	1,398
Property Management	759	(46)	160	20	893	1,307
Saleyard Operations	68			(1)	67	53
Truck Wash Facilities	48	(50)		40	48	38
ourism & Community Development	214	(56)	-	12	170	195
Visitor Information Centre Operations	135 1	(55)		-	80	104
Tourism Network Management Shire Marketing & Promotion	1 74	(1)		-	73	74
Community Development	4	(1)		12	16	17
otal Income from Continuing Operations	2,625	(62)	128	(7)	2,684	2,931
xpenses						
irport Services	670	(48)	(31)	(26)	565	540
Airport Management	627	(48)	(120)	(6)	453	403
Airside Operations	24		56	(10)	70	86
Landside Operations	18		21	(10)	29	38
Aviation Fuel Facilities	1	-	12		13	13
ommunity Relations	1,048	-	(5)	(74)	969	927
Customer Management	639	(1)	(14)	(20)	604	565
Communications	409	1	9	(54)	365	362
ultural Facilities	2,248	(30)	(26)	49	2,241	2,538
TCT Management TCT Cinemas & Front of House	517 254	6 (4)	18 (15)	43 46	584 281	752 369
The Crossing Café & Kitchen	254 402	(23)	(15) (14)	(44)	321	369
TCT Events	243	(23)		44)	213	308
Libraries Management	832	10	(15)	•	842	808
inancial Services	1.193	5		(50)	1.148	1.035
formation Services	1,069	-	15	(50)	1,084	1,051
IT Technical Support	400	1	(46)		355	374
IT Corporate Network	669	(1)	61		729	677
operty Services	2,023	(47)	43	45	2,064	2,291
Property Management	1,337	(68)	8	45	1,322	1,403
Insurance Management	323				323	420
Depot Management	165	(12)	(11)		142	185
Saleyard Operations	191	33	46		270	272
Truck Wash Facilities	7	-			7	11
ourism & Community Development	933	(26)	-	(14)	893	902
Visitor Information Centre Operations	545	(26)	(1)		518	571
Tourism Network Management	67	_			67	47
Shire Marketing & Promotion	62	2	-		64	65
Event Facilitation	10			_	10	8
Community Development	138	(2)	- 1	6	142	138
Grants Administration otal Expenses from Continuing Operations	9,184	(146)	(4)	(20) (70)	92 8,964	9,284
et Operating Result before Capital Items	(6,559)	84	132	63	(6,280)	(6,353)

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Detailed Income & Expenses Budget Review Statement of Directorate Summary (on page 2)

Budget review for the quarter ended 30 June 2022

Income & Expenses - Infrastructure Delivery

Original		Appro	ved Chan	ges	Revised	Actual	% YTD	
(\$000's)	Budget =	Sep	Dec	Mar	Budget	YTD	verses	
	2021/22	QBRS	QBRS	QBRS	2021/22	figures	Budget	
Income								
Cemeteries	205	-	6	1	212	220	104%	
Cemeteries Management	5			1	6	6	100%	
Cemeteries Interment Services	150		21		171	185	108%	
Cemeteries Maintenance	50		(15)		35	29	83%	
Design & Investigation Services	5			(0.40)	5	5	100%	
Emergency Support	538	-	-	(342)	196	194	99%	
Parks & Open Spaces	1,814	60	-	(1,003)	871	691	79%	
Parks & Open Spaces Management	383	-		19	402	437	109%	
Open Space Maintenance	1,200	-		(1,176)	24		0%	
Sporting Facilities	5	60		123	188	94	50%	
Recreational Parks	100	-			100	-	0%	
Weeds Management	31			34	65	43	66%	
Weeds North West Action Program	95	-		(3)	92	117	127%	
Projects & Assets	750	-	-	-	750	1,114	149%	
Projects & Assets	5				5	6	120%	
Fleet Management	745	(4.4)	0.4	(57)	745	1,108	149%	
Sewerage Services	3,496	(14)	61	(57)	3,486	3,505	101%	
Sewerage Management	141	(14)	1	(90)	38	56	147% 100%	
Boggabri Sewerage Operations	351	-	14 36	25	365	365	100%	
Narrabri Sewerage Operations	2,318	- 1	10	25 8	2,379	2,381	100%	
Wee Waa Sewerage Operations	686	90	36		704	703 4 570	105%	
Solid Waste Management Services	4,240	90	40	-	4,366	4,579	100%	
Urban Waste Management Narrabri Waste Depot	1,817 2,096	90	40		1,857 2,186	1,860 2,320	106%	
Rural Waste (incl Transfer Stations)	327	90	(4)		323	399	124%	
Swimming Pools	277		(8)		269	236	88%	
Swimming Pools Management	11	_	(8)	-	3	7	233%	
Swimming Pool Operations - Narrabri	203	_	(0)		203	187	92%	
Swimming Pool Operations - Wee Waa	39				39	24	62%	
Swimming Pool Operations - Boggabri	24				24	18	75%	
Roads & Ancillary Services	25,691	_	331	(3,164)	22,858	15,039	66%	
Roads Management	2,590			(0,101)	2,590	2,442	94%	
State Highway Maintenance Contract	2,500				2,500	2,031	81%	
Regional Roads Maintenance	3,591			(2,000)	1,591	1,382	87%	
Shire Roads Maintenance	10,062			(1,642)	8,420	5,416	64%	
Bridges Maintenance	2,622			(-)/	2,622	1,379	53%	
Town Streets Maintenance	2,924				2,924	658	23%	
Footpaths	200		331		531	379	71%	
Kerb & Guttering	-			280	280	_	0%	
Quarries	1,202			198	1,400	1,352	97%	
Water Services	5,091	(16)	(628)	136	4,583	4,424	97%	
Water Management	529	(16)	297	89	899	850	95%	
Baan Baa Water Operations	37		(5)	-	32	32	100%	
Bellata Water Operations	77		(17)	27	87	84	97%	
Boggabri Water Operations	629		(131)		498	478	96%	
Gwabegar Water Operations	36	-		-	36	39	108%	
Narrabri Water Operations	2,770	-	(413)	15	2,372	2,306	97%	
Pilliga Water Operations	66	-	(13)	-	53	51	96%	
Wee Waa Water Operations	947	-	(346)	5	606	584	96%	
Total Income from Continuing Operations	42,107	120	(202)	(4,429)	37,596	30,007	80%	

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Detailed Income & Expenses Budget Review Statement of Directorate Summary (on page 2)

Budget review for the quarter ended 30 June 2022 Income & Expenses - Infrastructure Delivery

Income & Expenses - Infrastructure Delive	Original Approved Changes			nes	Revised	Actual	% YTD
(\$000's)	Budget	Sep	Dec	Mar	Budget	YTD	versus
,	2021/22	QBRS	QBRS	QBRS	2021/22	figures	Budget
Expenses							
Cemeteries	384	-	13	21	418	404	97%
Cemeteries Management	106		7	47	113	99	88%
Cemeteries Interment Services	52		21	17	90	108	120% 92%
Cemeteries Maintenance Design & Investigation Services	226 404	2	(15) 79	4 (2)	215 483	197 441	92%
Emergency Support	665	18	15	(2)	683	673	99%
Parks & Open Spaces	3,434	6	32	205	3,677	3,579	97%
Parks & Open Spaces Management	839	-	32	147	1.018	809	79%
Open Space Maintenance	968	2		(109)	861	958	111%
Sporting Facilities	768	3		(367)	404	457	113%
Recreational Parks	152	-		243	395	412	104%
Public Waste / Litter Control	14	-		72	86	89	103%
Street Trees Program	23	-		40	63	60	95%
Public Amenities & Monument Maintenance	237	-		65	302	346	115%
Central Business District Maintenance	51	- 1		81	132	117	89%
Weeds Management	286	1		(148)	139	92	66%
Weeds North West Action Program	96 784	(60)		181	277 611	239 281	86% 46%
Projects & Assets Projects & Assets	704	(60)	-	(113) (113)	595	482	81%
Fleet Management	81	(65)		(113)	16	(201)	-1256%
Sewerage Services	3.492	60	29	69	3.650	3.491	96%
Sewerage Management	216	60	1	(29)	248	100	40%
Boggabri Sewerage Operations	487	_	62	40	589	590	100%
Narrabri Sewerage Operations	1,989		8	48	2,045	1,997	98%
Wee Waa Sewerage Operations	800	_	(42)	10	768	804	105%
Solid Waste Management Services	4,257	(221)	38	(173)	3,901	3,777	97%
Urban Waste Management	1,263	1		(88)	1,176	1,229	105%
Narrabri Waste Depot	1,940	(127)	38	20	1,871	1,906	102%
Rural Waste (incl Transfer Stations)	1,054	(95)		(105)	854	642	75%
Swimming Pools	1,640	3	146	-	1,789	1,599	89%
Swimming Pools Management	223	1	(10)		214	89	42% 96%
Swimming Pool Operations - Narrabri Swimming Pool Operations - Wee Waa	962 233	2	106 31		1,070 264	1,032 240	96%
Swimming Pool Operations - Wee Waa Swimming Pool Operations - Boggabri	222		19		241	238	99%
Roads & Ancillary Services	14.932	15	- 13	(130)	14.817	15.443	104%
Roads Management	5,757	2		(244)	5,515	5,537	100%
State Highway Maintenance Contract	2,097		_	-	2,097	2,144	102%
Regional Roads Maintenance	609	1		_	610	729	120%
Shire Roads Maintenance	2,803	7		-	2,810	3,390	121%
Bridges Maintenance	440			-	440	525	119%
Town Streets Maintenance	1,081	4		-	1,085	1,177	108%
Footpaths	320	1		(86)	235	140	60%
Kerb & Guttering	426			-	426	347	81%
Stormwater Management	204			200	204	121	59% 96%
Quarries Water Services	1,195 4,951	(4)	36	200 97	1,395 5,080	1,333 4,862	96%
Water Management	963	(4) (18)	15	44	1,004	4,002 882	88%
Baan Baa Water Operations	83	11	16	17	127	138	109%
Bellata Water Operations	162	3	(33)	7	139	119	86%
Boggabri Water Operations	514	•	107	(4)	617	541	88%
Gwabegar Water Operations	82		(5)	(2)	75	68	91%
Narrabri Water Operations	2,494		(160)	30	2,364	2,417	102%
Pilliga Water Operations	108		(13)	(1)	94	97	103%
Wee Waa Water Operations	545	-	109	6	660	600	91%
Total Expenses from Continuing Operations	34,943	(181)	373	(26)	35,109	34,550	98%
Net Operating Result before Capital Items	7,164	301	(575)	(4,403)	2,487	(4,543)	
Discontinued Operations - Surplus/(Deficit)					-		
Net Operating Result from All Operations	7,164	301	(575)	(4,403)	2,487	(4,543)	

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Capital Budget Review Statement

Budget review for the quarter ended 30 June 2022

Capital Expenditure by Activity - Council Consolidated

	Original		Approved	Changes		Revised	Actual	% YTD
(\$000's)	Budget	Carry	Sep	Dec	Mar	Budget	YTD	versus
		Forwards	QBRS	QBRS	QBRS		figures	Budget
Capital Expenditure								
Airport	435			-	(60)	375	321	86%
Cemeteries	-	100	7	-	(50)	57	7	12%
Cultural Facilities	-	61	152	-	-	213	106	50%
Economic Development	2,450		-	-	(393)	2,057	2,041	99%
Financial Services	40		-	1	-	41	41	100%
Fleet Management	2,493	1,260	-	-	-	3,753	2,707	72%
Information Services	65	19	-	-	80	164	117	71%
Parks & Open Spaces	2,946	451	(71)	120	(2,757)	689	548	80%
Planning & Environment	350		-	-	-	350	9	3%
Projects & Assets	-	32	-	-	-	32	-	0%
Property Services	304	58	275	188	127	952	292	31%
Sewerage Services	740	6	680	-	(549)	877	235	27%
Solid Waste Management	1,800	50	-	565	-	2,415	804	33%
Swimming Pools	158	127	7	-	-	292	240	82%
Tourism & Community Development	388	(8)	-	-	(379)	1	13	1300%
Transport (Roads & Ancillary)	22,907	2,078	-	792	(5,504)	20,273	10,272	51%
Water Supplies	1,240	6	-	-	-	1,246	379	30%
Loan Repayments (Principal) - Genera	al687		-	-	-	687	599	87%
Total Capital Expenditure	37,003	4,240	1,050	1,666	(9,485)	34,474	18,731	54%

This provides the capital expenditure cost for each service of Council, further detail is contained in the operational and service plan update for June.

CAPITAL WORKS CARRY FORWARDS, REVOTES AND OVER RUNS 13.16

Responsible Officer: Andrew Brown, Director Corporate and Community Services

Author: Luke Meppem, Budget Coordinator

Attachments: List of Capital Carryovers from the 2021/22 Program 🗓 🖺 1.

DELIVERY PROGRAM ALIGNMENT

4 Leadership

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning

and reporting

Strategy 4.4.2 Ensure effective and sound local governance practice

EXECUTIVE SUMMARY

Council has capital works projects that were not started, not completed or exceeded progress/expenditure expectations in 2021/2022. Council approval is required for these projects to be adjusted/included in the 2022/2023 capital works program.

RECOMMENDATION

- 1. That Council revote in 2022/2023 an amount of \$879,000, as identified in attachment 1 to this report, from the 2021/2022 capital works program.
- 2. That Council carry forward to 2022/2023 an amount of \$15,455,691, as identified in attachment 1 to this report, to finalise works not completed as at the end of 2021/2022 financial year.
- 3. That Council reduce multi-year capital project budgets in 2022/2023 by an amount of \$60,369, for projects that exceeded their projected votes at 30 June 2022, or were commenced in advance, as identified in attachment 1 to this report.

BACKGROUND

Under clause 211 of the NSW Local Government (General) Regulation 2021 (NSW), Council must each year approve expenditure and vote money.

Under this clause:

- (3) All such approvals and votes lapse at the end of a council's financial year. However, this subclause does not apply to approvals and votes relating to:
 - a) work carried out or started, or contracted to be carried out, for the council, or
 - b) any service provided, or contracted to be provided, for the council, or
 - c) goods or materials provided, or contracted to be provided, for the council, or
 - d) facilities provided or started, or contracted to be provided, for the council, before the end of the year concerned, or to the payment of remuneration to members of the council's staff.

The following has been applied to define carry forwards and revotes:

<u>Carry Forwards</u>: programs that Council is committed to by virtue of the work having been started or the work has been contracted to be carried out. These budgets do not require formal Council reapproval.

<u>Revotes</u>: programs that Council has not started (i.e. the initial vote has not been partially spent or committed). These budgets require formal Council re-approval.

Also included are <u>Over Runs</u> which are multi-year projects that had their projected expenditure vote underestimated and were further progressed than estimated at 30 June. It also includes some projects that were commenced early. This will result in their 2022/2023 budgets being reduced by the value of the over run.

CURRENT SITUATION

The following provides a summary of the values proposed to be added to the 2021/2022 capital works program, grouped by their funding source.

Funding Source	Carry Forwards	Revotes	Over Runs	Net Total
Rates & Untied Funding	0	60,000	0	60,000
Grants & Contributions	11,788,864	100,000	-25,056	11,863,808
Reserves	987,539	110,000	-33,543	1,063,996
VPAs	1,691,526	0	-1,460	1,690,066
s7.12	340,686	0	0	340,686
Water Fund	485,718	130,000	0	615,718
Sewerage Fund	161,358	479,000	-310	640,048
Totals	15,455,691	879,000	-60,369	16,274,322

FINANCIAL IMPLICATIONS

The net value of carry forwards, revotes and over runs is \$16,274,322. All projects are funded from internal reserves or external sources, except the \$60,000 from rates & untied funding.

These adjustments will be included in the September Quarterly Budget Review.

STATUTORY AND POLICY IMPLICATIONS

Clause 211 (Authorisation of expenditure) of the *Local Government (General) Regulation 2021* (NSW).

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Executive Management.
- Senior Management.

