



I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Tuesday, 26 March 2024
Time: 1:00 PM
Location: Narrabri Shire Council Chambers
46-48 Maitland Street
Narrabri

AGENDA

**Ordinary Council Meeting
26 March 2024**

**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 5pm on the working day before the date on which the public forum is to be held 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 to 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 Darrell Tiemens



Deputy Mayor
Cr Brett Dickinson



Cr Rohan Boehm



Cr Robert Browning



Cr Ron Campbell



Cr John Clements



Cr Greg Lamont



Cr Lisa Richardson



Cr Cathy Redding



General Manager
Mr Rob Williams



Director Financial and Commercial
Services
Mr Ted Harrington



Director Infrastructure Delivery
Mrs Eloise Chaplain



Director Planning and Sustainability
Ms Donna Ausling

Corporate values



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.

Vision for 2032

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

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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 Kamilaroi 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 ATTENDANCE VIA AUDIO VISUAL LINK

5 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

6 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.

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 PUBLIC

Grounds 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:

- 18.1 Fee Waiver for Burial Interment

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 27 February 2024 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, 27 FEBRUARY 2024 AT 1:00 PM**

PRESENT: Cr Darrell Tiemens, Cr Rohan Boehm, Cr Robert Browning, Cr John Clements, Cr Brett Dickinson, Cr Greg Lamont, Cr Catherine Redding, Cr Lisa Richardson

IN ATTENDANCE: Rob Williams (General Manager), Donna Ausling (Director Planning and Sustainability), Evan Harris (Acting Director Infrastructure Delivery), Ted Harrington (Director Financial and Commercial Services), Jason Townsend (Manager Governance and Risk), Samara Woolley (Minute Clerk)

Proceedings of the meeting commenced at 1:00 pm.

1 OPENING PRAYER

Members and officers were upstanding for the opening prayer by Keith Bates of New Life Christian Fellowship, 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 Kamilaroi 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/DURATION	APOLOGY/LEAVE OF ABSENCE	REASON
Cr Ron Campbell	27 February 2024	Leave of Absence	Personal Leave

MINUTE 001/2024

Moved: Cr Catherine Redding Seconded: Cr John Clements

1. That Leave of Absence be granted to Cr Ron Campbell for 27 February 2024.

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

5 ATTENDANCE BY AUDIO VISUAL LINK

Nil.

6 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, significant non-pecuniary and on-significant non-pecuniary 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.

COUNCILLOR	ITEM NUMBER	PECUNIARY/ NON-PECUNIARY	REASON
Cr Lisa Richardson	14.8	Non-Pecuniary	Employer has DA in – DA2024/0067
			DA in proximity to personal residence
Cr Greg Lamont	14.8	Pecuniary	Part Owner of property in Brent/Laidlaw Street Boggabri
			Adjoining owner of property to development

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

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

- 18.1 Narrabri Shire Youth Council - Application Received
- 18.2 Seniors Festival 2024 - Senior of the Year Nomination
- 18.3 Business Paper and Unconfirmed Minutes of the Audit, Risk and Improvement Committee
- 18.4 2023-24/42 Yarrie Lake Road to Pilliga Road Freight Route Upgrade – Stage 1

8 PRESENTATIONS

Presentations made to Council:

- 2. Nil.

9 CONFIRMATION OF MINUTES

MINUTE 002/2024

Moved: Cr Brett Dickinson Seconded: Cr Catherine Redding

- 1. That the minutes of Ordinary Meeting of the Narrabri Shire Council held on 19 December 2023 as circularised be confirmed and signed as a correct record by the Mayor.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

Abstained: Cr Robert Browning

CARRIED 7/1

10 ATTENDANCE BY AUDIO VISUAL LINK

Nil reports.

11 MATTERS OF GREAT URGENCY

Nil reports.

12 QUESTIONS WITH NOTICE

Nil reports.

13 MAYORAL MINUTE

13.1 MAYORAL APPOINTMENTS FOR THE PERIOD 11 DECEMBER 2023 TO 16 FEBRUARY 2024**MINUTE 003/2024**

Moved: Cr Darrell Tiemens

- 1. That Council note the Mayoral appointments for the period 11 December 2023 to 16 February 2024.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

14 OUR CIVIC LEADERSHIP

14.1 DELEGATE REPORT - NARRABRI GAS PROJECT COMMUNITY CONSULTATION COMMITTEE (CCC) - 5 DECEMBER 2023**MINUTE 004/2024**

Moved: Cr Catherine Redding Seconded: Cr Brett Dickinson

- 1. That Council note the Delegate Report on the minutes of the Narrabri Gas Project Community Consultative Committee meeting held on Tuesday 5 December 2023.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

At 1:28 pm, Cr Brett Dickinson left the meeting.

14.2 DELEGATE REPORT - NARRABRI MINE COMMUNITY CONSULTATION COMMITTEE (CCC) - 6 DECEMBER 2023**MINUTE 005/2024**

Moved: Cr Catherine Redding Seconded: Cr Robert Browning

- 1. That Council note the Delegate Report on the minutes of the Narrabri Mine Community Consultative Committee meeting held on Wednesday, 6 December 2023.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

Not Present: Cr Brett Dickinson

CARRIED 7/0

At 1:30 pm, Cr Brett Dickinson returned to the meeting.

14.3 2024 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (ALGA) NATIONAL GENERAL ASSEMBLY**MINUTE 006/2024**

Moved: Cr Lisa Richardson Seconded: Cr John Clements

- 1. That Council nominates Crs Robert Browning, Catherine Redding, Darrell Tiemens for the Australian Local Government Association (ALGA) National General Assembly (NGA) taking place in Canberra from 2-4 July 2024.**
- 2. That Council nominates Cr Tiemens for the Australian Council of Local Government (ACLG) Forum taking place on Friday 5 July 2024.**
- 3. The Council nominates Cr Tiemens for the Australian Council of Local Government (ACLG) Gala Dinner on Thursday 4 July 2024.**
- 4. That council allocate the additional funds required for this item from the professional development budget for councillors.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

MOVE INTO COMMITTEE OF THE WHOLE**MINUTE 007/2024**

Moved: Cr John Clements Seconded: Cr Rohan Boehm

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

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

The Council moved into Committee of the Whole, the time being 1:36 pm.

MOVE OUT OF COMMITTEE OF THE WHOLE**MINUTE 008/2024**

Moved: Cr John Clements Seconded: Cr Rohan Boehm

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

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

The Council moved out of Committee of the Whole, the time being 1:42 pm.

14.4 MONTHLY FINANCIAL REPORT - JANUARY 2024**MINUTE 009/2024**

Moved: Cr John Clements Seconded: Cr Catherine Redding

1. That Council note the Monthly Financial reports for January 2024.

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0**14.5 INVESTMENT REPORT - JANUARY 2024****MINUTE 010/2024**

Moved: Cr Lisa Richardson Seconded: Cr Brett Dickinson

1. That Council note the Investment Report for January 2024.

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

14.6 QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 2023**MINUTE 011/2024**

Moved: Cr Catherine Redding Seconded: Cr Brett Dickinson

- 1. That Council adopt the Quarterly Budget Review Statement for the period ended 31 December 2023 as the revised Budget estimates for the year ending 30 June 2024 and the Operational Plan and Capital Works Plan be amended accordingly.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

14.7 RESOLUTIONS REGISTER - NOVEMBER TO DECEMBER 2023**MINUTE 012/2024**

Moved: Cr John Clements Seconded: Cr Catherine Redding

- 1. That Council receive and note the outstanding Resolutions Register as at 21 February 2024.**
- 2. That Council receive and note the completed Resolutions Register as at 21 February 2024.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

At 2:08 pm, Cr Richardson left the meeting after declaring a non-pecuniary interest in relation to Item 14.8, due to her employer having a development application in the report and a development application in proximity to her residence in the report. She was not present at or in sight of the meeting during the consideration of the item.

At 2:09 pm, Cr Lamont left the meeting after declaring a pecuniary interest in relation to Item 14.8, due to a being a part owner and adjoining owner of properties outlined in the report. He was not present at or in sight of the meeting during the consideration of the item.

14.8 PLANNING AND DEVELOPMENT REPORT - DECEMBER 2023/JANUARY 2024**MINUTE 013/2024**

Moved: Cr John Clements Seconded: Cr Catherine Redding

- 1. That Council receive the Planning and Development Report for December 2023 and January 2024.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson and Catherine Redding

Against: Nil

Not Present: Crs Greg Lamont and Lisa Richardson

CARRIED 6/0

At 2:18 pm, Cr Lisa Richardson returned to the meeting.

At 2:18 pm, Cr Greg Lamont returned to the meeting.

14.9 INFRASTRUCTURE DELIVERY STATUS REPORT - JANUARY 2024**MINUTE 014/2024**

Moved: Cr Lisa Richardson Seconded: Cr John Clements

- 1. That Council receive and note the Infrastructure Delivery Status Report for December 2023 and January 2024.**
- 2. That Council receive and note the Local Traffic Committee Minutes of 24 October 2023 meeting.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

14.10 NARRABRI WEST FREIGHT ACTIVATION PRECINCT PROJECT**MINUTE 015/2024**

Moved: Cr John Clements Seconded: Cr Catherine Redding

- 1. That Council receive and note "Narrabri West Precinct Freight Activation Project" report.**
- 2. That Council share project related information with Transport for New South Wales (TfNSW) and advocate to the relevant Minister that TfNSW complete the rail components of the project.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

MOVE INTO COMMITTEE OF THE WHOLE**MINUTE 016/2024**

Moved: Cr Rohan Boehm Seconded: Cr Greg Lamont

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

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

Against: Crs Darrell Tiemens, Brett Dickinson, Catherine Redding and Lisa Richardson

EQUAL

The voting being equal; the Mayor exercised a casting vote against the motion.

The motion was then lost.

LOST

14.11 BOGGABRI CBD, VICKERY PARK TO ANZAC PARK MASTER PLAN**MINUTE 017/2024**

Moved: Cr Lisa Richardson Seconded: Cr Brett Dickinson

- 1. That Council note the Community Engagement Report (Attachment 2) and acknowledge that 85% was in support of Option A (Library and Hall).**
- 2. That Council Adopt the Boggabri Open Spaces Master Plan (Option A).**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

14.12 OPERATIONAL AND SERVICE PLAN QUARTERLY REPORT - 1 OCTOBER 2023 TO 31 DECEMBER 2023**MINUTE 018/2024**

Moved: Cr Catherine Redding Seconded: Cr Brett Dickinson

- 1. That Council adopt the Quarter 2 2023/2024 Quarterly Operational Plan Progress Report, as attached, detailing Council's progress in meeting its actions, capital works and key performance measures for the period of 1 October 2023 to 31 December 2023.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

14.13 DELIVERY PROGRAM 6 MONTHLY PROGRESS REPORT - DECEMBER 2023**MINUTE 019/2024**

Moved: Cr John Clements Seconded: Cr Robert Browning

- 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 31 December 2023 period.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

14.14 CRIME PREVENTION PLAN**MINUTE 020/2024**

Moved: Cr Catherine Redding Seconded: Cr Lisa Richardson

- 1. That Council endorse the draft Crime Prevention Plan 2024/2028 for the purpose of public exhibition.**
- 2. That Council endorse the Report 'Crime Prevention Plan in Narrabri: Research Results' noting that it is for internal use only.**
- 3. That Council endorse the discussion paper 'CCTV As a Crime Prevention Tool'.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

15 OUR SOCIETY**15.1 2022/2026 YOUTH STRATEGY - FOR ADOPTION****MINUTE 021/2024**

Moved: Cr John Clements Seconded: Cr Lisa Richardson

- 1. That Council adopt the draft 2022/2026 Youth Strategy.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

16 OUR ENVIRONMENT

16.1 REGULATORY COMPLIANCE REPORT - DECEMBER 2023 AND JANUARY 2024**MINUTE 022/2024**

Moved: Cr John Clements Seconded: Cr Lisa Richardson

- 1. That Council receive and note the Regulatory Services Report for December 2023 and January 2024.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

16.2 BOGGABRI FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN**MINUTE 023/2024**

Moved: Cr Catherine Redding Seconded: Cr Lisa Richardson

- 1. That Council adopt the Boggabri Floodplain Risk Management Study and Plan.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

17 OUR ECONOMY

17.1 TEMPORARY SUSPENSION OF ALCOHOL FREE ZONE - NARRABRIGHT EVENT 2024**MINUTE 024/2024**

Moved: Cr John Clements Seconded: Cr Rohan Boehm

- 1. That Council suspend the Alcohol-Free Zone within the roadway area (Max. 360m²) between 126—136 Maitland Street, Narrabri, from 3:00pm – 11:59pm on Friday 15 March 2024, for the purposes of facilitating a proposed licensed, fenced bar area and service, for the NarraBRIGHT event.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

17.2 DA2024/0018 - DEMOLITION AND CONSTRUCTION OF A MULTI DWELLING HOUSING DEVELOPMENT (FOUR [4] ADDITIONAL DWELLINGS AND ONE [1] EXISTING DWELLING) ON LOT: A DP: 393625, 19 MEELEE STREET, NARRABRI

MINUTE 025/2024

Moved: Cr Catherine Redding Seconded: Cr Rohan Boehm

- 1. That Council determine DA 2024/0018 pursuant to Section 4.16 of the Environmental Planning & Assessment Act 1979 by the granting of consent subject to conditions, as detailed in Attachment 1 'Conditions of Consent'.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

18 CONFIDENTIAL (CLOSED COUNCIL) MEETING

MINUTE 026/2024

Moved: Cr John Clements Seconded: Cr Lisa Richardson

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:

18.1 Narrabri Shire Youth Council - Application Received

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

18.2 Seniors Festival 2024 - Senior of the Year Nomination

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

18.3 Business Paper and Unconfirmed Minutes of the Audit, Risk and Improvement Committee

This matter is considered to be confidential under Section 10A(2) - (f) 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 details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

18.4 2023-24/42 Yarrie Lake Road to Pilliga Road Freight Route Upgrade – Stage 1

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

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

The Council moved into Closed (Public Excluded Meeting), the time being 3:07 pm.

SUSPENSION OF STANDING ORDERS

MINUTE 027/2024

Moved: Cr Darrell Tiemens

1. That Council suspend standing orders for a break.

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

The Council suspended standing orders, the time being 3:07 pm.

RESUMPTION OF STANDING ORDERS

MINUTE 028/2024

Moved: Cr Darrell Tiemens

1. That Council resume standing orders.

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

The Council resumed standing orders, the time being 3:21 pm.

18.1 NARRABRI SHIRE YOUTH COUNCIL - APPLICATION RECEIVED**MINUTE 029/2024**

Moved: Cr John Clements Seconded: Cr Brett Dickinson

- 1. That Council endorse the enclosed application for candidate 1 for the Narrabri Shire Youth Council's second term 2023-2025.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

18.2 SENIORS FESTIVAL 2024 - SENIOR OF THE YEAR NOMINATION**MINUTE 030/2024**

Moved: Cr John Clements Seconded: Cr Lisa Richardson

- 1. That Council award the Narrabri senior of the year award 2024 to nominees 4 and 6.**
- 2. That Council keep the outcome confidential until the winner is announced at the Seniors Festival luncheon to be held at the Narrabri RSL, Auditorium room on Thursday 14 March 2024.**
- 3. That all finalists receive a highly commended certificate to recognise their contributions to the community.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

MOVE INTO COMMITTEE OF THE WHOLE**MINUTE 031/2024**

Moved: Cr Lisa Richardson Seconded: Cr Rohan Boehm

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

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

The Council moved into Committee of the Whole, the time being 3:27pm.

MOVE OUT OF COMMITTEE OF THE WHOLE**MINUTE 032/2024**

Moved: Cr John Clements Seconded: Cr Lisa Richardson

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

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

The Council moved out of Committee of the Whole, the time being 3:35 pm.

18.3 BUSINESS PAPER AND UNCONFIRMED MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE**MINUTE 033/2024**

Moved: Cr Catherine Redding Seconded: Cr Rohan Boehm

1. That Council note the Business Papers and Unconfirmed Minutes of the Audit, Risk and Improvement Committee meeting held on Monday, 18 December 2023.

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

SUPPLEMENTARY 18.4 2023-24/42 YARRIE LAKE ROAD TO PILLIGA ROAD FREIGHT ROUTE UPGRADE – STAGE 1

MINUTE 034/2024

Moved: Cr John Clements Seconded: Cr Rohan Boehm

- 1. That Council accept the tender from Daracon Contractors Pty Ltd in the GST exclusive amount of \$4,303,181.33 for Contract No. 2023-24/42 - Yarrie Lake to Pilliga Freight Route Upgrade – Stage 1.**
- 2. That Council maintain the confidentiality of the documents and considerations in respect of Contract No. 2023-24/42 – Yarrie Lake to Pilliga Freight Route Upgrade – Stage 1.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

MINUTE 035/2024

Moved: Cr John Clements Seconded: Cr Brett Dickinson

- 1. 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.**

In Favour: Crs Darrell Tiemens, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Catherine Redding and Lisa Richardson

Against: Nil

CARRIED 8/0

The Council moved out of Closed (Public Excluded Meeting), the time being 3;58 pm and the General Manager read out to those present the resolutions of the Closed (Public Excluded) Meeting.

19 MEETING CLOSED

The Meeting closed at 4:01pm.

The minutes of this meeting are scheduled to be confirmed at the Ordinary Council Meeting to be held on 26 March 2024.

.....

CHAIRPERSON

10 ATTENDANCE BY AUDIO VISUAL LINK

Nil reports.

11 MATTERS OF GREAT URGENCY

Nil reports.

12 QUESTIONS WITH NOTICE

Nil reports.

13 MAYORAL MINUTE

13.1 MAYORAL APPOINTMENTS FOR THE PERIOD 17 FEBRUARY 2024 TO 17 MARCH 2024**Responsible Officer:** Darrell Tiemens, Mayor**Author:** Darrell Tiemens, Mayor**Attachments:** Nil**RECOMMENDATION**

- 1. That Council note the Mayoral appointments for the period 17 February to 17 March 2024.**

20 February 2024

- Attended as an assessment panel member at the Lillian Hulbert Memorial Prize interviews.
- Joined by the Manager Parks and Open Spaces, Evan Harris, we accepted a meeting request to meet with concerned residents at the old cemetery in Narrabri.

21 February 2024

Joined by Manager Tourism and Cultural Services, Scott Pollock, and Community Development Coordinator, Elodie Labonte we met with the Chief Executive Officer of Northern Inland Academy of Sport (NIAS), Shona Eichorn as well as Regional Manager for the Office of Sport, Martin Burney to discuss the opportunity of hosting a number of activities and events in our LGA in 2024. The [2023 NIAS Academy Awards](#) program for your reference.

Saturday, 24 February 2024

Joined by the Deputy Mayor, Cr Brett Dickinson, we attended a civic reception announcing the 2024 Lillian Hulbert Memorial Prize.

26 February 2024

Attended a learning lunch seminar held at The Exchange on Cyber Security Scam Awareness by NBN Local.

27 February 2024

Chaired Narrabri Shire Council's Ordinary Council Meeting.

28 February 2024

Invited to join the Men's Shed for a coffee and chat.

28 February 2024

Joined by the General Manager, Rob Williams, we accepted an invitation from the Minister for Regional NSW, the Honourable Tara Moriarty MLC, to participate in the Narrabri Development Roundtable held at the Narrabri RSL.

4 March 2024

Met with Gunnedah Shire Council's Mayor, Cr Jamie Chaffey in Boggabri continue discussion over Namoi Joint Organisation Unlimited, NSW Country Mayors Association issues, law and order, and the NSW state budget.

5 March 2024

- Attended interviews with ABC Radio in response to Council's budget surplus and Boggabri asbestos issues.
- Joined by Director Infrastructure Delivery, Eloise Chaplain we accepted a meeting request to meet with a resident in response to consideration for a footpath in the current budget costing period.
- Virtual attendance at the Local Advisory Committee Narrabri Health 2024 Meeting
- Joined by Cr Cathy Redding and Director Planning and Sustainability, Donna Ausling, we met with Nurruby Children's Services Managing Director, Prue Jamieson to discuss childcare issues in our community.

6 March 2024

- Accompanied by Director of Planning and Sustainability, Donna Ausling, we met with Crown Lands Area Manager, Shaun Barker, and Bellata Memorial Hall Committee President, Mr & Mrs Vince Larkin to continue discussions that initially took place on 20 December 2023.
- Joined by the General Manager, Rob Williams, we accepted an invitation to meet with Federal Member for Parkes, the Honourable Mark Coulton MP to discuss SR5 Kaputar Road, the primary access route to Narrabri Shire's premier tourist destination, Mount Kaputar National along with discussing funding for Rangari Road.
- Joined by Cr Cathy Redding and Cr Lisa Richardson, we accepted an invitation to attend the International Women's Day Dinner held at The Exchange with MC's for this event being Katie Watson and Ali Smith from the infamous Bush Wanderlust Podcast. Guest Speakers on the night were:

Bec Artis	Former Aussie Golf Pro
Jane Lampe	Owner of Sydney Florist Business "Floreat"
Mackenzie	Highest Badged Umpire for Narrabri Netball, NIAS 1st Umpire Athlete and the recipient of the 2023 Breakthrough Umpire Award.
Knox	
Shona Gawel	CEO of Grain Growers.

8 March 2024

Invited to perform the official opening of CREATE held at The Crossing Theatre, attended also by the Deputy Mayor, Cr Brett Dickinson. CREATE is now in its fourth year and spreads across the Shire. We had two exhibitions in Narrabri and one in Wee Waa, including paintings, ceramics, sculpture, photography, and mixed media. There was also a pop-up gallery in the main street by artists Deb Michell-smith and Brooke Dalton. CREATE highlights the wonderful family street party, NarraBRIGHT.

11 March 2024

Attended the Youth Council Meeting held in Council Chambers.

12 March 2024

Attended Narrabri Shire Council's Councillor Briefing session.

13 March 2024

Attended the Dolly Parton Imagination Library Information Session "Help Keep Books Coming for Kids in Narrabri Shire" held at the Narrabri Shire Library along with Cr Cathy Redding. The information session was led by Leo Krikmann, United Way's Head of Network Development.

14 March 2024

Invited to attend and speak at the Senior Festival Lunch and Mini Aged Care Expo held at the Narrabri RSL, announcing the Senior of the Year Award along with Cr Cathy Redding.

15 March 2024

Invited to open and speak at the official opening/welcome of NarraBRIGHT which was attended by Cr Rohan Boehm and Deputy Mayor, Cr Brett Dickinson.

Saturday, 16 March 2024

Invited to open and speak at the official opening of the Art and Craft Society exhibition "Living in the Country" held at the Narrabri Art & Craft complex.

Saturday, 16 March 2024

Attended the Trophy Presentation at the Regional Qualifying Golf Tournament held at the Narrabri Golf Course.

Saturday, 16 March 2024

Invited to attend, speak, and celebrate at the Wee Waa Community Arts and Cultural Centre's 2nd Birthday Behind the Yellow Door with the opening night of "My Country". The exhibition featured works from local, regional, and interstate artists along with Cr John Clements and Deputy Mayor, Cr Brett Dickinson.

14 OUR CIVIC LEADERSHIP



THEME 4 *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

14.1 INVESTMENT REPORT - FEBRUARY 2024**Responsible Officer:** Ted Harrington, Director Financial and Commercial Services**Author:** Kathleen Wales, Finance Coordinator**Attachments:** Nil**DELIVERY PROGRAM ALIGNMENT****4 Civic Leadership - Council as strong leaders for the Community**

Objective 4.3 A resilient and sustainable Council

Strategy 4.3.2 Sustainably manage Council's finances, assets, and workforce

EXECUTIVE SUMMARY

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

During the month:

- Four (4) investments matured, totalling \$8 million; and
- One (1) investment was placed, totalling \$4 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 February 2024.

BACKGROUND

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

CURRENT SITUATION

The following is a summary of investment movements for February 2024.