WORKS DESCRIPTION	CARRY FORWARDS	RE-VOTE	OVER/IN ADVANCE	FUNDING SOURCE
Development				
722003 - Regulatory - New Narrabri Animal Shelter Facility	340,686			s7.12
Cultural Facilities				
722052 - Crossing Theatre - Replace Entry Doors with Auto Doors			-24,698	Grant
721062 - Library Capex - Mobile Library Van	137,851			Grant
IT Services				
722041 - IT - Laptops	15,417			Reserves
722004 - IT - Monitors	3,480			Reserves
721006 - IT - Mobility Devices	15,302			Reserves
Property Services				
722005 - Property - Demolish Old Boggabri Bowling Club	199,837			Reserves
721054 - Property - New Bbri Doctors House VPA			-1,460	VPA
700010 - Depots - Narrabri Stores Office Construction			-445	Reserves
721053 - Narrabri Caravan Park Amenities Building Refurb	3,559			Reserves
722058 - Depots - Narrabri Depot Chemical Wash Down Bay		60,000		Rates/ Untied
Cemetery Services		,		,
722045 - Cemetery Capex - Wee Waa Upgrade Entrance Road		50,000		Reserves
Parks & Open Spaces		30,000		neser ves
722015 - P&OS Capex - Tourism Hub	29,674			VPA
722016 - P&OS Capex - Renewals Program	25,574	60,000		Reserves
700231 - Wee Waa CBD Upgrade (VPA)	49,855	00,000		VPA
721031 - Pilliga sports precinct planning	8,273			Reserves
722055 - P&OS Capex - Narrabri Collins Park Electronic Scoreboard	2,540			Contributions
Swimming Pools	2,340			Contributions
	17.024			Danaman
722010 - Narrabri - 50m Replace 3x sand filters	17,034 13,230			Reserves VPA
721020 - Boggabri chemical dosing upgrades	13,230			VPA
Transport (incl. Roads, Footpaths, Bridges, Stormwater & Quarries)	450.000			
721041 - Roads Capex - Killarney Gap Road -Rehabiliation (next stage)	450,238			Grant
722019 - Roads Capex - Regional Roads Reseals	14,280			Grant
700096 - Roads Capex - Culgoora Road Upgrade (Carryover)			-33,098	Reserves
722020 - Roads Capex - Millie Road (6.5km)	3,493,661			Grant
700405 - Roads Capex - Flood Damage Restoration (Feb 2020)	2,625,001			Grant
721059 - Roads Capex - Wave Hill Road Upgrade	86,195			Reserves
700306 - Roads Capex - Shire Road Reseals	339,241			Reserves
721057 - Roads Capex - Replace Boston Street Bridge	2,067,925			Grant
722054 - Roads Capex - Bullawa Ck bridge replacement			-358	Grant
721045 - Roads Capex - West Precinct	2,857,108			Grant
700309 - Roads Capex - Town Streets Reseals	214,584			Reserves
722043 - Roads Capex - Narrabri - Saleyard Lane Intersection Upgrade		100,000		Grant
721065 - Footpath Capex - George St WW Shared Path (Grant - TfNSW)	140,260			Grant
700314 - Roads Capex - Stormwater Renewals	71,820			Reserves
Waste Services				
700027 - Narrabri Landfill - Cell One Construction	1,598,767			VPA
700343 - Narrabri Landfill Improvements	12,797			Reserves
Water Services				
722028 - Water Capex - Operational Upgrades at Existing Facilites	215,268			Water Fund
722029 - Water Capex - Cl Monitoring On-line		100,000		Water Fund
722031 - Water Capex - Narrabri Water Mains Renewals	100,000			Water Fund
722032 - Water Capex - Wee Waa Water Mains Renewals	100,000			Water Fund
722034 - Water Capex - Wee Waa Stop Valve Replacement		30,000		Water Fund
722030 - Water Capex - Boggabri Water Mains Renewals	70,450			Water Fund
Sewer Services				
700120 - Sewer Capex - Boggabri Sewerage Treatment Works Augmentation			-310	Sewer Fund
722036 - Sewer Capex - Narrabri STP Options Study		40,000		Sewer Fund
722037 - Sewer Capex - Narrabri Sewer Mains Replacement	94,976			Sewer Fund
722038 - Sewer Capex - Narrabri Zimmerman St PS Upgrade		70,000		Sewer Fund
722050 - Sewer Capex - Narrabri STP Environmental Improvements		260,000		Sewer Fund
722039 - Sewer Capex - Wee Waa Sewer Mains Replacement		109,000		Sewer Fund
722040 - Sewer Capex - Wee Waa Installation of Sewer Grinder Pumps	32,050	,		Sewer Fund
700126 - Sewer Capex - Wee Waa Sewerage Treatment Works Augmentation	34,332			Sewer Fund
	1 .,502	879,000	-60,369	

13.17 INVESTMENT REPORT - JULY 2022

Responsible Officer: Andrew Brown, Director Corporate and Community Services

Author: Kathleen Wales, Finance Coordinator

Attachments: Nil

DELIVERY PROGRAM ALIGNMENT

4 Leadership

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning

and reporting

Strategy 4.4.3 Report in a clear, concise manner that is easily understood

EXECUTIVE SUMMARY

Council is required to consider a report on its investments in accordance with clause 212 of the *Local Government (General) Regulation 2021.*

During the month:

- Three (3) investments matured, totalling \$5 million.
- One (1) new investment was placed, totalling \$2 million.

Council's Responsible Accounting Officer has certified that Council's investments are in accordance with requirements.

RECOMMENDATION

1. That Council note the Investment Report for July 2022.

BACKGROUND

Council is required to consider a report on its investments in accordance with clause 212 of the *Local Government (General) Regulation 2021*.

CURRENT SITUATION

The following is a summary of investment movements for July 2022.

Investments maturing during the month:

•	20/07/22	AMP	\$2,000,000	243 days @ 0.90%
•	27/07/22	AMP	\$1,000,000	336 days @ 0.45%
•	27/07/22	NAB	\$2,000,000	98 days @ 0.80%

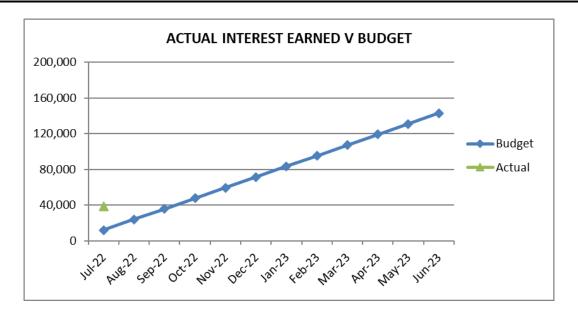
New Investment secured during the month:

• 27/07/22 NAB \$2,000,000 147 days @ 3.20%

	Market Value (\$)	Term (days)	Rate	Maturity Date	% of Portfolio
Short Term Deposits (<1 yr)	33,000,000.00				91.39%
BOQ	2,000,000.00	244	0.60%	03/08/22	5.54%
NAB	1,000,000.00	245	0.56%	17/08/22	2.77%
Macquarie Bank	1,000,000.00	365	0.40%	31/08/22	2.77%
BOQ	1,000,000.00	119	1.48%	31/08/22	2.77%
BOQ	1,000,000.00	273	0.56%	07/09/22	2.77%
AMP	1,000,000.00	329	0.80%	14/09/22	2.77%
NAB	4,000,000.00	161	1.08%	28/09/22	11.08%
NAB	1,000,000.00	273	0.62%	12/10/22	2.77%
NAB	2,000,000.00	300	0.63%	19/10/22	5.54%
AMP	3,000,000.00	126	2.40%	26/10/22	8.31%
AMP	2,000,000.00	364	1.00%	02/11/22	5.54%
BOQ	1,000,000.00	273	0.70%	16/11/22	2.77%
Judo Bank	1,000,000.00	182	2.25%	16/11/22	2.77%
NAB	2,000,000.00	273	0.72%	23/11/22	5.54%
MyStateBank	2,000,000.00	181	2.60%	30/11/22	5.54%
NAB	1,000,000.00	273	0.88%	07/12/22	2.77%
MyStateBank	1,000,000.00	189	2.80%	14/12/22	2.77%
NAB	2,000,000.00	147	3.20%	21/12/22	5.54%
NAB	1,000,000.00	273	1.43%	04/01/23	2.77%
ME Bank	3,000,000.00	273	1.48%	11/01/23	8.31%
Cash Deposits	3,107,584.50				8.61%
NAB At Call A/c	400,000.00	At Call	0.07%	n/a	1.11%
NAB Working A/c	2,707,584.50	At Call	0.01%	n/a	7.50%
Total Cash & Investments	36,107,584.50				100.00%

Movements within Bank account for the reporting period (\$)

Cash Book balance at 30 June 2022	1,335,028.83
Plus Receipts	2,841,818.74
Plus Investments Matured	5,000,000.00
Less Payments	-4,514,940.18
Less Investments Placed	-2,000,000.00
Cash Book balance at 31 July 2022	2,661,907.39
Unmatched statement items	-32,738.60
Unmatched ledger book items	78,415.71
Reconciliation Balance as at 31 July 2022	2,707,584.50



Investment Rate Summary for July 2022

Average Interest Rate on Investments:	1.18%
Weighted Average Interest Rate on Investments	1.38%
Council's Benchmarks	
Bank Bill Swap Rate (BBSW) 90-day index (02/08/2022) ¹	2.18%
Average 11am Cash Rate	1.35%

FINANCIAL IMPLICATIONS

Interest income for the month was \$38,575.73. This is ahead of budget and is reflective of increasing interest rates.

The net movement in the total value of deposits held each month is determined by the immediate cashflow requirement to service creditors. Council's larger creditor payments for the month were in relation to Council's annual Insurance Premiums, road projects, and the new waste cell.

STATUTORY AND POLICY IMPLICATIONS

Clause 212 of the *Local Government (General) Regulation 2021* requires Council's Responsible Accounting Officer to provide a monthly report setting out the details of all money that the Council has invested under section 625 of the *Local Government Act 1993*.

It is certified that Council's investments have been made in accordance with:

- Local Government Act 1993 (NSW).
- Local Government (General) Regulation 2021 (NSW).
- Ministerial Investment Order dated 12 January 2011.
- Council's Investment Policy dated 15 August 2017.

¹ Source: www.asx.com.au

CONSULTATION

External Consultation

Nil.

Internal Consultation

• Responsible Accounting Officer.

13.18 INFRASTRUCTURE STATUS REPORT - AUGUST

Responsible Officer: Eloise Chaplain, Director Infrastructure Delivery

Author: Eloise Chaplain, Director Infrastructure Delivery

Attachments: 1. Infrastructure Delivery - Status Report August 2022 🗓 🖺

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.1 A transparent and accountable Council

Strategy 4.1.3 Increase awareness of Council's role in the community including the services and

facilities provided

EXECUTIVE SUMMARY

This report details the monthly work completed and next months planned work for teams within Infrastructure Delivery.

RECOMMENDATION

That Council receive and note the Infrastructure Delivery Status Report – August 2022.

BACKGROUND

Council's Infrastructure Delivery teams operations have a major impact on the Narrabri Shire's community and therefore wish to report to Council an update on their work as of August 2022. This report will bring data and information from teams each month. Please note due to the date when compiling report information, some works may vary. Data captured as of 15 August 2022.

CURRENT SITUATION

Please see **Attachment 1** for detailed report.

FINANCIAL IMPLICATIONS

Capital costings noted in Attachment 1.

STATUTORY AND POLICY IMPLICATIONS

Nil, all works completed in accordance with Acts, Regulations and Policies relevant to the team.

CONSULTATION

External Consultation

Nil

Internal Consultation

- Infrastructure Delivery Managers
- Manager Financial Services



NARRABRI SHIRE COUNCIL ABN. 95 717 801 656

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Infrastructure Delivery Status Report - August

Please note this report is compiled mid-month to avoid delay in supplying the most current information. Hence completed works for the month refers to approximately mid the previous month to mid the current month.

Roads Maintenance

Please see below Maintenance activities completed in August and plan for September.

Grading					
Completed This Month	Plan Next Month				
MR357 Rangari Road	SR188 Kurrajong Creek Road				
SR020 Blairmore Road	SR057 Mayfield Road				
SR184 Jacks Creek Road	SR017 Old Narrabri Road				
SR078 Sandy Creek Lane	SR227 Pine Creek Road				
SR260 Bayley Park Road	SR015 Therribri Road				
SR171 Willala Road	SR022 Braymont Road				
SR160 Warners Road	SR018 Wavehill Road				
SR060 Westport Road	SR135 Timor Mountain Road				
SR065 Killara Road	SR013 Upper Maules Creek Road				
SR085 Danger Lane	SR081 Spion Kop Road				
SR015 Therribri Road (Part)	SR163 Delwood Road				
SR164 Courtneys Road	SR028 Binalong Road				
SR165 Panaroma Lane	SR162 Yaranbee Lane				
SR279 Murumbilla Lane	Boggabri Transfer Station Road				
SR027 Dripping Rock Road (Part)	MR329 Cypress Way Road				
SR026 Goonbri Road	SR004 Spring Plains Road				
SR016 Browns Lane	SR103 Roma Lane				
SR039 Gwabegar Road	SR047 Middle Route Road				
MR329 Cypress Way Road					
SR197 Sunnyside Lane					
SR220 Fairview Lane					
SR045 Nowley Road					
SR234 Warriana Lane					
Slashing - Western Sealed Roads	Slashing - Western Sealed Roads				

Other maintenance works also completed, include signage works, line marking, tar patching, minor patching etc. Other matters arising:

- Roma Lane
 - o Gravel resheeting section of road scheduled this financial year. Planning out of program required.
 - o Contract grader engaged, awaiting availability to rectify drainage issues
- Bullawa Creek Bridge Side Track

- o Rectification works completed following approval from Fisheries NSW
- o Recent rain has caused localised flooding of the sidetrack. Inspection to follow after water recedes.
- Culgoora Rd Rectification Works
 - o Council is currently in negotiations with TfNSW to progress
 - $\circ\quad$ Short term, waiting on water to recede for short term rectifications

Absences due to sickness, including 5 x Roads staff acquiring Covid-19.

Parks and Open Space Maintenance

Slashing						
Completed This Month	Plan Next Month					
Gardens Boggabri CBD	Painting Boggabri pool shell					
Centre median Narrabri plantings	Tiling Narrabri 50m pool					
Bollard replacement Collins Park	Town entries slashing					
Narrabri weed spraying drains Culverts	Sports field prep for summer season					
Weeds team – Box thorn and Mother of Millions spraying						

Other matters arising:

Vehicle damage to Centre Bollards on the intersection of Doyle and Maitland Street the Bollards are
currently being sourced for replacement due to the age of these concrete bollards they may need to have
a new mould constructed which will add to the cost of replacement there is damage to a third bollard on
the intersection of Dewhurst and Maitland Street that will be repaired during this process.

25 days of sick leave were taken over this past month this result indicates one staff member was absent every working day this month.

Water/ Sewer Maintenance

Completed This Month	Plan Next Month
Water	Water
Planned service works to chlorine dosing point at Namoi	Maintaining flushing programs for all schemes.
St reservoir site.	Planning and scoping of ice pigging throughout
Installation of replacement receiver in Gwabegar for	Narrabri water scheme.
smart water meter system.	Install replacement chlorine probe at Nandewar St
Undertaken raw water sampling for assessment of	bore site.
groundwater quality at all bore sites.	Completing servicing of chlorine units throughout
Replaced Radio Transmission Unit (RTU) at bore 1 in	all water services schemes.
Boggabri scheme.	Water main emergency repairs undertaken.
Maintaining flushing programs for all schemes.	
Water main emergency repairs undertaken.	Sewer
	Maintaining SPS cleaning program through all
Sewer	sewerage schemes.
Replacing valves in valve pit at Nobles SPS.	Compiling pump station depths and rising main
Continuing cleaning of SPSs throughout Narrabri	dimensions to inform future replacement of sewer
network.	pumps.
Replacing effluent pump at Narrabri STP office.	Augmentation of sludge pump at Narrabri STP.
Partial servicing of digester 3 at Narrabri STP.	Plan for replacement pump at Masons SPS.
Sewer main emergency repairs and choke clearing.	Servicing digester winches at Narrabri STP.

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Obtaining quotes for drum screen servicing at Narrabri STP.	Plan for drum screen servicing at Narrabri STP.
Ordered equipment for sludge pump augmentation at Narrabri STP.	PIRMPS to be tested and updated for annual review. Sewer main emergency repairs and choke clearing.
Troubleshooting pump issues at Masons SPS.	

Other matters arising:

- Additional vacancy realised in crew from resignation.
- Initiated service review meeting with Taggle to resolve outstanding issues, including faulty smart meters.

Partial levels of sickness throughout crew. Each week at least one operator from crew away with flu or COVID-19.

Solid Waste Maintenance

Completed This Month	Plan Next Month
Risk assessment closure project completed and branded Waste Annual Return completed Working on Community Consultation with consultant for Shire Waste Strategy Green waste project scoping & costing CDS receptacle machine investigation	Transfer Station Capex project planning Updating PIRMP CDS receptacle machine investigation

Other matters arising:

Bellata fire in green waste, no damage sustained. Further CCTV cameras to be installed. This is an ongoing
issue, Transfer Station service has increase to minimise risk.



Capital Works In Progress

Please note this is not an exhaustive list for more details refer to the quarterly Operational Service Plan Report. Costings are for reference only, committed costs not shown below. Cost reported 15.08.2022 shown for financial year 2022/23, some of the budgets below are carryovers which will be reported to council.