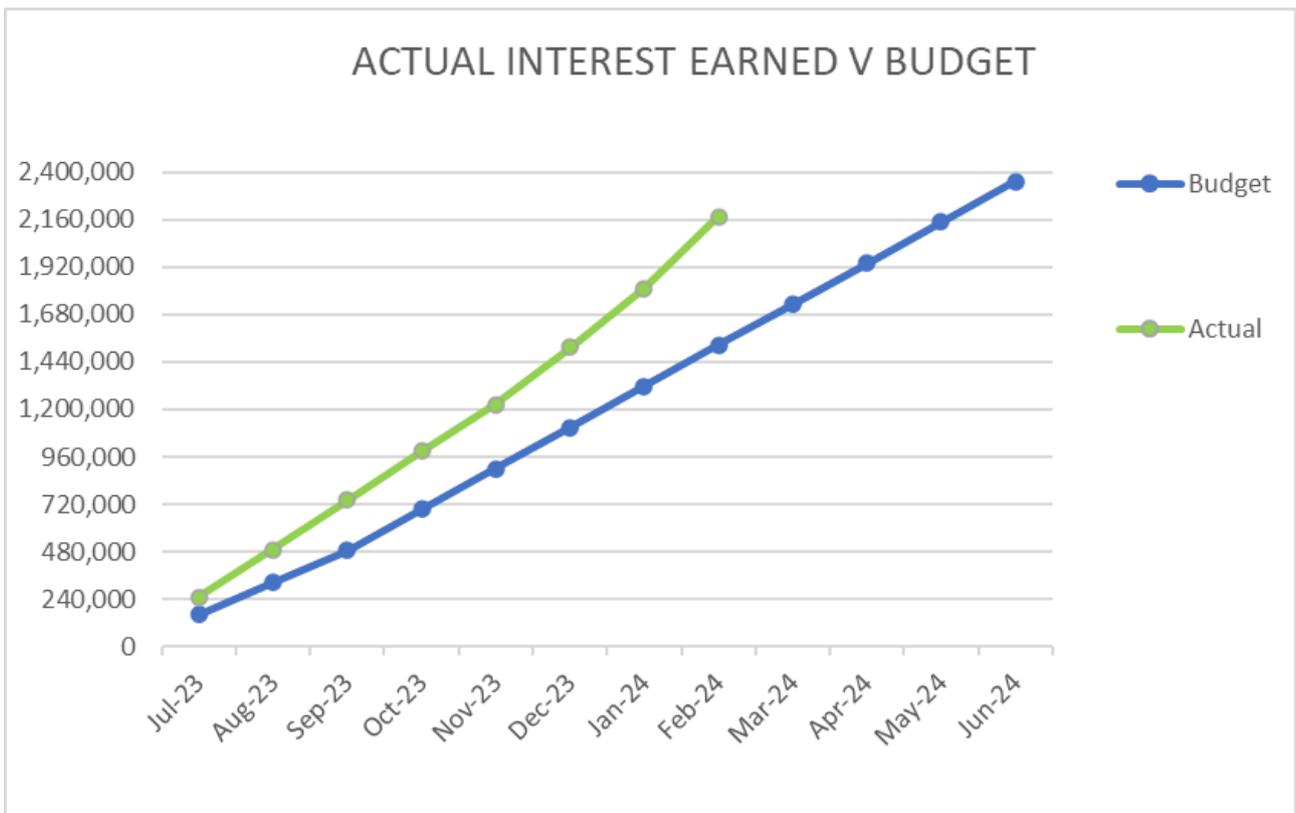
Investments maturing during the month:

- | | | | |
|------------|-----|-------------|------------------|
| • 21/02/24 | NAB | \$2,000,000 | 364 days @ 4.98% |
| • 28/02/24 | BOQ | \$2,000,000 | 364 days @ 4.93% |
| • 28/02/24 | BOQ | \$2,000,000 | 364 days @ 4.93% |
| • 28/02/24 | NAB | \$2,000,000 | 364 days @ 4.98% |

New Investment secured during the month:

- | | | | |
|------------|-----|-------------|------------------|
| • 28/02/24 | ING | \$4,000,000 | 364 days @ 5.08% |
|------------|-----|-------------|------------------|

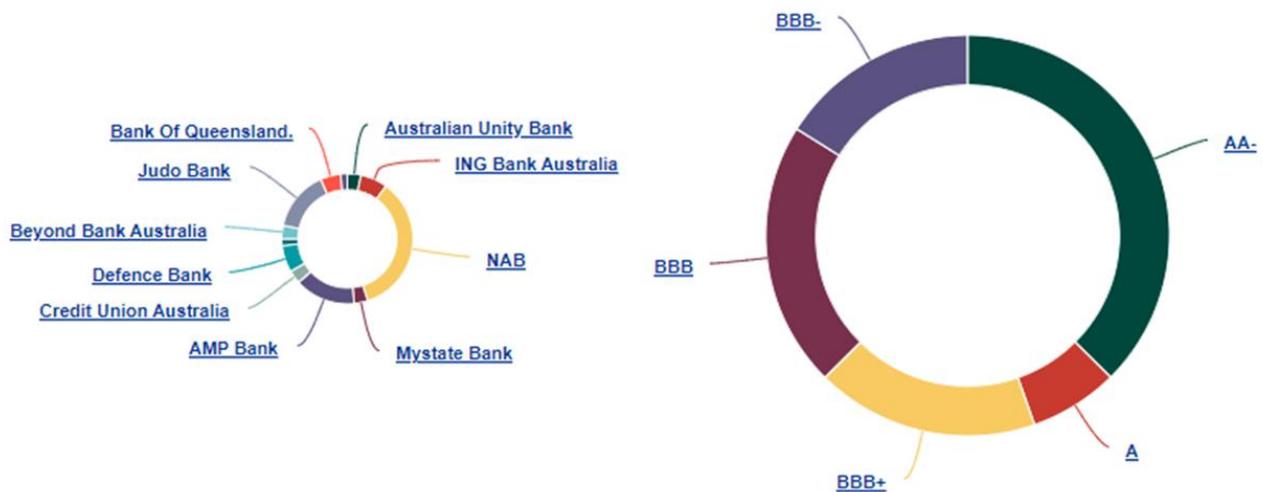
	Market Value (\$)	Term (days)	Rate	Maturity Date	% of Portfolio
Short Term Deposits (<1 yr)	60,000,000.00				89.99%
MyStateBank	2,000,000.00	364	4.80%	06/03/24	3.00%
NAB	2,000,000.00	259	5.42%	13/03/24	3.00%
AMP	2,000,000.00	371	4.80%	20/03/24	3.00%
Great Southern	2,000,000.00	280	5.52%	03/04/24	3.00%
BOQ	1,000,000.00	364	4.73%	10/04/24	1.50%
AMP	3,000,000.00	294	5.55%	17/04/24	4.50%
AMP	3,000,000.00	364	5.05%	08/05/24	4.50%
AMP	1,000,000.00	364	5.10%	15/05/24	1.50%
NAB	1,000,000.00	273	5.13%	29/05/24	1.50%
Judo	2,000,000.00	181	5.40%	29/05/24	3.00%
P&N Bank	1,000,000.00	364	5.55%	12/06/24	1.50%
NAB	1,000,000.00	266	5.13%	12/06/24	1.50%
NAB	4,000,000.00	182	5.08%	19/06/24	6.00%
Judo	2,000,000.00	364	5.75%	26/06/24	3.00%
Judo	2,000,000.00	371	5.75%	03/07/24	3.00%
NAB	1,000,000.00	182	5.08%	10/07/24	1.50%
NAB	1,000,000.00	336	5.13%	17/07/24	1.50%
Judo	3,000,000.00	230	5.40%	17/07/24	4.50%
NAB	1,000,000.00	329	5.13%	31/07/24	1.50%
NAB	1,000,000.00	308	5.15%	07/08/24	1.50%
NAB	1,000,000.00	364	5.18%	14/08/24	1.50%
NAB	2,000,000.00	364	5.18%	28/08/24	3.00%
Beyond Bank	2,000,000.00	364	5.25%	04/09/24	3.00%
NAB	1,000,000.00	364	5.23%	18/09/24	1.50%
BOQ	1,000,000.00	294	5.35%	18/09/24	1.50%
NAB	1,000,000.00	322	5.28%	02/10/24	1.50%
BOQ	1,000,000.00	329	5.33%	16/10/24	1.50%
Defence Bank	2,000,000.00	362	5.50%	27/11/24	3.00%
Defence Bank	2,000,000.00	364	5.40%	11/12/24	3.00%
NAB	2,000,000.00	364	5.04%	08/01/25	3.00%
NAB	2,000,000.00	364	5.08%	15/01/25	3.00%
Regional Australia Bank	1,000,000.00	364	5.20%	22/01/25	1.50%
Australian Unity	2,000,000.00	372	5.15%	05/02/25	3.00%
ING	4,000,000.00	364	5.08%	26/02/25	6.00%
Cash Deposits	6,677,069.96				10.01%
NAB At Call A/c	1,000,000.00	At Call	4.50%	n/a	1.50%
NAB Working A/c	5,677,069.96	At Call	4.10%	n/a	8.51%
Total Cash & Investments	66,677,069.96				100.00%



Counterparty Exposure



Long Term Credit Rating Exposure



Investment Rate Summary for February 2024

Average Interest Rate on Investments: 5.19%

Weighted Average Interest Rate on Investments 5.23%

Council's Benchmarks

Bank Bill Swap Rate (BBSW) 90-day index (01/03/2024)¹ 4.34%

Average 11am Cash Rate 4.35%

¹ Source: www.asx.com.au

FINANCIAL IMPLICATIONS

Immediate cashflow requirements to service creditors for the month is used to determine the net movement in the total value of deposits held. Capital works projects for roads and the administration building airconditioning upgrade were the largest payments for the month of February 2024.

Reported interest income for the period 1 July 2023 to 29 February 2024 is \$2.176M. This is despite the upwards revision of interest revenue in the revised budget. Higher than anticipated portfolio balances, as well as more favourable interest rates for terms negotiated, have contributed to the larger balance.

STATUTORY AND POLICY IMPLICATIONS

Clause 212 of the *Local Government (General) Regulation 2021* (NSW) 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* (NSW).

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 18 October 2022.

CONSULTATION**External Consultation**

Nil.

Internal Consultation

- Responsible Accounting Officer.

14.2 MONTHLY FINANCIAL REPORT - FEBRUARY 2024

Responsible Officer: Ted Harrington, Director Financial and Commercial Services

Author: Luke Meppem, Manager Financial Services

Attachments:

1. **Income Statement February 2024** [↓](#) 
2. **Statement of Financial Position February 2024** [↓](#) 

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.3 A resilient and sustainable Council

Strategy 4.3.2 Sustainably manage Council's finances, assets, and workforce

EXECUTIVE SUMMARY

This report is presented to Council Monthly to provide a snapshot of the current financial year position.

RECOMMENDATION

1. **That Council note the Monthly Financial reports for February 2024.**

BACKGROUND

Monthly Reporting on financial performance commenced in 2023/2024 after consultation with staff and Councillors. This development and production of statements will be refined over time for content and relevance.

CURRENT SITUATION

The Income Statement and Statement of Financial Position for February 2024 are attached for consideration by Council. The Income Statement is compared against the full-year current adopted budget.

Refinements to the composition and content will continue to occur as the financial year progresses, resulting in a more accurate year-to-date (YTD) position compared to budget.

FINANCIAL IMPLICATIONS

The Income Statement shows a significantly large (when compared with the budget) operating result as of February 2024, with the results benefiting from the annual rates and charges levied in July 2023. Approximately 66% into the financial year, overall income is tracking in-line with budget. Grants are running below expectations however are anticipated to reach budgeted levels.

Employee benefits & on-costs are slightly below adopted budget expectations, however there is anticipation that this will reverse with current recruitment measures. Material and services costs have aligned with the adopted budget. Depreciation is yet to be run for the 2023/2024 financial year due to the ongoing work with assets to complete the 2022/2023 audit. Estimates have been run to determine if the budgeted amount is still accurate and it is tracking within budget at this stage.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION

External Consultation

- Nil.

Internal Consultation

- Executive Management.
- Manager Financial Services.



Income Statement for the Year Ending 30 June 2024

	2023/24 Adopted Budget \$'000	2023/24 YTD Actual \$'000	2023/24 YTD %
Income from continuing operations			
Rates & Annual Charges	24,071	23,676	98%
User Charges and Fees	9,901	7,137	72%
Interest & Investment Revenue	2,520	2,223	88%
Other Revenues	2,938	2,135	73%
Grants & Contributions - Operating	21,786	10,519	48%
Grants & Contributions - Capital	20,052	6,076	30%
Net Gain from the Disposal of Assets	171	0	0%
Other Income	195	84	43%
Total income from continuing operations	81,634	51,850	64%
Expenses from continuing operations			
Employee Benefits and On-Costs	19,552	10,192	52%
Borrowing Costs	250	52	21%
Materials & Services	21,931	14,643	67%
Depreciation & Amortization	13,026	0	0%
Other Expenses	1,146	689	60%
Total expenses from continuing operations	55,925	25,576	46%
Net operating results from continuing operations (including Grants & Contributions for Capital purposes)			
Grants & Contributions - Capital	25,709	26,274	
	<u>20,052</u>	<u>6,076</u>	
Net operating result for the year from continuing operations	5,657	20,198	

Please Note:

Financial Figures are draft unaudited and subject to change.



Statement of Financial Position as at 29 February 2024

	YTD Balance \$'000
Assets	
Cash and Cash Equivalents	4,603
Current Investments	61,000
Current Receivables	12,194
Inventories	6,408
Current Assets - Other	242
Current Contract Assets	6,147
Infrastructure, Property, Plant and Equipment	609,490
Intangibles	536
Investments accounted for using the equity method	256
	700,875
Liabilities	
Current Payables	2,436
Current Borrowings	307
Current Employee Benefit Provisions	224
Current Other Provisions	78
Current Contract Liabilities	9,213
Non Current Borrowings	2,806
Non Current Employee Benefit Provisions	231
Non Current Other Provisions	2,109
	17,405
Equity	
Retained Earnings	371,496
Asset Revaluation Reserves	311,974
	683,470

Please Note:
Financial figures are draft, unaudited and subject to change

14.3 FINANCIAL STATEMENTS RECTIFICATION PLAN

Responsible Officer: Ted Harrington, Director Financial and Commercial Services

Author: Luke Meppem, Manager Financial Services

Attachments: 1. Financial Statements Rectification Plan to March 2024 - Confidential

DELIVERY PROGRAM ALIGNMENT

4 Civic Leadership - Council as strong leaders for the Community

Objective 4.3 A resilient and sustainable Council

Strategy 4.3.2 Sustainably manage Council's finances, assets, and workforce

EXECUTIVE SUMMARY

Following the completion of the 2021/2022 financial audit, Council staff identified processes and procedures that required rectification and revision, devising a Rectification Plan aimed at allowing yearly financial reporting to return within legislated timeframes. The attached Financial Statements Rectification Action Plan details the previous Financial Quarter's work undertaken by Finance and informs the items that remain outstanding to progress the aims.

RECOMMENDATION

1. That Council note the progress of the Financial Statements Rectification Plan.

BACKGROUND

Council's 2021/2022 audited financial statements received a Disclaimer of Opinion for the:

- carrying value of the capital work in progress balance of \$46.2 million recorded by Council at 30 June 2022;
- carrying value of the roads assets of \$194.4 million and bridges assets of \$32.6 million recorded by Council at 30 June 2022; and
- validity of the prior period errors recorded by Council in Note G4-1 relating to the:
 - impairment adjustment of \$2.7 million to the previously reported carrying value of roads and bridges assets. Council attributed \$1.7 million to the flood event in 2019-20 and \$1.0 million to flood events in 2020
 - adjustment of \$874,000 to operational expenditure, which was previously reported as capital work in progress at 30 June 2021
 - adjustment of \$874,000 to operational revenue to recognise grant revenue relating to the restatement of capital work in progress at 30 June 2021 (see above).

To minimise the impact to Council of the recurring nature of this Disclaimer, Management committed to the implementation of measures to rectify the issues surrounding the Opinion, recognising that the measures would take some time to fully implement and have embedded within the organisation. As part of this commitment, Finance have commenced reporting quarterly to

Council and the Audit, Risk and Improvement Committee on actions taken to reduce the issues arising out of the 2021/2022 Audit.

CURRENT SITUATION

In order for Council to continue progress and meet future legislated timeframes with regard financial statement completion, as well as negotiate a way forward from the 2021/2022 Disclaimed Audit Report, a Financial Statement Rectification Action Plan (attached) has been implemented, which aims to alleviate the concerns of the external auditors in relation to substantiation and justification of balances disclosed in the financial statements, as well as get Council back on track to adopting the financial statements within the required legislated timeframes.

The identification and recognition of deficiencies in the records maintained, as well as the methodologies employed previously, were identified, documented and a plan formulated to ensure Council minimise the period upon which Audit would reflect negatively upon the financial disclosures.

This Financial Statement Rectification Action Plan details the work required to be performed, and work completed to-date, in the progress of finalising the Financial Statements for 2022/2023, noting that the 2021/2022 financial statements were not finalised until 22 August 2023.

Due to the above, inevitable and unavoidable delays in the finalisation of the 2022/2023 financial statements have occurred, with the NSW Office of Local Government (OLG) agreeing to an extension for presentation of financial statements to 30 April 2024.

PLAN SUMMARY

STAGE	TIMEFRAME	STATUS
<p>1. Identify the Issue</p> <ul style="list-style-type: none"> • The Audit of the 2021/2022 Annual Financial Statements identified 20 key items that Council needs to rectify. • Of these 20 key items, 3 directly contributed to the Disclaimer of Opinion. 	<p>October - November 2023</p>	<p>Identification complete, priorities established</p>
<p>2. Identify a Solution</p> <ul style="list-style-type: none"> • Since the 2021/2022 Annual Financial Statements were finalised and signed off on in August 2023, Council's Financial Services Team has developed a Rectification Plan. • Of the 20 items originally identified, Council has fully resolved 3 high risk items 	<p>October – December 2023</p>	<p>Solutions and resources identified to enable rectification</p>
<p>3. Complete preparation and Audit of 2022/2023 Annual Financial Statements</p> <ul style="list-style-type: none"> • Council will concentrate efforts to complete the preparation of the 2022/2023 Annual Financial Statements by 30 April 2024 to ensure 2023/2024 Annual Financial Statements are Adopted within legislated timeframes. • Completion of the 2022/2023 Annual Financial Statements is reliant on the availability of third parties external to Council including Council's contracted Auditors and asset valuation firms. 	<p>September 2023 – March 2024</p>	<ul style="list-style-type: none"> • Interim External Audit conducted w/ended 15 December 2023 • Valuation Reports received to Council February 2024 • Final Audit commenced March 2024

STAGE	TIMEFRAME	STATUS
<p>4. Implement Rectification Plan</p> <ul style="list-style-type: none"> • The remaining 17 items are anticipated to be resolved in time for the completion of the Audit for the 2023/2024 Annual Financial Statements. • Council is prioritising Infrastructure, Property, Plant & Equipment (IPPE) Revaluation and Assessments and Fair Value Assessments. This has resulted in unplanned and unbudgeted revaluation and assessment costs. • Evaluation and analysis of Work-in-Progress (WIP) balances to be undertaken. • Application of revenue accounting standards, assessing revenue for existing or new revenue streams 	<p>October 2023 – June 2024</p>	<p>Implementation commenced:</p> <ul style="list-style-type: none"> • Final revaluation reports received from valuers February 2024 • WIP identification and processing nearing completion. • Upskilling and capacity building of staff to identify and record revenue streams appropriately.

FINANCIAL IMPLICATIONS

Costs to achieve rectification are in the vicinity of \$250,000 including software configuration, process development, revaluation of Infrastructure, Property, Plant and Equipment (IPPE), internal staff training, upskilling, and capacity building to ensure these issues do not repeat in the future.

STATUTORY AND POLICY IMPLICATIONS

- *Local Government Act 1993* (NSW).
- *Local Government (General) Regulation 2021* (NSW).
- Australian Accounting Standards.
- Local Government Code of Accounting Practice and Financial Reporting.

CONSULTATION**External Consultation**

- External Auditors.

Internal Consultation

- MANEX.

14.4 RESOLUTIONS REGISTER - FEBRUARY TO MARCH 2024**Responsible Officer:** Jason Townsend, Manager Governance and Risk**Author:** Kira O'Neil, Governance Support Officer**Attachments:**
1. Resolution Register - Outstanding as at 19 March 2024  
2. Resolution Register - Completed as at 19 March 2024  **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 19 March 2024, is therefore presented to Council.

RECOMMENDATION

1. That Council receive and note the outstanding Resolutions Register as at 19 March 2024.
2. That Council receive and note the completed Resolutions Register as at 19 March 2024.

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 outstanding register has been updated as at 19 March 2024 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 completed register shows all actions completed. When all of the actions from a resolution are completed, it will be moved to the completed register.

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.



Outstanding Actions

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
1	25/09/2018	224/2018	Acquisition of Land for Expansion for Narrabri Landfill	<p>MINUTE 224/2018</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. 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. 2. 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. 3. Make all necessary arrangements to: <ol style="list-style-type: none"> a. Classify the land as operational land in accordance with section 31 of the Local Government Act 1993. b. Apply its Common Seal to any necessary documents relating to the acquisition. 	Director Financial and Commercial Services	09/10/2018	01/06/2023	18 Mar 2024 3:35pm Director Infrastructure Delivery – Reallocation Action reassigned to Director Financial and Commercial Services by Director Infrastructure Delivery – Property Services team are required to progress land acquisition.
2	19/12/2023	352/2023	Applications for Community Financial Assistance Grant (CFAG) Round 2 2023-24	<p>MINUTE 352/2023</p> <ol style="list-style-type: none"> 1. That Council receives the applications for the Community Financial Assistance Grant (CFAG) Round 2, 2023-24 and a total of \$42,460.51 funds be allocated from the 63151 – Donations Community Assistance Scheme to the following applicants as detailed in the report and merit checklist: <ol style="list-style-type: none"> a. Applicant 1 – \$5,000 b. Applicant 2 – \$5,000 and internal transfer of \$1500 c. Applicant 3 – \$500 d. Applicant 4 – \$4,000 e. Applicant 5 – \$5,000 f. Applicant 6 – \$5,000 g. Applicant 7 – \$4,400 and internal transfer of \$990 h. Applicant 8 – \$2,718.28 i. Applicant 9 – Application does not meet criteria. j. Applicant 10 – \$8,352.23 2. That Round 3 2023-24 of the CFAG be advertised as having \$30,000 available for distribution for eligible entities and proposals. 	Grants Officer	18/01/2024	18/01/2024	29 Jan 2024 10:17am Governance Support Officer <ul style="list-style-type: none"> • Round 2 applicants have been formally notified of the results of the November Council meeting minute 352/2023; • Entities are proceeding with EFTSure verification and have been given draft Funding Deeds; • Invitations have been issued to attend the February 2024 Round 2 Funding Deed ceremony; • Round 3 CFAG has been opened on Council's website https://www.narrabri.nsw.gov.au/Our-Community/Donations-and-Grant-Opportunities/Community-Financial-Assistance-Grants; • Round 1 applicants have been sent their acquittal documentation



Outstanding Actions

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
3	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	21/04/2022	30/06/2023	20 Feb 2024 3:19pm Manager Governance and Risk On advice from GM that matter is currently on hold.
4	27/02/2024	020/2024	Crime Prevention Plan	MINUTE 020/2024 1. That Council endorse the draft Crime Prevention Plan 2024/2028 for the purpose of public exhibition. 2. That Council endorse the Report 'Crime Prevention Plan in Narrabri: Research Results' noting that it is for internal use only. 3. That Council endorse the discussion paper 'CCTV As a Crime Prevention Tool'.	Manager Tourism and Cultural Services	28/03/2024	28/03/2024	05 Mar 2024 9:22am Governance Support Officer - Reallocation Action reassigned to Manager Tourism and Cultural Services by Governance Support Officer - Please action as required.
5	19/12/2023	347/2023	Draft Drought Management Plan	MINUTE 347/2023 1. That Council endorse the draft Narrabri Shire Council Drought Management Plan to be placed on public exhibition for a period of at least 28 days, and during the exhibition period call for and accept submissions from the public on the plan. 2. That a report be returned to Council following the conclusion of the Public Exhibition Period to the next available Ordinary Council Meeting. 3. That Council note the Drought Management Plan will undergo corporate branding prior to Adoption.	Manager Water Services	18/01/2024	18/01/2024	20 Feb 2024 4:10pm Governance Support Officer A report will be received at the March OCM at the conclusion of the public exhibition period.
6	19/12/2023	353/2023	Licence for Charging Stations for Electric Vehicles - Visitor Information Centre (VIC) Car Park	MINUTE 353/2023 1. That Council enter into a licence agreement with Tesla Motors Australia Pty Ltd (Tesla) for part lot 11 DP 1060622, crown reserve 1005349 known as 117 Tibbereena Street Narrabri as indicatively identified in Attachment 1. 2. That the licence agreement be for a term of 5 years with 2 x 5 years options. 3. That the licence fee for the term of the licence is set at \$1 per annum plus GST, with an annual rent review. 4. That Council delegate the authority to the General Manager to enter into the licence agreement and execute relevant documentation in accordance with this resolution.	Land and Leasing Coordinator	18/01/2024	18/01/2024	21 Feb 2024 7:47am Manager Commercial Services Further negotiations to take place with Tesla Motors.



Outstanding Actions

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
7	31/10/2023	282/2023	Mary's Mount Quarry Modification Update (Gunnedah Shire Council LGA)	MINUTE 282/2023 1. That Council receive and note the report providing an update on the proposed modification to a development application (DA) for the Marys Mount Quarry located in the Gunnedah Shire Council local government area. 2. That Council authorise the General Manager to issue a further submission to Gunnedah Shire Council in line with the contents of this Report.	Director Infrastructure Delivery	30/11/2023	30/11/2023	18 Mar 2024 3:36pm Director Infrastructure Delivery Specialist consultant report completed, analysis performed estimates a reduction of Asset Life of 20%. Correspondence has been passed on to Gunnedah Shire clearly detailing the loss of asset life which needs to be appropriately mitigated. This may include for example a Maintenance or the prohibition of Quarry Traffic on NSC Road Network.
8	27/02/2024	029/2024	Narrabri Shire Youth Council – Application Received	MINUTE 029/2024 1. That Council endorse the enclosed application for candidate 1 for the Narrabri Shire Youth Council's second term 2023–2025.	Community Development Coordinator	28/03/2024	28/03/2024	05 Mar 2024 9:29am Governance Support Officer – Reallocation Action reassigned to Community Development Coordinator by Governance Support Officer – Please action as required.
9	26/04/2022	CO-080/2022	Narrabri Underground Voluntary Planning Agreement (VPA) Update	MINUTE CO-080/2022 1. That Council accept the \$2.603 million Voluntary Planning Agreement offer from Whitehaven Coal dated 27 January 2022, as negotiated for the Narrabri Underground mine and this motion remain confidential until such time as the matter is concluded	Manager Planning and Development	26/05/2022	30/04/2024	18 Mar 2024 10:53am Manager Planning and Development – Target Date Revision Target date changed by Manager Planning and Development from 29 February 2024 to 30 April 2024 – Waiting on review and response from Whitehaven legal team. Another request for update email sent 18/03/2024.
10	27/02/2024	015/2024	Narrabri West Freight Activation Precinct Project	MINUTE 015/2024 1. That Council receive and note “Narrabri West Precinct Freight Activation Project” report. 2. That Council share project related information with Transport for New South Wales (TfNSW) and advocate to the relevant Minister that TfNSW complete the rail components of the project.	Director Infrastructure Delivery	28/03/2024	28/03/2024	18 Mar 2024 3:35pm Director Infrastructure Delivery Communications are being drafted to be sent to TfNSW.



Outstanding Actions

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
11	27/09/2022	293/2022	Notice of Motion - Roads	<p>MINUTE 293/2022</p> <ol style="list-style-type: none"> 1. That NSC investigate and report on the following; <ol style="list-style-type: none"> a. Road repair and construction workforce adequacy. b. Adequacy of current plant and equipment to the capacity to repair and maintain our roads. c. Adequacy of current arrangements with external contractors as far a support for the repair and maintenance of NSC roads. d. A full list of culverts in need of repair or upgrade to concrete base. e. The current state of all negotiations with state disaster recovery funding processes. f. Funds held currently for road repair. 2. That Council fully supports and recognises the efforts of staff in this area. 	Director Infrastructure Delivery	27/10/2022	31/07/2024	18 Mar 2024 3:41pm Director Infrastructure Delivery Consultant currently reviewing historical financial and asset data.
12	22/11/2022	373/2022	Notice of Motion - Wee Waa Lagoon Bridge Extension	<p>MINUTE 373/2022</p> <ol style="list-style-type: none"> 1. That Narrabri Shire Council seek funding under the NSW Betterment fund or similar State or Commonwealth resilience fund for the following purposes: <ol style="list-style-type: none"> (a) To fully investigate and develop costed plans (not engineering) to extend the Wee Waa lagoon bridge south past Harris Lane. This being to remove the isolation caused to residents and businesses by the inundation of this section of road; (b) To fully investigate whether with a Lagoon creek bridge extension, an increase in the road height at Bohena Creek would be justified; (c) To fully investigate and develop costed plans (not engineering) to raise the road height by bridge or culvert on the Kamilaroi highway east of Wee Waa at Glencoe channel road crossing, Glenarvon floodway; (d) That investigations include assessment of the reduction in isolation and financial and other impacts on individual and business due to isolation caused by flood waters; (e) That a local reference committee be set up at the appropriate time to utilise local knowledge. 	Director Infrastructure Delivery	22/12/2022	31/07/2024	18 Mar 2024 3:40pm Director Infrastructure Delivery RFQ process complete and contractor awarded, Alluvium. Staff reviewing initial timeline.



Outstanding Actions

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
13	22/08/2023	213/2023	Proposed Amendment to Narrabri Local Environmental Plan (LEP) 2012 - Additional Permitted Use	<p>MINUTE 213/2023</p> <ol style="list-style-type: none"> That Council prepare a Planning Proposal to amend the Narrabri Local Environmental Plan 2012, pursuant to section 3.33 of the <i>Environmental Planning and Assessment Act 1979</i> (NSW) to permit the land use 'retail premises' on Lots 10 and 11 in DP1242823, 10 and 11 Caroline Way, Narrabri. That Council forward the Planning Proposal to the NSW Department of Planning and Environment accompanied by a request for gateway determination pursuant to section 3.34 of the <i>Environmental Planning and Assessment Act 1979</i> (NSW). That Council undertake community and government agency consultation in accordance with the requirements of the gateway determination and Council's adopted Policy. That Council consider a further report on the results of the community consultation. 	Manager Planning and Development	21/09/2023	31/05/2024	18 Mar 2024 10:55am Manager Planning and Development - Target Date Revision Target date changed by Manager Planning and Development from 31 March 2024 to 31 May 2024 - Draft proposal currently being prepared in consultation with DPHI.
14	23/02/2021	038/2021	Provision Of New Doctors Residence in Boggabri	<p>MINUTE 038/2021</p> <ol style="list-style-type: none"> 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 Commercial Services	09/03/2021	28/06/2024	18 Mar 2024 9:50am Manager Commercial Services - Target Date Revision Target date changed by Manager Commercial Services from 01 July 2023 to 28 June 2024 - Negotiating with Ochre Health on land parcel for building residence.



Outstanding Actions

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Original Target Date	Revised Target Date	Current Status
15	23/08/2022	CO-282/2022	Road Opening and Closure at 3206 Killarney Gap Road Narrabri	<p>MINUTE CO-282/2022</p> <p>1. That Council;</p> <ul style="list-style-type: none"> a. approve the proposed land swap with the landowner noted within this report. b. completes the required Council Road Closure Process under Part 4 Division 3 of the <i>Roads Act 1993</i> (NSW). c. completes the required Council Road Opening Process under Part 2 Division 1 of the <i>Roads Act 1993</i> (NSW). d. prepares a Plan of First Title Creation and takes all steps required to complete registration by the Land Registry Services NSW. e. authorise the General Manager to sign all relevant documents required to effect the road opening and closure and land swap. 	Manager Commercial Services	22/09/2022	31/03/2023	29 Feb 2024 10:07am Manager Commercial Services Liaising with surveyors for lodgement of plans.
16	26/02/2019	025/2019	Single Property - Amendment to Local Government Boundary	<p>MINUTE 025/2019</p> <p>That Council:</p> <ul style="list-style-type: none"> 1. Support the proposed boundary change. 2. Seek a Council resolution from Moree Plains Shire Council 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. 	Finance Coordinator	12/03/2019	30/06/2023	21 Feb 2024 10:08am Governance Support Officer Rates are awaiting the Boundary Commission to Gazette the change. No response has been received from the Boundary Commission, a follow up email has been sent.



Resolution Register

(Completed)

<p>Criteria Directorate(s): Council Meeting(s): Officer(s): Date From: Date To:</p>	<p>Printed: 19 March 2024 7:51 AM</p>
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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Target Date	Completed	Current Status
1	27/02/2024	021/2024	2022/2026 Youth Strategy - For Adoption	MINUTE 021/2024 1. That Council adopt the draft 2022/2026 Youth Strategy.	Manager Tourism and Cultural Services	28/03/2024	18/03/2024	18 Mar 2024 3:52pm Governance Support Officer – Completion Completed by Governance Support Officer on behalf of Manager Tourism and Cultural Services (action officer) on 18 March 2024 at 3:52:38 PM - Adopted copy has been updated in Councils Record Management System and available on Council's website.
2	27/02/2024	034/2024	2023-24/42 Yarrie Lake Road to Pilliga Road Freight Route Upgrade – Stage 1	MINUTE 034/2024 1. That Council accept the tender from Daracon Contractors Pty Ltd in the GST exclusive amount of \$4,303,181.33 for Contract No. 2023-24/42 – Yarrie Lake to Pilliga Freight Route Upgrade – Stage 1. 2. That Council maintain the confidentiality of the documents and considerations in respect of Contract No. 2023-24/42 – Yarrie Lake to Pilliga Freight Route Upgrade – Stage 1.	Contracts and Projects Coordinator	28/03/2024	18/03/2024	18 Mar 2024 3:36pm Director Infrastructure Delivery – Completion Completed by Director Infrastructure Delivery on behalf of Contracts and Projects Coordinator (action officer) on 18 March 2024 at 3:36:27 PM – complete.
3	27/02/2024	006/2024	2024 Australian Local Government Association (ALGA) National General Assembly	MINUTE 006/2024 1. That Council nominates Crs Robert Browning, Catherine Redding, Darrell Tiemens for the Australian Local Government Association (ALGA) National General Assembly (NGA) taking place in Canberra from 2-4 July 2024. 2. That Council nominates Cr Tiemens for the Australian Council of Local Government (ACLG) Forum taking place on Friday 5 July 2024. 3. The Council nominates Cr Tiemens for the Australian Council of Local Government (ACLG) Gala Dinner on Thursday 4 July 2024. 4. That council allocate the additional funds required for this item from the professional development budget for councillors.	Executive Assistant	28/03/2024	05/03/2024	05 Mar 2024 9:59am Executive Assistant – Completion Completed by Executive Assistant (action officer) on 05 March 2024 at 9:59:26 AM - 2024-03-05: Executive Assistant updated delegate respective registrations to reflect the OCM recommendation.



Resolution Register

(Completed)

<p>Criteria Directorate(s): Council Meeting(s): Officer(s): Date From: Date To:</p>	<p>Printed: 19 March 2024 7:51 AM</p>
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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Target Date	Completed	Current Status
4	26/09/2023	256/2023	Applications for the Community Financial Assistance Grant CFAG Round 1 2023-24	MINUTE 256/2023 1. That Council receives the applications for Community Financial Assistance Grant (CFAG) Round 1 2023-24 and funds a total of \$16,093 towards the following applicants, as detailed in the report, from the Donations Community Assistance Scheme for: a. Applicant 1; b. Applicant 2; c. Applicant 3; d. Applicant 4; e. Applicant 5; and f. Applicant 6.	Grants Officer	26/10/2023	20/02/2024	20 Feb 2024 4:07pm Governance Support Officer – Completion Completed by Governance Support Officer on behalf of Grants Officer (action officer) on 20 February 2024 at 4:07:30 PM – Actions completed in accordance with the terms of Council’s previous resolution.
5	19/12/2023	341/2023	Boggabri CBD, Vickery Park to Anzac Park Master Plan	MINUTE 341/2023 1. That Council endorse the draft Boggabri CBD, Vickery Park to Anzac Park Master Plan to be placed on public exhibition for a period of at least 28 days (until 15 February 2024), and during the exhibition period call for and accept submissions from the public on the plan. 2. That a report be returned to Council following the conclusion of the Public Exhibition Period to the next available Ordinary Council Meeting.	Manager Parks and Opens Spaces	15/02/2024	18/03/2024	18 Mar 2024 7:45am Governance Support Officer – Completion Completed by Governance Support Officer on behalf of Manager Parks and Opens Spaces (action officer) on 18 March 2024 at 7:45:50 AM – Item was presented at the February 2024 Ordinary Council Meeting.
6	27/02/2024	017/2024	Boggabri CBD, Vickery Park to Anzac Park Master Plan	MINUTE 017/2024 1. That Council note the Community Engagement Report (Attachment 2) and acknowledge that 85% was in support of Option A (Library and Hall). 2. That Council Adopt the Boggabri Open Spaces Master Plan (Option A).	Manager Parks and Opens Spaces	28/03/2024	18/03/2024	18 Mar 2024 9:31am Manager Parks and Opens Spaces – Completion Completed by Manager Parks and Opens Spaces (action officer) on 18 March 2024 at 9:31:37 AM – The Boggabri CBD and Vickery Park has been adopted for inclusion in the operational plan.
7	27/02/2024	023/2024	Boggabri Floodplain Risk Management Study and Plan	MINUTE 023/2024 1. That Council adopt the Boggabri Floodplain Risk Management Study and Plan.	Manager Planning and Development	28/03/2024	18/03/2024	18 Mar 2024 10:57am Manager Planning and Development – Completion Completed by Manager Planning and Development (action officer) on 18 March 2024 at 10:57:35 AM – Noted. Request for advertisement Notice of adoption of plan to be forwarded to Comms team.



Resolution Register (Completed)

Criteria

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

Printed:
 19 March 2024
 7:51 AM

No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Target Date	Completed	Current Status
8	27/02/2024	033/2024	Business Paper and Unconfirmed Minutes of the Audit, Risk and Improvement Committee	MINUTE 033/2024 1. That Council note the Business Papers and Unconfirmed Minutes of the Audit, Risk and Improvement Committee meeting held on Monday, 18 December 2023.	General Manager	28/03/2024	05/03/2024	05 Mar 2024 9:16am Governance Support Officer – Completion Completed by Governance Support Officer on behalf of General Manager (action officer) on 05 March 2024 at 9:16:25 AM – No further action required.
9	27/02/2024	025/2024	DA2024/0018 – Demolition and Construction of a Multi Dwelling Housing Development (Four [4] additional Dwellings and One [1] Existing Dwelling) on LOT: A DP: 393625, 19 Meelee Street, Narrabri	MINUTE 025/2024 1. That Council determine DA 2024/0018 pursuant to Section 4.16 of the Environmental Planning & Assessment Act 1979 by the granting of consent subject to conditions, as detailed in Attachment 1 ‘Conditions of Consent’.	Development Planner	28/03/2024	07/03/2024	07 Mar 2024 8:15am Development Planner – Completion Completed by Development Planner (action officer) on 07 March 2024 at 8:15:39 AM – Notice of Determination finalised and sent to applicant via the Planning Portal.
10	27/02/2024	004/2024	Delegate Report – Narrabri Gas Project Community Consultation Committee (CCC) – 5 December 2023	MINUTE 004/2024 1. That Council note the Delegate Report on the minutes of the Narrabri Gas Project Community Consultative Committee meeting held on Tuesday 5 December 2023.	Executive Assistant	28/03/2024	05/03/2024	05 Mar 2024 9:24am Governance Support Officer – Completion Completed by Governance Support Officer on behalf of Executive Assistant (action officer) on 05 March 2024 at 9:24:17 AM – No further action required.
11	27/02/2024	005/2024	Delegate Report – Narrabri Mine Community Consultation Committee (CCC) – 6 December 2023	MINUTE 005/2024 1. That Council note the Delegate Report on the minutes of the Narrabri Mine Community Consultative Committee meeting held on Wednesday, 6 December 2023.	Executive Assistant	28/03/2024	05/03/2024	05 Mar 2024 9:24am Governance Support Officer – Completion Completed by Governance Support Officer on behalf of Executive Assistant (action officer) on 05 March 2024 at 9:24:53 AM – No further action required.
12	27/02/2024	019/2024	Delivery Program 6 Monthly Progress Report – December 2023	MINUTE 019/2024 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 31 December 2023 period.	General Manager	28/03/2024	05/03/2024	05 Mar 2024 9:13am Governance Support Officer – Completion Completed by Governance Support Officer on behalf of General Manager (action officer) on 05 March 2024 at 9:13:10 AM – No further action required. Report is available on Council’s website.
13	19/12/2023	338/2023	Financial Statements Rectification Plan	MINUTE 338/2023 1. That Council note the progress of the Financial Statements Rectification Plan.	Director Financial and Commercial Services	18/01/2024	20/02/2024	20 Feb 2024 4:09pm Governance Support Officer – Completion Completed by Governance Support Officer on behalf of Director Financial and Commercial Services (action officer) on 20 February 2024 at 4:09:27 PM – No further action required.



Resolution Register

(Completed)

<p>Criteria Directorate(s): Council Meeting(s): Officer(s): Date From: Date To:</p>	<p>Printed: 19 March 2024 7:51 AM</p>
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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Target Date	Completed	Current Status
14	27/02/2024	014/2024	Infrastructure Delivery Status Report - January 2024	MINUTE 014/2024 1. That Council receive and note the Infrastructure Delivery Status Report for December 2023 and January 2024. 2. That Council receive and note the Local Traffic Committee Minutes of 24 October 2023 meeting.	Director Infrastructure Delivery	28/03/2024	05/03/2024	05 Mar 2024 9:31am Governance Support Officer - Completion Completed by Governance Support Officer on behalf of Director Infrastructure Delivery (action officer) on 05 March 2024 at 9:31:57 AM - No further action required.
15	27/02/2024	010/2024	Investment Report - January 2024	MINUTE 010/2024 1. That Council note the Investment Report for January 2024.	Director Financial and Commercial Services	28/03/2024	05/03/2024	05 Mar 2024 9:18am Governance Support Officer - Completion Completed by Governance Support Officer on behalf of Director Financial and Commercial Services (action officer) on 05 March 2024 at 9:18:58 AM - No further action required.
16	27/02/2024	003/2024	Mayoral Appointments for the period 11 December 2023 to 16 February 2024	MINUTE 003/2024 1. That Council note the Mayoral appointments for the period 11 December 2023 to 16 February 2024.	Executive Assistant	28/03/2024	05/03/2024	05 Mar 2024 9:24am Governance Support Officer - Completion Completed by Governance Support Officer on behalf of Executive Assistant (action officer) on 05 March 2024 at 9:24:00 AM - No further action required.
17	27/02/2024	009/2024	Monthly Financial Report - January 2024	MINUTE 009/2024 1. That Council note the Monthly Financial reports for January 2024.	Director Financial and Commercial Services	28/03/2024	05/03/2024	05 Mar 2024 9:21am Governance Support Officer - Completion Completed by Governance Support Officer on behalf of Director Financial and Commercial Services (action officer) on 05 March 2024 at 9:21:32 AM - No further action required.
18	28/03/2023	052/2023	Notice of Motion - Security in Wee Waa	MINUTE 052/2023 1. That as a matter of urgency: (a) The Council reports on the possibility of installing back to base monitoring of Council Cameras in Wee Waa to allow 24/7 access for the NSW Police. (b) The Council reports on the possibility of purchasing a mobile camera system for Wee Waa which would allow the Police to monitor trouble spots in Wee Waa (as well as any other spots within the Shire). (c) That Council seek grant funding for potential purchase of the items referred to above.	Director Financial and Commercial Services	31/12/2023	20/02/2024	20 Feb 2024 4:06pm Governance Support Officer - Completion Completed by Governance Support Officer on behalf of Director Financial and Commercial Services (action officer) on 20 February 2024 at 4:06:40 PM - Item completed in accordance with the terms of Council's previous resolution. Refer specifically to contents of separate report in relation to the Narrabri Crime Prevention Plan and corresponding supporting report: "CCTV As a Crime Prevention Tool".
19	27/02/2024	018/2024	Operational and Service Plan Quarterly Report - 1 October 2023 to 31 December 2023	MINUTE 018/2024 1. That Council adopt the Quarter 2 2023/2024 Quarterly Operational Plan Progress Report, as attached, detailing Council's progress in meeting its actions, capital works and key performance measures for the period of 1 October 2023 to 31 December 2023.	General Manager	28/03/2024	05/03/2024	05 Mar 2024 9:18am Governance Support Officer - Completion Completed by Governance Support Officer on behalf of General Manager (action officer) on 05 March 2024 at 9:18:04 AM - No further action required. Report is available on Council's website.



Resolution Register

(Completed)

<p>Criteria Directorate(s): Council Meeting(s): Officer(s): Date From: Date To:</p>	<p>Printed: 19 March 2024 7:51 AM</p>
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No.	Start Date	Minute	Report Title	Resolution	Responsible Officer	Target Date	Completed	Current Status
20	27/02/2024	013/2024	Planning and Development Report - December 2023/January 2024	MINUTE 013/2024 1. That Council receive the Planning and Development Report for December 2023 and January 2024.	Director Planning and Sustainability	28/03/2024	05/03/2024	05 Mar 2024 9:23am Governance Support Officer - Completion Completed by Governance Support Officer on behalf of Director Planning and Sustainability (action officer) on 05 March 2024 at 9:23:16 AM - No further action required.
21	27/02/2024	011/2024	Quarterly Budget Review Statement - December 2023	MINUTE 011/2024 1. That Council adopt the Quarterly Budget Review Statement for the period ended 31 December 2023 as the revised Budget estimates for the year ending 30 June 2024 and the Operational Plan and Capital Works Plan be amended accordingly.	Manager Financial Services	28/03/2024	05/03/2024	05 Mar 2024 9:33am Manager Financial Services - Completion Completed by Manager Financial Services (action officer) on 05 March 2024 at 9:33:39 AM - Budget ledgers have been updated to reflect the changes as shown in report.
22	27/02/2024	022/2024	Regulatory Compliance Report - December 2023 and January 2024	MINUTE 022/2024 1. That Council receive and note the Regulatory Services Report for December 2023 and January 2024.	Director Planning and Sustainability	28/03/2024	05/03/2024	05 Mar 2024 9:22am Governance Support Officer - Completion Completed by Governance Support Officer on behalf of Director Planning and Sustainability (action officer) on 05 March 2024 at 9:22:02 AM - No further action required.
23	27/02/2024	012/2024	Resolutions Register - November to December 2023	MINUTE 012/2024 1. That Council receive and note the outstanding Resolutions Register as at 21 February 2024. 2. That Council receive and note the completed Resolutions Register as at 21 February 2024.	General Manager	28/03/2024	05/03/2024	05 Mar 2024 9:15am Governance Support Officer - Completion Completed by Governance Support Officer on behalf of General Manager (action officer) on 05 March 2024 at 9:15:51 AM - No further action required.
24	27/02/2024	030/2024	Seniors Festival 2024 - Senior of the Year Nomination	MINUTE 030/2024 1. That Council award the Narrabri senior of the year award 2024 to nominees 4 and 6. 2. That Council keep the outcome confidential until the winner is announced at the Seniors Festival luncheon to be held at the Narrabri RSL, Auditorium room on Thursday 14 March 2024. 3. That all finalists receive a highly commended certificate to recognise their contributions to the community.	Aboriginal Liaison Officer	28/03/2024	18/03/2024	18 Mar 2024 7:49am Governance Support Officer - Completion Completed by Governance Support Officer on behalf of Aboriginal Liaison Officer (action officer) on 18 March 2024 at 7:49:10 AM - Winners announced at the Seniors Festival luncheon on 14 March 2024. Awards given to Senior of the Year nominees 4 and 6 and highly commended certificates awarded to all finalists.
25	27/02/2024	024/2024	Temporary Suspension of Alcohol Free Zone - NarraBRIGHT Event 2024	MINUTE 024/2024 1. That Council suspend the Alcohol-Free Zone within the roadway area (Max. 360m ²) between 126-136 Maitland Street, Narrabri, from 3:00pm - 11:59pm on Friday 15 March 2024, for the purposes of facilitating a proposed licensed, fenced bar area and service, for the NarraBRIGHT event.	Development Planner	28/03/2024	07/03/2024	07 Mar 2024 9:15am Development Planner - Completion Completed by Development Planner (action officer) on 07 March 2024 at 9:15:47 AM - Notification has been sent to Police and Public (Via Newspaper) advising that at its Ordinary Council meeting held on 27th of February 2024, and in accordance with section 645 of the Local Government Act 1993, it has been resolved (vide minute no 024/2024).

14.5 INFRASTRUCTURE DELIVERY STATUS REPORT - FEBRUARY 2024

Responsible Officer: Eloise Chaplain, Director Infrastructure Delivery

Author: Eloise Chaplain, Director Infrastructure Delivery

Attachments: 1. **Infrastructure Delivery Status Report - February 2024**  
2. **Local Traffic Committee Minutes 12 December 2023**  

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

1. **That Council receive and note the Infrastructure Delivery Status Report for February 2024.**
2. **That Council receive and note the Local Traffic Committee Minutes of 12 December 2023 meeting.**

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 February 2024. 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.

CURRENT SITUATION

Please see **Attachment 1** for detailed report. Please see **Attachment 2** for the most recent approved Minutes from the Local Traffic Committee.

FINANCIAL IMPLICATIONS

Costings captured in Operational Plan.

STATUTORY AND POLICY IMPLICATIONS

All works completed in accordance with legislation and Policies relevant to the team.

CONSULTATION**External Consultation**

- Local Traffic Committee.

Internal Consultation

- Infrastructure Delivery Managers.
- Financial Services.

Infrastructure Delivery Status Report – February

For weekly updates see [Infrastructure Delivery Update | NSC \(nsw.gov.au\)](#)

Roads Maintenance

Please see below Maintenance activities completed in February and plan for March.

Grading	
Completed February	Plan Next Month
SR046 Doreen Lane	SR006 Eulah Creek Road
SR163 Delwood Road	SR183 Tuppiari Road
SR005 Kaputar Road	SR227 Pine Creek Road
SR179 Glenwood Lane	MR127 Pilliga Road
MR127 Pilliga Road	SR163 Delwood Road
SR165 Panorama Lane	SR107 Waiwera Lane
SR009 Bald Hill Road	SR011 Harparary Road
SR017 Old Narrabri Road	SR030 Culgoora Road
SR030 Culgoora Road	SR127 Hoads Lane
SR006 Eulah Creek Road	MR072 Kamilaroi Highway
SR174 Tomlinson Lane	MR127 Wee Waa Road
SR184 Jacks Creek Road	SR002 Berrigal Road
SR017 Old Narrabri Road	SR188 Kurrajong Creek Road
SR039 Gwabegar Road	SR029 Yarrie Lake Road
SR001 Millie Road	SR005 Kaputar Road
R7709 Grain Valley Road	SR184 Jacks Creek Road
MR357 Rangari Road	SR017 Old Narrabri Road
MR072 Kamilaroi Highway	SR030 Culgoora Road
SR011 Harparary Road	SR046 Doreen Lane
SR005 Kaputar Road	SR057 Mayfield Road
SR008 Airport Road	
MR127 Wee Waa Road	
MR343 Kamilaroi Highway	

Other matters arising:

Other maintenance works also completed, include signage works, tar patching, minor patching and Slashing.

Capital works are well under way with numerous projects running concurrently with Pilliga Road Rehab, Culgoora Road corner realignment underway and Old Narrabri Road Upgrade.

Shared path in Boggabri has commenced.

The tender for Yarrie Lake to Pilliga Road Freight Link Stage 1 – Woomera Creek Road has been awarded.

Doreen Lane Rehab expected to start this month (March)

Parks and Open Space Maintenance

Completed February	Plan Next Month
Narrabri Netball Courts construction of retaining wall	Completion of concrete slab for netball storage shed
Tree planting in Open Spaces	Asphalt resurfacing of netball courts
Plinth and plaque placements	Sports field set up for Winter sports
Mowing	Completion of fence around Dangar Park
Sports field spraying	Completion of irrigation at Dangar Park Wee Waa

Other matters arising:

- Cooma shade sail failed during storm, structure to be removed and pricing for the replacement
- Seating along Narrabri Creek path vandalised, seat was set on fire and burnt to the ground

Water/ Sewer Maintenance

Projects and Operations delivered in February	Project and Operations planned for Next Month
Water Main Renewals in Boolcarrol St Wee Waa, Fitsroy St Narrabri and Wee Waa St Boggabri.	Renewal of Water Mains in Narrabri, Wee Waa and Boggabri will continue.
Design of stair for Selina, Doyle and Boggabri Reservoir	GHD are preparing an access design for Selina, Doyle and Boggabri Reservoir.
Assessment and award of Narrabri STP Grinder tender	STP drum screen and grinder tender to be awarded
Hydrant and Stop Valve Maintenance in Narrabri	Hydrant and Stop Valve Maintenance continuing in Narrabri and commencing in Boggabri and Baan Baa
Adopting of Drought Management Plan	Implementation of SCADA alarm review
Narrabri STP facilities upgrade	Facility Upgrade will continue at Narrabri STP
	Bulk Water Filling Stations
	Mi Water App and Aqualis Water Management review and upgrade.

Other matters arising:

LOCAL TRAFFIC COMMITTEE MEETING MINUTES**12 DECEMBER 2023**

**MINUTES OF NARRABRI SHIRE COUNCIL
LOCAL TRAFFIC COMMITTEE MEETING
HELD AT THE NARRABRI SHIRE COUNCIL , 46-48 MAITLAND STREET, NARRABRI
ON TUESDAY, 12 DECEMBER 2023 AT 10.00AM**

PRESENT: David Vant (TfNSW), Cr Brett Dickinson, Lisa Kennedy (TfNSW), Chief Inspector Robert Dunn (NSWPF)

IN ATTENDANCE: Michael Cain (NSC), Eloise Chaplain (Director Infrastructure Delivery), Sarah Rushton (Minute Taker)

1 OPENING AND WELCOME

Opened by Eloise Chaplain

2 ACKNOWLEDGEMENT OF COUNTRY

By Eloise Chaplain

3 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

Nil

4 CONFIRMATION OF MINUTES**MINUTE LTC-021/2023**

Moved: Robert Dunn

Seconded: Lisa Kennedy

That the minutes of Local Traffic Committee Meeting of the Narrabri Shire Council held on 24 October 2023 as circularised be confirmed, noting the correction to be made on the Pedestrian Crossings,

5 REPORTS**5.1 KILLARNEY CLASSIC****MINUTE LTC-022/2023**

Moved: Lisa Kennedy

Seconded: Cr Brett Dickinson

1. That the Local Traffic Committee endorse the Traffic Plan for the Killarney Classic

LOCAL TRAFFIC COMMITTEE MEETING MINUTES

12 DECEMBER 2023

6 GENERAL BUSINESS

Dividing Fence on Kamilaroi Highway Area – TfNSW maintenance manager left – waiting on a response regarding the barriers on the Kamilaroi highway – trees are growing in the ground in the section where the dividing fence near Turrawan. Policy on tree distance from fog line – identified clear zone, 6 -7m around clear zone

ACTION: TfNSW to provide presentation facts on roads safety on the Kamilaroi highway

Hinds Street – Council to complete investigations in the New Year – traffic count and pedestrian count to occur as part of investigations.

Schools crossing – NSC Community Engagement Team to touch base with both Wee Waa and Boggabri schools before then end of school term and organise a meeting for the new year when school returns.

Pilliga Road – 9m formation and 7m seal as per grant funding.

Signs for tibberena street – NSC have ordered signs

ACTION: Sign missing on the rail overpass for the height in Maitland Street – send to ARTC

ACTION: Lack of signage for Newell Highway closure for the Fires, LEMO to contact Mike Walker from TfNSW

7 NEXT MEETING

Tuesday 27 February 2024

8 MEETING CLOSED

The Meeting closed at 10.43 am.

The minutes of this meeting were confirmed at the Local Traffic Committee Meeting held on 27 February 2024.

.....
CHAIRPERSON

14.6 PLANNING AND DEVELOPMENT REPORT - FEBRUARY 2024**Responsible Officer:** Donna Ausling, Director Planning and Sustainability**Author:** Michelle Henry, Manager Planning and Development**Attachments:**

1. **Development Statistics Report - February 2024** [↓](#) 
2. **Planning Status Report - February 2024** [↓](#) 
3. **FRMAC Minutes - 20 February 2024** [↓](#) 

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 carried out by the Planning and Development unit for the month of February 2024.

RECOMMENDATION

1. **That Council receive the Planning and Development Report for February 2024**

BACKGROUND

This report is divided into Building services and Statutory Planning. An update is provided for the information of Council on Planning and Development Services allied activities during the month of February 2024 (**Attachment 1, 2, & 3**).

CURRENT SITUATION**Building Services:**

- A total of Three (3) new Construction Certificate applications were lodged during the period reported (February 2024).
- Three (3) Construction Certificates were issued during the month of February 2024.
- The average processing time for the period reported was 43 days – assessment times have increased slightly however ongoing staff shortages (both locally and nationwide across the industry), the complexity of applications currently in the system, Applications being lodged without all the required information and supporting documentation necessary, as well as ongoing issues with the NSW Planning Portal all put continuing extra strain on limited Council resources.
- External resources have been secured to assist in the building certification area. Luke Powell (A2) has been engaged, in addition to Procort, and will provide additional assistance. A cadet/trainee building surveyor EOI is expected to be sent out to market shortly.

- Two (2) Local Approval for a Manufactured home were issued in the reported period – this is a separate approval pathway from a traditional Development Application (DA) and is resourced by Councils only accredited certifier.

Statutory Planning:

- Nine (9) Development Applications with a capital investment value of \$2,283,563 were determined during February 2024.
- The average processing time for Development Applications for the reported period is 40 days, from the receipt of all required information. This is within the legislated guidelines.
- A total of six (6) new development applications, with a total capital investment value of \$2,216,400 were lodged in February 2024.
- Data has been included in the Planning Status Report to show other comparable regional Council's DA statistics. This information highlights the outstanding work Narrabri Shire Council's Planning and Development team are doing in both the number of DAs being processed and the gross determination days.
- A number of applications have been received from qualified Town Planners over the past week for the currently advertised Assistant Development Planner position. Recruitment activities are continuing with interviews scheduled in the coming weeks.
- Council's Development Systems Officer (DSO), responsible for administering the NSW Planning Portal (among other duties), has recently resigned. This position is currently also being recruited.

Current Projects:

- The Assessment report for the Namoi Gwydir Fire Control Centre development application has been drafted by Council staff and submitted to the Regional Planning Panel. A determination hearing has been tentatively scheduled for 12-13 March 2024.
- Merriown Solar Farm Development Application has been identified as meeting the criteria for the Regionally Significant Development (RSD) Supported Assessment Pilot Program, whereby DPHI planners undertake the assessment process along with Council staff to provide assistance and resourcing. The application is categorised as regional development and will be determined by the Northern Regional Planning Panel. An inception meeting has been held with Narrabri Planning staff and the RSD team and subsequently a detailed "Request for further information" letter has been issued to the proponent for response.

Regional Planning Panel Membership:

Council is in receipt of correspondence from the NSW Department of Planning, Housing & Infrastructure (Regional Planning Panel Secretariat) requesting details of Council's technical representative for the Northern Regional Planning Panel.