Roads						
Project	Budget	Actual Cost	This Month	Next Month		
Flood Event Feb 2020		\$6,047	Completion photos	Continuation SR004 Spring Plains Road		
Flood Event March 2021		\$789	Completion photos	Waiting on REPA claim approval		
			REPA claim re-submitted			
Flood Event Nov 2021			IRW Works MR127 Pilliga Road	IRW Works MR127 Pilliga Road		
			REPA claim re-submitted			
21/22 R CW Boggabri New Boston St	\$2,067,925	\$221,346	Column construction commencing	Columns continuing after flood waters		
Bridge				recede. Delays incurred.		
21/22 R CW SR001 Millie Rd	\$3,493,661	\$270,982	Continuation of Stage 1.	Completion of Stage 1. Commencing Stage		
Reconstruction				2.		
21/22 West Precinct Old Newell Hwy	\$2,857,108	\$0	Variation request sent to Restart	Tender documentation preparation		
Rehab			Tender documentation preparation	finalisation		
21/22 R CW K&G N Barwan st	Carryovers to	\$20,000	Completion including further road rehab	Completion of project (Signage and line		
Replacement	be finalised		works required on Barwan st	marking).		
21/22 R CW Tibbereena Ped Crossing	Carryovers to	\$3,471	Crews redirected to Barwan Street and	Works to recommence and blister work to		
	be finalised		Saleyards Lane.	continue.		
22/23 Dangar Street Shared Path	Carryovers to	\$126,118	Works are continuing	Continuation of path.		
	be finalised					

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22/23 Pilliga Road (two year project)	\$2,980,000		waiting deed finalisation by Federal I overnment.	Planning work for commencement	
Parks & Open Spaces					
Project	Budget	Actual Cost	This Month	Next Month	
20/21 P&OS CW Narrabri Tennis	Carryovers to	\$3,465	Prepare for accessible ramp access	Ramp construction and fence installation	
Courts Upgrade	be finalised		construction		
21/22 Collins Park Scoreboard	\$2,540	\$0	Score board delivery	Quotations for frame and installation	
21/22 NOS CW Tourism Hub	\$29,674	\$0	Scope of works for site establishment		
21/22 OS Town Clock Toilets Refurb	\$50,000	\$0	Contractor delayed start date to next month	Contractor to commence painting	
22/23 Wee Waa Cemetery	\$90,000	\$0	Consultant for septic system engaged	Septic system quotation and purchase of	
Amenities				amenities building	
22/23 Pool Projects	\$130,000	\$17,644	BBQ and shade structure quotes	Purchase of BBQ and Shade structure	
				Painting of Boggabri pool	
				Tiling of Narrabri 50m pool	
Fleet					
Project	Budget	Actual Cost	This Month	Next Month	
22/23 Fleet Plant Replacement	\$182,023	\$2,472,991\$182,023	Light Vehicle Tender	• Complete light vehicle	
			2 Graders with tender panel for	assessments	
			approval	Plant / Car Trailer	
			Chassis tipper ordered	Telehandler specs	
			Workshop air compressor		
			Service truck received & to be		
			issued.		
			Mayor vehicle issued		

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21/22 SW CW NLF New Cell 1	\$1,698,767	\$821,655	Import and placement of select fill for cell wall construction.	Continuation of wall construction and commence placement of liner system.
Project	Budget	Actual Cost	This Month	Next Month
Waste				
at Narrabri STP				undertaken.
22/23 Environmental improvements	\$260,000		RFT to be advertised to market.	RFT advertised to market and assessment
Narrabri Rising Mains			bridge to be replaced.	engaged to undertake job.
22/23 Sewer mains replacement –	\$60,000		Identified that rising main across river	Scope of works developed and contractor
Boolcarrol Rd Wee Waa				
22/23 Watermains Renewal -	\$100,000		Scopes developed and engaging designer.	Designer engaged and designs underway.
Renewal Wee Waa St Boggabri			materials for Jobs.	iliateriais fut juus.
22/23 Wat CW Bo Water Main	\$30,000		Developing designs and ordering materials for jobs.	Developing designs and ordering materials for jobs.
Fitzroy St Narrabri	#30.000		Davidania darias and andarias	Developing desires and and single
22/23 Water mains replacement –	\$250,000		Scopes developed and engaging designer.	Designer engaged and designs underway.
Reuse Pond			dam.	undertaken to inform dam design.
21/22 S CW Boggabri Sew Treat	\$550,000		Surveying quoted to inform footprint of	Surveying completed and soil tests
Project	Budget	Actual Cost	This Month	Next Month
Water/Sewer				
			Disposal of Trailblazer & Camry	
			vehicle Issued	
			Manager Economic Planning	

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13.19 PLANNING AND DEVELOPMENT SERVICES REPORT - JULY 2022

Responsible Officer: Donna Ausling, Director Planning and Strategy

Author: Michelle Henry, Strategic Planner

Attachments: 1. Planning and Development Services - July 2022 Detailed report 🗓 🖺

2. Statistics Snapshot - July 2022 U

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.1 A transparent and accountable Council

Strategy 4.1.3 Increase awareness of Council's role in the community including the services and

facilities provided

EXECUTIVE SUMMARY

This report provides an overview of the activities, and statistics, carried out by the Planning and Development Services unit for the month of July 2022.

RECOMMENDATION

1. That Council receive and note the Planning and Development Services report for the month of July 2022

BACKGROUND

This report is divided in three sections, Building, Statutory Planning and Regulatory Services. An update is provided for the information of Council on Planning and Development Services allied activities for the preceding month.

CURRENT SITUATION

The major highlights of each section are outlined below.

Building:

- Six (6) Construction Certificates were determined during the month. The average processing time for the month (once all relevant information was received) was 30 days.
- A total of six (6) new Construction Certificate applications were lodged during the month with a value of estimated work of \$819,200.00

Statutory Planning:

- Nine (9) Development Applications totalling a capital investment value of \$636,624.00 were determined during the month.
- The average processing time for Development Applications is 31 days.

• A total of eight (8) new applications, with a total capital investment value of \$4,075,689.00, were lodged during the month of July. Of these, a notable application was for a new multiresidential development consisting of 4 separate townhouses at 14 Regent Street, Narrabri.

Regulatory Services:

• No Penalty Infringement Notices were issued during the month of July.

FINANCIAL IMPLICATIONS

Detailed in the body of the Report.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

External Consultation

Nil.

Internal Consultation

- Development Services Team
- Regulatory Services Team

Planning & Development Services

July 2022 Report

Michelle Henry
ACTING MANAGER PLANNING & DEVELOPMENT

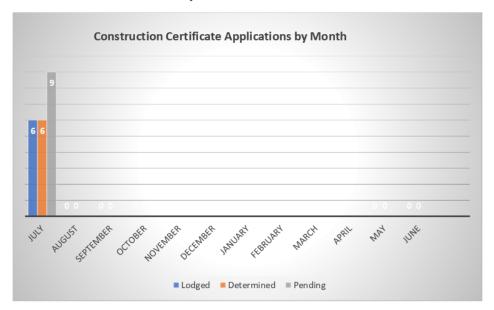
Building Unit

Below is a summary of **Construction Certificate** applications and approvals up to 31 July 2022.

APPLICATION LODGED AND DECIDED (July 2022)

	Number of CC Applications	Value (Estimated Cost)
Applications Lodged	6	\$ 819,200
Applications Decided	6	\$ 378,181
Pending (at 31 July 2022)	9	\$1,183,700

NB above data excludes Private Certifier issued CCs



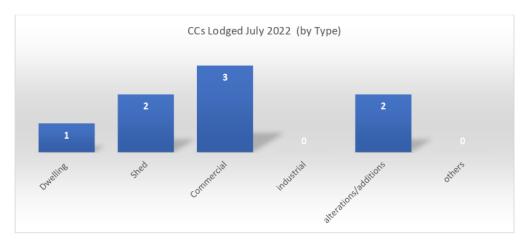
OUTSTANDING CONSTRUCTION CERTIFICATE APPLICATION AS AT 31 July 2022

A total of nine (9) construction certificates were outstanding as at 31 July 2022.

Application ID	Primary Property	Description	Value \$	Date Lodged	Decision Date	Number of Days
CC067-2019	233 Riverside Drive NARRABRI	Ancillary Residential Shed (6x15) – Car garage & storage shed	31,000	09/09/2020		
CC2022/0036	7-11 Maitland Street NARRABRI	Renovate 3 existing bathrooms and additions of disabled toilet	120,000	06/04/2022		
CC2022/0037	15 Maitland Street NARRABRI	Construction of Carport	12,000	06/04/2022		
CC2022/0053	52 Coppleson Drive NARRABRI	Single Storey Dwelling	110,000	27/06/2022		
CC2023/0001	41 Piper Lane NARRABRI	Two Bay Garage	19,300	11/07/2021		
CC2023/0003	13 Ugoa Street NARRABRI	Construction 2 class 9b structures	267,000	09/08/2022		
CC2023/0004	CC2023/0004 151 Mckenzie Street Inground Fibreglass Swimming NARRABRI Pool		55,900	25/07/2022		
CC2023/0005	144 Barwan Street NARRABRI	Modification to shed	130,000	25/07/2022		
CC2023/0007	162 Stoltenbergs Road NARRABRI	Single Storey Dwelling	450,000	26/07/2022		
CC2023/0008	861 Kaputar Road NARRABRI	Construction of a Shed	19,500	08/08/2022		
CC2022/0027	265 Boundary Street NARRABRI NSW 2390	Alterations and Addition to dwelling – Footings & Frame ONLY	147,000	28/07/2022	29/07/2022	1
CC2022/0033	1586 Kaputar Road NARRABRI NSW 2390	Construction of a Shed	72,350	18/03/2022	13/07/2022	117
CC2022/0048	16 Taylor Street NARRABRI	Construction of a Shed	17,000	13/07/2022	13/07/2022	1
CC2022/0049	8 Taylor Street NARRABRI	Construction of a Shed	19,000	24/06/2022	14/07/2022	30
CC2022/0050	86 Genanagie Street NARRABRI	Shed	110,000	23/06/2022	04/07/2022	21
CC2022/0052	81 Lynn Street BOGGABRI	Garage	12,831	27/06/2022	12/07/2022	15

CONSTRUCTION CERTIFICATE BY TYPE (LODGED IN JULY INCL PRIVATE CERTIFIER ISSUED)

	Private Certifier	Council	Total	Value (\$)
Dwelling	0	1	1	\$450,000.00
Alterations/additions to	0	2	2	\$202,900.00
dwelling				
Shed / Garage	0	2	2	\$36,300.00
Commercial	2	1	3	\$7,835,500.00
Industrial	0	0	0	\$0
Others	0	0	0	\$0
Total	2	6	8	\$8,524,700.00



INSPECTIONS

Type of inspections	Number	
Footing	4	
Framing		
Final	3	
Wet area		
Stormwater	1	
External Drainage	1	
Internal Drainage	1	
Site inspections	10	
Swimming Pool	1	
Total	21	

AVERAGE EMPLOYEE COST PER APPLICATION DETERMINED- CONSTRUCTION CERTIFICATES

	2022/2023 Financial Year
Building employee cost	\$99,101/year
Number of employees	1
Total number of applications decided to date	6
(Total application determined YTD)	
Average employee cost per application determined	\$1406.65

OCCUPATION CERTIFICATES

	Lodged	Issued
Council	2	1
Private certifiers	2	2
Total	4	3

SWIMMING POOL COMPLIANCE INSPECTIONS

Application Number	Date Lodged	Inspected (including re- inspections) On	NOI/Direction Issued	Non- Compliance Issued	Certificate of Compliance Issued
SPCC2022/0030	08/06/2022	08/06/2022 *Reinspection scheduled for 16/08/22	08/06/2022	08/06/2022	
7 Boundary Street WW	22/06/2022	22/06/2022			22/07/2022
SPCC2022/0032	27/06/2022	29/06/2022		29/06/2022	

YEAR TO DATE FIGURES CC PROCESSED BY COUNCIL

	Determined		Lodged		Average Processing Time
	Number of CC	Value of CC \$	Number of CC	Value of CC	
July	6	\$ 378,181.00	6	\$ 819,200.00	30

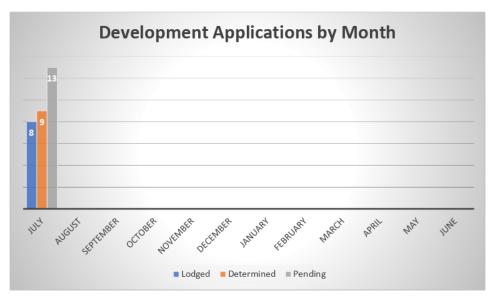
Planning Unit

Below is a summary of Development applications pending and approvals up to 30 July 2022.

PLANNING APPLICATION LODGED AND DECIDED

	Number of Applications	Value (Estimated Cost)
Applications Lodged	8	\$4,075,689.00
Applications Decided	9	\$636,624
Pending	13	\$4,435,510

DEVELOPMENT APPLICATION LODGED AND DECIDED BY MONTH

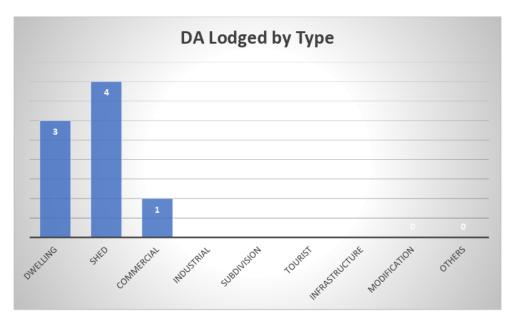


OUTSTANDING DEVELOPMENT APPLICATION AS AT 30/06/2022

A total of thirteen (13) Development Application were outstanding as of 31 July 2022.

DEVELOPMENT APPLICATIONS LODGED BY TYPE

	Total	Value
Dwellings/ Dual Occupancy	3	\$2,540,524
Sheds	4	\$1,268,165
Commercial	1	\$267,000
Industrial	0	0
Subdivisions	0	0
Tourist development	0	0
Infrastructure ie solar farms	0	0
Modifications	0	0
Other	0	0
Total	8	\$4,075,689



YEAR TO DATE FIGURES DA PROCESSED BY COUNCIL

	Processed		Lodged			
	Number of DA	Value of DA	Number of Value of DA		Average	
	determined		DA		Processing Times	
July	9	\$636,624	8	\$4,075,689	21	

PLANNING CERTIFICATES (FORMERLY 149 CERTIFICATES)

Application ID	Status/Decision	Primary Property	Date Lodged	Date Issued	Number of Days
PC2023/0001	Past	45 Maitland Street NARRABRI	04/07/2022	04/07/2022	0
PC2023/0002	Past	13367 Newell Hwy NARRABRI	05/07/2022	05/07/2022	0
PC2022/0003	Past	4049 Grain Valley Road BOGGABRI	06/07/2022	07/07/2022	1
PC2023/0004	Past	5/17 Jenkins Street NARRABRI	06/07/2022	07/07/2022	1
PC2023/0005	Past	1579 Forest Way YARRIE LAKE	06/07/2022	07/07/2022	1

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PC2023/0006	Past	BOX HILL, 169 Upper Bullawa Creek	06/07/2022	07/07/2022	1
PC2023/0007	Past	Road BULLAWA CREEK 81A Jacks Creek Road NARRABRI	06/07/2022	07/07/2022	1
PC2023/0007 PC2023/0008	Past	81B Jack Creek Road NARRABRI	07/07/2022	07/07/2022	0
PC2023/0008 PC2023/0009	Past	14 Thurlagoona Ave NARRABRI	08/07/2022	11/07/2022	3
		5 Miller Close NARRABRI		- 	3
PC2023/0010	Past		08/07/2022	11/07/2022	
PC2023/0011	Past	7 Miller Close NARRABRI	08/07/2022	11/07/2022	3
PC2023/0012	Past	9 Miller Close NARRABRI	08/07/2022	11/07/2022	3
PC2023/0013	Past	10 Miller Close NARRABRI	08/07/2022	11/07/2022	3
PC2023/0014	Past	8 Miller Close NARRABRI	08/07/2022	11/07/2022	3
PC2023/0015	Past	6 Miller Close NARRABRI	08/07/2022	11/07/2022	3
PC2023/0016	Past	4 Miller Close NARRABRI	08/07/2022	11/07/2022	3
PC2023/0017	Past	39 Ningadhun Circuit NARRABRI	08/07/2022	11/07/2022	3
PC2023/0018	Past	5 Queen Elizabeth II Avenue, NARRABRI NSW 2390	11/07/2022	11/07/2022	0
PC2023/0019	Past	84 Milton Downs Road, JEWS LAGOON NSW 2397	12/07/2022	12/07/2022	0
DC303370030	Past	1075 Middle Route Road, MERAH	12,01,2022	12/07/2022	0
PC2023/0020		NORTH NSW 2388	12/07/2022	12/07/2022	
PC2023/0021	Past	28 Cowper Street, WEE WAA NSW 2388	13/07/2022	14/07/2022	1
PC2023/0022	Past	11541 Newell Highway, NARRABRI NSW 2390	13/07/2022	13/07/2022	0
PC2023/0023	Past	ROSEMONT, 1031 Eulah Creek Road, EULAH CREEK NSW 2390	13/07/2022	14/07/2022	1
PC2023/0024	Past	1483 Kaputar Road, BULLAWA CREEK NSW 2390	14/07/2022	14/07/2022	0
PC2023/0025	Past	182 Merton Street, BOGGABRI NSW 2382	19/07/2022	19/07/2022	0
PC2023/0026	Past	31 Oakham Street, BOGGABRI NSW 2382	21/07/2022	21/07/2022	0
PC2023/0027	Past	13838 Kamilaroi Highway, BOGGABRI NSW 2382	21/07/2022	25/07/2022	4
PC2023/0028	Past	5 Dangar Street, PILLIGA NSW 2388	21/07/2022	22/07/2022	1
PC2023/0029	Past	3 May Street, NARRABRI NSW 2390	22/07/2022	25/07/2022	3
PC2023/0030	Past	62 Grantham Street, BOGGABRI NSW 2382	22/07/2022	25/07/2022	3
PC2023/0031	Past	73 Old Pilliga Road, WEE WAA NSW 2388	22/07/2022	25/07/2022	3
PC2023/0032	Past	145 Old Gunnedah Road, NARRABRI NSW 2390	25/07/2022	25/07/2022	0
PC2023/0033	Past	126 Barwan Street, NARRABRI NSW 2390	26/07/2022	26/07/2022	0
PC2023/0034	Past	58 Wee Waa Road, NARRABRI NSW 2390	26/07/2022	26/07/2022	0
PC2023/0035	Past	12 Kelvin Vickery Avenue, NARRABRI NSW 2390	27/07/2022	28/07/2022	1
PC2023/0036	Past	120 Barwan Street, NARRABRI NSW 2390	28/07/2022	28/07/2022	0
PC2023/0037	Past	35 Railway Street, NARRABRI NSW 2390	28/07/2022	28/07/2022	0
PC2023/0038	Past	48 Francis Street, NARRABRI NSW 2390	28/07/2022	29/07/2022	1
PC2023/0039	Past	13 Adams Street, NARRABRI NSW 2390	29/07/2022	29/07/2022	0

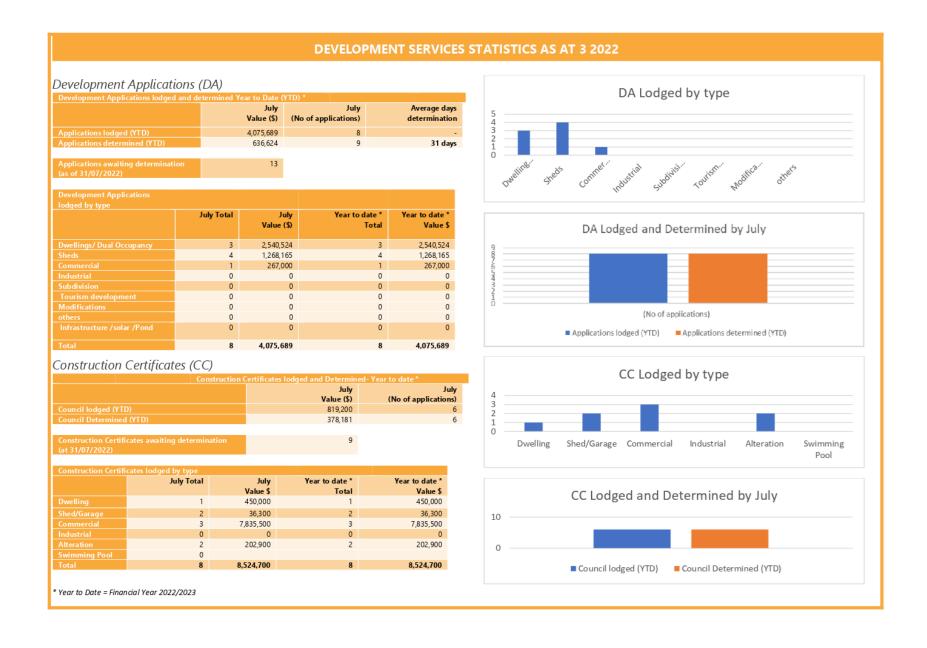
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	T -	T			_
PC2023/0040	Past	15 Boolcarrol Road, WEE WAA NSW 2388	29/07/2022	29/07/2022	0
PC2023/0041	Past	104 Walton Street, BOGGABRI NSW 2382	29/07/2022	29/07/2022	0
PC2023/0018	Past	5 Queen Elizabeth Ii Avenue, NARRABRI NSW 2390	11/07/2022	11/07/2022	0
PC2023/0019	Past	84 Milton Downs Road, JEWS LAGOON NSW 2397	12/07/2022	12/07/2022	0
PC2023/0020	Past	1075 Middle Route Road, MERAH NORTH NSW 2388	12/07/2022	12/07/2022	0
PC2023/0021	Past	28 Cowper Street, WEE WAA NSW 2388	13/07/2022	14/07/2022	1
PC2023/0022	Past	11541 Newell Highway, NARRABRI NSW 2390	13/07/2022	13/07/2022	0
PC2023/0023	Past	ROSEMONT, 1031 Eulah Creek Road, EULAH CREEK NSW 2390	13/07/2022	14/07/2022	1
PC2023/0024	Past	1483 Kaputar Road, BULLAWA CREEK NSW 2390	14/07/2022	14/07/2022	0
PC2023/0025	Past	182 Merton Street, BOGGABRI NSW 2382	19/07/2022	19/07/2022	0
PC2023/0026	Past	31 Oakham Street, BOGGABRI NSW 2382	21/07/2022	21/07/2022	0
PC2023/0027	Past	13838 Kamilaroi Highway, BOGGABRI NSW 2382	21/07/2022	25/07/2022	4

Regulatory Services

	1.100
Environmental Reporting	Jul-22
Illegal Dumping Complaints Received	0
Illegal Dumping - Average Time to Respond	0
Illegal Dumping - Initial Inspection	0
Illegal Dumping - Clean Up Orders Issue	0
Construction Complaints	0
Construction Complaints - Initial Inspection	0
Construction Complaints - Stop Work Orders Issued	0
Illegal Camping Complaints	0
Illegal Camping Complaints - Move Alongs Issued	0
Abandoned Vehicles	0
Overgrown/Waste on Property Complaints Received	1
Overgrown/Waste on Property Complaints - Inspections Completed	1
Overgrown/Waste on Property Complaints - Average Time to Respond (Days)	
Overgrown/Waste on Property Complaints - Initial Inspections	0
Overgrown/Waste on Property Complaints - Initial Courtesy Call/Letter	1
Overgrown/Waste on Property Complaints - Follow Up Inspection	0
Overgrown/Waste on Property Complaints - NOI Sent	0
Overgrown/Waste on Property Complaints - Order 21 Issued	0
Order 11 Issued	0
Order 22A Issued	0
Order 27 Issued	0
Burning Permits	5
Burning Permits - Requests Received	5
Burning Permits - Inspections	5
Burning Permits - Approvals Issued	5
Section 68 Applications	7
s 68 - Septic Inspections Completed	7
s 68 - Septic Approvals to Install Issued	3
Approval to Operate Issued	4
s 68 - Septic Quarterly Reports Registered	0
Commissioning Certificate	0
Parking Complaints	1
Noise Complants	1
Food Inspections - Annual Inspections	10
Food Complaints - Complaints	0
Food Complaints - Inspections	0
Food Complaints - Average time to Respond (days)	0
Underground Petroleum Inspections Completed (6-monthly)	8
Impounding Act	
Non-Companion Animal Complaints	2
Companion Animals Reporting	Jul-22
Number of Companion Animals Impounded	16
Dogs	8
Cats	8

Number of Companion Animals Registered	5	
Dogs	2	
Cats	3	
Number of Companion Animals Rehomed		
Dogs	3	
Cats	4	
Number of Companion Animals Released to Owner	3	
Dogs	3	
Cats	0	
Number of Companion Animals Euthanised	0	
Number of Feral Animals Euthanised	4	
Dogs	0	
Cats	4	
Method of Canine Impoundment	8	
Handed in to Council (Pre-caught prior to impoundment)	6	
Seized	2	
Method of Feline Impoundment	8	
Handed in to Council (Stray - Privately caught/trapped)	1	
Handed in to Council (Feral - Privately trapped)	4	
Surrenders		
Complaints Received by Council	51	
Dogs	44	
Cats	7	
Number of Animals Microchipped by Council	9	
Dogs	4	
Cats	5	
Number of Dog Attacks Reported to Council	4	
Orders Issued	0	
Number of Nuisance Dog Orders Issued	0	
Number of Menacing Dog Orders Issued	0	
Number of Dangerous Dog Orders Issued	0	
PIN Issued	Jul-22	
Companion Animals - Dogs		
Companion Animals - Cats		
Parking		
Overgrown Properties		
Illegal Dumping		
Public Health Related		
Development		



13.20 LOG OF AUTO-ARCHIVE ACCESS

Responsible Officer: Andrew Brown, Director Corporate and Community Services

Author: Jason Townsend, Manager Governance and Risk

Attachments: Nil

DELIVERY PROGRAM ALIGNMENT

4 Leadership

Objective 4.4 Our strategic goals will be achieved through transparent and accountable planning

and reporting

Strategy 4.4.2 Ensure effective and sound local governance practice

EXECUTIVE SUMMARY

At the 15 February 2022 Extraordinary Council Meeting a resolution was passed to receive a monthly report detailing the number of accesses to auto-archived material that have been undertaken, by whom and the reason for access, ensuring that the process excludes any detail in reports that could identify an individual.

RECOMMENDATION

1. That Council note the Log of Auto-Archive report.

BACKGROUND

Council requested at the 15 February 2022 Extraordinary Meeting that the following report be prepared for each Ordinary Meeting of Council.

9.2 Notice of Motion - Use of iPad Technology by Councillors

Minute 001/2022

Moved: Cr Rohan Boehm Seconded: Cr John Clements

That

(iii) That the General Manager provide a report to each Ordinary Meeting of Council detailing the number of accesses to auto-archived material that have been undertaken, by whom and the reason for access, ensuring process that excludes any detail in reports that could identify an individual.

CURRENT SITUATION

For the period 25 July 2022 to 16 August 2022 the auto archive email system was not accessed by staff.

The only persons with access to the auto archives email system is the Acting IT Coordinator and Trainee IT Support Officer.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

External Consultation

Nil.

Internal Consultation

Nil.

14 OUR SOCIETY



THEME 1: OUR SOCIETY

STRATEGIC DIRECTION 1: AN EMPOWERED, INCLUSIVE, AND CONNECTED COMMUNITY

COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several social priority areas to be actioned over the 2022/2026 period.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Community development
- Community health and safety
- Community arts, events, and entertainment
- Community care services and transport
- Parks, open spaces, and sporting facilities
- Children, youth, and aged care services
- Disability access services
- Library services

COMMUNITY OBJECTIVES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following social strategic objectives:

- A safe and healthy community
- A vibrant and connected community
- A resilient and strong community

KEY STAKEHOLDERS

- Narrabri Shire Council
- Narrabri Shire Community
- Not for Profit Organisations
- Narrabri Shire Sporting Clubs
- NSW Police Force
- NSW Communities and Justice
- Create NSW

- Local Health Care Providers
- Child Care Providers
- Aged Care Providers
- Regional Arts NSW
- NSW Office of Sport
- NSW Health

Nil reports.

15 OUR ENVIRONMENT



THEME 2: OUR ENVIRONMENT

STRATEGIC DIRECTION 2: A SUSTAINABLE AND COMPATIBLE NATURAL AND BUILT ENVIRONMENT

Through extensive community engagement, the Narrabri Shire community identified several environmental priority areas to be actioned over the 2022/2026 period.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Waste management and recycling
- Environmental planning
- Planning and development
- Parks and open spaces

- Noxious weeds control
- Floodplain management
- Water and sewer management
- Stormwater management

COMMUNITY OBJECTIVES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following environmental strategic objectives:

- A protected and enhanced natural environment
- An integrated and strategic built environment
- A resilient and sustainable environment

KEY STAKEHOLDERS

- Narrabri Shire Council
- Narrabri Shire Community
- Not for Profit Organisations
- NSW Department of Planning and Environment
- NSW Department of Primary Industries
- Local Emergency Services
- Local Primary Producers
- Local Extractive Industries
- Water NSW
- Resilience NSW

- NSW Office of Environment and Heritage
- NSW Environment Protection Authority
- Community Consultative Committees
- Transport for NSW
- Passenger Transport Providers
- Freight and Logistics Companies
- Energy Providers
- Australian Rail Track Corporation
- Telecommunications Providers

15.1 NARRABRI SEWERAGE SCHEME AND SEWERAGE TREATMENT PLANT IMPROVEMENTS

Responsible Officer: Eloise Chaplain, Director Infrastructure Delivery

Author: Leon Ross, Manager Water Services

Attachments: Nil

DELIVERY PROGRAM ALIGNMENT

2 Environment - A sustainable and compatible natural and built environment

Objective 2.3 A resilient and sustainable environment

Strategy 2.3.3 Responsibly manage, conserve and protect water resources

EXECUTIVE SUMMARY

Council's Narrabri Sewerage Treatment Plant (NSTP) and Scheme is ageing hence investigations have commenced into and development of an improvement plan focusing on short and medium term capital improvement to the assets. This will ultimately extend their useful lives until a replacement or upgrade treatment plant is operational.

RECOMMENDATION

1. That Council:

- a. Receive and note Narrabri Sewerage Scheme and Sewerage Treatment Plant Improvements Planning report.
- b. Endorse the development of an Improvement Plan.

BACKGROUND

The Narrabri Sewerage Scheme has been in operation for almost 80 years, with varying levels of expansion, repairs and replacement occurring at certain periods over that time. The Narrabri Sewerage Treatment Plant (NSTP) was constructed in the 1940s, with two major upgrades and augmentations to the plant occurring since that time. Narrabri Shire Council initiated the Federation Farm effluent reuse scheme in 1996 and this has been a way for the treated sewerage from Narrabri to be put to beneficial reuse in the growth of cotton and other broadacre crops. Council has an obligation to operate and maintain the Narrabri sewerage scheme in an environmentally responsible manner and ensure that Councils obligations under Environmental Protection Licence (EPL) No. 200 are met.

The performance of the NSTP depends heavily upon the performance and condition of the network that is transporting sewerage to the NSTP. A poorly performing sewerage network can introduce high levels of infiltration, solids and grit, block sewerage flows and turn sewage septic before it reaches the plant. This can also impact on service delivered to ratepayers, increase the potential for discharges to the environment and be significant financial impact upon Council to attend to these issues both operationally and in an emergency.

CURRENT SITUATION

The NSTP is showing noticeable signs of degradation and aging and it is estimated that the hydraulic capacity of the plant is approaching hydraulic and treatment capacity. Investigation into a new plant is due to maintain treatment performance and to ensure Narrabri can meet future growth and development requirements. It is estimated that there are approximately seven years of planning, approvals, design and construction before a new or upgraded plant will be operational. In that period there are investments required into plant assets to maintain operational and treatment objectives, as well to maintain safety and environmental controls at the plant. These have been identified both by Council and by the NSW Environmental Protection Authority (EPA) to meet obligations under EPL No. 200.

Due to a number of factors Council has a lack of data regarding the condition of much of the Narrabri Sewerage network, including both the gravity network, sewer pump stations (SPS) and the pressurised sewer rising mains. Much of the scheme was built 60 - 80 years ago, and anecdotally the Narrabri sewerage scheme is exhibiting signs of deterioration including increased callouts to emergency repairs and signs of infiltration and sediment received at the NSTP.

Council is in the process of development of the Integrated Water Cycle Management Plan (IWCM). The IWCM will assist with planning and scoping of these works at the NSTP as well as developing an improvement plan in combination with asset camera inspections undertaken in the gravity network.

Improvement plans for the Narrabri sewerage network and the NSTP are intended to be developed using this inspection and audit data in combination with guidance from Council's sewer asset management plan and the IWCM. These plans will demonstrate a material commitment to capital investments in the renewal of the Narrabri sewer scheme to ensure that these assets are maintained for the remainder of their lives in an environmentally and financially sustainable way that Narrabri remains a thriving municipality into the future.

FINANCIAL IMPLICATIONS

It is anticipated that Council has sufficient funds to finance this with approximately \$7,000,000 in reserves within the Council water fund, that will be supported by annual revenue for sewerage works. The funding structure from revenue to assist with this investment will be informed by the IWCM and internal assessment by Council finance staff in consultation with Council.

Funding of this asset renewal will be developed in line with guidance from Councils Sewer asset management plan, and will also be informed by the Integrated Water Cycle Management Plan and initial asset inspections for sewer mains, pump stations, chambers and the NSTP.

Development of a capital improvement plan will also give Council sound scope and support to seek grant funding for these works for any grants that my become available.

STATUTORY AND POLICY IMPLICATIONS

Council has an obligation under the *Local Government Act 1993* (NSW) to ensure that effective sewerage services are provided and maintained within the sewer schemes that it operates.

There is also an obligation under the *Protection of the Environment and Operations Act 1997* (NSW) (the POEO Act) to ensure that discharge of sewerage to the environment is avoided and that Council does not impact on the environment through its operations.

There is also an obligation to maintain and operate the Narrabri sewerage scheme under EPL No. 200 issued for the Narrabri Sewerage scheme under the POEO Act 1997 as issued by the NSW EPA.

CONSULTATION

External Consultation

Consultation with the community has been undertaken as part of development and adoption of Council's Sewerage Asset Management Plan, while IWCM will also involve public consultation which will help inform capital improvement plans.

Prioritisation of works within the network will be undertaken in order to satisfy environmental and statutory requirements in the first instance while also satisfying operational requirements.

Works at the Narrabri STP will be informed by orders by the NSW EPA for environmental compliance as well as health and safety requirements at the plant.