The Planning Panels Operational Procedures set out that the Panels have two council members appointed by each council. At least one council member is required to have expertise in one or more of the following areas: planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering or tourism.

Further information is available at www.planningportal/planningpanels.nsw.gov.au.

To ensure that Council complies with the applicable membership guidelines, expressions of interest (EOIs) are currently being sought.

A further report will be brought back to Council in this regard at the close of the EOIs.

A copy of the Panel Membership Guidelines is available as background via <https://www.planning.nsw.gov.au/sites/default/files/2023-04/sydney-district-and-regional-planning-panels-operational-procedures.pdf>

Floodplain Risk Management Advisory Committee:

Minutes from the February FRMAC meeting held are attached to this report for review (see attachment 3)

The next FRMAC meeting is scheduled to take place in April.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY AND POLICY IMPLICATIONS

Nil.

CONSULTATION**Internal Consultation**

- Planning and Development section.
- Floodplain Risk Management Advisory Committee.

External Consultation

- Regionally Significant Development (RSD) Supported Assessment team

Development Services Statistics as at: 29 February, 2024

* Year to Date = Financial Year

Development Applications (DAs)

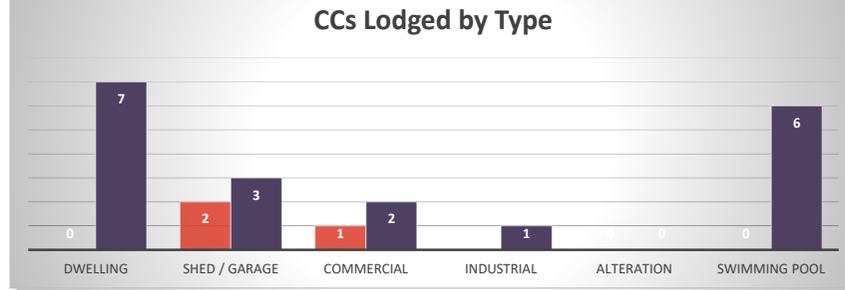
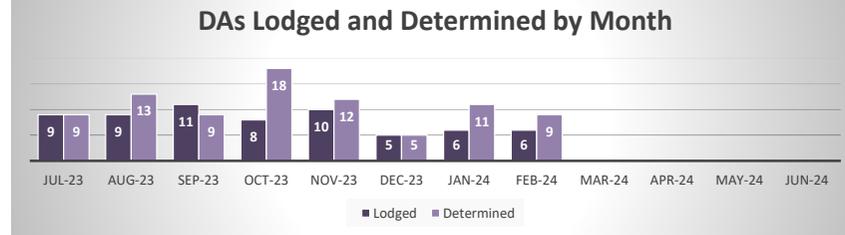
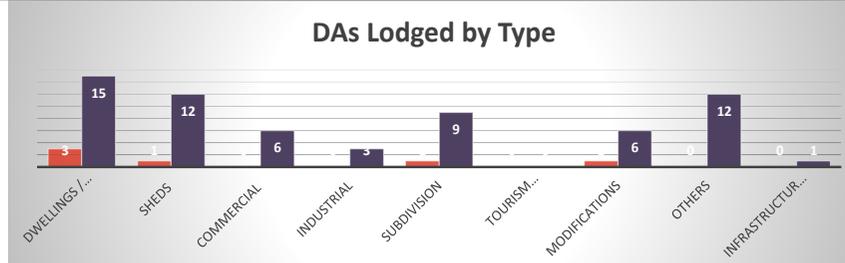
Development Applications Lodged and Determined - Year to Date*				
	February Value (\$)	February (DAs)	Year to date Value (\$)	Year to date Total (DAs)
Applications Lodged	\$ 2,216,400	6	\$ 74,431,639	64
Applications Determined	\$ 2,283,563	9	\$ 23,578,942.15	86
Yet to be Determined	\$ 60,353,725	9	\$ 60,353,725	9
Avg days for determination			40	

Development Applications lodged and determined - Year to Date*				
	February Value (\$)	February (DAs)	Year to date Value (\$)	Year to date Total (DAs)
Dwellings / Dual Occupancy	\$ 1,240,000	3	\$ 9,402,692	15
Sheds	\$ 16,400	1	\$ 1,564,563	12
Commercial	\$ -	0	\$ 7,435,495	6
Industrial	\$ -	0	\$ 15,100,570	3
Subdivision	\$ 960,000	1	\$ 1,097,000	9
Tourism development	\$ -	0	\$ -	0
Modifications	\$ -	1	\$ 1,848,532	6
Others	\$ -	0	\$ 12,997,362	12
Infrastructure / Solar / Pond	\$ -	0	\$ 25,345,425	1
Total	\$ 2,216,400	6	\$ 74,791,639	64

Construction Certificates (CCs)

Construction Certificates Lodged and Determined - Year to Date*				
	February Value (\$)	February (CCs)	Year to date Value (\$)	Year to date (CCs)
Applications Lodged	\$ 145,000	3	\$ 4,760,489	26
Council Determined	\$ 214,582.00	3	\$ 4,376,938	29
Private Certifier Determined	\$ -	0	\$ 558,230	2
Yet to be Determined	\$ 5,456,113.00	29	\$ 16,825,658	0
Avg days for determination			88	

Construction Certificates lodged - Year to Date*				
	February Value (\$)	February (CCs)	Year to date Value (\$)	Year to date (CCs)
Dwelling	\$ -	0	\$ 4,143,220	7
Shed / Garage	\$ 95,000	2	\$ 143,000	3
Commercial	\$ 50,000	1	\$ 301,560	2
Industrial	\$ -	0	\$ 22,000	1
Alteration	\$ -	0	\$ -	0
Swimming Pool	\$ -	0	\$ 151,000	6
Total	\$ 145,000	3	\$ 4,760,780	19



Planning and Development – Status Report – February 2024

Development and Planning

Development Applications (DA)					
Development Applications lodged and determined					
	Number Applications YTD	Year-to-date Value \$	February 2024 No. of Applications	February 2024 Value \$	Average days determination
Applications lodged	64	\$74,431,639	6	\$2,216,400	-
Applications determined	86	\$23,578,942.15	9	\$2,283,563	40
Applications awaiting determination	9			\$60,353,725	-

Development Applications lodged by type				
	Year-to-date Total	Year-to-date Value \$	February 2024 Total	February 2024 Value \$
Dwellings/Dual Occupancy	14	\$9,402,692	3	\$2,352,811
Sheds	12	\$1,564,563	1	\$16,400
Commercial	6	\$7,435,495	0	-
Industrial	4	\$15,100,570	0	-
Subdivision	8	\$1,097,000	1	\$960,000
Tourism Development	0	-	-	-
Modifications	6	\$1,848,532	1	-
Others	12	\$12,997,362	-	-
Infrastructure/Solar/Pond	1	\$25,345,425	-	-
Total	64	\$74,791,639	6	\$3,329,211

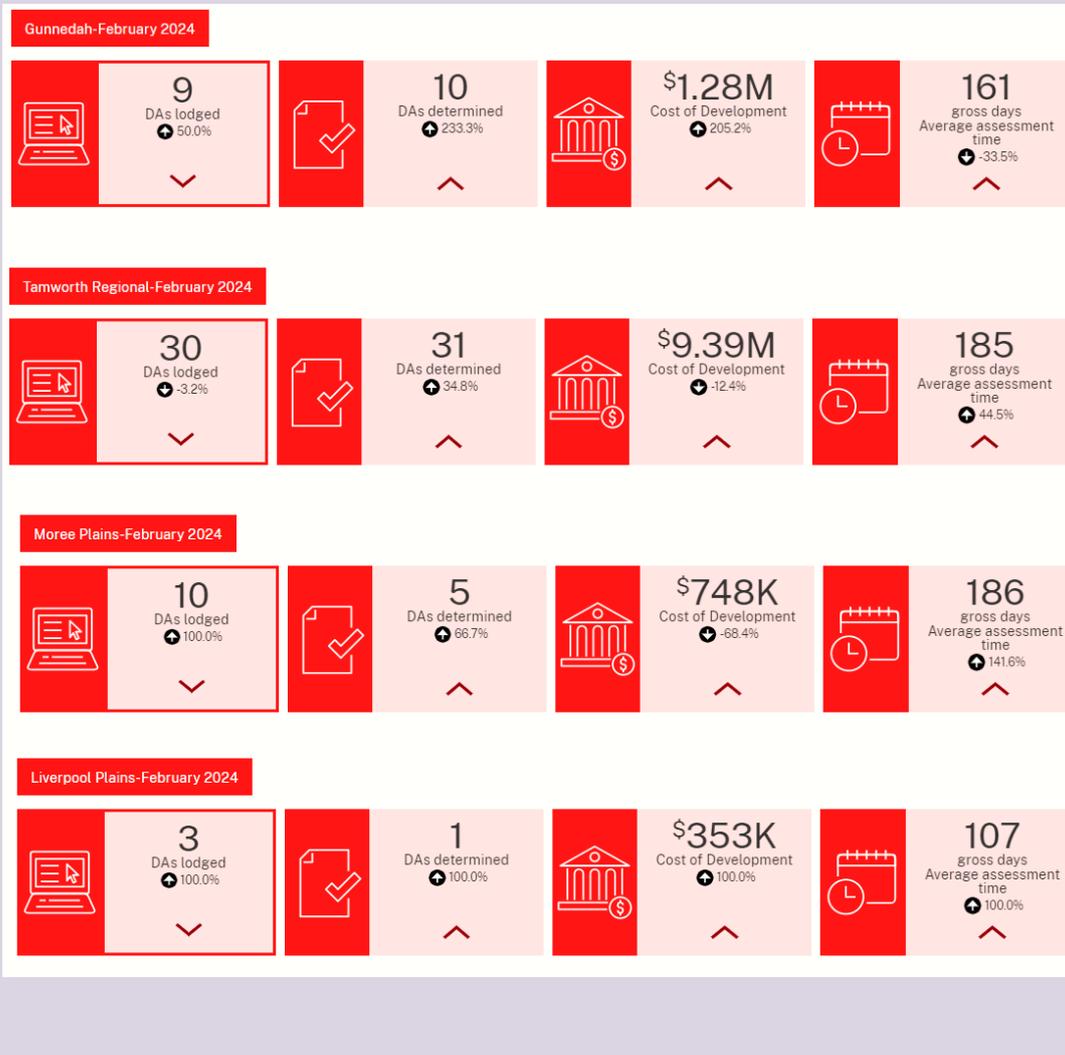
Year-to-Date Figures DA Determined by Council					
Month	Determined		Lodged		Average Processing Time (to EOM)
	Number of DA	Value of DA \$	Number of DA	Value of DA	
July	9	\$207,500	9	\$3,172,037	32
August	13	\$3,058,446	9	\$2,929,377	34
September	9	\$2,825,950.15	11	\$3,083,086	45
Total Q1	31	\$6,091,896.15	29	\$9,184,500	37
October	18	\$5,198,636	8	\$16,948,932	34
November	12	\$1,668,410.00	10	\$6,757,186.00	32
December	5	\$1,298,800.00	5	\$903,500.00	35
Total Q2	35	\$8,165,846.00	23	\$24,609,600	34
January	11	\$7,037,637	6	\$38,421,121	31
February	9	\$2,283,563	6	\$2,216,400	40
March					
Total Q3	20	\$9,321,200	12	\$40,637,521	36
April					
May					
June					
Total Q4					
YTD Total	86	\$23,578,942	64	\$74,431,639	36

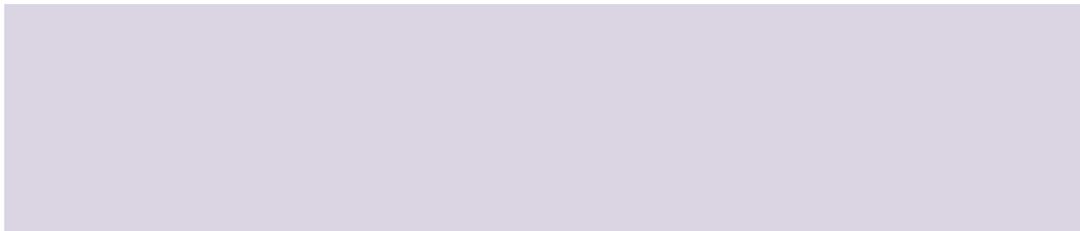
Average Employee Cost Per Application Determined – Development Applications	
	YEAR TO DATE
Planning Budget	\$134,295.83
Number of employees	2
Total number of applications decided to date (Total applications determined to date)	86
Average employee cost per application determined	\$1,561.58

Development Statistics Comparisons

Comparison data sourced from the NSW Planning Performance Dashboard showing other comparable regional Council areas.

[NSW Planning Performance Dashboard | Planning Portal - Department of Planning Housing and Infrastructure](#)





Construction Certificates (CC)					
Construction Certificates lodged and determined					
	Number CC Applications YTD	YTD Value \$	February 2024 No. of CC	February 2024 Value \$	Average days determination
Council lodged	26	\$4,730,489	3	\$145,000	-
Council determined	29	\$4,453,838	3	\$214,582	43
Construction Certificate Determined within 20 days	26.65%	-	33.3%	-	-
Construction Certificates awaiting determination			29	\$5,456,113	-

Construction Certificate lodged by type for February				
	Private Certifier	Council	February 2024 Total	February 2024 Value \$
Dwelling	-	0	0	
Shed/Garage	-	2	2	\$95,000
Commercial	-	1	1	\$50,000
Industrial	-	-	-	-
Alteration/additions to dwelling	-	-	-	-
Others	-	-	-	-
Total	-	3	3	\$145,000

Year to Date Figures CC Determined by Council					
Month	Determined		Lodged		Processing Time
	Number of CC	Value of CC \$	Number of CC	Value of CC	
July	3	\$410,480.00	3	\$143,050	34
August	4	\$1,247,530	8	\$1,778,000	24
September	8	\$1,223,246	5	\$1,387,786	46
Total Q1	15	\$2,881,256	16	\$3,308,836	35
October	2	\$26,000	2	\$39,000	36
November	2	\$670,000	1	\$8,000	17
December	2	\$17,000	0	0	56.5
Total Q2	6	\$713,000	3	\$47,000	37
January	5	\$645,000	4	\$1,259,653	43
February	3	\$214,582	3	\$145,000	43
March					
Total Q3	8	\$859,582	7	1,451,653	43
April					
May					
June					
Total Q4					
YTD Total	29	\$4,453,838	26	\$4,537,489	48

Average Employee Cost Per Application Determined – Construction Certificate	
	YEAR TO DATE
Building employee budget	\$76,148.71
Number of employees	1
Total number of CC applications determined to date	29
Average employee cost per application determined	\$2,625.82

Inspections	
Type of Inspections	Number
Footing	3
Framing	2
Final	4
Wet area	2
Stormwater	-
External Drainage	3
Internal Drainage	2
Site Inspections	7
Swimming Pool	1
Other	-
Total	24

Occupation Certificates		
	Lodged	Issued
Council	3	2
Private Certifiers	-	-
Total	3	2

Building Unit CCs lodged for February (status current)							
Application ID	Status	Primary Property	Full Details	Value \$	Date Lodged	Decision Date	Number of Business Days
CC2024/0042	Current	87 Jacks Creek Road NARRABRI NSW 2390	Construction of Shed with awning	\$45,000	05/02/24	-	19
CC2024/0043	Current	526 Stoney Creek Road NARRABRI NSW 2390	Construction of a shed	\$50,000	05/02/24	-	19
CC2024/0044	Current	DANGAR PARK CROWN RESERVE 33 Boheena Street NARRABRI NSW 2390	Construction of a shed	\$60,000	07/02/24	-	22

Planning Unit DAs Lodged for February							
Application ID	Status	Primary Property	Full Details	Value \$	Date Lodged	Decision Date	Number of Days
DA2024/0072	Past	67 Boolcarrol Road WEE WAA NSW 2388	Change of Use to Mechanical Repair Workshop.		4/02/24	22/02/24	15
DA2024/0060	Current	5 Gibbons Street NARRABRI NSW 2390	2 shipping containers in rear yard	\$4,400	07/02/24	-	17
DA2024/0075	Current	189 Caloola Road BOGGABRI NSW 2382	Single Storey Residential Dwelling	\$363,243	08/02/24	19/02/24	9
DA2024/0076	Current	27 Hinds Street NARRABRI NSW 2390	Staged development. Installation of a transportable residence as dual occupancy and proposed strata subdivision	\$140,000	13/02/24	-	16
DA2024/0077	Current	20 Droubalgie Street NARRABRI NSW 2390	Construction of double carport	\$12,000	14/02/24	-	15
DA2024/0078	Current	14 Ugoa Street NARRABRI NSW 2390	Proposed 2 storey detached Multi-Unit development with strata title subdivision	\$1,100,000	20/02/24	-	9

Floodplain Risk Management Advisory Committee	
Meeting Date	Minutes
20 February 2024	Attached

FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE MEETING MINUTES 20 FEBRUARY 2024

**MINUTES OF NARRABRI SHIRE COUNCIL
FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE MEETING
HELD AT THE NARRABRI SHIRE COUNCIL COMMITTEE ROOM, 46-48 MAITLAND STREET,
NARRABRI
ON TUESDAY, 20 FEBRUARY 2024 AT 10.30AM**

PRESENT: Cr Brett Dickinson (Chair), Jim Purcell (Community Member Delegate), Anthony Battam (NSW SES), Jonathon Phelps (Community Member Delegate), William Foster (Community Member Delegate), Annette McCaffery (NSW SES), Sonia Vickey (NSW SES),

IN ATTENDANCE: Donna Ausling (Director Planning and Sustainability), Michelle Henry (Manager Planning and Development), Ivan Rivas (Office of Environment and Heritage Representative), Sarah Rushton (Minute Clerk), Julie Power (DCCEEW), Hayden Guse (WRM)

1 OPENING AND WELCOME

Opened by Cr Dickinson

2 ACKNOWLEDGEMENT OF COUNTRY

The Chair 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 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

Cr Robert Browning, Ainslie Frazer (DPE), Cr Lisa Richardson

4 CONFIRMATION OF MINUTES

MINUTE FMAC-001/2024

Moved: Donna Ausling

Seconded: Tony Battam

That the minutes of Floodplain Risk Management Advisory Committee Meeting of the Narrabri Shire Council held on 6 December 2023 as circularised be confirmed.

5 REPORTS

5.1 FLOODPLAIN MANAGEMENT AUSTRALIA QUARTERLY MINUTES

That the information be received.

FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE MEETING MINUTES 20 FEBRUARY 2024**5.2 GWABEGAR FLOOD STUDY - UPDATE****MINUTE FMAC-002/2024**

Moved: Jim Purcell

Seconded: Donna Ausling

1. That the Committee note the update for the Gwabegar Flood Study project.

5.3 WEE WAA LEVEE FEASIBILITY PROJECT UPDATE**MINUTE FMAC-003/2024**

That the update on the Wee Waa Levee Project be received

10.46am – Hayden Guse entered the meeting

5.4 BOGGABRI FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN**MINUTE FMAC-004/2024**

Moved: Jim Purcell

Seconded: Tony Battam

1. That the information and update on the Boggabri Floodplain Risk Management Study and plan be received
2. That the Committee endorse the Boggabri Floodplain Risk Management Study and Plan to go to the next Council Meeting.

GENERAL BUSINESS

Grants open again on April 4 for next projects – holding face to face training sessions

6 ACTIONS

- Narrabri Shire Council to forward tender submissions received for Gwabegar Flood Study with Ivan DCCEEW ([Department of Climate Change, Energy, the Environment and Water](#)) to review as part of the assessment process.
- Next FRMAC meeting to be scheduled before 22 March 2024

FLOODPLAIN RISK MANAGEMENT ADVISORY COMMITTEE MEETING MINUTES 20 FEBRUARY 2024

- Manager Planning and Development to touch base with Constructive Solutions to follow up on the work plan and provide to the committee
- Next meeting to include a workshop for priorities for the grant applications
- Matt Hollis (Constructive Solutions to provide responses to Jono Phleps (Community Member Delegate) questions

7 NEXT MEETING

8 MEETING CLOSED

The Meeting closed at 11.10am.

The minutes of this meeting were confirmed at the Floodplain Risk Management Advisory Committee Meeting held on .

.....
CHAIRPERSON

14.7 MOTIONS FOR NATIONAL GENERAL ASSEMBLY 2024**Responsible Officer:** Rob Williams, General Manager**Author:** Donna Ausling, Director Planning and Sustainability**Attachments:** 1. 2024 National General Assembly (NGA) Discussion Paper  **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**

An invitation has been received from the Australian Local Government Association (ALGA) to submit motions to the 2024 National General Assembly of Local Government (NGA). This report details a series of motions, as recently discussed at the March 2024 Councillor workshop.

RECOMMENDATION

- 1. That Council authorise the General Manager to present the following motions to the 2024 National General Assembly of Local Government:**
 - a. Social and Affordable Housing – that the National General Assembly advocate to the Australian Government, to:**
 - (i) Increase sustained funding and maintain investment in public, social and affordable housing;**
 - (ii) Work with all levels of government to undertake a review of all government-owned property to identify suitable sites for redevelopment as affordable housing;**
 - (iii) Continue to work with local Councils, developers and community housing organisations to facilitate the construction of affordable social housing; and**
 - (iv) Ensure that any commensurate housing programs do not result in cost shifting to local government.**
 - b. Rural Health Crisis - that the National General Assembly calls on the Australian Government to provide long term investment for programming and services to improve the health and wellbeing outcomes for communities in rural and regional areas and urgently establish a Rural Health Taskforce.**
 - c. Rural/Remote Public Transport Services – that the National General Assembly advocates to the Australian Government to give greater consideration to equity and accessibility of bus transport within remote rural and regional areas.**
 - d. Childcare – that the National General Assembly calls on the Australian Government, in partnership with the States, to:**

- (i) Support regional and local government employees with parenting responsibilities to participate in the workforce, by providing targeted capital funding to identified at or nearing capacity areas to construct additional early education and childcare centres to meet community need, particularly for children in the 0-5 age range;
 - (ii) Further implementing taxation and educational incentives to address skills shortages and high vacancy rates for early childhood, childcare and outside school hours care educators in regional, rural, and remote Australia; and
 - (iii) Ensuring that the implementation of such programs shall not result in cost shifting to local government authorities.
- e. **Renewable Energy** – that the National General Assembly calls on the Australian Government, to:
- (i) Prioritise research and investment in recycling products from renewable industry in recognition of its status as a key national environmental priority; and
 - (ii) Develop a national legal framework to address end of life of solar panels and lithium batteries.
- f. **Flood Insurance** – that the National General Assembly calls on the Australian Government to urgently progress the Inquiry into insurers’ responses to recent major flood claims, and to:
- (i) Expedite its current suite of reforms to help reduce insurance costs for homeowners and businesses, and in addition;
 - (ii) Expand the disaster event re-insurance framework for all small, medium, rural and remote area communities impacted by natural disasters;
 - (iii) Increase targeted investment in community resilience building initiatives at the regional level; and
 - (iv) Invest in increased and sustained infrastructure betterment funding to local governments.
- g. **Constitutional Recognition** - That the National General Assembly advocate for the Federal Government to recognise local government in the Constitution of Australia.

BACKGROUND

The NGA is the primary national gathering of Australian local government. The event provides councils with the opportunity to congregate, debate motions, share ideas and develop and enhance relationships between local and federal governments. The 2024 NGA will be held in Canberra from 2 – 4 July 2024.

CURRENT SITUATION

ALGA has recently invited all councils to submit motions for debate. The theme for the 2024 NGA is *Building Community Trust*. ALGA recommends that the motions should be concise, practical and

implementable and meet the guidelines for motions set out in the discussion paper which is enclosed at **Attachment 1**. Motions must be submitted by 30 April 2024, noting a recent extension of time from the original motion deadline of 29 March 2024.

This year's call for motion focusses on twelve priority areas:

- Intergovernmental relations;
- Financial sustainability;
- Roads and infrastructure;
- Emergency management;
- Housing and homelessness;
- Jobs and skills;
- Community services;
- Closing the Gap and Aboriginal and Torres Strait Islander Reconciliation;
- Data, digital technology and cyber security;
- Climate change and renewable energy;
- Environment; and
- Circular economy.

It is considered that the draft motions, as currently presented, suitably align to the above priority areas. They represent the culmination of advocacy efforts and priorities established by the elected body over its current term. Once the motions are formally accepted by Council, staff will coordinate a supporting narrative to further inform the submission process, in line with standard governance processes.

FINANCIAL IMPLICATIONS

There are no financial implications to report at this time.

STATUTORY AND POLICY IMPLICATIONS

There are no statutory or policy implications to report at this time.

CONSULTATION

External Consultation

Nil.

Internal Consultation

- NSC Councillors.
- Senior Management Team.

2024 NGA

Building
Community
Trust

National Convention Centre
Canberra



AUSTRALIAN
LOCAL GOVERNMENT
ASSOCIATION



2 - 4
JULY
2024

DISCUSSION
PAPER



KEY DATES

29 March 2024 | Acceptance of Motions

2 July 2024 | Regional Cooperation & Development Forum

3 - 4 July 2024 | National General Assembly

5 July 2024 | Australian Council of Local Government

TO SUBMIT YOUR MOTION

VISIT: [ALGA.COM.AU](https://alga.com.au)





The Australian Local Government Association (ALGA) is pleased to convene the 30th National General Assembly of Local Government (NGA), to be held in Canberra from 2-4 July 2024.

As convenor of the NGA, the ALGA Board cordially invites all councils to send representatives to this important national event.

The NGA is the premier national gathering of local governments, and provides councils with the opportunity to come together, share ideas, debate motions, and most importantly unite and further build on the relationship between local government and the Australian Government.

This discussion paper contains essential information for Australian councils considering submitting motions for debate at the 2024 National General Assembly of Local Government (NGA).

It is recommended that all councils and delegates intending to attend the 2024 NGA familiarise themselves with the guidelines for motions contained in this paper on page 6.

BACKGROUND TO ALGA AND THE NGA

ALGA was established 1947. In structure, ALGA is a federation of member state and territory associations. Its mission is to achieve outcomes for local government through advocacy with impact, and maximise the economic, environmental and social wellbeing of councils and our communities.

Since 1994, the NGA has built the profile of local government on the national stage, showcased the value of councils, and most importantly demonstrated - particularly to the Australian Government - the strength and value of working with local government to help deliver on national priorities.

Debate on motions was introduced to the NGA as a vehicle for councils from across the nation to canvas ideas. Outcomes of debate on motions (NGA Resolutions) could be used by participating councils to inform their own policies and priorities, as well as their advocacy when dealing with federal politicians.

At the same time, they help ALGA and its member state and territory associations gain valuable insight into council priorities, emerging national issues, and the level of need and support for new policy and program initiatives.

Given the structure of ALGA, its Constitution, and level of resources, the NGA does not bind the ALGA Board. However, the Board carefully considers NGA resolutions as it determines ALGA's policies, priorities and strategies to advance local governments within the national agenda.

This is your NGA and ALGA is pleased to act as the convenor. ALGA's policies and priorities will continue to be determined by the ALGA Board in the interests of all councils.

The ALGA Board thanks all councils for attending the NGA and those that will take the time to reflect on the purpose of debate on motions outlined in this paper, and to submit motions for debate at the 2024 NGA.

SUBMITTING MOTIONS

Australia is one of the world's great democracies. It is held in high regard across the world but should never be taken for granted.

The theme of the 2024 NGA is – Building Community Trust.

This theme aims to explore the critical importance of trust in governments, between governments, its institutions, and its citizens. This trust is a fundamental building block of our nation's democracy.

While relatively low key, over the past decade there has been increasing public debate by scholars and policy makers about the level of trust in government, its institutions and indeed the operation of our democracy more broadly.

Mark Evans et al (2019) published research in 'The Conversation' indicating that Australians' trust in politicians (our political representatives) and democracy has hit an all-time low. This report indicates 'fewer than 41% of Australian citizens are satisfied with the way democracy works in Australia, down from 86% in 2007.

Public satisfaction has fallen particularly sharply since 2013, when 72% of Australian citizens were satisfied. Generation X is least satisfied (31%) and Baby Boomers most satisfied (50%). Some political authors suggest that these trends in part explain the rise in popularity and the relative success of independents and micro or single-issue parties.

These statistics should be of concern to every level of government and those interested in the future of our communities and Australia's democratic system.

It is said that 'trust is hard-earned, easily lost, and difficult to re-establish – and a key to absolutely everything.' While media and public attention frequently focuses on levels of trust in the national and state governments, local governments have an equally important role in building, maintaining and indeed, often repairing government-community relationships.

At its most fundamental level, the 2024 NGA focusses on the role of local government and how all levels of government can help each other build, maintain and strengthen government-community relationships.

This discussion paper is a call for councils to submit motions for debate at the 2024 NGA to be held in Canberra from 2-4 July 2024.



Motions for this year's NGA should consider:

- how all levels of government in Australia can build trust in each other and earn greater trust from the community;
- practical opportunities for the Australian Government to leverage the trust that local communities have in their local council;
- focus on practical programs that can strengthen the system of local government nationally to provide the services and infrastructure required to support and strengthen our communities; and
- new program ideas that that would help the local government sector to deliver the Australian Government's objectives.

Motions should be concise, practical and implementable and meet the guidelines for motions set out in the paper.

You are encouraged to read all the sections of the paper but are not expected to respond to every issue or question. Your council's motion/s must address one or more of the issues identified in the discussion paper.

Motions must be lodged electronically using the online form available on the NGA website at: www.alga.com.au and received no later than 11:59pm AEST on Friday 29 March 2024.

All notices of motions will be reviewed by the ALGA Board's NGA Sub-committee prior to publishing the NGA Business Paper to ensure that they meet these guidelines. This sub-committee reserves the right to select, edit or amend notices of motions to facilitate the efficient and effective management of debate on motions at the NGA.

All NGA resolutions will be published on www.nationalgeneralassembly.com.au.

As the host of the NGA, ALGA will communicate resolutions to the relevant Australian Government Minister and publish Ministerial responses as they are received on this website.

Please note that if your council does submit a motion, there is an expectation that a council representative will be present at the NGA to move and speak to that motion if required.

We look forward to hearing from you and seeing you at the 2024 NGA.

CRITERIA FOR MOTIONS

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. Be relevant to the work of local government nationally.
2. Not be focused on a specific jurisdiction, location or region – unless the project or issue has national implications.
3. Be consistent with the themes of the NGA.
4. Complement or build on the policy objectives of ALGA and your state or territory local government association.
5. Be submitted by a council which is a financial member of their state or territory local government association.
6. Propose a clear action and outcome ie call on the Australian Government to act on something.
7. Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.
8. Address issues that will directly improve the capacity of local government to deliver services and infrastructure for the benefit of all Australian communities.
9. Not seek to advance an outcome that would result in a benefit to one group of councils to the detriment of another.
10. Be supported by sufficient evidence to support the outcome being sought and demonstrate the relevance and significance of the matter to local government nationally.

Motions must commence with the following wording:

This National General Assembly calls on the Australian Government to ...

Please note that resolutions of the NGA do not automatically become ALGA's national policy positions.

OTHER THINGS TO CONSIDER

It is important to complete the background section of the submission form. Submitters of motions should not assume that NGA delegates will have background knowledge of the proposal. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion. Please note, motions should NOT be prescriptive in directing how the matter should be pursued.

Try to keep motions practical, focussed and capable of implementation to ensure that relevant Australian Government Ministers provide considered, thoughtful and timely responses.

Try to avoid motions that are complex, contain multi-dot points and require complex cross-portfolio implementation.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-committee, in consultation with state and territory local government associations, to determine their eligibility for inclusion in the NGA Business Papers.

When reviewing motions, the Sub-committee considers the criteria, clarity of the motion and the importance and relevance of the issue to local government.

If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer. With the agreement of the submitting council, these motions may be edited before inclusion in the NGA Business Papers.

To ensure an efficient and effective debate, where there are numerous motions on a similar issue, the NGA Sub-committee will group these motions together under an overarching strategic motion. The strategic motions will have either been drafted by ALGA or will be based on a motion submitted by a council which best summarises the subject matter.

Debate will occur in accordance with the rules for debate published in the Business Papers and will focus on the strategic motions. Associated sub-motions will be debated by exception only or in accordance with the debating rules.

Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state or territory local government association and will not be included in the NGA Business Papers.

All motions require:

- a contact officer;
- a clear national objective;
- a summary of the key arguments in support of the motion; and
- endorsement of your council.

Motions should be lodged electronically using the online form available at www.alga.asn.au.

Motions should be received no later than 11:59pm AEST on Friday 29 March 2024.

SETTING THE SCENE

The theme for NGA24 'Building Community Trust' aims to focus on the role of local government in the Australian system of government and explore the critical importance of trust in governments, between governments, its institutions, and our citizens.

In a recent essay on Capitalism after the Crisis (2023) the Treasurer the Hon Dr Jim Chalmers MP wrote:

'Our mission is to redefine and reform our economy and institutions in ways that make our people and communities more resilient, and our society and democracy stronger as well.'

The need to strengthen our democracy was also emphasised the Prime Minister the Hon Anthony Albanese MP in a speech at Queensland's Woodford Folk Festival toward the end of 2022:

'I urge anyone who thinks our democracy is unassailable to have a look around the world. Even some of the oldest, most stable democracies have come under attack from a whole range of corrosive, insidious forces. No one is immune. Our democracy is precious, something we have carefully grown and nurtured from one generation to the next. One of our core responsibilities is to make it stronger, and the key to that strength is transparency and accountability.'

In early 2023 the Australian Government established a taskforce to advise government on 'what can be done – practically – to strengthen Australian democracy'.



The 2024 NGA provides you - the elected representatives of Australia's local councils and communities - with the opportunity to engage with the Federal Government and key Ministers.

Further, it is your opportunity to advocate for new or expanded programs and key policy initiatives that could strengthen local governments, its capacity to deliver services and infrastructure to local communities across the nation. This service delivery is critical to build, maintain and strengthen the trust of our citizens.

This year's call for motion focusses on twelve priority areas:

- Intergovernmental relations;
- Financial sustainability;
- Roads and infrastructure;
- Emergency management;
- Housing and homelessness;
- Jobs and skills;
- Community services;
- Closing the Gap and Aboriginal and Torres Strait Islander Reconciliation;
- Data, digital technology and cyber security;
- Climate change and renewable energy;
- Environment; and
- Circular economy.



1. INTERGOVERNMENTAL RELATIONS

'Australia's federal structure, built upon reciprocal financial, legislative and policy responsibilities, requires intelligent cooperation on issues of strategic national significance.'

National Cabinet is a forum for the Prime Minister, Premiers and Chief Ministers to meet and work collaboratively. National Cabinet was established on 13 March 2020 and is chaired by the Prime Minister. The National Cabinet is a key mechanism in Australia's current intergovernmental architecture.

A representative of local government, the President of ALGA, is invited to meet with National Cabinet once each year. The President of ALGA also attends one meeting per year of the Council on Federal Financial Relations comprising the Commonwealth Treasurer as Chair and all state and territory treasurers.

A substantial body of research, from Australia and internationally, has highlighted that governments that work together are generally more successful in achieving shared national objectives, including economic recovery from events like the COVID-19 pandemic as well as in service and infrastructure delivery.

This research reinforces the need for local government to be included in relevant ministerial forums that support national priorities – from housing affordability to reaching net-zero emissions. ALGA currently participates in National Cabinet (1/year), Council on Federal Financial Relations (1/year), Infrastructure Transport Ministers Meeting, National Emergency Managers Meeting, Local Government Ministers Forum, Joint Council on Closing the Gap, Planning Ministers Meeting, Meeting of Environment Ministers, Energy and Climate Change Ministers and the Road Safety Ministers Meeting, to represent local government views.

Local government input can provide a community voice, enabling our intergovernmental forums to make decisions with greater legitimacy and authority.

Given the importance of trust in governments, between governments and its citizens, how can intergovernmental arrangements be further improved in Australia?

Are there ways of maintaining and enhancing the community's trust in local government?

Are there new initiatives and programs that could be adopted to improve the level of cooperation and collaboration between the Australian Government and local government?

2. FINANCIAL SUSTAINABILITY

Trust in governments is highly correlated with their ability to fulfill the implicit social contract between government and its citizens by keeping promises.

Local government is the third sphere of government in Australia's system of government. Councils are comprised of locally elected representatives who understand local needs and engage locally on strategies to meet those needs.

Councils are responsible for providing a wide range of critical local area services including planning, libraries, waste management systems, transport and infrastructure (eg roads and footpaths, parks, sporting grounds and swimming pools) and social services.

These services are critical to the wellbeing, liveability and productivity of all local communities, and therefore the nation. Equally important is the sustaining of democratic processes at the local and regional level.

Local government's total annual expenditure in 2021 -22 was approximately \$43.6 billion. Non-financial assets including roads, community infrastructure such as buildings, facilities, airports, water, and sewerage (in some states) including land, are valued at \$539 billion [ABS Government Finance Statistics, Australia, 2021-22].

In 2021-22, the Australian Government provided \$2.6 billion in Financial Assistance Grants funding to councils. This included \$1.3b which was brought forward from the 2021-22 estimate and paid through state and territory governments in 2020-21.

Nationally, local government derives nearly 90% of its revenue from its own sources (including rates and services charges), compared to around 50% for state governments. Grants from other levels of government make up just over 10% of local government's total revenue, however these grants are particularly important in areas with a low-rate base, and/or high growth rates, and rapidly expanding service and infrastructure needs.

In 2021-22 Financial Assistance Grants to local governments was less than 0.6% of Commonwealth taxation revenue (CTR), a significant drop from 1996 when these grants were at 1% of CTR. In 2023-24 Financial Assistance Grants have fallen to 0.5% of Commonwealth taxation.

What improvements are needed to the intergovernmental financial transfer system, particularly the Commonwealth transfers to local government, to enhance the community's trust in local government and by extension all governments?

Noting that Commonwealth tied funding is provided with detailed requirements how can this system be improved to provide flexibility and maximize the benefit to local communities?

3. ROADS AND INFRASTRUCTURE

ALGA's 2021 National State of the Assets Report (NSoA) is currently being updated and expected to be launched in 2024. The most recent NSoA shows that while most local government assets such as roads, bridges, buildings, parks and recreation, stormwater, water and wastewater, and airports and aerodromes are generally in good to very good condition, around 10% are not fit for purpose, and around 20–25% are only fair and over time will need attention.

The last NSoA found that in 2019–20 non-financial infrastructure assets were valued at \$342 billion and were depreciating at \$7.7 billion per year. Replacement costs of these infrastructure assets were in the order of \$533 billion.

Local government assets make up a significant proportion of the physical structure of local communities and often provide critical access to and support for citizens to engage in state and national assets and opportunities.

For example, local roads provide important “first and last-mile access” for communities and industry to road networks, integral to economic development and community connection. Local sporting grounds can provide access for community groups to build community participation that has social, health and economic benefits.

Are there programs or initiatives that the Australian Government could adopt to improve the long-term sustainability of local government infrastructure?

Are there programs or initiatives that the Australian Government could provide to improve the sector's capacity to manage local government infrastructure and to integrate these plans into long-term financial plans?

Are there programs or initiatives that the Australian Government could develop to maintain, strengthen and enhance the reputation of Australia's infrastructure providers, including local government?

4. EMERGENCY MANAGEMENT

In 2022 alone, 46 disasters were declared across Australia, covering more than 300 different council areas. In recent years, almost every Australian council has been impacted in some way by fires, floods, or cyclones.

Last year's flooding caused a damage bill of approximately \$3.8 billion to local roads across Queensland, New South Wales, Victoria and South Australia. This was just a fraction of the total disaster costs incurred by governments across the country.

There have been numerous NGA motions in recent years regarding natural disasters and this has been a significant priority in ALGA's advocacy program.

In 2022 ALGA successfully advocated for a new \$200 million per year Disaster Ready Fund, with the first round of funding allocated in June 2023. This fund will support councils and communities to mitigate against the risk of future disasters and help address the significant imbalance between mitigation and recovery spending.

Councils are encouraged to draw on their practical experience of the improvements that could be made to managing emergencies.

Please note that many aspects of emergency management are state or territory responsibilities, and your motions should focus on how the Australian Government could assist.

What new programs, or improvements to existing programs, could the Australian Government develop to partner with local government to improve the current natural disaster management systems to further assist in recovery and build resilience?

5. HOUSING AND HOMELESSNESS

Almost every Australian council and community is facing challenges around a lack of affordable housing.

Alarming research by the UNSW City Futures Research Centre shows 640,000 Australian households – or one in 15 households – are under housing stress.

All levels of government, including councils, have a fundamental role to play in addressing this crisis, which is being compounded by high interest rates, rising construction costs and skills shortages.

At a national level, ALGA is a signatory to the National Housing Accord, and in 2023 successfully advocated for a new \$500 million Housing Support Program for state and local governments to deliver supporting infrastructure for new housing developments.

While the provision of affordable housing is not a local government responsibility, councils have a role to play in ensuring there is enough suitably located land available for housing and that a diversity of housing stock is supported. Councils also want to ensure that new housing developments are supported with the necessary services and infrastructure to create liveable and sustainable communities.

Many councils are also addressing thin markets and developing land and housing themselves, delivering local solutions to meet the needs of their communities.

Councils also want to ensure that they engaged with planning decisions that affect local communities. Taking planning powers away from councils does not always support the best local outcomes.

Councils also play an important role addressing some of the causes of homelessness, including social inclusion programs that can assist mental health and family violence issues, as well as providing support for people currently experiencing homelessness.

What new programs and policies could the Australian Government develop to partner with local government to support the provision of more affordable housing?

How can the Australian Government work with councils to address the causes and impacts of homelessness?

6. JOBS AND SKILLS

Local government is a major employer in Australia providing employment, career advancement and training opportunities for more than 190,800 Australians, across an estimated 400 occupations.

However, councils are facing significant jobs and skills shortages that are constraining their capacity to deliver services and build and maintain local infrastructure.

ALGA's 2022 National Local Government Workforce Skills and Capability Survey indicated that more than 90 percent of Australia's 537 councils were experiencing skills shortages.

The survey also showed that for approximately two-thirds of these councils, these shortages were impacting on project delivery.

In particular, councils are facing a shortage of planners, engineers, building surveyors, environmental officers and human resources professionals.

Skills shortages occur for a variety of reasons including an inability to compete against the private sector, worker accommodation, support services for families, ageing of the workforce and geographic isolation.

Are there programs or initiatives that the Australian Government could implement that would enhance local government's capacity to attract and retain appropriately skilled staff now and into the future?

Are there programs or changes to existing programs that would increase local government's ability to employ apprentices and trainees?

Are there other initiatives that the Australian Government could provide to improve the sector's ability to plan and develop skills fit for the future?

7. COMMUNITY SERVICES

Councils provide a wide range of services based on local characteristics, needs, priorities, and the resources of their community. Indeed, it is this level of responsiveness and accountability to the local community that is an essential feature of democratic local governments worldwide.

Some of these services are provided to address market failure, and many of them are provided by councils on behalf of other levels of government.

It is important to note that nationally local government is more than 83% self-sufficient ie funded at the local level either through rates, fees and charges, sale of goods and services, or interest. The Australian Bureau of Statistics data shows that total local government annual expenditure in 2021-22 was \$43.6 billion.

Only 17% comes from grants and subsidies from other levels of government. Unfortunately, many of these grants and subsidies are tied, or require matching funding which restricts the ability to address local priorities in the way the council and community might need.

Arguably there is no greater obligation upon government than to maintain the trust that citizens have in meeting their community services obligations and promises, particularly to society's most vulnerable.

Local government community services are broadly defined, and may include but are not limited to:

- environmental health including food safety;
- childcare, early childhood education, municipal health;
- aged care, senior citizens;
- services to people living with disability;
- programs to address disadvantage, to reduce poverty and homelessness;
- sporting and recreational programs;
- arts and cultural activities, programs and festivals;
- tourism and economic development activities; and
- library services.

Noting the funding arrangements for the provision of local government community services are there programs and initiatives that the Australian Government could implement to improve the delivery of these services?

Are there reforms or improvements in national community services program that would help local governments support the Australian Government to deliver on its national objectives?

8. CLOSING THE GAP AND ABORIGINAL AND TORRES STRAIT ISLANDER RECONCILIATION

In 2021, ALGA co-signed a landmark national agreement to close the gap between Indigenous and non-Indigenous Australians. At the heart of the National Agreement on Closing the Gap Partnership are four agreed priority reform targets and 19 socio-economic targets in areas including education, employment, health and wellbeing, justice, safety, housing, land and waters, and Aboriginal and Torres Strait Islander languages.

The Indigenous Voice Co-design Final Report to the Australian Government was released in December 2021. The Local & Regional Voice will contribute to achieving the Closing the Gap outcomes by providing avenues for Indigenous voices to be heard, including to provide feedback to government on Closing the Gap.

As the level of government closest to the people, councils have an essential role supporting and helping to steer the development of policies and programs in partnership with local Indigenous peoples that address closing the gap priorities at the local and regional level.

Local government plays a positive role in reconciliation and celebrating Indigenous culture and identity, and sustainably funded could work effectively to reduce Indigenous disadvantage in all its forms.

On 14 October 2023, Australians voted in a referendum about whether to change the Constitution to recognise the First Peoples of Australia by establishing a body called the Aboriginal and Torres Strait Islander Voice. The referendum did not pass.

Are there programs or initiatives that the Australian Government could adopt to assist local government to advance reconciliation and close the gap?

Are there practical programs or initiatives that local government and the Australian Government could introduce to maintain, build and strengthen the level of trust between Aboriginal and Torres Strait Islanders and governments?

9. DATA, DIGITAL TECHNOLOGY AND CYBER SECURITY

Provision of information technology to all Australians is vital to innovation, economic growth, and social equity. However, it is potentially even more important to regional Australia where the tyranny of distance increases the inequity of services available – including education, health, economic and social. Innovative technology is becoming more broadly available and could boost productivity and economic growth.

Councils around Australia continue to embrace new technologies to improve their service delivery standards and broaden consultation and engagement with their local communities. However, implementation can be hindered without access to basic technological infrastructure and the necessary IT skills and resources.

In recent times, cyber-attacks on major corporations and other businesses have resulted in significant data breaches. It is a timely reminder as digital information, services and products become an increasing feature of modern business operation including in local government.

Like all risks, local government must manage the risk of cyber-attacks and address cyber security. At a national level, there is limited understanding of local governments' vulnerability to cyber-attacks, preparedness and adequacy of risk management strategies or business continuity planning.

While this is primarily a responsibility of the sector itself, governments at all levels must work together to ensure that the public have confidence in government information management systems and its security.

Drawing upon your council's experience, and your knowledge of other councils within your state or territory, are there programs and initiatives that the Australian Government could implement to help local government develop its digital technology services and infrastructure?

Are there actions the Australian Government could take to improve cyber security within the local government sector?

10. CLIMATE CHANGE AND RENEWABLE ENERGY

Australia's changing climate presents a significant challenge to governments, individuals, communities, businesses, industry, and the environment.

The Australian Government has committed to address climate change and in June 2022 submitted its revised National Determined Contribution (NDC) to the United Nations Framework Convention on Climate Change. The revised NDC included reaffirming a target of net zero emissions by 2050 and committing to reduce greenhouse gas emissions by 43% from 2005 levels.

Local governments have played an important leadership role in addressing climate change, and councils have supported a wide range of community-based programs and initiatives to lower the carbon footprint of their own business operations and of their local communities.

As a sector, local government has been an advocate and active participant in the debate for lowering carbon emissions, is sourcing renewable energy, has responded creatively to reduce greenhouse gas emissions from landfills, and facilitated the construction of green buildings and water sensitive design of cities and towns.

Local government has been at the forefront in addressing the impacts of climate change and adaptation to climate change. In particular, councils have a practical understanding of the risk and impact of climate change on Australia's infrastructure and physical assets, natural ecosystems, local economies and their community.

Noting the Australian Government's approach to reducing emissions, are there partnerships, programs, and initiatives that local government and the Australian Government can form to achieve Australia's 2050 net zero emissions target?

Are there initiatives that could assist local governments to build trust in the community for implementation of key climate change and emissions reduction initiatives?

11. ENVIRONMENT

Australia's 537 local councils play an essential role in providing, regulating and managing Australia's environmental services and infrastructure.

Whether it's biodiversity, biosecurity, natural resource management (NRM), contaminated lands, waste management, water resources, sustainability or roadside environments, councils are responsible for educating households and businesses on environment policy, as well as driving environmental programs and initiatives in their local communities.

In recent years the National General Assembly has considered a range of environmental issues, and passed resolutions on biodiversity, biosecurity, conservation, climate change and water security.

How could the Australian Government partner with local government to strengthen Australia's environmental services and infrastructure?

What new programs could the Australian Government partner with local government in to progress local regional and national objectives?



12. CIRCULAR ECONOMY

Local government is responsible for the management of household and domestic waste and has a critical role to play in further developing the circular economy.

Australia's 537 councils manage approximately 26 percent of Australian waste, either directly or through contractual arrangements. Each year, local governments collect around 9.7 million tonnes of waste from kerbside bin services, sort it at material recovery facilities (MRFs), and dispatch what can be recycled to reprocessing facilities in Australia and overseas.

Where waste cannot be recovered it is landfilled, and local governments in most jurisdictions must pay a significant levy per tonne for landfilled waste, as well as incur the operational costs of maintaining and managing a landfill.

Collecting, treating, and disposing of Australian domestic waste costs local government an estimated \$3.5 billion annually. Local government also dedicates resources to administering community waste-education programs, collecting litter, addressing illegal rubbish dumping, and ensuring compliance with waste bylaws.

In November 2023, Australia's Environment Ministers agreed that the Federal Government would establish new regulations for packaging as well as mandate how packaging is designed, develop minimum recycled content requirements and prohibit harmful chemicals being used. These changes are expected to have a positive impact on the amount of waste sent to landfill, and the costs borne by councils and their communities.

How could the Australian Government further strengthen product stewardship arrangements to support local governments in their endeavours to increase recycling and reduce the volume of waste?

How could the Australian Government partner with local government to advance the circular economy?

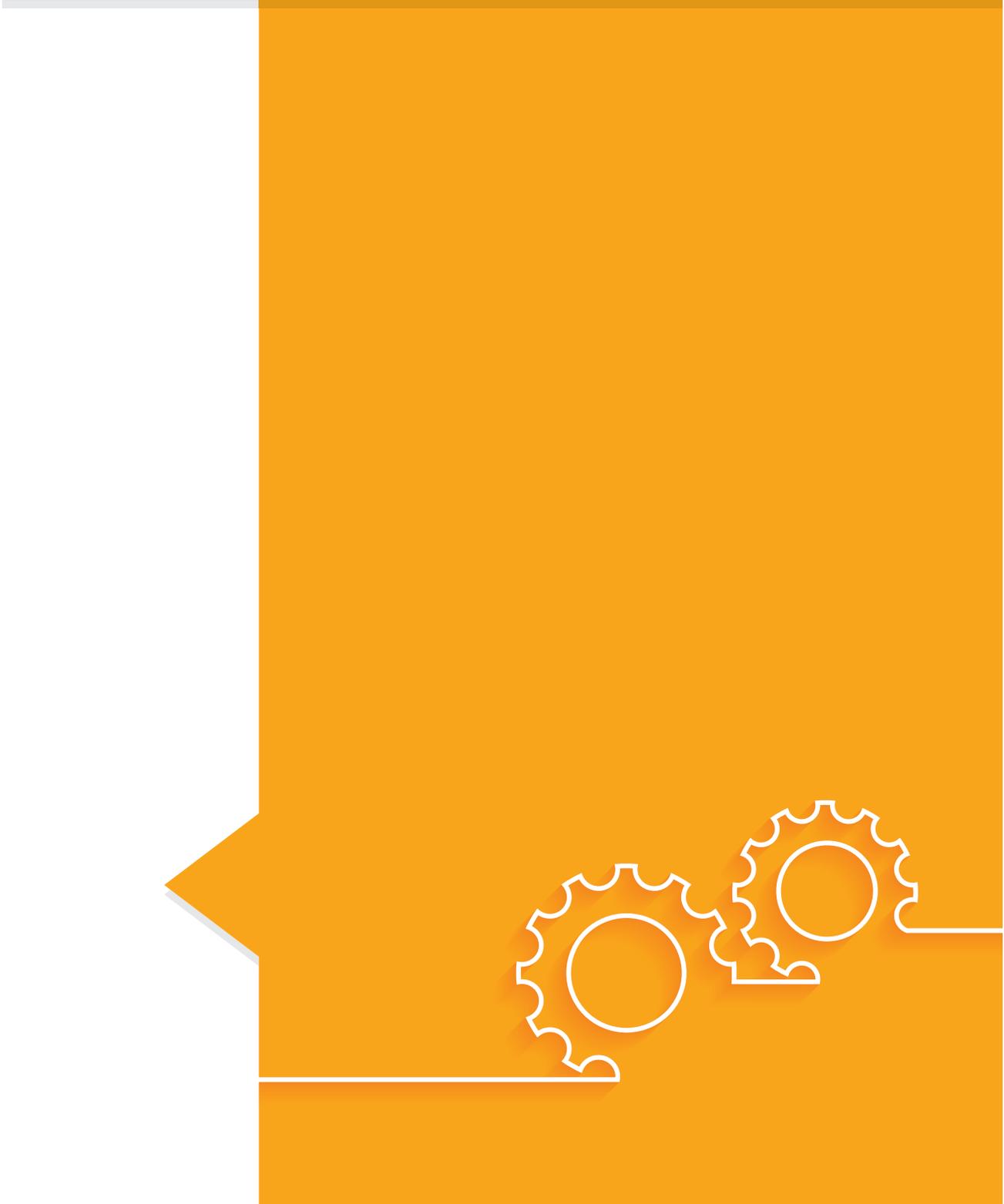
CONCLUSION

Thank you for taking the time to read this discussion paper and your support for the 2024 National General Assembly of Local Government.

A FINAL REMINDER:

- » Motions should be lodged electronically at www.alga.com.au and received no later than 11.59pm on Friday 29 March 2024.
- » Motions must meet the criteria published in this paper.
- » Motions should commence with the following wording: 'This National General Assembly calls on the Australian Government to...'
- » Motions should not be prescriptive in directing how the matter should be pursued.
- » Motions should be practical, focussed and relatively simple.
- » It is important to complete the background section on the form.
- » Motions must not seek to advance an outcome that would result in a benefit to one group of councils to the detriment of another.
- » When your council submits a motion there is an expectation that a council representative will be present at the 2024 National General Assembly to move and speak to that motion if required.
- » Resolutions of the National General Assembly do not automatically become ALGA's national policy positions. The resolutions are used by the ALGA Board to inform policies, priorities and strategies to advance local governments within the national agenda.

We look forward to hearing from you and seeing you at the 2024 National General Assembly in Canberra.





AUSTRALIAN
LOCAL GOVERNMENT
ASSOCIATION

8 Geils Court | 02 6122 9400
Deakin, ACT, 2600 | alga@alga.asn.au

www.alga.com.au

14.8 DRAFT TRANSPORT FOR NSW (TFNSW) CUSTOMER JOURNEY RESILIENCE PLAN - NEW ENGLAND NORTH WEST

Responsible Officer: Rob Williams, General Manager

Author: Donna Ausling, Director Planning and Sustainability

Attachments:

1. Draft TfNSW Customer Journey Resilience Plan (under separate cover) 
2. New England North West (NENW) Risk Analysis (under separate cover) 
3. Project Timelines and FAQs [↓](#) 
4. Draft Organisational Submission [↓](#) 

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 Customer Journey Resilience (CJR) Plans are internal Transport for NSW (TfNSW) plans. The plans are intended to be used to inform planning and investment for key customer journey networks across regional NSW to improve network resilience to future natural disaster hazards. The draft Plan and supporting documentation are presented for the information of Council in addition to a draft organisational submission.