Ongoing consultation is occurring with the NSW Special Activation Precinct (SAP) regarding long term planning and solutions. Cooperation between the SAP and IWCM team is continuing.

Internal Consultation

Procurement, planning and development of inspections and the resultant capital improvement plans will be developed in consultation with Asset Management staff, the Manager of Finance and Governance Staff in order to ensure financial viability and alignment with strategic priorities of Council.

15.2 ROAD SERVICES - RESOURCING

Responsible Officer: Eloise Chaplain, Director Infrastructure Delivery

Author: Michael Cain, Manager Road Services

Attachments: Nil

DELIVERY PROGRAM ALIGNMENT

2 Environment - A sustainable and compatible natural and built environment

Objective 2.2 An integrated and strategic built environment

Strategy 2.2.1 Maintain, enhance and support an integrated, diverse and safe transport network:

Pedestrian; Road; Rail; and Air

EXECUTIVE SUMMARY

Narrabri Shire Council provides maintenance services and delivers an annual capital works program through the combination of internal and external resources. Currently the local area is experiencing a boom in industrial development, creating a tight supplier market and ultimately a highly competitive environment in which Council must compete.

RECOMMENDATION

1. That Council receive and note the Road Services – Resourcing report.

BACKGROUND

Council has been very successful in obtaining grant funding for Road related projects, the majority of this year's capital works program being grant funded. This is great news however, the past two and a half years wet weather has created havoc on the road network (three separate declared flooding events) has not been conducive for road construction, causing many delays. This added to the capital works program for flood restoration but also delayed grant funded projects to the outer limits of the funding deed construction timeframes. Grant funded projects having dictated time frames and millstones to follow. Hence the Road Service's large capital works program, incorporating a number of large-scale road upgrades, rehabilitations, gravel resheets and three flood restorations programs. These projects require specialised contractors and various engineering materials, some of which are available locally, others not.

CURRENT SITUATION

Work has commenced on various projects and the degree of demand for resources have been recognised. There are some key areas which have the potential to create overruns, not just in time, also consequently in budget. Major projects, such as Inland Rail and major highway upgrades, have created a competitive local market. Council is currently seeing the results of the competition and unfortunately is feeling the pain in areas of staff, contractor and material availability. Options are currently being investigated to try and solve some of the issues present. A brief insight into some of the key areas are elaborated on below.

Staff Vacancies and Applicants

A number of vacancies exist throughout the structure, some of which have been vacant for some time. Key vacancies are placing extra workload on current staff and the utilisation of consultants and contractors has been increased to undertake some of the works. Some positions have been advertised on multiple occasions, with no success. Temporary positions have been offered and further implementation of trainees are being investigated.

Contact Haulage

One area that has seen a significant reduction in availability, is contract gravel haulage. Due to the geological environment that is present in the Narrabri Shire, suitable road building material is required to be hauled large distances from quarries to site. Road Services utilise a fleet of contract tucks to complete this task, which has worked quite efficiently historically. Until recently, NSC engaged an average of ten (10) truck combinations daily to complete works, this has dropped to an average of four (4), whilst undertaking SR001 – Millie Road Upgrade and hence the productivity and efficiency has decreased immensely. Council relies on haulage to complete the work and a business case is being investigated into the purchase of trucks to complete some of this work, propping up some of the shortfall.

Engineering Materials

Material availability has been uncertain. Road base products and concrete are able to be provided locally, however, greater lead times are required as well as availability in delivery being sporadic. Projects requiring concrete are often being delayed, as concrete can only be delivered in certain windows with minimal agitating trucks being allocated. Road Base is not in short supply and is readily available, however, the haulage from the quarry is the limiting factor. Suppliers previously offering supply and deliver, however have not been able to offer this service, as demand of the Inland Rail has utilised all their haulage services. Other materials that are used have also seen extended lead times and reduced availability, as a result of the pandemic and climatic conditions.

FINANCIAL IMPLICATIONS

Effective management of major projects is becoming increasingly complex due to the current environment. Thus, the potential for time and budget overruns is increasing. Options to mitigate and are being investigated and implemented as a priority to limit these risks.

STATUTORY AND POLICY IMPLICATIONS

Roads Act 1993 (NSW).

CONSULTATION

External Consultation

Current Contracts and Consultants.

Internal Consultation

- Roads Services Team.
- Projects and Assets Team.

15.3 AMENDMENT TO SECTION 7.12 CONTRIBUTIONS PLAN

Responsible Officer: Donna Ausling, Director Planning and Strategy

Author: Michelle Henry, Strategic Planner

Attachments: 1. Section 7.12 Fixed Development Consent Levies Contribution Plan U

Adebe

DELIVERY PROGRAM ALIGNMENT

2 Environment - A sustainable and compatible natural and built environment

Objective 2.3 A resilient and sustainable environment

Strategy 2.3.1 Mitigate impacts of adverse events through strategic planning and preparedness

EXECUTIVE SUMMARY

The Narrabri Shire Council Section 7.12 Development Contributions Plan (the Plan) was originally adopted in 2011. The Plan includes a Schedule of Works (the Schedule), which identifies the projects within the Shire that could be funded through development contributions.

The plan is to be reviewed annually to ensure income received from contributions levied is able to match proposed expenditure, and to update and review the projects to be undertaken.

As projects within the Schedule are completed it is appropriate that the Schedule be amended to remove any completed projects and to add new projects that reflect the aspirations of the community as articulated in the Community Strategic Plan. It also provides the opportunity for minor housekeeping amendments to the Plan to update wording to reflect recent amendments to legislation.

At its Ordinary Council meeting on 28 June 2022, Council resolved to endorse the Amended Plan, and Schedule of Works (Minute 165/2022) for the purposes of public exhibition for a period of twenty-eight (28) days. This period concluded on 1 August 2022. No submissions were received during this time.

RECOMMENDATION

1. That Council adopt the Section 7.12 Development Contributions Plan, as attached to this report.

BACKGROUND

The Environmental Planning and Assessment Act 1979 (NSW) (the EPA Act) contains mechanisms for local authorities to raise developer contributions from applicants seeking development approval. The contributions assist in offsetting the extra demands on public infrastructure created as a result of the development activity. Council has a duty to progressively expend the funds raised for the nominated purpose.

In accordance with clause 216 of the *Environmental Planning and Assessment Regulation 2021* (NSW):

- (1) A council is required to keep a contributions plan under review and, if a date by which a plan is to be reviewed is stated in it, is to review the plan by that date.
- (2) A council is also to consider any submissions about contributions plans received from public authorities or the public.

Council originally adopted the Plan in 2011.

CURRENT SITUATION

At its Ordinary Council meeting on 28 June 2022, Council resolved to endorse the Amended Plan, and updated Schedule of Works (Minute 165/2022) for the purposes of public exhibition for a period of twenty-eight (28) days. This period concluded on 1 August 2022 and no submissions were received.

It is therefore recommended that the Plan be adopted, as exhibited. A copy of the Plan is enclosed for the information of Council.

FINANCIAL IMPLICATIONS

Levies are collected on all developments within the Shire requiring development or Complying Development consent, prior to works commencing, with a value over \$100,000 at the rate of:

Proposed cost of the development	Percentage of levy
\$100,001 - \$200,000	0.5%
Greater than \$200,000	1.0%

STATUTORY AND POLICY IMPLICATIONS

The Amended Plan and Schedule of Works was placed on public exhibition for a period of twenty-eight (28) days in accordance with the *Environmental Planning and Assessment Regulation 2021*.

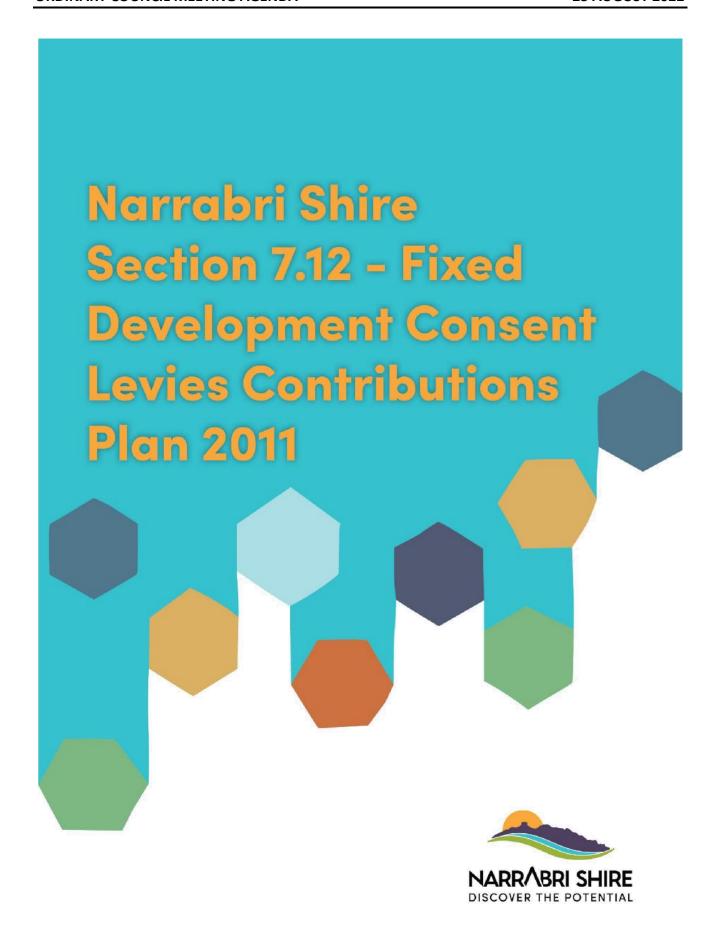
CONSULTATION

External Consultation

The Amended Plan and Schedule of Works was placed on public exhibition for a period of twenty-eight (28) days between 4 July 2022 and 1 August 2022. No submissions were received during this time.

Internal Consultation

- Director Infrastructure Delivery.
- Director Corporate and Community Services.
- Director Planning and Strategy.
- Manager Property Services.



Document history and status

This document was originally prepared by Hill PDA (Job Ref No: C11092).

Amendments since have been made by Narrabri Shire Council.

Version	Issued To	Date	Prepared by:	Reviewed by:
Draft	Narrabri Shire Council	01/07/2011	DB	SH
Revised Draft	N/A	10/07/2019	МН	DB
Update to Schedule of works	N/A	28/09/2021	мн	DA
Annual review and update to schedule	N/A	10/06/2022	мн	DA

MINUTE NUMBER	MEETING DATE	DESCRIPTION OF CHANGE
669/2011	18 October 2011	Adopted by Council
212/2019	24 September 2019	Amended plan Adopted by Council
158/2021	28 September 2021	Amended Schedule of works Adopted by Council

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Table 1 - Summary of Section 7.12 Levies for Narrabri Shire

1. Introduction

1.1 Legislative Context

Section 7.12 - Fixed Development Consent Levies, of the Environmental Planning and Assessment Act 1979 provides as follows:

- (1) A consent authority may impose, as a condition of development consent, a requirement that the applicant pay a levy of the percentage, authorised by a contributions plan, of the proposed cost of carrying out the development.
- (2) A consent authority cannot impose as a condition of the same development consent a condition under this section as well as a condition under section 7.11.
- (2A) A consent authority cannot impose a condition under this section in relation to development on land within a special contributions area without the approval of:
- (a) the Minister, or
- (b) a development corporation designated by the Minister to give approvals under this subsection.
- (3) Money required to be paid by a condition imposed under this section is to be applied towards the provision, extension or augmentation of public amenities or public services (or towards recouping the cost of their provision, extension or augmentation). The application of the money is subject to any relevant provisions of the contributions plan.
- (4) A condition imposed under this section is not invalid by reason only that there is no connection between the development the subject of the development consent and the object of expenditure of any money required to be paid by the condition.
- (5) The regulations may make provision for or with respect to levies under this section, including:
- (a) the means by which the proposed cost of carrying out development is to be estimated or determined, and
- (b) the maximum percentage of a levy.

1.2 The Purpose of the Plan

In accordance with the above this Section 7.12 Contributions Plan (the Plan) has been prepared by Narrabri Shire Council (from here on referred to as the Council) to:

- Authorise the imposition of a condition on certain development consents and complying development certificates requiring the payment of a contribution pursuant to Section 7.12 of the Environmental Planning and Assessment Act 1979;
- require a certifying authority to impose, as a condition of issuing a complying development

certificate or a construction certificate, a requirement that the applicant pay to Council a levy determined in accordance with this Plan;

- assist Council to provide the appropriate public facilities which are required to maintain and enhance amenity and service delivery within the area; and
- To publicly identify the purposes for which the levies are required.

1.3 References and Definitions

In this plan, unless the context or subject matter otherwise indicates or requires the following definitions apply:

- ABS means the Australian Bureau of Statistics;
- EP&A Act means the Environmental Planning and Assessment Act 1979;
- EP&A Regulation or Regulation means the Environmental Planning and Assessment Regulation 2021
- Council means Narrabri Shire Council;
- Development contributions means a development contribution required to be paid by a condition of development consent imposed pursuant to Section 7.12 of the Act;
- Levy means a levy under Section 7.12 of the Act authorised by this Plan; and
- Public Facility and Public Infrastructure means a public amenity or public service.

2. Summary Schedules

The following schedules are included in this plan:

- 1. Schedule of Works; and
- 2. Summary of Levies.

2.1 Schedule of Works

The detailed schedule of works is provided at Appendix 2 and identifies the public facilities for which Section 7.12 levies will be required together with a summary of the anticipated expenditure on the respective items and priority for delivery.

2.2 Summary of the Levies

Levies paid to Council under this Plan will be applied towards meeting the costs of provision, or augmentation, of new public facilities as summarised in the Schedule of Works.

The Plan will be reviewed on an annual basis to ensure income from the levy is able to match proposed expenditure.

Table 1 - Summary of Section 7.12 Levies for Narrabri Shire

Type of Development	Estimated Cost of Development	Levy (%)
Residential accommodation, commercial development,	\$0 - \$100,000	Nil
business and retail development, tourist and visitor accommodation, industrial and storage premises development, primary production, any project declared to	\$100,001 - \$200,000	0.5%
be a project to which Part 3A of the EP & A Act applies, extractive industries, utility installations, subdivisions and all other forms of development not specifically exempted	More than \$200,000	1.0%
under this plan.		

3. ADMINISTRATION OF THE PLAN

3.1 What is the Name of this Plan?

This development contributions plan is called the Narrabri Shire Council Section 7.12 Fixed Development Consent Levies 2011.

3.2 Application of this Plan

This Plan applies to all land within the Narrabri Shire Local Government Area (LGA).

The Plan applies to all applications for development consent and complying development certificates required to be made by or under Part 4 of the Environmental Planning and Assessment Act 1979 with respect to development on land to which this Plan applies.

In determining a development application, Council may impose a condition of consent requiring the payment of a levy, or dedication of land, in accordance with the provisions of this Plan.

The contribution rates for different types of development are provided in Table 1 (above).

3.3 When does this Plan Commence?

This plan came into effect when adopted by minute number 669/2011 at the Ordinary Council meeting conducted on the 18 October 2011.

4. OPERATION OF THE PLAN

4.1 Are There Any Exemptions to the Levy?

The levy will not be imposed in respect of development:

- where the proposed cost of carrying out the development is \$100,000 or less;
- for the purposes of disabled access;
- for the sole purpose of providing affordable housing;
- for the purpose of reducing consumption of mains supplied potable water, or reducing the energy consumption of a building;
- for the sole purpose of the adaptive reuse of an item of environmental heritage;
- Other than the subdivision of land, where a condition under section 7.11 of the Act has been imposed under a
 previous development consent relating to the subdivision of the land on which the development is proposed to
 be carried out;
- Seniors housing, as defined in the State Environmental Planning Policy (Housing) 2021, which is undertaken by a social housing provider;
- School developments that are a Federal Building the Education Revolution Project; or
- Any other Ministerial Direction released following the adoption of this plan.

There are no additional exemptions at the time of commencement of this Plan, however, Council may consider exempting other categories of developments, or components of developments from the requirement for a levy, but only by resolution of Council.

Consideration will be given to requests for exemption for the following types of development:

- works undertaken for charitable purposes or by a registered charity (as defined by the ATO);
- places of worship;
- public infrastructure for or on behalf of the NSW Government including but not limited to hospitals, public transport, police and fire stations and education facilities;
- public community infrastructure such as but not limited to libraries, community facilities, child care facilities, recreational areas, recreational facilities or car parks;
- privately funded community infrastructure, such as but not limited to education facilities, universities, and private hospitals;
- industrial, retail or commercial development, where there is no increase in floor space within an
 existing building;
- the continued operation of a coal mine, where rail transport is used for the transportation of coal; or
- Demolition (where there is no replacement building or development).

For an exemption to be considered any such development will need to submit a written request making the case for exemption and including details of:

- Under which point in Section 4.1 of this Plan the exemption claimed is to be considered;
- The mechanism ensuring that such development will remain in the form proposed in the future (i.e. not to increase future demand on public amenities and services); and
- Other items if applicable such as: How the development will incorporate the maintenance of the item of heritage significance? How the development will contribute to the public benefit of the community? Works in the public domain included in the development? How the residents/users will utilise existing private facilities attached to the development that replicate those types provided by Council?

4.2 Pooling of Levies

This Plan expressly authorises Section 7.12 levies be paid for different purposes to be pooled and applied (progressively or otherwise) for those purposes. The priorities for the expenditure of the levies are shown in the works schedule (refer to Appendix 2).

4.3 Construction Certificates and the Obligation of Accredited Certifiers

In accordance with Clause 20 of the

Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021, a certifying authority must not issue a construction certificate for building work or subdivision work under a development consent unless it has verified that each condition requiring the payment of levies has been satisfied.

In particular, the certifier must ensure that the applicant provides a receipt(s) confirming that levies have been fully paid and copies of such receipts must be included with copies of the certified plans provided to Council in accordance with Clause 13 of the of the

Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021. Failure to follow this procedure may render such a certificate invalid.

The only exceptions to the requirement are where a works in kind, material public benefit, dedication of land or deferred payment arrangement has been agreed by the Council. In such cases, Council will issue a letter confirming that an alternative payment method has been agreed with the applicant.

4.4 How will the Levy be Calculated?

The levy will be determined based on the rate as set out in the Summary Schedule (refer to Table 2).

The levy will be calculated as follows:



The proposed cost of carrying out the development will be determined in accordance with Clause 208 of the EP&A Regulations 2000. The procedure set out in Appendix 1 to this Plan must be followed to enable Council to determine the amount of the levy to be paid.

The value of the works must be provided by the applicant at the time of the request and if appropriate must be independently certified by a quantity surveyor, who is registered with the Australian Institute of Quantity Surveyors, or a person who can demonstrate equivalent qualifications.

Without limitation to the above, Council may review the valuation of works and may seek the services of an independent person to verify the costs. If the result of a review indicates the value of the works differ from that provided, Council may determine the value of the works to be applied as the basis for any levy payable.

Contribution amounts payable can be checked with Council by contacting (02) 6799 6866 during office hours.

4.5 When is the Levy Payable?

A levy must be paid to Council at the time specified in the condition that imposes the levy. If no such time is specified, the levy must be paid prior to the issue of a construction certificate or complying development certificate.

4.6 How will the Levy be Adjusted?

Contributions required as a condition of consent under the provisions of this Plan will be adjusted at the time of payment of the contribution in accordance with the following formula:

Contribution = \$Co + A at time of payment

Where:

- \$ Co is the original contribution as set out in the consent; and

- A is the adjustment amount which is:

\$Co x ([Current Index⁵ - Base Index⁶])

[Base Index]

Note: In the event that the Current Index is less than the Base Index the Current Index shall be taken as not less than the Base Index.

4.7 Can Deferred or Periodic Payments be Made?

Deferred or periodic payments may be permitted in the following circumstances:

- When the deferred or periodic payment of the contribution will not prejudice the timing or the manner of the provision of public facilities included in the works program; and
- In other circumstances considered reasonable by Council.

If Council agrees to accept deferred or periodic payment, Council may require the applicant to provide a bank guarantee for the full amount of the contribution or the outstanding balance on condition that:

- the bank guarantee be for the amount of the total contribution, or the amount of the outstanding contribution, plus an amount equal to thirteen (13) months interest plus any charges associated with establishing or operating the bank security;
- the bank unconditionally pays the guaranteed sum to the Council if the Council so demands in writing not earlier than 12 months from the provision of the guarantee or completion of the work;
- the bank must pay the guaranteed sum without reference to the applicant or landowner or other person who provided the guarantee, and without regard to any dispute, controversy, issue or other matter relating to the development consent or the carrying out of development;
- the bank's obligations are discharged when payment to the Council is made in accordance with this guarantee or when Council notifies the bank in writing that the guarantee is no longer required; and

⁵ Current Index (6401.0 - Consumer Price Index Australia) is the Consumer Price Index, Australia CPI: Groups, Weighted Average of Eight Capital Cities, Index Numbers and Percentage Changes as published for the last quarter by the Australian Bureau of Statistics available at the time of review of the contribution rate.

⁶ Base Index (6401.0 - Consumer Price Index Australia) is Consumer Price Index, Australia CPI: Groups, Weighted Average of Eight Capital Cities, Index Numbers and Percentage Changes as published by the Australian Bureau of Statistics published at the date of adoption of this plan which is July 2011.

 Where a bank guarantee has been deposited with Council, the guarantee shall not be cancelled until such time as the original contribution and accrued interest are paid.

4.8 Accountability

Financial management and accountability are important components of a Section 7.12 Development Contributions Plan. Council is responsible for the maintenance of an accurate and up to date register of all contributions. Monetary contributions received under this Plan are kept in a separate account specifically for this plan. Accounting records show the contributions received and expended, including any interest earned on invested funds for each account. These records are updated on a monthly basis.

Separate accounting records are maintained for all Council's Contributions Plans. Information on Section 7.12 accounts and funds relating to this Plan will be provided in a condensed format within Narrabri Shire Council's Annual Reports in accordance with the requirements of the EP&A Regulations 2021. Information is also available from Council's contribution register relating to this Plan, which can be inspected at Council during ordinary office hours.

4.9 Offer to Enter into a Voluntary Planning Agreement

An applicant may offer to enter into a voluntary planning agreement (VPA) with Council under Section 7.4 of the EP&A Act in connection with the making of a development application, rather than pay a contribution in relation to a development. Under the planning agreement, the applicant may offer to:

- pay money;
- dedicate land;
- carry out works; or
- provide other material public benefits for public purposes.

The applicant's provision under a VPA may be additional to, or instead of, paying a contribution in accordance with a condition of development consent authorised by this Plan. This will be a matter for negotiation with Council. An approach should be made to Council at an early stage in the project, prior to lodgement of any development application, to finalise any negotiations required to avoid delays as part of the development assessment process. The offer to enter into the VPA together with a copy of the draft agreement should accompany the relevant development application.

Council will publicly notify the draft VPA and an explanatory note relating to the draft agreement along with the development application and will consider the VPA as part of its assessment of that application. If Council agrees to enter into the VPA, it may impose a condition of development consent under Section 7.7(3) of the EP&A Act 1979 requiring the agreement to be entered into and performed.

If Council does not agree to enter into the VPA, it may grant consent subject to a condition authorised by this Plan requiring the payment of a contribution.

Appendix 1 - PROCEDURE FOR COUNCIL TO DETERMINE THE LEVY AMOUNT

Procedure

A cost summary report is required to be submitted to allow Council to determine the contribution that will be required. The following should be provided:

- Minor works that are demonstrated to comprise works less than \$50,000 in value do not require a cost report to be completed;
- A cost summary report must be completed for works with a value between \$50,000 and \$500,000 (refer to template over page); or
- A quantity surveyor's Detailed Cost Report must be completed by a registered quantity surveyor for works with a value greater than \$500,000 (refer to template over page).

To avoid doubt, Section 208 of the Environmental Planning and Assessment Regulation 2021 states that the proposed cost of carrying out development is to be determined by adding up all of the costs and expenses that have been or are to be incurred by the applicant in carrying out the development, including the following:

- the development involves the erection of a building, or the carrying out of engineering or construction work—the costs of, or incidental to, erecting the building, or carrying out the work, including the costs (if any) of, and incidental to, demolition, excavation and site preparation, decontamination or remediation;
- the development involves a change of use of land—the costs of or incidental to doing anything necessary to enable the use of the land to be changed; and
- The development involves the subdivision of land—the costs of or incidental to preparing, executing and registering the plan of subdivision and any related covenants, easements or other rights.

The Regulation makes clear that the following costs and expenses are not to be included in any estimate or determination of the proposed cost of carrying out development:

- the cost of the land on which the development is to be carried out;
- the costs of any repairs to any building or works on the land that are to be retained in connection with the development;
- the costs associated with marketing or financing the development (including interest on any loans);
- the costs associated with legal work carried out or to be carried out in connection with the development;
- project management costs associated with the development;
- the cost of building insurance in respect of the development;
- the costs of fittings and furnishings, including any refitting or refurbishing, associated with the development (except where the development involves an enlargement, expansion or intensification of a current use of land);

- the costs of commercial stock inventory;
- any taxes, levies or charges (other than GST) paid or payable in connection with the development by or under any law;
- the costs of enabling access by disabled persons in respect of the development;
- the costs of energy and water efficiency measures associated with the development;
- the cost of any development that is provided as affordable housing; and
- the costs of any development that is the adaptive reuse of a heritage item.

Sample Cost Summary Report (Development Cost No Greater than \$500,000)

Council References		
Development Application No:		
Reference:		
Complying Development Certificate Application No:		
Construction Certificate No:	Date:	
Applicants Details		
Applicant's Name:	Applicant's Address:	
Development Details		
Development Name:	Development Address:	
Description of Development Cost		Cost Estimate (\$)
Description of Development Cost Demolition and alterations		Cost Estimate (\$)
		Cost Estimate (\$)
Demolition and alterations		Cost Estimate (\$)
Demolition and alterations Hydraulic services		Cost Estimate (\$)
Demolition and alterations Hydraulic services Structure		Cost Estimate (\$)
Demolition and alterations Hydraulic services Structure Mechanical services		Cost Estimate (\$)
Demolition and alterations Hydraulic services Structure Mechanical services External walls, windows and doors		Cost Estimate (\$)
Demolition and alterations Hydraulic services Structure Mechanical services External walls, windows and doors Fire services		Cost Estimate (\$)
Demolition and alterations Hydraulic services Structure Mechanical services External walls, windows and doors Fire services Internal walls, screens and doors		Cost Estimate (\$)
Demolition and alterations Hydraulic services Structure Mechanical services External walls, windows and doors Fire services Internal walls, screens and doors Lift services		Cost Estimate (\$)
Demolition and alterations Hydraulic services Structure Mechanical services External walls, windows and doors Fire services Internal walls, screens and doors Lift services Wall finishes		Cost Estimate (\$)

Ceiling finishes	
Other related work	
Fittings and equipment	
Sub-total	
Sub-total above carried forward	
Preliminaries and margin	
Sub-total	
Consultant Fees	
Other related development costs	
Sub-total	
Goods and Services Tax	
Total Development Cost	

I certify that I have:

- Inspected the plans the subject of the application for development consent or construction certificate.
- Calculated the development costs in accordance with the definition of development costs in clause 208 of the Environmental Planning and Assessment Regulation 2021 at current prices.
- Included GST in the calculation of development cost.

Sin	nad	ŀ
219	neu	١.

Name:

Position and Qualifications:

Date:

Sample Cost Summary Report (Development Cost more than \$500,000)

This report must be completed by a Registered Quantity Surveyor (A member of the Australian Institute of Quantity Surveyors)

Council References		
Development Application No:		
Reference:		
Complying Development Certificate Application No:		
Construction Certificate No:	Date:	
Applicants Details		
Applicant's Name:	Applicant's Address:	
Development Details		
Development Name:		
Development Address:		
Gross Floor Area – Commercial		sqm
Gross Floor Area – Residential		sam
Gross Floor Area – Retail		sqm
		sqm
Gross Floor Area – Other		sqm
Gross Floor Area – Car Parking		sqm
Total Gross Floor Area		
Total Site Area		sqm
		sqm
Total Number of Car Parking Spaces		
Total Development Cost	\$	
Total Construction Cost	\$	
Total GST	\$	
Estimate Details:		
Professional Fees	\$	
% Of Development Cost		

% Of Construction Cost	
Excavation	\$
Cost per sqm of Site Area	\$
Car Park	\$
Cost per sqm of site area	\$
Cost Per Space	\$
Demolition and Site Preparation	\$
Cost per sqm of site area	\$
Construction – Commercial	\$
Cost per sqm of commercial area	\$
Fit-Out – Commercial	\$
Cost per sqm of commercial area	\$
Construction – Residential	\$
Cost per sqm of Residential area	\$
Fit-Out – Residential	\$
Cost per sqm of Residential area	\$
Construction – Retail	\$
Cost per sqm of Retail area	\$
Fit-Out – Retail	\$
Cost per sqm of Retail area	\$

I certify that I have:

- inspected the plans the subject of the application for development consent or construction certificate;
- prepared and attached an elemental estimate generally prepared in accordance with the Australian Cost Management Manuals from the Australian Institute of Quantity Surveyors;
- calculated the development costs in accordance with the definition of development costs in the S7.12 Development Contributions Plan of the council of [insert] at current prices;
- included GST in the calculation of development cost; and
- Measured gross floor areas in accordance with the Method of Measurement of Building Area in the AIQS Cost Management Manual Volume 1, Appendix A2.

Signed:	
Name:	
Position and Qualifications:	
Date:	

Appendix 2 - SCHEDULE OF WORKS

Fixed Development Consent Levies Contributions Plan Schedule of Works

Priority	Description
Low (L)	Capital Works prioritised and expected to be needed from 7 – 10 years
Medium (M)	Capital Works prioritised and expected to be needed from 3 – 7 years
High (H)	Capital Works prioritised and expected to be needed from 1 – 3 years

Item	Infrastructure	Location	Priority	Estimate (\$)
1	Community Facilities Upgrades	Narrabri - Narrabri creek accessible jetty - All accessible concrete jetty next to boat ramp	L	180,000
2	Community Facilities	Narrabri - Gately field - Covered seating areas on	L	45,000
_	Upgrades	the edge of field	-	45,000
3	Community Facilities	Narrabri - leash free park - Construct a leash free	М	85,000
	Upgrades	dog park		
4	Community Facilities	Boggabri - Vickery Park Gym equipment - Two	М	135,000
	Upgrades	cover gym stations and connecting pathway		
5	Footpath	Killarney Street from Tibbereena Street to Barwan Street	М	51,000
6	Footpath	Barwan Street from Bowen Street to Denison Street	М	51,000
7	Footpath	Gibbons Street from Wandi Place to Existing	М	28,000
		Footpath		
8	Footpath	Boheena Street Wukawa Street to Cooma Road	М	73,000
9	Footpath	Wee Waa Street from Brent Street to Caxton Street	Н	64,000
10	Community Facilities	Boggabri - Vickery Park Renew Playground	М	80,000
	Upgrades	Equipment		
11	Community Facilities	Boggabri - Jubilee Irrigation for Practice fields	М	90,000
	Upgrades			
12	Community Facilities	Wee Waa Dangar Park Irrigation System	М	100,000
	Upgrades			
13	Community Facilities	Wee Waa Tennis Courts Renewal, Picnic Area,	М	300,000
	Upgrades	Lighting, Fencing and all Access Pathway		
14	Shared Path	Wee Waa Levee Shared Path Design	L	20,000
15	Community Facilities Upgrades	Pilliga Bore Projects from Master Plan	L	80,000
16	Community Facilities	Narrabri CBD Circular Seating Upgrade	М	330,000
	Upgrades			
17	Community Facilities	Narrabri Skate Park	М	200,000
	Upgrades			
18	Community Facilities	Splash Parks at each town (x3)	L	400,000 each
	Upgrades			
19	Community Facilities	Narrabri Indoor Centre Masterplan	Н	50,000
	Upgrades			
20	Community Facilities	Narrabri Cooma Oval Canteen and toilet facilities	L	50,000
	Upgrades	Design		
21	Community Facilities	Accessibility Access at all Parks	М	200,000
	Upgrades			