RECOMMENDATION

1. That Council receive and note the report on the Draft Transport for NSW (TfNSW) Customer Journey Resilience Plan – New England North West.
2. That Council endorse the draft organisational submission on the Draft Transport for NSW (TfNSW) Customer Journey Resilience Plan – New England North West.

BACKGROUND

The customer journeys identified in the documentation at **Attachments 1** and **2** respectively were developed in consultation with local councils. TfNSW chaired workshops with the local government sector and Joint Organisations (JOs) to discuss and identify key customer routes. In parallel, TfNSW identified assets vulnerable to natural disasters using bushfire and flood plan(s) data. Assets were grouped into 'clusters' according to proximity to road travel routes as identified jointly by local Councils and TfNSW. The customer journeys are a combination of cluster data and the journey identified by TfNSW and Councils.

CURRENT SITUATION

Feedback is now being requested from Councils in relation to the contents of the draft Plan. Project timelines and a frequently asked questions (FAQs) has also been produced which is enclosed at **Attachment 3** for the information of Council. It should be noted that comments have been limited

to those sections of the document directly relevant to Narrabri Shire Council and its immediate environs.

A summary of the issues identified by staff in respect of the draft **Customer Journey Resilience Plan** are provided herewith:

- Request for TfNSW to utilise SAP-allied population projections as opposed to Department of Planning, Housing and Infrastructure (DoPHI) NSW population projections which are considered inaccurate and are not reflective of Narrabri Shire's transient workforce.
- Insertion of interpretative mapping of Areas 1 – 4 for the Narrabri Shire Local Government Area (LGA).
- Request for inclusion of Rangari Road as a regional road priority, at minimum in line with Council's previous resolution under Minute No. 348/2023 (copy reproduced below).
- Inclusion of the Narromine to Narrabri (N2N) section of Inland Rail as a priority.
- Incorporation of a reference to the concept of 'building back better'.
- Grammatical and spelling errors throughout the document.
- Councillors may wish to provide additional feedback for inclusion in section 10 of the draft document.

15.2 NOTICE OF MOTION - RANGARI ROAD ADVOCACY

MINUTE 348/2023

Moved: Cr Lisa Richardson Seconded: Cr Rohan Boehm

1. That Council write to and organise a meeting with the local member, Mr Roy Butler, relevant ministers (both Federal and State) and any other relevant parties as needed in order to seek funding or co-funding to seal Rangari road MR357, including Bollol creek crossing.
2. That Council simultaneously investigate if/how much monetary value could be co-contributed and identify any grants to possible and apply as required.

In Favour: Crs Darrell Tiemens, Rohan Boehm, Greg Lamont and Lisa Richardson

Against: Crs Brett Dickinson and Catherine Redding

Not Present: Crs Robert Browning, Ron Campbell and John Clements

CARRIED 4/2

In relation to the draft **Customer Journey Resilience Plan Risk Assessment Summary**, specifically pp. 59-73:

- Details of high-risk communities within the Shire such as Wee Waa (refer p. 59) have been omitted from the document.
- Document appears incomplete and is challenging for the reader to navigate. Risk rating and response sections are currently unfinished.
- Some data may now be out of date, for example the recent significant Pilliga bushfires were declared as a natural disaster on 8 December 2023, post the data being collected and analysed.

- Inclusion of additional Council strategic planning reference documents as additional context, including, for example, Council’s Economic Development Strategy, Growth Management Strategy, Community Strategic Plan and Adverse Event Plan.
- Grammatical and spelling errors throughout the document.
- Request for resubmission of the document for further Council review and comment once the document is further progressed.

Staff concur with the identification of the Narrabri LGA as possessing a “Low” disaster resilience index.

FINANCIAL IMPLICATIONS

Detailed in the body of the report.

STATUTORY AND POLICY IMPLICATIONS

Detailed in the body of the report. It should be noted that the document is intended to be internal facing.

CONSULTATION

Detailed in the body of the report.

External Consultation

- Transport for NSW (TfNSW)

Internal Consultation

- Senior Management Team

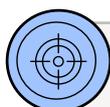
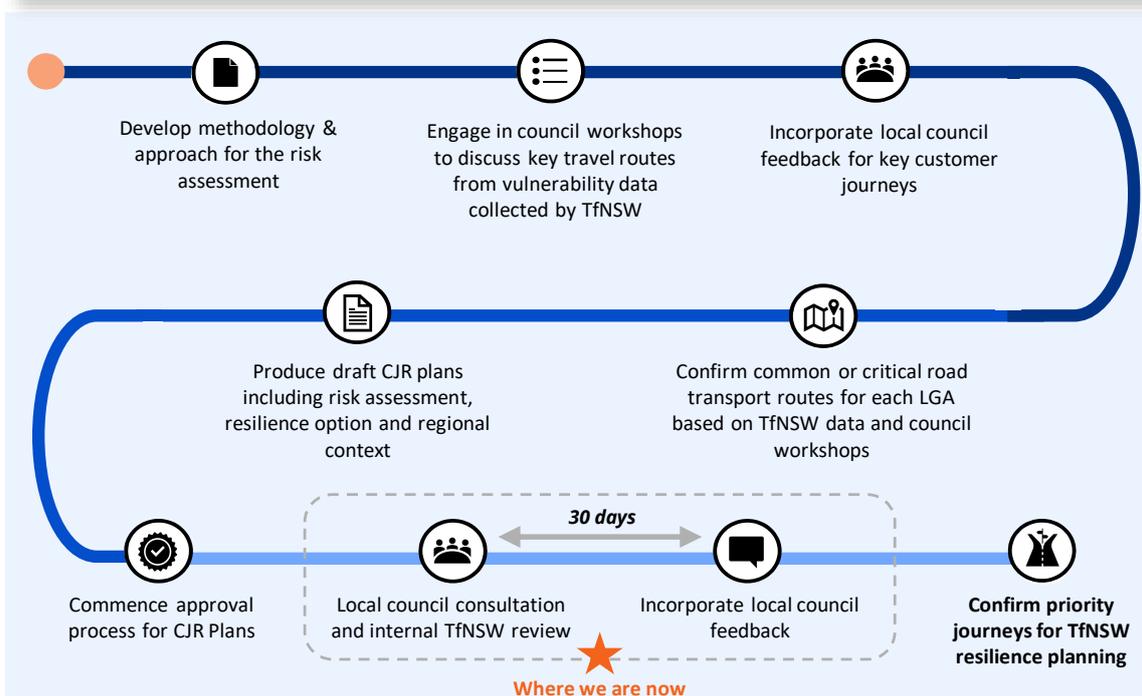
Customer Journey Resilience (CJR) Plans



The Customer Journey Resilience (CJR) Plans are internal Transport for NSW (TfNSW) plans. These plans will be used to **inform planning and investment** for **key customer journey networks** across regional NSW to improve **network resilience to future natural disaster hazards**.

The customer journeys were developed in partnership with local councils. TfNSW chaired workshops with councils and JOs to discuss and identify **key customer routes**. In parallel, TfNSW identified **assets vulnerable to natural disasters using bushfire and flood plans data**. Assets were grouped into 'clusters' according to proximity to critical road travel routes as identified jointly by local councils and TfNSW. As such, the customer journeys are a combination of cluster data and the journeys identified by councils and TfNSW.

Timeline



Council consultations mark the **commencement of the review process** for the CJR plans. After these meetings, council are given **30 days** to provide feedback on the CJR Plans. If councils wish to send these plans to an official council meeting for endorsement, please contact Rebel Thomson: Rebel.Thomson@transport.nsw.gov.au

Next steps



TfNSW will take into account feedback and incorporate it into the plans where relevant. Once the plans are approved by TfNSW, the plans will inform internal TfNSW planning activities. Transport and council will continue to work together through existing collaboration mechanisms to inform downstream investment decisions to build network resilience.



TfNSW is not requesting councils to endorse or approve the CJR Plans as they are internal TfNSW plans, however council support will facilitate the successful activation and outcomes of the plans.



Our Reference: XXX DLA :DLA
 Your Reference:
 Contact Name: Donna Ausling

Attention: Rebel Thomson
 Senior Manager Network Resilience
 Regional Assets, Regional and Outer Metropolitan
 Transport for NSW
 Via Email: rebel.thomson@transport.nsw.gov.au

<insert date>, 2024



Re: Draft Customer Journey Resilience Plan, New England North West - Narrabri Shire Council Feedback

Dear Ms Thomson,

Thank you for your correspondence dated 05 March 2024 in relation to the above. It is acknowledged that feedback is now being requested from impacted Councils in relation to the contents of the draft Plan and the supporting suite of documents. It should be noted that comments have been limited to those sections of the document directly relevant to Narrabri Shire Council and its environs.

Council wishes to take this opportunity to commend TfNSW on its efforts to date in respect of resilience planning and appreciates the opportunity to provide comment on this important regional issue.

A summary of the issues identified by staff in respect of the draft **Customer Journey Resilience Plan** are provided herewith:

1. Request for TfNSW to utilise SAP-allied population projections as opposed to Department of Planning, Housing and Infrastructure (DoPHI) NSW population projections which are considered inaccurate and are not reflective of Narrabri Shire's transient workforce.
2. Insertion of interpretative mapping of Areas 1 – 4 for the Narrabri Shire Local Government Area (LGA).
3. Request for inclusion of Rangari Road as a regional road priority, at minimum in line with Council's previous resolution under Minute No. 348/2023 (copy reproduced below).
4. Inclusion of the Narromine to Narrabri (N2N) section of Inland Rail as a priority in section 3.4.
5. Incorporation of a reference to the concept of 'building back better'.
6. Grammatical and spelling errors throughout the document. These are detailed in an excel spreadsheet, as provided under separate cover.


 Narrabri Shire Council
 46 - 48 Maitland Street
 PO Box 261, Narrabri NSW 2390


 P. (02) 6799 6866
 F. (02) 6799 6888


 E. council@narrabri.nsw.gov.au
 www.narrabri.nsw.gov.au

15.2 NOTICE OF MOTION - RANGARI ROAD ADVOCACY

MINUTE 348/2023

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1. That Council write to and organise a meeting with the local member, Mr Roy Butler, relevant ministers (both Federal and State) and any other relevant parties as needed in order to seek funding or co-funding to seal Rangari road MR357, including Bollo creek crossing.
2. That Council simultaneously investigate if/how much monetary value could be co-contributed and identify any grants to possible and apply as required.

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In relation to the draft **Customer Journey Resilience Plan Risk Assessment Summary**, specifically, pp. 59-73:

1. Details of high-risk communities within the Shire such as Wee Waa (refer p. 59) have been omitted from the document.
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3. Some data may now be out of date, for example the recent significant Pilliga bushfires were declared as a natural disaster on 8 December 2023, post the data being collected and analysed.
4. Inclusion of additional Council strategic planning reference documents as document context, including, for example, Council's Economic Development Strategy, Growth Management Strategy, Community Strategic Plan and Adverse Event Plan.
5. Grammatical and spelling errors throughout the document. As detailed previously, these are detailed in an excel spreadsheet, as provided under separate cover.
6. Request for resubmission of the document for further Council review and comment once the document is further progressed.

Council concur with the identification of the Narrabri LGA as possessing a "Low" disaster resilience index.

Additional Councillor feedback following the consideration of the documents at its March 2024 Ordinary Meeting of Council is provided below:

- < Insert additional feedback >

Council trusts that the above advice provides the necessary assistance. Should you require any additional information or clarification in this regard you are invited to contact Council's Director of Planning and Sustainability, Ms Donna Ausling at (02) 6799 6866 or by emailing council@narrabri.nsw.gov.au.

Yours faithfully,

Rob Williams
General Manager

DRAFT

14.9 2024 LOCAL ROADS CONGRESS

Responsible Officer: Rob Williams, General Manager

Author: Eileen Holliday, Executive Assistant

Attachments:

1. 2024 Program  
2. 2024 Flyer  
3. 2023 Communique  

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 2024 Local Roads Congress will be held at NSW Parliament House in Sydney on 3 June 2024 from 9.00am to 5.00pm.

Each registration to the 2024 Local Roads Congress will include a **complimentary registration** for a mayor or councillor. At this stage we have two staff members (Director Infrastructure Delivery, Eloise Chaplain and Manager Assets and Engineering, Shane Rily) registered to attend the 2024 Local Roads Congress which means we have **two complimentary registrations available** on offer.

RECOMMENDATION

1. That Council nominates Councillor(s) [insert name(s)] to attend the 2024 Roads Congress taking place in Sydney on 3 June 2024.

BACKGROUND

The 2024 Local Roads Congress, an annual one-day event for local government to join together & discuss policy changes, challenges and constraints within the NSW local roads network.

CURRENT SITUATION

The Congress provides a forum for Council Mayors, Councillors, General Managers and Directors of Engineering to discuss policy issues with NSW State Ministers to optimise road and transport outcomes across the state. The theme of this year's congress is '**Planning for the Future**', which underscores our commitment to addressing the evolving challenges and opportunities in local road and transport infrastructure and to ensure the local road network is prepared for the challenges ahead.

Some of the topics at this year's event include:

- Future Freight
- Disaster Recovery Funding

- Integrated Network Planning
- Streets as Shared Spaces
- Electric Vehicles
- Asset AI Update

An outcome of the congress discussion is to produce a communiqué outlining key actions for change and help shape the advocacy framework of the Roads and Transport Directorate. The 2023 Congress Communiqué is **attached** for your reference.

FINANCIAL IMPLICATIONS

The Councillor Delegate Expenses budget for 2023/2024 is \$37,500 of which \$25,813 has been expended. Available funds for the remainder of 2023/2024 are \$11,687. Travel and accommodation will likely cost approximately \$2,500 for this event.

STATUTORY AND POLICY IMPLICATIONS

Councillors will be required to report, in writing, in an open session of a Council Meeting on the outcome of the conference, seminar or similar function attended. The report will need to be submitted to the General Manager (or their delegate) within one (1) month of the Councillor's attendance at the conference, seminar, or similar function.

If several Councillors attend the same function, a single report may be submitted on behalf of all Councillors that attended, however the report must be signed by all Councillors that were in attendance.

The report to Council will be in writing and include the following:

- The purpose/subject matter of the conference, including the reason for the attendance of the delegate(s).
- The agenda of the conference.
- Any items of interest to Council discussed at the conference.
- Recommendations for further areas of action or investigation (if applicable).

CONSULTATION

Nil.



2024 LOCAL ROADS CONGRESS

Planning for the Future



NSW & ACT
IPWEA
INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA

MORNING PROGRAM

8:30am – 9:00am Delegate registration

9:00am  **Uncle Allen Madden**
'Welcome to Country'

9:10am **Rob Carlton**
MC
'Congress Welcome'

9:20am  **Will Barton**
Vice President IPWEA NSW and ACT
'Vice President's Welcome'

9:30am  **Cr Darriea Turley AM**
President, Local Government NSW
'Welcome Address – LGNSW'

9:40am  **Joshua Devitt**
Asset AI Project Update
'Keynote Presentation'

10:00am – 10:30am MORNING TEA

10:30am TBC

10:45am  **The Hon. Natalie Ward MLC**
Shadow Minister for Transport and Roads
'Keynote Address'

11:00am  **The Hon. Jenny Aitchison MP**
Minister for Regional Transport and Roads
'Keynote Address'

11:15am  **The Hon. David Layzell MP**
Shadow Minister for Regional Transport and Roads
'Keynote Address'

11:30am Panel Discussion – Ministers

12:00pm – 1:30pm LUNCH

**Program subject to change*



2024 LOCAL ROADS CONGRESS

Planning for the Future



AFTERNOON PROGRAM

1:30pm  **Peter Shields**
Chief Engineer City of Sydney
'Street as Shared Spaces'

1:50pm  **Scott Greenow**
A/Executive Director Freight, Transport for NSW
'Future Freight'

2:10pm TBC
'Road Safety'

2:30pm  **Dr Austin Morris**
Director of Engineering & Environmental Services, Lockhart Shire Council
'Electric Vehicle Implementation'

2:50pm  **Warren Sharpe OAM**
Director, Warren Sharpe Strategic Services Pty Ltd
'Integrated Network Planning'

3:10pm – 3:40pm AFTERNOON TEA

3:40pm TBC
Disaster Recovery Funding – Federal Inquiry Update (early results)

4:00pm Panel Discussion - Technical Speakers

4:30pm **Rob Carlton**
MC
Congress Communiqué

5:00pm – 7:00pm Networking Evening

Discuss the days topics over canapes and beverages at the Strangers' Room

**Program subject to change*



3rd June 2024 | NSW Parliament House, Sydney

The Roads & Transport Directorate is honoured to host the 2024 Local Roads Congress, an annual one-day event for local government to join together to discuss policy changes, challenges and constraints within the NSW local roads network.

The Congress primarily targets Mayors, Councillors, General Managers and Directors of Engineering within local governments with a focus on policy-oriented discussions under the theme 'Planning for the Future'. This theme underscores our commitment to addressing the evolving challenges and opportunities in local road and transport infrastructure and to ensure the local road network is prepared for the challenges ahead.

An outcome of the congress discussion is to produce a communiqué outlining key actions for change, as well as to help shape the advocacy framework of the Roads and Transport Directorate.

For more information on the 2024 Local Roads Congress and to register, scan the QR code.



rtd@ipweansw.org



ipweansw.org/events



02 8267 3001



2023 NSW Local Roads Congress Sustainable Investment

The NSW Roads and Transport Directorate, a partnership between Local Government NSW (LGNSW) and the NSW Division of the Institute of Public Works Engineering Australasia (IPWEA NSW and ACT), is proud to present the 2023 Local Roads Congress Communiqué.

Local and regional transport infrastructure is critical to the safety, resilience, prosperity, and social well-being of NSW communities. The Local Roads Congress (Congress) emphasises the pivotal role of Local Government in shaping local and regional transport infrastructure in partnership with State and Federal Governments.

The last four years have seen massive disruption to NSW communities, the local road network and associated services, due to extensive damage from natural disasters. These issues have been exacerbated by the impacts of COVID-19, skills and supply shortages, and cost inflation rates significantly outstripping rate pegging and Government funding support. The Congress celebrates the efforts of NSW councils to recover damaged local road infrastructure in challenging times of unprecedented workloads.

The Australian Government reported that without action, the economic cost of natural disasters will increase from \$38B to \$73B per annum by 2060 (National Climate Resilience and Adaptation Strategy 2021-25). Local Government must play a major role in improving the resilience of the local road network, recognising that this requires immediate action to facilitate network-wide changes over the medium-long term. Improving the resilience of local roads on a network basis will mitigate the traumatic impacts of natural disasters on affected communities and reduce future costs to all levels of Government. The current overall Government funding models are reactive, insufficient for the scale of the task, inherently inefficient, and poorly aligned to the function of Local Government. The base funding levels do not support the development and retention of a sustainable workforce within Local Government due to an over-reliance on competitive grants. These arrangements do not support proactive infrastructure planning or efficient delivery of projects and services due to funding uncertainty.

The Congress unanimously agreed that a new watershed partnership between Local Government and the NSW and Australian Governments is warranted. This will enable the progression of the local road network toward a sustainable future with the specific goals of improving the safety, social equity, prosperity, liveability, and resilience of NSW communities. The Congress acknowledges this is a shared responsibility and that Local Government must act as a proactive partner to deliver positive outcomes.



2023 NSW Local Roads Congress Sustainable Investment

NSW Local Government

The Congress acknowledges the need to develop improved network-wide plans to address road safety, resilience, productivity, freight movement, and liveability inclusive of all modes of road-related transport.

The Congress identifies that the current funding model is insufficient to meet the needs of NSW local communities and places unprecedented pressure on the current resources within NSW Local Government. The current inequitable and uncertain Government funding arrangements also creates significant challenges in infrastructure planning over the medium term.

The Congress supports a commitment from Local Government to:

- i) Continue to partner with the NSW and Australian Governments to address current and future challenges to deliver fit-for-purpose local transport infrastructure.
- ii) Develop and implement road network safety plans based on a safe systems approach with specific actions to lower road-related trauma.
- iii) Develop and implement critical infrastructure and resilience plans, including reducing the adverse impacts of natural disasters on local roads and associated infrastructure.
- iv) Integrate the outcomes of road network safety and critical infrastructure resilience plans into local transport network plans, asset and risk management plans, community strategic plans, delivery programs, and operational plans, by reporting to the community via annual reports.
- v) Develop and implement improved workforce plans to address the current and future skills shortages in the professional engineering and skilled infrastructure worker disciplines.
- vi) Work with IPWEA NSW & ACT, LGNSW, the NSW Roads and Transport Directorate, tertiary education, and other providers to ensure the development of suitable training programs focussed on managing overall local road networks as well as efficient delivery of maintenance, renewal, and construction activities to local communities.
- vii) Local government continue to report annually on the State of their Assets as per the ALGA agreed performance measures and verify the accuracy of the data included in the reporting.
- viii) Collaborate with NSW Government to formulate a program dedicated to the replacement of causeways, with the primary objective of enhancing natural disaster resilience through betterment.



2023 NSW Local Roads Congress Sustainable Investment

NSW Government

The Congress calls on the NSW Government to:

- i) Continue the Fixing Country Bridges Program with a priority on replacing timber bridges. Expand the program to allow for flexibility to improve the resilience of the local road network by including other structures, such as the replacement of major culverts, as well as aging concrete and steel structures.
- ii) Collaborate with Local Government to formulate a program dedicated to the improvement and upgrading of causeways, with the primary objective of enhancing natural disaster resilience through betterment.
- iii) Continue the Fixing Local Roads Program with an annual allocation aligned to the Roads to Recovery distribution formula to provide greater certainty and allow improved short-medium term infrastructure planning by NSW Local Government.
- iv) Continue to provide competitive grants for the improvement of freight outcomes by addressing first and last-mile challenges on the local and regional road network.
- v) Work with LGNSW to negotiate the removal of emergency services levy charges from NSW Councils for the NSW Rural Fire Service, State Emergency Service, and NSW Fire and Rescue to assist councils to maintain and improve the resilience of Councils roads infrastructure.
- vi) As a matter of urgency, finalise the Regional Roads Transfer and Reclassification Review to provide certainty to Local Government.
- vii) Facilitate an audit of the long-term financial plan of each local government to ensure alignment with the asset management plan lifecycle forecasts that communicate the trade-offs on performance, cost, and risk.
- viii) Work with Local Government to develop a program to strengthen the maintenance, safety, and resilience of the State highway network, giving particular attention to sections that are prone to flooding or experience access limitations during fire incidents.
- ix) Commit to ongoing support for Road Safety initiatives across the entire road network. In particular, to support the development and implementation of Road Safety Strategic Plans at all NSW councils.



2023 NSW Local Roads Congress Sustainable Investment

Australian and NSW Government

The Congress calls on the Australian and NSW Governments to work together with NSW Local Governments to address the following:

- i) A more sustainable long-term funding model for Local Government with a higher level of base funding support and reduced reliance on individual competitive grants.
- ii) A proactive strategy to address the skills shortage in skilled professional Engineers and infrastructure workers.
- iii) A more sustainable model for Natural Disaster Funding Arrangements in New South Wales for all NSW councils focusing on equity and building back better.
- iv) Develop new guidelines for the Natural Disaster Funding Arrangements to allow increased flexibility to build back better with fast, efficient approval mechanisms that enable timely recovery work post-disaster.
- v) Work with Local Government to ensure improved arrangements are put in place for the provision and ongoing care of roads servicing large-scale green power projects such as wind and solar farms, as well as forestry and mining projects, to reduce the cost shift to Local Government.
- vi) Reduce red tape and provide additional Government resources to enable faster approvals for road infrastructure construction, maintenance, and management, including during disaster recovery works.
- vii) Continue to collaborate with Local Governments, businesses, and the international community to address longer-term climate change.

Australian Government

The Congress calls on the Australian Government to:

- i) Increase the Roads to Recovery Program to \$1B per annum from 2024-25 onwards, as this funding program is regarded by Local Government as the most efficient mechanism and source of funding for local roads.
- ii) Increase the annual Roads to Recovery Program allocations to align with the construction cost index and the growth in the road asset base, ensuring maintenance of funding levels in real terms.
- iii) Revise the Roads to Recovery Statement of Intent to include the development of local road safety and resilience plans, as well as the integration of natural disaster

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Sustainable Investment

adaptation strategies into council transport, asset management, long-term financial plans, delivery programs, and annual budgets.

- iv) Allow councils to utilise Roads to Recovery funding to assist in the development of Road Resilience, Road Safety Strategic, and Road Network Management Plans. Funds would be allocated as a one-off 50/50 funding model with a maximum limit of \$50,000 per Council (subject to increasing the overall Roads to Recovery funding).
- v) As a minimum, double the Australian Government's Bridge Renewal Program from \$85m per annum to \$170m per annum to target improving the resilience of local road routes. Prioritise funding for the replacement of timber and hybrid bridges, and other vulnerable structures.
- vi) Provide a financial incentive program to assist Local Government to employ, train and develop new Cadet Engineers.
- vii) Work with professional bodies such as IPWEA Australasia to increase the capacity and skills of public works personnel, with a specific focus on road network planning, road drainage, road pavements, road surfacing, and asset management.
- viii) Work with universities to increase the focus on the whole of road network planning, road drainage, road pavements, road surfacing, and asset management in future Engineering degree course curriculum.
- ix) Continue to support apprenticeship programs to develop new and existing workers in the operational skills required to build and maintain roads.
- x) Support ongoing research into cost-effective, resilient road materials and independent product reviews by specialist organisations such as the National Transport Research Organisation (NTRO). Provide appropriate guidelines and training programs to put this research into practice.
- xi) Promote circular economy principles in road infrastructure by incorporating sustainable and innovative technologies that prioritise environmental sustainability. This includes using renewable resources, adopting advanced construction methods, and promoting the use of recycled materials while setting specific targets for reducing carbon emissions and other environmental impacts.
- xii) Provide direct financial assistance to local governments to enable them to adapt their asset management systems to the requirements of HVRR. Specific targets should be established for integrating HVRR into Local Government operations to ensure the efficient use of these resources.



2023 NSW Local Roads Congress Sustainable Investment

- xiii) Develop robust capacity-building programs and training sessions for Local Government staff engaged in asset management. These programs should focus on improving the understanding of HVRR and its implications for asset management. Measurable outcomes, such as the number of staff trained or improvements in asset management efficiency, can help gauge the success of these programs.
- xiv) Proactively engage with NSW Local Government and the Roads and Transport Directorate in developing the NSLS and HVRR. By setting clear channels for communication and consultation, the needs and experiences of local communities can be better represented in these standards and reforms.

The 2023 NSW Local Roads Congress, under the banner of 'Sustainable Investment', underscores the necessity of strategic investment in local road infrastructure that ensures safety, efficiency, and resilience both now and into the future. We call on all levels of government to take decisive action towards these goals for the ultimate benefit of all NSW residents.

In addition to the key strategies and objectives outlined in this communiqué, the 2023 NSW Local Roads Congress emphasises the importance of continued dialogue and consistent follow-up actions. Sustainable investment is not a one-time decision but a continuous commitment, and the successful implementation of these proposals relies on consistent collaboration and evaluation.

The NSW Local Roads Congress concludes with a strong call to action, urging all stakeholders to unite in their efforts to enhance the local road network, improve safety, foster economic prosperity, and ensure the resilience and well-being of NSW communities. Through this collective commitment and shared responsibility, we can create lasting positive change for the benefit of all.

14.10 DELEGATE REPORT - MINUTES OF THE MAULES CREEK COAL MINE COMMUNITY CONSULTATIVE COMMITTEE MEETING - 14 FEBRUARY 2024

Responsible Officer: Brett Dickinson, Deputy Mayor

Author: Brett Dickinson, Deputy Mayor

Attachments: 1. **Maules Creek Coal CCC Meeting Minutes - 14 February 2024** [↓](#) 

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 minutes of the Maules Creek Coal Mine Community Consultative Committee meeting held on 14 February 2024.**

DELEGATES REPORT

The Maules Creek Coal Mine Community Consultative Committee held a Meeting on Wednesday, 14 February 2024.

The Minutes from the meeting are attached (**Attachment 1**).