Cemeteries Wee Waa Installation of Toilet Amenities Block H Cemeteries Narrabri Lawn - installation of two concrete plinth rows Cemeteries Narrabri Lawn - Internal Road upgrade M Cemeteries Boggabri - Install Water Tank and Pump M Community Facilities Crossing Theatre external refurbishment M Community Facilities Boggabri - Replace Gas BBQ with Electric M Community Facilities Boggabri - Renew Change room Area M Community Facilities Boggabri - Renew Change room Area M Community Facilities Wee Waa - Replace tiles and Paint pool shell M Community Facilities Boggabri and Wee Waa - Renew access stairs for pool entry Community Facilities Boggabri - Jubilee Oval reseal carpark entry area M Community Facilities Boggabri - Jubilee Oval reseal carpark entry area	
24 Cemeteries Narrabri Lawn - installation of two concrete plinth rows 25 Cemeteries Narrabri Lawn - Internal Road upgrade M 26 Cemeteries Boggabri - Install Water Tank and Pump M 27 Community Facilities Upgrades 28 Pools Boggabri - Replace Gas BBQ with Electric M 29 Pools Boggabri - Renew Change room Area M 30 Pools Narrabri - Shade Shelter and Tables M 31 Pools Narrabri - Replace tiles and Paint pool shell M 32 Pools Wee Waa - Replace Gas BBQ with Electric M 33 Pools Wee Waa - Paint Shell and Surrounds M 34 Pools Boggabri and Wee Waa - Renew access stairs for pool entry 35 Community Facilities Upgrades Community Facilities Community Works Facilities Upgrades	450,000
rows Cemeteries Narrabri Lawn – Internal Road upgrade M Cemeteries Boggabri – Install Water Tank and Pump M Community Facilities Upgrades Crossing Theatre external refurbishment M Boggabri – Replace Gas BBQ with Electric M Boggabri – Renew Change room Area M Narrabri – Shade Shelter and Tables M Narrabri – Shade Shelter and Tables M Narrabri – Replace tiles and Paint pool shell M Pools Wee Waa – Replace Gas BBQ with Electric M Boggabri and Wee Waa – Renew access stairs for pool entry Community Facilities Upgrades Boggabri – Jubilee Oval reseal carpark entry area Upgrades Community Facilities Community Works Facilities	90,000
26 Cemeteries Boggabri – Install Water Tank and Pump M 27 Community Facilities Upgrades 28 Pools Boggabri – Replace Gas BBQ with Electric M 29 Pools Boggabri – Renew Change room Area M 30 Pools Narrabri – Shade Shelter and Tables M 31 Pools Narrabri – Replace tiles and Paint pool shell M 32 Pools Wee Waa – Replace Gas BBQ with Electric M 33 Pools Wee Waa – Paint Shell and Surrounds M 34 Pools Boggabri and Wee Waa – Renew access stairs for pool entry 35 Community Facilities Upgrades Community Facilities Community Works Facilities Upgrades	20,000
Crossing Theatre external refurbishment Upgrades Pools Boggabri – Replace Gas BBQ with Electric M Boggabri – Renew Change room Area M Narrabri – Shade Shelter and Tables M Narrabri – Replace tiles and Paint pool shell M Pools Wee Waa – Replace Gas BBQ with Electric M Wee Waa – Replace Gas BBQ with Electric M Boggabri – M Community Facilities Upgrades Community Facilities Upgrades Community Facilities Upgrades Community Works Facilities Upgrades Community Works Facilities Upgrades	100,000
Upgrades Boggabri – Replace Gas BBQ with Electric M Pools Boggabri – Renew Change room Area M Narrabri – Shade Shelter and Tables M Narrabri – Replace tiles and Paint pool shell Wee Waa – Replace Gas BBQ with Electric M Wee Waa – Replace Gas BBQ with Electric M Pools Wee Waa – Paint Shell and Surrounds M Pools Boggabri and Wee Waa – Renew access stairs for pool entry Community Facilities Upgrades Community Facilities Upgrades Community Works Facilities Upgrades	20,000
29 Pools Boggabri – Renew Change room Area M 30 Pools Narrabri – Shade Shelter and Tables M 31 Pools Narrabri – Replace tiles and Paint pool shell M 32 Pools Wee Waa – Replace Gas BBQ with Electric M 33 Pools Wee Waa – Paint Shell and Surrounds M 34 Pools Boggabri and Wee Waa – Renew access stairs for pool entry 35 Community Facilities Upgrades Boggabri – Jubilee Oval reseal carpark entry area Upgrades 4 Community Facilities Upgrades 4 Community Facilities Upgrades	250,000
30 Pools Narrabri – Shade Shelter and Tables M 31 Pools Narrabri – Replace tiles and Paint pool shell M 32 Pools Wee Waa – Replace Gas BBQ with Electric M 33 Pools Wee Waa – Paint Shell and Surrounds M 34 Pools Boggabri and Wee Waa – Renew access stairs for pool entry 35 Community Facilities Upgrades Boggabri – Jubilee Oval reseal carpark entry area Upgrades 4 Community Facilities Upgrades Community Works Facilities H	8,000
31 Pools Narrabri – Replace tiles and Paint pool shell M 32 Pools Wee Waa – Replace Gas BBQ with Electric M 33 Pools Wee Waa – Paint Shell and Surrounds M 34 Pools Boggabri and Wee Waa – Renew access stairs for pool entry 35 Community Facilities Upgrades Boggabri – Jubilee Oval reseal carpark entry area Upgrades H	35,000
32 Pools Wee Waa – Replace Gas BBQ with Electric M 33 Pools Wee Waa – Paint Shell and Surrounds M 34 Pools Boggabri and Wee Waa – Renew access stairs for pool entry 35 Community Facilities Upgrades Boggabri – Jubilee Oval reseal carpark entry area M 36 Community Facilities Upgrades Community Works Facilities H	30,000
33 Pools Wee Waa – Paint Shell and Surrounds M 34 Pools Boggabri and Wee Waa – Renew access stairs for pool entry 35 Community Facilities Upgrades Boggabri – Jubilee Oval reseal carpark entry area M 36 Community Facilities Upgrades H	15,000
34 Pools Boggabri and Wee Waa – Renew access stairs for pool entry 35 Community Facilities Upgrades Boggabri – Jubilee Oval reseal carpark entry area M 36 Community Facilities Community Works Facilities H Upgrades	8,000
pool entry Community Facilities Boggabri – Jubilee Oval reseal carpark entry area M Upgrades Community Facilities Community Works Facilities H Upgrades	10,000
Upgrades Community Facilities Community Works Facilities H Upgrades	24,000
Upgrades	35,000
(boggashi and wee waa)	400,000
37 Community Facilities Boggabri Civic and Cultural Precinct H Upgrades H	3,200,000

For the purposes of section 7.12 (3) of the Act, the cost of providing public amenities or public services is to be indexed annually (as specified in the relevant contributions plan) in accordance with movements in the Consumer Price Index (All Groups Index) for Sydney issued by the Australian Statistician.

15.4 RECONCILIATION ACTION PLAN

Responsible Officer: Donna Ausling, Director Planning and Strategy

Author: Marie Labonte, Community Development Officer

Attachments: 1. Narrabri Shire Council- Reconciliation Action Plan 2016-2017 🗓 🖺

DELIVERY PROGRAM ALIGNMENT

2 Environment - A sustainable and compatible natural and built environment

Objective 2.1 A protected and enhanced natural environment

Strategy 2.1.1 Protect Aboriginal and historic (non-Indigenous) heritage whilst educating the

broader community on its significance

EXECUTIVE SUMMARY

Council is in the process of reviewing and updating its Reflect Reconciliation Action Plan 2016-2017 which is an identified action under its adopted Delivery Program. A Councillor delegate is also sought to assist staff in the development of requisite Terms of Reference for the Reconciliation Action Plan (RAP) Advisory Committee.

RECOMMENDATION

- 1. That Council note the progress on the Innovate Reconciliation Action Plan 2023-2025.
- 2. That Council nominate a Councillor and an alternate Councillor delegate to the proposed Reconciliation Action Plan Advisory Committee.
- 3. A further report be submitted on draft Terms of Reference and formal establishment of a Reconciliation Action Plan Advisory Committee.

•••

BACKGROUND

In 2015, Council developed its initial *Reflect Reconciliation Action Plan 2016-2017* in conjunction with the local Aboriginal and Torres Strait Islander community. The Reconciliation Action Plan (RAP) was created to identify the direction Council will take to engage and build strong relationships with First Nations people

The RAP provides a framework and plan for organisations to articulate their shared values strategy. By developing a RAP, Council will help drive change and action by building on relationships, respect, and opportunities in partnership with the Aboriginal and Torres Strait Islander people within our Shire. A copy of the current adopted RAP is attached to this Report for the information of Council.

CURRENT SITUATION

In the 2022-2026 Delivery Program, it was identified that the current RAP was to be reviewed and updated. An expression of interest (EoI) process to undertake the review of the RAP was subsequently undertaken. Council received two (2) submissions in response to the EoI process. The submissions were reviewed and assessed by a Panel of Council Staff: Strategic Planner, Manager of Tourism and Cultural Services and the Community Development Coordinator. After the detailed

evaluation process, Murawin has been awarded the Project and has been formally engaged to develop the Innovate Reconciliation Action Plan (RAP). An early project inception meeting has been held in relation to the project.

The early appointment of a Councillor and an alternate delegate is sought to assist the internal (staff) project delivery team in developing the requisite Terms of Reference for a Reconciliation Action Plan Advisory Committee which will operate for the life of the project. It is also anticipated that the appointed Councillor(s) will be able to actively assist in the commensurate stakeholder mapping process. It is envisaged that the appointed Councillor will ultimately become the appointed Chairperson of the Advisory Committee. A further report and supporting draft ToRs will follow for Council's further consideration and discussion.

FINANCIAL IMPLICATIONS

The project has been funded within current internal budgetary allocations.

STATUTORY AND POLICY IMPLICATIONS

Once completed, the RAP will assist in future policy development.

CONSULTATION

External Consultation

- Murawin Pty Ltd.
- Reconciliation Australia.

Internal Consultation

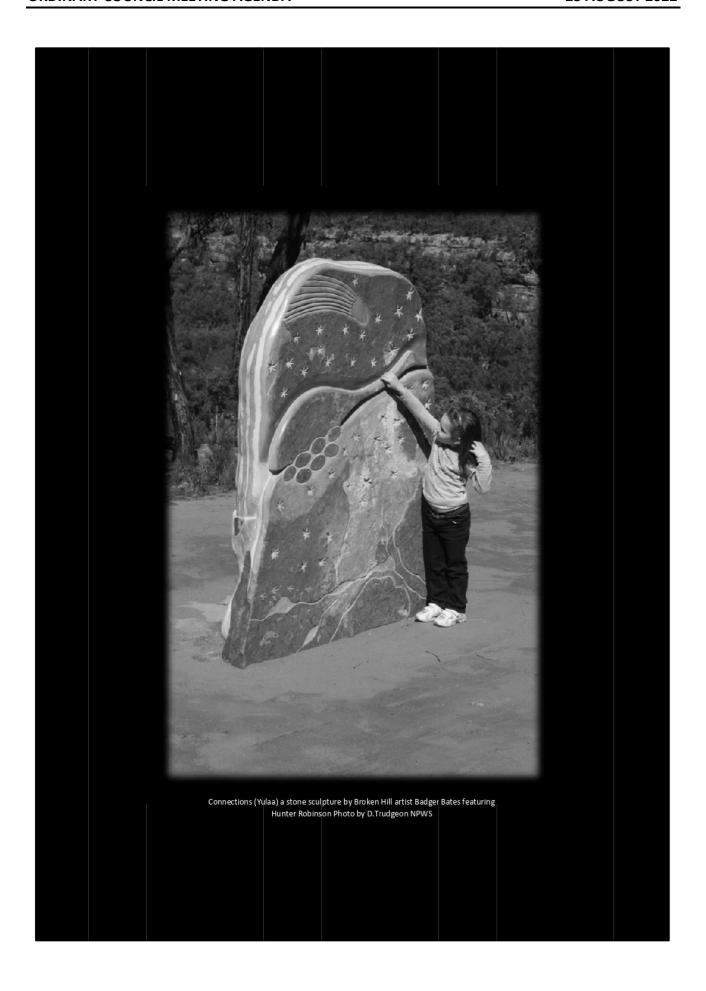
- Director Planning and Strategy.
- Manager Tourism and Cultural Services.
- Community Development Coordinator.
- Manager Governance and Risk.



Reflect Reconciliation Action Plan

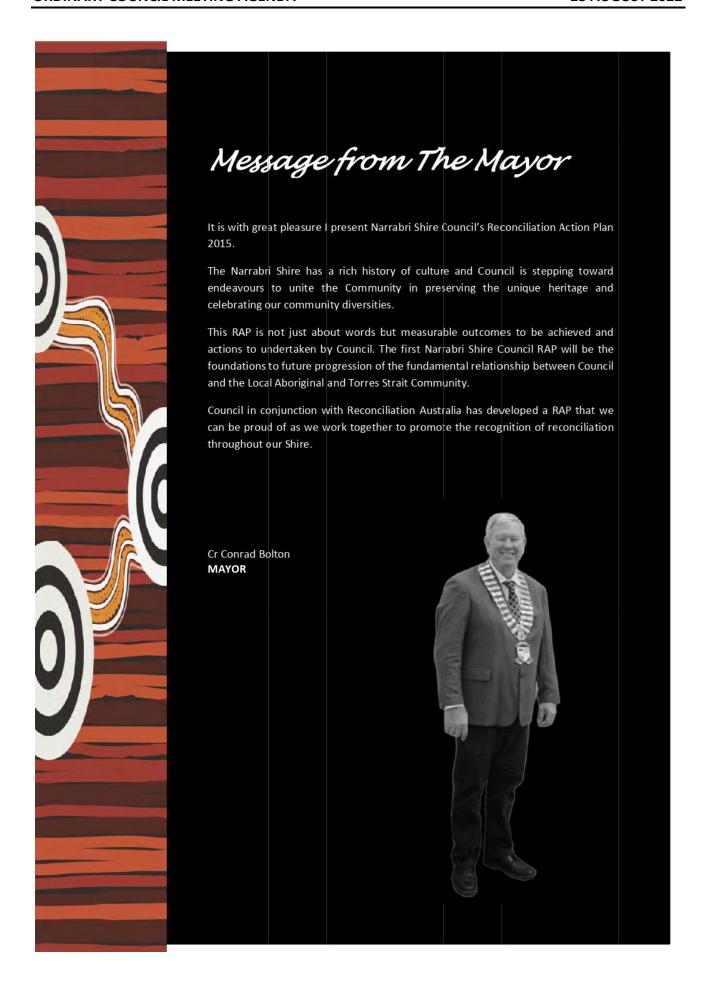
Narrabri Shire Council 2016 - 2017

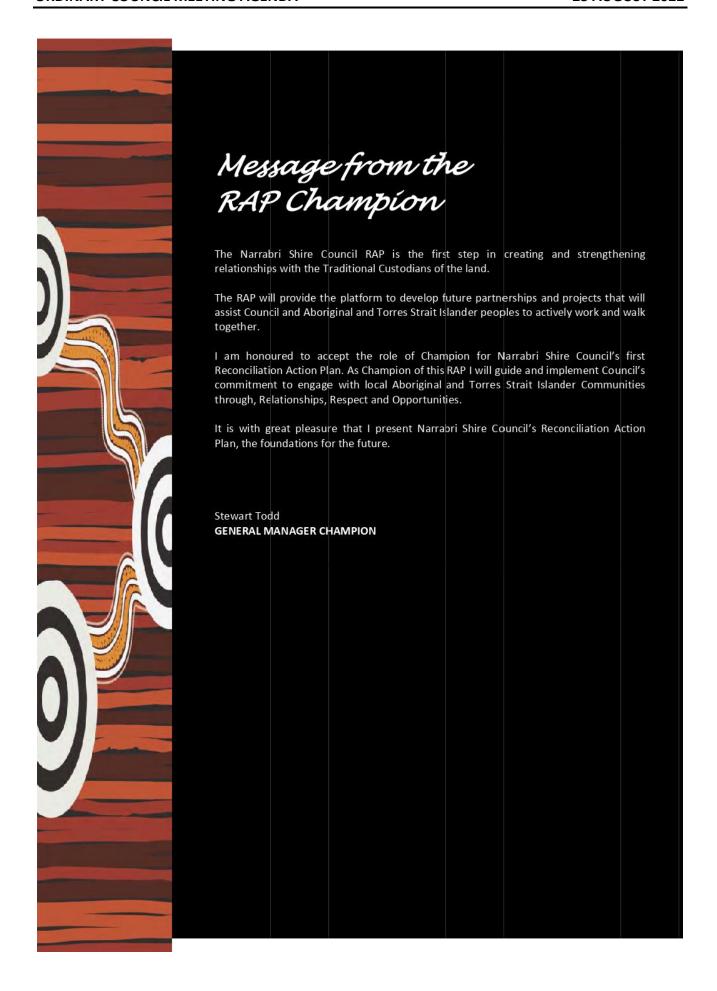




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About The Reflect RAP

The Reconciliation Action plan (RAP) is about organisations from every sector turning good intentions into real actions and rising to the challenge of reconciling Australia. A Reconciliation Action Plan is a business plan that uses an holistic approach to create meaningful relationships, enhanced respect and promote sustainable opportunities for Aboriginal and Torres Strait Islander Australians.

The RAP program includes four types of RAP's each offering a different level of engagement and support. In developing a Reflect RAP, our organisation commits to completing the following actions over the next 12 months to ensure we are well positioned to implement effective and mutually beneficial initiatives as part of future Reconciliation Action plans. Our future RAP's will identify relationships, respect and opportunities actions specific to our business and our sphere of influence.

This Reflect RAP will allow our organisation to focus on building relationships both internally and externally, and raise awareness with our stakeholders to ensure there is shared understanding and ownership of our RAP within our organisation. Development of our future RAP's will involve consultation with staff across our organisation including Aboriginal and Torres Strait Islander Staff and/or stakeholder to achieve our vision for reconciliation.

Our Vision

We wish to recognise the generations of the Traditional Owners of the Gomeroi Nation who have lived in and derived their physical and spiritual needs from the forests, rivers, lakes and streams of this beautiful land over many thousands of years as the Custodians of these lands.

The Council recognises the valuable contribution to the Narrabri Shire made by Aboriginal and Torres Strait Islander peoples and looks forward to a future of mutual respect and harmony. In doing so, we acknowledge that Aboriginal and Torres Strait Islander cultures continue to strengthen and enrich our community.

We are committed to walking together on this land,
we commit ourselves to reconcile and build a better relationship
so that we can constitute a united region, respect the land,
valuing Aboriginal and Torres Strait Islander heritage and
providing justice and equity for all



Our Business

Narrabri Shire recognises itself as "The Heart of the North West" in NSW, and our Shire boundaries encompass part of the large food bowl of Western NSW. Narrabri Shire has a resident population of over 14,000 people across 13,065 square kilometres. Of that population the people that identify as being an Aboriginal and/or Torres Strait Islander person represents 9.6% of the Narrabri Shire population as per the 2006 statistics, which has significantly increased in the recent years.