Notes: Notes of the Meeting of the Maules Creek Coal Community Consultative Committee
Held at Boggabri Golf Club at 1.00 pm.

Wednesday 14th February 2024

Members Present: Elizabeth O’Hara (EOH) – Community Representative, Libby Laird (LL) – Community Representative (via video), Robyn Grover (RG) – Community Representative, Steve Eather (SE) – Community Representative, Landon Brady (LB) – Narrabri Shire Council (Alternate), Darren Swain (DS) – WHC, Emma Bulkeley (EB) - WHC, Clr Brett Dickinson – (BD) Narrabri Shire Council

Apologies: Cr Michelle Henry – Narrabri Shire Council

Guest: Daniel Holm (DH) - Social Impact Assessment Consultant

Independent Chair: David Ross (DR)

Independent Secretary: Rhonda Smith (RS)

Agenda Items	Who to Present
1. Welcome and Apologies	DR
2. Declaration of pecuniary or other interests	DR
3. Confirmation of the Minutes of the previous meeting – Wednesday 25 October 2023	DR
4. Business arising from the previous minutes	DR
5. Company Overview	DS
6. Mine’s Environmental Performance	EB, DS
7. General Business	ALL
8. Next Meeting – Wednesday 15th May 2024	ALL

Agenda Item	Discussion	Action/By Whom
1.	Welcome and Apologies – DR welcomed everyone to the first meeting of the year.	
2.	Declaration of Pecuniary or Other Interests – DR is paid a fee as chair as is RS for typing the minutes. EOH has a small bundle of WHC shares. RG has a family member working at Maules Creek.	
3.	Confirmation of the Minutes of the Previous Meeting – Members were comfortable with the minutes from the previous meeting.	
4.	<p>Business Arising from the Previous Minutes</p> <p>EOH – Stated that she is not comfortable being labelled as the CCC’s Environmental Representative, as had been the case in a previous email. It would be completely inappropriate for her to allow this to stand. She has no qualifications for this position.</p> <p>DR – Accepts her concerns and stated that efforts could be made to locate a new environmental representative. However, over the years, it has been very difficult to find anyone with the appropriate skills. Also informed members that efforts are being made to seek an Aboriginal Representative.</p> <p>DS distributed a Briefing Note to members, responding to actions from the last meeting (see attached).</p>	
5.	<p>Social Impact Assessment Presentation</p> <p>DR asked members if they were comfortable with adapting the standard agenda so that DH could present early in the meeting; members agreed.</p> <p>DH introduced himself and then commenced talking about the social impact assessment (SIA) that MCCM is undertaking as part of its environmental impact assessment associated with the proposed continuity project.</p> <p>DH spoke to his presentation (see attached). He observed that social impacts are the consequences people experience when a new project brings change and that potential impacts can be both good and bad. He assured participants that all responses were treated as being confidential.</p> <p>The SIA process aims to answer three questions:</p> <ul style="list-style-type: none"> • What are the social impacts associated with a project? • How might those impacts be experienced, and by whom? • What can be done to mitigate negative and enhance positive impacts? 	

	<p>DH then described how he evaluates potential social impacts, consultation undertaken to date with the community regarding the proposed continuity project. He then shared with members the feedback received from the community to date, which he had grouped into nine categories should the project proceed and six categories should the project <i>not</i> proceed.</p> <p>EOH – Observed that big business and government are working together on issues like this and the community feels it has poor representation.</p> <p>DH then wanted to hear from members if anything had been missed in his assessment to date. What was important to members and landholders? DR then broke members into groups to discuss the following questions from DH:</p> <ul style="list-style-type: none"> • Do the impacts make sense to you? • Is there anything that is not included? • Which of these issues are most important to you and the broader community. • Who do you think would be impacted by the project? <p>Members then proceeded to discuss these questions before providing DH with their answers. DH thanked everyone and informed members that he would like to come back to provide an update at a future meeting.</p>	
<p>6.</p>	<p>Company Overview and Mine’s Environmental Performance</p> <p>Due to a lengthy technology-related delay to the meeting, DR asked members if, rather than going through the presentations for the above topics during the meeting, they could please review the presentation in their own time. Members accepted this.</p>	
<p>7.</p>	<p>General Business</p> <p>EOH – (on behalf of LL due to technical issues) Why did WHC only take water samples from people’s bores instead of measuring water levels when it did the baseline survey reading last month on Harparary Road?</p> <p>DS – Samples and information was gathered where it was physically possible to gather this information. We took water samples and measured water levels.</p> <p>EOH – Made a comment observing what value is a water sample when people are worried about losing their water entirely?</p> <p>EOH – Why has it taken so long to get the baseline survey undertaken and when will the proponent be updating the groundwater model with the new data and increasing the model boundary to cover the new bores and wells?</p>	

	<p>EB – A new groundwater model is to be developed as part of the mine’s continuity project. The existing groundwater model for the mine is to be updated based on current approvals.</p> <p>EOH – observed that the window of clearing of Leard State Forest starts today, which is very sad.</p> <p>DR – reminded members that there had been a request for him to invite someone from the Tyre Stewardship organisation to present at the Joint CCC meeting in May. He has briefly spoken to their staff who are happy to be involved.</p>	
<p>8.</p>	<p>Next meeting date Wednesday 15th May 2024 at 1:00 pm. At Boggabri Golf Club</p> <p>DR informed the committee that, after 7.5 years chairing the BTM committees, he had informed the Department of Planning, Infrastructure and Housing that he was resigning. He thanked all members for their time and contribution through the years.</p>	

Meeting Closed: 3.00 pm.

Appendix 1: Input from CCC Members for Future Meetings (from October 2023)

Description
Invite Social Impact Assessment staff to present.
DR to invite Minerals Council Tyre Stewardship staff to present.
Future site tour options: <ul style="list-style-type: none"> • Leard Forest Site Tour and presentation. • Tour of bores with hydrologist
Provision of Bush Fire Management Plans, once revised.
Management of roads and access for fire management
Results of bird surveys
Experts for noise, dust and water to attend if interest is there
When do the water models get updated?

14.11 DELEGATE REPORT - MINUTES OF THE TARRAWONGA COAL COMMUNITY CONSULTATIVE COMMITTEE MEETING - 14 FEBRUARY 2024

Responsible Officer: Darrell Tiemens, Mayor

Author: Darrell Tiemens, Mayor

Attachments: 1. Tarrawonga Coal CCC Meeting Minutes - 14 February 2024 [↓](#) 

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 minutes of the Tarrawonga Coal Community Consultative Committee meeting held on 14 February 2024.**

DELEGATES REPORT

The Tarrawonga Coal Community Consultative Committee held a Meeting on Wednesday, 14 February 2024.

The Minutes from the meeting are attached (**Attachment 1**).

Notes: Notes of the 75th Meeting of the Tarrawonga Coal Community Consultative Committee
Held at the Tarrawonga Coal Mine Meeting Room

14th February 2024

Members Present: Elizabeth O’Hara (EOH) – Community Representative, Lloyd Finlay (LF) – Community Representative, Maddi Wright (MW) – Tarrawonga Coal Mine, Mark Hathway (MHa) – Community Representative, Landon Brady - Narrabri Shire Council, David Moses (DM) Gunnedah Shire Council (alternate), Cr Darrell Tiemens (DT, via video) Narrabri Shire Council, Larissa Golby (LG) - Tarrawonga Coal Mine

Apologies: Colleen Fuller (CF) – Community Representative, Cr Rob Hooke – Gunnedah Shire Council (RH), Michelle Henry (MH) - Narrabri Shire Council

Independent Chair: David Ross (DR)

Independent Secretary: Rhonda Smith (RS)

Agenda Items	Who to Present
1. Welcome and Apologies	DR
2. Declaration of pecuniary or other interests	DR
3. Minutes from Previous Meeting	DR
4. Actions from Previous Meeting	DR
5. Mine Progress Report	MW
6. Environmental Monitoring Report	MW
7. General Business	ALL
8. Next Meeting – Wednesday 15th May 10.00 AM Boggabri Golf Club	ALL

Agenda Item	Discussion	Action/By Whom
1.	Welcome and Apologies – DR welcomed everyone to the meeting.	
2.	Declaration of pecuniary or other interests – EOH has a small package of WHC shares. LF leases country from WHC. DR is paid a fee as chair as is RS for typing the minutes.	
3.	Minutes from Previous Meeting – Members accepted the minutes appropriately reflected what was discussed.	
4.	Actions from Previous Meeting – EOH observed, in relation to previous minutes, that she is concerned with response from WHC staff that there is no evidence of burying of tyres having an impact on surrounding environment. She believes that there is much evidence of contamination on groundwater and impacts to the land.	
5.	Mine Progress Report – Overview MW commenced the report by providing members with an update on the mine’s safety statistics before discussing how mining production has progressed. As part of the discussion, members expressed confusion about the statistics shown and what they meant. MW- in response to a question, there are no personal injury cases against Tarrawonga at the moment. Community – Donations / Sponsorship October to December 2023 - \$110,520 spent in the local community. MW also presented statistics from TCM’s Sustainability Report (see slides for further detail). LG observed that 107 ha of land has been rehabilitated to date.	ACTION 1 – TCM to explore feasibility of presenting a slide in future of injuries falling / rising ACTION 2 – TCM to provide link to Sustainability Report
6.	Environmental Monitoring Report Q4 CY24 Summary – MW observed the following: Noise – No exceedances on the Noise Monitoring Result Report. Blasting – Overpressure and ground vibration for the quarter was all compliant with the project approval and Blast Management Plan. One complaint received from home owner with broken shower screen but on checking monitored data indicated no vibration outside compliance levels was recorded Air – All air quality monitoring for the quarter is within TCM’s approval criteria except one exceedance due to Pilliga bushfires. This incident was self-reported to government. .	

<p>EOH – As part of Tarrawonga’s Air Quality Monitoring, is PM2.5 reported? MW – This is reported in the Annual Report.</p> <p>Water Monitoring – Water storage onsite is expected to be enough for the next 6.5 months;</p> <p>Rehabilitation and Clearing - MW noted that, by the end of 202, 42ha of ecosystem had been rehabilitated, compared to a target 37Ha. The areas were seeded with native seed mix and crop cover as well as fertiliser. Trees on the southern emplacement area is progressing successfully. Tubestock planting scheduled when cooler (March) - approximately 55Ha.</p> <p>Clearing for 2024 will commence in March. Approximately 20ha is to be cleared. MW informed the CCC that archaeologists have surveyed that area and no sites will require salvaging.</p> <p>Approvals – MW reminded members that Modification 10 was approved on 19th October 2023. The extension to haulage hours seems to be occurring more in the mornings.</p> <p>Pollution Reduction Program Actions – as a consequence of multiple events in February 2020 which resulted in water leaving the site during record rainfall, TCM were required by the EPA to undertake a mandatory environmental audit. Out of the audit came 17 new licence conditions related to the inlet and outlet integrity of the mine’s sediment water dams</p> <p>MW walked the CCC through slides showing the successful completion of these actions.</p> <p>EOH – what happens with the sediment removed? MW – it is dried out and then redeposited back to the put.</p> <p>Tyre Burial Approval was received in December to bury 490 tonnes of tyres. In December 2023, 289 tonnes of tyres were buried.</p> <p>DR – Have been speaking to the Tyre Stewardship people about attending the May Joint CCC meeting. They are happy to be involved. Further discussions to take place.</p> <p>EOH – Concerned that TCM are still going to be burying tyres, which will impact upon environment.</p>	
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<p>7.</p>	<p>General Business</p> <p>MW – there was an action from the last meeting to share a copy of the mine’s Bushfire Management Plan. It is currently still in draft form. However, members can look at copies before the meeting closes.</p> <p>MHa – Asked was Braymont Road closed. MW advised this road has been closed off.</p> <p>LG – ask if we should be requesting new members to join committee. DR – I’ve been looking for members for the past year and have been unsuccessful.</p> <p>EOH – Asked if Social Impact Plan that is included in the Sustainability Report for 2023 was available. MW - SIMP is actually called Sustainability Report (note Actions 2 and 3).</p> <p>MW - Staffing full shifts remains a challenge. Discussion of shift lengths and working weeks across various mines; fatigue monitoring; ‘hotseaters’ shift 10.30am-2.30pm.</p> <p>A discussion took place on whether Gunnedah Council planned to fund the installation of a dialysis machine. DM noted that State Government no longer intended to fund installation.</p>	<p>ACTION 3 – MW to investigate if Social Impact Plan was available</p>
<p>8.</p>	<p>NEXT MEETING – 15th May 2024 10.00 AM At Boggabri Golf Club.</p> <p>DR informed the committee that, after 7.5 years chairing the BTM committees, he had informed the Department of Planning, Infrastructure and Housing that he was resigning. He thanked all members for their time and contribution through the years.</p> <p>Meeting closed at 11:30 am.</p>	

Appendix 1: Actions

Page No	Action No	Description	Date Raised
3	1	TCM to explore feasibility of presenting a slide in future of injuries falling / rising	14 th February
3	2	TCM to provide link to Sustainability Report	14 th February
4	3	MW to investigate if Social Impact Plan was available	14 th February

DRAFT

15 OUR SOCIETY

**THEME 1**
*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

15.1 APPLICATION FOR CONCESSIONAL USE OF THE CROSSING THEATRE- NSW EMBROIDERERS' GUILD, NARRABRI GROUP

Responsible Officer: Ted Harrington, Director Financial and Commercial Services

Author: Ricky Mason, Venue Manager

Attachments:

1. Concessional Use Application - Confidential
2. NSW Embroiderers' Guild Exhibition Quote - Confidential
3. Fees and Charges 23/24 [↓](#) 
4. The Crossing Theatre Concessional Use Policy [↓](#) 

DELIVERY PROGRAM ALIGNMENT**1 Society - An empowered, inclusive and connected community**

Objective 1.2 A vibrant and connected community

Strategy 1.2.4 Enhance access to arts and culture across the Shire

EXECUTIVE SUMMARY

Pursuant to section 356(1) of the *Local Government Act 1993* (NSW) a Council may, in accordance with a resolution of the Council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

RECOMMENDATION

1. That Council approve the concessional use rate of 50% of the room hire to the NSW Embroiderers' Guild, Narrabri Group

BACKGROUND

At the October 2022 Ordinary Council Meeting Council adopted The Crossing Theatre Concessional Use Policy in accordance with section 356(1) of the *Local Government Act 1993* (NSW).

CURRENT SITUATION

On 8 February 2024, Council received an application for concessional use of The Crossing Theatre from the NSW Embroiderers' Guild Narrabri Group, to hold an art exhibition celebrating their 40th anniversary. **(Attachment 1)**.

This exhibition will showcase the talents of the Embroiderers' Guild group over a 40-year period.

Assessment Criteria in Accordance with The Crossing Theatre Concessional Use Policy**Entity:** NSW Embroiderers' Guild Narrabri Group**Incorporation Number:** Y0092103**Type of Organisation:** Not-for-profit**Date of Application:** 8 February 2024**Date(s) of Event or Activity:** 5 – 8 September 2024**Event or Activity:** Embroiderers' Guild 40th Anniversary Exhibition**CSP Alignment:** 1.2.4 Enhance access to arts and culture across the Shire**Additional Eligibility:** The event is likely to provide a significant public interest benefit to the Narrabri Shire community by providing access to the arts. Extensive advertising is anticipated, drawing visitors from across the Shire and Region.**FINANCIAL IMPLICATIONS**

The full quotation from The Crossing Theatre, developed pursuant to Council's adopted 2023/2024 Fees and Charges is attached (**Attachments 2 and 3**).

Cost Summary	Excluding Concession	Including Concession
<u>Fee Type</u>	<u>Cost (inc. GST) (\$)</u>	<u>Cost (inc. GST) (\$)</u>
Room Hire	900.00	900.00
Equipment hire	Nil	Nil
Other resources	Nil	Nil
Total Hire Costs	900.00	900.00
Less: Concessional Discount (50%)	Nil	(450.00)
Catering	Nil	Nil
Staffing	59.00	Nil
Total	\$900.00	\$450.00

Total Cost to Council from application of Concessional Rate:

\$450.00**STATUTORY AND POLICY IMPLICATIONS**

- *Local Government Act 1993* (NSW).
- The Crossing Theatre Concessional Use Policy (**Attachment 4**).

CONSULTATION**Internal Consultation**

-
- The Crossing Theatre Events Section.

- Manager Commercial Services.

THE CROSSING THEATRE

Name	Year 22/23 Last YR Fee (incl. GST)	Year 23/24		Increase %	Increase \$	Unit	Description
		GST	Fee (incl. GST)				
Half Day Cinema 1 Weekend Hire	\$309.00	\$30.06	\$330.63	7.00%	\$21.63	Per Day (up to 4 Hours Duration)	
Half Day Cinema 1 Week Day Hire	\$206.00	\$20.04	\$220.42	7.00%	\$14.41	Per Day (up to 4 Hours Duration)	
Cinema 2	\$340.00	\$33.09	\$364.00	7.06%	\$24.00	Per day (4.1 - 8 Hours Duration)	
Cinema 2 Weekend Hire	\$392.00	\$38.18	\$420.00	7.14%	\$28.00	Per Day (4.1 - 8 Hours Duration)	
Half Day Cinema 2 Weekend Hire	\$309.00	\$30.06	\$330.63	7.00%	\$21.63	Per Day (up to 4 Hours Duration)	
Half Day Cinema 2 Week Day Hire	\$206.00	\$20.04	\$220.42	7.00%	\$14.41	Per Day (up to 4 Hours Duration)	
Band Room Hire						As Quoted	
Dressing Room 1 Hire	\$257.50	\$25.05	\$275.52	7.00%	\$18.03	Per Day	
Dressing Room 2 & 3 Hire	\$154.50	\$15.03	\$165.31	7.00%	\$10.81	Per Day	
Entire Building Hire						As Quoted	Per Day
Labour - Cleaner	\$55.00	\$5.36	\$59.00	7.27%	\$4.00	Per Hour	
Labour – Technician (in house)	\$80.00	\$7.82	\$86.00	7.50%	\$6.00	Per Hour	
Labour – General	\$55.00	\$5.36	\$59.00	7.27%	\$4.00	Per Hour	
Table Cloth Hire & Laundry						As quoted	Per Table Cloth As quoted
Piano – KAWAI RX7 (Grand Piano)	\$205.00	\$20.00	\$220.00	7.32%	\$15.00	Per Booking.	
Baby Grand Piano Hire	\$155.00	\$15.09	\$166.00	7.10%	\$11.00	Per booking.	
Standard Lighting Rig	As Quoted.					As quoted.	
Auditorium PA System	\$255.00	\$24.82	\$273.00	7.06%	\$18.00	Per Booking	
Data Projector & Screen hire	\$60.00	\$5.86	\$64.50	7.50%	\$4.50	Per Booking.	
Porta Stage	\$31.00	\$3.00	\$33.00	6.45%	\$2.00	Per Piece	Per piece of stage- 9 pieces available
Laptop	\$50.00	\$4.86	\$53.50	7.00%	\$3.50	Per Booking.	
2 Way Radios	\$15.00	\$1.47	\$16.20	8.00%	\$1.20	Per Radio	
32" LCD TV	\$20.00	\$1.95	\$21.50	7.50%	\$1.50	Per Booking.	
Data Projector, Screen and PA Package						As Quoted	Day
Photocopying – See Council photocopying						As Quoted	Sheet

OTHER CORPORATE SERVICE FEES

Name	Year 22/23 Last YR Fee (incl. GST)	Year 23/24		Increase %	Increase \$	Unit	Description
		GST	Fee (incl. GST)				
Dishonoured Payment Processing Fee	\$25.50	\$0.00	\$27.50	7.84%	\$2.00		
Debtor Account Overdue Interest Rate						6%	

OTHER CORPORATE SERVICE FEES

Name	Year 22/23	Year 23/24		Increase %	Increase \$	Unit	Description
	Last YR Fee (incl. GST)	GST	Fee (incl. GST)				
Direct Deposit Transaction Fee	\$6.50	\$0.64	\$7.00	7.69%	\$0.50		
Non-Electronic Key	\$95.00	\$0.00	\$95.00	0.00%	\$0.00	Key	
Electronic Cyber Key	\$201.00	\$0.00	\$201.00	0.00%	\$0.00	Key	
Book Sales							As Quoted
Street Stall Key Deposit	\$10.00	\$0.00	\$10.00	0.00%	\$0.00		
Fines and Prosecutions							As Specified
Hire of Council Chambers	\$133.00	\$12.95	\$142.50	7.14%	\$9.50	Day or part thereof	
Hire of Committee Room	\$133.00	\$12.95	\$142.50	7.14%	\$9.50	Day or part thereof	
Hire of Interview Room	\$69.50	\$6.77	\$74.50	7.19%	\$5.00	Day or part thereof	

SALEYARDS

Name	Year 22/23	Year 23/24		Increase %	Increase \$	Unit	Description
	Last YR Fee (incl. GST)	GST	Fee (incl. GST)				
Agents' Licence	\$2,500.00	\$227.27	\$2,500.00	0.00%	\$0.00	Per Annum	
New Agents Permit	\$10,000.00	\$0.00	\$0.00	-100.00%	\$10,000.00	One-off	
Late Sale Cancellation Fee	\$660.00	\$0.00	\$0.00	-100.00%	-\$660.00		Late sale cancellation fee - after 9am Monday morning of sale week
Agents Kiosk	\$14.40	\$1.38	\$15.20	5.56%	\$0.80	Per Sale	
Agents Operations	\$0.55	\$0.05	\$0.60	9.09%	\$0.05	Per Head	
Re-scanning Fee	\$10.80	\$1.04	\$11.40	5.56%	\$0.60	Per Head	
Saleyards Fees – Sheep	\$5.00	\$0.45	\$5.00	0.00%	\$0.00	Per Head	
Saleyards Fees – Calves	\$4.10	\$0.40	\$4.40	7.32%	\$0.30	Per Head	
Saleyards Fees – Fat Cattle	\$10.40	\$1.00	\$11.00	5.77%	\$0.60	Per Head	
Saleyards Fees – Store Cattle	\$9.80	\$0.95	\$10.40	6.12%	\$0.60	Per Head	
Saleyards Fees – Passed-in Stock	\$3.10	\$0.30	\$3.30	6.45%	\$0.20	Per Head	
Saleyards Fees – Special Weighing	\$6.20	\$0.60	\$6.60	6.45%	\$0.40	Per Head	
Saleyards Fees – Use of Crush	\$1.50	\$0.14	\$1.55	3.33%	\$0.05	Per Head	
Transit Stock - per head	\$0.90	\$0.09	\$0.95	5.56%	\$0.05	per head	Transit Stock \$22 Minimum charge
Holding or Agistment Yard Fees – Use of Concrete Yards	\$2.20	\$0.22	\$2.40	9.09%	\$0.20	Per Head / Per Day	
Holding or Agistment Yard Fees – Use of Holding Pens (Transit Yards)	\$1.50	\$0.15	\$1.60	6.67%	\$0.10	Per Head / Per Day	
Holding or Agistment Yard Fees – Use of Sheep Yards	\$0.65	\$0.06	\$0.70	7.69%	\$0.05	Per Head / Per Day	
Disposal of Dead Stock – Large Animals (Cattle / Calves / Horses)	\$300.00	\$27.27	\$300.00	0.00%	\$0.00	Per Animal	
Disposal of Dead Stock – Medium Animals (Sheep)	\$300.00	\$27.27	\$300.00	0.00%	\$0.00	Per Animal	



THE CROSSING THEATRE CONCESSIONAL USE POLICY

Responsible Department:	Corporate and Community Services
Responsible Section:	Cultural Facilities
Responsible Officer:	Manager Cultural Facilities

Objective

- To establish a framework for the awarding of concessional use of The Crossing Theatre.

Introduction

Section 356 (1) of the Local Government Act, 1993 states that "A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions".

Section 356 (2) of the Local Government Act, 1993 states "A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this Section until at least 28 days public notice of Council's proposal has been given".

Public notice is not required under Section 356 (3) of the Local Government Act, 1993 if the assistance is given under a specific program. The specific program must have been included in Council's draft operational plan, must not exceed 5% of Council's proposed rating levy and must apply uniformly to all persons or a significant group of persons in Council's area.

Policy

1. Concessions

- 1.1. Council will provide concessions at The Crossing Theatre to eligible groups to conduct eligible events in accordance with this policy.
- 1.2. Entities seeking concessions must apply to Council in accordance with this policy.

2. Event Eligibility Criteria

- 2.1. Entities eligible for assistance are:
 - (a) A registered charity;
 - (b) Not for Profit Organisations;
 - (c) Incorporated Community Organisations;
 - (d) Section 355 Committees of Council; and
 - (e) Schools within Narrabri Shire.

**Additional Eligibility Requirements**

2.2. In addition to the above, the event must:

- (a) Address at least one of the strategic objectives outlined in Council's Community Strategic Plan; and
- (b) Benefit a significant number of Narrabri Shire residents; or
- (c) Provide a significant public interest benefit to the Narrabri Shire Community.

2.3. Events not eligible for assistance are:

- (a) Where a full cost recovery charge is applied;
- (b) Where events have a business focus or are for-profit.

Core Selection Criteria

2.4 Applications will be selected based on the below criteria:

- (a) The eligible activity occurs within the Narrabri Shire Local Government Area;
- (b) The extent of alignment to the strategic objectives outlined in Council's Community Strategic Plan;
- (c) The benefit to the Narrabri Shire community;
- (d) The public interest benefit to the Narrabri Shire community.

3. Application

- 3.1. Entities wishing to receive a concessional rate under this policy must make a request to Council under this policy.
- 3.2. A request must be made in the prescribed form.
- 3.3. Requests must be submitted at least three months before the first day of the event.

Supporting Documentation

3.4. Applications must include the following in order to be considered eligible:

- (a) Details of the organisation or entity applying;
- (b) Proof of organisation or entity type;
- (c) A description of the event;
- (d) An explanation of how the event will meet the eligibility and selection criteria;
- (e) Any other document requested by Council.

4. Assessment and Determination of Applications**Assessment**

- 4.1. The General Manager or their delegate will assess applications.
- 4.2. Assessment is to be merit based, and based on the extent to which the proposed event meets the selection criteria.

Determination

- 4.3. Following assessment the General Manager will ensure a report is brought to an Ordinary Council Meeting. The report should:
 - (a) Recommend that a concessional rate be offered;
 - (b) Recommend that a concessional rate not be offered; or
 - (c) Make no recommendation either way.
- 4.4. If the General Manager recommends that a concessional rate be offered, they should also recommend the proposed rate to offer.



- 4.5. Council will consider the report and make a determination to either offer or not offer a concessional rate.
 4.6. If Council offers a concessional rate, it will set an amount.

5. Other Fees

- 5.1. Other Council fees and charges are unaffected by this policy.

6. Review

- 6.1. This policy will be reviewed within 12 months of an Ordinary Council Election or from time-to-time on an as-needs basis.

References

- *Local Government Act 1993* (NSW).

History

Minute Number	Meeting Date	Description of Change
853/2009	December 2009	Adopted
26/2012	February 21, 2012	Reviewed
607/2013	September 3, 2013	Reviewed
164/2017	August 15, 2017	Reviewed
336/2022	October 18, 2022	Adopted

15.2 APPLICATION FOR CONCESSIONAL USE OF THE CROSSING THEATRE- ROTARY CLUB OF NARRABRI- SCIENCE AND ENGINEERING CHALLENGE

Responsible Officer: Ted Harrington, Director Financial and Commercial Services

Author: Ricky Mason, Venue Manager

Attachments:

1. Concessional Use Application - Confidential
2. Science and Engineering Challenge Quote - Confidential
3. Fees and Charges 23/24 [↓](#) 
4. The Crossing Theatre Concessional Use Policy [↓](#) 

DELIVERY PROGRAM ALIGNMENT

3 Economy - A strong, diverse and sustainable economy

Objective 3.1 A diverse economy

Strategy 3.1.4 Advocate for and support diverse education and personal development opportunities to ensure available skills meet local demand

EXECUTIVE SUMMARY

Pursuant to section 356(1) of the *Local Government Act 1993* (NSW) a Council may, in accordance with a resolution of the Council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

RECOMMENDATION

1. That Council approve the concessional use rate of 50% of the room hire to the Rotary Club of Narrabri.

BACKGROUND

At the October 2022 Ordinary Council Meeting Council adopted The Crossing Theatre Concessional Use Policy in accordance with section 356(1) of the *Local Government Act 1993* (NSW).

CURRENT SITUATION

On 11 March 2024, Council received an application for concessional use of The Crossing Theatre from the Rotary Club of Narrabri to host the 2024 Science and Engineering Challenge. **(Attachment 1)**.

The Science and Engineering Challenge is the largest extracurricular STEM event held for schools in the region.

Assessment Criteria in Accordance with The Crossing Theatre Concessional Use Policy**Entity:** Rotary Club of Narrabri Inc**Incorporation Number:** Y0697646**Type of Organisation:** Not-for-profit**Date of Application:** 11 March 2024**Date(s) of Event or Activity:** 4 – 6 June 2024**Event or Activity:** Science and Engineering Challenge 2024**CSP Alignment:** 3.1.4 Advocate for and support diverse education and personal development opportunities to ensure available skills meet local demand**Additional Eligibility:** The event is likely to provide a significant public interest benefit to the Narrabri Shire community by providing this challenge to primary and secondary students across the Shire and beyond.**FINANCIAL IMPLICATIONS**

The full quotation from The Crossing Theatre, developed pursuant to Council's adopted 2023/2024 Fees and Charges is attached (**Attachments 2 and 3**).

Cost Summary	Excluding Concession	Including Concession
<u>Fee Type</u>	<u>Cost (inc. GST) (\$)</u>	<u>Cost (inc. GST) (\$)</u>
Room Hire	6,045.00	6,045.00
Equipment hire	Nil	Nil
Other resources	Nil	Nil
Total Hire Costs	6,045.00	6,045.00
Less: Concessional Discount (50%)	Nil	(3,022.50)
Catering	Nil	Nil
Staffing	Nil	Nil
Total	\$6,045.00	\$3,022.50

**Total Cost to Council from application
of Concessional Rate:**

\$3,022.50**STATUTORY AND POLICY IMPLICATIONS**

- *Local Government Act 1993* (NSW).
- The Crossing Theatre Concessional Use Policy (**Attachment 4**).

CONSULTATION**Internal Consultation**

-

- The Crossing Theatre Events Section.
- Manager Commercial Services.

THE CROSSING THEATRE

Name	Year 22/23 Last YR Fee (incl. GST)	Year 23/24		Increase %	Increase \$	Unit	Description
		GST	Fee (incl. GST)				
Half Day Cinema 1 Weekend Hire	\$309.00	\$30.06	\$330.63	7.00%	\$21.63	Per Day (up to 4 Hours Duration)	
Half Day Cinema 1 Week Day Hire	\$206.00	\$20.04	\$220.42	7.00%	\$14.41	Per Day (up to 4 Hours Duration)	
Cinema 2	\$340.00	\$33.09	\$364.00	7.06%	\$24.00	Per day (4.1 - 8 Hours Duration)	
Cinema 2 Weekend Hire	\$392.00	\$38.18	\$420.00	7.14%	\$28.00	Per Day (4.1 - 8 Hours Duration)	
Half Day Cinema 2 Weekend Hire	\$309.00	\$30.06	\$330.63	7.00%	\$21.63	Per Day (up to 4 Hours Duration)	
Half Day Cinema 2 Week Day Hire	\$206.00	\$20.04	\$220.42	7.00%	\$14.41	Per Day (up to 4 Hours Duration)	
Band Room Hire						As Quoted	
Dressing Room 1 Hire	\$257.50	\$25.05	\$275.52	7.00%	\$18.03	Per Day	
Dressing Room 2 & 3 Hire	\$154.50	\$15.03	\$165.31	7.00%	\$10.81	Per Day	
Entire Building Hire						As Quoted	Per Day
Labour - Cleaner	\$55.00	\$5.36	\$59.00	7.27%	\$4.00	Per Hour	
Labour – Technician (in house)	\$80.00	\$7.82	\$86.00	7.50%	\$6.00	Per Hour	
Labour – General	\$55.00	\$5.36	\$59.00	7.27%	\$4.00	Per Hour	
Table Cloth Hire & Laundry						As quoted	Per Table Cloth As quoted
Piano – KAWAI RX7 (Grand Piano)	\$205.00	\$20.00	\$220.00	7.32%	\$15.00	Per Booking.	
Baby Grand Piano Hire	\$155.00	\$15.09	\$166.00	7.10%	\$11.00	Per booking.	
Standard Lighting Rig	As Quoted.					As quoted.	
Auditorium PA System	\$255.00	\$24.82	\$273.00	7.06%	\$18.00	Per Booking	
Data Projector & Screen hire	\$60.00	\$5.86	\$64.50	7.50%	\$4.50	Per Booking.	
Porta Stage	\$31.00	\$3.00	\$33.00	6.45%	\$2.00	Per Piece	Per piece of stage- 9 pieces available
Laptop	\$50.00	\$4.86	\$53.50	7.00%	\$3.50	Per Booking.	
2 Way Radios	\$15.00	\$1.47	\$16.20	8.00%	\$1.20	Per Radio	
32" LCD TV	\$20.00	\$1.95	\$21.50	7.50%	\$1.50	Per Booking.	
Data Projector, Screen and PA Package						As Quoted	Day
Photocopying – See Council photocopying						As Quoted	Sheet

OTHER CORPORATE SERVICE FEES

Name	Year 22/23 Last YR Fee (incl. GST)	Year 23/24		Increase %	Increase \$	Unit	Description
		GST	Fee (incl. GST)				
Dishonoured Payment Processing Fee	\$25.50	\$0.00	\$27.50	7.84%	\$2.00		
Debtor Account Overdue Interest Rate					6%		

OTHER CORPORATE SERVICE FEES

Name	Year 22/23	Year 23/24		Increase %	Increase \$	Unit	Description
	Last YR Fee (incl. GST)	GST	Fee (incl. GST)				
Direct Deposit Transaction Fee	\$6.50	\$0.64	\$7.00	7.69%	\$0.50		
Non-Electronic Key	\$95.00	\$0.00	\$95.00	0.00%	\$0.00	Key	
Electronic Cyber Key	\$201.00	\$0.00	\$201.00	0.00%	\$0.00	Key	
Book Sales							As Quoted
Street Stall Key Deposit	\$10.00	\$0.00	\$10.00	0.00%	\$0.00		
Fines and Prosecutions							As Specified
Hire of Council Chambers	\$133.00	\$12.95	\$142.50	7.14%	\$9.50	Day or part thereof	
Hire of Committee Room	\$133.00	\$12.95	\$142.50	7.14%	\$9.50	Day or part thereof	
Hire of Interview Room	\$69.50	\$6.77	\$74.50	7.19%	\$5.00	Day or part thereof	

SALEYARDS

Name	Year 22/23	Year 23/24		Increase %	Increase \$	Unit	Description
	Last YR Fee (incl. GST)	GST	Fee (incl. GST)				
Agents' Licence	\$2,500.00	\$227.27	\$2,500.00	0.00%	\$0.00	Per Annum	
New Agents Permit	\$10,000.00	\$0.00	\$0.00	-100.00%	\$10,000.00	One-off	
Late Sale Cancellation Fee	\$660.00	\$0.00	\$0.00	-100.00%	-\$660.00		Late sale cancellation fee - after 9am Monday morning of sale week
Agents Kiosk	\$14.40	\$1.38	\$15.20	5.56%	\$0.80	Per Sale	
Agents Operations	\$0.55	\$0.05	\$0.60	9.09%	\$0.05	Per Head	
Re-scanning Fee	\$10.80	\$1.04	\$11.40	5.56%	\$0.60	Per Head	
Saleyards Fees – Sheep	\$5.00	\$0.45	\$5.00	0.00%	\$0.00	Per Head	
Saleyards Fees – Calves	\$4.10	\$0.40	\$4.40	7.32%	\$0.30	Per Head	
Saleyards Fees – Fat Cattle	\$10.40	\$1.00	\$11.00	5.77%	\$0.60	Per Head	
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Disposal of Dead Stock – Large Animals (Cattle / Calves / Horses)	\$300.00	\$27.27	\$300.00	0.00%	\$0.00	Per Animal	
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THE CROSSING THEATRE CONCESSIONAL USE POLICY

Responsible Department:	Corporate and Community Services
Responsible Section:	Cultural Facilities
Responsible Officer:	Manager Cultural Facilities

Objective

- To establish a framework for the awarding of concessional use of The Crossing Theatre.

Introduction

Section 356 (1) of the Local Government Act, 1993 states that "A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions".

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Policy

1. Concessions

- 1.1. Council will provide concessions at The Crossing Theatre to eligible groups to conduct eligible events in accordance with this policy.
- 1.2. Entities seeking concessions must apply to Council in accordance with this policy.

2. Event Eligibility Criteria

- 2.1. Entities eligible for assistance are:
 - (a) A registered charity;
 - (b) Not for Profit Organisations;
 - (c) Incorporated Community Organisations;
 - (d) Section 355 Committees of Council; and
 - (e) Schools within Narrabri Shire.

**Additional Eligibility Requirements**

2.2. In addition to the above, the event must:

- (a) Address at least one of the strategic objectives outlined in Council's Community Strategic Plan; and
- (b) Benefit a significant number of Narrabri Shire residents; or
- (c) Provide a significant public interest benefit to the Narrabri Shire Community.

2.3. Events not eligible for assistance are:

- (a) Where a full cost recovery charge is applied;
- (b) Where events have a business focus or are for-profit.

Core Selection Criteria

2.4 Applications will be selected based on the below criteria:

- (a) The eligible activity occurs within the Narrabri Shire Local Government Area;
- (b) The extent of alignment to the strategic objectives outlined in Council's Community Strategic Plan;
- (c) The benefit to the Narrabri Shire community;
- (d) The public interest benefit to the Narrabri Shire community.

3. Application

- 3.1. Entities wishing to receive a concessional rate under this policy must make a request to Council under this policy.
- 3.2. A request must be made in the prescribed form.
- 3.3. Requests must be submitted at least three months before the first day of the event.

Supporting Documentation

3.4. Applications must include the following in order to be considered eligible:

- (a) Details of the organisation or entity applying;
- (b) Proof of organisation or entity type;
- (c) A description of the event;
- (d) An explanation of how the event will meet the eligibility and selection criteria;
- (e) Any other document requested by Council.

4. Assessment and Determination of Applications**Assessment**

- 4.1. The General Manager or their delegate will assess applications.
- 4.2. Assessment is to be merit based, and based on the extent to which the proposed event meets the selection criteria.

Determination

- 4.3. Following assessment the General Manager will ensure a report is brought to an Ordinary Council Meeting. The report should:
 - (a) Recommend that a concessional rate be offered;
 - (b) Recommend that a concessional rate not be offered; or
 - (c) Make no recommendation either way.
- 4.4. If the General Manager recommends that a concessional rate be offered, they should also recommend the proposed rate to offer.



- 4.5. Council will consider the report and make a determination to either offer or not offer a concessional rate.
 4.6. If Council offers a concessional rate, it will set an amount.

5. Other Fees

- 5.1. Other Council fees and charges are unaffected by this policy.

6. Review

- 6.1. This policy will be reviewed within 12 months of an Ordinary Council Election or from time-to-time on an as-needs basis.

References

- *Local Government Act 1993* (NSW).

History

Minute Number	Meeting Date	Description of Change
853/2009	December 2009	Adopted
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607/2013	September 3, 2013	Reviewed
164/2017	August 15, 2017	Reviewed
336/2022	October 18, 2022	Adopted

16 OUR ENVIRONMENT



THEME 2 *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

16.1 REGULATORY COMPLIANCE REPORT - FEBRUARY 2024

Responsible Officer: Donna Ausling, Director Planning and Sustainability

Author: Landon Brady, Manager Regulatory Compliance

Attachments:

1. Biosecurity Reporting February 2024 [↓](#) 
2. Companion Animal Reporting February 2024 [↓](#) 
3. Environmental Reporting February 2024 [↓](#) 
4. PIN Reporting February 2024 [↓](#) 

DELIVERY PROGRAM ALIGNMENT

2 Environment - A sustainable and compatible natural and built environment

Objective 2.2 An integrated and strategic built environment

Strategy 2.2.3 Reduce the impact the built environment has on the natural environment

EXECUTIVE SUMMARY

This report provides an overview of the activities carried out by the Regulatory Compliance unit for the month of February 2024.

RECOMMENDATION

1. That Council receive and note the Regulatory Services Report for February 2024.

BACKGROUND

This report is divided in four sections, Companion Animals, Regulatory Services, Biosecurity and general compliance updates. An update is provided for the information of Council on Regulatory Compliance activities for the months of February 2024.

CURRENT SITUATION

Companion Animals:

- Companion animal complaints have continued to increase into February, the Team is unsure if more people are calling in to make representations due to increased (visible) presence in the community and responsible pet ownership campaign hosted over the holiday period. The afterhours patrolling and the proactive education and community awareness-raising is ongoing, including a targeted responsible pet ownership holiday campaign on social media, local paper and website.
- A consistent barrier to operations of the Animal Impound Facility is the fact that all rescues remain over capacity. The pressure is easing slightly with the reopening of rescues but still means that Councils are left with a bottleneck affect and are not able to take any additional animals due to capacity and subsequent safety issues. The system is 'clogged' nationally and all Council pounds are effectively at a standstill, regional Councils are significantly worse off but are awaiting the outcomes of the Parliamentary Inquiry. We have also since lost two of our major pet transport companies due to burnout and the cost and time it takes them to travel to our area from a metro base.

- Dog attacks are beginning to increase again as Compliance Officers continue to pursue a two-pronged approach to combatting the issue. Continuing to work with the community on responsible pet ownership through engagement activities, as well as enforcement action against those owners responsible, saw dog attacks reduce over the past 6 months, however with the same approach we are now seeing an increase for reasons currently unknown. The Team will continue after hours patrols, penalties and education as well as attending various training seminars on how to reduce numbers of dogs straying.
- The number of cats impounded has continued to increase since the opening of our new Companion Animal Facility six months ago but that was expected given the fact that we now have a larger facility to accept more cats. The Compliance Team will continue to deliver the cat desexing program into the foreseeable future in conjunction the Cat Protection Society and local vet clinics. The Team have been advised that this funding will continue for as long as we see support from the community for the initiative. The Team is presently working on further advertising and strategies to build more community support and general awareness. The Team is facing a major problem with community members allowing their cats to breed extensively and then passing the unwanted litters to Council. This is adding more pressure on our system but if acceptance is refused it will worsen the situation. The Team are offering desexing as much as possible but seeing very little take up.
- The current budgetary allocation of \$20,000 to support the dog desexing program for community members that are recipients of welfare has proven extremely successful, with the allocation exhausted after only two and a half weeks. The \$20,000 funded the desexing of 34 dogs in the shire at a subsidised cost for residents and the Team hopes to continue this initiative. The Compliance Team aims to target areas of the Shire where straying and abandoned dogs and resulting dog attacks are a recurring issue. A budget bid will be made in the upcoming financial year.

Regulatory Compliance:

- Abandoned vehicles, parking and overgrown property complaints also continue to increase this month. Following an extensive parking campaign before Christmas, community members are still not abiding my signed parking restrictions and the complaints have continued following the Christmas break which has sparked enforcement action by the Compliance Team. There seems to be a serious problem with community members parking in disabled zones as they account for half of all PINs issued.
- Overgrown property complaints remain consistent due to community concerns of health and safety. The dry and windy conditions have also seen a spike in community concern for fire threats. The Compliance Team is actively working to maintain safety of the community, but the legislated compliance periods do add a layer of time and associated complexity to the process. The Compliance Team have seen an increase in the number of re-inspections needed as a result of community non-compliance. Similar to companion animals, we are beginning to see that the community are not being responsive to penalties or education which leaves us with the expensive and time-consuming process of the court orders process.

Biosecurity:

- There were 90 high risk inspections completed during February as the optimum conditions for weed growth arise, the warmer weather and some scattered showers increase growth and spread. The inspections will continue to rise as grain harvest season poses concerns for spreading of biosecurity matter.
- 69 Private property inspection were completed during the last reporting period, as control work begins to taper off.
- Baan Baa community event night is the first engagement activity for 2024 but is the first of a string of Biosecurity engagement activities for 2024. The Team is partnering with Forestry and Landcare to complete aerial inspections of the Pilliga for the incoming threat of *Harrisia cactus*.

Compliance Updates and Ongoing Matters:

- The Regulatory Compliance Team is seeing an influx in properties around the Shire that are being kept in unsafe conditions, whether that be public health or fire risk. The Compliance Team have held discussions with NSW RFS on how we best divert fire risk calls to them and combat those that pose serious health and safety concerns.
- Parking enforcement continues to be carried out throughout February in response to further complaints from community members following our extensive community education surrounding parking in the CBD.
- The dog desexing program has been a huge success and has seen 100% use of the fund in less than three weeks of launching the program. The community has provided overwhelmingly positive support.
- The Team is still awaiting the outcome of the Parliamentary Inquiry into NSW Pounds which was heard in Sydney in December 2023. Narrabri Shire Council hope to see a result that helps all Council fulfill their regulatory role without struggling for resourcing. The Team has requested an update ASAP and will communicate in future council reports.

FINANCIAL IMPLICATIONS

Detailed in the body of the Report.

STATUTORY AND POLICY IMPLICATIONS

Detailed in the body of the Report.

CONSULTATION

External Consultation

- Detailed in the body of the Report

Internal Consultation

- Director Planning & Sustainability.
- Biosecurity Coordinator.

- Regulatory Compliance Team.

Reporting Measure	Jul-23	Aug-23	Sep-23	Q1 2023	Oct-23	Nov-23	Dec-23	Q2 2023	Jan-24	Feb-24	Mar-24	Q3 2023	Apr-24	May-24	Jun-24	Q4 2023	Total
Number of Roadside Hectares Inspected	6493.35	655.05	2198.22	9346.62	2114.05	2102.88	1751.1	5968.03		1975.19		1975.19				0	17289.84
Number of Individual Properties Inspected	28	112	305	445	52	40	8	100		69		69				0	614
Number of High Risk Sites Inspected	20	0	57	77	110	135	70	315		90		90				0	482
Number of Biosecurity Programs Run	1	2	1	4	0	3	0	3		2		2				0	9
Weeds monthly and quarterly reporting (performed in accordance with the Biosecurity Act 2015 (NSW))	1	1	2	4	1	1	2	4		1		1				0	9

Companion Animals Reporting	Jan-24	Feb-24	Mar-24	Q3 23/24	Apr-24	May-24	Jun-24	Q4 23/24	Total
Number of Companion Animals Impounded	22	27	0	49	0	0	0	0	145
Dogs	15	12		27				0	93
Cats	7	15		22				0	52
Number of Companion Animals Registered	13	3	0	16	0	0	0	0	65
Dogs	11	3		14				0	61
Cats	2	0		2				0	4
Number of Companion Animals Rehomed	5	13	0	18	0	0	0	0	68
Dogs	2	9		11				0	40
Cats	3	4		7				0	28
Number of Companion Animals Released to Owner	4	4	0	8	0	0	0	0	29
Dogs	4	4		8				0	29
Cats	0	0		0				0	0
Number of Companion Animals Euthenaised	6	1	0	7	0	0	0	0	17
Dogs	5	1		6				0	16
Cats	1	0		1				0	1
Number of Feral Animals Euthenaised	1	9	0	10	0	0	0	0	15
Dogs	0	0		0				0	0
Cats	1	9		10				0	15
Method of Canine Impoundment	15	12	0	27	0	0	0	0	92
Patrolling	7	1		8				0	27
Surrenders	1	1		2				0	10
Handed in to Council (Pre-caught prior to impoundment)	7	8		15				0	46
Seized	0	2		2				0	9
Method of Feline Impoundment	7	15	0	22	0	0	0	0	52
Council Trapping Operations	1	0		1				0	1
Handed in to Council (Stray - Privately caught/trapped)	3	6		9				0	32
Handed in to Council (Feral - Privately trapped)	1	9		10				0	15
Surrenders	2	0		2				0	4
Complaints Received by Council	56	58	0	114	0	0	0	0	380
Dogs	41	43		84				0	316
Cats	15	15		30				0	64
Average Time to Respond (in Days) - Companion Animal Complaints	0	0	0	0	0	0	0	0	0
Dogs				0				0	0
Cats				0				0	0
Number of Animals Microchipped by Council	0	13	0	13	0	0	0	0	36
Dogs	0	7		7				0	26
Cats	0	6		6				0	10
Animals Rehomed through Council	0	0	0	0	0	0	0	0	0
Dogs	0	0		0				0	0
Cats	0	0		0				0	0
Cats Trapped by Council	1	0	0	1	0	0	0	0	1
Stray	0	0		0				0	0
Feral	1	0		1				0	1
Owned	0	0		0				0	0
Number of Dog Attacks Reported to Council	2	7		9				0	39
Orders Issued	3	2	2	7	0	0	0	0	12
NOI to Issue Nuisance Dog Orders Issued	0	0	1	1				0	1
Number of Nuisance Dog Orders Issued	0	0	1	1				0	1
NOI to Issue Menacing Dog Orders Issued	1	0		1				0	2
Number of Menacing Dog Orders Issued	0	1		1				0	1
NOI to Issue Dangerous Dog Orders Issued	3	2		5				0	5
Number of Dangerous Dog Orders Issued	3	1	1	5				0	10
Companion Animal Inspections									0
Initial Inspections	16	4		20				0	20
Follow up inspections	3	0		3				0	3

Launch of discounted dog desexing program

Environmental Reporting	Dec-23	Q2 23/24	Jan-24	Feb-24	Mar-24	Q3 23/24	Apr-24	May-24	Jun-24	Q4 23/24	Total
Illegal Dumping Complaints Received	1	3	2	1		3				0	14
Illegal Dumping - Average Time to Respond	0	0	0	0		0				0	0
Illegal Dumping - Initial Inspection	1	1	2	0		2				0	10
Illegal Dumping - Clean Up Orders Issue	0	0	0	0		0				0	0
Illegal Development/Construction Complaints Received	1	6	0	2		2				0	10
Development/Construction Complaints - Initial Inspection Completed	1	6	3	2		5				0	11
Emergency Orders Issued	1	2	0	2		2				0	6
Construction Complaints - Stop Work Orders Issued	0	1	1	0		1				0	4
NOI to Issue DCO	0	1	0	0		0				0	3
Development Control Orders Issued	0	1	0	0		0				0	3
Illegal Camping Complaints	0	1	0	0		0				0	4
Illegal Camping Complaints - Move Alongs Issued	0	0	0	0		0				0	1
Abandoned Vehicles	0	1	6	1		7				0	8
Abandoned Vehicles - Initial Inspection/NOI	0	1	6	1		7				0	15
Abandoned Vehicles - Follow Up Inspection	2	3	6	1		7				0	18
Abandoned Vehicles - Vehicles Towed to Holding Yard	0	1	0	1		1				0	4
Abandoned Vehicles - Disposed/Tendered	0	1	0	0		0				0	5
Overgrown/Waste on Property Complaints Received	0	11	5	6		11				0	26
Overgrown/Waste on Property Complaints - Inspections Completed	0	6	6	4		10				0	23
Overgrown/Waste on Property Complaints - Average Time to Respond (Days)		0				0				0	0
Overgrown/Waste on Property Complaints - Initial Inspections	0	6	4	4		8				0	18
Overgrown/Waste on Property Complaints - Initial Courtesy Call/Letter	0	5	2	10		12				0	19
Overgrown/Waste on Property Complaints - Follow Up Inspection	3	17	5	6		11				0	41
Overgrown/Waste on Property Complaints - NOI Sent	0	4	0	3		3				0	14
Overgrown/Waste on Property Complaints - Order 21 Issued	1	2	0	0		0				0	3
Order 11 Issued	0	0	0	0		0				0	0
Order 22 Issued	1	2	0	1		1				0	3
Order 27 Issued	0	0	0	0		0				0	0
Order 12	0	0	0	0		0				0	0
Burning Permits		0		0		0				0	0
Burning Permits - Requests Received	0	0	0	0		0				0	5
Burning Permits - Inspections	0	0	0	0		0				0	4
Burning Permits - Approvals Issued	0	0	0	0		0				0	5
Burning Complaints Received	0	0	0	0		0				0	0
Section 68 Applications		0				0				0	0
s 68 - Septic Inspections Completed	2	3	1	3		4				0	7
s 68 - Septic Approvals to Install Issued	3	5	1	0	2	3				0	14
Approval to Operate Issued	0	1	2	5		7				0	10
s 68 - Septic Quarterly Reports Registered	1	99	134	0		134				0	356
Commissioning Certificate	0	0	1	0		1				0	1
Stormwater Complaints Received	0	0	0	0		0				0	0
Liquid Trade Waste Inspections	0	0	0	0		0				0	0
Request for further information issued	0	0	1	3		4				0	4
Pollution Complaints	0	1	0	0		0				0	3
Inspection completed	0	1	0	0		0				0	1
Action required	0	1	0	0		0				0	1
Parking Complaints	2	10	0	0		0				0	12
Inspection completed	4	11	0	0		0				0	11
Action required	4	9	0	0		0				0	9
General Parking Inspections Completed		0	38	7		45				0	45
Noise Complaints	0	2	0	0		0				0	3
Inspection completed	0	1	0	0		0				0	1
Action required	0	0	0	0		0				0	0
Septic Complaints	2	4	0	0		0				0	0
Inspection completed	2	5	0	0		0				0	5
Action required	0	2	0	0		0				0	2
Food Inspections - Annual Inspections	0	1	4	5		9				0	10
Food Complaints - Complaints	1	3	3	0		3				0	8
Food Complaints - Inspections	1	5	1	3		4				0	12
Food Complaints - Average time to Respond (days)		0				0				0	0
Improvement Notices Issued	0	1	0	0		0				0	1
Warning Letter		0		1		1				0	1
Prohibition Orders Issued	0	0	0	0		0				0	0
Clearance Certificates Issued	0	0	0	0		0				0	0
Underground Petroleum Inspections Completed (6-monthly)	0	0	0	0		0				0	0
Impounding Act - Non Companion Animals		0				0				0	0
Non-Companion Animal Complaints	6	16	1	2		3				0	24
Non-Companion Animal Inspections			3	2							
Non-Companion Animal Impounding	0	4	0	0		0				0	18
Direction 28 - PSUP		0	0	1		1				0	1
Hair Dresser - Annual Inspections	0	0	0	0		0				0	0
Beauty Salons/Skin Penetrations - Annual Inspections	0	0	0	0		0				0	0
Swimming Pools - Annual Inspections	0	0	0	0		0				0	8
Swimming Pool Complaints	0	0	0	0		0				0	0

PIN Issued	Jul-22	Aug-22	Sep-22	Q1 2023	Oct-22	Nov-22	Dec-22	Q2 2023	Jan-23	Feb-23	Mar-23	Q3 2023	Apr-23	May-23	Jun-23	Q4 2023	Total
Companion Animals - Dogs	0	0	2	2	2	1	0	3	9	1	3	13	3	4	4	11	29
Companion Animals - Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Parking	0	0	0	0	1	0	18	19	0	0	0	0	1	0	0	1	20
Overgrown Properties	0	0	1	1	2	0	1	3	0	1	1	2	0	0	0	0	6
Illegal Dumping	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1
Public Health Related	0	0	1	1	0	0	0	0	0	0	1	1	0	0	2	2	4
Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Abandoned Vehicles	0	0	0	0	0	0	0	0	0	1	3	4	0	0	0	0	4
Livestock	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Litter	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	1
Land contamination	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Food safety	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Swimming Pools	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

17 OUR ECONOMY



THEME 3

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.

18 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:

18.1 Fee Waiver for Burial Interment

This matter is considered to be confidential under Section 10A(2) - (b) 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 discussion in relation to the personal hardship of a resident or ratepayer.

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.

19 MEETING CLOSED