Narrabri Shire Council (Council) is the Governing Body that is responsible for providing infrastructure and facilities throughout the Local Government area. The Local Government area consists of the towns Wee Waa and Boggabri and the villages of Baan Baa, Bellata, Edgeroi, Gwabegar and Pilliga.

Narrabri Shire Council consists of a Local Government Body of 12 elected Councillors which in their delegated authority, make decisions in relation to the future development of the Shire as representatives of the community. The General Manager and Senior staff of the Narrabri Shire Council provides the framework to ensure that demands of an ever growing Shire are met and continue to grow into the future.

Narrabri Shire Council employs 150 people throughout the Shire to work within the different communities throughout the Shire. There are no current mechanisms within the Narrabri Shire Council recruitment process to capture baseline data as to the number of Aboriginal and/or Torres Strait Islander persons who are employed. Within the Reflect RAP, Council will initiate processes to capture employee this data to use to further develop employment opportunities.

Narrabri Shire Council has a responsibility to respond to the needs of Traditional Owners and the broader needs of the Aboriginal and Torres Strait Islander population who reside, study, work and visit.





Narrabrí Shíre Council RAP

In conjunction with the Narrabri Shire Council and the local Aboriginal Torres Strait Islander Community, the RAP was created to identify the direction Council will take to engage and build strong relationships with local Aboriginal and Torres Strait Islander peoples and communities. The objectives of the RAP are the responsibility of all staff members.

Craig Trindal approached Narrabri Shire Council to propose the development of a Narrabri Shire Council Reconciliation Action Plan. Council staff began to conduct workshops with Craig Trindall in the development of a draft RAP based on the Reconciliation Australia templates. Craig has been key in beginning this process and sharing his knowledge and understanding of the local Aboriginal and Torres Strait Islander community.

Narrabri Shire Council advertised for Aboriginal and Torres Strait Islander persons and community representatives to engage with Council in relation to the further development of the draft RAP to create a forum of representatives from our local area.

A meeting was held with Aboriginal and Torres Strait Islander representatives to highlight the main issues relating to the commitment of Council to the Community. The community members that attended identified the need to support employment opportunities and forming solid relationships of respect between Council and the Local Aboriginal and Torres Strait Islander peoples in respect to all activities undertaken by Council. Those who attended the meeting were extended an invitation to form a Working Group for the development of the Narrabri Shire Council Reconciliation Action Plan.

The members of the Working Group for the RAP are:

Stewart Todd (Champion) General Manager

Craig Trindall Aboriginal and Torres Strait Islander Community Representative
Pam Smith Aboriginal and Torres Strait Islander Community Representative
Brenda Trindall Aboriginal and Torres Strait Islander Community Representative
Cora Smith Aboriginal and Torres Strait Islander Community Representative
Eddie Trindall Aboriginal and Torres Strait Islander Community Representative

Joel Sampson Community Representative
Cr Conrad Bolton Narrabri Shire Council Mayor
Cr John Tough Narrabri Shire Council Councillor

Penny Jobling Narrabri Shire Council Tourism Manager

Andrew Thomas Narrabri Shire Council G S Officer

Allirra Wingfield Aboriginal and Torres Strait Islander Narrabri Shire Council

Administration Officer

All RAP Working Group members have made a commitment to remain part of the group for a period of twelve months which include the complete development of the RAP and the first complete review of the progress of the deliverable actions.



Narrabrí Shíre Councíl Initiatives

In 2008, when the Narrabri Shire Council developed the Tourism Plan, under consultation with the Kamilaroi Elders, Narrabri Local Aboriginal Land Council and National Parks and Wildlife, it was identified the need for a "Sharing Stories" project. In 2011, dialogue commenced and a partnership was formed with the Kamilaroi People. The "Sharing Stories" project was proposed to record local Aboriginal and Torres Strait Islander people telling traditional stories as a visual record of the local culture and to display the stories in a touchscreen accessible to the public.

Since the first round of filming for the "Sharing Stories" project, eight stories are now available to view on the touch screen with filming being undertaken Kamilaroi Elders and the local youth of the Shire to expand the visual history. The Kamilaroi people have embraced this new technology as a platform to communicate their Indigenous message and are now encouraging more of the community to be involved. The "Sharing Stories" Touchscreen is located within Council's Visitors Information Centre and has been a point of interest for visitors and local community members alike.

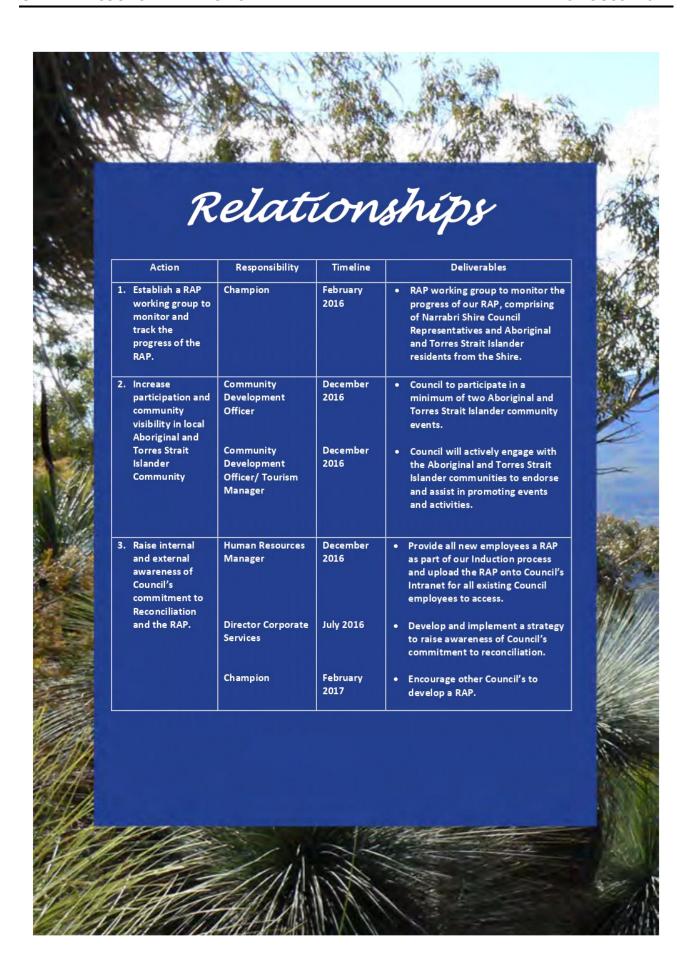
From 2009-2011 Narrabri Shire Council engaged the local Aboriginal and Torres Strait Islander Communities in monthly 'Yarnups' to begin an open dialogue to hear the voices of the communities.

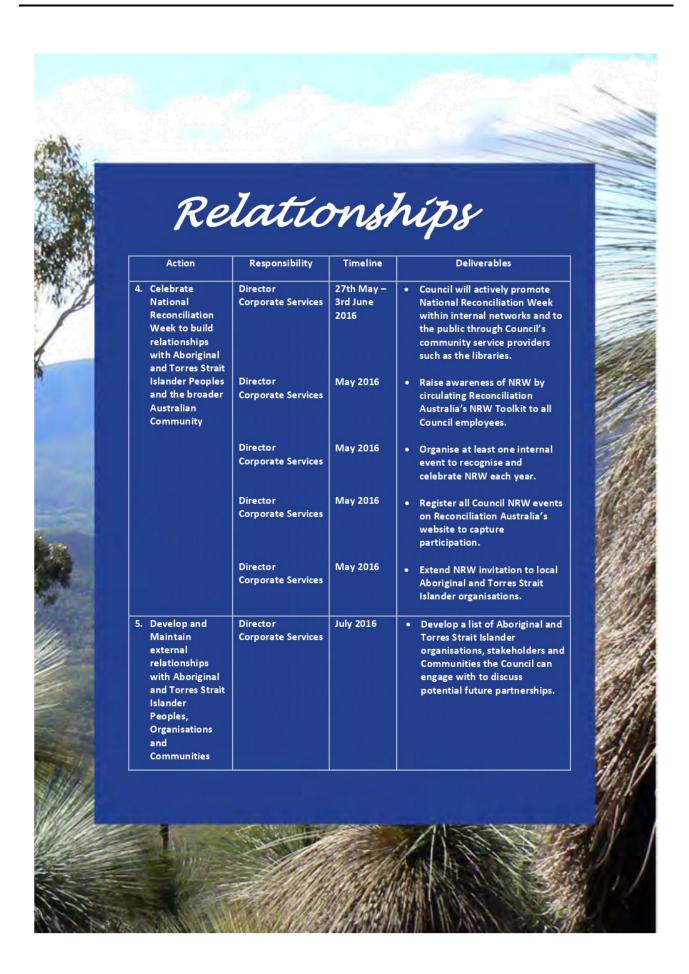
Through the 'Yarnup' meetings Narrabri Shire Council installed a flagpole to display the Aboriginal Flag at the Administration Building. This was launched during a Flag Raising Ceremony conducted during NAIDOC Week in 2009. This Flag Raising Ceremony became an Annual event for Council incorporating school students and local Aboriginal and Torres Strait Islander community members to participate during the ceremony to strengthen the engagement of the community in this celebration.

The 'Yarnup' meetings were the building blocks for the foundation in the development of the Narrabri Shire Council RAP.

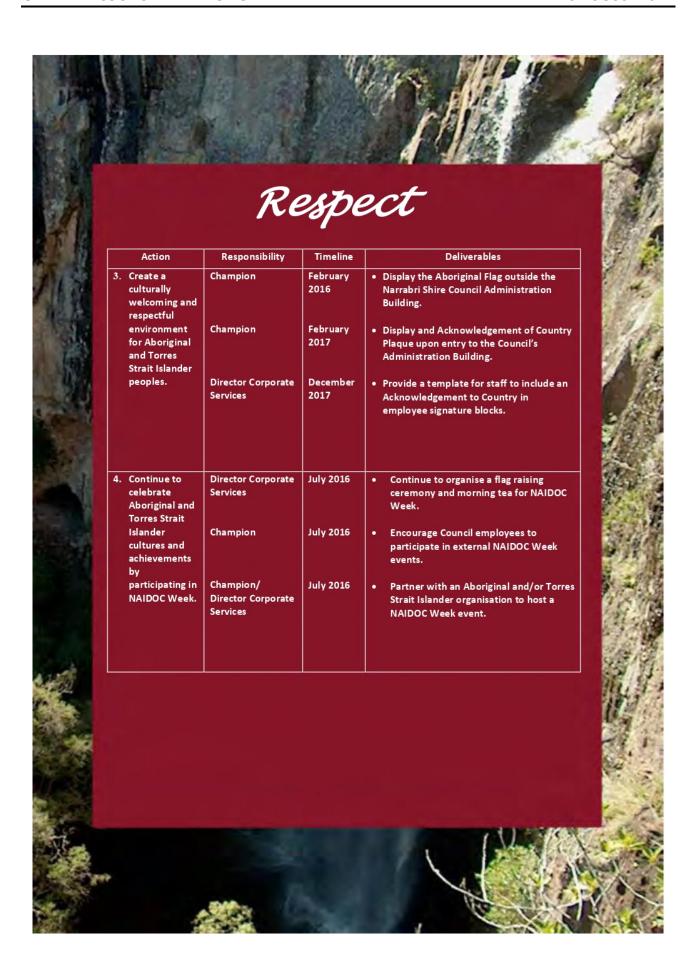
In 2014, Narrabri Shire Council were Awarded the Local Government Aboriginal Network Partnership Award, in recognition of the partnership with the Kamilaroi people.







	Rea	spe	ct
Action	Responsibility	Timeline	Deliverables
1. Raise internal understanding of Aboriginal and Torres Strait Islander cultural protocols.	Director Corporate Services	February 2017	Develop, implement and communicate a cultural protocols document for Council.
	Champion	May 2017	Invite a Traditional Owner to provide a Welcome to Country at the opening of all significant external Council events.
	Champion	July 2017	An Acknowledgement to be Country will be conducted at the commencement of Ordinary Council meetings (and in the absence of a Welcome to Country at significant events).
	Director Corporate Services	February 2017	Develop and implement a plan to raise awareness and understandin of the meaning and significance of Country and Welcome to Country protocols (including local protocols).
opportunities to increase Council employee's knowledge around Aboriginal and Torres Strait Islander cultures, histories and achievements.	Human Resources Manager	February 2017	Develop a business case around Aboriginal and Torres Strait Islander cultural training for Council employees.
	Human Resources Manager	February 2017	Capture the baseline data of our employee's knowledge around Aboriginal and Torres Strait Islander cultures, histories and achievements to inform future cultural learning opportunities and strategies.
	Human Resources Manager	February 2017	Engage with external Aboriginal and/or Torres Strait Islander agencies/consultants to facilitate potential partnerships for cultural learning within Council.

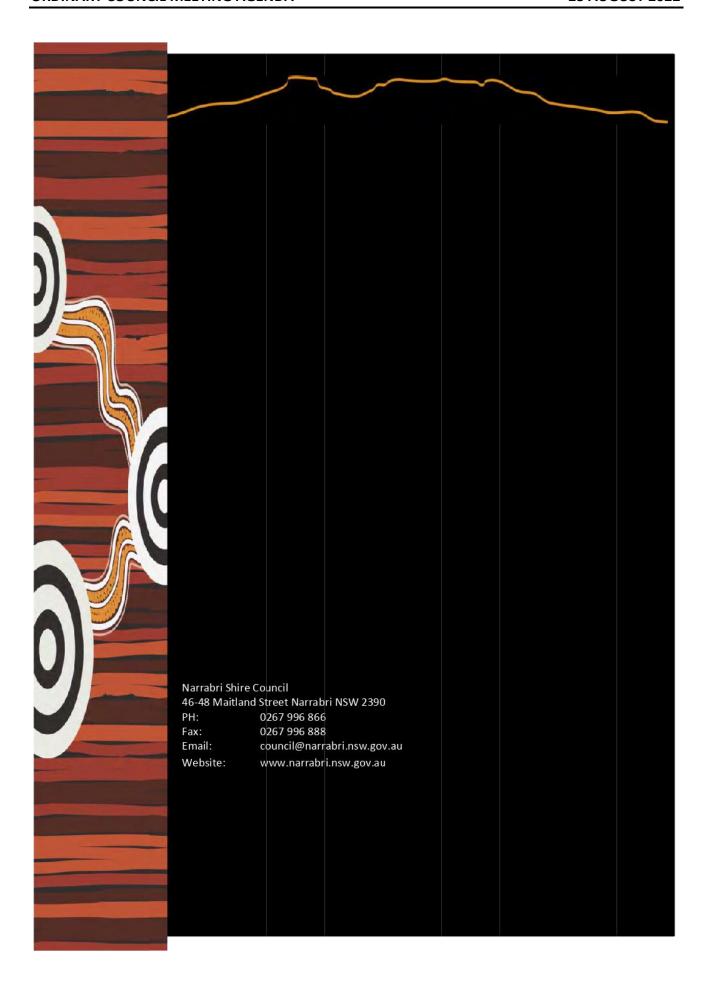




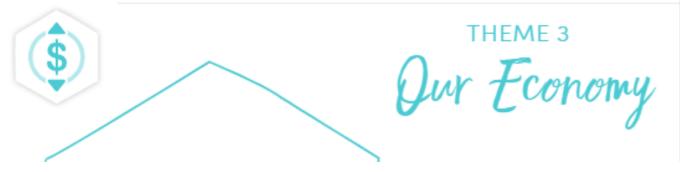








16 OUR ECONOMY



THEME 3: OUR ECONOMY

STRATEGIC DIRECTION 3: A STRONG, DIVERSE, AND SUSTAINABLE ECONOMY

Through extensive community engagement, the Narrabri Shire community identified several economic priority areas to be actioned over the 2022/2026 period.

COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Economic development
- Planning and development
- Entertainment and conferences
- Local and regional tourism and events
- Saleyards
- Airport

COMMUNITY OBJECTIVES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following economic strategic objectives:

- A diverse economy
- A regionally renowned economy
- A resilient and sustainable economy

KEY STAKEHOLDERS

- Narrabri Shire Council
- Narrabri Shire Community
- Destination NSW
- Visit NSW
- NSW Department of Education and Training
- Local Chambers of Commerce
- NSW Department of Planning and Environment
- Business NSW

- NSW Regional Growth and Development Corporation
- TAFE NSW
- Community College Northern Inland
- Local Businesses
- Regional Development Australia
- Regional Universities Network NSW members
- Country Universities Centre

Nil reports.

17 CONFIDENTIAL (CLOSED COUNCIL) MEETING

RECOMMENDATION

That Council move into Closed (Public Excluded) Meeting of Council and that the press and members of the public be asked to leave the room whilst Council considers the following items:

17.1 Road Opening and Closure at 3206 Killarney Gap Road Narrabri

This matter is considered to be confidential under Section 10A(2) - (d)(i) 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.

RECOMMENDATION

That Council move out of Closed (Public Excluded) Meeting and that the resolutions from the Closed (Public Excluded) Meeting be read out to those present by the General Manager or their nominee.

18 MEETING CLOSED